



**SUGAR
HOUSE
PARK**

Sugar House Park Authority

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www.sugarhousepark.org

Sugar House Park Authority | February 8, 2024, Minutes

Date/Time: Thursday, February 8, 2024, from 6:00 pm – 8:00 pm

Location: WebEx

Board Members Present	Anchor Location:
Holly Nichols, Siv Ghaffari, Taylor Weavil, Roxy Christensen, Richard Layman, Kaila Grafeman, Jackie Rosen, Patrick Leary, Toby Hazelbaker Others: Jackie Standing, Danielle Calacino, Mary Holly, Josh Ashdown, Dustin Wiberg, Dann LG, Taylor Abegglen, Dean Larson, Mark Morris, Megan Hendrickson, Carter de la Houssaye, Shawn Vincent, Dayna Geiger, Sara Foran, Alli Kolaski, Amy May	There is no physical anchor location. If you have questions or need further assistance, please contact Danielle Calacino at 385.468.1801.

Call to Order

Holly Nichols – President

Approval of Special Events and Athletic Field Use Requests

Holly Nichols – President

Name/Organization/Event	Document Reference	Date(s)
Miles for Migraine - Dann LG National Nonprofit that partners with local headache centers to raise awareness and funds for residents doing research programs on migraines. Event consists of a 2 mile walk and a 5k and is a same day set-up and breakdown. Fourth year running the event in Salt Lake City, first year hosting it at Sugar House Park. Motion by Richard Layman seconded by Taylor Weavil. The board approves unanimously.	Portfolio 1	07/27/2024
SLCo Sports Office Corp Games 5K - Taylor Abegglen, Salt Lake County Corporate Games is a friendly competition event local companies and their employees can participate in. Second year running the 5K in Sugar House Park.	Portfolio 2	08/10/2024

Motion by Taylor Weavil seconded by Siv Ghaffari. The board approves unanimously.		
<p>Snell & Wilmer Picnic & Carnival - Dean Larson and Mark Morris</p> <p>The law firm has held this event for their whole staff and families for 25 years.</p> <p>The board discusses the best pavilion(s) for the event due to its size and requirements. Presenters decide to use Sugar Beet Pavilion as the event's location.</p> <p>Motion by Taylor Weavil seconded by Jackie Rosen. The board approves unanimously.</p>	Portfolio 3	08/06/2024
<p>U of U Dept of Biochemistry - Megan Hendrickson</p> <p>Annual department picnic that includes a small awards ceremony, catering, and inflatables for the kids. Motion by Taylor Weavil seconded by Siv Ghaffari. The board approves unanimously.</p>	Portfolio 4	05/31/2024
<p>U of U Dept of Anesthesiology – Carter de la Houssaye</p> <p>Carter-Annual department picnic to socialize. They will have food trucks, inflatables, and games. Food is paid for by the U of U. Carter requests to also have the field as part of their event. Motion by Roxy Christensen seconded by Richard Layman. The board approves unanimously.</p>	Portfolio 5	05/11/2024
<p>National Veterans Golden Age Game 5K Cycling Race - Shawn Vincent And Dayna Geiger</p> <p>Games are for US veterans 55 years of age or older, and first time being held in Salt Lake City. The games consist of 25 different events and requesting to host the 5K cycling sprint at Sugar House Park. Will have timing company set up their system across the north road, by the Garden Center and the 1500 E exit. Set up and take down is quick. Siv asks Shawn how they're going to control vehicle traffic for non-participants; Shawn says they will have</p>	Portfolio 6	08/27/2024

<p>volunteers and off duty police officers that will help control entry. Roxy asks if they plan to use the car lane and suggests using cones to ease conflict between everyday pedestrians in the park. Shawn says they're happy to use the road lane versus the bike lane if that's what the committee suggests.</p> <p>Motion by Richard Layman seconded by Roxy Christensen. The board approves unanimously.</p>		
<p>Women of the Wasatch - Sara Foran and Allie Kolaski Local women's running group and recently became a non-profit. Hosting a run, using pavilion as gathering place. Will have a glitter station, speaker, Hoka Shoes display, hot chocolate, and raffle. Motion by Taylor Weavil seconded by Jackie Rosen. The board approves unanimously.</p>	Portfolio 7	03/08/2024
<p>*Beehive Sports Kickball Holly asks Diane to have Beehive Sports include in their emails that participants cannot park in the walking lane. Jackie notes that they are not rotating while they play. Asks if we can ask them to rotate to help with the wear of the fields. Taylor says she thinks the board should decide if they want field event requests to always come before the board or if they want to continue grandfathering organizations after so many years. The board likes the idea of touching base yearly for field requests. Holly tells Diane that after this year, the board will ask Beehive Sports to attend a board meeting to gain approval again.</p>	Portfolio 8	4/16/24-10/24/24
<p>*PKD Foundation Walk Roxy says there are no initials on the rules and regulations, and Diane says she'll make sure everything gets signed.</p>	Portfolio 9	09/21/2024
<p>*Salt Lake Gay Athletic Assoc FFB</p>	Portfolio 10	4/11/24-6/27/24

