

CITY OF NORTH SALT LAKE
PARKS, TRAILS, ARTS, & RECREATION
ADVISORY BOARD MEETING MINUTES
642 NORTH 400 WEST, NORTH SALT LAKE
SEPTEMBER 24, 2024

FINAL

Peter Wirthlin, Vice Chair, called the meeting to order at 6:00 p.m.

BOARD MEMBERS PRESENT: Emily Carr, Brent Crowther, Dallas Golden; Kyle Poulter; Camille Thorpe via Zoom; Peter Wirthlin, Councilmember Suzette Jackson.

STAFF PRESENT: Jon Rueckert, Public Works Director; Randall Simmons, Public Works Operations Manager; Carmen Wilson, Public Works Operations Manager; Linda Horrocks, Communications Coordinator; TJ Riley, Parks Superintendent; Ali Avery, Long Range Planner.

OTHERS PRESENT: Laura Call, Thomas Call, Arts Subcommittee.

1. PUBLIC COMMENT

There were no public comments.

2. APPROVAL OF MINUTES

The Parks and Arts Board minutes of August 27, 2024 were reviewed and approved.

Brent Crowther moved to approve the Parks, Trails, Arts, and Recreation Advisory Board minutes from August 27, 2024 as written. Emily Carr seconded the motion. The motion was approved by Board Members Carr, Crowther, Golden, Thorpe, and Wirthlin. Board Members Jackson and Poulter were not present for the vote.

3. CONSIDERATION AND ELECTION OF TREASURER TO FILL CURRENT VACANCY

Dallas Golden asked for any volunteers to fill the current vacancy for the treasurer position. Linda Horrocks explained that this position involved keeping track of receipts related to the budget for each event. Emily Carr volunteered for the position.

Peter Wirthlin nominated Emily Carr as the treasurer of the Parks, Trails, Arts, and Recreation Advisory Board. Brent Crowther seconded the motion. The motion was

approved by Board Members Carr, Crowther, Golden, Thorpe, and Wirthlin. Board Members Jackson and Poulter were not present for the vote.

4. PUBLIC WORKS UPDATES

Jon Rueckert reported that staff had been filling in wood chips at the playgrounds. He commented that the job was about 75% completed. He mentioned the splash pad and irrigation winterization, the closure of the restrooms on October 15th, streetlight repairs and checks, and aeration of the parks throughout the fall. Ali Avery questioned why the pavilions were not rented out after Labor Day. Jon Rueckert replied that it was due to staffing.

TJ Riley commented that the pavilion reservations were from Memorial to Labor Day and coincided with the splash pad opening/closure.

Councilmember Jackson arrived at 6:10 p.m.

5. PLANNING UPDATES

Ali Avery reported that the General Plan workshop would be held on October 7th at 6 p.m. and invited those present to attend. She spoke on several grant projects including Redwood Road path connections, Center Street widening (bike path/sidewalk), Center Street sidewalk and bike path (Highway 89 to Orchard Drive), Porter's Landing concrete boat ramp, Town Center I-15 trail, Center Street sidewalk (Orchard Drive-350 East), and the Orchard Drive bike lane.

Kyle Poulter arrived at 6:13 p.m.

The Board had a discussion about bike lanes including how to ensure visibility, safety, and locations. They also reviewed buffered bike lanes and the projected timelines for the grant projects.

6. CITY COUNCIL UPDATES-COUNCILMEMBER SUZETTE JACKSON

Councilmember Jackson mentioned that her father loved Mathis Park and spoke on lighting outages at the park.

7. DISCUSSION ON PARKS

There were no discussions related to parks.

8. DISCUSSION ON TRAILS

a. RECAP OF 9/11 TRAILS CLEAN UP PROJECTS

Peter Wirthlin spoke on the 9/11 trail clean up projects. He mentioned that there were two groups that participated in the clean up. The Board discussed the steep drop off on the Wild Rose trail near the apartments. Ali Avery commented that she would reach out to the apartment property owner for potential access.

b. CONSIDERATION OF A RECOMMENDATION FOR CITY COUNCIL TO CREATE A TRAILS MASTER PLAN FOR THE CITY OF NORTH SALT LAKE

Peter Wirthlin commented on a draft letter he had prepared related to funding for the creation of a City Trails Master Plan. He said there was a need for an overall plan that detailed priority sections with associated costs.

Councilmember Jackson mentioned that there may be grant funding available for the preparation of the Trails Master Plan. She commented that she and Councilmember Knowlton were in favor of a trails plan.

Peter Wirthlin said the objective was to assess the existing trails, reduce conflict between user groups, and connectivity between parks, neighborhoods, and cities.

Peter Wirthlin moved that the Parks and Arts Board take the recommendation for the City Trails Master Plan to the City Council for an amount between \$30,000 and \$50,000. Brent Crowther seconded the motion. The motion was approved by Board Members Carr, Crowther, Golden, Jackson, Poulter, Thorpe, and Wirthlin.

