

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

## June 1, 2023 at Roosevelt City Offices

The meeting was called to order at 7:02 PM by Chair Preston Kadleck.

A roll call was taken which showed the following committee members present:

Chair Preston Kadleck, Secretary Daniel Mauchley, Treasurer Cody Labrum (Arrived 7:13; Left 8:22), Recreation Subcommittee Chair Charles Embleton, Parks Subcommittee Chair Jeremy Libberton, Arts Subcommittee Chair Juliann Richins, Vanessa Oaks, Lianne Ames, Austin Cook, Royce Porter, and Jacqueline McKee.

Roosevelt City Mayor JR Bird, Councilman Rowdy Cloward, and Recreation Assistant Director Edwin Butterfield were in attendance.

Uintah Basin In Celebration Chair Chad Mortensen and Matt Luz were also in attendance.

### **MINUTES**

A motion to approve the minutes of the May 4, 2023 meeting was made by Charles Embleton. The motion was seconded by Vanessa Oaks. The motion was voted unanimously in favor by committee members.

### **APPROVAL OF ADDITIONAL LAMB OF GOD ADVERTISING EXPENDITURES**

Charles Embleton motioned the approval of \$164 in expenditures from the Arts Subcommittee budget to Kianna Hamblin for advertising costs incurred for The Lamb of God performance, if proper documentation is given, as it was unknown whether Sunshine Bellon had the receipts in her possession. The motion was seconded by Austin Cook. The motion was voted unanimously in favor by all committee members.

### **DESIGNATION OF SPRING FLING INCOME TO THE ARTS SUBCOMMITTEE**

Jacqueline McKee motioned that the \$845 in income from the Spring Fling be designated to the Arts Subcommittee budget. The motion was seconded by Lianne Ames. The motion was voted unanimously in favor by all committee members. The event had a good attendance.

### **DISCUSSION OF 4<sup>TH</sup> OF JULY ACTIVITIES**

Vanessa Oaks has been getting advertising together for the day. She has been receiving feedback, from food truck vendors especially, that the requests she has made for their presence at the event have come late in the year. As a result, fewer food trucks will be coming. Some of

the food truck vendors have been booked as early as last year. The APR Committee will need to make requests much earlier for 2024, perhaps even this fall.

A flag retirement, followed by the raising of a large new United States flag at the walking park, overlooking Highway 40 and the cemetery, will happen in the morning. Roosevelt City will host a 5K color run. Recreation Subcommittee will host sandcastle building and a water sponge fight in late morning. 3 on 3 basketball tournament will happen at the same time, then cornhole. Jumplot and Sky High Rentals are donating bounce houses for evening activities. The pickleball tournament will move to 5:30 PM to avoid conflicting with the concert. Reid Page's band Del Roy is opening the concert at 5:30 PM. Mark McKay will headline the concert at 7:30. The committee agreed that having a one poster summary listing all the activities would be helpful. Details of the events can be found in other posters, ads, and online.

### **UPDATE ON APR COMMITTEE EMAIL ADDRESS**

Edwin Butterfield reported that Roosevelt City can provide the APR committee an email address for \$15 per month. Edwin would have to have oversight of the account to make sure city policies are being followed. Approval of this expenditure will be added to July's agenda.

### **APPROVAL OF JURASSIC CLASSIC DISC GOLF TOURNAMENT EXPENSES**

Following Royce Porter's presentation, Charles Embleton motioned the approval of \$7,000 in expenditures for the annual Jurassic Classic Disc Golf Tournament out of Parks Subcommittee budget line. The motion was seconded by Jacqueline McKee. The motion was voted unanimously in favor by all committee members. It is expected that the event will make back most of that expenditure. Registration opens next week.

### **DESIGNATION OF DONATION TO DISC GOLF COURSE CONSTRUCTION AT PROPOSED TEDDY'S PLAYGROUND PARK**

Following Chair Kadleck's request, Charles Embleton motioned designating a \$5,000 donation made by a community member to be utilized for the construction of the proposed disc golf course on Teddy's Playground Park, as per the donor's request. The motion was seconded by Juliann Richins. The motion was voted unanimously in favor by all committee members.

### **RECOMMENDATION FOR THE CONSTRUCTION OF A PARTITION FENCE AT THE PICKLEBALL AND BASKETBALL COURTS AT CENTRAL PARK**

Jeremy Libberton proposed the construction of a 4-foot fence to be installed at the basketball court to separate the pickleball courts from the basketball courts. There would be gates on both ends of the fence. The funds would come from the Parks Subcommittee budget. Daniel Mauchley motioned to recommend the project to the Roosevelt City Council for approval. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by all committee members. Daniel will put in a City Council agenda request to present the project.

## **PROPOSAL FOR PICKLEBALL PRACTICE BOARD AND PADDLE ROTATION HOLDERS AT CENTRAL PARK COURTS**

Jeremy also presented a proposal for a pickleball practice board and paddle rotation holders to be installed at the Central Park courts. The equipment can be moved to new pickleball courts in the future and will be bolted to the fence. Charles Embleton motioned for the approval of the \$2,500 expenditure from the Parks Subcommittee budget. The motion was seconded by Jacqueline McKee. The motion was voted unanimously in favor by committee members.

