

Bingham Creek Regional Park Authority | Minutes

Date/Time: May 19, 2025, 12:00 pm – 1:00 pm

Location: South Jordan City Hall/ Zoom option

Board Members		Attendance
Don Tingey	Chair	In person
Angela McGuire	Vice Chair	In person
Lars Erickson	Board Member	Online
Amber Brown	Board Member	Online
Colby Hill	South Jordan Representative	In person
Patrick Leary	Salt Lake County Representative	In person

Others Present: Blake Jackson (online), Anna Crookston, Sonia Lopez

This meeting was conducted both in-person and electronically via Zoom. Agendas, recordings, and meeting minutes can be accessed on the Utah Public Notice site at utah.gov/pmn.

A. Welcome, Roll Call, and Introduction: *Board Chair, Don Tingey*

Board Chair Don Tingey brings the meeting to order.

B. Public Comment:

Don Tingey opened the public hearing. There were no public comments. Don Tingey closed the public comment portion of the meeting.

C. Approval of April 21, 2025 Minutes

Action: Angela McGuire motioned to approve. Amber Brown seconds the motion. The board approves unanimously.

D. Park Maintenance & Operations:

D.1. New Event or Field Requests, *Patrick Leary, SLCo Parks and Recreation*
Action Item: Approval(s) *if necessary*

D.1.1. Another Round Disc Golf Tournament (7/18/2025-7/20/2025)

Don Tingey introduced a request for a disc golf tournament to be held July 18–20. Don explained that Diane had indicated all requirements were met in the application. This would be the city's first disc golf event.

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Amber Brown inquired about the logistics of accommodating the estimated 300 attendees for the disc golf tournament. She asked where all the participants would go.

Don Tingey clarified that this would be the first organized disc golf event hosted. He assumed that, similar to a traditional golf tournament, participants would likely gather informally and move through the course as they play. He explained that the disc golf tournament would likely operate as a shotgun start, placing four players per hole and rotating them through the course. He estimated that while the total attendance could reach 300, it might not be that number each day. He noted that the organizers had proactively offered to provide portable restrooms if needed, a topic previously discussed during earlier event planning efforts.

Action: Don Tingey motioned to approve the Another Round Disc Golf Tournament. Colby Hill seconds the motion. The board approves unanimously.

D.1.2. Jordan School District, Special Olympics of Utah (5/12/2025*)

Don Tingey noted that the event in question had already taken place the previous Monday, making formal approval at this point a formality. The group submitted their application late, and no board meeting occurred between the submission and the event date. The event was originally intended to be held entirely at Glenmoor Golf Course, but due to unexpectedly high turnout, some seventh-grade participants were relocated to Bingham Creek Regional Park. Buses were parked at the park, and the pavilion and field space were used for games. While the park use was minimal, it was necessary to accommodate the overflow. He acknowledged some uncertainty regarding the delay in processing the application, suggesting it may have been due to incomplete information prior to the last board meeting, despite the application being signed. He explained that the request came from the Jordan Education Foundation, a nonprofit affiliated with the school district. When the event date neared, staff determined it was most practical to allow the event to proceed and bring it back to the board for discussion afterward. He further clarified that the foundation did not initially request a fee waiver. It wasn't until after they were informed that their event was approved that they inquired about the \$380 fee. A fee waiver request was then submitted retroactively, which complicates the matter, as the event had already been approved without knowledge of the waiver request. Don emphasized that his comments were meant to prompt a broader discussion about the process and were not a criticism of the specific event or organization.

Don Tingey added that Patrick Leary reminded him of the existing fee waiver policy. A copy of the policy was included with the application for reference. He explained that the policy allows nonprofit entities to request a fee waiver by submitting an application, which the Jordan Education Foundation has done. The policy requires applicants to state the public purpose of the request, in this case, the foundation cited their connection to the school district and noted that the event was a Special Olympics activity. He reviewed key portions of the policy, noting that the Bingham Creek Regional Park Authority may establish specific criteria for evaluating applications. The authority has up to 90 days to respond to a waiver request, and if no action is taken, the request is considered denied. Any approved waiver must be based on a finding that

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the in-kind assistance or waived fees contribute to a public purpose. He noted that if the board chose to approve the waiver at this meeting, it would need to include a finding that granting the waiver serves the public interest and benefits the community.

