



SUGAR HOUSE PARK

Sugar House Park Authority

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Sugar House Park Authority | May 09, 2024, AGENDA

Date/Time: Thursday, May 09, 2024, from 6:00 pm – 8:30 pm

Location: Webex

Board Members Present:	Anchor Location:
Holly Nichols, Siv Ghaffari, Toby Hazelbaker, Shehan Jaro, Richard Layman, Patrick Leary, Jackie Rosen, Roxanne Christensen, Kaila Grafeman	There is no physical anchor location. If you have questions or need further assistance, please contact Danielle Calacino at 385.468.1801.
Others: Jackie Standing, Daniel Halligan, Sue McJames, Melissa Vidal, Jacob Skog, Stacey Pasalich, Sierra Goodridge, Jascha Clark, Mario Rodriguez, Geoff Ellis, Sarah Foran, John Wells	

This meeting will be conducted virtually only via WebEx meetings. Agendas, recordings, and meeting minutes can be accessed on the Utah Public Notice site at utah.gov/pmn.

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)
Women of the Wasatch Local Running Day – Sarah Foran Local women’s running group that helps underrepresented community members get out and feel comfortable running. Hosting an event for Global Running Day and hope to have running brands offer free demos, run the loop, and will have dogs on leash and following all regulations. Motion by Richard Layman second by Kaila Grafeman. The board approves unanimously.	Portfolio 1	06/05/2024
Odyssey House of Utah – Mario Rodriguez A treatment center for those struggling with addiction and mental illness. They have multiple	Portfolio 2	05/31/2024 07/15/2024 07/26/2024 09/06/2024

<p>facilities in Salt Lake County and are hosting four events for their clients to interact with each other, build connections, and prepare their transition to outpatient treatment services. They bring their own food, play games, and socialize.</p> <p>Roxy thanks Mario for Odyssey House volunteers helping at the sandbag event last year.</p> <p>Motion by Roxy Christensen second by Siv Ghaffar. The board approves unanimously.</p> <p>Holly thanks Mario and says she's glad the park can be part of their client's transition process.</p>		
<p>The Longest Day Alzheimer's Association – Stacey Pasalich</p> <p>Yoga fundraising event for the Alzheimer's Association. Will have two yoga flows, one from 9-10am and the other from 11am-12pm. Attendees will submit their donation via Venmo, and Holly tells Stacey to have donations sent before the event to comply with park policies. Holly also confirms the pavilion will have power for Stacey to have a PA system and extension cords. Richard clarifies what date they are requesting as it doesn't align with what's on the application, and Stacy confirms they are requesting June 22 as their preferred date.</p> <p>Motion by Richard Layman second by Kaila Grafeman. The board approves unanimously.</p>	Portfolio 3	06/22/2024
<p>Sandstone Healthcare Group – Melissa Vidal</p> <p>They are a post rehabilitation center across the Wasatch Front and wanting to host an employee celebration barbecue. They will have inflatables, but will not stake them, and will follow all guidelines and park policies.</p> <p>There is a discussion about the location as Melissa initially reserved the Big Field but there is</p>	Portfolio 4	06/04/2024

a conflict. Diane reserved for them the Sego Lily and Mt. Olympus Pavilions with the Backstop Field instead so there will be enough room for the inflatables and all attendees. Motion by Roxy Christensen second by Jackie Rosen. The board approves unanimously.		
*Texas Roadhouse	Portfolio 5	07/22/2024

*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.

Motion by Jackie Rosen second by Siv Ghaffari. The board approves unanimously.

Action Item: Park Authority Vote(s) Required

Approval of April 2024 Financial Statements

Holly Nichols – President

Roxy Christensen recaps the April 2024 financial statements for the board.

Motion by Richard Layman second by Jackie Rosen. The board approves unanimously.

Action Item: Park Authority Vote(s) Required

Approval of April 11th, 2024 Minutes

Holly Nichols – President

Holly Nichols asks the board to quickly read through the minutes and provide any feedback.

Motion by Siv Ghaffari second by Jackie Rosen. The board approves unanimously.

Action Item: Park Authority Vote(s) Required

Garden Center Lease + 5 minutes for Comments from Garden Club

Jackie Rosen

Jackie Rosen presents on the Garden Center and whether the board should enter into a new lease agreement with UAGC or take over the management of the building.

