



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, February 9, 2026** 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. Work Session

a. Update/review the status of NSRSSD Programs

- I. Programming update- Jaycie Diston
- II. Implementing Code of Conduct to recreation programs.
- III. Emergency Preparedness at programs.

4. Public Input

5. Consideration for Approval

- a. Review and possible approval of January 2026, meeting minutes.
- b. Review & possible approval of January financials.

6. Board Comments & Review of Action Items

7. Adjourn

Participant Guidelines

By participating in a North Summit Recreation program, I agree to follow the rules below and exercise my own good judgment regarding my personal conduct during the program.

Purpose: The District established these rules for the protection of District program participants. The District may alter, change, and add any rules it deems necessary to provide for the health, safety and welfare of participants.

- ✓ I will respect fellow participants, coaches, staff members, and spectators.
- ✓ I will always use polite language and show kindness to others.
- ✓ I will always demonstrate good sportsmanship. I will take responsibility for my actions.
- ✓ I will set a good example of behavior and work ethic for other participants.
- ✓ I will be respectful of other participants feelings and personal space.
- ✓ I will show respect for the equipment and property of Basin Recreation and any partner facility.
- ✓ I will refrain from foul language, violence, and dishonest, offensive, or illegal behavior.

I fully understand that if I do not abide by the Participant Self Checklist, I will be held accountable for my behavior; including potential dismissal from the program and understand that future participation may be jeopardized as written in North Summit Recreation's Discipline Guidelines.

Parent/Guardian & Spectator Guidelines

By registering my child in a North Summit Recreation program, I agree to follow the rules below and exercise good judgment regarding my personal conduct during youth camps and programs.

Purpose: The District established these rules for the protection of District program participants and patrons. The District may alter, change, and add any rules it deems necessary to provide for the health, safety and welfare of participants, parents, and spectators.

1. **Respect.** I understand the rights and privileges of others should be respected. If I have a problem with a counselor, or I feel that any staff member has breached his or her responsibility, I will discuss it with a supervisor or coordinator instead of directly confronting the individual.
2. **Good Attitude.** I understand the importance of setting a good example of sportsmanship for my child by showing respect for all involved in the program, including other participants, parents, counselors, officials, and other staff members. I understand that my attitude can greatly affect my child's experience. I will refrain from making negative comments in the presence of my child. I understand that such comments plant a seed, which can negatively influence my child's motivation, overall experience, and future participation in sports and social activities.
3. **Purpose of our programs.** I understand that the top reasons kids play sports and attend camps are to have fun, make new friends, and learn new skills. I understand that the program is for the kids—not for me, my guests, our city, or our school—and I will encourage my child to have fun and maintain a positive attitude. I will be a positive and supportive role model for my child.

I fully understand that if I do not abide by the Parent/Guardian & Spectator Self Checklist, I will be held accountable for my behavior; including potential dismissal from the program and understand that future participation may be jeopardized as written in North Summit Recreation's Discipline Guidelines.

Discipline Guidelines:

To ensure the safety of all patrons, participants and staff, North Summit Recreation will implement an assertive discipline program. All individuals, involved in our camps and programs are expected to follow the rules and direction of the site staff.

The following are guidelines that will be implemented when disciplinary action becomes necessary due to unacceptable behavior:

Step 1: Warning for specific unacceptable behavior., Parents will be notified. An email will be sent to follow up the discussion between staff with all parties involved.

Step 2: Mandatory conference with involved parties and the Lead Coordinator or Recreation Supervisor to discuss corrective action and consequences for future incidents. Suspension for 1 or 2 days. (NO REFUND FOR SUSPENSION DAYS)

Step 3: Suspension for the remaining scheduled days of the program and/or the next scheduled week. (NO REFUND FOR SUSPENSION DAYS)

Step 4: Repeated aggressive/inappropriate behavior with more than 1 suspension will result in removal from North Summit Recreation programs indefinitely at the discretion of the Recreation Supervisor or Manager.

Egregious actions will result in an automatic suspension or dismissal from a program. If a child is involved, Parents/Guardians will be contacted immediately to pick-up their child from the program. The participant will be suspended for any remaining day(s) and/or dismissed from the program as appropriate.

The following are actions that will result in automatic suspension or dismissal:

NO BULLYING - The District will not tolerate any form of bullying or harassment.
Showing extreme disrespect or disruption (abusive language).
Damaging the recreation site, school, bus, supplies or theft of property.
Endangering another child or staff verbally (threats) or physically (hitting, spitting, acts of bullying, biting, throwing objects, etc.)

Any decision or deviation from these guidelines will be at the discretion of North Summit Recreation Staff.



