

# Bingham Creek Regional Park Authority | Minutes

**Date/Time:** September 16, 2024, 12:00 pm – 1:22 pm

**Location:** South Jordan City Hall/ Webex option

| Board Members  |                                 | Attendance |
|----------------|---------------------------------|------------|
| Don Tingey     | Chair                           | In person  |
| Angela McGuire | Vice Chair                      | In person  |
| Wendy Thomas   | Secretary/Treasurer             | Absent     |
| Colby Hill     | South Jordan Representative     | In person  |
| Patrick Leary  | Salt Lake County Representative | In person  |
| Lars Erickson  | Board Member                    | Remote     |
| Amber Brown    | Board Member                    | Remote     |

**Others Present:** Blake Jackson, Andrea Sorensen, Danielle Calacino, Dan Langford, Marcus Arbuckle, Chris Otto

This meeting was conducted both in-person and electronically via Webex meetings. Agendas, recordings, and meeting minutes can be accessed on the Utah Public Notice site at [utah.gov/pmn](https://utah.gov/pmn).

12:00      **Board Chair brings the meeting to order.**

12:05      PUBLIC COMMENTS –  
Dan Langford, Daybreak Disc Golf Club president, expressed gratitude for the collaboration and support from the Board in developing the disc golf course at the park.

## **Approval of Special Events and Athletic Field Use Requests**

**Action Item:** Park Authority Vote(s) Required **(No events to Approve)**

12:10      **Approval of August 19, 2024, Minutes**

Angela McGuire asked to add Diane Booth’s contact information for events coordinators on page 2.

**Action:** Angela McGuire motions to approve with changes. Patrick Leary seconds the motion. The Board approves unanimously.

12:15      **Construction and Park Maintenance Updates**

*Patrick Leary and Blake Jackson, Salt Lake County Parks and Recreation; Colby Hill, South Jordan City*

## **Maintenance updates**

*Blake Jackson*

As discussed last week, there are maintenance concerns regarding the soccer field due to heavy use by multiple organizations. The current schedule of play on five out of six fields is making it difficult to keep the fields healthy. It's proposed to hold off scheduling soccer on the fields next year with Salt Lake County and South Jordan to allow the turf

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to recover. Additionally, fall preparations include extensive work in the shrubs and flower beds, as well as winterizing the irrigation towards the end of October.

The Board agrees to rest the field during 2025 and will evaluate event applications on a case-by-case basis.

Blake advised this is a temporary solution to allow us to establish the turf. Once established, it is better able to withstand all the wear and tear. Springtime would be the time to see play.

4800 W Park Strip Update

*Colby Hill*

We are near a solution once some logistical items are figured out.

**Informational:** No Action Required

12:20

## **Construction Project Update**

*Andrea Sorensen, Salt Lake County Parks and Recreation*

The construction contract with Hogan Construction is winding down, with seeding planned for October at the new trail on the west side of the park. The finalization of disc golf signage is underway. The contract also includes a final fertilizer application. Some trees need replacement due to drought and irrigation water. The remaining dead plants will be replaced by next spring.

**Informational:** No Action Required

12:25

## **RAD Canyon Area Update**

*Don Tingey*

Asked Maggie to fill out park request form. Intend to have Maggie and group coordinate the parking lot. Moving forward, no fee for law enforcement agencies and RAD canyon.

- Don Tingey has a meeting with Wasatch Front Waste and Recycling about the dumpsters.

**Informational:** No Action Required

12:35

## **Discuss establishing a Master Plan Review Subcommittee**

*Angela McGuire*

A subcommittee is proposed to prioritize potential projects in the park. Andrea Sorensen suggested to start a vision board.

Angela McGuire wants to see more diversity and different experiences incorporated into the park. Amber Brown, Lars Erickson, Andrea Sorensen, and Angela McGuire will be on the Subcommittee.

12:40

## **Financial Items**

YTD Maintenance and Operation expense report, *Patrick Leary and Brent Laulusa, Salt Lake County Parks and Recreation*

Park Authority Financial Report(s) review, *Don Tingey*

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Patrick Leary mentioned that there may be routine parts trickling in that are not reflected on the financial statements emailed to the Board. Blake Jackson and his team have been putting extra effort into the fields with additional fertilizer and upkeep, which may not be up to date.

The Board discussed culinary water and budgetary items.

**Auditors Report** - 2023 Large Financial Survey (Audit), K&C CPAs, *Marcus Arbuckle Accountant with CPA Keddington & Christensen L.L.C*

Marcus Arbuckle went over audit findings. One of the findings was that the budget needs to be adopted before the beginning of the year and a seven-day notice needs to be sent for a public hearing to adopt a budget. Marcus discussed fund balance limitations with the Board and options. Board member must participate in an annual Open and Public Meetings Training. The Board also will need a Certified records officer. The last item Marcus discussed mentioned was to adopt a uniform fee schedule with the GRAMA request fee.

Don Tingey informed the Board that Anna Crookston will be the Boards designated government records officer. Don Tingey also said that the Board had completed the Open and Public Meetings training last month.

**Action:** Patrick Leary motioned to accept the report. Angela McGuire seconded. The Board approved unanimously.

12:50

## 2025 Budget

- **Budget Discussion**

Don Tingey presented the budget for the upcoming year, including expenses for accounting services, office supplies, benefits, insurance, registration fees, salaries, and maintenance. There was a discussion about whether the budget should include funds for capital improvement projects.

- **Tentative Budget**

**Action:** Don Tingey motioned to accept the tentative budget and to schedule a public hearing for the next meeting. Colby Hill seconded. The Board approved unanimously.

- Schedule Public Hearing for 2025 Budget.

- **GRAMA Fee Schedule** – Don Tingey clarified that Anna Crookston would be the main point of contact for GRAMA request for the Park Authority. Fees would be collected by Anna Crookston. Patrick Leary mentioned that the website would need to be updated.

**Action:** Angela McGuire motions to approve the GRAMA Fee Schedule. Lars Erickson seconded. The Board approves unanimously.

1:22

## **ADJOURN**

Don Tingey Motions to Adjourn. Angela McGuire seconded.