



Snyderville Basin Special Recreation District
Special Board Meeting Minutes
Wednesday, March 19, 2008
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

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

Board Members Absent: None

Staff/Employees Present: Ken Mickelsen, Bonnie Park, Shelley Phillips-Nielsen

Attending Guests: None

Board Chair Sharon Odell convened the meeting of March 19, 2008 at 6:03 pm.

WORK SESSION: NEEDS ASSESSMENT SURVEY AND BOND DISCUSSION

Ken Mickelsen updated the Board on a meeting held last week to discuss public pool facilities. Attendees included representatives from NAC, Park City School District, Park City Municipal Corporation and Basin Recreation. Board members Odell and Moran attended that meeting. Moran said he believes all parties are open to exploring a joint project. The NAC will obtain a rough cost estimate to expand their design, but their donor would not want to contribute to another location. Park City School District will obtain an estimate to expand Ecker Hill from the architectural firm VCBO. Moran and Odell believe that if it is to be a joint project, the NAC location is the most likely. Odell asked if the bond attorney has provided an opinion on use of bond monies in partnership with a non-profit. Park said Blaine Carlton at Ballard Spahr replied to her email and stated that there are ways to do it, but depending on how the transaction is structured, the tax-exempt status of the bonds could be at risk. Odell believes Park City will proceed with Racquet Club improvements, and the NAC will proceed with their project. The District will have to make a decision on the best location to partner. Options include putting money into the NAC project, or expanding the Aquatic Center at Ecker Hill. Mickelsen said the City is open to considering a contribution of \$2 million from their general fund toward the NAC. There appears to be willingness to look at options. At the joint agency meeting Councilwoman, Candy Erickson, requested a fiscal analysis on Racquet Club revenues, knowing user fees could increase with the improvements proposed at that facility. Perry said that he is not in support of the District building a pool at the Field House, but supports a splash pad. Moran expressed his concern that the survey questions may need to change based on the feasibility of a joint project. Mickelsen said there is merit to continue to look at the survey instrument to see if it is targeting the information the Board desires to know. Mickelsen summarized Gary Manross' opinion on why to include questions about the state of the economy and trails; they are important in predicting the success of an election and threshold of willingness to pay. After discussion, it was agreed that questions on the economy and trails be included. McClelland expressed his belief that the greater Park City area needs a leisure pool, with water depth. He believes he speaks on behalf of a demographic that is currently under-represented on the Board.

Douglas said he believes survey results will help the Board answer what facilities residents want and where they are best located. Moran would like to ask if respondents would support a bond if a leisure pool were located somewhere other than the Field House. He also suggested rephrasing the state of the economy question to ask if residents would support a bond. Discussion followed on capital cost/public benefit of a climbing wall and if a second indoor field is needed. Mickelsen said staff will review how the existing field is utilized and provide that information at the next meeting. Board feedback on the survey will be sent to Manross and a refined survey will be distributed in advance of the April 2 meeting.

The work session concluded at 7:12 pm. Chair Odell opened the public portion of the meeting at that time.

PUBLIC INPUT

There was no public input at this meeting.

DISCUSSION: 2008 GOALS

Ken Mickelsen provided a handout on organizational and Board goals for 2008 based on discussion held at the February retreat. They include:

1. Board decision on whether or not to place a bond on the ballot in 2008;
2. Implement/make real the new approved purpose, mission and values statement for the District. This will necessitate the development of measurable features that can be evaluated;
3. Strategic Planning includes staff and board working together to look at the potential for land acquisition; financial forecasting for operational and capital needs; and continued development and implementation of a capital improvement plan over the next five years.
4. Public relations and identity will include branding the District. Several staff members will share in accomplishing this goal.
5. Facility maximization and collaboration includes working with other entities, for example collectively working toward development of a Kamas type pool.
6. Community partnerships.

Mickelsen reminded the Board that goals were outlined in 2007 and staff was evaluated on how well goals were accomplished. This will occur again in 2008, and periodic Board updates on progress will be provided.

DISCUSSION: RESTATED POLICIES AND PROCEDURES

Bonnie Park said the ultimate goal in reviewing the District's policies and procedures is to repeal and re-adopt the District's manual at a future date. Several policies have been reviewed and revised over the last several months. Other policies are proposed or amended due to recent changes in Utah Code. Growth in the District since 1998, changes in Board roles, and the addition of professional staff has rendered some policies obsolete. Park said she felt it important to familiarize the group with significant changes so as not to overwhelm the Board when the document is distributed for final review prior to adoption. In the 2007 and 2008 legislative sessions, substantial amendments to rewrite, reorganize, renumber, repeal and re-enact provisions of Utah Code related to Local Districts and Special Service Districts were signed into law. Park has tried to capture important provisions. Changes to Board Rules and Regulations have been reviewed in recent Board meetings. Relationship of the District to other agencies has been refreshed; BOSAC was added, as was reference to the Joint Use Agreement between SBSRD, PCMC and PCSD. Park said the requirement to notice meetings on the Utah Public Notice Website has been pushed back to April 2009. The section on Government Records Access Management has been reviewed. Fees charged for copies, computer disks, staff time, etc. in responding to a GRAMA request have not been updated since 1998; Park researched those fees charged by Summit County and revised this section. Fiscal policies have not been significantly changed, except to make reference to debt service more general in nature. Purchasing policies were amended and adopted in May of 2007; Park reviewed those policies, procedures and criteria related to competitive bidding. Parks, trails and recreation facility

programming policies now reflect that any time the District proposes a new fee or increases an old fee there are advertising and public hearing requirements. Policies for special events were adopted May, 2007, and are incorporated. Mickelsen emphasized the importance of completing the updated policy manual for Board adoption.