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2 North Summit Recreation Special Service District
3 Meeting Minutes
4 **Monday, January 12, 2025.**

5 Summit County Courthouse, Conference Room 001 (1st Floor),
6 Virtual Meeting via Zoom
7 Meeting ID: 880 9625 7734
8 60 North Main Street, Coalville, Utah

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10 **Board Members in Attendance:** Jana Johnson, Charity Richins, Cynthia Sipe, Tyler Orgill,
11 Board members participated electronically via Zoom and at and or location.
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14 **Absent:** Chantal Guadarrama, Dana Jones.
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17 **Staff Present:** Jaycie Diston Director. Ryan Stack Attorney Staff
18 participated electronically via Zoom and at anchor location.
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21 **Attending Guests:** None.
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25 Called meeting to order by Vice Chair Tyler Orgill 6:01 P.M.
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28 **WORK SESSION**
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31 Update/review the status of NSRSSD Programs by Jaycie Diston.
32 Jr. Jazz Registration is open we will began this last Saturday January 10, 2026. I have added a
33 preschool division this year.
34 We had 192 participants last year this year we have 190 & still people wanting to sign up.
35 I will be implementing at late fee for anyone that signs up after registration has closed.
36 New Programs up for consideration; Yoga, Softball Camps. I have been asked to add some other
37 non-traditional activities such as Yoga.
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42 Nomination/Elections for 2026 Board officers.
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33 24 Discussion of nominations.
34 25 Discussion of approved authorized signers for PTIF and Zions Bank account.
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36 27 **Public Input- None**
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38 29 **Consideration for Approval.**
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40 31 **Discussion & possible approval of Tyler Orgill for 2026 Board Chair.**

41 32 **MOTION: To approve new privacy policy. [Charity/Cyndy].**

42 33 All in favor:

43 34 D.Jones, J. Johnson,C. Sipe., C.Richins, T. Orgill. Abstain: None. Absent: C. Guadarrama
44 35

45 36 **Discussion & possible approval of Jana Johnson for 2026 Board Vice Chair.**

46 37 **MOTION: To approve new privacy policy. [Charity/Cyndy].**

47 38 All in favor:

48 39 D.Jones, J. Johnson,C. Sipe., C.Richins, T. Orgill. Abstain: None. Absent: C. Guadarrama
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50 41 **Discussion & possible approval of Charity Richins for 2026 Board Secretary.**

51 42 **MOTION: To approve new privacy policy. [Jana/Cyndy].**

52 43 All in favor:

53 44 D.Jones, J. Johnson,C. Sipe., C.Richins, T. Orgill. Abstain: None. Absent: C. Guadarrama
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55 46 **Discussion & possible approval of Cynthia Sipe for 2026 Board Treasurer.**

56 47 **MOTION: To approve new privacy policy. [Charity/Tyler].**

57 48 All in favor:

58 49 D.Jones, J. Johnson,C. Sipe., C.Richins, T. Orgill. Abstain: None. Absent: C. Guadarrama
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61 52 **Discussion & possible approval to add Tyler Orgill as a signer to the Zions Bank.**

62 53 **MOTION: To approve 2026 Board meeting schedule. [/Charity/Cyndy].**

63 54 All in favor:

64 55 D.Jones, J. Johnson,C. Sipe., C.Richins, C. Guadarrama. Abstain: None. Absent: T.Orgill,
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66 57 **Discussion & possible approval to remove Dana Jones as a signer of the Zions Bank.**

67 58 **MOTION: To approve 2026 Board meeting schedule. [/Charity/Cyndy].**

68 59 All in favor:

69 60 D.Jones, J. Johnson,C. Sipe., C.Richins, C. Guadarrama. Abstain: None. Absent: T.Orgill
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71 62 **Discussion & possible approval of December Financials.**

72 63 **MOTION: To approve December financials. [Cindy/Jana].**

73 64 All in favor:

74 65 D.Jones, J. Johnson,C. Sipe., C.Richins. C. Guadarrama. Abstain: None. Absent: T.Orgill,
75 66 Motion Caries

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77 68 Review and possible approval of December 9,2025 meeting minutes.

78 69 **MOTION: To approve December 9,2025 meeting minutes.[Cindy/Jana]** All in favor:
79 70 D.Jones, J. Johnson,C. Sipe., C.Richins. C. Guadarrama. Abstain: None. Absent: T.Orgill,

80 71 Motion Caries
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85 76 **BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS**
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88 78 At 6:21 pm, Charity called for a motion to adjourn the meeting.
89 79 **MOTION:** To adjourn the meeting of December 8 ,2025. [Chantal/Cindy] All in favor: Jones,
90 80 J. Johnson, C.Sipe,, C.Richins. T.Orgill.
91 81 None Opposed. Abstain: None. Absent: C. Guadarrama.
92 82 Motion Caries.
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97 87 **Meeting Minutes prepared by: Jaycie Diston**
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100 90 **Clerk/Board Chair Approval:** _____
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