



February 28, 2008, 7:30 A.M.
Historic County Courthouse Ballroom – 3rd floor
51 South University Avenue, Provo, Utah

ATTENDEES:

Members

Commissioner Larry Ellertson, Vice-Chair
Reed Price, Utah Lake Commission
Robert West, Provo
Mayor Heber Thompson, American Fork
Mayor Howard Johnson, Lehi
Mayor Jim Dain, Lindon
Mayor Timothy Parker, Saratoga Springs
Mayor Jerry Washburn, Orem
Don Blohm, Highland
Dean F. Olsen, Springville
James Linford, Santaquin
Nathan Riley, Vineyard
Dick Buehler, Forestry, Fire & State Lands
Bob Fisher, Woodland Hills
Lee Jensen, Pleasant Grove
Mike Styler, Utah Dept. of Natural Resources
Chris Finlinson, Central UT Water Conservancy Dist.
Walt Baker, UT Dept. of Environmental Quality
Steve Densley, Provo/Orem Chamber

Other Interested Parties

Stephen Schwendiman, Attorney General's Office
Clyde Naylor, Utah County
Greg Beckstrom, Provo
H. Barry Tripp, Forestry, Fire & State Lands
Dave Grierson, Forestry, Fire & State Lands
Reed Harris, JSRIP
Michael Mills, JSRIP
Todd Stonely, UT Division of Water Resources
Gene Shawcroft, Central UT Water Conservancy District
Jim Carter, Logan Simpson Design, Inc.
Darrell Cook, MAG
Max S. Mitchell, Provo Parks & Recreation
Karl Hirst, Orem
Mayor Mike McGee, Cedar Hills
Joel Racker, UT Valley Convention & Visitor's Bureau
Catherine Smith, Deseret News
Cal Holmstead, Lehi
Bob Craghead, Intrinsic Motivators
Laura Nelson, Private Citizen

ABSENT: Genola, Mapleton, Utah County Legislature

1. Welcome and call to order. 7:34

Commissioner Ellertson called the meeting to order at 7:34 A.M. He said that he would be conducting the meeting as Vice Chairman and filling in for Chairman Billings who is out of town. Commissioner Ellertson thanked everyone for being present. He requested that everyone introduce themselves. He acknowledged the presence of Stephen Schwendiman from the Attorney General's Office and thanked everyone for attending including those in the audience who have an interest in the Commission's agenda.

2. Review and approve the Utah Lake Commission minutes from January 24, 2008.

Mayor Thompson moved to approve the minutes from January 24, 2008 and it was seconded by Walt Baker. The minutes were approved unanimously.

3. Review and approve the monthly financial report of the Commission for January 2008.

Mr. Price reviewed the monthly financial report for the month of January. He confirmed that the checking account balance stood at \$2,846.20. The money market account stood at \$232,981.14. He pointed out the expenses as listed. It was noted that with 42% of the fiscal year left there is still 72% of the budget remaining. The reason for that is the large expense for the Master Plan has not yet been expended. Mr. Clyde Naylor requested that Mr. Price explain the asterisk on an expense dated 1/31/08 to Teamworks under Account 1300 in the amount of \$5,447.28. Normally the monthly amount for taxes and benefits are around \$1300-\$1400. The reason January's Taxes and Benefits is higher is due to a lengthy application and approval process to join Utah Retirement System (URS) as well as ensuring that the necessary communication between the Commission's payroll firm and URS was functional, payment of this retirement benefit was delayed for several months. The payment on January 31, 2007 for Taxes and Benefits includes required retirement contributions to the URS Noncontributory Retirement plan for its employees dating back to July 27, 2007. Therefore, those back payments from July through January were included in the January payment. Mr. Dick Buehler moved to approve the financial report for January and it was seconded by Mr. Lee Jensen. The financial report for January was approved.

4. Report from the Technical Committee.

Greg Beckstrom, Vice Chairman, reported on the Technical Committee on behalf of Chairman Bruce Chesnut who was out of town. Mr. Beckstrom reported that at the meeting held on January 25, 2008 the Technical Committee had a presentation by Mr. Rick Cox of URS Corp. on the progress of the Master Plan program. Since Jim Carter of Logan Simpson Design from the Master Planning Team would be reporting to the Commission later on the agenda he deferred recapping that presentation.

The Technical Committee also had a discussion on the phosphorous investigation that is being done on Utah Lake. They had a presentation by Dr. Lee Hansen who is a retired professor of Chemistry at BYU and is currently doing some phosphorous studies of Utah Lake. In conjunction with the phosphorous issue there was a discussion on the impact of the carp activity in the Lake, particularly related to some recent newspaper articles. There weren't any resolutions that came out of this discussion but they will be useful towards mutual education on a number of items that will help prepare for issues concerning the Master Plan. Mr. Steve Densely inquired what the general feeling was amongst the Technical Committee regarding the article that stated that the carp in Utah Lake was actually a good thing. Mr. Beckstrom replied that most of the members on the Committee felt that it was an interesting article, but not necessarily accurate. Mr. Densely said when he read it he wondered how it would concern the public. Mr. Beckstrom stated that it had been discussed and the general consensus of the Committee was that there will be plenty of opportunity down the road with the Master Plan process to present a more accurate presentation. The conclusion was to focus on the Master Plan process and not get derailed by refuting the article. Commissioner Ellertson complemented Mr. Beckstrom on representing the Technical Committee.

5. Report from the Executive Director.

Mr. Price reported that things are going well for the Utah Lake Commission. The Master Plan process is underway. There was a Kick-Off Meeting the end of January that included the Steering Committee and the URS Consultant Team. There was another Steering Committee meeting this past Monday morning, February 25. He is excited about the progress being made and looking forward to the initial reports that are due around the middle of March.

Some of the things that he is continuing to do is to educate himself about the Lake. He goes down to see different areas of the Lake. He is reviewing the library to see what has been done in the past. He is also working with the Technical Committee and the Subcommittees and keeping them posted. Mr. Price has been in continued contact with Representative Sumsion in regard to finding funding for studies of the

Lake and that seems to be garnering support. The final decision regarding funding should be known shortly as the Legislature concludes their session. He is continuing to try and be visible. Recently he had the opportunity to sit down with Mayor Billings and appear on the Mayor's Provo television program. Next week is the Council of Governments meeting and Mr. Price will be making a presentation. At the beginning of March he will be attending the Utah Water Users Association conference down in St. George to represent the Commission.

The Federal funding through Senator Bennett's office is still progressing slowly but they assure him they haven't forgotten the Commission. They have a few pressing issues at the moment.

Mr. Price has received a request from Eagle Mountain City to join the Commission. He spoke with their City Manager a few days ago and he said that Eagle Mountain is drafting a resolution to join and are excited. Mr. Price will be bringing that request to the Governing Body of the Commission as soon as it arrives. That information was presented to the Executive Committee and was well received. He is hoping that his attendance at the Council of Governments meeting next week will promote interest from some of the other Utah County communities to join as well such as Spanish Fork, Cedar Hills and Payson. Mayor Mike McGee of Cedar Hills was in attendance at today's meeting. Utah Lake is part of the Utah Valley that affects everyone and he expressed hope to get everyone together as things move forward.

Mr. Jim Linford inquired if in regard to Federal funding the Commission might consider lobbying.

Mr. Price replied that the Executive Committee had been approached and no decision had been made.

Mr. Linford commented that lobbying is very effective with the Federal government. Mr. Price replied that it had been discussed. It was noted that lobbyists do take a hefty percentage.

6. Update on the Master Planning Process.

Mr Price introduced Mr. Jim Carter from Logan Simpson Design who is part of the Master Plan consultant team. Mr. Carter has expertise in some areas that URS doesn't have. He turned the time over to Mr. Carter to report on the progress of the Master Plan.

Mr. Carter explained that he was appearing today on behalf on Rick Cox, Project Manager who was unable to attend. Mr. Carter is actually second in command.

He began by informing the Board that right now since the Kick-Off meeting they are in the process of gathering relative information. Logan Simpson Design is focusing on Land Use, Recreation and Shoreline Protection. URS is focusing on Transportation, Infrastructure and Natural Resources. They both have their field experts gathering available information. The objective is to take this information which is encyclopedic in volume and digest it down to summaries and assessments useful to the Master Plan process. At the same time they will be preserving, indexing and organizing this information into a library form that the people can look at.

By March 18th they will have a draft document of the Existing Conditions Report and the Existing Conditions Maps. That information will be the basis of the two Open Houses held for the public. Mr. Price clarified that the first Open House will be at the north end of the Valley on Wednesday, April 2nd in Lehi at the Senior Citizen's Center. The second Open House will be held in the south end the next evening on Thursday, April 3rd at Utah State Park.

Mr. Carter continued saying that the purpose of these Open Houses will be two-fold. One will be to roll out the project to the public. The summary document will be available for those meetings. There will be maps reviewing land uses and the auxiliary uses surrounding the Lake. The people will be able to see what the Commission has in mind for the future of the Lake. Mr. Cox will present similar sources of information relative to Natural Resources aspects.

The first step of the Open Houses will be to present the plan and the second step will be to get some preliminary inquiry to find out issues the public are concerned about and get suggestions from them about what they would like to see happen and what questions they would like answered. The consultant

team wants to make sure they identify the issues of concern and interest of the public and address those issues while in the Master Plan process.

The Open Houses will be followed shortly by the Visioning Workshop tentatively scheduled for April 18th which should be attended by the Commission, Technical Committee and the Subcommittees members. One of the goals of that workshop will be to develop an overarching ground statement that will articulate the desired future condition of Utah Lake. The consultant team will identify with the Commission, Technical Committee and Subcommittee the visions and goals for the various features of the Lake. After the information has been gathered the consultants will focus on the key questions and there will be a second workshop called the Opportunities and Constraints Workshop. All of the objectives for the different elements will be addressed. There will be sub-workshops and hands-on, map and data-driven planning workshops. The workshops will also focus on management and development opportunities and constraints and to understand the balances between them.

Commissioner Ellertson inquired if there is a time frame for the Open Houses. The Open Houses on April 2 and 3 will be from 6:00-8:00 P.M. Commissioner Ellertson stated that there is a Council of Governments (COG) meeting on April 3 that would conflict. Mr. Price suggested that they could possibly shift that Open House to Tuesday. Another suggestion was to hold the COG meeting down at the Utah State Lake Park, but Mr. Buehler stated there would not be enough space. It was also suggested that the Open House location could be changed. Suggestions for a different venue included the County Justice Court, the Historic Court Building, and the Provo Library. Mayor Washburn pointed out that one of the advantages of having the Open House at the Utah Lake State Park is that a resource specialist will be available. It would also be good to have the public attend at the Lake location. The Regional Planning meeting starts at 5:30 P.M. and the COG meeting begins at 7:00 P.M. There was further discussion about changing the Open House to the Historic Court House where the COG meeting will be held to facilitate those who need to attend both meetings. The COG meeting is held in the Ballroom of the Historic Courthouse so the Open House could be held across the street in the County Building. Mayor Parker voiced his opinion that he would hate to see the venue changed as the Lake location would be better for the public. It was suggested that the venues be switched and have the Lehi meeting on April 3 and the Provo Open House on April 2 but Mr. Price stated that there would be a conflict on Wednesday at the Utah State Lake Park. Mayor Dain suggested that the COG meeting be held down at the Open House. Commissioner Ellertson agreed and stated that this would be discussed at the March COG meeting. Mayor Thompson questioned whether the State Park location would get a better public turnout than a location that would be closer to the city center. Mr. Price said the Steering Committee had discussed that and felt the access from the freeway to the Lake was just as accessible. Commissioner Ellertson said they will ask COG to adapt their meeting schedule to accommodate the Open House.

Mr. Blohm asked how the public will be notified of the Open Houses. Mr. Price explained that these Open Houses will also fall under the comprehensive management plan for the Division of Forestry, Fire and State Lands and they are required to go through a public notification process specifically in the newspapers. Mr. Price expressed his opinion that this alone will not be enough and is open to ideas. It is hoped that there will be flyers and that city newspapers will also print the information. Unfortunately, the deadline for many of the city newspapers is past. The firm of Wilkinson-Ferrari from the consultant team will be helping to get radio spots, public service announcements and put ads in the papers. It was suggested that flyers be put in the harbor and state parks even though there aren't a lot of people there at this time of year. As soon as the dates and venues are approved the flyers can be made right away and distributed to all the cities. Contact information can be emailed to Carol Mausser in the Commission office and then she will contact the proper city employees to get the information on their websites. Joel Racker, President of the Utah Valley Convention & Visitor's Bureau commented that from his experience at various trade shows he has become aware that the public would really respond well to the Master Plan process for Utah Lake. They are particularly interested in the recreational activities on the

shoreline. It would be worthwhile to point out where slopes, ramps, landings, etc. are going to be on the maps at the Open Houses and he felt that would make it spectator-friendly.

Mr. Price said that when he is contacted by private citizens he advises them to seek out the person who represents them on the various committees including the Technical Committee and the Subcommittee representatives in regard to their specific interest i.e. recreational, transportation, etc. He also advises them to follow up at the public meetings. The Commissioner thanked Mr. Racker for his comments.

Mr. Price pointed out that April 18 which is the proposed date for the Visioning Workshop is spring break for the Nebo, Provo and Alpine school districts. The week before is the League of Cities and Towns meeting in St. George so the Workshop cannot be shifted to that week. The workshop is a day event that will be approximately a four to six hour exercise and will involve the Governing Board, Technical Committee and Subcommittee members where the vision of Utah Lake will be discussed. There was discussion and it was suggested that the Governing Board meeting on April 24 be expanded. The Governing Board could meet at 7:30 A.M. as usual and the Workshop could follow directly afterwards and meet until the afternoon. The Workshop could be held across the street at the Justice Court building. Several members expressed approval for that plan.

Mayor Parker moved to hold the Visioning Workshop on Thursday, April 24 following the Governing Board meeting with the Governing Board meeting at 7:30 A.M. and the Visioning Workshop following until approximately 2:00 P.M. It was seconded. There was discussion on whether or not to change the venues. That will be decided later. The motion carried.

A motion was made by Mayor Parker to approve the Public Meetings as discussed to be held in Lehi on April 2 at the Senior Citizen's Center and in Provo on April 3 at Utah State Lake Park. It was seconded by Mayor Dain and approved unanimously.

Commissioner Ellertson clarified that all members should be in attendance for one of the Public Meetings and for the Visioning Workshop.

Mr. Price announced that last month when he presented his recommendations for individuals to serve on the Steering Committee he had made sure that there was representation from the State, County and municipalities. However, he neglected to consider that the Central Utah Water Conservancy District (CUWCD) was not represented. He proposed that Gene Shawcroft from CUWCD be added to the Steering Committee for the Master Plan. Mayor Washburn so moved and it was seconded by Mayor Johnson. The motion was approved. Mr. Shawcroft was welcomed to the Committee.

Mr. Schwendiman inquired who could be invited to the meeting on April 24 such as Mayors or City Council members. Mr. Price stated that as a member of the Governing Board of the Utah Lake Commission one could invite anyone from their organization and that experts of different fields are desired. Those invited though should be made aware that it will be a working workshop and input will be expected. Mr. Beckstrom commented that it will not necessarily be a highly technical meeting. It's called a Visioning Workshop because they will be looking for the vision of the future of what the Commission wants the lake to be. The Technical people will follow up on the implementation. Mr. Carter stated that it will be necessary to know exactly how many people are going to be there. Mayor Parker expressed concern that someone might come without understanding that the elected officials will have the focus. Mr. Carter previewed what will likely take place is that those attending will separate into groups. They will all brainstorm in their respective areas and exchange ideas and thoughts relative to what's working and where they are going, etc. Then the group will meet together as a whole to try to digest the information and incorporate and define the objectives of the Master Plan. That will result in producing a series of statements about those objectives and what is hoped to be accomplished. The role of URS, Corp. is to be the facilitator and help to take this information and make it concise.

Mayor Parker stated that last week in Saratoga Springs he had assigned some people specifically to certain roles as representatives on the various committees and questioned if they should be included in

the Workshop. Mr. Beckstrom commented that they would be included as Subcommittee members. The goal of the Workshop is to get a full perspective.

Mr. Carter added that URS will be providing materials and maps, etc. at the meeting.

On a further note, Mr. Price said at the beginning of the Commission there was a logo created for the Commission. A logo for the Master Plan has also been created. A catch phrase for the Master Planning process is also being discussed. The Steering Committee has approved the catch phrase URS proposed of "Awake Utah Lake". He passed around a copy of the proposed logo. The Steering Committee would like the word "planning" incorporated in the sub-heading for the logo. One suggestion for the sub-heading that has been favorable is "Planning for the Heart of the Valley". Mr. Price passed around samples of the logo sample and other sub-heading suggestions and invited everyone to add any other suggestions of their own. Those suggestions and any other feedback should be turned into Mr. Price or Ms. Mausser by the end of the meeting this morning. Commissioner Ellertson thanked Mr. Price and clarified that all feedback needs to be in today.

7. Review and approve a Travel Policy for the Commission.

Commissioner Ellertson asked Mr. Price to review the travel policy draft that was included in the packets sent to the Board. Mr. Price opened by saying that in all organizations travel is sometimes necessary. As a matter of fact, he is scheduled to attend a conference in St. George next week and by putting this travel policy in place it will give him the permission to do so. Having previously been with Orem City he explained he is most familiar with their policies. He adapted the travel policy from Orem City for the Commission and presented it for discussion.

Mr. Blohm questioned that in Item 1 it stipulates that "Travel shall berestricted to training" and asked if there wouldn't be any other reasons for travel. It seemed to him to be too restrictive. Mayor Johnson suggested just removing the words "restricted to training" and leaving as "Travel shall be limited by budget constraints that are appropriate and beneficial to the Commission".

Mr. Price was asked if this policy reflects the changes that were suggested by the Executive Committee. He confirmed that they were included. It was suggested that the word "business" could be substituted in place of "training."

Mr. Buehler commented that the policy basically states the purposes of travel. He thought Item 1 under "Guidelines" might not even be necessary. Discussion followed.

Mr. Walt Baker questioned Item 8 in regard to the sentence "Costs incurred for a traveling companion are not eligible expenses with the exception of expected participation of the employee's spouse." He requested clarification of what would be an exception. Mr. Price said he didn't change that from the Orem City policy. If spouses were to qualify then they would be eligible for per diem but they wouldn't get two hotel rooms necessarily, but the policy would allow for it.

Mayor Johnson moved to approve the Travel Policy with the appropriate change in Item 1 of replacing the word "training" to "business". It was seconded by Mr. Blohm and approved.

It was requested to shift to the Agenda item regarding the Bylaws in the interest of time.

8. Review and approve the recommended amendment to the Bylaws of the Utah Lake Commission.

Mr. Clyde Naylor had been asked by the Executive Director to conduct this item on the Agenda. Mr. Naylor requested all to refer to Page 4, Section 6.2 - Election of Officers. In the fourth sentence down it reads "Those individuals shall serve until the first meeting **following** of the next **full calendar year**. By inserting the bold-faced, underlined words of **following** and **full calendar year** and omitting the word "of" it will change the meaning of the sentence to how it was originally intended to read. In the Bylaws as they stand now it is written that the Commission would have had to re-elect the Chair and Vice Chair at the beginning of the year meaning last month in January. That was not the original intention.

The Bylaws were written to match the terms of the officers. By proposing these changes the Bylaws will read that the election of new officers will be held in January, 2009. That is the only change to the Bylaws being recommended at this time. It was moved and seconded to amend the By-Laws as described. Motion carried.

9. Review and approve a Procurement Policy for the Commission.

Mr. Naylor conducted the discussion on the Procurement Policy. About four months ago the Commission talked about the need for a Procurement Policy. In preparing this policy they used the Utah County and Orem City Procurement Policies as reference and combined the two and edited the essentials down to six pages. The policy is divided into six parts.

Part 1 – Definitions.

Part 2 – Administration.

Part 3 – Bid Processes.

In Part 3 there are three Sections.

A. Competitive Sealed Bidding.

B. Requests for Proposals.

In this section it discusses the process that was used to obtain the Master Plan consultant which was Request for Proposals (RFP).

C. Errors or Mistakes in the Bid Process.

Part 4 – Purchasing.

This is one of the most important items in the Policy. He reviewed the Sections:

A. Purchases over \$500.00 shall be based on at least three (3) bids or price quotations and shall awarded to the lowest responsible bidder. Supplies under the value of \$500.00 may be purchased at any convenient location.

Mr. Naylor commented that it doesn't much sense to get bids on paper and pencils.

B. Bids or price quotations shall be solicited from prospective vendors by written or oral request.

C. The person soliciting the bids or price quotations shall keep a record of quotations solicited; including vendor names, date of solicitation and price quoted, and shall include this information with the financial record for the purchase.

D. Purchases over \$1,000.00 shall be reviewed by the Commission Chair.

E. Purchases over \$5,000.00 shall go through a competitive bid process.

Mayor Johnson questioned the difference between Item A where it stipulates that (3) bids shall be obtained and in Item E where it mentions a competitive bid process. It was answered that Item A allows for price quotations and Item E is specifically for bids. Mr. Schwendiman further added that in Item E a competitive bid would be a sealed bid.

Part 5 – Exceptions to Bidding Requirements

A. Professional Service Contracts.

B. Annual audits.

The annual audit needs to be done by someone qualified and it's not necessary to go through a due process on that selection. That can be based upon qualifications.

C. Sole Source Procurements.

D. State Bid List.

E. Exchanges.

F. Utah Correctional Industries Division.

G. Used Supplies.

The Commission was able to get furniture from the County for its office and saved a lot of money.

H. Purchases by Other Governmental Agencies.

I. Federal or State Money.

J. Donated Funds.

Part 6 – Bid Awards.

A. Rejection of Bids.

B. Lowest Responsive Responsible Bidder.

C. Tie Bids.

D. Single Bids.

E. Bonds.

F. Contracts

Mr. Naylor commented that they believe the policy has appropriate classifications. They have gone through several drafts and would appreciate any other suggestions.

Mr. Blohm asked for clarification in regard to Page 3, Paragraph C. The sentence reads “The Executive Director may waive minor irregularities in bid procedures if he determines, in his sole discretion, that the minor irregularities do not have a material effect on the outcome of the bid process.....” Mr. Naylor commented that something might be out of balance and that the key phrase is “do not have a material effect.”

Commissioner Ellertson referred to Page 2, Part 3 that says “The notice inviting bids shall be published in a newspaper of general circulation...”. He said that although that is the current standard procedure in the Legislature there is a possibility that it may also come to include electronic means i.e. the internet. He proposed discussion on whether to leave the statement as is or to include “or other approved means” or something similar that would allow for electronic publishing. Mr. Robert West added that a similar wording is found on Page 3, Section B, Part 4 which says “the notice inviting proposals shall be published in a newspaper of general circulation...” and he suggested that both of the Parts should be changed if one is changed. He confirmed that the Legislature is contemplating making these changes to allow publishing on the internet. There was discussion.

Mr. Schwendiman stated that the Commission is not bound by state law and can have their own version. Commissioner Ellertson stated that Mr. West can work on the wording if needed. It was questioned whether there are purchases that are being contemplated before the next meeting so that this issue can be further researched. Mr. Price stated that he would like to purchase a projector and a backup hard drive for the office computers. It was discussed how those purchases would be made if the policy wasn’t yet approved. Mr. Price said he would simply approach the Board and then get some bids.

Commissioner Ellertson asked if everyone was comfortable with making the described changes in the Bylaws regarding electronic postings in order to approve the Bylaws and there weren’t any objections. Mayor Thompson brought to the attention of the Board that on Page 4, Part 4, Section A it states that “Purchases over \$500.00 shall be based on at least three (3) bids...and shall be awarded to the lowest responsible bidder.” However, on Page 4, Part 5, Section A it states “Contracts for professional service may be awarded at the discretion of the Executive Director and after approval of the Utah Lake Commission Board, based on professional qualifications, experience, willingness and ability to meet the Commission’s specific service requirements, cost of services, and other criteria deemed important.” He questioned why in one Section the choice was limited to the lowest bidder and that in the other there were so many other factors to base a decision on. Also, he questioned why would it be mandated that the award would go automatically to the lowest bidder if, for example, another bidder had a better reputation. Mayor Dain commented that this is how it is with state law. Mayor Thompson stated that the Commission is not bound by state law. Mr. Densley added that even state law has two divisions where

one is bound by the lowest bidder and the other requests proposals. Commissioner Ellertson stipulated that if there are other factors beside price to be considered than an RFP process should be followed. Commissioner Ellertson summarized that the Commission has two options; 1) Delay approving the Procurement Policy and make further changes or, 2) Make the changes as discussed and approve the Policy with the understanding that further changes may be made later.

Mr. Mike Styler read the following suggested change for Page 2, Part 3, Section A, Item 3 and on Page 3, Part 3, Section B, Item 4 to read "The notice inviting proposals shall be published in a newspaper of general circulation, noticed on the internet, or otherwise made public at least ten (10) days before the date of the opening of the proposals." There was discussion as to the exact wording including the suggestion to insert the word "**either**" in the statement.

Mr. Baker moved to accept the wording as discussed:

"The notice inviting proposals shall be published **either** in a newspaper of general circulation, **noticed on the internet, or otherwise made public** at least ten (10) days before the date of the opening of the proposals. "

Commissioner Ellertson pointed out that in the one Section it reads "bids" and in the other it reads "proposals". It was agreed that the motion would allow for the changes to be made with respect to keeping bids/proposals consistent with each Section.

It was also suggested that the motion include adding the word 'sealed' to Page 4, Part 4, Section E to read "Purchases over \$5,000.00 shall go through a competitive **sealed** bid process."

Mr. Baker agreed to include these in his motion. The motion was seconded and approved.

10. Other Business.

Mr. Baker asked if a Governing Board member has input relative to the Procurement Policy should that be directed to Mr. Price and that was affirmed.

Mr. Densley asked when Utah Lake Days is scheduled. Mr. Price announced that it is tentatively scheduled for Saturday, June 7, 2008. Mr. Densley commented that he felt the Festival is a wonderful opportunity for the Commission to gain support and promote the Commission. There has been talk that one of the activities might be a sailboat regatta. The Commission will be involved in the Festival and Mr. Price is actually attending a meeting regarding the Festival following the Governing Board meeting.

11. Confirm that the next meeting will be held at the Historic County Courthouse Ballroom on Thursday, March 27, 2008 at 7:30 AM

The meeting on March 27, 2008 will be a regular Governing Board meeting. The April meeting will be the meeting that is followed by the Visioning Workshop.

12. Adjourn.

The meeting was adjourned at 9:07 A.M.