

Formal Meeting
 Thursday, December
 4, 2025
 5:00 p.m. – 7:10 p.m.

Or Join at the Public Lands Administrative Building: 1965 W. 500 S. Salt Lake City, UT 84104,

Upstairs Parks Training Room

Join Zoom Meeting

<https://us02web.zoom.us/j/3703674458?pwd=xigAA5545gKVfbjuBUjQhpOPQtUb20.1>

Meeting ID: 370 367 4458

Passcode: 133477

AGENDA

1. Convening the Meeting	5:00 PM
A. Call to order	
B. Vice Chair Comments	10 mins
C. Welcome New Board Members: Christian Chavez, At Large, Thomas Merrill D4, Austin Whitehead D5	
2. Approval of Minutes	5:10 PM
– Approve November 6, 2025, meeting minutes	5 mins
3. Public Comment	5:15 PM
– Verbal comments are limited to no more than 3 minutes; 15 minutes total. Written comments are welcome.	
4. Director's Report	5:20 PM
– Summary of current high-priority department items. – Kim Shelley	5 mins
5. Board Action Items	5:25 PM
– Discuss the Capital Improvement Project application Board Member rankings, and discuss and approve the Letter of Support for the Capital Improvement Projects 2026 - 2027 <ul style="list-style-type: none"> ○ Vote to approve the letter of recommendation. 	30 mins
6. Board Nominations	5:55 PM
– PNUT Advisory Board, Board Chair and Vice Chair Nominations	10 min
7. Staff Presentations, Updates & Discussions	6:05 PM
A. Salt Lake City Cemetery Update – Keith Van Otten, City Sexton	30 Min
B. Staff Updates. – Maria Romero, Board Manager <ul style="list-style-type: none"> ○ PNUT Advisory Board Retreat Thursday, January 8th 	10 Mins
8. Board Discussion	6:45 PM
A. Committee Reporting	10 mins
B. Board comments and question period, & request for future agenda items	10 mins
C. <u>Board Engagement Opportunities/Requests</u>	5 mins
D. Written Update: <ul style="list-style-type: none"> • Parks Division Updates: Redwood Meadows Cinder Block Fence • Park Ranger Program New Ranger • Urban Forestry • Trails & Natural Lands Division – Utah Outdoor Adventure Commission Grant Funding 	
E. Next meeting: Thursday, January 8, 2025	
9. Adjourn	7:10 PM

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Unapproved Minutes

1. Convening the Meeting	5:00 PM
A. Call to order	5:03 PM
B. Chair Comments	5 mins
Board Chair Kerri Nakamura reminded the board that she will be in Japan in the month of December; due to the time difference, she will be unable to attend the December meeting. Kerri Nakamura, Board Chair, asked Ginger Cannon, Board Vice Chair, whether she would attend the December meeting, Ginger Cannon, Board Vice Chair, responded with a yes and agreed she would lead the December meeting.	
2. Approval of Minutes	5:05 PM
– Approve October 2, 2025, meeting minutes	5 mins
Board Chair Kerri Nakamura opened the floor to any comments and directed a question at Maria Romero, Board Manager, for any requested changes through email. Maria Romero responded no. <ul style="list-style-type: none"> • Board Member Melanie Pehrson commented to suggest that Maria Romero, Board Manager to include more details in the minutes going forward. Maria Romero agreed. A motion to approve and adopt the Thursday, October 2nd, meeting minutes for the Parks, The Natural Lands, Urban Forestry, and Trails Advisory Board was made by Board Member Steve Bloch. The motion was seconded by Board Member Melanie Pehrson. The vote passed unanimously from the Board Members present to approve and adopt minutes from Thursday, October 2nd, Advisory Board meeting	
3. Public Comment	5:10 PM
– Verbal comments are limited to no more than 3 minutes; 15 minutes total. Written comments are welcome.	
Anne Cannon commented she joined the meeting to listen.	
4. Director's Report	5:15 PM
– Summary of current high-priority department items. – Kim Shelley	5 mins
Kim Shelley shared that there are upcoming Grand Openings from Public Lands, both happening in November and December, noting that the Backman Open Space Grand Opening is happening on November 20, 2025. Kim Shelley invites all Board Members. She included that the Phase 1 Glendale Grand Opening is happening on December 6 th , time is tentatively set for the morning hours.	
The City was awarded \$666,000 grant to continue the work along the Jordan River Trail. This grant will allow us to finish the 45 blocks of the river, finishing the project completely from 2100 South to 2400 North. To complete the project Council has to approve the request. Kim Shelley adds she is excited as it will allow for better community access and experience with the river, which will lead to other opportunities, she adds.	

- Ginger Cannon, Board Vice Chair, asked for the source. Kim Shelley's response was the Outdoor Recreation Grant from the State, the amount being 21 million in total for the entire state. Salt Lake City received a couple of grants.

Kim Shelley shared information about the Salt Lake City Police Department Green Squad, adding that the funding for the squad came from the fiscal year budget 2025, or she adds maybe 2025. Currently, the officers are completing the academy, and the squad will consist of 12 officers, squads of 2 that will primarily be on bikes. They will be focused on the Jordan River Trail and the west side parks initially. Commander Gilbert will be leading the squad. A meeting with Public Lands leadership is pending to focus on collaboration to increase safety in our Public Spaces. Kim Shelley asked all board members if they had questions.

Board Member Aaron Wiley asked about an Olympic Monument in Rose Park, adding that community members have expressed their concerns about the missing Olympic Monument and their request to have it back.

- Kim Shelley responded that there is one monument in Riverside Park that was temporarily removed to be refurbished. As a Love Your Block Grant was awarded to the monument, it has experienced misuse. The grant was initiated by the community and is community-led. Kim Shelley reassured the group that the Olympic monument is being worked on and will be back to the community soon.

