MINUTES
LAYTON CITY PARKS & RECREATION COMMISSION
LAYTON, UTAH

DATE: September 9, 2019
TIME: 5:10 PM
LOCATION: Layton Parks & Recreation office
465 N. Wasatch Drive
Layton, Utah 84041
(801) 336-3900

I. Call to Order by Angela Richards
II. Pledge of Allegiance by Angela Richards
III. Invocation by Kathy Blackner
IV. Roll Call

Council Member: Joy Petro
Commission Members:
Angela Richards
Don Wilhlem
Debbie Comstock
Steve Crago
Milton Herring
Kathy Blackner
P&R Staff:
David Price
Jennifer Deaton
Michelle Howard
Jay Clark
Ben Hatch

Guest: Sara Crago
Excused: Pamela Petroff
Katie Mansell
CJ Benson

V. Approval Of Minutes
Commission Member, Milton Herring, made a motion to approve the minutes from the August 5, 2019 meetings as written. Commission Member, Steve Crago seconded the motion. The minutes were unanimously approved as written.
VI. Agenda Changes
Discussion for Citizens Comments, giving a response, added as report item D.
Review of Special Event, Layton FEST, added as report item E.

VII. Citizens Comments
Commission Member, Kathy Blackner was approached by a citizen regarding the plans for the Eastridge Park Prud Trail Connections, the citizen asked if she would pass along some information regarding the guidelines according to the contract and the Planning Commission. Parks and Recreation Director, David Price mentioned he would pass along the information and concerns to the Parks Planner.

VIII. Chairperson’s Report
IX. Agenda Items

A. Family Recreation Activities - Michelle Howard
1. Review of Family Recreation:
   August:
   Recreation Superintendent, Michelle Howard gave a brief review of the End of Summer Bash event, held on August 30, 2019 in conjunction with Surf ‘n Swim. The attendance of 300 citizens this year, exceed prior year’s attendance.

2. Upcoming Family Recreation Activities.
   September 13:
   The annual Park after Dark will be held on Friday, September 13, 2019 from 7:30pm to 9:30pm. This year’s event will have a DJ and food trucks, in addition to s’mores and games.

B. Review of Liberty Days
Parks and Recreation Director, David Price asked the Commission for feedback on the different changes this year and changes they would like to see in the future years to come.

Voices of Liberty Concert:
The Voice of Liberty Concert was well attended, and everyone enjoyed the theme this year of “Being a Good Neighbor.”

All-Star Games:
Commission Member, Kathy Blackner enjoyed the changes made at the All-Star Games with the addition of announcing players before each game.

Liberty Days 5K Race:
There was not a lot of day-of registrations this year, however, the attendance was more than prior years. Registrations were mostly made ahead of time due to the change in not having an early bird pricing. David explained that the More Fun Less Run, in the future the committee has planned to do more low cost items instead of handmade items for saving time and to allow more participants register.

Breakfast:
The Commission was happy with the breakfast and location change this year.
Flag Raising Ceremony:
Commission Members all expressed that the Flag Raising Ceremony was too long and did not have a very good attendance this year. It was hard to keep those attendings attention at an hour-long ceremony. The Commission expressed in the future trying to keep the ceremony to around 30 minutes with a couple songs and one speaker. The Commission discussed the possibility of moving the flag ceremony to a different location to draw more attendance.

Vendors:
The Commission enjoyed having vendor booths spread out throughout the park instead of in just one area. Steve Crago wondered how far back that booths are placed from the sidewalk. Steve received feedback that if there was a group to stop at a booth, sometimes the sidewalk was clogged up. Parks Supervisor, Ben Hatch explained that the booths are marked two feet off of the sidewalk currently but he would look into it for future years moving the booths back a little farther.

C. Discussion of Liberty Days Concert for 2020
Amphitheater Technical Director, Jay Clark and Don Wilhelm approached the Commission and requested feedback on their opinion of changing performers for the Liberty Days evening concert. Jay Clark gave the Commission a brief overview of past concerts and what traditionally happens. Jay Clark and Don Wilhelm presented different possibilities to the Commission and were asked to collect more details and present at a future meeting with the options.

D. Discussion for Citizens Comments
The Commission briefly discussed for future meetings what guidelines the Commission could provide for groups or citizens coming with concerns or topics to discuss. The Commission would like to use the same guidelines that are presented at the City Council meetings, and have them added to each agenda on the back for meetings moving forward. Some of the guidelines discussed were to have one spokesperson for a group presenting at the meeting and to have a time limit so everyone can be heard.

Commission Member, Milton Herring, made a motion to approve the guidelines from City Council meetings and have them added to future Commission agendas. Commission Member, Debbie Comstock seconded the motion. The motion was unanimously approved.

E. Review of Special Event, Layton FEST
Amphitheater Technical Director, Jay Clark gave a brief overview of the Free Friday night Movies held in the amphitheater in conjunction with Layton FEST. This year the movies attendance grew to maximum capacity on some of the evenings.

Angela Richards asked if there was something more the City could do with advertisement for the event itself.

Joy Petro was asked by citizens why Layton FEST booth fees were so much and why they were limited to a certain amount of nights when signing up.
Michelle Howard explained to the Commission the application and approval process and why things were changed from prior years. Vendors were limited to 4 nights this season when first registering to give different options and other vendors who were not able to come years prior, the opportunity to attend. The City advertises through the utility flyers, website, social media, and emails to prior year vendors. Michelle Howard gave a brief explanation as to why the vendors were paying $20.00 per night, $10.00 for the offsite vendor’s license fee and $10.00 for the booth space itself.

Parks and Recreation Director, David Price explained the feedback from vendors and farmers the Department had received prior years. Fridays are hard for farmers because they are preparing for the big farmers markets on Saturday morning, so Friday evening they do not have the produce or employees to come attend and sell at Layton FEST. Other vendors have suggested other evening during the week, but then the City would also be competing with surrounding cities holding theirs the same night.

Milton Herring made the suggestion of having alcohol vendors present at events like FEST, and was wondering why the City does not allow it. David Price gave a brief explanation that the City ordinance does not allow alcohol in City Parks.

Debbie Comstock asked how to enforce the no dogs allowed rule during events like Layton FEST. David Price explained that staff are instructed to inform those in the park of the rule and not to enforce it. The Police Department and Animal Control have been asked to enforce and our staff has been instructed to contact the police to enforce the restriction.

X. **Adjournment**
Motion to adjourn was made by Commission Member, Milton Herring at 6:15pm. Commission Member, Kathy Blackner, seconded the motion. The motion was approved unanimously.

XI. **Next Meeting**
Monday, October 7, 2019 at 5:00pm

_________________________________________________
Date

________________________________
Angela F. Richards, Chairperson