Action: Lars Erickson motioned to approve the fee waiver. Amber Brown seconds the motion. The board approves unanimously.

Don Tingey informed the board that both Unified Police Department and West Jordan Police Department now have reservation forms on file for their use of the RAD Canyon parking lot for training or practice purposes. These reservations are coordinated through RAD Canyon, and Diane maintains the records.

D.1.3. Event and Field Request Approval Process discussion, Board Chair, Don Tingey

Don Tingey initiated a brief discussion about the event approval process. He noted that Diane follows a well-established procedure for reviewing field use applications and asked the board for their perspective on whether events should continue to require board approval or if Diane should be authorized to approve events once her checklist is complete. He suggested the board could then receive periodic reports on reservations and the overall process. He asked for the board's thoughts on the value and significance of their role in reviewing and approving events moving forward. He added that for events of a certain size or for new events or leagues, the board could review and approve the initial applications. Once the board is familiar with the organization, Diane could then manage approvals through a checklist process. The board would continue to receive monthly reports summarizing these approvals.

Amber Brown asked if Diane follows a specific process to evaluate factors such as resource availability and potential strain on the park when reviewing event applications. She inquired whether Diane uses a checklist to ensure applicants meet requirements and provide all necessary information.

Don Tingey clarified that the event request form includes all necessary items that must be checked off before Diane approves the application. Patrick Leary confirmed that is correct.

Angela McGuire noted that while streamlining approvals could be beneficial, the board might want to retain the ability to deny future events if any cause significant issues. She asked how conflicts between parties requesting use of the same facilities are handled. She wondered whether Diane negotiates between groups or if the board might need to step in to decide which event provides greater community value and thus should be approved. Patrick Leary responded that while Diane usually resolves such conflicts, there could be situations where the board might need to act as a referee. Angela McGuire also mentioned that routine field or pavilion reservations typically don't come before the board, implying that only larger or more complex requests require board attention.

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Don Tingey agreed that the focus is on larger events or field use requests. He acknowledged that the board may still be gaining experience with the process and its nuances and suggested continuing with the current approach for the time being.

Patrick Leary explained that Sugar House Park Authority use requests are typically handled through a process where applications go on a list for board awareness, allowing time for approval. Often, applicants attend board meetings to present their event, especially if it is new. He noted that this has been the practice for several years.

Don Tingey asked the board whether they would have preferred Diane to invite the disc golf organizers to attend the meeting, allowing the board to ask questions about the upcoming July event.

Patrick Leary agreed that inviting the disc golf organizers to the meeting is a good idea, especially since the group is unfamiliar. He noted that having a representative present would allow the board to ask questions directly and suggested this as a practice to consider moving forward.

Don Tingey emphasized that for one-time or new events, having the organizers present is especially important. He noted that if any issues arise during the event, such as damage to the field or course, the board and staff would then have the opportunity to address those concerns.

Patrick Leary noted that there may be occasions when multiple events occur on the same day, which could have a cumulative impact on the park. He distinguished between smaller-scale events, like those confined to the ball fields, and larger events, such as races that traverse the entire park, which could have a greater overall effect.

Don Tingey reflected that, regarding the Jordan Education Foundation event, it may have been beneficial to align the event approval with a board meeting. This would have allowed a board member to attend the event, provide a post-event report, and formally request the fee waiver during the meeting.

Lars Erickson emphasized the importance of fostering relationships and mutual understanding between the board and event organizers. He supported the 30-day interval between board meetings, noting it provides valuable time to either review events after they occur or ensure that event planning is thorough and well-organized, rather than haphazard.

