



AGENDA

NORTH SUMMIT RECREATION SPECIAL SERVICE DISTRICT MEETING NOTICE AND AGENDA

PUBLIC NOTICE is hereby given pursuant to Utah Code §52-4-202, that the Administrative Control Board (the “Board”) of the North Summit Recreation Special Service District (the “District”) will hold its regularly scheduled session and action meeting on **Monday, September 8, 2025** beginning at **6:00 PM** at the The Summit County Courthouse, Conference Room 001 (1st Floor), 60 North Main Street, Coalville, UT 84017

Join Meeting via Zoom:

<https://us06web.zoom.us/j/88096257734?pwd=WXhnN2sybldKVEFUNDI4REhBRnhnUT09> Meeting
ID: 880 9625 7734

Passcode: 052119

Members of the Board, presenters, and members of public, may attend by electronic means, using Zoom (phone or video). Such members may fully participate in the proceedings as if physically present. The anchor location for purposes of the electronic meeting is the same as listed above.

AGENDA

- 1. Call meeting to order.**
- 2. Roll Call**
- 3. Oath of office for new board member.**
- 4. Work Session:**
 - a. Update/review the status of NSRSSD Programs
 - I. Programming update-Jaycie Diston
- 5. Consideration for Approval:**

- a. Review and possible approval of July 14, 2025 and August 11, 2025 meeting minutes.
- b. Review & possible approval of July & August financials.

6. Board Comments & Review of Action Items

7. Adjourn

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS Individuals with questions, comments, or needing special accommodations pursuant to the Americans with Disabilities Act regarding this meeting may contact North Summit Rec. Director 435-336-7322

OATH OF OFFICE



“I do solemnly swear that I will support, obey and defend
the Constitution of the United States and the
Constitution of this State, and that I will discharge the
duties of my office with fidelity.”



