



AGENDA
OPEN SPACE ADVISORY COMMITTEE (OSAC)
Tuesday, March 3, 2026

NOTICE is hereby given that the Open Space Advisory Committee will meet, on
Tuesday, March 3, 2026 at 6:00 PM
electronically, via Zoom, and at the anchor location of
Summit County Health Department in Quinn's Junction - Downstairs Conference Room,
650 Round Valley Dr, Park City, UT 84060.

(All times listed are general in nature, and are subject to change by the Board Chair)

To participate electronically in the OSAC meeting:
Join Zoom: <https://summitcountyut.zoom.us/j/99856133513>
Meeting ID: 998 5613 3513

To listen by phone only:
One tap mobile
+12532158782,,99856133513# US (Tacoma)
+13462487799,,99856133513# US (Houston)
[Join instructions](#)

1. **Welcome and Roll Call**
2. **Public Comment for Items Not on the Agenda**
3. Consideration of Approval
 - a. Approval of OSAC meeting minutes from the February 3, 2026 meeting.
[2026 02 03 OSAC Minutes \(Draft\).pdf](#)
 - b. Discussion and possible approval of a willing landowner outreach letter to solicit additional Notices of Interest (NOIs).
[Willing-landowner-inquiry-template_2026-0221dag.docx](#)
4. **Board Comments**
5. **Staff Comments**
6. **Next Meeting is Scheduled**
7. **Closed Session: Property Acquisition**
8. **Adjourn**

If you would like to submit written comments on an item, please email Rachael Brard at rbrard@summitcountyutah.gov 24 hours prior to the scheduled meeting. Your comments will be made part of the meeting record. Members of OSAC, OSAC regional advisory committees, presenters, and members of the public may attend by electronic means, using Zoom (phone or video). Such members may fully participate in the proceedings as if physically present electronically, via Zoom, and at the anchor location as noticed above. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Rachael Brard at rbrard@summitcountyutah.gov or 480-240-0943 prior to the meeting.



MINUTES

SUMMIT COUNTY

Open Space Advisory Committee (OSAC)

RICHINS BUILDING

1885 W. UTE BLVD., PARK CITY, UT, 84098

TUESDAY, FEBRUARY 3, 2026

Meeting also conducted via Zoom.

NOTICE is hereby given that the Open Space Advisory Committee will meet, on February 3, 2026 at 4:00 PM electronically, via Zoom, and at the anchor location of Summit County Courthouse, Executive Conference Room, 60 N Main St. Coalville, UT 84017.
(All times listed are general in nature, and are subject to change by the Board Chair)

DRAFT

- 1) Welcome and Roll Call

Jack Kellner made a motion to enter open session . Daniel Gillenwater seconded, and all voted in favor, (8-0). Absent: Wesley Siddoway.

Bridget Hayes
Joan Card
Terry Diston
Phares Gines
Dorothy Adams
Zane Woolstenhulme
Jack Kellner
Daniel Gillenwater

Lynda Viti, Summit County, Deputy County Attorney
Rachael Brard, Program & Project Administrator, Lands
& Natural Resources Department
Jess Kirby, Director, Lands & Natural Resources

- 1.a) Introduce three new Open Space Advisory Committee members and discuss committee member responsibilities.

Attachment: Cover Page

Introductions from current and present OSAC members, Summit County staff, and new members Jack Kellner - North Summit (Tollgate), Daniel Gillenwater - West Summit (Snyderville Basin), and Zane Woolstenhulme - South Summit (Oakley).

- 2) Public Comment for Items Not on the Agenda

No public comment.

- 3) Consideration of Approval

- 3.a) Approval of OSAC meeting minutes from October 1, 2024 meeting.

Attachment: Cover Page

Attachment: 2024 10 01 OSAC Minutes (Draft).pdf

Dorothy Adams made a motion to approve OSAC meeting minutes from October 1, 2024.. Bridget Hayes seconded, and all voted in favor, (5-0). Abstain: Zane Woolstenhulme, Jack Kellner, Daniel Gillenwater.

Rachael Brard misspoke, Dorothy Adams was mover, rather than Joan Card.

- 3.b) Approval of OSAC meeting minutes from June 3, 2025 meeting.

Attachment: Cover Page

Attachment: 2025 06 03 OSAC Minutes (Draft).pdf

Bridget Hayes made a motion to approve OSAC meeting minutes from June 3, 2025.. Terry Diston seconded, and all voted in favor, (2-0). Abstain: Joan Card, Phares Gines, Dorothy Adams, Zane Woolstenhulme, Jack Kellner, Daniel Gillenwater.

3.c) Nomination and Election of Chair and Vice Chair.

Attachment: Cover Page

Discussed nominations for Chair and Vice Chair.

Joan Card made a motion to appoint Bridget Hayes as new OSAC Chair.. Dorothy Adams seconded, and all voted in favor, (7-0). Abstain: Bridget Hayes.

Terry Diston made a motion to appoint Terry Diston as new OSAC Vice Chair.. Daniel Gillenwater seconded, and all voted in favor, (7-0). Abstain: Terry Diston.

4) Staff Comments

4.a) Discussion of OSAC funding successes and remaining funds. Jessica Kirby, Director, Lands & Natural Resources

Celebrated the successful acquisition of the 910 Ranch, which closed on January 27, 2026.

Reviewed past land conservation successes, including: Andrus Farm; Ure Ranch (in December 2025) - 834 ac; 910 Ranch - 8,588 ac; Wright Ranch / Echo Canyon - 4,285 ac; Young Ranch (YR) 37-acre; inholding within the 910 Ranch; Small parcel in Summit Park near Basin Rec trailhead; East Hoytsville - 2,800 ac; Parcel along the Weber River in Oakley - 10 ac

Reported cumulative conservation outcomes: 16,713 acres protected to date; \$23,000,000 from bond spent; Approximately 12,000 acres currently in process, with about \$2 million nearing closing; Approximately \$2 million in active Notices of Intent (NOIs) or interested parcels, with funds being held for potential acquisition.