Don Tingey agreed with the discussion and suggested moving forward with the proposed approach. He recommended that Diane encourage new event organizers to attend board meetings, particularly for their initial events. Regarding fee waivers, he emphasized that applicants should be present to request them in person. While noting that the current waiver request was for a modest amount (\$380), he felt it would have been more appropriate for the Jordan Education Foundation to appear before the board.

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D.2. Park Maintenance & Operation and Financial Update. *Patrick Leary and Blake Jackson SLCo Parks and Recreation*

Blake Jackson reported that the secondary water had been turned on. He coordinated with South Jordan, who was scheduled to work with staff to switch over to secondary water around 10:00 a.m. He noted that the second fertilizer application is planned for Thursday, targeting the soccer field, along with the application of soil conditioner on the soccer field and in the lower basin. Additionally, deep tine aeration will be performed on hard-packed areas near the restroom and playground. Soil tests were completed and they anticipate receiving the soil test results next week to guide nutrient management for the turf. He mentioned that crews had recently mowed native areas, including around the disc golf course, and maintained communication with Dan Langford from the disc golf group to keep fairways clear. He then asked the board about a fruit stand observed several times at the corner of 4800 West and 10200 South, inquiring about the city's policy on such vendors and whether the stand should be removed.

Don Tingey shared that the business licensing coordinator advised that the fruit stand should be removed. He noted the City's Code Department will be notified to inform them.

Blake Jackson reported that a new security camera was installed last week in a location chosen to provide optimal coverage. The camera is programmed to issue a vocal warning if activity is detected after a designated time, and if no one leaves, it triggers a sequence of alerts. Access to the camera's software has been granted, allowing them to review footage as needed. He noted that the company providing the cameras has been great to work with and plans to deliver a second unit in the coming weeks. The next camera is expected to be placed near the bike track, an area with frequent unauthorized ATV and motorcycle use. He expressed enthusiasm about the system and its potential to reduce unwanted activity, referencing vendor claims that even the presence of the camera can significantly deter incidents. He concluded by stating this update covered all current maintenance and operations items.

Lars Erickson asked for clarification on the security camera installation, specifically whether the equipment currently in use was part of a demo or if a final decision had already been made on a vendor.

Don Tingey clarified that the current setup is a 30-day demo with a company called Deploy, who has already installed their cameras at the site. After Deploy's trial ends, another company, LVT, will begin a separate 30-day demo. Once both trial periods are complete, the board will have the opportunity to review the results and hold a discussion before making a final decision on which vendor to move forward with.

Angela McGuire asked whether there had been any noticeable reduction in vandalism at the park since the installation of the security camera the previous week.

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Blake Jackson responded that there has not been any recent vandalism, but he had not reviewed the camera footage prior to the meeting. He noted that it is difficult to establish a clear baseline since incidents have been minimal over the past couple of weeks. While it's unclear whether the absence of vandalism is due to the camera's presence or simply coincidence, the new system will help identify when incidents occur, whether after hours or during the day, and provide a clearer picture moving forward. He noted a concern raised during conversations with the security company. A frequent trail user mentioned an uptick in unhoused individuals along portions of the trail west of the park. While they may not be causing vandalism, he cautioned that their presence could present new challenges for park staff and operations as they potentially move into the park area.

Don Tingey responded that if staff or others observe unhoused individuals in the area, the South Jordan Police Department has a dedicated team monitoring these situations and can help move them along when needed. He referenced a case from last summer where someone had become semi-permanent in the park and emphasized the importance of early communication with the police. Once the trail improvements to the west are complete, it may allow better access and could potentially help decrease this activity. He added that once the Mountain View Corridor is converted into a freeway and trail construction begins, the extended period of construction activity in that area will likely discourage unhoused individuals from staying there. He also noted that once the city's new Public Works yard is built, the increased activity on the north end of the park will bring more daily visibility, which can help deter unwanted behavior.