Her presentation includes:

- A brief history of the Garden Center
- The formal agreement made in 2009 between the Garden Center and the Sugar House Park Authority that expired in 2019
- Operating on a month-to-month agreement since lease expired in 2019 but still following leases terms and conditions
- Challenges both the Park Authority and the Garden Center are having including:
 - Condition of building
 - Maintenance
 - Compliance with the Land and Water Conservation Fund
 - Not following all terms and conditions within the lease
- The most recent financial information available dating from 2018-2023
- Summary of Garden Club events from 2022 and 2023
- Issues regarding Garden Club usage that aren't in line with park rules
- Option A (Negotiate Future Lease) and Option B (SHPA Management) and which one the board prefers and wants to move forward with

Geoff Ellis, Sue McJames, and Mary Holly of the Garden Club quickly touch on their thoughts about the management, and all agree that wherever the management lies it's important to them that the building is still there to provide space for the Utah Associated Garden Clubs and their events and programs. They also say they would like to be involved in the process if there are plans for a new building to be built that would replace the current one.

The board discusses what the budget and events would look like with the Garden Center if the Park Authority took over the management. The types of events that could be held are currently unknown, and the transition of management would require participation from both Salt Lake City and Salt Lake County. There's discussion regarding the upcoming TRCC (Tourism, Recreation, Culture, and Convention) funding and wanting to submit for a study and design of a new Garden Center building, and the importance of the building still being a space for the garden clubs to call their home. They also clarify that the Sugar House Park Authority are the owners of the Garden Center.

Motion that the SHPA negotiate transition with the intent to terminate the month-to-month lease agreement and begin managing the garden center building, with transition terms to be negotiated with the garden clubs and approved at a later date by the SHPA made by Jackie Rosen. Second by Roxy Christensen; the board approves unanimously.

Holly emphasizes that there is effort and time required of the board to work through and finalize what was stated in the motion. Patrick also tells the Garden Club members Geoff, Sue, and Mary that the SHPA is committed to their long-term relationship. Sue asks if the Garden Club can move forward and replace the roof with the funds they have saved for it. Patrick advises that due to the length of time the transition of management will take he thinks replacing the roof would be optimal. Richard mentions he included the roof in a grant proposal he submitted regarding the grounds of the Garden Center, and Patrick suggests waiting to find out if the grant is awarded to the board before the Garden Center moves ahead with replacing it. Shehan asks about the study done of the Garden Center back in October only stating it needed roof repairs and asks if since a replacement is required. Holly tells him that the next steps would be to get a true assessment and estimate to then make the decision on whether repairs or a replacement is needed, with the understanding it's an older roof.

Action Item: Park Authority may vote to approve

Closed Session for Board Member Interviews

Potential of a closed session for the discussion of a character, professional competence, or physical or mental health of an individual as described under Section 52-4-205 of the Utah Open and Public Meetings Act.

Motion to approve moving into a closed session made by Siv Ghaffari second by Roxy Christensen. The board approves unanimously.

The board resumes open session and Holly asks for a board member to make a motion to extend an official offer to Jascha Clark to join the board.

Motion to extend an offer to Jascha Clark made by Jackie Rosen second by Kaila. The board approves unanimously.

Projects to Submit for TRCC

Roxanne Christensen – Treasurer

Roxy Christensen presents to the board for approval the three projects they would like to submit for TRCC funding. The three projects are:

- Study and Design for a new building, program (what the building will do and support, and grounds

- Weather Track Controllers
- Study and Design for Culinary Line

Patrick suggests moving the study and design for the culinary line up the list due to a criterion of TRCC funding is patron experience. Patrick is also worried some of the projects don't fit the criteria for TRCC funding.

The board also discusses ZAP (Zoo, Arts, and Parks) funding, the contributions both Salt Lake City and Salt Lake County make towards projects and the difference between their funding cycles and project criteria.

Holly proposes that the board stays with the project ideas they have and if the committee wants to circle back and change anything they have the flexibility to do so prior to submitting them.

Motion to approve the three proposed TRCC projects with the contingency that the committee modifies as needed prior to submission made by Siv Ghaffari. Second by Richard Layman; the board approves unanimously.

Action Item: Park Authority Vote(s) Required

Order of Pavilions for CIP

Roxanne Christensen – Treasurer

Roxy Christensen discusses the recommended pavilion replacement list they have compiled based off the 2016 pavilion study they had done that ranked them from worst to best. She needs the board to approve the list so they can submit their \$960,000 request to the County for the replacement of two pavilions. She mentions that Fabian Lakeside is first on the list and is currently under construction, and Parley's Creek is second because Salt Lake County has already allocated funds towards it. The list continues with Sugar Beet at number three, Big Field at number four, Mount Olympus and Sego Lily at numbers five and six respectively, and Hidden Grove at number seven. Roxy says Sugar Beet has a lot of misuse to it and would make sense to replace it by the proposed new playground. Big Field is the highest used pavilion due to its proximity to the field, Mount Olympus and Sego Lily could be redone at the same time due to their location, and Hidden Grove is last because it is the hardest to reach.

