



NORTH SALT LAKE CITY

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Ken Leetham
City Manager
David Frandsen
Public Works Director

NSL Parks & Arts

Parks, Trails, Arts & Recreation Advisory Board Minutes

Tuesday, October 22, 2019

North Salt Lake City Hall

6:00 p.m.

Attendees: Ryan Mumford, Jon Rueckert, TJ Riley, Alisa VanLangeveld, Manuel Delgado, Naomi Hall, Rachel Conway, Sally Beyer (Minutes)

Topic of Discussion:

- **Administrative Updates**
 - a. Review Board Members Terms, Chair-Elect
 - b. Annual City Staff Meeting Update
 - i. Scope of Parks & Arts Board
 - ii. Zero-based Budget
 - iii. New Board Member Materials
 - iv. Defining Roles of Board Members
 - c. City Council Work Session – October 29th
 - d. Annual Planning Meeting – November 12th
 - i. Bring Event Overview Documents (with rough budget request)
 - ii. Bring Volunteer Hour Totals
- **Event Updates**
 - a. Summer Trails Series Review
 - b. Sunset Concert Series Review and Update
 - c. Master Chorale Update
 - d. NSL Reads Review
 - e. Halloween 3K
- **Public Works Update**
- **City Council Update**
- **Chair Notes and Open Topics**
- **Review Action Items**

Minutes:

1. Administrative Updates -
Alisa VanLangeveld is acting chair for this year and Manuel will be chair elect for next year but could change depending on the election. Alisa said she met with Ryan, Ken, David & Linda last

week and they talked about clarifying the roles of different members of the board and the scope of their assignments. In the last two years there was a shift of more planning and focusing towards parks. Ken Leetham, the City Manager said we should see the parks contributions in two different ways. One way is that we are providing advice from the advisory board on problem solving and maintenance of parks. The other is the larger upgrades such as Pickleball courts and trails which would be in the long term planning for the parks in the city. Alisa said that when a new member of the committee comes in she gives each a copy of the resolution that is used. When Alisa took over as chair she used that as her guideline in what the committee should be doing. In the meeting there was discussion about not doing the things that were listed and doing more that was not included on the resolution. There was discussion about amending and changing some words in the resolution so it's a better fit in what we are doing. The next thing that was talked about was a zero based budget for our events. Previously this board has been funded by a donor which was Big West Oil of Ten Thousand Dollars. Ken decided that he would like to see a zero based budget and that all the events are not funded solely on donations and have the freedom to plan the event you are over without the worry of going over budget. Alisa mentioned that the Master Chorale Choir would also be able to do their event without the worry of the budget. Alisa said she would like the committee to be thinking of their events and what they would like to see happen and come to the November 12th meeting with those ideas and a budget. Ryan Mumford would then go to the city council and see if they will approve the recommendations. Alisa said the other thing they talked about was new board member materials and defining their roles. Alisa would like this group to help create those and then Sally Beyer would be in charge of putting together and distributing them to the new members. Alisa said she would like to discuss this in the November's meeting.

Alisa said they will hire a photographer for all future events. Ryan said they will see a consistency in the photos for all the events. Alisa said there will be a city council work session on October 29th and invited all the board members to come. Alisa said her role at this meeting is to get feedback from the council about our events such as if we are having too many events and if this is an event that the city wants us to have and are we doing more than what we should do. It was brought up in the meeting that the board members put in between forty to one hundred twenty hours a year on the events. This information will be helpful for the November meeting. Also, Alisa would like all the board members to bring an event overview document with a rough budget request for next year. Alisa asked Kristine Pepin to be an official Liaison for the choir and she accepted. Ryan said he would like to show the council how many concerts are planned for next year. Alisa would also like everyone to bring their volunteer hours to the meeting in November.

