



Snyderville Basin Special Recreation District
Special Board Meeting Minutes
Wednesday, January 16, 2008
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Ron Perry, Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Scott Siemon.

Board Members Absent: None

Staff/Employees Present: Ken Mickelsen, Senta Beyer, Rena Jordan, Bonnie Park, Mark Patterson, Eric Wilkinson, Padraic McGarry.

Attending Guests: Meeche White, National Ability Center; JoAnne Nadalin, The Canyons RVMA; Carol Potter, Mountain Trails Foundation.

Board Chair Ron Perry convened the meeting of January 16, 2008 at 6:10 pm.

WELCOME NEW BOARD MEMBER

Ken Mickelsen introduced Tracey Douthett, a Silver Springs resident and landscape architect/planner. Douthett replaces retired Board member Kathy Clark, whose term expired at the end of December, 2007.

ELECTION OF 2008 OFFICERS

The nominating committee proposed the slate of officers for 2008 at the December 12, 2007 Board meeting. Bonnie Park summarized the slate. After brief discussion, the following motion was made:

MOTION: To elect the slate of Snyderville Basin Special Recreation District Administrative Control Board officers, as proposed, for 2008: Sharon Odell – Chair, Tim Douglas - Chair Elect, Scott McClelland - Clerk, and Ron Perry – Treasurer. [Douglas/Odell] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Scott Siemon. None opposed. None Absent. Motion carries.

PUBLIC INPUT

Newly elected Chair Odell called for public input. There was no public input at this meeting.

INTRODUCTION OF NEW DISTRICT EMPLOYEES

Ken Mickelsen welcomed new full-time employees to the District. He explained the interview process. Both new candidates were the unanimous choice of the selection committee.

Senta Beyer introduced Mark Patterson who has experience with the Forest Service and BLM. He has worked seasonally with the District for three years in the trails department.

In the absence of Bruce Dickens and Jason Lance, Eric Wilkinson introduced himself as the crew leader for the parks dept. who has been with the District for a year and a half. Wilkinson introduced Padraic McGarry, who has been with the District for six months as a seasonal employee. McGarry leads the events crew.

NAC SWIMMING POOL PLAN REVIEW

Chair Odell introduced Meeche White, director of the National Ability Center (NAC). White said the NAC was fortunate to have a donor come forward to construct a pool. White provided conceptual plans and discussed the nature of the project. Pool temperatures will be high 80's to 90 degrees for therapeutic reasons. It will not serve the serious lap swimmer well. Swim lessons and water aerobics are planned activities. The pool design offers a zero depth entry, wheel chair ramp, lazy river, hot tub, and slide with lift. Support areas include a multi-purpose room, locker rooms, lifeguard area, storage. Groundbreaking is planned for May/June of 2008. Park City Municipal Corporation and Park City School District have been involved with the plans. The project will offer a winter indoor play area that is affordable, and will provide space while Park City Racquet Club improvements are made. Budget for construction is \$1.2 million. She explained the plan for "green construction," which contemplates solar heating for water and air. Other features include an indoor archery range, which will lend itself to other multi-use space. White emphasized that the intent is not to compete with other aquatic facilities, but to serve a niche in the community. Her purpose for attending this meeting was to inform the Recreation District Board about the project.

REGIONAL TRAILS AGREEMENT, EXHIBIT I.2.3. TO THE CANYONS SPA AGREEMENT

Bonnie Park introduced JoAnne Nadalin of The Canyons Resort Village Management Association (RVMA). Board members received a staff memo prepared by Park, along with the draft agreement, in their meeting packet (attached). Park summarized the key points and benefits to the District. Nadalin said in January of 2006, The Canyons, RVMA, and all property owners in the SPA received approval from Summit County to move forward with the golf course transaction. There was an amended Trails Agreement as a part of that transaction. In April 2006 Wolf Mountain would not agree to sign the documents. The RVMA and Summit County went through a number of months of negotiations with Wolf Mountain to no avail. The County found them in default, sued Wolf, and in October 2006 the two parties signed a settlement agreement. One provision of the settlement agreement is the conversion of licenses for trails to trail easements. The County is in a position to enforce that change. Because Wolf did not want to move forward with last year's golf course plan, the course was re-designed slightly, and modified plats and a golf course plan were approved in June 2007. The RVMA is now in the process of finalizing documents to allow moving forward with that transaction. Part of the new transaction involves cost sharing agreements that developers in the lower village are party to. These agreements include the obligation to build the trails. Portions of the Millennium Trail along the Lower Village Road, Frostwood Drive and Cooper Lane should be constructed in the next 12 to 13 months. Once plats are recorded, golf course financing will be put back in place, and the Willow Draw connector trail can proceed with construction of the course. Nadalin said the obligations in this agreement are stated clearly for all parties. She reviewed the map exhibit. Points of completion outside the Canyons RVMA responsibility will be the trail connection to the south through the Osguthorpe and Ivers properties to the McPolin Farm. Beyer said on the north end preliminary design is underway to get the Millennium Trail completed from Sun Peak Drive to Cooper Lane. Nadalin briefly reviewed comments from the Summit County Attorney's office. The County is yet to decide whether this new exhibit to the Canyons SPA Agreement requires public process as a "substantial amendment" to the SPA agreement, or if it is an "administrative amendment."