NORTH SUMMIT

— RECREATION —

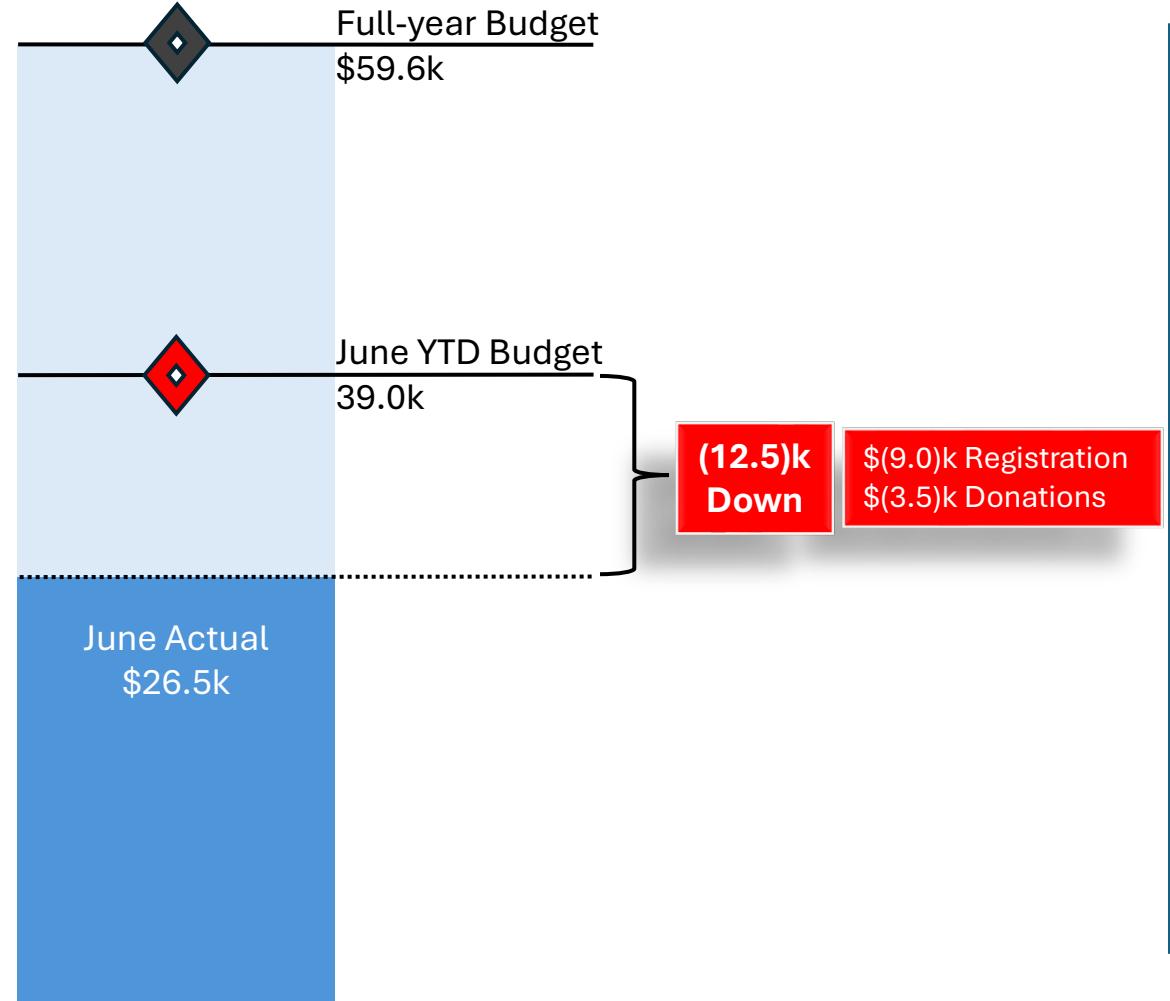
June 25 Year-to-Date Financials

Budget Review

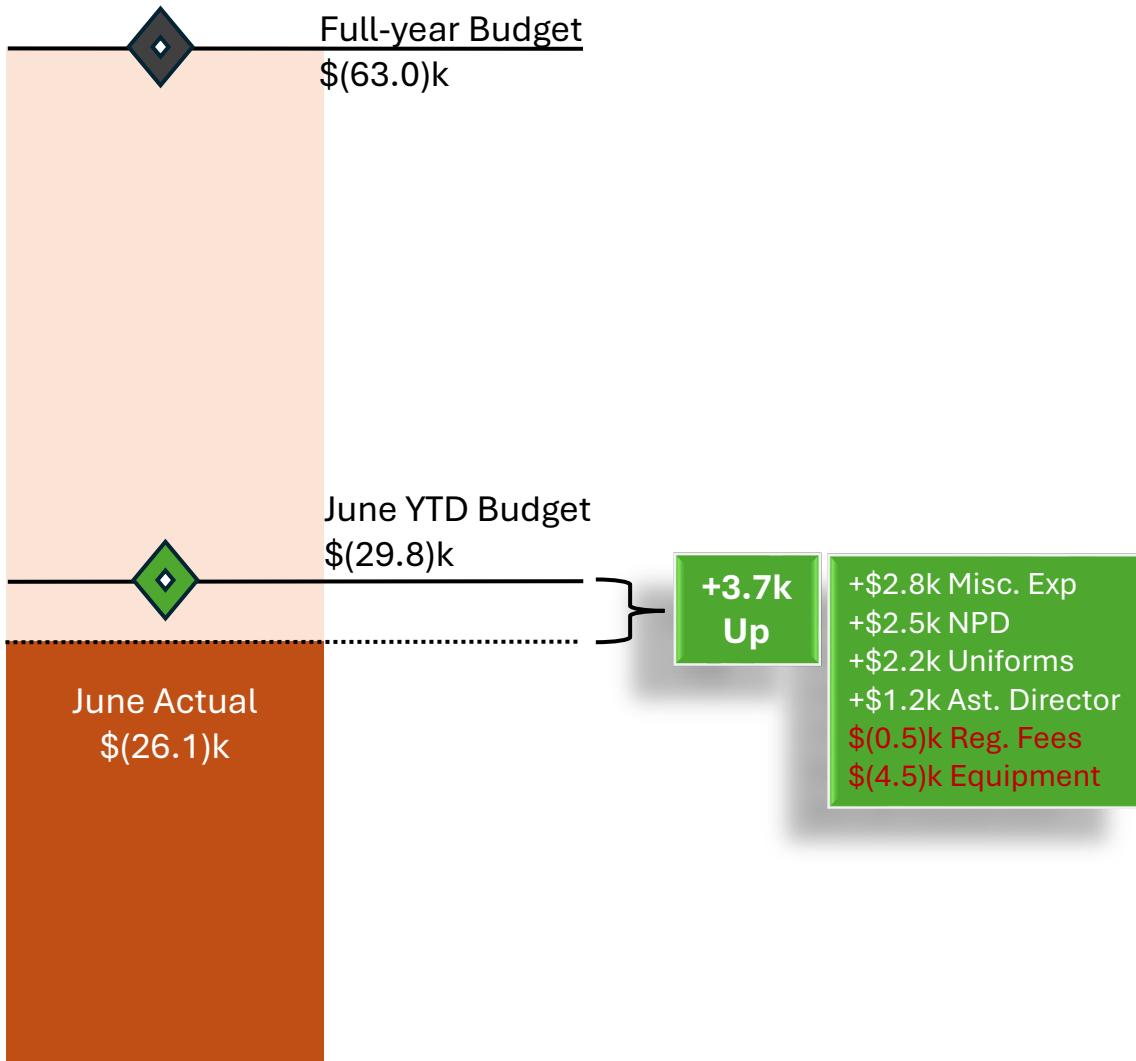
YTD Program Revenue & Expense Review

Total Program
Down **\$(8.8k)**
to Plan

Program Revenue



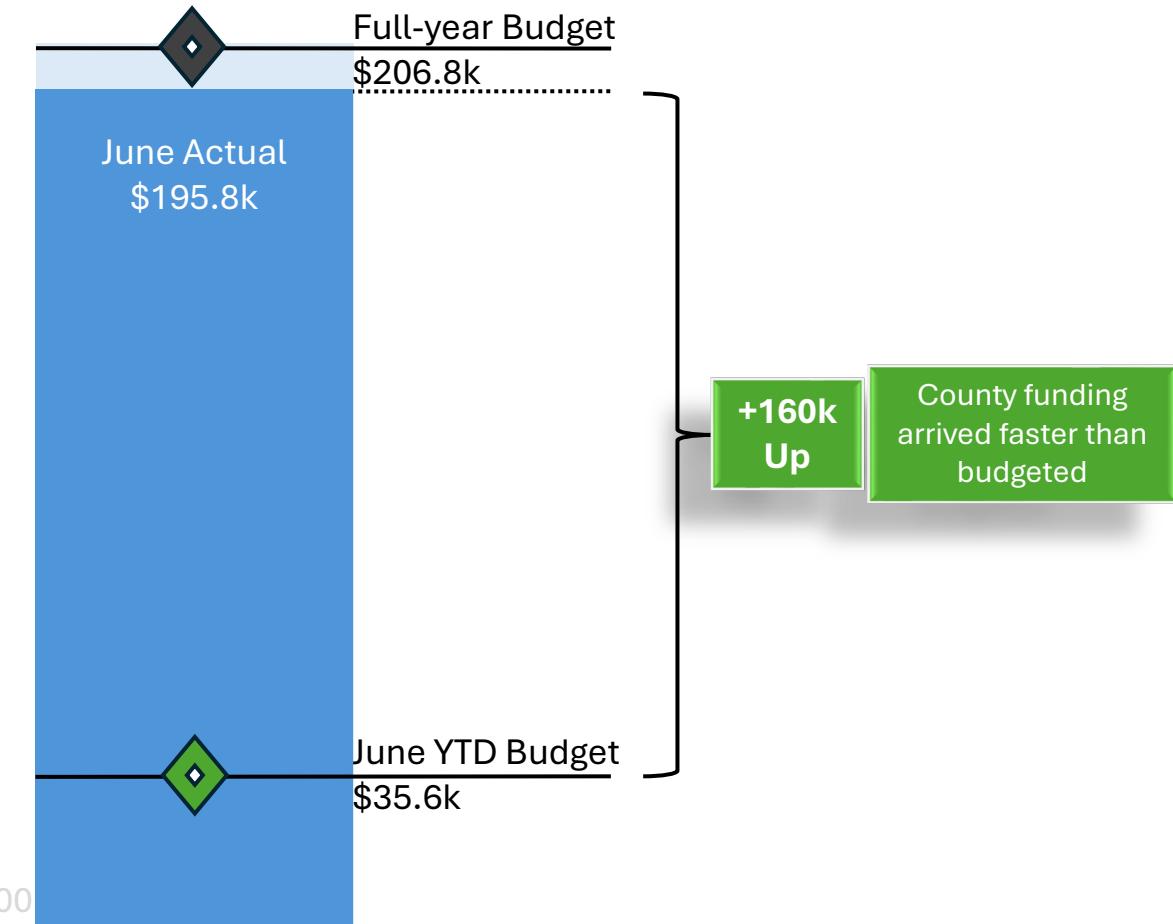
Program Expense



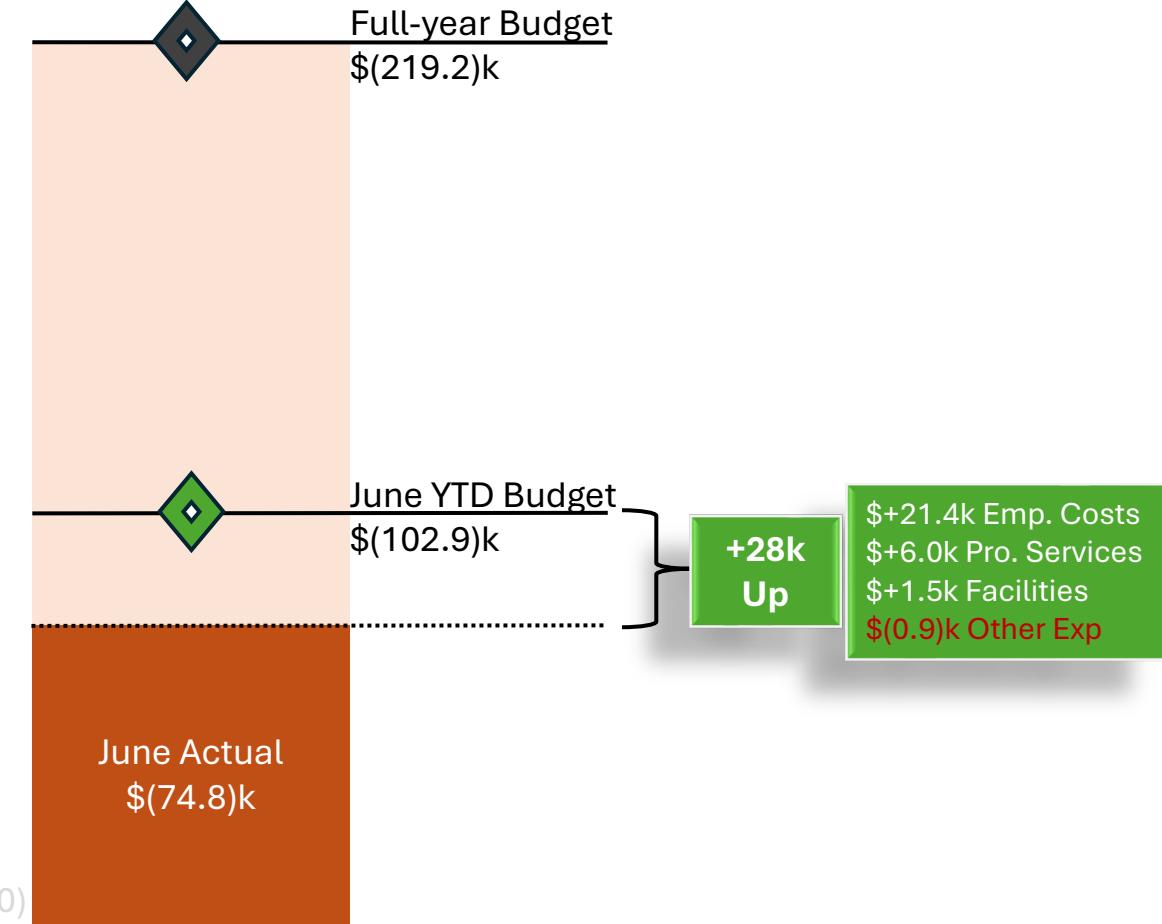
YTD Other/Admin Revenue & Expense

Total Other/Admin
Up \$+188k
to Plan

Other/Admin Revenue



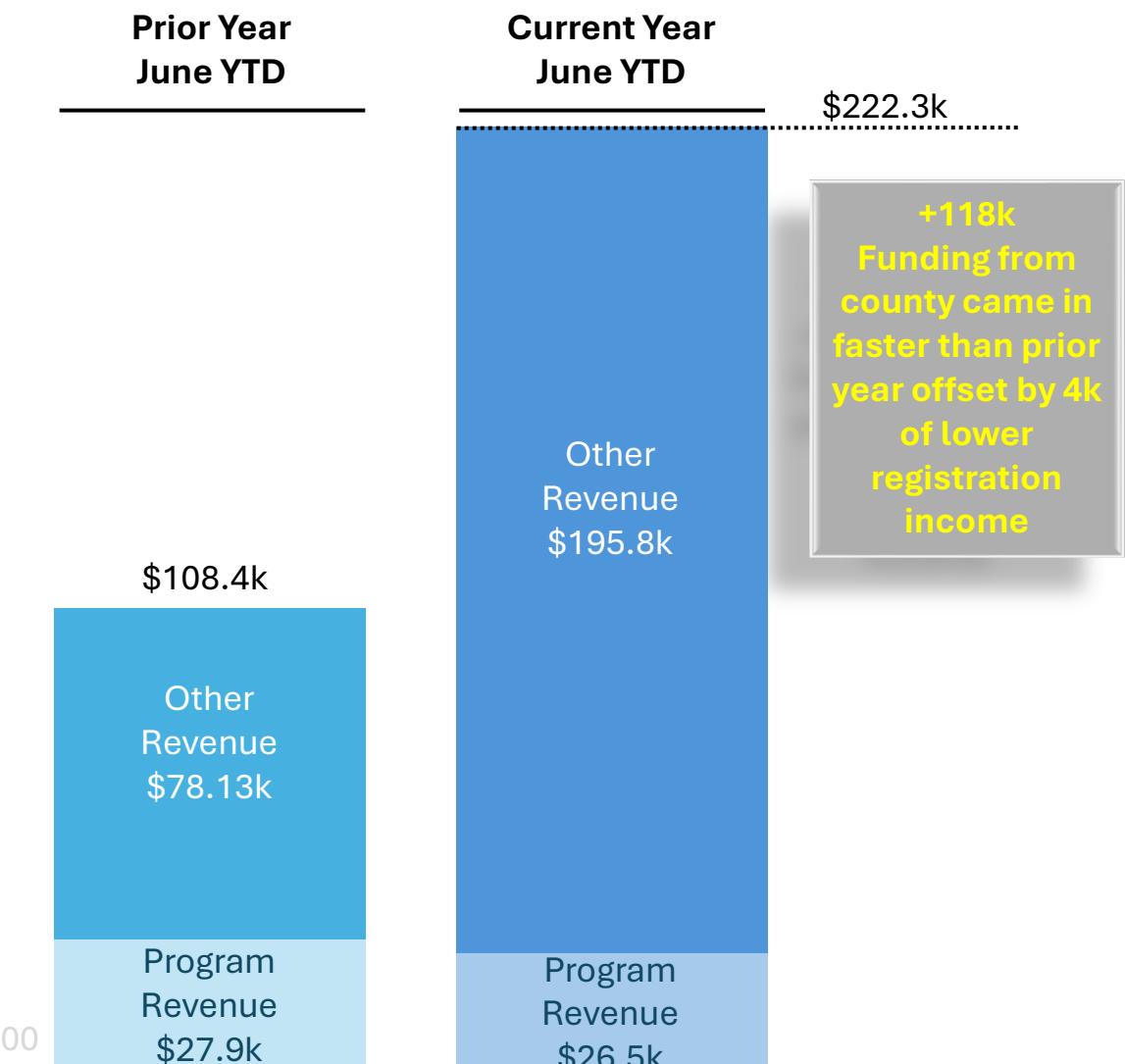
Other/Admin Expense



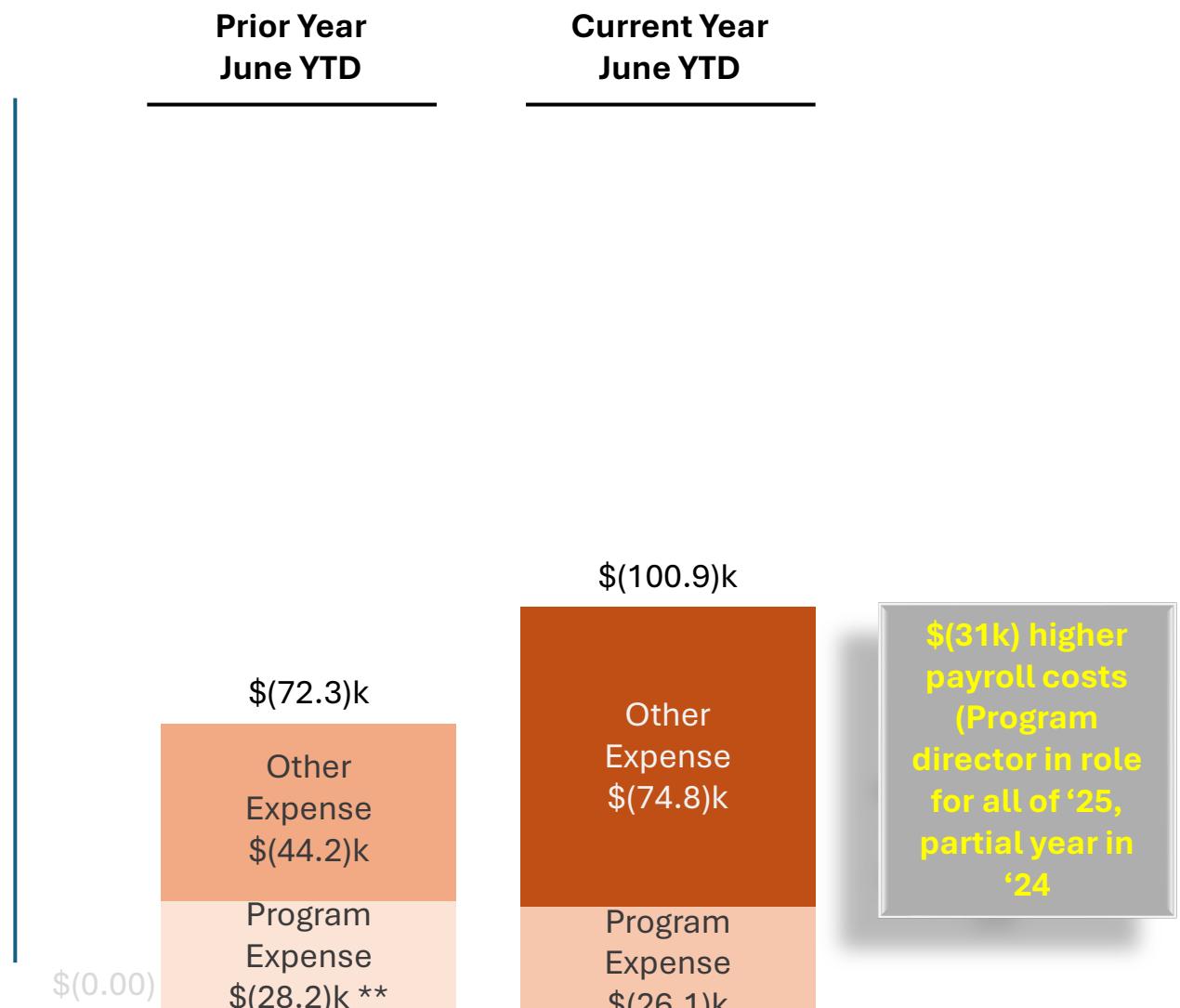
Prior to Current Year Review

Prior Year to Current Year Review

Revenue



Expenses



P&L and Cashflows

YTD P&L to Budget

Year Month	2025		
	6		
Year-to-Date - Budget to Actual - Income & Expense			
	Budget	Actuals	\$V to Budget
Revenue			
Recreation Programs Income			
Registration Income	\$ 33,514	\$ 24,486	\$ (9,028)
Scholarships	\$ -	\$ -	\$ -
Donations	\$ 5,500	\$ 2,000	\$ (3,500)
Net Registration Income:	\$ 39,014	\$ 26,486	\$ (12,528)
Taxes & Grant Funds			
Property Taxes	\$ 32,116	\$ 187,613	\$ 155,497
County Grant	\$ 637	\$ -	\$ (637)
Interest Income	\$ 2,868	\$ 8,207	\$ 5,339
Non Program Income	\$ 35,621	\$ 195,820	\$ 160,199
Total Revenue	\$ 74,634	\$ 222,305	\$ 147,671

Administrative Expenses			
Compensation			
Salary/Benefits	\$ (72,157)	\$ (60,411)	\$ 11,746
Part Time Employee	\$ (11,000)	\$ (1,160)	\$ 9,840
Employee Bonuses	\$ -	\$ -	\$ -
Payroll Fee	\$ (375)	\$ -	\$ 375
FICA/Medicare/WC	\$ (3,538)	\$ (43)	\$ 3,495
Mileage / PerDiem	\$ -	\$ (491)	\$ (491)
Total Compensation	\$ (87,070)	\$ (62,106)	\$ 24,964
Other Administration			
Bank Charges	\$ (125)	\$ (12)	\$ 113
Depreciation Expenses	\$ -	\$ -	\$ -
Office Supplies	\$ (500)	\$ (496)	\$ 4
Professional Services	\$ (8,666)	\$ (2,703)	\$ 5,964
Utilities	\$ (865)	\$ (1,215)	\$ (350)
Interest Expense	\$ -	\$ -	\$ -
Misc.	\$ (101)	\$ (1,065)	\$ (964)
Insurance	\$ (4,048)	\$ (7,232)	\$ (3,184)
Total Other Administrative Expenses:	\$ (14,305)	\$ (12,723)	\$ 1,582
Total Administrative Expenses:	\$ (101,375)	\$ (74,828)	\$ 26,546

Year Month	2025			
	6			
Year-to-Date - Budget to Actual - Income & Expense				
	Budget	Actuals	\$V to Budget	
Recreation Program Expenses				
Sub-Contractor				
Officials and Referees	\$ (6,067)	\$ (5,806)	\$ 261	