2. Event Updates -

a. Summer Trails Series Review -

Alisa VanLangeveld said she felt like it was a success and met all the goals she had hoped for. It was a small event and Alisa mentioned she would like to do it next year. The "Get Into The River" was loosely connected to the Summer Trails Series and wasn't one that was planned but Alisa supported it and would help with it again.

b. Summer Concert Series –

Manuel Delgado said they had one in September at the Amphitheater and was a lot of fun. Some people came up and shared their talent. Manuel said that in September and October there is a lot of things happening in the city and would like to see a concert in either September or October and another one in the spring. Alisa said she really liked the "competition style" concert and Manuel said they would do that again. Manuel said that there are people who are

interested in doing classical music for next year.

c. Master Chorale

Manuel said that on November 17th at 7:00 p.m. will bring the "Messiah Sing In" at the city hall and has already talked to Brett Levitre with the Master Chorale about this concert. For the Christmas Concert scheduled for December 6th Brett wanted to have it at Eaglewood Golf Course Club House but it will cost instead of having the concert at the city hall. Alisa said it will be worth the cost to have it at the Club House.

d. NSL Reads Review -

Alisa and the board members all agreed that it was an awesome evening with Brandon Mull who is a very well-known author and it was very well attended with approximately three hundred or more.

e. Halloween 3K -

Alisa said Brian Freeman who is the chair of this event was called out of the country. Alisa said she will take over as she has done it previously in the past and would appreciate any help. This event will take place on Saturday, October 26th at 9:30 a.m. TJ Riley and the parks department will help set up. Alisa said she has hired Donut Kabob Food Truck to come. Ryan said that the Youth City Council would like to come early to help with this event.

3. Public Works Update

Jon Rueckert said on November 2nd they are doing an Eagle Project at Wild Rose Trail between Eaglepoint Drive and Parkway, the section that is down by the landslide area. They will go and clean up the area. One of the areas that are a problem is the willow trees and they will trim those back. TJ said there is a problem with the bikers as they cut through the trails which is dangerous for the kids who are walking. There will be signs posted because basically there are no bikes allowed in the parks. They should go around the trail system and are hoping it will work. TJ said this will be a really good Eagle Scout project. TJ also mentioned about putting gates at Tunnel Springs and they have mounted those.

4. City Council Update -

Ryan said the Christmas party will be on December 3rd. There will be a dinner with the choir performing. Ryan said that they have their long term planning and their advisory maintenance for the parks and a long term planning that is on the agenda for redoing Palmquist Park. The city council has asked that we focus our attention and come up with an official approved plan that we could recommend to city council for Palmquist Park on what we want to do. Ryan said that if we could make a recommendation in November that would give the city staff time to send information out to bid and then come back to city council in January and will have something to vote on. Ryan asked Jon Rueckert and TJ Riley to talk to David Frandsen to see if that is a possibility. Pickleball is still undecided at this point. The Pickleball group came again and talked to the city staff and the city staff reached out to Club V Volleyball center which is a fourteen volleyball court facility down by Legacy Prep Academy. They do not use all of their courts all of the time and they can convert the end of their facility into Pickleball courts. The problem with doing that is the surface of the floor was designed for volleyball use. Club V is willing to resurface that area if it can be arranged for a public/private partnership and they hold leagues or tournaments. The city said they would look into that.

Ryan asked the committee to be thinking of any park maintenance they can carry through with next year starting from November to March which is when they do their budget.

5. Chair Notes and Open Topics –

There was some discussion about the need for a library in North Salt Lake. Ryan said that the county will not support a library here.

6. Review Action Items –

- *Alisa will follow up with Naomi Hall to see if she will be reappointed in January.*
- *Defining the roles of new board members at next meeting.*
- *All board members bring an event overview document with a rough budget at next meeting.*
- *Bring total volunteer hours from this year to the next meeting.*
- *Coordinate with TJ Riley about Pumpkins for the Halloween 3K.*
- *Jon will talk to David Frandsen about Palmquist Park for the November meeting.*
- *Manuel will book some musicians for next year.*

Next meeting will be held on November 12th at 6:00 pm at City Hall.

Alisa VanLangeveld adjourned the meeting at 7:20 pm.


Chairman
Secretary