

**Citizens' Open Space
Advisory Committee
(COSAC IV)
Council Chambers, 445 Marsac Ave.
January 14, 2014**



AGENDA

MEETING CALLED TO ORDER - 8:30 a.m.

ROLL CALL

ADOPTION OF MINUTES: November 19, 2014

STAFF AND BOARD COMMUNICATIONS/DISCLOSURES

PUBLIC INPUT

OLD BUSINESS

1. Risner Ridge Update (5 minutes)

NEW BUSINESS

1. Selection of Co-chair (5 minutes)
2. Future Meeting Schedule (10 minutes)

CLOSED SESSION

(Need motion to close meeting for discussion on property)

OPEN SESSION

(Need motion to open meeting)

ADJOURN

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the Park City Sustainability Department at 435-615-5201 24 hours prior to the meeting.

**COSAC IV Meeting Minutes
City Council Chambers
November 19, 2013, 8:30 a.m.**

COSAC members in attendance: Cheryl Fox, Wendy Fisher, Jan Wilking, Suzanne Sheridan, Andy Beerman Stew Gross, Tim Henney, Cara Goodman, Meg Ryan, Jim Doilney, Judy Hanley, Jeff Ward, Alisha Niswander, Carolyn Frankenburg

Excused: Charlie Sturgis, Rhonda Sideris, Kathy Kahn

Public (alternates): Bronson Calder, Carolyn Frankenburg, Kate Sattelmeier

Staff: Heinrich Deters, ReNae Rezac, Mark Harrington

CALL TO ORDER

Chair Ryan called the meeting to order.

ADOPTION OF MINUTES

October 22, 2013 – Judy Hanley corrected the minutes to reflect she was in attendance.

MOTION: Judy Hanley moved approval of all minutes as amended; Jan Wilking seconded.

VOTE: The motion carried.

PUBLIC COMMUNICATIONS

Chair Ryan called for public comment on items not included on the agenda. There was none.

STAFF AND COMMITTEE DISCLOSURES/COMMENTS

Heinrich noted Alisha Niswander (Kathy Kahn's alternate) was attending the meeting since Kathy could not attend.

Tim Henney noted that he would be stepping off the committee as of January 1 since he was elected to City Council. Heinrich stated Tim was an at-large member, Bill Cunningham being the first alternate with Carolyn Frankenburg being the second alternate. Since Tim is also COSAC's vice chair, a new vice chair must be elected.

Megan reported that Brooke Hontz reached out to both Tim and her to be sure COSAC was aware of the open space language and philosophy the Planning Commission had adopted. Tim added Brooke's concern was that COSAC's area of focus may not have been engaged in the Planning Department/Planning Commission's way of thinking with respect to the open space in the General Plan.

Mark Harrington clarified that COSAC's role is different than the Planning Commission's regulatory role.

Heinrich reminded the committee members if they are planning to participate electronically in a meeting, advance notice to staff is required so the noticing requirement can be met. The Friday prior to a Tuesday meeting is the day staff needs to be notified of their wish to participate electronically.

Chair Ryan called for public comment on any item not included on the agenda. There was none, so discussion moved to the action item on the agenda . . . final review and recommendation of Risner Ridge Preservation Easement document. Staff is advocating a recommendation to City Council to move ahead with the easement.

Jan voiced concern about locking up a parcel permanently.

Motion: Jim Doilney moved to forward a positive recommendation to City Council to adopt a preservation easement on Risner Ridge. Judy Hanley seconded the motion.

Vote: The motion carried, with Jan Wilking casting a nay vote.

The regular meeting adjourned at 8:55 a.m.

CLOSED MEETING

Motion: Jan Wilking moved to close the meeting to discuss property acquisition; Jim Doilney seconded.

Vote: The motion passed unanimously.

Kate Sattelmeier left the meeting.



COSAC Staff Report

Subject: COSAC Update/Administration
Author: Heinrich Deters
Department: Sustainability
Date: January 14, 2014
Type of Item: COSAC Meeting

Topic/Discussion:

1. Selection of COSAC co-chair position
2. Meeting Date review/update

Staff Recommendation:

1. Staff recommends the Committee select and approve a co-chair to replace Tim Henney's vacant position.
2. Staff recommends COSAC move to a monthly meeting schedule.

Background

On November 7th, 2013, Tim Henney was elected to the City Council and has since resigned his at-large position on COSAC. Bill Cunningham, the first at-large alternate has been named to replace Tim's seat on the Committee.

Analysis

There is no set process in which a chair or co-chair is nominated for their position. Members have been asked to show interest and thus confirmed. If two members show interest in the seat, staff will arrange a secret ballot to determine the Committee's preference.

Obligations of the co-chair are at minimum, attend meetings and administer the agenda if the chair is not in attendance. The chair and co-chair may be asked to attend additional meetings with staff or possibly a landowner at a future point if appropriate.

Significant Impacts:

N/A

Alternatives:

1. **Staff recommends the Committee select and approve a co-chair to replace Tim Henney's vacant position. (Staff recommendation)**
2. Do not select a co-chair.
3. The Committee may choose to continue the item because more information is required.

Funding Source:

N/A

Consequences of not taking the recommended action:

Meetings agendas and discussions are generally directed by the Committee chair. If the chair is not present, staff will direct meeting discussions.

Recommendation:

1. Staff recommends the Committee select and approve a co-chair to replace Tim Henney's vacant position.
2. Staff recommends COSAC move to a monthly meeting schedule.