Director	\$ (4,111)	\$ (4,300)	\$ (189)	
Assistant Director	\$ (1,200)	\$ -	\$ 1,200	
Total Sub-Contractor	\$ (11,378)	\$ (10,106)	\$ 1,272	
Other Expenses				
Uniforms	\$ (11,750)	\$ (9,484)	\$ 2,266	
Registration Transaction Fees	\$ (600)	\$ (1,138)	\$ (538)	
Sportsman Registration Software	\$ -	\$ -	\$ -	
New Program Development	\$ (2,500)	\$ -	\$ 2,500	
Program Misc. Expense	\$ (3,600)	\$ (841)	\$ 2,759	
Program Equipment	\$ -	\$ (4,524)	\$ (4,524)	
Total Other Expenses	\$ (18,450)	\$ (15,986)	\$ 2,464	
Total Recreation Program Expenses:	\$ (29,828)	\$ (26,092)	\$ 3,736	
Facility Expenses				
Maintenance & Upkeep				
Facilities Maintenance	\$ (1,500)	\$ -	\$ 1,500	
Total Facilities Expenses	\$ (1,500)	\$ -	\$ 1,500	
Total Expenses	\$ (132,703)	\$ (100,921)	\$ 31,782	
Change in Net Position	\$ (58,068)	\$ 121,385	\$ 179,453	

YTD P&L to PY

Year Month	2025		
	6		
Year-to-Date - Prior Year to Actual - Income & Expense			
	Prior Year	Current Year	\$V to PY
Revenue			
Recreation Programs Income			
Registration Income	\$ 26,313	\$ 24,486	\$ (1,827)
Scholarships	\$ -	\$ -	\$ -
Donations	\$ 4,000	\$ 2,000	\$ (2,000)
Net Registration Income:	\$ 30,313	\$ 26,486	\$ (3,827)
Taxes & Grant Funds			
Property Taxes	\$ 25,907	\$ 187,613	\$ 161,706
County Grant	\$ 39,963	\$ -	\$ (39,963)
Interest Income	\$ 12,260	\$ 8,207	\$ (4,053)
Non Program Income	\$ 78,130	\$ 195,820	\$ 117,690
Total Revenue	\$ 108,443	\$ 222,305	\$ 113,863
Expenses			
Administrative Expenses			
Compensation			
Salary/Benefits	\$ (31,289)	\$ (60,411)	\$ (29,122)
Part Time Employee	\$ -	\$ (1,160)	\$ (1,160)
Employee Bonuses	\$ -	\$ -	\$ -
Payroll Fee	\$ -	\$ -	\$ -
FICA/Medicare/WC	\$ (65)	\$ (43)	\$ 22
Mileage / PerDiem	\$ -	\$ (491)	\$ (491)
Total Compensation	\$ (31,354)	\$ (62,106)	\$ (30,751)
Other Administration			
Bank Charges	\$ (99)	\$ (12)	\$ 87
Depreciation Expenses	\$ (4,000)	\$ -	\$ 4,000
Office Supplies	\$ (50)	\$ (496)	\$ (447)
Professional Services	\$ (3,440)	\$ (2,703)	\$ 738
Utilities	\$ (1,124)	\$ (1,215)	\$ (91)
Interest Expense	\$ -	\$ -	\$ -
Misc.	\$ (200)	\$ (1,065)	\$ (865)
Insurance	\$ (3,884)	\$ (7,232)	\$ (3,348)
Total Other Administrative Expenses:	\$ (12,798)	\$ (12,723)	\$ 75
Total Administrative Expenses:	\$ (44,152)	\$ (74,828)	\$ (30,677)

