

# MINUTES OF A REGULAR ROOSEVELT ARTS, PARKS, & RECREATION COMMITTEE MEETING

## May 4, 2023 at Roosevelt City Offices

The meeting was called to order at 7:06 PM by Chair Preston Kadleck.

A roll call was taken which showed the following committee members present: Chair Preston Kadleck, Vice Chair Jeramie Tubbs (Arrived at 8:10), Secretary Daniel Mauchley, Treasurer Cody Labrum, Recreation Subcommittee Chair Charles Embleton, Royce Porter, Austin Cook, and Vanessa Oaks.

Roosevelt City Recreation Department Head Aaron Brown, Assistant Department Head Edwin Butterfield, and Parks Department Head Dustin Glines were also in attendance.

Matt Luz and Wesley Weber were also in attendance.

### **MINUTES**

A motion to approve the minutes of the March 2, 2023 meeting was made by Daniel Mauchley. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by committee members.

### **FOLLOW UP ON CREATION OF APR SUBCOMMITTEE EMAIL ADDRESSES**

The APR Committee members asked if it would be possible to create city email addresses for each subcommittee to manage official APR communications with the public rather than through personal emails. Edwin Butterfield said he would follow up on the request.

### **APPROVAL OF BIKE MONTH BINGO PURCHASES**

Chair Kadleck has already received \$700 in donations for the event and the Roosevelt Branch Library's ReaderZone app is being used to track participation.

Daniel Mauchley motioned that the APR Committee approve the expenditure of \$500 from the Recreation Subcommittee budget to help pay for the May Bike Month Bingo prizes and closing event. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by all committee members.

### **APPROVAL OF 4<sup>TH</sup> OF JULY DAY ACTIVITY EXPENDITURES**

The Recreation Subcommittee presented ideas for 4<sup>th</sup> of July day activities. Primary among them were water activities in the park such as an ice water sponge fight and a sandcastle

building contest. Daniel Mauchley motioned that the APR Committee approve the expenditure of \$1,000 from the Recreation Subcommittee budget to pay for the 4<sup>th</sup> of July day activity supplies. The motion was seconded by Chair Kadleck. The motion was voted unanimously in favor by all committee members.

### **UINTAH BASIN TREASURE GAME DONATION REQUEST – WESLEY WEBER**

Wesley was asked by Uintah County Travel and Tourism to host an annual Uintah Basin Treasure Game event at the beginning of June. The theme this year will be based around Escalante & Dominguez. He has hosted this non-profit tourism-drawing scavenger hunt before in other parts of Utah: <https://ksltv.com/469575/man-hides-10-treasure-chests-in-utah-outdoors/> He is from the Basin and would like to make the Uintah Basin hunt their primary annual event they host. The event organizers incentivize participants to clean up the trails they are recreating on with giveaways. Wesley requested whatever support the APR Committee could afford.

Cody Labrum motioned that the APR Committee approve the donation of \$500 from the Pooled APR budget to the Uintah Basin Treasure Game event. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by all committee members.

### **DISCUSSION OF FINANCIAL/PURCHASING PROCEDURES AND PROPOSED VENDOR FEES**

The Roosevelt City Council expressed concern over creating vendor fees for city events. They would prefer that non-compulsory donations be sought for instead.

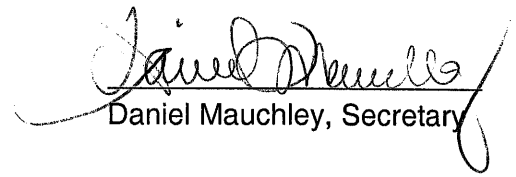
Treasurer Cody Labrum reviewed proper purchasing procedures. In the future, APR purchases need to be made through Edwin Butterfield, who has the APR credit card. Edwin cannot make those purchases unless they have been approved in APR Committee meeting. Chair Kadleck inquired whether the credit limits of the card could be raised for large purchases. Recorder Rhonda Goodrich can temporarily raise the limits for such purchases. Making such limits permanent is not preferred. Edwin also has copies of our tax-exempt certificate to send to vendors.

Committee members were reminded that though subcommittees have tracked funds, they really are not dedicated solely to their subcommittees in their own subaccounts. All the funds budgeted to the APR Committee are available in one account for the entire committee's use and approval. This principle applies to donations as well. All donations must be approved by the APR Committee for specific use, regardless of whether the donor wishes it to be earmarked as such. If no vote is made to allocate a donation for a particular purpose, it is considered part of the APR pooled budget.

Charles Embleton motioned to adjourn the meeting. The motion was seconded by Cody Labrum. The motion was voted unanimously in favor by committee members.

The meeting adjourned at 8:19 PM.

Minutes were approved on 06/01/2023.

  
Daniel Mauchley, Secretary