

Wasatch Recreation Special Service District #21 Meeting Minutes

Approved Minutes for January 7, 2026

The Wasatch Recreation Special Service District #21 met in regular session live and on-line Wednesday, January 7, 2026, in the Wasatch County Chambers located in the Wasatch County Administrative Building at 25 North Main, Heber City, Utah 84032.

A video recording of the meeting may be viewed by using the Wasatch County Public Portal (<https://wasatchcout.portal.civicclerk.com/>) and selecting the desired meeting.

Agenda

Public Issues for future meetings

Governing Board Issues for future meetings

Public Comment

Approval of Minutes

1. Approval of December 9, 2025 Minutes - N/A

Summary: Approval of December 9, 2025 Minutes

Action Taken: Councilmember McMillan made a motion to **Approve December 9, 2025 Minutes as presented.** Councilmember Bonner seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

Parks and Recreation

1. Warrants - December 2025 - Heath Coleman

Summary: Approval of December Warrants

Action Taken: Councilmember Park made a motion to **Approve the December 2025 Warrants as presented.** Councilmember Nelson seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

2. Discussion/Consideration of Resolution 26-01 adopting the annual meeting schedule of the Recreation Special Service District #21 of Wasatch County for the calendar year 2026. – Heath Coleman

Summary: Heath Coleman presented Resolution 26-01 adopting the annual meeting schedule of the Recreation Special Service District #21 of Wasatch County for the calendar year 2026. Going forward, the Recreation SSD #21 board meetings will be held quarterly on the second Wednesday of the first month of the quarter. The annual schedule of the meetings after today, January 7, 2026, will be: April 8, 2026, July 8, 2026, and October 14, 2026, at 3:00 p.m. in the Council Chambers at the Wasatch County Administration Building, 25 N Main St., Heber City, UT.

Heath commented that, on occasion, he might have a need to be put on the County Council Agenda.

Action Taken: Councilmember Bonner made a motion to **approve Resolution 26-01 adopting the annual meeting schedule of the Recreation Special Service District #21 as presented.** Councilmember McMillan seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

3. Discussion/Consideration of Resolution 26-02 to appoint Wasatch County Finance Director to oversee all financial reporting for Wasatch County Parks and Recreation SSD #21. – Heath Coleman

Summary: Heath Coleman presented Resolution 26-02 to appoint the Wasatch County Financial Director to oversee all financial reporting for Wasatch County Parks & Recreation SSD #21. Randy Bates, Wasatch County Financial Director, commented that this resolution is vague and would like to know what the expectations are. He commented that his job description may need to be reviewed. Heath explained that his staff would report all expenditures, with appropriate information, for his approval. Heber Lefgren stated that each Department Director in the county is responsible to adhere to their own budget that this council has approved.

Dustin cited state code 17B-1-642 – Approval of district expenditures, and displayed it on the screen, which states that the board of trustees may authorize the district manager, or other official approved by the board, to act as the financial officer for the purpose of approving routine expenditures. After discussion, it was decided that the state code should be added to Resolution 26-02.

Action Taken: Councilmember Nelson made a motion to **approve Resolution 26-02,**

once it has been revised to include Utah code 17B-1-642, to appoint the Wasatch County Financial Director to approve the Wasatch County Parks & Recreation SSD #21 expenditures. Councilmember Searle seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

4. Discussion/Consideration to re-appoint Neil Anderton and Don Taylor to the Parks & Recreation SSD #21 Advisory Board for a four-year term. - Heath Coleman

Summary: Heath Coleman stated that the Parks & Recreation Advisory Board member applications were up on the county website for over a month and we only had board members Don Taylor & Neil Anderton apply. Heath has met with each of them and they would like to remain on our advisory board. Heath recommended that we appoint them for a four-year term. As of now, Don Taylor is the Chair and Neil Anderton is the Vice Chair. We will be electing new officers at our Parks & Recreation Advisory Board meeting on January 22, 2026. Luke commented that he is impressed with Don Taylor's participation and the time that he devotes to Parks & Recreation.

Action Taken: Councilmember Searle made a motion to **re-appoint Neil Anderton and Don Taylor to the Parks & Recreation SSD #21 Advisory Board for a four-year term.** .

Councilmember Bonner seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

5. Discussion/Consideration of possible Liquor License for the Event Complex. - Heath Coleman

Summary: Heath reported that a few years ago, the Board gave the approval to have a beer license for specific events. In the past, we have worked with Casey, from Top Shelf, and they basically take care of everything, including the licensing, designated area, security etc. Now we have had a request to add a liquor license at specific events. Casey was there to address the board and answer any questions. Casey explained he has been in the industry and managing licensing for almost 30 years. He commented that he was not there to ask for an exclusive contract, but is interested in continuing to work with us and help us navigate the whole process to meet all the state and municipality requirements.

Colleen verified that this would only be for certain events where the vendor has requested beer and liquor and Heath confirmed that was correct. He said that the vast majority of our event promoters do not even ask about it. Kendall asked about working with Top Shelf, or another provider, exclusively and Luke recommended that we go through the RFP process for this and Heath agreed. Mark asked Heath about the policy that is already in place if he would have the ability to have alcohol at the Demolition Derby and Fair Days events. Heath responded that the potential is there, but that he would bring that decision to this Governing Board. After further discussion, it was decided that the liquor license would be handled the same way that we handle the beer license.

Action Taken: Councilmember Rowland made a motion to **Approve that the Parks & Recreation Director, at their discretion, may acquire a Liquor License, for specific events.** Councilmember McMillan seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

Director's Report

Councilmember Crittenden asked Heath if he had anything to discuss under Director's Report. Heath responded that he didn't have anything else at this time.

Action Taken: Councilmember Park made a **motion to adjourn.** Councilmember Nelson seconded the motion. The motion passed with the following vote:

Voting Aye: Colleen Bonner, Erik Rowland, Karl McMillan, Kendall Crittenden, Luke Searle, Mark Nelson, Spencer Park

Voting Nay: None

Meeting Adjourned at 4:36 p.m.

Closed Session – as needed

Closed sessions may be held in accordance with Utah State Code 52-4-205 to discuss the following: Purchase, Exchange or Lease of Property; Pending or Reasonably Imminent Litigation; The Character, Professional Competence, or Physical or Mental Health of an Individual.

Wasatch County Parks & Recreation SSD #21 Governing Board

Parks & Recreation Staff