Recreation Program Expenses						
Sub-Contractor						
Officials and Referees	\$	(5,564)	\$	(5,806)	\$	(242)
Director	\$	(4,100)	\$	(4,300)	\$	(200)
Assistant Director	\$	(500)	\$	-	\$	500
	Total Sub-Contractor	\$ (10,164)	\$ (10,106)	\$ 58		
Other Expenses						
Uniforms	\$	(16,634)	\$	(9,484)	\$	7,150
Registration Transaction Fees	\$	(746)	\$	(1,138)	\$	(392)
Sportsman Registration Software	\$	-	\$	-	\$	-
New Program Development	\$	-	\$	-	\$	-
Program Misc. Expense	\$	(633)	\$	(841)	\$	(208)
Program Equipment	\$	-	\$	(4,524)	\$	(4,524)
	Total Other Expenses	\$ (18,012)	\$ (15,986)	\$ 2,026		
	Total Recreation Program Expenses:	\$ (28,176)	\$ (26,092)	\$ 2,084		
Facility Expenses						
Maintenance & Upkeep						
Facilities Maintenance	\$	-	\$	-	\$	-
	Total Facilities Expenses	\$ -	\$ -	\$ -		
	Total Expenses	\$ (72,328)	\$ (100,921)	\$ (28,593)		
	Change in Net Position	\$ 36,115	\$ 121,385	\$ 85,270		

Month	6	Year-to-Date Account Cashflow						
		County Health Dept Grant PTIF 8639	Grants for Park Build PTIF 8654	Op Savings PTIF 8079	Zion's Op Checking Business Growth Checking	Total Accounts	Rec P&L	
Beginning Balance		9,773.82	65,476.32	235,871.10	153,675.62	464,796.86	331,594.57	
Xfer: Zions into PTIF		-	140,000.00	-	(140,000.00)	-	-	
Xfer: PTIF into Zions		(5,500.00)	(79,500.00)	(30,000.00)	115,000.00	-	-	
Xfer: Zions Out (Pay for Build)		-	-	-	(133,202.29)	(133,202.29)	-	
Registration Income		-	-	-	24,485.68	24,485.68	24,485.68	
Donations		-	-	-	2,000.00	2,000.00	2,000.00	
Scholarships		-	-	-	-	-	-	
County Grant		-	-	-	-	-	-	
Property Taxes		-	-	87,612.66	100,000.00	187,612.66	187,612.66	
Interest Income		196.33	1,470.13	6,540.56	-	8,207.02	8,207.02	
Employee Compensation		-	-	-	(62,105.55)	(62,105.55)	(62,105.55)	
Bank Charges		-	-	-	(12.00)	(12.00)	(12.00)	
Depreciation Expenses		-	-	-	-	-	-	
Office Supplies		-	-	-	(496.47)	(496.47)	(496.47)	
Professional Services		-	-	-	(2,702.61)	(2,702.61)	(2,702.61)	
Utilities		-	-	-	(1,214.64)	(1,214.64)	(1,214.64)	
Misc.		-	-	-	(1,065.22)	(1,065.22)	(1,065.22)	
Insurance		-	-	(7,232.00)	-	(7,232.00)	(7,232.00)	
Sportsman Registration Software		-	-	-	-	-	-	
Officials and Referees		-	-	-	(5,806.15)	(5,806.15)	(5,806.15)	
Director		-	-	-	(4,300.00)	(4,300.00)	(4,300.00)	
Assistant Director		-	-	-	-	-	-	
Uniforms		-	-	-	(9,484.00)	(9,484.00)	(9,484.00)	
Registration Transaction Fees		-	-	-	(1,137.50)	(1,137.50)	(1,137.50)	
Sportsman Registration Software		-	-	-	-	-	-	
New Program Development		-	-	-	-	-	-	
Program Misc. Expense		-	-	-	(841.13)	(841.13)	(841.13)	
Program Equipment		-	-	-	(4,523.59)	(4,523.59)	(4,523.59)	
Facilities Maintenance		-	-	-	-	-	-	
Total		4,470.15	127,446.45	292,792.32	28,270.15	452,979.07	452,979.07	
Change		(5,303.67)	61,970.13	56,921.22	(125,405.47)	(11,817.79)	121,384.50	

Monthly P&L

Year	2025							
Month	6							
Monthly - Budget to Actual - Income & Expense								
	Budget	Actuals	\$V to Budget					
Revenue								
Recreation Programs Income								
Registration Income	\$ 3,045	\$ 1,600	\$ (1,445)					
Scholarships	\$ -	\$ -	\$ -					
Donations	\$ -	\$ -	\$ -					
Net Registration Income:	\$ 3,045	\$ 1,600	\$ (1,445)					
Taxes & Grant Funds								
Property Taxes	\$ 3,002	\$ 100,000	\$ 96,998					
County Grant	\$ 637	\$ -	\$ (637)					
Interest Income	\$ 469	\$ 1,244	\$ 775					
Non Program Income	\$ 4,107	\$ 101,244	\$ 97,137					
Total Revenue	\$ 7,152	\$ 102,844	\$ 95,692					
Expenses								
Administrative Expenses								
Compensation								
Salary/Benefits	\$ (12,026)	\$ (22,149)	\$ (10,123)					
Part Time Employee	\$ (1,833)	\$ (870)	\$ 963					
Employee Bonuses	\$ -	\$ -	\$ -					
Payroll Fee	\$ (63)	\$ -	\$ 63					
FICA/Medicare/WC	\$ (590)	\$ -	\$ 590					
Mileage / PerDiem	\$ -	\$ -	\$ -					
Total Compensation	\$ (14,512)	\$ (23,019)	\$ (8,508)					
Other Administration								
Bank Charges	\$ (21)	\$ -	\$ 21					
Depreciation Expenses	\$ -	\$ -	\$ -					
Office Supplies	\$ (83)	\$ -	\$ 83					
Professional Services	\$ (249)	\$ (630)	\$ (381)					
Utilities	\$ (144)	\$ (171)	\$ (27)					
Interest Expense	\$ -	\$ -	\$ -					
Misc.	\$ (50)	\$ (113)	\$ (62)					
Insurance	\$ -	\$ -	\$ -					
Total Other Administrative Expenses:	\$ (548)	\$ (914)	\$ (366)					
Total Administrative Expenses:	\$ (15,059)	\$ (23,933)	\$ (8,874)					

Year	2025							
Month	6							
Monthly - Budget to Actual - Income & Expense								
	Budget	Actuals	\$V to Budget					
Recreation Program Expenses								
Sub-Contractor								
Officials and Referees	\$ (999)	\$ (770)	\$ 229					
Director	\$ -	\$ -	\$ -					
Assistant Director	\$ -	\$ -	\$ -					
Total Sub-Contractor	\$ (999)	\$ (770)	\$ 229					
Other Expenses								
Uniforms	\$ (1,958)	\$ (855)	\$ 1,103					
Registration Transaction Fees	\$ (100)	\$ (146)	\$ (46)					
Sportsman Registration Software	\$ -	\$ -	\$ -					
New Program Development	\$ (417)	\$ -	\$ 417					
Program Misc. Expense	\$ (600)	\$ (20)	\$ 580					
Program Equipment	\$ -	\$ -	\$ -					
Total Other Expenses	\$ (3,075)	\$ (1,021)	\$ 2,054					
Total Recreation Program Expenses:	\$ (4,074)	\$ (1,791)	\$ 2,283					
Facility Expenses								
Maintenance & Upkeep								
Facilities Maintenance	\$ (250)	\$ -	\$ 250					
Total Facilities Expenses	\$ (250)	\$ -	\$ 250					
Total Expenses	\$ (19,384)	\$ (25,725)	\$ (6,341)					
Change in Net Position	\$ (12,232)	\$ 77,119	\$ 89,351					

Year	2025
Month	6

Monthly Account Cashflow

	County Health Dept Grant PTIF 8639	Grants for Park Build PTIF 8654	Op Savings PTIF 8079	Zion's Op Checking Business Growth Checking	Total Accounts	Rec P&L
Beginning Balance	5,948.43	27,333.54	301,682.79	59,994.90	394,959.66	375,859.66
Xfer: Zions into PTIF	-	100,000.00	-	(100,000.00)	-	-
Xfer: PTIF into Zions	(1,500.00)	-	(10,000.00)	11,500.00	-	-
Xfer: Zions Out (Pay for Build)	-	-	-	(19,100.00)	(19,100.00)	-
Registration Income	-	-	-	1,600.20	1,600.20	1,600.20
Donations	-	-	-	-	-	-
Scholarships	-	-	-	-	-	-
County Grant	-	-	-	-	-	-
Property Taxes	-	-	-	100,000.00	100,000.00	100,000.00
Interest Income	21.72	112.91	1,109.53	-	1,244.16	1,244.16
Employee Compensation	-	-	-	(23,019.49)	(23,019.49)	(23,019.49)
Bank Charges	-	-	-	-	-	-
Depreciation Expenses	-	-	-	-	-	-
Office Supplies	-	-	-	-	-	-
Professional Services	-	-	-	(629.92)	(629.92)	(629.92)
Utilities	-	-	-	(171.25)	(171.25)	(171.25)
Misc.	-	-	-	(112.80)	(112.80)	(112.80)
Insurance	-	-	-	-	-	-
Sportsman Registration Software	-	-	-	-	-	-
Officials and Referees	-	-	-	(770.00)	(770.00)	(770.00)
Director	-	-	-	-	-	-
Assistant Director	-	-	-	-	-	-
Uniforms	-	-	-	(855.00)	(855.00)	(855.00)
Registration Transaction Fees	-	-	-	(146.25)	(146.25)	(146.25)
Sportsman Registration Software	-	-	-	-	-	-
New Program Development	-	-	-	-	-	-
Program Misc. Expense	-	-	-	(20.24)	(20.24)	(20.24)
Program Equipment	-	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-
Total	4,470.15	127,446.45	292,792.32	28,270.15	452,979.07	452,979.07
Change	(1,478.28)	100,112.91	(8,890.47)	(31,724.75)	58,019.41	77,119.41



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North Summit Recreation Special Service District
Meeting Minutes
Monday, July 14, 2025.