Board Member Melanie Pehrson requested clarification on whether the outdoor grant received for the Jordan River will be used to continue dredging of the river.

- Kim Shelley responded that the grant will be used for clearing fallen trees, overgrowth of vegetation, adding these changes will increase safety and visibility of the river, and the overall positive impacts.

Kerri Nakamura, Board Chair, reminded the board to use the time to ask questions.

Board Member Steve Bloch asked Kim Shelley to provide 1-2 minutes of the Wildfire update that was provided in the packet

- Kim Shelley, adding on the south lot adjacent to the Public Lands Department property, there is overgrowth of grass, adding there are unhoused individuals who are accessing the area. As it gets colder, they light fires. She added that, during this event, propellant was used to light a fire, causing a small area to burn. Kim adds, fortunately, this occurred during a working day, and our Public Lands team took quick action, notifying the Salt Lake City Fire Department. Thereafter, the team did mitigation work along the fence line, along with the neighbor's fence line. Steve Bloch asked whether the unhoused were associated with the Tiny Home Village.

Kerri Nakamura, Board Chair, asked in the Capital Improvement Project applications sheet, if there is a reference to restrooms, asked whether they are there due to a study, then asked if the study was ready? Adding that she would like the study to be shared with the board, she felt confused by the project. Kim Shelley responded that the study is not ready.

Board Member Aaron Wiley raised a concern to Kim Shelley about the Redwood Meadows Rock wall issue, adding that constituents have attempted to raise the issue with Public Lands.

- Tyler Murdock, Deputy Director for Public Lands, responded by sharing that there are rock walls at Redwood Meadows Park that have issues. Noting that one of the private walls has collapsed, and Public Lands has removed it, this happened in part due to a tree on private property. Public Lands is trying to figure out how to get a fence up. There is a secondary project, which is the access walk that goes through to Redwood Road, adding that the board will receive an update about that project.

Kerri Nakamura, Board Chair, asked if there were any remaining questions. As there were no more questions, she thanked Kim Shelley for her update.

5. Board Action Items	5:20 PM
<ul style="list-style-type: none"> – Letter of Support for the Indigenous Commission Proposal <ul style="list-style-type: none"> ○ PNUT Advisory Board Formal Vote to Approve <p>Kerri Nakamura, Board Chair, commented that she is thrilled to have Board Member Meridith Benally present to discuss the comments on the draft letter of recommendation and the proposal.</p>	10 mins

Board Chair Kerri Nakamura asked Board Member Meridith Benally what document she would like to focus on. She said the letter of recommendation.

Kerri Nakamura, Board Chair, added that there were additions to the document asked Meridith Benally, Board Member, if she had seen them. Adding Steve Bloch, Board Member, was in the document. Adding she hoped all board members had a chance to see the comments. Maria Romero, Board Manager, added that she accepted all the comments and changes on the document. Board Member Ginger Cannon added that there were comments with questions. Board Member Sarah Foran added the questions where whether it would be a commission, and if the letter was addressed correctly. Maria Romero, Board Manager, added that the third question was whether the body would have an advisory role to the Mayor and Council. Maria Romero added that Cameron Johnson, Senior City Attorney, was present in the room and could help the board understand if that is something the letter could propose. Cameron Johnson, Senior City Attorney, responded that it would depend on the specific charter of the commission and its delegating rules. Cameron Johnson added that he is happy to look at the document.

Ginger Cannon, Board Vice Chair, made a motion to move this ahead. Board Member Steve Bloch requested clarification on whether only the letter will be sent to the mayor. Kerri Nakamura added that there are as many questions on the proposal, so only the letter will be sent. The vote passes anonymously. Kerri Nakamura asked for the letter to be added to the formal letterhead. Maria Romero agreed to place the letter on a formal letterhead.

6. Staff Presentations, Updates & Discussions

5:30 PM

A. Capital Improvement Project Review – Kat Andra, Senior Planning Strategist

60 mins

Maria Romero, Board Manager, noted they had printed the Project Sheet. Maria Romero shared that permissions were adjusted to make them a co-host, and participants confirmed everyone was able to share their screens.

Kerri Nakamura, Board Chair, complimented the dinner.

Kat Andra, Senior Planning Strategist, thanked the board for inviting her again to provide an update on the Capital Improvement Projects. Kat Andra explained that they had a significant amount of information to cover, beginning with a recap of the capital request process and an overview of the internal application changes for the upcoming fiscal year. Kat Andra intended to quickly review all of the projects shared with the board the previous week and emphasized that the majority of the meeting time should be dedicated to board members' questions to support their prioritization efforts. Kat Andra noted that the next steps and logistical details would be reviewed at the end.

Kat Andra explained that earlier meetings had limited information because the internal capital request process was undergoing changes. With new clarification in place, Kat Andra shared that the project descriptions, locations, and cost estimates currently provided to the board will be submitted to the citywide Capital Asset Planning (CAP) Committee. This committee includes division directors, department directors, and capital asset planners from across the city. Its role is to review and prioritize capital requests to present a unified citywide proposal to the Mayor, City Council, and the CDCIP Board. The information the board currently has reflects what will be submitted to Finance by Monday. Kat Andra noted several benefits of this new structure, including improved citywide coordination and clearer project descriptions. Because this is the first year of the new process, some challenges are expected, and Finance has asked departments to remain flexible with any additional information requests. The presenter committed to keeping the board informed of any changes.

- Board Member Eric McGill asked whether the new CAP Committee replaced a previous citizen advisory board. Kat Andra clarified that the CAP is a new internal City committee made up exclusively of staff. The CDCIP Board, a citizen advisory group, continues to operate as before and will still review project lists and CAP recommendations. After review, the CDCIP Board will submit recommendations to the Mayor, who will then make her formal recommendation to the City Council for deliberation during the summer and fall.

