North Summit Recreation Special Service District

 Meeting

HELD ON

**February 24 2014**

IN THE

SUMMIT COUNTY COURTHOUSE CONFERENCE ROOM 1

**BOARD MEMBERS PRESENT:** Brandon Rees, Tyler Rowser, Virginia Richins, Jacki Vernon and Marci Hansen

**District Staff Present:** Nathan Brooks

**ITEM #1: APPROVAL OF MINUTES:**

**BOARD MEMBER REES MADE THE MOTION TO APPROVE THE MINUTES FROM JANUARY 27, 2014. BOARD MEMBER VERNON SECONDED THE MOTION. ALL AYES. MOTION CARRIED.**

**ITEM #2: APPROVAL OF ACCOUNTS PAYABLE FEB 2014:**

**Accounts Payable**

 **Feb-2014**

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**Vendor**  **Amount Due**

Nathan Brooks- Salary $1,250.00

Allwest $45.59

8N Business solutions $310.00

Mike Grant- Medals for tournament $315.00

**Total $1920.59**

**BOARD MEMBER VERNON MADE THE MOTION TO APPROVE THE ACCOUNTS PAYABLE FOR JANUARY 27, 2014. BOARD MEMBER ROWSER SECONDED THE MOTION. ALL AYES. MOTION CARRIED.**

**AGENDA ITEM B: Administrative Updates**

1. Budget: Board members to review 2014 budget and will comment as needed and will approve 2014 budget at the next meeting on March 24. List of budget questions compiled and sent to Lori for further evaluation and clarification.

-Questions: Depreciation, utilities, audit expenses, soccer and volleyball less money.

-Email Lori and forward responses to board members.

-Budget can be amended any time in 2014.

-Create inventory/asset list of all recreation supplies.

1. Accounting: Nathan proposes to hire Tim Rees in place of Lori Hammond. Board has requested that if he can still assist in helping find someone to perform future audits. Need to discuss if Tim will be the treasurer or will he remain as independent contractor. Board has designated Jacki as North Summit Recreation District treasure and Nathan will function as the district clerk. Tyler motions to approve Tim Rees as the North Summit Recreation District accountant. Board approves on the basis of Tim will provide written quote for services and provide references to perform future audits of the district.
2. Public treasure investment fund account- Tyler motions to open a PTIF account for the North Summit Recreation District and Marci seconds the motion. Motion approved. Money can be transferred electronically at any time, with a $1500.000 buffer in the checking account at all times. Nathan will check with Zion’s to see what the minimum to keep checking account open.
3. Approval of the 2014 meeting schedule- Move May 26 date to May 19 2014 for the May NSRSSD board meeting. Jacki motions to approve the 2014 meeting schedule with changes to the May date alteration and Virginia seconds. Motion passed.
4. Purchasing of water rights- Nathan proposes to purchase 3 Coalville City secondary water shares from Darwin Robinson for a price of $500.00 per share for a total cost of $1500.00. Brandon motions to purchase three water rights from Darwin Robinson for a total cost of $1500.00 and Virginia seconds. Motion approved.
5. RFP discussion- Construction plan purchase discussion to decide what direction the district will move forward. Start on the field and start the process of working on the NSRSSD property only and work with Coalville City at a later date.

-Nathan met with Mayor Trevor Johnson and Coalville City is positive, city will wave permit fees and utility fees, land agreement rewritten, city is ok with some of the maintenance. City would like more answers to unknowns and marketing of the park needs to be revised.

**AGENDA ITEM A: RECREATION DISTRICT UPDATES**

1. Basketball- finished last week, next year schedule around high school state basketball.
2. Volleyball- Shirts left over from last year, but will order a few more. Gyms are reserved and coaches and helpers have been contacted. Younger girls 3-5 grade will only play once a week and will need some help with teaching and instructing. Park City possibly will play a few practice games throughout the season.
3. Winter activities and other options can be processed and utilized at a later date, but time and money constraints are present. 5k idea for NSRSSD and Coalville City working together, board members are in charge of arranging and following through with the production of this event. 5k will possibly be on the June 14, 2014.