MOTION: To approve the Amended and Restated Regional Trails Agreement, Exhibit I.2.3. to the Canyons SPA Agreement, pending final review by the Summit County Attorney's office, in substantially the form of the agreement proposed tonight, provided there are no material changes, and to authorize the District Director to execute the document on behalf of the Board. [McClelland/Douglas] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

LICENSE AGREEMENT WITH PCMC FOR TRAILS MAINTENANCE.

Park said that the District is currently grooming the East Highway 224 connector trail from the Field House in the Basin to The Peaks Hotel at Holiday Ranch Loop Road. A portion of this trail, from the District boundary at Quarry Mountain to Holiday Ranch Loop Road, is within the City limits and they have requested a formalized license agreement and certificate of insurance for the District to provide this service. The agreement was provided in Board packets. Beyer gave a brief background on the Nordic committee that has met for several years to expand the winter grooming program, of which this is a part.

MOTION: To approve the License Agreement for Trail Maintenance between Basin Recreation and Park City Municipal Corporation, as proposed. [Douglas/Moran] Unanimous. All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

OPEN AND PUBLIC MEETINGS ANNUAL TRAINING

Mickelsen said that Utah law now requires that the Board Chair conduct annual training on open and public meetings for Board members. Information on open meetings, along with a brief test, was included in Board packets. This information was reviewed. Discussion followed and answers to test questions were clarified.

TRAVEL REQUESTS FOR ADMINISTRATION DEPARTMENT

Board members received a memo from Rena Jordan who would like to attend the Revenue Management School offered by NRPA in Colorado. After brief discussion, the following motion was made:

MOTION: To approve the travel request for Rena Jordan to attend the Rocky Mountain Revenue Management School in Estes Park, Colorado February 3rd through February 6th, 2008, in the approximate amount of \$1,215. [Perry/Siemon] Unanimous. All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

SERVICE PROVIDER APPROVALS/PLANNING UPDATE

Park said that two plats have been signed in the last month. The Summit Center is a commercial redevelopment project on Rasmussen Road. The Amended Newpark Parcel A and C for Newpark Condos and Commercial Condos was also approved.

APPROVAL OF MINUTES

Chair Odell requested a motion to approve the minutes of December 12, 2007.

MOTION: To approve the meeting minutes of December 12, 2007, as written. [Douglas/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

APPROVAL OF INVOICES

Rena Jordan provided a summary of payables dated December 13 – 31, 2007 and January 1 – 16, 2008 for Board review (attached). Tim Douglas asked about the percentage of fees received by the District for the Black Diamond soccer camp. Mickelsen said staff will report back with further explanation. Chair Odell requested separate motions to approve the invoices.

MOTION: To approve the invoices of December 13 – December 31, 2007 in the amount of \$16,902.27. [Perry/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

MOTION: To approve the invoices of January 1 – January 16, 2008 in the amount of \$74,666.19.
[McClelland/Siemon] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None Absent. Motion carries.

DIRECTOR COMMENTS

Organizational Chart and Board Roster

Mickelsen provided Board members with a copy of the District's organizational chart. In addition, a revised Board Roster was provided. Mickelsen asked that it be reviewed for accuracy.

Ecker Hill Field Damage

Mickelsen reported on damage at the Ecker Hill field complex last weekend. The School District contractor for snow removal used a front end loader to clear snow from the field closest to the bus turnaround so that dump trucks hauling snow could access the area. Then load after load of snow was dumped. It will be difficult to tell the extent of damage to turf and irrigation until spring. The contractor will be responsible for all expenses to repair the field damage. Mickelsen said some programs and activities may have to be moved. Other concerns stem from the run off and flooding of basements in adjacent condos this spring. Perry suggested periodically taking and dating pictures as the snow melts.

Board Retreat

Mickelsen reminded Board members about the February 9th retreat, 8am – 4pm, at the Utah Olympic Park. Orders for box lunches were taken. Mickelsen said some topics include discussion of a potential 2008 bond issue, organizational goals to be accomplished, continued discussion of mission/purpose/core values with Chris Moffet, Board per diem and compensation. McClelland requested time to discuss use of public recreation facilities by "for profit" entities, and directors and officers liability insurance. Odell said a decision date of April 2008 on whether to bond has been targeted. Siemon requested a timeline for 2008 capital improvement projects.