Discussed potential need to utilize additional bond funds, depending on changes to federal funding availability.

Staff to determine implications and next steps related to the bond deadline.

Provided an overview of the Notice of Intent (NOI) process for new members.

Staff to distribute an informational packet to members.

Staff tasked committee members with creating "wish list" of potential parcels to discuss in next closed session.

Attachment: Cover Page

4.b) Discuss and outline an outreach campaign for remaining OSAC funds.

Attachment: Cover Page

Jess requested that committee members assist with possible radio outreach

Daniel Gillenwater and Jack Kellner to work together to write an outreach letter to landowners. Letter will be approved at next meeting and recipients will be selected.

In closed session at next meeting, members to discuss the "top 10" wish list of properties they would like to see conserved and create a priority ranking on the OSAC map.

Reminder from Bridget Hayes that voting in OSAC is to make a recommendation to Council and is not the final decision.

4.c) Additional Comments

Rachael invited members to join County tabling at Grill Your District event on Thursday, February 5 from 6-8 PM at the Oakley's Cattlemen Hall.

Jess Kirby commented on desire to focus on water and getting water back to the Great Salt Lake.

Reminder to respond to meeting invitations/emails.

Plugged additional events and email list.

6) Board Comments

No comments from OSAC members.

7) Next Meeting is Scheduled

7.a) Discuss and adopt 2026 OSAC meeting schedule.

Attachment: Cover Page

Discussed interest in higher frequency meetings up front and then scale back later in the year.

Recommendation to continue monthly but cancel June, July, August and December in advance.

Location will continue to rotate around County.

Meeting time will be pushed back to 6 PM.

Zane Woolstenhulme made a motion to adopt 2026 OSAC meeting schedule as follows: Every first Tuesday of the month, at 6:00 PM, with the exception of June, July, August, and December. Anchor location will rotate throughout Summit County and will have a virtual option.. Bridget Hayes seconded, and all voted in favor, (8-0).

8) Adjourn

Phares Gines made a motion to adjourn. Jack Kellner seconded, and all voted in favor, (8-0).

If you would like to submit written comments on an item, please email Rachael Brard at rbrard@summitcountyutah.gov 24 hours prior to the scheduled meeting. Your comments will be made part of the meeting record. Members of OSAC, OSAC regional advisory committees, presenters, and members of the public may attend by electronic means, using Zoom (phone or video). Such members may fully participate in the proceedings as if physically present electronically, via Zoom, and at the anchor location as noticed above. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Rachael Brard at rbrard@summitcountyutah.gov or 480-240-0943 prior to the meeting.

Meeting minutes and recordings appear at summitcountyutah.gov/meetings. When in the electronic version of the minutes, clicking on the hyperlinked times takes you to that spot in the meeting recording.

[Letterhead]

[Date]

[Landowner Name]

[Address]

[City, State ZIP]

Re: Opportunity for Voluntary Land Conservation under Summit County Open Space Program

Dear **[Landowner Name]**:

I hope this letter finds you well. I am writing on behalf of Summit County's Open Space Advisory Committee (OSAC). In November 2021, voters in Summit County approved a \$50 million General Obligation Bond (known as the "Open Space Bond") dedicated to acquiring and preserving open spaces for agriculture, natural resource protection, passive recreation, and unchecked development (sprawl) prevention to benefit current residents and future generations. To date, Summit County has utilized and leveraged these bond funds to preserve and protect **XXXX acres of land**. The County continues to seek willing landowners who may be interested in land conservation and open space protection projects that fit under this bond program.

Based on our review of county lands and conservation priorities, your property located at **[Property Address / Parcel ID]** may be an ideal candidate for consideration. **[Add brief description of why this property is an ideal candidate for acquisition under the bond program]**.

If you are interested in participating in this program, Summit County offers a range of voluntary land protection mechanisms, including:

- Fee Title Purchase: The County may acquire full ownership of the property at fair market value, subject to negotiation;
- Conservation Easement: A legally binding agreement under which you retain ownership while restricting future uses of the land in perpetuity to protect open space and conservation values, often in exchange for compensation or tax benefits;
- Partial Donation: You may choose to donate a portion of the land or its development value while receiving compensation for the remainder;
- Full Donation: You may donate the land without financial compensation if you wish to make a philanthropic contribution to land conservation.

Each of these options is entirely voluntary, and landowners choose the approach that best aligns with their goals and estate plans.

If you are interested in having your property evaluated for preservation under the Open Space & Agricultural Conservation program, the first step is to submit a Notice of Interest (NOI). A NOI is a no-cost form that informs Summit County of your willingness to have your property evaluated for possible conservation using Open Space Bond funds. You may submit the NOI online at the County's portal here:

[Insert NOI URL or QR code]

There is no obligation to respond to this inquiry or to proceed beyond submitting an NOI, if you choose to do so. However, submitting the NOI will allow County staff and advisory committees to begin evaluating whether your property aligns with funding priorities.

If you have questions, would like to discuss this program in further detail, or would like assistance with the NOI process, please contact **[contact person and info]**.

We value your land stewardship, and the important role private landowners play in preserving Summit County's scenic, agricultural, and ecological character. We thank you for considering this inquiry and look forward to the opportunity to discuss a conservation partnership with you.

Sincerely,

[Name]

[Title]

[Department or Organization]

[Email Address]

[Phone Number]