3
4 Summit County Courthouse, Conference Room 001 (1st Floor),
5 Virtual Meeting via Zoom
6 Meeting ID: 880 9625 7734
7 60 North Main Street, Coalville, Utah

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Board Members in Attendance: Jana Johnson, Dana Jones, Charity Richins, Cynthia Sipe.
Board members participated electronically via Zoom and at and or location.

Absent: Tyler Orgill

Staff Present: Ryan Stack, Summit County Attorney. Jaycie Diston Director. Staff
participated electronically via Zoom and at anchor location.

Attending Guests: None.

CALL TO ORDER

The meeting of June 9, 2025, called to order by Chair Dana Jones at 6:05 p.m.

MOTION to move to closed session in discussion in compliance with Utah Code §52-4-205(1) to
discuss the purchase, exchange, or lease of real property. [Tyler/Cynthia].
C.Richins, D.Jones, C.Sipe, J. Johnson, Abstain: None. Absent: T. Orgill.
Motion Carries

CLOSED SESSION

PUBLIC HEARING

No Public Input
Possible adoption of Resolution 2025-01 North Summit Recreation Special Service District Fee
Schedule.
Discussion and possible approval of adoption of Resolution 2025-01 Fee Schedule for North Summit
Recreation Special Service District.

33 27
34 28 **WORK SESSION**
35 15

36 16 Update/review the status of NSRSSD Programs by Jaycie Diston.
37 17 We have Martin Saucedo coming back Friday August 1 for a soccer camp. Soccer league will begin
38 August 26. Excited to announce we will
39 18 Be having a Youth Girls Softball Tournament August 16 we have 5-6 teams coming.
40 19 We would like to do a Pickleball league as well as Cornhole one night a week.
41 20 Discussion of leagues vs tournaments.
42 21 Beacon Hill Update: Bleachers, benches & picnic tables.
43 22 Coalville City Lion Club has generously donated benches to us but we are needing to have them
44 installed.
45 23 I have received bids for bleachers/ picnic tables. Most of the bid do not include install. We are
46 receiving another bid that includes
47 24 Installation for all including benches. I will bring back final bids to have board approval.
48 25

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50 26 **Public Input- None**
51 27

52 28 **Consideration for Approval.**

53 29 Discussion and possible approval of June financials.

54 30 **MOTION: To approve; June financials.** [Cindy/Charity] All in favor:

55 31 C.Richins, D.Jones, B. Zwhalen, J. Johnson,C. Sipe. Abstain: None. Absent: Tyler O.
56 32 Motion Carries

57 33 Review and possible approval of June 9, 2025 meeting minutes.

58 34 **MOTION: To approve June 9, 2025 meeting minutes.**[Tyler/Jana] All in favor: C,Sipe,

59 35 C.Richins, D.Jones, J. Johnson. Abstain: None. Absent: Tyler O.

60 36 Motion Carries.

61 37
62 38 **BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS**

63 39 **Discussion of pump park, biking trails.**

64 40 **Discussion of changing term length for board members 1-2 year term instead of 4.**

65 41 At 6:62 pm, Dana called for a motion to adjourn the meeting.

66 42 **MOTION:** To adjourn the meeting of June 9,2025. [Cindy/Jana] All in favor: Jones,

67 43 C.Richins, J. Johnson, C.Sipe, T. Orgill. None Opposed. Abstain: None. Absent: Tyler O.

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74 50 **Meeting Minutes prepared by: Jaycie Diston**

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77 53 **Clerk/Board Chair Approval:** _____

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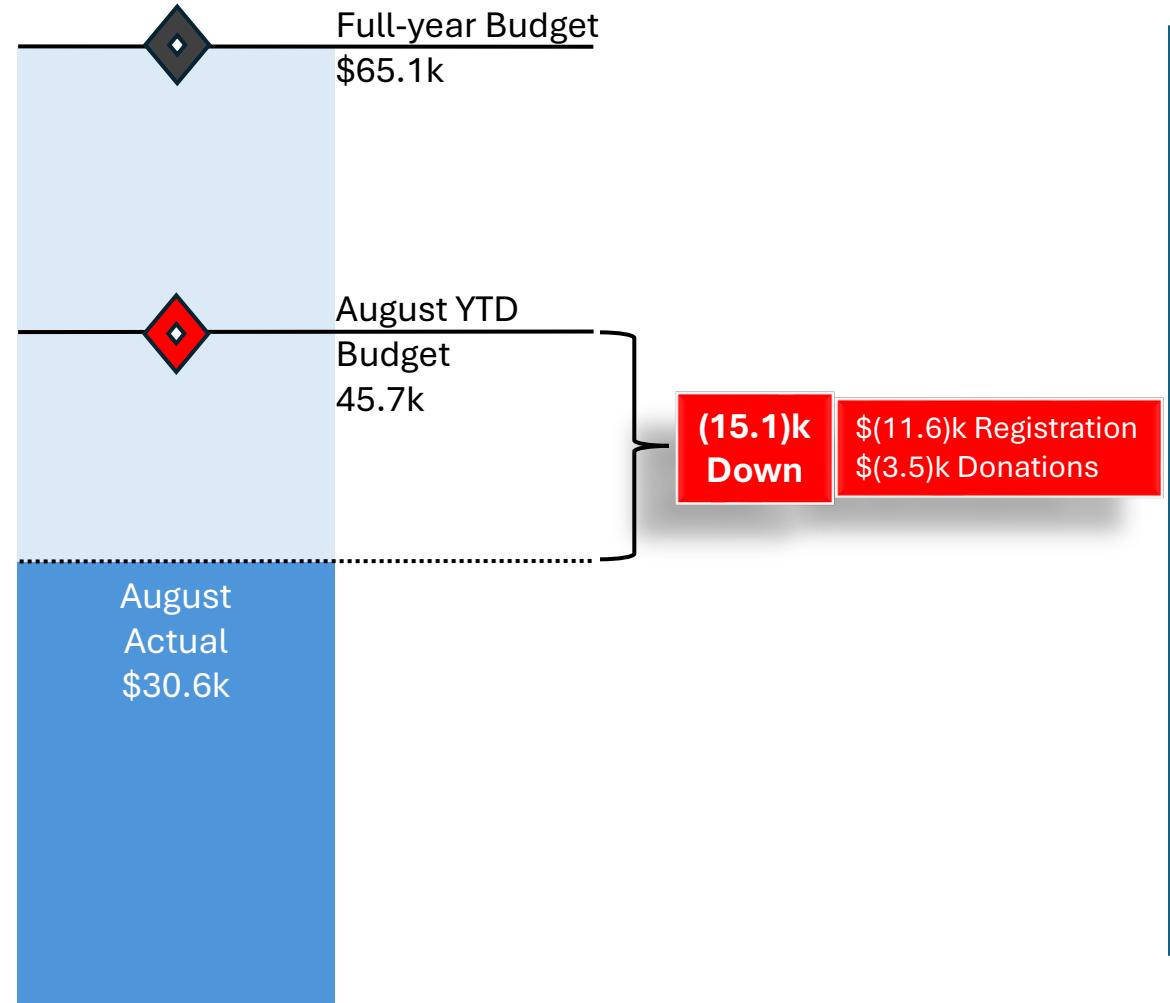
August '25 Year-to-Date Financials