Kat Andra then clarified the process for constituent capital requests, noting a correction from earlier information. Constituent applications are submitted directly to the department, which

works with applicants to ensure project feasibility, cost accuracy, and verification that proposed projects are on City property. These applications do not go through the internal CAP Committee. Instead, they move directly to the CDCIP Board for evaluation.

Kat Andra explained that constituent applications follow the same process as internal applications. The CDCIP Board makes recommendations to the Mayor, who then provides recommendations to City Council. Ultimately, funding decisions are made by City Council during the summer and fall. Both internal and constituent applicants have the opportunity to present or clarify their applications to City Council during deliberations. This opportunity is available to constituents as well as individual divisions and departments, though it occurs later in the summer. Funding for all approved projects will take effect in the fall of 2026.

Kat Andra provided an overview of the primary funding sources for Public Lands, noting that the majority of funds come from impact fees, which are designated for new services or amenities. Additionally, general fund resources are available to support projects submitted by both constituents and internal divisions or departments. The presenter emphasized that the board has flexibility in how it approaches the prioritization process. According to board bylaws, members may determine the methodology for making funding recommendations, and while the current presentation outlined a process based on past practices, board members are encouraged to ask questions and propose alternative approaches.

Between the current meeting and the December board meeting, members are expected to develop their own prioritization process and submit their recommendations to Public Lands. A SharePoint-based survey form, designed to facilitate prioritization, will be shared the following day. Maria Romero, Board Manager shared the Smartsheet form is intended as a tool to help organize priorities, but its use is optional; board members may continue with a process that works best for them.

Kerri Nakamura, Board Chair, raised a question regarding whether the new tool replaces a previous tool managed by Former Board Member Brianna Binnebose. Maria Romero confirmed that it does. Maria Romero emphasized that the tool provides flexibility and allows the board to work at the level of detail they prefer. Ginger Cannon, Board Vice Chair, decided that reviewing the tool as a board would be decided after the project discussions.

Kat Andra addressed deadlines, noting that the letter developed by the board, initially due December 15th, now has a hard deadline from Finance of December 10th, and requested submissions by December 9th. They acknowledged potential scheduling conflicts but reassured the board that Finance is willing to be flexible given this is the first year of implementing the new process. The internal and constituent deadlines for uploading applications remain the same.

Kerri Nakamura, Board Chair, requested that Kat Andra provide a high-level overview of the process. Kat Andra provided a high-level overview of the capital improvement program process for new board members. The process is essentially year-long, beginning around September or October. Divisions and departments review strategic and master plans, assess emergency needs, and identify any items requiring capital funding for the upcoming year. Capital funding covers improvements to parks, amenities, and other city assets.

- Sarah Foran, Board Member, requested an explanation of what Public Lands identifies as an asset. Kat Andra provided an overview of how the Public Lands Department identifies and prioritizes capital improvement projects. Projects typically include asset replacements valued at \$50,000 or more, such as playgrounds, fields, and pavilions that have reached the end of their useful life. In addition to new capital requests, ongoing projects that are phased or require supplemental funding were highlighted, as well as emergency operational needs that have arisen over the past year and are essential for staff to perform their work effectively. Historically, the department has focused on asset replacement due to limited funding to keep pace with aging infrastructure. Many of the internal applications submitted for review reflect recurring annual capital requests required to maintain basic service levels in parks. The Capital Improvement Program (CIP) provides the department with an opportunity to formally request funding for these large-dollar projects through the city's approval process, which involves multiple boards, the Mayor, and City Council. The process begins in September or October, and the department works throughout the year to demonstrate project needs, develop recommendations, and align priorities for the

upcoming fiscal year.

- Eric McGill, Board Member, asked about how projects are selected, including whether considerations of equity and geographic distribution across the city's seven districts play a role. Kat Andra explained that the department is in the process of developing formalized criteria for project prioritization. Historically, selection has been guided by an informal framework, and SCAMP (Strategic Capital Asset Management Plan) is being developed to provide a more structured approach. Factors considered include geographic distribution, historical equity in funding, alignment with the Public Lands Master Plan, environmental resilience, connectivity with other city projects, recurring constituent requests, and the condition of assets tracked through the Cartograph system, which helps prioritize replacement of the most deteriorated assets first. Ginger Cannon, Board Vice Chair that the SCAMP was almost ready this year.
- Steve Bloch, Board Member, asked whether this process is more ad hoc. Kat Andra noted that the current process remains somewhat ad hoc as the formal SCAMP criteria are not yet fully implemented. Kerri Nakamura, Board Chair, emphasized the distinction between geographic distribution and equity, noting that equal distribution is not necessarily equitable.

Kat Andra agreed and stressed that formalizing prioritization criteria will help ensure equitable investment across the city while addressing asset needs effectively.

Kat Andra acknowledged the complexity of the CIP process and thanked the board for their engagement and enthusiasm. Board members were encouraged to reach out with questions at any time, and it was noted that a more detailed formal prioritization framework would be shared in the near future.

Kat Andra began the project review, noting that approximately 40 projects would be discussed. They explained that they would provide a brief overview of each project, leaving time at the end for questions before moving on to the next item.

- Steve Bloch, Board Member, requested that Kat Andra indicate how frequently recurring projects had been submitted in prior years, and Kat Andra agreed to update the spreadsheet accordingly.

Kat Andra began by sharing the programmatic requests, highlighted in pink, were explained as recurring funding needs for assets that require annual attention to maintain service levels and prevent failure. The first programmatic request reviewed was for soft surface trail restoration and rehabilitation, specifically targeting fire risk reduction along the Bonneville Shoreline and Twin Peaks Trails. This project involves four and a half miles of existing trail and includes earthwork, stonework, and vegetation management to mitigate fire risk. Kat Andra clarified that no new trail construction is included, and funding is allocated for maintenance and rehabilitation only. Sarah Foran, Board Member, inquired about past funding, and Kat Andra noted that while full funding is rarely received, partial funding is typically allocated each year. SCAMP will formalize the prioritization process to ensure projects not previously funded are elevated in future requests.