E. Future Park Development:

E.1. 2025 ZAP Grant Application, Park Phase II & Master Plan Update, *Patrick Leary and Blake Jackson SLCo Parks and Recreation*

Don Tingey stated that there was no report to provide at this time. He noted that the County has not yet released the application and that Andrea has committed to sending it as soon as it becomes available.

E.2. Small Project discussion, Board Vice-Chair, Angela McGuire

Angela McGuire provided an update on potential small improvements to the park funded by discretionary income from pavilion and field rentals, dumpster area leases, and interest earned, totaling approximately \$40,000. She suggested considering allocating a portion of these funds toward community-engaged projects. She highlighted a recent initiative by Dan Langford and his disc golf group, who repurposed leftover cement to create a rock wall as an architectural feature on one of the disc golf holes. She proposed setting aside \$1,000 to \$2,000 to collaborate with this group on further enhancements, such as adding wood chips around baskets or other improvements. Another idea discussed was partnering with the South Jordan Arts Council to create a mural in the tunnel beneath the road that connects to the Bingham Creek Trail, a significant gateway for trail users entering the park. She estimated a mural project of this scale could cost up to \$10,000, with the board's contribution as part of a partnership.

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She also raised concerns about the condition of park bathrooms, noting issues with maintenance and graffiti. She proposed commissioning a smaller mural, perhaps with positive messaging like “Have a Beautiful Day,” to brighten the space and help deter vandalism. This smaller mural would likely cost around \$2,000. She had handouts (Attachment A) as examples of such art work.

Don Tingey noted that the proposed budget amounts are reasonable and appropriate to guide the projects. He clarified that the tunnel near the Bingham Creek Trail is owned by the city, not the Park Authority, so any mural there would be a city project, likely in partnership with the Arts Council Board. He mentioned that the Arts Council Board has previously completed murals on other tunnels but had been hesitant to proceed with this one until park development was more certain. Now that the park is completed, the mural project could move forward.

Lars Erickson expressed support for the small project ideas, noting that they bring life and energy to the park. He specifically highlighted the disc golf group’s active involvement and suggested that supporting them encourages continued park usage.

Amber Brown agreed with Lars Erickson’s comments and support for the proposed projects. She noted that the estimated total cost of about \$15,000 represents roughly one-third of the available discretionary funds, which she considers a reasonable allocation.

Don Tingey expressed enthusiasm for the proposed projects, sharing an example of a neighbor who, as an artist, worked on exterior murals for restrooms in Idaho, including motivational sayings and park names. He noted there could be local artist interest in similar work. However, he acknowledged that timing and logistics, such as restroom availability during the project, would need careful planning. He proposed inviting representatives from the city’s arts department to join the next Board meeting. Meanwhile, he and Colby Hill would engage with them informally to facilitate discussions. This approach would help focus future conversations on project implementation rather than initial interest. He noted that the tunnel mural project would be the most involved and complex of the proposed efforts.

Lars Erickson emphasized the value of public engagement in park improvement projects, suggesting that opportunities for the community to interact with or contribute to the artwork could enhance their interest and connection to the park. He noted that public involvement fosters a stronger sense of ownership and appreciation, similar to the community’s engagement during the park’s design phase.

Angela McGuire proposed developing three different design concepts for public projects and then allowing the community to vote on their preferred option. This approach would increase public involvement and ensure the selected project reflects community preferences. She added that the larger tunnel mural project would fall under the city’s jurisdiction and their established processes, but the smaller bathroom mural could be managed by the board and potentially opened up for a community vote.

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Don Tingey agreed to invite the Arts Council representative to assist with the projects, noting their expertise would be valuable. He proposed either preparing a bid package for the restroom mural project to manage it internally or involving the city's Arts Council to collaborate on the effort.

Angela McGuire emphasized that any design would require board approval, since they would be providing funds.