Budget Review

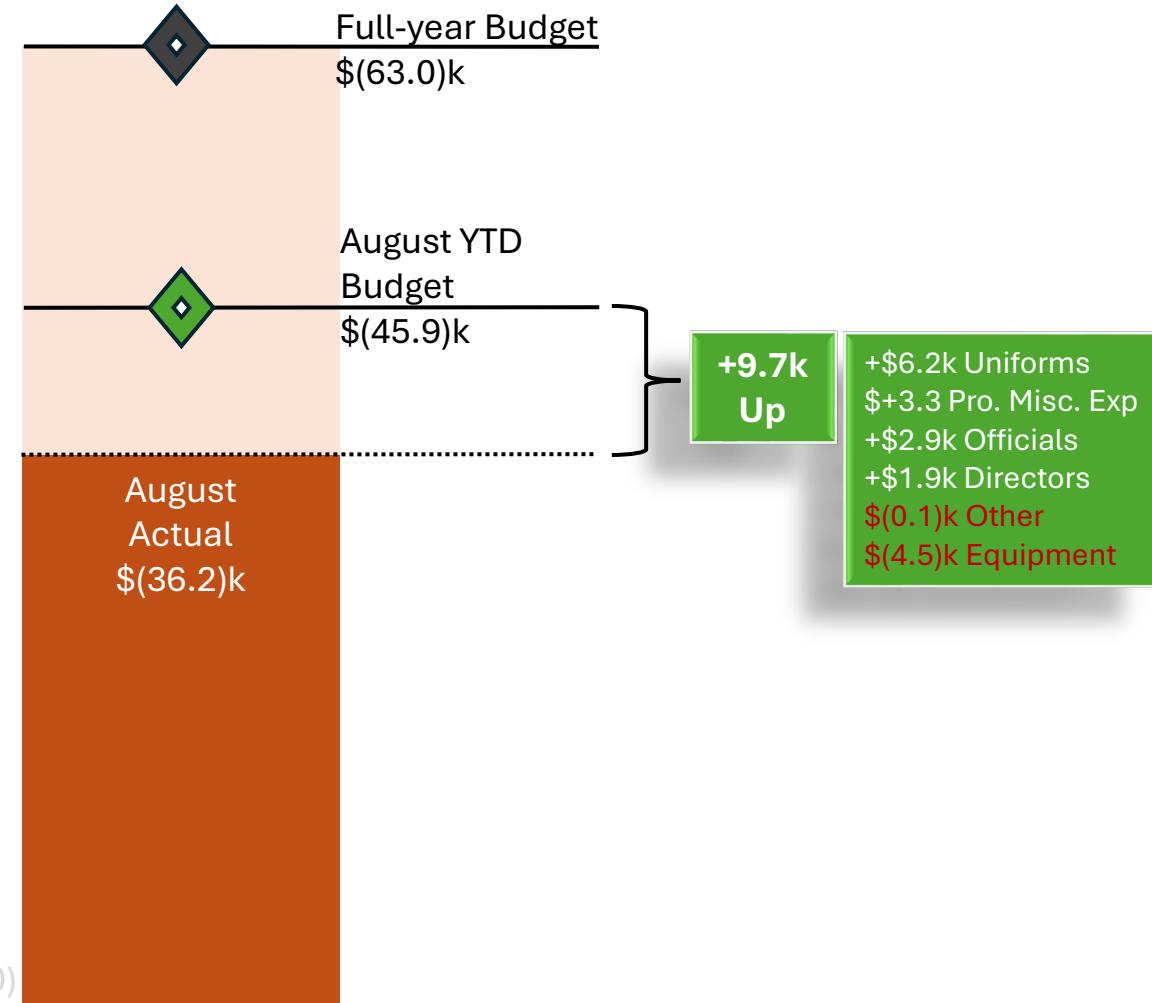
YTD Program Revenue & Expense Review

Total Program
Down **\$(5.4k)**
to Plan

Program Revenue



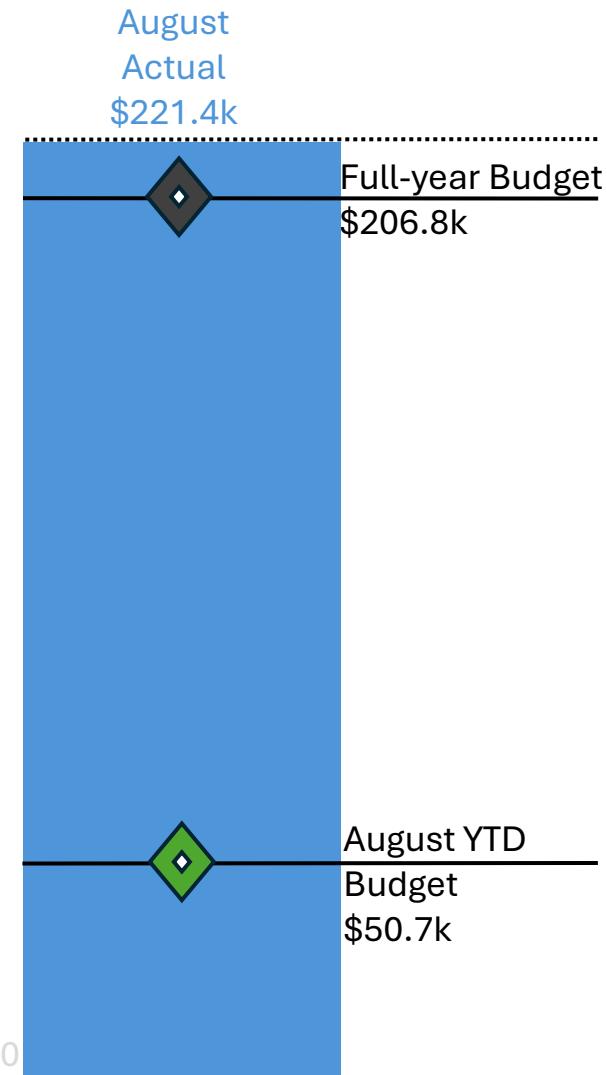
Program Expense



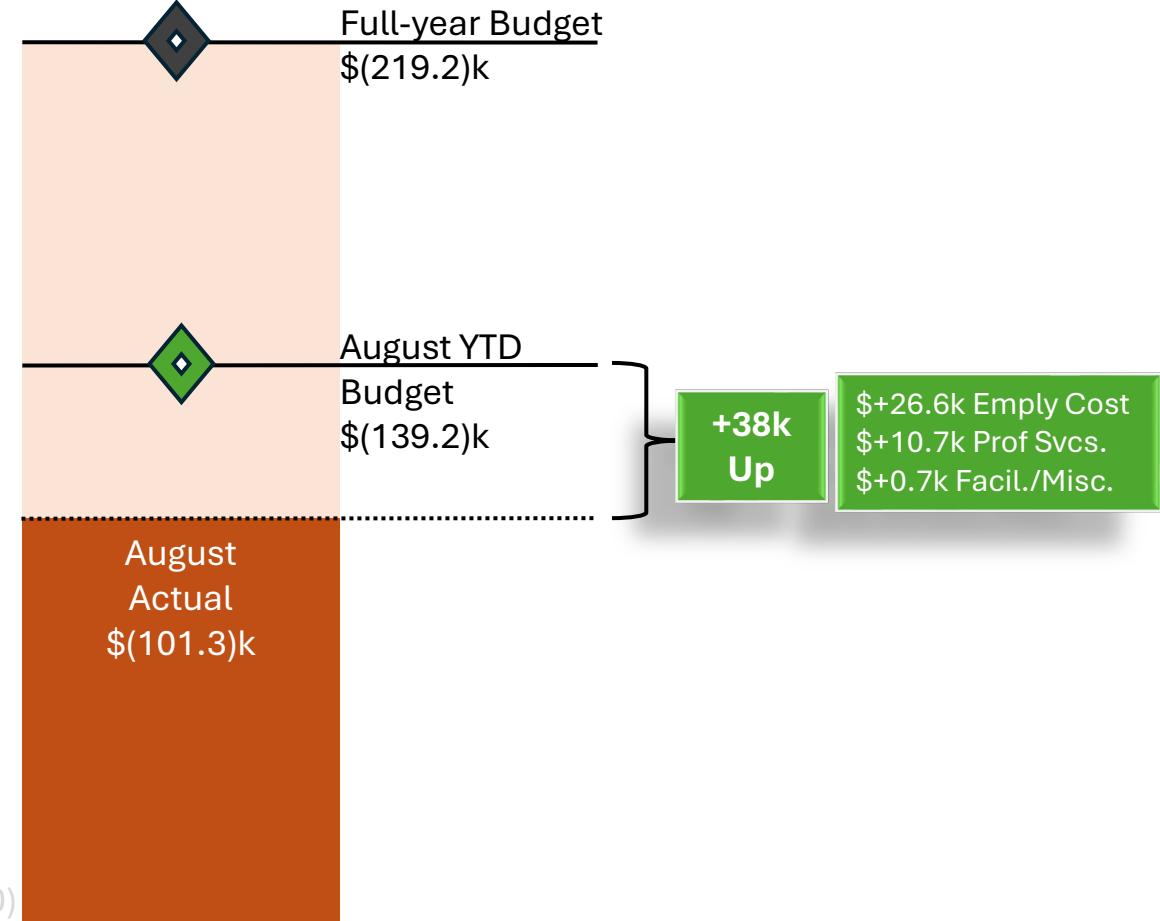
YTD Other/Admin Revenue & Expense

Total Other/Admin
Up \$+208k
to Plan

Other/Admin Revenue



Other/Admin Expense



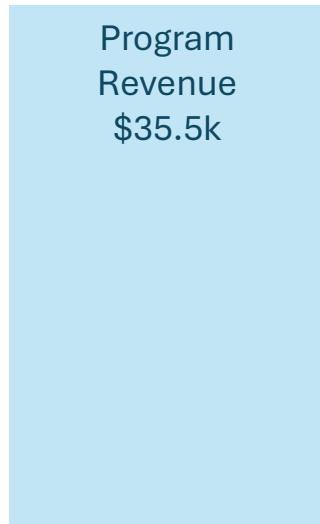
Prior to Current Year Review

Prior Year to Current Year Program Review

Net program
Down \$(2.2k)
to Prior Year

Program Revenue

Prior Year August YTD	Current Year August YTD
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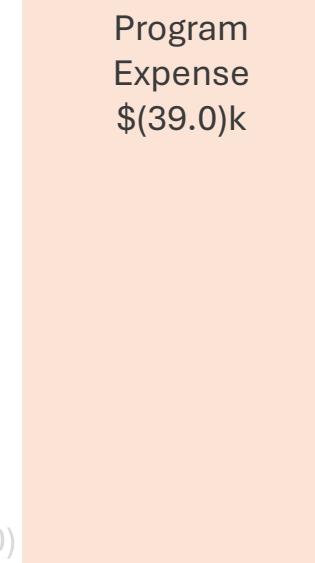
Prior Year August YTD	Current Year August YTD
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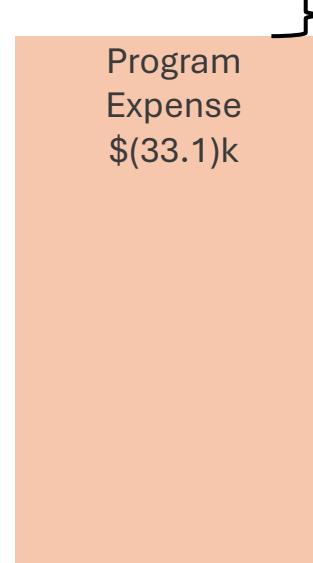
Down \$(4.9k)
Discontinued
programs. Also,
slightly lower
registrations
across ongoing
programs

Program Expenses

Prior Year August YTD	Current Year August YTD
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Prior Year August YTD	Current Year August YTD
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Up \$+2.7k

Expenses down
in line with
discontinued
program
revenue, net of
spend toward
New Program
Development

Prior Year to Current Year Non-Program Review

Prior year analysis to Other Income / Other Expense after July 2025 is no longer beneficial. In 2024, county funds for the Beacon Hill Park build began flowing into and being paid out of the Zion's Operational account making PY to CY income and expenditure analysis incomparable.

