**Wasatch County Parks & Recreation**

**Board Meeting**

**Minutes**

**November 14, 2017**

**Present:** **Excused**:

Danny Goode, Chairman Steve Farrell, Member

Spencer Park, Vice-Chair Mark Nelson, Member

Greg McPhie, Member Kendall Crittenden, Member

Mike Peterson, Member

Tom Bonner, Director

Heath Coleman, Assistant Director

Laurie Duke, Admin. Assistant

Danny Goode called the meeting to order at 4:18 p.m.

Tom presented the minutes for October 10, 2017 and asked if anyone had any questions or comments.

Greg McPhie made the motion to approve the October 10, 2017 minutes.

Mike Peterson 2nd the motion – Motion carries.

Danny asked if there were any Public Issues for future meetings. There was some discussion for meeting times for next year for Solid Waste, Parks & Recreation, and Fire District. Meeting times will need to be decided for next year as to whether they will stay the same or be changed.

Danny asked if there were any Governing Board Issues. He reminded everyone that if they have anything to let him or Tom Bonner know. This is to make sure that we are meeting all the state’s guidelines.

**Warrants:**

Tom presented the Warrants from October 7, 2017 through November 8, 2017, in the amount of $122,979.56. The items highlighted are pass through items.

Mike Peterson asked how the Wilderness Circuit Finals went and Tom responded that they went very well. Ticket sales were up this year. On Saturday, we had to turn some people away, and we opened up some standing room only spots. We did some new advertising on digital billboards in the Salt Lake area this year.

Greg McPhie made the motion to approve the warrants from October 7, 2017 through November 8, 2017 in the amount of $122,979.56.

Mike Peterson 2nd the motion – Motion carries.

**Parks and Recreation SSD #21 Merit System**

The Merit System was brought up at our last Board Meeting. Tom gave the Board copies of the Parks & Recreation Merit System, last Thursday, November 9th, for them to review. This is the official Personnel Policy for Parks and Recreation Special Services District #21. This is basically the policy we have been operating under since the District started in 1997. Changes have been made to the wording stating Special Service District. There are a few things we will do that the county doesn’t do, especially with our event area. There will be a couple of amendments coming regarding vehicle policies because we are not part of the pool. Tom has met with Scott Sweat, County Attorney, and David Rowley, Personnel Director, and this policy has been approved.

Danny asked if Tom wanted them to consider this policy over the next month. Tom was hoping to get it adopted today, because he knows the state would like to get Districts separated, but it was decided that it will be on next month’s agenda. The policy can go into effect the day it is adopted.

Tracy Taylor asked if this policy can be posted online before it is approved. Tom replied that yes we will post it on our Parks and Recreation website. Also, Greg gave Tracy his complete hard copy.

**Budget Hearing Date:**

Greg McPhie made the motion to set the 2018 Wasatch County Parks and Recreation Special Service District 21 Budget Hearing for December 12, 2017, at 6:00 p.m. at 25 North Main Street, Heber City.

Spencer Parks 2nd motion – Motion carries.

**Preliminary Budget:**

Tom gave the Board a copy of the preliminary budget. It is still a work in progress. Greg asked about COLA, Cost of Living Adjustment, and Tom stated that he followed the policies of the county on a 3% cost of living adjustment. He will be asking for a couple of merit increases at 5%.

Mike asked about the wrestling program. Tom explained that it is run by the high school, but participants register through Parks and Recreation, so it is a pass through, however we do charge a fee to use the system. We also host two wrestling tournaments at the Event Center in which they pay the usage fee.

So bottom line, through mill levy, charges for services, misc. revenue from the Derby, stalls, sponsors, Cowboy City, transient room tax, contribution from Heber City for pass through for state finals, & scholarships for state finals, revenue is $3,176,095.

For expenditures the biggest item is Parks & Recreation, which takes in salaries, benefits, Recreation Center, Event Center, all the buildings and grounds, equipment, & the roof we are repairing.

This is just an overview, but it looks like our budget will be up about $100,000. from last year. The roof is a one time fee.

**Director’s Report:**

Binders: Danny commented that he really likes the binders. Tom said that he is working with his staff to come up with a system to consolidate information so we don’t run out of space in our binders so fast. Danny said that is not a concern. He appreciates having all of the information for the month together and finds it very beneficial.

The pump house at Southfield Park was installed in 1996 and is not cost effective to keep repairing every year. To replace that pump is about $90,000. Tom has spoken with Mike Davis and he said that he has the funds through transient room and restaurant tax to fund that, so we will be replacing that pump this summer.

Cowboy City, the RV Park, will be closing tomorrow, November 15th. We close every year on November 15th because the water is shut off. Just an FYI, there has been a husband and wife staying there while their house is being built and they asked if they could stay in the Recreation Center parking lot. Tom told them that is not an option and recommended that they stay in the other RV Park in the county. The policy for our facilities is that there is no overnight camping and we do have signs posted stating that.

Tom gave a progress report on the Recreation Center roof repair. It is about 90% completed on the east side and about a quarter of the way completed coming up the west side. They have been working about three weeks, six days a week. They will continue at this pace as long as the weather holds. Tom will keep the Board updated.

Mike Peterson commented that he had talked with the manager of the new Best Western Hotel. They have been open for two weeks and he was very pleased with his bookings from Cowboy Poetry and the Wilderness Circuit Finals. Mike asked if Tom has had any discussions with him. Tom responded that they have and the manager has also spoken with Adaire Willoughby and the extra rooms will be a great benefit for our events.

There was a discussion regarding the need for more hotels in our county. Tom replied that we absolutely do need more hotels. Greg responded that there have been prominent people interested, but that their research of our area doesn’t warrant this, which is probably due to most of our events being scheduled only on the weekends.

Tracy Taylor said that we need to use Zermatt Resort before we talk about more hotels on Main Street. Tom responded that the Zermatt is awesome and that for our events the Zermatt is our host hotel. They just hosted the Wilderness Circuit Finals and they held all of their meetings there and each night after the rodeo they hosted the awards there.

Danny asked if there was a need for a closed session. There was not.

Mike Peterson made the motion to adjourn.

Spencer Parks 2nd the motion – Motion carries.

Meeting adjourned at 4:46 p.m.

Minutes prepared by Laurie Duke