- Sarah Foran asked whether there is an increase of funding for this project due to the Rocky Mountain Power Wildfire Mitigation Project they are doing in the area. Kat Andra discussed the portion of the trail restoration is outside of the Rocky Mountain Project side.

Kat Andra discussed the Cornell Wetland Access Improvements, a new capital request that would add an ADA-compliant path and pedestrian bridge to connect the Jordan River Parkway Trail with the restored wetland area near the Day Riverside Library. This is a new request and had not been submitted previously.

- Kerri Nakamura, Board Chair, added that it is a beautiful area.

Another programmatic request reviewed was the park lighting initiative, which aims to improve safety and access in several parks, including Three Creeks, Herman Franks, Backman, Jordan, and Memory Grove, as well as providing lighting for sport courts at Glendale Pickleball and 17 South River Park. Kat Andra noted the challenges in estimating costs without detailed design and highlighted a flexible approach to allocating available funds.

- Kerri Nakamura, Board Chair, raised regarding the potential use of solar lighting or whether it is wired. Kat Andra responded that this has been explored, as electrical access at times can be difficult in existing parks. Kat added that there is potential for exploring solar. Kerri Nakamura added that she knows of a good pilot location. Tyler Murdock, Public Lands Deputy Director, added that the department has explored the solar option, but added that the proprietary nature of solar has been very challenging.
- Eric McGill, Board Member, prefaced his question by adding he did not want to get the board off topic, and the question does not need to be answered tonight, but he notices lighting has been a frequent request. Eric McGill requests a future report on the impacts of the lighting investments. Sarah Foran, Board Member, added a request to receive information on dark sky effects, effects on red lighting. Ginger Cannon, Board Vice Chair, reminded the board that Public Lands staff do not have research capabilities. Ginger Cannon added it is the board's responsibility to know and reach out to partners that study these topics, such as surrounding universities or non-profits. Eric McGill, Board Member, responded by emphasizing Public Safety reports as a top priority. Kat Andra added Three Creeks, Backman, Jordan, are along the Emerald Ribbon, and the Emerald Ribbon has done some research into lighting, natural areas in particular. Balancing Public Safety, Kat added that all new lighting from Public Lands is Dark Sky Compliant. Melanie Pehrson, Board Member, asked if Pickleball doesn't have lighting. Kat Andra responded that it is a priority.

Irrigation was reviewed as another programmatic request. This request has been submitted in previous years and is aimed at replacing aging irrigation infrastructure. Partial funding has been received in prior years, and the current request seeks to continue addressing ongoing maintenance needs. Kat Andra emphasized that the goal of these programmatic requests is to maintain basic service levels, address emergency needs, and ensure equitable investment across the city's parks and assets. Board members were encouraged to ask questions and provide feedback throughout the process. The review of projects, beginning with irrigation upgrades. Priority is given to the worst-performing irrigation systems, with a focus on tree-specific irrigation in drought-prone areas and other areas in poor condition. All replacements are designed to conserve water, and passive turf areas that are not intended for active use are being converted to regionally appropriate, water-wise plantings.

The Washington Park septic system was discussed as an emergent operational request. Located near Mountain Bell Golf Course, the current septic system cannot support the level of use it receives. Expanding this system is expected to reduce operational costs associated with excessive pumping.

The Safe, Open, and Clean Park Restroom Program was presented as a programmatic request, with partial funding received in the past two years. The restroom study currently underway is anticipated to be completed by summer 2026 and will inform the design of future restroom replacements. High-use restrooms, particularly those used during baseball season, are prioritized, and considerations include safety, minimizing closures, and addressing unwanted activity.

- Kerri Nakamura, Board Chair, asked when the study will be complete. Kat Andra responded that the completion is consistent of the Public Lands Staff capacity. The Planning team hopes for it to be complete by summer 2026. As the study is ongoing, Kat added that they are prioritizing the typologies guide, which will inform detailed design on many projects such as Fairmont Park Restrooms are funded. Kat Andra again mentioned she hopes the study will be completed by summer 2026. Melanie Pehrson, Board Member, asked whether the Bathroom Study will include a plan. Kat Andra confirmed there would be a plan. Kat Andra added that the Plan would be informed by the data.

Event infrastructure improvements were reviewed next. Led by the Communications and Events team, the project aims to equip heavily used parks such as Pioneer, Liberty, and Jordan with additional infrastructure and to enable other parks to accommodate events. This initiative reduces the burden on event organizers and increases community access.

- Kerri Nakamura, Board Chair, asked about prior funding for an event trailer. Kat Andra believed it had been used at Fisher Mansion. Kim Shelley, Public Lands Director, confirmed the trailer was funded, and rented at times. Ginger Cannon, Board Vice commented there is funding to build in Pioneer Park what the master plan of that park says to have full event structure. Kat

Andra believed Chair Ginger Cannon, Vice Chair, asked if that is with GeoBonds. Kat Andra responded she does not have an answer to that question.

Parking lot and paving upgrades were highlighted as a new programmatic request to address accessibility issues and poor conditions in the city's worst-performing lots.

Similarly, field and sport court replacements were presented, with West Point Park identified as having the worst conditions. Funding will be used to replace deteriorated fields and courts and is being coordinated with other geographically distributed projects to reduce construction costs. An updated spreadsheet of these locations will be shared after the meeting.

Compliance with the 2010 ADA standards was also reviewed. The mayor's office conducted a self-evaluation and transition plan, identifying parks that were not compliant. This programmatic request aims to address architectural barriers on a park-by-park basis, ensuring legal compliance. While some natural areas are technically compliant, the department seeks to achieve higher standards of accessibility where possible. Locations may be adjusted based on board feedback and prioritization, and some projects have been swapped to better reflect the condition and geographic distribution outlined in the self-evaluation plan.