P&L and Cashflows

YTD P&L to Budget

Year Month	2025		
	8		
Year-to-Date - Budget to Actual - Income & Expense			
	Budget	Actuals	\$V to Budget
Revenue			
Recreation Programs Income			
Registration Income	\$ 40,174	\$ 28,561	\$ (11,613)
Scholarships	\$ -	\$ -	\$ -
Donations	\$ 5,500	\$ 2,000	\$ (3,500)
Net Registration Income:	\$ 45,674	\$ 30,561	\$ (15,113)
Taxes & Grant Funds			
Property Taxes	\$ 35,199	\$ 210,016	\$ 174,816
County Grant	\$ 11,363	\$ -	\$ (11,363)
Interest Income	\$ 4,163	\$ 11,121	\$ 6,958
Non Program Income	\$ 50,725	\$ 221,137	\$ 170,412
Total Revenue	\$ 96,399	\$ 251,698	\$ 155,298
Expenses			
Administrative Expenses			
Compensation			
Salary/Benefits	\$ (96,209)	\$ (81,891)	\$ 14,317
Part Time Employee	\$ (14,667)	\$ (2,065)	\$ 12,602
Employee Bonuses	\$ -	\$ -	\$ -
Payroll Fee	\$ (500)	\$ -	\$ 500
FICA/Medicare/WC	\$ (4,717)	\$ (43)	\$ 4,674
Mileage / PerDiem	\$ -	\$ (491)	\$ (491)
Total Compensation	\$ (116,093)	\$ (84,491)	\$ 31,602
Other Administration			
Bank Charges	\$ (167)	\$ (12)	\$ 155
Depreciation Expenses	\$ -	\$ -	\$ -
Office Supplies	\$ (667)	\$ (515)	\$ 152
Professional Services	\$ (14,920)	\$ (4,216)	\$ 10,705
Utilities	\$ (1,153)	\$ (1,367)	\$ (214)
Interest Expense	\$ -	\$ -	\$ -
Misc.	\$ (137)	\$ (1,198)	\$ (1,061)
Insurance	\$ (4,048)	\$ (9,040)	\$ (4,992)
Total Other Administrative Expenses:	\$ (21,093)	\$ (16,348)	\$ 4,745
Total Administrative Expenses:	\$ (137,185)	\$ (100,839)	\$ 36,346

Year
Month

2025
8

Year-to-Date - Budget to Actual - Income & Expense

Budget

Actuals

\$V to Budget

Recreation Program Expenses

Sub-Contractor

Officials and Referees	\$ (10,581)	\$ (7,614)	\$ 2,967
Director	\$ (9,513)	\$ (7,800)	\$ 1,713
Assistant Director	\$ (1,200)	\$ (990)	\$ 210
Total Sub-Contractor	\$ (21,294)	\$ (16,404)	\$ 4,890

Other Expenses

Uniforms	\$ (15,667)	\$ (9,484)	\$ 6,183
Registration Transaction Fees	\$ (800)	\$ (1,430)	\$ (630)
Sportsman Registration Software	\$ -	\$ -	\$ -
New Program Development	\$ (3,333)	\$ (2,857)	\$ 477
Program Misc. Expense	\$ (4,800)	\$ (1,541)	\$ 3,259
Program Equipment	\$ -	\$ (4,524)	\$ (4,524)
Total Other Expenses	\$ (24,600)	\$ (19,835)	\$ 4,765
Total Recreation Program Expenses:	\$ (45,894)	\$ (36,239)	\$ 9,655

Facility Expenses

Maintenance & Upkeep

Facilities Maintenance	\$ (2,000)	\$ (429)	\$ 1,571
Total Facilities Expenses	\$ (2,000)	\$ (429)	\$ 1,571
Total Expenses	\$ (185,080)	\$ (137,507)	\$ 47,572
Change in Net Position	\$ (88,680)	\$ 114,190	\$ 202,871

Year	2025	Year-to-Date Account Cashflow						
Month	8	Country Health Dept Grant PTIF 8639	Grants for Park Build PTIF 8654	Op Savings PTIF 8079	Zion's Op Checking Business Growth Checking	Total Accounts	Rec P&L	
Beginning Balance		9,773.82	65,476.32	235,871.10	153,675.62	464,796.86	331,594.57	
Xfer: Zions into PTIF		-	140,000.00	-	(140,000.00)	-	-	
Xfer: PTIF into Zions		(7,500.00)	(94,500.00)	(65,000.00)	167,000.00	-	-	
Xfer: Zions Out (Pay for Build)		-	-	-	(133,202.29)	(133,202.29)	-	
Registration Income		-	-	-	28,560.95	28,560.95	28,560.95	
Donations		-	-	-	2,000.00	2,000.00	2,000.00	
Scholarships		-	-	-	-	-	-	
County Grant		-	-	-	-	-	-	
Property Taxes		-	-	87,612.66	122,403.00	210,015.66	210,015.66	
Interest Income		227.14	2,349.04	8,544.74	-	11,120.92	11,120.92	
Employee Compensation		-	-	-	(84,490.93)	(84,490.93)	(84,490.93)	
Bank Charges		-	-	-	(12.00)	(12.00)	(12.00)	
Depreciation Expenses		-	-	-	-	-	-	
Office Supplies		-	-	-	(515.07)	(515.07)	(515.07)	
Professional Services		-	-	-	(4,215.73)	(4,215.73)	(4,215.73)	
Utilities		-	-	-	(1,366.87)	(1,366.87)	(1,366.87)	
Misc.		-	-	-	(1,198.22)	(1,198.22)	(1,198.22)	
Insurance		-	-	(9,040.00)	-	(9,040.00)	(9,040.00)	
Sportsman Registration Software		-	-	-	-	-	-	
Officials and Referees		-	-	-	(7,614.15)	(7,614.15)	(7,614.15)	
Director		-	-	-	(7,800.00)	(7,800.00)	(7,800.00)	
Assistant Director		-	-	-	(990.00)	(990.00)	(990.00)	
Uniforms		-	-	-	(9,484.00)	(9,484.00)	(9,484.00)	
Registration Transaction Fees		-	-	-	(1,430.00)	(1,430.00)	(1,430.00)	
Sportsman Registration Software		-	-	-	-	-	-	
New Program Development		-	-	-	(2,856.60)	(2,856.60)	(2,856.60)	
Program Misc. Expense		-	-	-	(1,541.05)	(1,541.05)	(1,541.05)	
Program Equipment		-	-	-	(4,523.59)	(4,523.59)	(4,523.59)	
Facilities Maintenance		-	-	-	(429.20)	(429.20)	(429.20)	
Total		2,500.96	113,325.36	257,988.50	71,969.87	445,784.69	445,784.69	
Change		(7,272.86)	47,849.04	22,117.40	(81,705.75)	(19,012.17)	114,190.12	

YTD P&L to PY

Year
Month

2025
8

Year-to-Date - Prior Year to Actual - Income & Expense

Prior Year

Current Year

\$V to PY

Revenue				
Recreation Programs Income				
Registration Income	\$ 31,543	\$ 28,561	\$ (2,982)	
Scholarships	\$ -	\$ -	\$ -	
Donations	\$ 4,000	\$ 2,000	\$ (2,000)	
Net Registration Income:	\$ 35,543	\$ 30,561	\$ (4,982)	
Taxes & Grant Funds				
Property Taxes	\$ 28,394	\$ 210,016	\$ 181,622	
County Grant	\$ 735,550	\$ -	\$ (735,550)	
Interest Income	\$ 14,479	\$ 11,121	\$ (3,359)	
Non Program Income	\$ 778,423	\$ 221,137	\$ (557,286)	
Total Revenue	\$ 813,966	\$ 251,698	\$ (562,268)	

Expenses				
Administrative Expenses				
Compensation				
Salary/Benefits	\$ (44,904)	\$ (81,891)	\$ (36,987)	
Part Time Employee	\$ -	\$ (2,065)	\$ (2,065)	
Employee Bonuses	\$ -	\$ -	\$ -	
Payroll Fee	\$ -	\$ -	\$ -	
FICA/Medicare/WC	\$ (115)	\$ (43)	\$ 72	
Mileage / PerDiem	\$ -	\$ (491)	\$ (491)	
Total Compensation	\$ (45,019)	\$ (84,491)	\$ (39,472)	
Other Administration				
Bank Charges	\$ (126)	\$ (12)	\$ 114	
Depreciation Expenses	\$ (4,000)	\$ -	\$ 4,000	
Office Supplies	\$ (529)	\$ (515)	\$ 14	
Professional Services	\$ (5,923)	\$ (4,216)	\$ 1,707	
Utilities	\$ (1,304)	\$ (1,367)	\$ (63)	
Interest Expense	\$ -	\$ -	\$ -	
Misc.	\$ (273)	\$ (1,198)	\$ (925)	
Insurance	\$ (3,884)	\$ (9,040)	\$ (5,156)	
Total Other Administrative Expenses:	\$ (16,040)	\$ (16,348)	\$ (308)	
Total Administrative Expenses:	\$ (61,059)	\$ (100,839)	\$ (39,780)	