Motion to approve the replacement of the Parley's Creek Pavilion and the Sugar Beet Pavilion for Salt Lake County's CIP application made by Richard Layman. Second by Siv Ghaffari; the board approves unanimously.

Action Item: Park Authority Vote(s) Required

Fabian Lakeside Pavilion Signage

Roxanne Christensen – Treasurer

Will be moved to next month.

Action Item: Park Authority Vote(s) Required

Event Planning Committee - Fabian Lakeside

Holly Nichols – President

Will be moved to next month.

Action Item: Park Authority Vote(s) Required

ADJOURN

Kaila Grafeman moves to adjourn meeting.

May 2024 Informational Updates

- **Bike Racks – Holly Nichols**
 - The racks that are going on existing concrete have been ordered.
 - Still waiting on concrete cost for the remaining spots (sent reminder)
- **Diesel Spill Update – Patrick Leary**
 - On Thursday, April 25th, a tractor-trailer rig lost control at approximately the Lamb's Canyon exit in Parley's Canyon, slid into a barrier and ruptured a fuel tank. This diesel fuel got into Parley's Creek and made it as far as the pond at Sugar House Park. Emergency crews responded from Unified Fire Authority, Salt Lake City Fire Department, Salt Lake City Public Utilities, Salt Lake City Parks & Public Lands, Salt Lake County Health Department (Water Quality Bureau) and Salt Lake County Parks and Recreation. Remediation crews responded, booms were placed around inlets and left in place until Thursday May 2nd, when test results from the Health Department gave the "all clear." Thanks to all the responders.
- **Pavilion Update – Roxanne Christensen**
 - Email from Dan: Waiting for SLC to issue the permit. We responded to comments last Thursday, so it is in review again. The entire pavilion is delivered, and sensitive pieces are stashed in the maintenance garage and parking lot.
- **Arboretum Plan Update – Roxanne Christensen**
 - County will do walk to identify the 25, level 1 specimen trees. Will Submit for Utah Forestry grant to pay for tree label signage, online map creation and brochure.
- **Social Media / Website – Kaila Grafeman**
 - Revised Event Forms are on the website.
 - New blog/news post on the website regarding Fabian Lakeside pavilion with new rendering.
- **Transient Camps/Park Security Update – Siavash Ghaffari**
 - Since our last meeting, I have received police logs from Office Richmond for April 12th, 17th, 20th, 26th, May 1st, and 7th. There have been zero incidents or arrests reported in the logs. The officer typically has identified after-hours park stragglers and informed them of the park's hours. Other than that, there is nothing significant to report.
- **CIP / Master Plan Committee Update – Richard Layman**
 - Lowes grant for a USU community garden. We won't hear until June about the grant. Patrick said the county is committed to doing the design and other necessary tasks if we get the grant. Grant terms require it be finished by mid-November, Katie Wagner of USU is working out more details of what is required on her end, to facilitate the process.
 - County TRCC funding stream for projects.
 - Two weeks ago, we had a meeting with County Parks personnel, including Patrick, to explain to us how the county "tourism, recreation, culture, convention" (TRCC) revenue stream works. It's funded through hotel and related taxes on visitors.
 - There are two tracks. One is for County Parks, and their obligations for funding SHP projects falls there. The County takes the lead on submission, which they will do for the pavilion replacement, which is the primary open item for capital projects at this time.
 - The second track is open to all qualified government units throughout the county. We are eligible. That cycle opens in May and applications are due June 15th.
 - Decision makers (coming up with a list of projects to recommend to the County Mayor and County Council) are various city mayors and others. In addition to the basic application, Patrick suggests we prepare a couple of "explainers" about the park, its

ownership, and funding, to better explain to the decision makers the SHP situation, because they are likely unfamiliar.

- Committee Action County TRCC:
 - Even though the city has agreed to only fund one pavilion in the next fiscal year, the committee is submitting the same basic materials to the County Parks TRCC asking for two. (Which can help us make our argument to the city for more funding down the road.)
 - Related: ZAP
 - The Zoo, Arts and Parks tax comes up for renewal every 10 years. It's in that cycle now. The Parks portion of the program funds new projects (County and qualified governments) and necessary maintenance/long term repair projects (County Parks only but including Sugar House Park).
 - Preliminary applications are due next Spring, with final submissions in October.