

**MINUTES OF THE  
MIDWAY CITY  
TRAILS AND PARKS  
ADVISORY COMMITTEE**

**(Regular Meeting)**

**Tuesday, 12 September 2017, 7:00 p.m.  
Midway City Office Building, Downstairs Conference Room  
75 North 100 West, Midway, Utah**

**1. Welcome**

The meeting was called to order at 7:02 p.m.

**Members Present:**

Kris Beer, Committee Member  
Kristen Bellows, Committee Member  
Rob Bouwhuis, Committee Member  
Jenifer Clayton, Committee Member  
Clint Coleman, Committee Member  
Nancy O'Toole, Committee Member  
Lisa Christen, City Council  
Representative/Non-Voting Committee  
Member

Dennis Poppinga, Facilitator/Non-Voting  
Committee Member

**Members Absent:**

Ken Fakler, Committee Member

**Others Present:**

Brad Wilson, City Recorder  
Ken Mickelsen, Resident

The members of the committee introduced themselves.

**2. Committee Mission, Purpose, Expectations, and Future Goals**

Committee Member Poppinga reviewed the following items:

- Mission, purpose, expectations, and possible goals for the Committee.
- Advisory nature of the Committee.
- The importance of soliciting public input.
- Reviewing and evaluating existing and future parks.
- Funding for maintenance and capital improvements.
- Maintenance
- Facilities and amenities
- Reporting to the City Council.

The Committee discussed goals, such as developing park and trail standards, and ways to encourage partnerships and volunteerism.

### 3. Michie Lane Park

Committee Member Christen explained the agreement for the park between the City and the developer of Deer Creek Estates. Committee Member O'Toole, who was also a member of the Planning Commission, explained how the project and park were considered by the Commission.

Several members indicated that the request for bids to build the park was too general. It did not include a grading plan, irrigation plan, concrete plan, and other items. They also indicated that the bids received were too different to be properly compared.

It was suggested that all the bids be rejected and the project be re-bid after it was completely designed by a landscape architect. The Committee discussed if the developer's landscape architect, a local volunteer or an independent landscape architect should do the design.

The Committee also discussed if landscape standards should be established before re-bidding. Establishing the standards during or after the project was also considered.

The cost of the project including change orders was discussed. It was determined that the budget was established and the design had to be adjusted accordingly. It was indicated that the developer was not required to build the park and could have left the area as open space within the project.

**Motion:** Committee Member Beer made the following recommendations:

- All the bids for the Michie Lane Park be rejected based on the inconsistency of the specifications.
- A public meeting be held to receive public comment on the park.
- A landscape architect be hired to design the park plan.

**Second:** Committee Member Bouwhuis seconded the recommendations.

**Discussion:** None

**Vote:** The recommendations were approved with the Committee voting as follows:

Committee Member Beer	Aye
Committee Member Bellows	Aye
Committee Member Bouwhuis	Aye
Committee Member Clayton	Aye
Committee Member Coleman	Aye
Committee Member Fakler	Absent from the Meeting
Committee Member O'Toole	Aye

The Committee discussed who would interview and select the landscape architect. It was

indicated that the City's staff might interview the landscape architects and one would be chosen by the City Council.

#### 4. Elect Chair, Vice-Chair and Secretary

The responsibilities of the chair, vice-chair and secretary were reviewed. The chair would conduct the meetings and put together the agenda in conjunction with the council representative and the facilitator. The secretary would take the meeting minutes. Sub-committees could also be formed.

**Motion:** Committee Member Beer nominated Committee Member Bouwhuis as the committee chair.

**Second:** Committee Member O'Toole seconded the nomination.

**Discussion:** None

**Vote:** The nomination was approved with the Committee voting as follows:

Committee Member Beer	Aye
Committee Member Bellows	Aye
Committee Member Bouwhuis	Aye
Committee Member Clayton	Aye
Committee Member Coleman	Aye
Committee Member Fakler	Absent from the Meeting
Committee Member O'Toole	Aye

**Motion:** Committee Member Bellows nominated Committee Member O'Toole as the committee vice-chair.

**Second:** Committee Member Clayton seconded the nomination.

**Discussion:** None

**Vote:** The nomination was approved with the Committee voting as follows:

Committee Member Beer	Aye
Committee Member Bellows	Aye
Committee Member Bouwhuis	Aye
Committee Member Clayton	Aye
Committee Member Coleman	Aye
Committee Member Fakler	Absent from the Meeting
Committee Member O'Toole	Aye

**Motion:** Committee Member Beers nominated Committee Member Clayton as the committee secretary.

**Second:** Committee Member O'Toole seconded the nomination.

**Discussion:** None

**Vote:** The nomination was approved with the Committee voting as follows:

Committee Member Beer	Aye
Committee Member Bellows	Aye
Committee Member Bouwhuis	Aye
Committee Member Clayton	Aye
Committee Member Coleman	Aye
Committee Member Fakler	Absent from the Meeting
Committee Member O'Toole	Aye

## 5. Park and Trail Standards

Standards for parks and trails were discussed. It was indicated that the City's public works department, who oversaw parks and trails, should help develop the standards.

Public involvement in the process was considered. It was pointed out that any standards would be specific and technical.

The question was asked if the standards should be prepared by the landscape architect designing the Michie Lane Park. It was thought that the Committee and local experts could write the standards.

**Motion:** Committee Member Coleman moved to begin developing park and trail standards.

**Second:** Committee Member O'Toole seconded the motion.

**Discussion:** None

**Vote:** The motion was approved with the Committee voting as follows:

Committee Member Beer	Aye
Committee Member Bellows	Aye
Committee Member Bouwhuis	Aye
Committee Member Clayton	Aye
Committee Member Coleman	Aye
Committee Member Fakler	Absent from the Meeting
Committee Member O'Toole	Aye

It was decided that Committee Member Coleman would research landscaping standards. It was also decided that Committee Member O'Toole would research infrastructure standards such as concrete pads and sidewalks. It was emphasized that parks needed to look good as well as be low maintenance.

The Committee asked Brad Wilson to email to them the City's current trails plan and financials.

The Valais Park was discussed. Committee Member Christen indicated that the wetlands in the park had recently been delineated. She asked the Committee to first focus on the Michie Lane Park.

The Committee would discuss and set priorities at its next meeting. The Michie Lane Park, park and trail standards and the Valais Park would be considered.

It was pointed out that the committee meeting agendas needed to be posted in accordance with state law.

## 6. Adjournment

**Motion:** Committee Member O'Toole moved to adjourn the meeting. Committee Member Bellows seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:30 p.m.

  
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Rob Bouwhuis, Chair

  
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Brad Wilson, Recorder