The Board discussed who could present the Trails Master Plan request, events calendar, and mural program to the City Council. They requested that Ali Avery provide information on potential grant amounts to share during the City Council presentation. It was determined that Brent Crowther or Emily Carr could present during the October 1st City Council meeting.

The Board then discussed reconnecting the Bonneville Shoreline Trail (BST) to Wild Rose in a safer way. It was mentioned that it may be a liability for the City in its current condition. Ali Avery explained that a user trail had been created from Wild Rose to the BST section that stopped abruptly and had a 19% grade. She explained it was heavily used but was a safety issue.

c. OTHER

Kyle Poulter commented that a request could be made to reserve a crew from the Utah Office of Outdoor Recreation to provide a week's worth of trail maintenance.

9. DISCUSSION ON ARTS

a. CONSIDERATION OF A RECOMMENDATION FOR CITY COUNCIL TO CREATE A MURAL PROGRAM

Camille Thorpe reported on the mural program.

Ali Avery commented that she had provided a schedule to the Arts subcommittee which included a timeline from September 2024 through July 2025. She mentioned that September included the goals of the mural program and a plan for the theme selection process. She explained that the goals included preparation to apply each year for the Discover Davis mural program funds and establish a revolving funding source from the City Council. She clarified that the process would include selection of the buildings, mural content, artist selection, etc.

Peter Wirthlin moved to make a recommendation to City Council to create a mural program. Brent Crowther seconded the motion. The motion was approved by Board Members Carr, Crowther, Golden, Jackson, Poulter, Thorpe, and Wirthlin.

10. DISCUSSION ON RECREATION AND EVENTS

a. RECAP OF NSL PHOTO CONTEST

Dallas Golden provided a recap of the NSL Photo Contest and said multiple votes were received. He reviewed the winning photographs and mentioned that the prints would be displayed at City Hall. The Board suggested presenting last year's photo contest winners at the October 1st City Council meeting.

b. HALLOWEEN SPOOKTACULAR

Camille Thorpe reported on the Halloween Spooktacular which would be held October 26th at Hatch Park.

Emily Carr shared that there would be a fun run along Center Street, kids run, activities, food/concessions, music, etc. She mentioned potentially utilizing the pavilions at the park for story time, a reptile show, and carnival games.

The Board discussed the race route, free admission, timed race, and having separate kid and adult races.

Linda Horrocks commented that the police department would need to be involved. She also recommended having a balloon artist at the event.

Emily Carr suggested subcommittees for the event including food, pavilion, race, and activities. Peter Wirthlin and Tom Call volunteered for the race committee. Linda Horrocks suggested they provide a course to be shared for police assistance. She clarified that the race would be free, start at 10 a.m., and racers could wear family friendly costumes. She suggested prizes for costumes and for the race winners.

The Board discussed registration, need for liability waivers (ask city attorney), activities at the event including a balloon artist, crafts, caricature artist, food trucks or donuts, supplies including candy, race numbers, carnival games, trick or treating, Youth City Council volunteers, etc. They determined the budget for this event was \$1,500.

Councilmember Jackson volunteered to obtain food and supplies. Linda Horrocks offered to purchase a photo backdrop and props, research the liability waiver, and work with the police department.

Assignments were made for obtaining balloon and caricature artists, carnival games, pavilion activities, and cornhole tournament, and a DJ.

c. WINTER LIGHTS FEST

Item to be discussed at a future meeting.

d. REVIEW AND FINALIZE 2025 EVENT CALENDAR

The Board reviewed the 2024 events including attendance, associated costs, purpose for the event, and a recommendation on whether it should be continued. The 2024 events included NSL Reads and Author Night (\$1,061), Kite Festival (\$1,945), NSL Photo Contest (\$750-\$1000), Summer Trail Series, Trail Clean Up Days, Halloween Trot & Treat Spooktacular (\$887), Winter Lights Fest, Golden Spoke Bike Ride, Liberty Fun Fair Races, Eaglewood Auto Fest, Liberty Fest Celebration, and Unity in the Community (Pride, Juneteenth, Hispanic and Latino Heritage).

11. CONSIDERATION OF BOARD RECOMMENDATIONS FOR THE CITY WIDE 2025 EVENT CALENDAR

The Board discussed assignments and subcommittees, organizing future events, and which events to recommend to the City Council. They spoke on reviewing and establishing the 2025 event calendar after City Council approval.

Peter Wirthlin moved to recommend to City Council the continuation of the events: NSL Reads and Author Night, Kite Festival, NSL Photo Contest, three trail clean up days, Halloween event, and Winter Lights Fest. Emily Carr seconded the motion. The motion

was approved by Board Members Carr, Crowther, Golden, Jackson, Poulter, Thorpe, and Wirthlin.

12. ADJOURN

Dallas Golden adjourned the meeting at 8:54 p.m.

The foregoing was approved by the Parks, Trails, Arts and Recreation Advisory Board of the City of North Salt Lake on October 22, 2024, by unanimous vote of all members present.



Wendy Page, City Recorder

