**Wasatch County Parks & Recreation SSD #21**

**Board Meeting**

**February 11, 2020**

**Minutes**

**\*\*\*DRAFT\*\*\***

**Attendance**:

Danny Goode, Vice Chairman Tom Bonner, Director

Marilyn Crittenden, Member Heath Coleman, Asst. Director

Steve Farrell, Member Erik Lappe, Rec. Center Programs Director

Mark Nelson, Member Jon Provost, Event Center Director

Spencer Park, Member Doug Smith, Event Center Grounds Superintendent

 Brandon Puett, Grounds Superintendent

 Adaire Willoughby, Sales & Marketing Director

 Laurie Duke, Admin. Assistant

**Excused**:

Jeff Wade, Chairman

Kendall Crittenden, Member

Board Vice Chairman, Danny Goode called the meeting to order at 3:06 p.m.

**Minutes**:

Tom Bonner presented the minutes for January 14, 2020.

Board Member, Steve Farrell made a motion to approve the January 14, 2020 minutes.

Board Member, Marilyn Crittenden seconded the motion. Motion carries with following vote:

 AYE: Board Vice-Chairman, Danny Goode

 AYE: Board Member, Marilyn Crittenden

 AYE: Board Member, Steve Farrell

 AYE: Board Member, Mark Nelson

 AYE: Board Member, Spencer Park

 NAY: None

 ABSENT: Board Chairman, Jeff Wade

 Board Member, Kendall Crittenden

Danny Goode asked if there were any Public Issues for future meetings. There were none.

Danny Goode asked if there were any Governing Board Issues for future meetings. There were none.

**Warrants:**

Tom Bonner presented the warrants for January 1, 2020 through February 6, 2020 in the amount of $76,522.41.

Tom explained that a couple of the big items were our annual UCIP payment of $19,227. and that it basically stayed the same as last year. We also had our annual dues for Utah Association of Special Service Districts at $4,698., which actually went down a little this year since our budget went down.

Steve Farrell asked if we have ever had a claim on the UCIP insurance. Tom answered that we have filed a claim when we had some vandalism at the Event Center about 5 years ago, so we were reimbursed for that. Steve asked if the $19,227. is lower than what we paid when we were included with the county and Tom replied that yes, it is about $5,000. lower. Parks & Recreation has been on our own UCIP insurance now for a little over five years.

Marilyn Crittenden asked about the Rodeo Queen 2nd Attendant Scholarship and Tom explained that the Mountain Valley Stampede Rodeo Queen and Attendants receive a scholarship that is paid directly to their university.

Steve Farrell made a motion to approve the warrants for January 1, 2020 through February 6, 2020 in the amount of $76,522.41.

Spencer Park seconded the motion. Motion carries with the following vote:

AYE: Board Vice-Chairman, Danny Goode

 AYE: Board Member, Marilyn Crittenden

 AYE: Board Member, Steve Farrell

 AYE: Board Member, Mark Nelson

 AYE: Board Member, Spencer Park

 NAY: None

 ABSENT: Board Chairman, Jeff Wade

 Board Member, Kendall Crittenden

**2019 Budget Recap:**

Tom reported that for 2019 we had budgeted 5% of our total budget to pay on our deficit to the county, which was $206,846.00. We actually paid $270,000. towards the deficit so we were able to pay $63,154. over what we had budgeted. Steve asked how much Parks & Recreation still owes and Tom responded approximately $450,000.

Tom reported that at the end of 2019 they looked at their “needs” list and were able to purchase a few things off of that list, including:

* Scrubbers for the Recreation Center and Event Center, which were badly needed.
* Restroom scrubber for the Recreation Center.
* Small mower for our Grounds Crew to get into all of the smaller spaces.
* 43 Trees, to be delivered in March.
* 25 Stall Mats. We need a total of 189, so Tom is hoping we can purchase about 25 a year at a cost of about $10,000. per 25 mats.

Tom stated that this year we are required to pay $168,000. towards the deficit and we have budgeted $195,000.

**Fleet Management Discussion**:

Tom explained that we have a fleet of 14 vehicles in Parks & Recreation right now and that is right where we need to be. The problem is that we are not part of the County Fleet Program because we do not put the miles on our vehicles that most employees do and we can’t afford to be in that program because of what it would cost us with the number of vehicles we have.