Sonia Lopez mentioned that Salt Lake City is currently offering a \$2,000 scholarship for muralists to create neighborhood murals. She suggested exploring whether this program could be extended to their area or if it might help increase artist interest in their projects.

Patrick Leary noted that consulting with the Arts Council for their input and ideas would be beneficial.

Angela McGuire added that the Arts Council has experience working with local muralists who have strong community connections.

Don Tingey discussed the plan to invite the Art's Council to discuss the tunnel mural project and indicated he would reach out to Dan Langford to engage him in the small project efforts.

F. Public Stewardship:

F.1. Park Authority Monthly Financial Report(s). *Board Chair, Don Tingey*

Don Tingey noted he would email the reports out after the meeting.

F.2. Large Financial Survey YE12-31-2024 & Gilbert & Stewart Engagement, Board Chair, Don Tingey

Don Tingey reported that the accountants prepared the year-end financial report, which required an update and resubmission to the State Auditor's Office. He reviewed the updated report, which aligns with the year-end financial statements. He explained that he received an Engagement Letter due to the budget being under the statutory threshold (around \$350,000 to \$450,000), the BCRPA was exempt from this requirement this year, resulting in a \$3,500 cost saving. Instead, a self-assessment will be performed by the accountants.

F.3. 2025 Insurance Renewal Update, Board Chair, Don Tingey

Don Tingey reported that the insurance renewal was still pending, as he was out of the office recently and the application was not yet ready. However, he was assured it would be prepared in time for renewal, and he expected to provide a more detailed update at the next meeting. He noted the insurance policy had a paid application fee of \$150 and that the broker was actively shopping it around.

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F.4. June 16, 2025, Meeting Agenda Items, Board

Don Tingey suggested continuing discussion on small projects at that meeting and anticipated having the insurance renewal update and county application status by then.

G. Stakeholder Relationships

G.1. Board appointment updates. *Board Chair, Don Tingey & Patrick Leary, SLCo Parks & Recreation*

Don Tingey noted that South Jordan City had passed the resolution appointing Sonia Lopez, confirming her official status on the city's side, and noted the county approval is pending.

G.2. Stakeholder engagement discussion, Board Vice-Chair, Angela McGuire

Angela McGuire proposed the board explore creative ways to engage park users more actively. She suggested ideas such as hosting a Facebook photo contest where participants submit pictures of themselves enjoying the park, with a prize awarded to a randomly drawn winner, as a way to build community connection and increase user involvement.

Don Tingey suggested the possibility of placing a QR code in the park that visitors could scan to participate in engagement activities, such as contests or surveys, to encourage interaction and community involvement.

Angela McGuire added that the QR code could also be used to gather feedback from park users about what they enjoy and suggestions for improvements.

Sonia Lopez suggested creating a special hashtag for the engagement campaign to easily track and monitor participant submissions and interactions on social media.

Angela McGuire proposed the possibility of assigning a dedicated board member to oversee the park's social media engagement efforts for a year.

Don Tingey suggested adding this topic to the next meeting's agenda. He proposed developing ideas for better engagement and exploring coordination opportunities between county and city communication teams, noting that some groundwork had already been done previously.

Angela McGuire suggested if there were remaining promotional materials from the grand opening celebration of Bingham Creek Park that could be used as giveaway items to support future engagement activities.

Sonia Lopez suggested using branded items like lanyards or stickers specific to the park as part of a social media engagement activity. She proposed hiding these items in the park for visitors

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to find, encouraging them to explore the park's amenities while boosting interaction and interest.

Don Tingey acknowledged positive feedback regarding the city's recent arts and parks events held on Saturdays, noting social media posts reflecting this.

Closing Comments:

None.

ADJOURN

Colby Hill motioned to adjourn. Lars Erickson seconded the motion. The board approves unanimously.

This is a true and correct copy of the May 19, 2025 Bingham Creek Regional Park Authority Meeting Minutes, which were approved on July 21, 2025