- Sarah Foran, Board Member, asked a clarifying question about the park that has a boardwalk to nowhere. Is that different from this? Sarah Foran mentioned that technically, that is a violation of ADA. Kat Andra responded that there is an accessible path that exists, we are technically in compliance. She clarified that in Natural areas, if you are providing access outside of an accessible pathway, accessibility standards look a bit different.
- Eric McGill, Board Member asked clarifying questions regarding prioritization, new versus recurring requests, and project locations. The presenter emphasized that updates to the spreadsheet would reflect these considerations and that locations and details may change as the board provides feedback. Kat Andra provided guidance on project prioritization, noting that the adopted self-evaluation and transition plan serves as the guiding framework for selecting locations. For parking lot improvements, prioritization is based on the overall condition index (OCI) data and on-the-ground reports from operations and maintenance staff, beginning with the worst-condition sites. Board members were encouraged to provide notes or input on locations that may not be included this year, as this information is valuable for future projects and consideration. Aaron Wiley, Board Member mentioned Sunnyside Park has one of the biggest challenges, the upper field, he mentioned in order to get to the park people have to go through the cemetery, he asked whether it is a general parking lot project. Kat Andra was trying to understand where the location Aaron Wiley was referring to. Clarification was provided regarding access to upper fields and Lindsay Gardens, noting that adding new parking access would require extensive design to meet ADA standards. Existing plans for ADA improvements at Lindsay Gardens remain in place, and board input regarding accessibility challenges is welcomed, even if it may not immediately affect current project prioritization.

Playground replacement projects were reviewed next, based on OCI data, focusing on the oldest and most deteriorated structures. These projects have been funded partially for the past two years. Pavilion replacements were discussed as a separate programmatic request this year, focusing on high-use locations or older pavilions that require replacement, such as at 11th Avenue and the pickleball courts.

The Jordan River Rest Stops and Wayfinding project was highlighted as a grant-funded initiative aligned with the Emerald Ribbon Action Plan. The project will implement 12 to 24 rest stations along the Jordan River Corridor, including seating, shade structures, and interpretive signage, to enhance safety and accessibility. The board noted strong prior support for the project and plans to revisit it next year.

- Kerri Nakamura, Board Chair commented she would not discuss anything that is not part of the public record. She mentioned Public Lands pulled this back from track, but the board track discussion was that they loved this project. She noted Public Lands should keep pursuing next year if it does not get funded. Kat Andra responded it is in Public Lands radar.

The Green Loop project, a phased citywide priority led jointly by Transportation, the Mayor's

Office, and Public Lands, was presented. Funding is requested for the 900 South section from 650 West to 500 East to develop greening, irrigation, and park infrastructure along the Nine Line Trail. This project is eligible for impact fees, and coordination with transportation-led trail construction is ongoing.

- Ginger Cannon, Board Vice Chair, asked if the project was impact fee eligible. Kat Andra responded. Yes. She mentioned Transportation is leading the trail building, and Public Lands can lead on the Park portion.

Jordan Park sewer and stormwater infrastructure improvements were discussed as an emergent maintenance need. A collapsed French drain under the north parking lot causes stormwater to back up, impacting park operations and creating health concerns. The proposed project will construct a new connection to the sanitary sewer on Montague Avenue, managed by Public Lands but coordinated with Public Utilities. Kerri Nakamura, Board Chair, asked if Public Utilities would help with funding. Kat Andra responded that this is a high priority regarding funding responsibilities, and the collaborative nature of the project was addressed, confirming that Public Lands is requesting funding while Public Utilities supports the effort. Ginger Cannon, Board Vice Chair, asked if Public Utilities did not do it right, and now Public Lands has to pay for it. Kat Andra shared information about the French drain connected to the sanitary sewer underneath the soccer field going south. As it has collapsed, during stormwater events the flooding occurs. Kim Shelley, Public Lands Director, clarified that Public Utilities responsibility is to receive it. Kerri Nakamura, Board Chair added it is the same as private property.

Finally, Phase 2 of the Cemetery Road Race and Irrigation project was presented as a \$15 million capital request. This project addresses a significant operational need, demonstrating the critical infrastructure required for cemetery operations and supporting ongoing asset replacement priorities.

- Steve Bloch, Board Member, commented that the City Sexton has not presented to the board. Board Members expressed their concern about moving this forward if the board has not received any information on Phase 1 or Phase 2. Kat Andra responded that she does not set the agenda. Kim Shelley, Public Lands Director, added that Phase 1 is almost complete, and she recommends a presentation once Phase 1 is complete.

Kat Andra then continued with the constituent applications. Then went back to West Point Park. Kat Andra explained that many assets at West Point, including fields, playgrounds, and restrooms, are failing and out of ADA compliance. While the idea of creating a “mega project” for the park was considered, staff recommended maintaining programmatic requests to allow partial funding while still addressing multiple asset needs in West Point. This approach aligns with historical success in obtaining CIP funding and balances political and strategic considerations. The board acknowledged the importance of understanding programmatic requests, noting that this year represents an unprecedented level of such requests, which may shape future CIP recommendations. The integration of SCAMP is expected to support long-term prioritization, including playground replacement schedules. Kerri Nakamura, Board Manager, asked if the park was in District 1. Ginger Cannon, Board Chair, added it is important for the board to understand this year what staff is prioritizing, adding that the board has never seen the amount of programmatic requests. She added that half the projects are programmatic requests. It is new and not project by project, she adds, it will set the stage for how CIP recommendations will be in the future. Kerri Nakamura, Board Chair, adds the last year's retreat that a goal is to have a list of playgrounds with a placement schedule.