Tom said that the majority of our vehicles have been handed down through surplus and weren’t in great shape when we got them. Right now we are in need of 4 to 5 new vehicles. He is looking to possibly finance vehicles. In the budget for 2020 there is $66,000. for equipment. About half of that is for the leases on 3 tractors, the back hoe, and skid steer. That leaves about $35,000. to purchase vehicles. To purchase a vehicle on government pricing is roughly $30,000., which is a great price. Tom would like to take that $30,000. and finance these vehicles for 5 years on a lease to own contract, so at the end of 5 years we own them and could pass them down to the Event Center and Grounds crew. This would allow us to replace five vehicles and get rid of five every five years.

Tom explained that we can lease and then just turn them back, but we only put about 3,000 miles per year on each vehicle for the grounds crew and for the other vehicles in the department it is under 10,000 miles per year. He feels that owning them and passing them down, in essence having our own fleet program, is a better option.

Tom explained this would require us to budget $30,000. every year in debt service to be able to make the payments for a five year capital lease. Steve asked if we can get a capital lease on a state contract and Tom responded that we can. He said that there are a couple of options. We can directly finance through the manufacturer, which we have done in the past. In 2004 we leased 3 vehicles through Dodge. The other option is going through public finance like Zions or working with Louis Roberts to secure some financing. Interest rates are under 3% right now. Steve asked how much it would be per month and Tom answered it would be five vehicles at $500. each per month which would be $2,500.

Mark asked if this is a problem for other Districts and wondered if there was a model out there of how they have done their financing. Tom responded that he thinks we have the mechanism in place to do this and that he is looking more for opinions and support from the Board.

Mark asked if the net increase for the year would be $30,000. and Tom replied that is correct. Tom said that if this was approved today we would probably start the lease payments in June or July and then moving forward we would have to budget $30,000 in debt service on a yearly basis for 5 years. Mark asked if the cost would stay fairly consistent and Tom replied that he thinks it would, especially with the governmental leases.

Danny asked Tom if he could provide more detailed information with exact costs. Marilyn agreed with that request and asked that Tom put together a cost comparison with what our vehicles have cost in the past and how much it would cost doing the lease to own option Tom is proposing.

Tom reiterated that in the past, every 3 or 4 years, we have purchased a vehicle and then just passed it down and that’s probably why we are in the situation we are in now. He said that we’ve driven them longer than we should have trying to use the money for other things and pay down our deficit. Tom expressed that we really need to do something because he feels that some of our vehicles are not safe and they are starting to cost us more in maintenance.

Tom said that he will put together a Fleet Plan Proposal with hard numbers and present it to the Board at our next meeting, March 11, 2020.

**Facility Naming Rights Discussion**:

Tom explained that there have been discussions regarding naming rights for the Event Center, Outdoor Arena, and going as far as naming pavilions, playgrounds, etc. He said that he thinks we have a pretty good handle on the smaller items, but that he wanted the Board to know that they are doing some research to see what it is worth to put a name on a facility like the Event Center and our bigger facilities. Tom said that he has no idea what it is worth or even if it would be worth it. He stated that he knows of a couple of companies that are interested, but he wanted to make sure the board knew that they were having these discussions and once he has something concrete he will definitely bring it to the Board.

Tom’s main question is if the Parks & Recreation District has the authority to pursue naming rights on a facility that the county owns. Mark asked if there have been discussions in the past regarding whether or not government facilities should sell naming rights on a public facility. Tom replied that we have discussed that. Marilyn asked about putting a time limit on the naming rights. Spencer asked what the cost would be to make it worth it.

Mark commented that they had this discussion in regards to Swiss Days a few years ago in regards to naming the Swiss Days square for a year. He said that they ultimately decided it was a bad idea because of what could happen in the years after if someone wanted to buy the naming rights that you did not want to promote. Legally you could not turn them down just because you do not agree with them. Danny responded that there would have to be specific guidelines in place.

Tom asked how they would go about getting naming rights sponsors, if they would solicit or do an RFP. He noted that we have already named our baseball fields after people that gave substantial donations to our parks through their services and materials. Also, the Recreation Center is named Joyce and M. Anthony Burns for their 4.5 million dollar donation.

After a lengthy discussion, it was decided that Tom, and his staff, will continue to research the different options and this issue will be discussed, with the Board, at a future date.

Danny asked if there were any other comments. There were none.

Board Member, Marilyn Crittenden made a motion to adjourn.

Board Member, Mark Nelson seconded the motion. Motion carries with the following vote:

AYE: Board Vice-Chairman, Danny Goode

 AYE: Board Member, Marilyn Crittenden

 AYE: Board Member, Steve Farrell

 AYE: Board Member, Mark Nelson

 AYE: Board Member, Spencer Park

 NAY: None

 ABSENT: Board Chairman, Jeff Wade

 Board Member, Kendall Crittenden

Meeting was adjourned at 3:36 p.m.

Minutes prepared by Laurie Duke