*Utah Youth Soccer Camp	Portfolio 11	7/29/24-7/31/24
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*These event requests are exempt from appearing before the Park Authority for approval because they have held the same event for three or more years.

Action Item: Park Authority Vote(s) Required

Motion by Richard Layman seconded by Siv. The board approves unanimously.

SLCPD Drone Request

Josh Ashdown

Josh leads a drone team of about 30 pilots who are all FAA licensed and are trained regularly. Tells the board that his program is an open book, and you can look up every flight of theirs and see what they are doing. They can use up to 400 feet of elevation, and they have a federal agreement with the FAA that allows them 150 feet blanket across the city.

They're looking for a place to train and practice finding people with their thermal imaging. Josh says Sugar House Park seems like a good place for their training but has concerns about if they fly there, other people might think they have permission to also launch and land in the park. He says he doesn't want to encourage that in the event people see them and didn't know they are the police. Taylor Weavil likes the idea and shares the same concerns, so suggests that Josh and his team bring some stake signs with them that explain who they are and what they are doing.

Roxy Christensen asks if they are in uniform, and Josh says they are almost always unless they are having a training day.

Patrick Leary says we could work with them to get signs made for them to use.

Siv Ghaffari asks Josh how often they will be needing to utilize the park, and Josh says a couple times a week, and then a day or two-day training every couple of months. The board asks Josh to reserve a field at no cost ahead of time when he knows they need a large space for trainings, and Josh agrees to do so.

Toby Hazelbaker tells Josh that he could use any of Salt Lake City's Park any time as well.

Motion by Patrick Leary seconded by Taylor Weavil. The board approves unanimously.

Action Item: Park Authority Vote(s) Required to Allow Request

Arboretum Plan Presentation

Dustin Wiberg from Salt Lake County Parks & Recreation and Amy May from Tree Utah

Dustin is a certified arborist and landscape architect. Roxanne Christensen and Dustin Wiberg share a presentation to the board about Sugar House Park becoming an arboretum. Dustin mentions the organization ArbNet and their accreditation program for arboreta. He shows the board a summary of levels of accreditation.

He details that Level 1 Accreditation requires:

- An Arboretum plan
- Organizational or Governance Group, such as the Sugar House Park Authority
- 25 different tree species that are labeled
- Staff or volunteer support, which we have directly with Salt Lake County Park Operations
- Public access
 - At least one annual event. Dustin says that could be an Arbor Day or tree planting celebration.

Dustin mentions that Salt Lake County Parks & Recreation has been conducting a tree inventory county-wide, and the inventory of Sugar House Park is well over 1000 trees.

He is proposing at this stage that level 1 accreditation be considered by the park authority.

The application is free, and once submitted to ArbNet, reviews and a decision is made within four weeks; then you don't need to be re-accredited for 5 years.

Richard Layman mentions that Taylor Weavil, when serving as the previous Park Authority President, laid out the idea that the arboretum could be a naming opportunity and that would bring a big endowment.

Richard Layman also recommends for the Park Authority to create an arboretum subcommittee that could allow non-board members to participate. Richard Layman also asks about signage, if it needs to be in place before the accreditation takes place and that it should be consistent with the wayfinding signage. Roxy Christensen confirms that all signage must be in place before submitting the application, and they are in communication with Tony from Salt Lake City's Urban Forestry department to see what the signage looks like and what the costs are.

Dustin clarifies that by pursuing arboretum status at Sugar House Park, the intent is to never close the park to the public and charge an admission fee, or taking away fields to plant more trees, it's just a great opportunity to add a layer to the park that brings interest and diversity.

Dustin shows the board the very loose concept he has worked on and explains the different ideas for areas around the park. He highlights the area where they will highlight species from the west coast to the east coast. He mentions the already established community gardens and the idea to name that area farm life with a possible orchard type of design. He also mentions an idea called a Sensory Forest, located around playground areas where kids are, and the trees planted there would have interesting textures or smells that awaken your senses.

Amy May shares what types of trees have been planted in the park previously and is championing the idea and opportunity. Amy also mentions that in terms of funding, there are already solid partnerships across the board that can help bring more attention to this work.

Patrick Leary says that this idea has had lots of input from different organizations and people and asks if the board is okay with being the governing body and moving forward with the accreditation.

Roxy Christensen details next steps to complete the application for accreditation before they vote.

Action Item: Park Authority Vote(s) Required for Acceptance of Governing Body Role

Motion by Taylor Weavil seconded by Siv Ghaffari. The board approves unanimously.

Roxy Christensen asks if they should move forward to create a subcommittee. Holly asks who is interested in being on the subcommittee with Holly, Kaila Grafeman, Richard Layman, and Roxy Christensen all with interest to be on it.

Approval of January 11, 2024, Minutes

Holly Nichols – President

Action Item: Park Authority Vote(s) Required

Holly calls for any discussion or edits to the January 11th meeting minutes and thanks Richard for sending his notes prior to the meeting. Roxy Christensen also proposes edits to the minutes.

Motion with the inclusion of the proposed edits by Siv Ghaffari seconded by Taylor Weavil. The board approves unanimously.

Approval of January 2023 Financial Statements

Roxanne Christensen - Treasurer

Roxy Christensen discusses the January 2023 financial statements with the board and asks some clarifying questions.

Action Item: Park Authority Vote(s) Required

Motion by Richard seconded by Jackie. The board approves unanimously.

Budget Adjustments: O&M Budget Review, CPA Services, Pavilion Tables

Roxanne Christensen - Treasurer

Roxy Christensen updates the board on the listed budget adjustments:

- Still talking with Patrick Leary, no vote needed on the O&M budget review at this meeting.

- Contacted a firm who is preparing a proposal with cost for CPA services. It will be a contract for a 12-month period that would need to be paid. Says there will be a monthly fee involved and would most likely have that to vote on in March.
- Requests board approval for \$54,000 for tables in the Fabian Lakeside Pavilion. Board members have questions regarding the requested amount and would like to see it in the context of the full budget. The board decides to have further discussion on this budget adjustment and move the vote to next meeting.

Action Item: Park Authority Vote(s) Required

Presidents Report

Holly Nichols – President

Holly Nichols gives the board members various updates including:

- Board Position Opening Update
Holding interviews next month, and currently have 3 applicants.
- Reminds the board about conflicts of interest forms and to get them signed and sent5 tin to Jackie Standing at jmstanding@slco.org.
- Mentions the spreadsheet to sign up for rotating board presence at the Sugar House Community Council and says she will send it after the meeting.

Informational Only

Other Business

- Pavilion Update – *Roxanne Christensen*
It will go out for bid at the end of February, and the pavilion has yet to arrive.
- Master Plan Committee Update – *Roxanne Christensen*
In progress, will have more information in March.
Patrick Leary recognizes Roxy Christensen's and Richard Layman's efforts in moving conversations forward surrounding this.
- Smart Watering System Weather TRAK – *Patrick Leary*
Patrick Leary will speak about this next month.
- Garden Club Lease – *Jackie Rosen*
Jackie Rosen discusses that for the board to decide on whether they want to change the lease agreement or change the management, they need to meet with the Garden Center to get more information to make an informed decision.
Jackie Rosen says to have Richard Layman still work with Mary Holly and get that information ready for the board. Mary Holly says she can have all the information ready by March.
- Snow Removal – *Richard Layman*
Richard wants to know if the board should contract snow removal for the perimeter sidewalks. Patrick Leary mentions that it's a good idea if it's in next year's budget for 2025.
- Social Media / Website – *Kaila Grafeman and Roxy Christensen*
Roxy Christensen tells the board she's in the process of making changes and says to keep sending her things the board wants incorporated. The board thanks her for her work.
Kaila Grafeman mentions they are posting on social media to create traffic to the sight. She says they have posted about board applications on all social media accounts and on LinkedIn.
Mentions that the local newsletter CityCast SLC posted about the open board position in their newsletter, which she is excited about. She is also continuing to work on Sugar House brand strategy and is going to share her first version with Roxy Christensen.
- Transient Camps/Park Security Update – *Taylor Weavil*
Taylor Weavil tells the board everything is status quo and police department updates are quiet. They are continuing to do their laps around the park and check bathrooms to make sure they're locked.

Informational Only

Jackie Rosen mentions that she noticed Dustin Wiberg's name was misspelled on the agenda, so to make sure it's corrected in the minutes.

ADJOURN

Taylor Weavil moves to adjourn meeting.