Recreation Program Expenses						
Sub-Contractor						
Officials and Referees	\$	(9,705)	\$	(7,614)	\$	2,090
Director	\$	(9,487)	\$	(7,800)	\$	1,687
Assistant Director	\$	(500)	\$	(990)	\$	(490)
	Total Sub-Contractor	\$ (19,692)		\$ (16,404)		\$ 3,288
Other Expenses						
Uniforms	\$	(16,994)	\$	(9,484)	\$	7,510
Registration Transaction Fees	\$	(1,018)	\$	(1,430)	\$	(412)
Sportsman Registration Software	\$	-	\$	-	\$	-
New Program Development	\$	-	\$	(2,857)	\$	(2,857)
Program Misc. Expense	\$	(1,307)	\$	(1,541)	\$	(234)
Program Equipment	\$	-	\$	(4,524)	\$	(4,524)
	Total Other Expenses	\$ (19,318)		\$ (19,835)		\$ (517)
	Total Recreation Program Expenses:	\$ (39,010)		\$ (36,239)		\$ 2,771
Facility Expenses						
Maintenance & Upkeep						
Facilities Maintenance	\$	-	\$	(429)	\$	(429)
	Total Facilities Expenses	\$ -		\$ (429)		\$ (429)
	Total Expenses	\$ (100,069)		\$ (137,507)		\$ (37,439)
	Change in Net Position	\$ 713,897		\$ 114,190		\$ (599,707)

Monthly P&L

Year	2025		
Month	8		
Monthly - Budget to Actual - Income & Expense			
	Budget	Actuals	\$V to Budget
Revenue			
Recreation Programs Income			
Registration Income	\$ 4,381	\$ 2,590	\$ (1,791)
Scholarships	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -
Net Registration Income:	\$ 4,381	\$ 2,590	\$ (1,791)
Taxes & Grant Funds			
Property Taxes	\$ 971	\$ -	\$ (971)
County Grant	\$ 10,726	\$ -	\$ (10,726)
Interest Income	\$ 776	\$ 1,417	\$ 641
Non Program Income	\$ 12,473	\$ 1,417	\$ (11,056)
Total Revenue	\$ 16,854	\$ 4,007	\$ (12,847)
Expenses			
Administrative Expenses			
Compensation			
Salary/Benefits	\$ (12,026)	\$ (10,898)	\$ 1,128
Part Time Employee	\$ (1,833)	\$ -	\$ 1,833
Employee Bonuses	\$ -	\$ -	\$ -
Payroll Fee	\$ (63)	\$ -	\$ 63
FICA/Medicare/WC	\$ (590)	\$ -	\$ 590
Mileage / PerDiem	\$ -	\$ -	\$ -
Total Compensation	\$ (14,512)	\$ (10,898)	\$ 3,613
Other Administration			
Bank Charges	\$ (21)	\$ -	\$ 21
Depreciation Expenses	\$ -	\$ -	\$ -
Office Supplies	\$ (83)	\$ -	\$ 83
Professional Services	\$ (70)	\$ (1,184)	\$ (1,114)
Utilities	\$ (144)	\$ (73)	\$ 71
Interest Expense	\$ -	\$ -	\$ -
Misc.	\$ (37)	\$ -	\$ 37
Insurance	\$ -	\$ -	\$ -
Total Other Administrative Expenses:	\$ (355)	\$ (1,257)	\$ (902)
Total Administrative Expenses:	\$ (14,867)	\$ (12,156)	\$ 2,711

Year	2025
Month	8
Monthly - Budget to Actual - Income & Expense	
	Budget
	Actuals
	\$V to Budget
Recreation Program Expenses	
Sub-Contractor	
Officials and Referees	\$ (137)
Director	\$ -
Assistant Director	\$ -
Total Sub-Contractor	\$ (137)
Other Expenses	
Uniforms	\$ (1,958)
Registration Transaction Fees	\$ (100)
Sportsman Registration Software	\$ -
New Program Development	\$ (417)
Program Misc. Expense	\$ (600)
Program Equipment	\$ -
Total Other Expenses	\$ (3,075)
Total Recreation Program Expenses:	\$ (3,212)
	\$ (3,138)
	\$ 74
Facility Expenses	
Maintenance & Upkeep	
Facilities Maintenance	\$ (250)
Total Facilities Expenses	\$ (250)
Total Expenses	\$ (18,329)
Change in Net Position	\$ (1,475)
	\$ (11,287)
	\$ (9,812)

Year	2025						
Month	8						
Monthly Account Cashflow							
	County Health Dept Grant PTIF 8639	Grants for Park Build PTIF 8654	Op Savings PTIF 8079	Zion's Op Checking Business Growth Checking	Total Accounts	Rec P&L	
Beginning Balance	4,487.12	112,897.15	257,013.68	82,673.75	457,071.70	457,071.70	
Xfer: Zions into PTIF	-	-	-	-	-	-	
Xfer: PTIF into Zions	(2,000.00)	-	-	2,000.00	-	-	
Xfer: Zions Out (Pay for Build)	-	-	-	-	-	-	
Registration Income	-	-	-	2,590.00	2,590.00	2,590.00	
Donations	-	-	-	-	-	-	
Scholarships	-	-	-	-	-	-	
County Grant	-	-	-	-	-	-	
Property Taxes	-	-	-	-	-	-	
Interest Income	13.84	428.21	974.82	-	1,416.87	1,416.87	
Employee Compensation	-	-	-	(10,898.45)	(10,898.45)	(10,898.45)	
Bank Charges	-	-	-	-	-	-	
Depreciation Expenses	-	-	-	-	-	-	
Office Supplies	-	-	-	-	-	-	
Professional Services	-	-	-	(1,184.06)	(1,184.06)	(1,184.06)	
Utilities	-	-	-	(73.38)	(73.38)	(73.38)	
Misc.	-	-	-	-	-	-	
Insurance	-	-	-	-	-	-	
Sportsman Registration Software	-	-	-	-	-	-	
Officials and Referees	-	-	-	(410.00)	(410.00)	(410.00)	
Director	-	-	-	-	-	-	
Assistant Director	-	-	-	-	-	-	
Uniforms	-	-	-	-	-	-	
Registration Transaction Fees	-	-	-	(146.25)	(146.25)	(146.25)	
Sportsman Registration Software	-	-	-	-	-	-	
New Program Development	-	-	-	(1,881.82)	(1,881.82)	(1,881.82)	
Program Misc. Expense	-	-	-	(699.92)	(699.92)	(699.92)	
Program Equipment	-	-	-	-	-	-	
Facilities Maintenance	-	-	-	-	-	-	
Total	2,500.96	113,325.36	257,988.50	71,969.87	445,784.69	445,784.69	
Change	(1,986.16)	428.21	974.82	(10,703.88)	(11,287.01)	(11,287.01)	



1

North Summit Recreation Special Service District
Meeting Minutes

Monday, August 11, 2025.

Summit County Courthouse, Conference Room 001 (1st Floor),
Virtual Meeting via Zoom
Meeting ID: 880 9625 7734
60 North Main Street, Coalville, Utah

3
4 1 **Board Members in Attendance:** Jana Johnson, Dana Jones, Cynthia Sipe, Chantal Guadarrama, &
5 Tyler Orgill.
6 2 Board members participated electronically via Zoom and at and or location.
7 3
8 4
9 5 **Absent:** Charity Richins
10 6
11 7 **Staff Present:** Ryan Stack, Summit County Attorney. Jaycie Diston Director. Staff
12 8 participated electronically via Zoom and at anchor location.
13 9
14 10 **Attending Guests:** None.
15 11
16 12 **CALL TO ORDER**
17 13 The meeting of August 11, 2025, called to order by Chair Dana Jones at 6:02 p.m.
18 14
19 15 **MOTION** to move to closed session in discussion in compliance with Utah Code §52-4-205(1) to
20 discuss the purchase, exchange, or lease of real property. [Tyler/Cynthia].
21 16 D.Jones, C.Sipe, J. Johnson, C. Guadarrama ,T Orgill,Abstain: None. Absent: Charity Richins
22 17 Motion Carries
23 18
24 19 **CLOSED SESSION**
25 20
26
27 21
28 22
29 23 **WORK SESSION**
30 15
31 16 Update/review the status of NSRSSD Programs by Jaycie Diston.
32 17 Youth Soccer league will begin September 3, Excited to announce we will

33 18 Be having a Youth Girls Softball Tournament on August 16 we have 5-6 teams coming.
34 19 We will be having pickleball, corn hole tournament on August 16 as well.
35 It will be a end of summer event, with food trucks, bounce house & a lot of fun.
36 20 Discussion of leagues vs tournaments.
37 21
38 22 Discussion of Summit County ILA health insurance agreement.
39 23 Dana Jones board chair gave information about the Summit County Health Insurance Agreement.
40 24 Discussion of health insurance coalition.

41
42 **Public Input- None**
43
44 **Consideration for Approval.**

45
46 29 Discussion & possible approval of Summit County Health Insurance ILA.
47 30 Motion to approve; Summit County Health ILA agreement.[Tyler/Chantal] All in favor:
48 31 D.Jones, T.Orgill, C. Guadarrama, J. Johnson,C. Sipe. Abstain: None. Absent: C.Richins
49 32 Motion Caries

50 33 **Discussion & possible approval of purchasing bleachers/benches.**

51 34 **MOTION: To approve; purchase of bleachers/benches. [Cindy/Jana].**

52 35 All in favor:

53 36 D.Jones, T.Orgill, J. Johnson,C. Sipe., C. Guadarrama. Abstain: None. Absent: Tyler O.
54 37 Motion Caries

55 38 Discussion and possible approval of June financials.

56 39 **MOTION: To approve; June financials.** Post-poned until next month.

57 40 Review and possible approval of June 9, 2025 meeting minutes.

58 41 **MOTION: To approve June 9, 2025 meeting minutes.** Post poned until next month.

59 42 .

60 43 **BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS**

61 44 **Open meetings act take place in October.**

62 45 **Welcome new board member!**

63 46 At 6:52 pm, Dana called for a motion to adjourn the meeting.

64 47 **MOTION: To adjourn the meeting of June 9,2025. [Cindy/Tyler]** All in favor: Jones,
65 48 J. Johnson, C.Sipe, T. Orgill, C. Guadarrama. None Opposed. Abstain: None. Absent: Charity
66 49 Richins.

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Meeting Minutes prepared by: Jaycie Diston

Clerk/Board Chair Approval: _____