## **FOOTGOLF INSTALLATION PROPOSAL AT ROOSEVELT GOLF COURSE**

Edwin Butterfield presented a proposal for a footgolf course at Roosevelt Golf Course. It would be placed on the front 9 holes of the golf course. This would help keep our large soccer community engaged even when soccer season is off. The materials would cost \$3,000. Installation will be provided by Roosevelt City staff. Footgolf players would have to take turns with regular golfers on the course. Jeremy suggested that perhaps just the first 6 holes could be used and then go backwards to minimize the use of the entire course. The APR Committee expressed concern over charging course fees for this sport at the same rates as golfing, making participation cost prohibitive. Provo's footgolf course charges \$8. Jeremy Libberton motioned the approval of the \$3,000 expenditure from the Pooled APR Committee budget. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by committee members.

## **PROPOSAL FOR RECREATION DEPARTMENT GENERAL SPONSORSHIP FUNDING ALLOCATIONS & DISCUSSION OF EXPENDITURE APPROVAL PROCEDURES**

Edwin Butterfield asked for the approval of \$4,000 to be allocated to the Recreation Department administration for the purpose of general Recreation sponsorship funds for the 2023-2024 fiscal year. This would be for events such as the movie night in the park, or other events, not tied to major annual events. The funds would allow the APR Committee to sponsor and be recognized at such events at the Recreation Department administration's discretion.

Various APR Committee members expressed some confusion about approving such expenditures without specifics, as the rest of the committee had been instructed to bring defined expenditures for approval, requiring the committee to plan further ahead for events. Mayor Bird interpreted the approval of the annual amounts that city council makes to the APR Committee to be all that city council needs to approve; however, all receipts must be accounted for to the city for transparency. He discussed this matter with the city attorney as well to make sure this was the case. He further affirmed that the subcommittees do have discretion to spend the funds the APR Committee has allocated to them, provided they account with receipts for all expenditures and report on them. The APR Committee as a whole only needs to vote on expenditures drawing on the pooled APR budget line. APR Committee members expressed that such procedures were not what they had been trained in the previous meeting by Roosevelt City staff. All agreed there should be at least be written consensus within subcommittees for

expenditures. Mayor Bird said he would work with the attorney to get the policy and procedure written out for clarity. Mayor Bird said it was likely that the amounts allocated by the Roosevelt City Council from 2022-2023 would remain the same for 2023-2024. Charles Embleton motioned that the matter be postponed until July until we have clarification on procedures and policy. The motion was seconded by Jeremy Libberton. The motion was voted unanimously in favor by committee members.

### **PROPOSAL OF CONSTRUCTION OF TEDDY'S PLAYGROUND PARK**

Chair Kadleck shared a plan for 122 acres set aside for Teddy's Playground Park. It would include a mountain bike trail, disc golf course and possible a 3D archery range. Chair Kadleck plans to seek further donors who are interested in the project to help fundraise for it. The project construction budget is \$23,000. \$5,000 has already donated and allocated earlier in this meeting. Vanessa Oaks motioned the approval of \$10,000 from the pooled APR Committee budget and \$8,000 from the Recreation Subcommittee budget for the remainder of the project costs. The motion was seconded by Charles Embleton. The motion was voted unanimously in favor by committee members.

### **DISCUSSION OF CITY VENDOR FEES & PROCEDURES**

Juliann Richins opened a discussion to clarify the appropriate procedure for event vendor fees. Chad Mortensen indicated that UBIC charges vendors \$300 in fees for the weekend (3 nights). Mayor Bird will clarify this matter with the attorney as well. There may be a flat rate the city will charge for basics such as electricity no matter the event; or a per-player fee for leagues, etc. similar to what the baseball and softball leagues are already charged by the city. The APR Committee would turn that money over to the city, particularly for upkeep of city facilities. Beyond that, he believed that the APR Committee should be able to determine their own fees on an event-by-event basis.

Mayor Bird did recommend that APR Committee representatives should come to City Council meeting quarterly to report on the projects that are ongoing in the committee and then they will know how the money that has been allocated by city council is being used. He also recommended that we contact groups that could host tournaments, races, etc. as fundraisers and then turn over the management of the event to them rather than burdening the APR Committee with handling all these events.

### **ARTS SUBCOMMITTEE REPORT**

Austin Cook reported on the Roosevelt's Got Talent event that begins June 15 at Old Mill Park. Weekly Thursday performances will continue leading up to UBIC with the winner performing at UBIC. Performer registration deadline is June 9.

Mayor Bird reported on a July 22 concert that will hopefully feature Lone Star. The purpose is a human trafficking awareness & fundraiser concert.

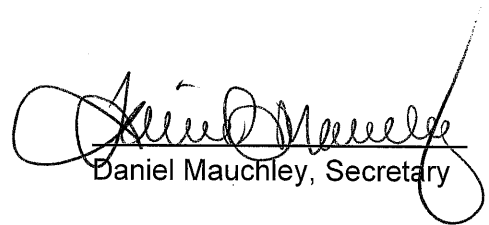
## **JULIANN RICHINS ANNOUNCES RESIGNATION FROM APR COMMITTEE**

Juliann Richins announced her resignation from the APR Committee due to health reasons. She expressed her gratitude for the experience and her enjoyment on serving with the committee.

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

The meeting adjourned at 8:31 PM.

**Minutes were approved on 07/06/2023.**



Daniel Mauchley, Secretary