- Melanie Pehrson, Board Chair, and Eric McGill, Board Member, Sarah Foran, Board Member, discussed opportunities for public-private partnerships and alternative funding sources. Examples include donations and sponsorships, with specific limitations due to city ordinances. Kim Shelley, Public Lands Director, and Kat Andra confirmed that external funding sources are explored before CIP requests are submitted. For instance, the nonprofit Kaboom has facilitated playground replacement projects at low cost, reducing the need for CIP funding in some cases. Staff emphasized that leveraging ongoing projects for additional improvements can optimize costs and efficiency.

Finally, constituent applications were introduced. Kat Andra noted that detailed cost estimates are still in progress, with an upcoming cost estimating workshop planned with constituents. Dollar amounts may change as these estimates are finalized, and staff are committed to

providing updates to the board as information becomes available. Eric McGill, Board Member asked whether Public Lands knows the total for impact fees.

Kat Andra discussed the challenges associated with cost estimating for constituent applications. Staff noted that while rough estimates are provided for reference, final determination of impact fee eligibility is made by the Finance Department. Kim Shelley, Public Lands Director added the total impact fees available for parks this fiscal year are not yet finalized, with updates expected by the end of November. Historical impact fee trends from the prior two fiscal years will be included in next month's update. Eric McGill requested a report from the two prior years.

First Encampment Park – Fence Replacement: A new application from a constituent to replace the overgrown fence, improve height for safety and security, and address irrigation improvements. Kerri Nakamura, Board Chair, asked if it was a new application. Kat Andra responded to the constituent's application.

Curtis Park Revitalization: Construction of a playground, surfacing, and ADA upgrades. Design funding was provided last year, and the project may leverage adjacent development access improvements as part of a potential public-private partnership. The stairs and a five-foot walkway will ensure ADA compliance. Kerri Nakamura, Board Chair, said this project was forwarded, and asked if Council only approved the design? Eric McGill, Board Member, added that this is a great opportunity for private-public partnerships. Steve Bloch, Board Member, commented that the donation was just for the Foothill Mall being redone. Tyler Murdock, Deputy Director, added that they go into the connection through the park.

Kat Andra discussed the median the median grass islands. This item is still under review for eligibility, as it may not meet the threshold to qualify as a capital project. The proposal involves replacing the existing turf island just east of Foothill with a more water-wise design, including a connection to adjacent sidewalks. Kat Andra noted that the project may not advance to the final round.

Kat Andra discussed the outdoor calisthenics equipment request. This is a repeat application from last year, which was previously funded, and the project is currently underway. The new proposal identifies 9th South River Park along the Jordan River as the intended location. Melanie Pehrson, Board Members, asked whether other projects were already planned for 900 South, and Kat Andra confirmed that several related improvements are in progress. These include pedestrian pathways connecting Jordan Park to 9th South River Park, event infrastructure in Jordan Park and limited improvements in 9th South, as well as formalizing a full soccer field at 9th South River Park. Kat Andra confirmed that there remains adequate passive turf space for a calisthenics area and that the broader projects are still moving forward.

Playground shade was discussed next. This is a repeat application, and historically, the funding level, about \$500,000 in impact-fee-eligible funds, has supported three playground shade structures each year. The expectation is that a similar number will be feasible this year.

Public Pet Memorial proposal, which includes concepts such as pet monuments, opportunities for individual engraved memorials, and similar features. The suggested locations include Bend in the River, Hidden Hollow, and Madsen. Kat Andra noted that there may be opportunities to integrate the project with ongoing memorial tree grove efforts. Sarah Foran, Board Member, indicated they had a question but resolved it on their own.

Glendale Park sport court lighting was discussed as a new request mirroring an internal proposal for lighting at the new pickleball courts and existing tennis courts at Glendale Park. Melanie Pehrson, Board Member asked how this overlaps with the internal request. Kerri Nakamura, Board Chair, added if the internal and constituent applications are combined, Kat Andra explained that if the constituent request is funded, those funds could be applied to lighting at this location, and if it is not funded, internal resources could potentially be directed toward Glendale. Having both requests in play provides flexibility to prioritize this project.

The Jordan Park basketball court proposal was reviewed next. This application seeks design and construction funding for a full-court basketball facility. Although the applicant has applied before, this specific proposal is new. Prior applications, Liberty Park Basketball and Riverside Park Basketball, were successful in previous years. Kerri Nakamura, Board Chair shared their observation that the cost seemed high for a basketball court. Tyler Murdock, Deputy Director

explained that the use of post-tension surfaces significantly increases cost but also doubles the lifespan of the court compared to traditional construction.

The Nature Park at Bonneville request was then discussed. This is a repeat application identical to last year's, which was not funded. The main challenge remains the need for Public Lands to acquire the parcel from the Golf Division. While Golf is supportive, the application only partially covers the cost of the acquisition. Although the proposed improvements are minimal, the land transfer represents the most significant barrier. Eric McGill, Board Member, noted that concerns raised, such as fire hazards, campsites, and debris, appear to be Golf's responsibility to manage regardless of whether the project is funded. Ginger Cannon, Board Vice Chair, and Kerri Nakamura agreed. Kat Andra acknowledged this and provided context: a nature park was one of the most requested features in the 2019 parks assessment, and Public Lands has historically supported the concept. Kim Shelley, Public Lands Director, further discussed enterprise fund requirements and land-ownership complexities that complicate the process. The board discussed the General Fund's subsidy of the Golf Division, and staff clarified that Golf is subsidized through 2028 at about \$500,000 annually, and that the interfund dynamics and fair-market-value requirements make the acquisition more complex. Sarah Foran, Board Member, Leasing, was suggested as an alternative option worth exploring.

The Wasatch Hollow Dog Park request followed. Submitted by the Wasatch Community Council, the proposal recommends permanently fencing the dog park at Wasatch Hollow.

The final project Kat Andra discussed was the annual partnership request with Salt Lake County for Sugar House Park. The request seeks 50 percent funding from the city for a defined set of improvements, with the county contributing the remaining 50 percent. Although this year the request comes through as a constituent application due to uncertainty about internal request processes, it has historically been an internal Public Lands request. Kat Andra expressed full support and noted the city is contractually obligated to fund half of the capital improvements at Sugar House Park. In prior years, once the city allocated its 50 percent through the CIP process, the county submitted its matching request and the projects were fully funded. Eric McGill, Board Member, asked if it is a full impact fee, Kat confirmed that this year's request is entirely General Fund-based, with no impact fees, which avoids complications related to matching requirements.

Kat Andra offered to answer questions and noted that detailed constituent applications are available, though they are lengthy and narrative-heavy. Internal applications are limited to what is submitted to the Capital Asset and Planning (CAP) Committee, though additional narrative can be provided if needed.

Ginger Cannon, Board Vice Chair, asked whether project-phase categories, such as planning, acquisition, and construction, could be restored in the spreadsheet. Kat Andra confirmed this would be easy to add and emphasized that the impact-fee eligibility shown in the spreadsheet is preliminary until Finance reviews the applications. Kerri Nakamura and Ginger Cannon reiterated interest in seeing a "previous request" column and other details from prior years included as well.

Melanie Pehrson, Board Member, and Kerri Nakamura discussed how the past ranking process worked, noting that all projects, internal and constituent, were ranked by each board member, and rankings were aggregated in a spreadsheet that displayed both ranking values and the frequency with which each project received a ranking. This provided transparency and nuance that informed discussion before final recommendations were submitted to the City Council. Ginger Cannon, Board Vice Chair, commented that all Board Members should be studying last year's process on the Google Drive.

Maria Romero, Board Manager, displayed the Smartsheet form for ranking the constituent and internal applications, allowing Board Members to rank and add comments.

Melanie Pehrson, Board Member, Kerri Nakamura, Board Chair, Ginger Cannon, Board Vice Chair, and Steve Bloch, Board Member, Eric McGill, Board Member considered whether to continue using the traditional ranking system or transition to the new Smartsheet form that had been prepared. The group noted differences between the two methods, specifically that the Smartsheet simplifies the process but may lose the nuance of showing how many members ranked each project. Some members preferred ranking only their top five to avoid spending

time ranking projects they did not support. Other Board Member preferred the previous method because it captured more comparative data. A compromise was discussed: expanding the Smartsheet to allow rankings for all projects, including the option to assign zero to project members who do not want to rank, and including a comment field for each project similar to past years.

The Board Members then moved to the communications workflow. The communications (comms) committee typically manages the CIP review timeline, email reminders, and the distribution of necessary materials. Ginger Cannon, Board Vice Chair, noted that templates, handbooks, and prior emails already exist and can be adapted by updating dates and project lists. Comms committee members Sarah Foran, Board Members, and Eric McGill, Board Member, expressed willingness to take this on with some assistance. The group agreed to schedule a meeting to review the handbook, make updates, send out notifications, and keep the process on schedule. It was noted that the board has until December 9 as a hard deadline, and based on prior timelines, draft letters and prioritization should ideally be completed by December 4, coinciding with the next board meeting. Once the ranking tool, either the Smartsheet or an updated Google form, is finalized, it can be distributed promptly to give the board sufficient time to complete rankings.

B. Staff Updates. – Maria Romero, Board Manager	5 mins
<p>Maria Romero provided an update on the transmittals for the appointment of new board members, noting that the incoming members will represent the At-Large, District 4, and District 5 seats.</p> <p>She reminded the board of the expectation to prepare and submit an end-of-year report. Maria also shared that the Chair and Vice Chair have observed limited board engagement, and she will distribute a form to gather input on how members would like to be more involved in supporting Public Lands.</p> <p>Board Vice Chair Ginger Cannon requested that future meeting packets be added to the shared Google Drive folder.</p>	
7. Board Discussion	6:35 PM
<p>A. Committee Reporting</p> <p>Kerri Nakamura, Board Chair, provided an update on the Urban Trail Committee; they have not met at this time. Due to a scheduling conflict, attendance at the Transportation Committee will not occur until the new year.</p> <p>Steve Bloch, Board Member, provided a Foothills update; on the Environmental Dispute Resolution, the landowners have not made significant movement in part due to the Federal Government shutdown. A brief update on the Rocky Mountain Power Wildfire Mitigation Project Phase 3 was provided.</p> <p>Ginger Cannon, Board Vice Chair, provided an update about the SCAAMP on the prioritization criteria to send to Barry Dun, Consulting. All prior work is in the SCAAMP folder in the Google Drive for more information.</p> <p>Ginger Cannon, Board Vice Chair, had limited comments for the Bylaws committee. Ginger asked a question about why the Records Department needs access to the Google Drive. Maria Romero, Board Manager, discussed this as an effort to be in compliance with GRAMA.</p> <p>Melanie Pehrson, Board Member, did not have any updates for the Jordan River Trail, but asked whether there is a progression with the Emerald Ribbon Action Plan and whether the plan is still in a draft. Kim Shelley, Public Lands Director, discussed that there have been city-wide questions on which entity would adopt the plan.</p>	10 mins
B. Board comments and question period, & request for future agenda items	10 mins

Sarah Foran, Board Member asked whether action items are discussed during the January Meeting. Kerri Nakamura, Board Manager was confirmed that action items for the upcoming year would be added using the existing template.

Eric McGill, Board Member, commented that the addition of three new board members next month was noted, and attendance data was reviewed. Maria compiled an attendance chart, allowing comparison with ordinance requirements. While no immediate action is required from the board, ongoing communication with members with unexcused absences is in progress, and a recommendation letter to the mayor may be forthcoming.

Meridith Benally, at-large board member, raised the desire to form an Indigenous subcommittee. Support from a second Indigenous board member is needed to ensure consistent representation, especially during absences. Ginger Cannon, Board Chair, confirmed the process for establishing committees, including templates and board approval, and emphasized that all board members must participate in at least one committee. Meridith Benally commented future indigenous subcommittee will be open to all members to ensure diverse perspectives.

Melanie Pehrson, Board Member, discussed concerns regarding ICE policies and procedures on public lands. Kim Shelley, Public Lands Director, commented that the city has reviewed the issue internally, and board members may bring concerns to the City Council during open time.

Ginger Cannon, Board Vice Chair, Kerri Nakamura, Board Chair discussed onboarding the three new members Christian Chavez (At-Large), Thomas Merrill (District 5), and Austin Whitehead, prior to participation in the CIP prioritization process. Cameron Johnson, Senior City Attorney, added While they may observe meetings, full access to internal spreadsheets and deliberative documents should occur only after official appointment to avoid premature disclosure. Board members confirmed that constituent discussions are permissible, but internal department rankings should remain confidential until members are formally seated.

Kerri Nakamura, Board Chair commented the next meeting is scheduled for December 4th, and board members will ensure new members receive a timely orientation to participate effectively.

C. Board Engagement Opportunities/Requests	5 mins
D. Written Update: <ul style="list-style-type: none">• Parks Division Updates• Planning & Design; Allen Park, Miller Bird Refuge• Wasatch Hollow Preserve• Park Ranger Program: New Supervisor• Urban Forestry	
E. Next meeting: Thursday, December 4, 2025	
8. Adjourn	7:00 PM
Steve Bloch, Board Member, made a motion to adjourn the meeting. Eric McGill Board Member, seconded the motion the meeting adjourned at 7:23 PM.	



DEPARTMENT of **PUBLIC LANDS**

Public Lands Updates

Parks, Natural Lands, Urban Forestry & Trails Advisory Board

Thursday, December 4

Parks Update:

Reporting on the Parks security patrol contract with All Pro Security - they are living up to their name! This group has impressed us with their thoroughness, communication, and integrity. Early each morning, the nighttime patrol reports come in, giving Park supervisors and operational leadership a snapshot of activity throughout the city. These briefs - often with pictures - give us immediate feedback to operationalize staff to fix vandalism, clean trash, and specifically attend to hotspots of improper park use. We have regular reports of All Pro removing those camping under bridges and pavilions, breaking into structures, and lighting fires, informing Parks, and then returning to the scene to ensure the problem does not return. Money well spent!

The operational and temporary closure at Taufer park is nearing its end, with irrigation, planting, seeding and fertilizing, painting, and decorative rock-work all on the list of completed items that were desperately needed.

400 tulips and other bulbs were planted this week at both Taufer Park and the Peace Gardens, so watch for a blast of color next spring.

Redwood Meadows Wall Update

The wall adjacent to Redwood Meadows is not located on City property. A tree on the neighboring property to the west had pushed the wall upward, creating a risk of collapse onto our side and posing a safety hazard for park users. Our property maintenance team removed the compromised section of wall and installed chain-link fencing in its place to ensure safety.





Trails & Natural Lands:

Tyler Fonarow, Trails & Natural Lands Division Director, shares that the Utah Outdoor Adventure Commission fully funded our grant request for \$666,000 for vegetation maintenance (invasive tree removal and uplifting of river side trees) for the ENTIRE Salt Lake City portion of the Jordan River. That's 45 blocks from 2100 South to 2400 North. We've already seen dramatic improvements in the 1700 South River Park/Peace Labyrinth section and the Cornell/Day Riverside Library section of the river that we "piloted" this fall with our own TNL funding and Funding our Future dollars. The project was selected due to the importance of the Jordan River being such an important asset in the Wasatch Front, and they hope other cities will follow SLC's lead. Huge thanks to our comms team, who assisted with before and after drone footage and video editing that supported our case, to our fabulous city grant writer Annie Christensen, who helped craft a persuasive application presentation , and colleagues in the TNL, Parks, Urban Forestry, and Planning & Design divisions who helped with the planning and execution of the work on the ground. Diamond Tree Experts is scheduled to be on site for a few more weeks, so we are hoping to get this grant approved through the City Council asap to keep this project moving over the next few months.

Planning & Design Update:



DEPARTMENT of PUBLIC LANDS

Allen Park, located at 1328 Allen Park Drive, will close on Monday, Nov. 17, for approximately four months to allow for the installation of new water and fire lines that will support long-term goals for the park's restoration. The infrastructure project represents the first step in the City's efforts to revitalize Allen Park. Installing new water and fire lines will ensure the park's safety, protect nearby homes from fire risk, and provide irrigation for the historic trees and vegetation.

Adding fire and water lines is vital to prepare for future development at Allen Park, which is slated to begin in 2026. Guided by extensive engagement gathered from the Adaptive Reuse and Management Plan (2024) and the Cultural Landscape Plan (2022), Public Lands will upgrade the property into an open, public, pedestrian park that highlights the site's unique history, preserves and enhances ecological features, repairs the artistic expressions scattered throughout the site, and restores key structures.

Phase one of design and construction for Allen Park is funded by \$5 million from the voter-approved Parks, Trails, and Open Space General Obligation Bond and internal City funds for improvements to Emigration Creek.

Park Ranger Program:

Dave Quisenberry started with us as a Ranger. Dave has worked many city jobs, with Public Lands, Public Utilities, and Compliance.

Urban Forestry:

The Urban Forestry Division has taken delivery of the first 2 truckloads of new trees (approximately 300) for this year's planting season! Our dormant season planting program will commence next week and will carry on into March of 2026. Between now and next spring, some 2,000 new trees will be planted in Salt Lake City.