



Sugar House Park Authority
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Sugar House Park Authority | November 13, 2025, MINUTES

Date/Time: Thursday, November 13, 2025, 6:00 – 9:00 pm

Location: Online

| Attendees | Anchor Location |
|--|---|
| <p>Board Members Present: Siavash Ghaffari (President), Roxanne Christensen (Vice President), Shehan Jaro (Treasurer), Jackie Rosen, Patrick Leary, Holly Nichols, Richard Layman, Toby Hazelbaker</p> <p>Board Members Absent: Jascha Clark</p> <p>Staff Present: Jeniffer Goodman, Diane Booth</p> <p>Public Present: Sue Mcjames, Ted Rose, Tony Semerad, Judson Pitts, Max Stocking, Eric Forbush.</p> | <p>Salt Lake County Government Center 2100 S State Street Salt Lake City, UT 84190</p> <p>If you have questions or require additional assistance, please contact Jeniffer Goodman at (385) 468-1800.</p> |

Agendas, recordings, and meeting minutes can be accessed on the Utah Public Notice site at utah.gov/pmn/.

Call to Order

The meeting was called to order by President Siavash Ghaffari at 6:00 PM.

Public Comment

President Ghaffari opened the floor for public comments.

- No Public comments were made.

Approval of Special Events

A motion was made to approve four special events that have been held for three or more consecutive years and do not require a representative to be present:

- Midnight Madness 5K
- American Heart Assoc 2026 Utah Heart & Stroke Walk
- Cupids Chase 5K
- Salt Lake City Marathon
- **Motion:** Richard Layman
- **Second:** Roxanne Christensen
- **Vote:** Unanimously Approved

Event Approvals Table

| Name/Organization/Event | Pavilion(s) or Field(s) | Document Reference | Reservation Date(s) | Board Decision |
|------------------------------------|-------------------------|--------------------|---------------------|--|
| Snell and Wilmer Summer Picnic | Hidden Grove | Portfolio 1 | 08/04/2026 | Motion: Richard Layman Second: Roxanne Christensen Approved unanimously. |
| Tony Cassius Memorial 5k | Big Field | Portfolio 2 | 11/22/2025 | Motion: Richard Layman Second: Roxanne Christensen Approved unanimously. |
| NFHS Summer Awareness Week Kickoff | Big Field | Portfolio 3 | 06/28/2026 | Motion: Richard Layman Second: Roxanne Christensen Approved unanimously. |
| Avalanche Awareness Week Kickoff | Big Field | Portfolio 5 | 12/01/2025 | Motion: Richard Layman Second: Roxanne Christensen Approved unanimously. |

Administrative Items for the Board

- **Discussion:** Approval of October 2025 Meeting Minutes.
- **Motion:** Richard Layman
- **Second:** Roxanne Christensen
- **Vote:** Unanimous approval

Miscellaneous Items: Follow-ups from Previous Meetings

- **Draft Agreement (SLC, SLC County, Park Authority):** Patrick Leary provided an update on recreating a red-lined copy of the agreement due to the county's budget process; it will be provided to Roxanne for review soon. Siv Ghaffari requested an earnest effort to get it approved for the January meeting.
- **Dredging Project:** Patrick Leary reported that planning is fine and bidding is underway for a contractor. However, the public utility department advised reaching out to the Army Corps of Engineers for a potential permit, which may push the dredging to Q1 next year. The project will be managed by Patrick's team and paid for by the county.
- **Land & Water Conservation Plan Inspection:** Roxanne Christensen, Siv Ghaffari, and Jackie Rosen attended an inspection on Oct 23. The compliance analyst requested documentation regarding boundaries, the Highland High School area, and capital projects. Staying compliant allows eligibility for grants, and the board will consider applying for an open grant.
- **Tree Utah Agreement:** Jackie Rosen confirmed the agreement is signed by all parties.
- **Hotel Project on Sizzler Property:** The project had a planning commission meeting, but a city council meeting date is pending. Jackie Rosen noted a conflict of interest preventing her from serving as the attorney and is seeking a real estate attorney for a letter of understanding.

- **Park Updates** (Big Field, Parleys Creek, Pavilions): Pavilion reservation signs are installed. Barbecues are the last item for the pavilions. Roxanne plans to update pavilion descriptions in the new county reservation system and potentially add a QR code for feedback. Siv noted no complaints so far regarding the new pavilion setup.
- **CIP Committee Update:** Richard Layman reported that initial project requests are being looked at by the city's parks department. Roxanne is working on refining cost estimates and scopes for priority projects for the fiscal year 2027 budget, including a new pavilion, playground replacement, and culinary waterline. The deadline for submissions is December 9th.

Termination of Lease with the Utah Associated Garden Club (UAGC)

The board sought to terminate the month-to-month lease with the UAGC. Toby Hazelbaker requested a postponement until January to allow the Salt Lake City Council time for review.

- **Motion:** Toby Hazelbaker motioned to postpone the vote until January.
- **Seconded:** Richard Layman.
- **Vote:** Motion failed 4 Nay votes vs 3 Aye votes. Toby Hazelbaker and Patrick Leary abstained from the subsequent primary vote.

The board returned to the original agenda item of terminating the lease.

- **Motion:** Jackie Rosen motioned to terminate the lease with the UAGC.
- **Seconded:** Richard Layman.
- **Vote:** Motion passed 6 Aye votes, 2 Abstentions.

A second part of the motion was to remove UAGC property and cancel 2026 reservations by December 31, allowing them to reserve at the public rate thereafter. Richard suggested a contingency to allow negotiation of a good faith lease proposal.

- **Motion:** Richard Layman motioned to proceed with the removal and cancellation with the contingency for good faith negotiations by Dec 31.
- **Seconded:** Jackie Rosen.
- **Vote:** Motion passed unanimously among citizen board members, with abstentions from Patrick and Toby.

General Garden Club Maintenance Update

Holly Nichols announced that Lindsay, who managed the Garden Center, is leaving. Holly and Roxanne are seeking a new manager. Wi-Fi installation is pending, which will enable new smart locks. Holly met with Pastor Mike from Unity Church to update their agreement; Mike has been doing significant maintenance work (furnaces, AC, electrical) and will track this for an in-kind agreement. County mechanical division is also assessing the building's systems.

Board Elections

- **Treasurer:** Siv nominated Shehan Jaro for a second term. The motion passed unanimously, and Shehan accepted.
- **Vice President:** Roxanne nominated Richard Layman. Richard accepted, noting his improved health. The motion passed unanimously.
- **President:** Siv Ghaffari declined re-nomination and nominated Roxanne Christensen. Roxanne accepted. The motion passed unanimously. Roxanne is President-elect, with her term beginning January 1.

New Candidates Interviews

- Eric Forbush
- Max Stocking

Both were asked about their volunteering experience, passion projects, ideas for the park, and how they would prioritize projects with limited resources. Key points included Eric's interest in signage and accessibility/UX design, and Max's interest in splashpads and running trail improvements.

Closed Session

Board voted to move to a closed session to deliberate on candidates.

- **Motion:** Siv Ghaffari
- **Roll Call Vote:**
 - Roxanne Christensen – yes
 - Shehan Jaro – yes
 - Jackie Rosen – yes
 - Patrick – yes
 - Holly Nichols – yes
 - Richard Layman – yes
 - Toby Hazelbaker - yes

Return to Open Session

New Board Members

- Motion to appoint Eric Forbush
- **Motion:** Siv Ghaffari
- **Second:** Richard Layman
- **Vote:** Unanimously Approved
- Motion to appoint Max Stocking

- **Motion:** Siv Ghaffari
- **Second:** Shehan Jaro
- **Vote:** Unanimously Approved

Approval Process: Both new board members are pending city council and county council approval. Siv will work with Jen to submit their applications.

Incident Reports

- Patrick Leary reported an altercation involving firearms between two high school students by Hidden Hollow approximately two weeks prior. The school was placed on shutdown, and the students were taken into custody.
- Security Measures: A police camera has been installed near the Hidden Grove pavilion as a result of the incident. Increased police presence at nighttime has resulted in no incidents in October.

President's Report

Siv presents a presentation to the board.

- **Mission:** The park's mission is to provide a sustainable, high-quality open space and recreational experience, focusing on recreational, educational, historical, and cultural enjoyment (p. 4).
- **Goals & Achievements (2025):**
 - Construction and Opening of the Big Field and Parleys Creek Pavilion: Accomplished.
 - Transfer of the Garden Center to the Authority: In progress but marked as a full green check as revenue is received and expenses are paid.
 - Obtain Accreditation as an Operating Donor: Accomplished.
- **Board Changes:** The board is losing Holly Nichols (after eight years), Jasha, and Danielle, while gaining Jeniffer, Eric Forbush, and Max Stocking.

Other Business

- **Traffic Concerns:** The high school event caused traffic backup on the road because the park gates were closed, suggesting a need for variable messaging signs.
- **Holly Nichols' Contribution:** Board members thanked Holly for her years of service, noting her instrumental role in encouraging new members like Richard Layman to apply.
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Social Media Updates – Roxanne Christensen

- **Website Traffic:** Roxanne Christensen noted a large spike in website traffic in October due to the UHSAA high school sports association cross country event held at the park.

Adjournment

There being no further business, a motion was made to adjourn the meeting.

- **Motion:** Holly Nichols
- **Second:** Shehan Jaro
- **Vote:** Unanimously Approved