MOU FOR MANAGEMENT OF MID-MOUNTAIN TRAIL RESTROOM

Board members received a copy of the proposed agreement and a staff memo in their meeting packet. Park said the agreement is straightforward and intended to state the responsibilities of Mountain Regional and the District with respect to the public restroom on the Mid-mountain Trail. The District currently pays utilities for water and sewer at that service address. Mountain Regional pays for building upkeep, electricity and insurance. Brief discussion followed, after which Chair Odell called for a motion.

MOTION: To approve the Agreement for Operation and Maintenance of The Colony Pump House/Public Trail Restroom between SBSRD and Mountain Regional Water Special Service District, dated March 19, 2008. [Douglas/Perry] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Scott Siemon was excused due to technical difficulties on the teleconference line. None opposed.

LETTER AGREEMENT FOR EXTENSION OF NEWPARK PARKING OBLIGATION

Board members received a copy of the proposed agreement and a staff memo in their meeting packet. Mickelsen said that the District still has the potential obligation with Newpark to provide parking in the un-built area of the outdoor field at the Field House. Currently there is an unwritten understanding which is intended to be memorialized through the approval of this agreement. Chair Odell called for a motion.

MOTION: To approve the Letter Agreement between the District and Newpark, dated March 19, 2008, to extend the deadline for construction of parking until June 1, 2009, allowing SBSRD to complete needs assessment surveys in planning a second phase, in preparation for a possible bond election in November, 2008. [McClelland/Moran] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Scott Siemon was excused due to technical difficulties on the teleconference line. None opposed.

SERVICE PROVIDER APPROVALS/PLANNING UPDATE

Park said no plats have been signed in the last two weeks. She reported the Canyons Trails Agreement was approved by the Board of County Commissioners this afternoon. At the last service provider meeting Silver Creek Unit I, a mixed unit development proposed by Holmes Home was presented. This is also known as the Anderson development parcel. It includes 804 dwelling units and 27,500 s.f. of commercial. Due to the nature of the vested development approval, there is no provision for community parks, but staff has recommended consideration of a trail connection from Silver Creek to Bitner Road. There is a neighborhood recreation center proposed in the project.

APPROVAL OF MINUTES

Chair Odell requested a motion to approve the minutes of March 5, 2008. Bonnie Park said Scott Siemon had comments on the minutes during the work session portion of the meeting. Mickelsen pointed out that work sessions are intended to have Board members express opinions while they study a topic. Study sessions are not meant to have detailed minutes. After discussion, Park suggested the item be tabled until the April 2nd meeting to allow time for revisions.

APPROVAL OF INVOICES

Board members were provided a summary of payables dated March 6 – 19th, 2008 for Board review (attached). Chair Odell called for a motion to approve.

MOTION: To approve the invoices of March 6 – 19th, 2008 in the amount of \$84,165.81. [Perry/Douthett] All in favor: Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Tim Douglas abstained because he did not have a copy for review. Scott Siemon was excused due to technical difficulties on the teleconference line. None opposed.

DIRECTOR COMMENTS:

Ken Mickelsen reported that at the URPA banquet in St. George they gave retiring Recreation Manager, Steve Parker, a lifetime achievement award from the Utah Parks and Recreation Association. He reminded the Board that Parker's retirement party will be held Monday. In addition to current Board and staff, former Board members and co-workers have been invited; fifty to sixty guests are expected to attend. A more informal gathering at Loco Lizard on Thursday, March 27th will also be held. Parker's last day is Friday, March 28th.

BOARD QUESTIONS/COMMENTS

A motion to adjourn the meeting of March 19, 2008 was made at 8:17 pm [Perry/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Scott Siemon. Motion carries.

MOTIONS

MOTION: To approve the Agreement for Operation and Maintenance of The Colony Pump House/Public Trail Restroom between SBSRD and Mountain Regional Water Special Service District, dated March 19, 2008. [Douglas/Perry] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Scott Siemon was excused due to technical difficulties on the teleconference line. None opposed.

MOTION: To approve the Letter Agreement between the District and Newpark, dated March 19, 2008, to extend the deadline for construction of parking until June 1, 2009, allowing SBSRD to complete needs assessment surveys in planning a second phase, in preparation for a possible bond election in November, 2008. [McClelland/Moran] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Scott Siemon was excused due to technical difficulties on the teleconference line. None opposed.

Minutes prepared by Bonnie Park

Clerk/Board Member Approval:

