



Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, December 2, 2009
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Tracey Douthett, Scott McClelland, Sharon Odell, Ron Perry, Kevin Simon, Marilyn Stinson. Scott Siemon arrived at 6:10 pm.

Absent: None

Staff/Employees Present: Rena Jordan, Bonnie Park, Bruce Dickens, Senta Beyer, Matt Strader

Attending Guests: Rick Perry

The meeting of December 2, 2009 was called to order by Chair Odell at 6:03 pm.

PUBLIC INPUT

Rick Perry expressed his deep concern about a slip incident at the Ecker Hill Aquatic Center during a recent swim meet. Perry suggested it might be time to re-evaluate the pool deck surface. Sharon Odell said the school district has tried various methods to minimize slip risk. This incident was due to a competitor running on a wet deck because she was late to her swim event. Odell said the deck is acid washed to rough up the surface; she is not aware of any other pool deck solution that is better. She suggested a next step would be for Perry to talk with the school board, and for the school district to propose a remedy. Odell has discussed the matter with pool manager, Todd Klarich. Perry suggested if there is a solution and funding can be made available through the Recreation District a future injury could be prevented. Jordan questions if the Recreation District might have some exposure from a liability standpoint if they assist in the improvement. Ron Perry suggested the School District consult with OSHA to see if they have a recommendation. Jordan said funds could be made available through the replacement reserve. At the suggestion of Sharon Odell, Jordan will confer with splash pad consultants to determine if there is a more suitable deck surface and report back.

PUBLIC HEARING 2009 AMENDED AND 2010 PROPOSED BUDGETS FOR OPERATIONS AND MAINTENANCE, CAPITAL PROJECTS AND IMPACT FEES

Chair Odell opened the public hearing at 6:25 pm. There was no public in attendance at this time.

Bonnie Park noted for the record that the hearing was properly noticed in the Park Record on November 18 and 25th, and also posted on the Utah Public Notice website.

Rena Jordan distributed an updated budget summary. She noted one change that results in an increased transfer to the capital fund. There have been no changes to the impact fee or debt service budgets.

At the request of School District staff Judy Tukuafu and Todd Klarich, the capital fund sources and uses now includes a contribution to Park City Aquatic Center to share in the cost of a large inflatable aquatic playground. This would be beneficial in providing an extra activity for the Basin Recreation school break camps. Douthett questioned if there is danger associated with the inflatable. Tukuafu and Klarich will provide a formal presentation in January; total cost of the inflatable is \$7,500. A placeholder has been included in the 2010 capital wish list.

Ron Perry initiated discussion on the COLA level the Board would support for staff in the 2010 budget. He is not in support of a staggered COLA that Summit County proposes to adopt. Rena Jordan explained changes in the District's health insurance plan, which creates a saving to the District, but adds an extra expense in premiums and co-pays to District employees. By comparison, larger employers such as the school district and Summit County, are able to offer a more generous medical plan. Following discussion, Perry said he would support a 2% across the Board COLA. Stinson and Simon concurred. Stinson questioned if Board per diem and compensation should be adjusted down because there are fewer meetings planned for 2010. Jordan said she left these budget line items the same in order to encourage Board member participation in District sponsored special events.

Jordan said the 2010 budget is less than the adopted 2009 budget, and it is possible that that District's certified tax rate for operations will drop.

At 6:50 Chair Odell called for a motion to close the budget hearing.

MOTION: To close the public hearing on the 2008 amended and 2009 proposed budgets. [Perry/Douthett] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Kevin Simon, Marilyn Stinson, Scott Siemon. None opposed. None Absent. Motion carries.

RATIFICATION OF EQUIPMENT PURCHASE FOR TRAILS DEPARTMENT

At the November 4, 2009 meeting, the District Board authorized the purchase of a PT-60 snow removal machine. Bonnie Park said to satisfy noticing requirements of the action it has been noticed for ratification this evening.

MOTION: To ratify Board approval at the November 4, 2009 meeting authorizing the purchase of the PT-60 snow removal machine in the amount of \$53,038.00 [Douthett/Perry] In favor: Tracey Douthett, Scott McClelland, Ron Perry, Kevin Simon, Marilyn Stinson, Scott Siemon. None opposed. None opposed. None absent. Motion carries.

DISCUSSION: 2009 DISTRICT GOALS YEAR END REPORT

Rena Jordan said staff has completed core value "survey monkey" surveys. The results will be considered in year-end performance evaluations. Comparatives from November 2008, June 2009 and the current survey will be analyzed with the assistance of H.R. consultant Chris Moffett to create a report for the Board. This will be the basis for Jordan to write manager reviews. Jordan said the biggest weaknesses are communication, accountability and teamwork. There is opportunity to continue to set goals for improvement. Internal goals set by staff will be presented to the Board in January, at which time the Board can review and finalize 2010 District goals.

DISCUSSION CONSIDERATION AND APPROVAL OF AMENDED PERSONNEL POLICIES

Jordan said at the November 4th meeting the Board postponed approval of the personnel policies to allow more time to consider overtime policies and the wellness benefit. She sent her recommendation to the Board prior to this meeting to clarify the overtime policy. Scott McClelland said he agrees with the recommendation to address the wellness benefit in the context of the 2010 compensation package review. He disagrees with the two and one-half time compensation rate for hourly staff on the six specified holidays. Jordan said hourly employees choose to take compensatory time in lieu of holiday pay so financial impact is minimal. Scott McClelland requested other Board members to speak up. Ron Perry asked the typical pay rate of those who would be asked to work. Kevin Simon asked what the highest applicable pay rate is currently. Jordan said it is \$26.10. Ron Perry said he would support double time, but not 2 ½ times. Stinson and Douthett concurred. Scott Siemon agreed with McClelland that it is the Board's responsibility to watch dollar and cents, which is why he does not support the wellness benefit either. Jordan encouraged the Board to look at the compensation in a whole package to have rationale and logic behind compensation comparisons. Siemon objects to Vail and Aspen as comparables. Stinson said Steamboat and Breckenridge would be the better comparables, but there are no really good comparables given the proximity of Salt Lake City. Simon suggested the scope of duties would be another factor to consider.

There being no other points of Board concern, Chair Odell called for a motion to approve. Jordan said the only other additional change of language that will come before the Board as a separate item will be for employee drug testing.

MOTION: To approve the District Personnel Policies and Procedures manual as amended with the understanding that holiday overtime pay shall not exceed double-time and to uphold the wellness benefit to be reviewed with the total compensation package proposed in 2010. [Perry/Douthett] In favor: Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. Opposed: Scott McClelland, Scott Siemon. None absent.

CONSIDERATION YEAR 2010 ADMINISTRATIVE CONTROL BOARD MEETING SCHEDULE

Board members briefly reviewed the proposed Board meeting schedule for 2010.

MOTION: To approve the 2010 Administrative Control Board Meeting Schedule as proposed. [McClelland/Simon] In favor: Tracey Douthett, Scott McClelland, Ron Perry, Scott Siemon, Kevin Simon, Marilyn Stinson. None opposed. None absent.

SERVICE PROVIDER APPROVALS/PLANNING UPDATE

Bonnie Park said a Highland Estates Plat Amendment for a road easement vacation request was reviewed at the last service provider meeting. This will give the District an opportunity to perfect a public trail easement to access the Highway 40 underpass from the north behind the homes along Highland Drive. At the December 8th Snyderville Basin Planning Commission meeting a work session will be held to discuss the proposed Silver Creek Village Center Specially Planned Area (SPA), located at the southwest quadrant of Highway 40 and I-80. This project has proposed a community park site and trails. In addition, there will be a public input session to take comment and input on the proposed Stone Ridge CORE Rezone, adjacent to Trailside Park.

APPROVAL OF MINUTES 10/21/09, 11/4/09, 11/18/09

Chair Odell called for comments or questions on the work session minutes of October 21, 2009 included in the Board packet.

MOTION: To approve the minutes of October 21, 2009, as written. [McClelland/Stinson] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Kevin Simon, Marilyn Stinson, Scott Siemon. None opposed. None absent. Motion carries.

Chair Odell called for comments, questions and a motion to approve the minutes of November 4, 2009. Bonnie Park said Scott McClelland had pointed out that it is Scott Siemon, not him, that will serve on the Nominating committee for 2010 Board officers with Tracey Douthett and Kevin Simon and she has made that correction. Park also said she inadvertently omitted Tracey Douthett from the list of attendees, and has corrected that as well.

MOTION: To approve the minutes of November 4, 2009, with changes noted. [Stinson/McClelland] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Kevin Simon, Marilyn Stinson, Scott Siemon. None opposed. None absent. Motion carries.

Chair Odell called for comments or questions on the Board field trip minutes of November 18, 2009 included in the Board packet.

MOTION: To approve the minutes of November 18, 2009, as written. [Douthett/Perry] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Scott Siemon. Abstain: Kevin Simon and Marilyn Stinson due to their absence at that meeting. None opposed. None absent. Motion carries.

APPROVAL OF INVOICES

Board members received a summary of payables in their Board packet dated October 31 – November 20, 2009 for Board review (attached). Scott McClelland questioned the District's fuel expense item. Jordan clarified that much of the District's fleet is fueled under the charge card assigned to Jason Lance. Following brief discussion, Chair Odell called for a motion to approve.

MOTION: To approve the payables of October 31 – November 4, 2009 in the amount of \$406,473.83 [McClelland/Stinson] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Scott Siemon, Kevin Simon, Marilyn Stinson. None opposed. None absent. Motion carries.

DIRECTOR COMMENTS/ACTION ITEMS

Rena Jordan noted three year end housekeeping tasks for the Board. Their evaluation of District goal achievement is due this evening. As previously stated, the core value survey results are forthcoming. Finally, she reminded the Board that they will need to get her year end review underway. Park stated there is a form provided in the District policies on governance.

Jordan reported on the first teen night conducted last weekend by recreation staff. The luau theme included swimming and a barbecue. Next month is a Wii theme at Trailside, with sledding if snow permits. The District will try to make this a monthly event for teens.

She reported that for the second time a batting cage fell in the Fieldhouse as it was being lowered. Fortunately no one was hurt. The manufacturer's representative will be in town next week. Matt Strader will be researching a new type of batting cage to explore replacement of the faulty cages.

Jordan updated the Board on staff involvement in forthcoming KPCW updates.

Jordan explained the rationale for having to limit participation in the District's upcoming holiday party at Jupiter Bowl to two attendees per invitation.

BOARD MEMBER QUESTIONS/COMMENTS

Sharon Odell said the Park City Racquet Club remodel open house was held this evening.

PUBLIC INPUT

No public input was provided at this point in the meeting.

At 7:58pm Chair Odell called for a motion to adjourn.

MOTION: To adjourn the meeting of December 2, 2009. [McClelland/Douthett] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Scott Siemon, Kevin Simon, Marilyn Stinson. None opposed. None Absent. Motion carries.

MOTIONS

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MOTION: To approve the 2010 Administrative Control Board Meeting Schedule as proposed. [McClelland/Simon] In favor: Tracey Douthett, Scott McClelland, Ron Perry, Scott Siemon, Kevin Simon, Marilyn Stinson. None opposed. None absent.

Minutes prepared by Bonnie Park

Clerk/Board Member Approval: 