Insurance Claim

Mickelsen reported that, as instructed by the Board, the ULGT has paid the claims for medical bills associated with the Trailside restroom lock failure.

Recreation Manager Recruitment

Mickelsen said that the job advertisement for Recreation Manager was posted on the District's website, advertised in the Park Record and Jobs Available, and noticed through URPA and Workforce Services. He said the leadership team has received resumes for thirty-two applicants to review. He has requested each team-member select their top ten. Once consensus is achieved on the top candidates, interviews will be scheduled for February 9th when Chris Moffet will be able to participate in the selection.

RAP Grant Applications

Mickelsen requested Board input on RAP Grant applications. The leadership team has recommended the RAP grant for ice rink maintenance, a zero depth water splash area and picnic pavilion at Trailside Park. Snow removal equipment has been proposed by the Trails Dept. and blinds at the Field House have been proposed.

Douglas said grants are awarded based on number of people served, community support and availability of matching funds. Douglas said he will not be involved in this discussion due to his conflict of interest, but he can provide some facts. He said the total amount collected was \$590,000 for two year period. Distribution is population based, 50% Basin, 25% City, 25% Eastern Summit County. A formula is used to deal with cross boundaries and there is some discretion on the part of the committee for the distribution. He reported North

Summit is in deficit on their distributions over time, and that will be considered. Only government entities can apply, but non-profits can partner with public agencies. Funds can be used for wages, but not for consultant fees. A good rule of thumb on capital improvements is that they must be bolted to the ground. Application disqualifications come upon advice of county attorney's office. Douglas said the application period will begin the first part of February, with a deadline toward the end of February. Funds will be dispersed in March.

Mickelsen said the Board could choose to use reserve funds set aside for land acquisition if matching funds are needed.

Board members ranked their preferences, with Douglas abstaining due to his position on the RAP committee. Following discussion it was agreed that the priority items are Ice Rink, Field House mechanical improvements, Trailside splash pad and snow removal equipment for trails. Grants will be submitted for all four, unless the County Attorney's office disallows the capital equipment purchase for snow removal.

Bond

Mickelsen said Chair Odell has requested deadline on determining whether the District will proceed with a Bond. Board consensus is that this should be determined no later than April 16, 2008.

Mickelsen reviewed Park City Racquet Club remodel options, as follows:

Option 1 – Remove everything except the gymnasium and rebuild everything else.

Option 2 - Preserve the gym, existing tennis courts and small outdoor pool. Enclose the lap pool, add an indoor leisure pool, rebuild the rest of the building, expand the fitness area, and build two new tennis courts.

Option 3 – Add additional fitness space and include an indoor track.

Mickelsen said these options will be presented to the Recreation Board in February and then to the City Council for a final determination. This project will be funded out of general fund dollars. Board discussion on duplication of pools in the community followed. It was agreed a joint meeting between agencies would be helpful.

Mickelsen said staff would like to seek permission to gather the additional information that was left out of the last needs assessment survey. Board consensus is that staff should work with SRI consultants to complete the survey work as this information will be needed to drive bond decisions. A draft list of questions will be developed for discussion at the Board retreat.

Mickelsen said the District does have an obligation to Newpark to provide parking at the Field House if the expansion area is not utilized. It was suggested that an extension to this obligation be agreed upon in writing between the District and Newpark.

Siemon expressed his belief that the Board would be doing Basin residents a disservice if they rely on a Racquet Club pool expansion to serve District constituent needs for a swimming pool, especially given the traffic congestion on Highway 224.

BOARD QUESTIONS/COMMENTS

Tim Douglas said that COSAC and BOSAC were successful on closing the Quarry Mountain open space acquisition at the end of December (Clissold Property). A celebration is planned Tuesday, January 29th, 4-6 pm. The County Commission will proceed with a parameters resolution to issue the \$10 million open space bond, along with a reimbursement resolution to refund County open space coffers for this transaction.

EXECUTIVE SESSION

At 8:39 pm Odell requested a motion to enter into executive session for the purpose of discussing land acquisition and personnel matters.

MOTION: To enter into executive session for the purpose of discussing land acquisition and personnel matters. [Perry/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Scott Siemon. None opposed. None absent. Motion carries.

MOTION: To close the executive session of January 16, 2008 and re-open the public meeting. [McClelland/Douglas] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Scott Siemon. None opposed. Absent: Motion carries.

A motion to adjourn the meeting of January 16, 2008 was made at 9:16 pm. [McClelland/Douthett] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Scott Siemon. None opposed. None Absent. Motion carries.

MOTIONS

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Minutes prepared by Bonnie Park

Clerk/Board Member Approval:

