



Snyderville Basin Special Recreation District  
Special Board Meeting Minutes  
Wednesday, October 1, 2008  
Schefter Conference Room - Trailside Park  
5715 Trailside Drive  
Park City, Utah

**Board Members in Attendance:** Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. Sharon Odell arrived at 6:08. Scott Siemon arrived at 6:30 pm.

**Absent:** None

**Staff/Employees Present:** Ken Mickelsen, Bonnie Park, Rena Jordan, Bruce Dickens, Shelley Phillips-Nielson, Justine Islieb.

**Attending Guests:** Burke Cartwright and Holli Adams (EDA Architects) Tom Anderson (Water Design Inc).

Chair-Elect Tim Douglas convened the meeting of October 1, 2008 at 6:05 pm.

### **PUBLIC INPUT**

There was no public input at this meeting.

At 6:06 Douglas called for a motion to enter into executive session for the purpose of discussing land acquisition. [Perry/Douthett]. All in favor: Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Sharon Odell, Scott Siemon. Motion carries.

At 6:23pm a motion to close the executive session and re-open the public meeting was made. [Douglas/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Scott Siemon. Motion carries.

Ken Mickelsen provided a summary of the trip to San Francisco to meet with bond rating agencies Moody's Investment Services and Standard and Poor's, and insurance agency FSA. He complimented Brian Baker, District financial advisor from Zions Bank Public Finance, for facilitating the trip and structuring a well thought out presentation. Mickelsen said the team answered all questions of the rating agency representatives during the presentation. He is optimistic that the District's rating will improve. Discussion followed on current market conditions in the municipal bond market due to volatility on Wall Street. With the assistance of Baker, District staff will continue to monitor changes in the market. The Preliminary Official Statement for the \$10 million open space bond sale is scheduled for distribution on October 8<sup>th</sup>, with the competitive sale scheduled for October 22<sup>nd</sup>.

### **TRAILSIDE SPLASH PAD OPTIONS**

Mickelsen welcomed architects Burke Cartwright and Holli Adams, and Tom Anderson of Water Design Inc. Adams provided several handouts, including three splash pad design options. A Trailside Park survey map with

contours depicts existing grades. Steep grades have complicated the project proposed for the current dog park location as suggested by the Board. For a splash pad to be safe it must be flat. To some degree there are limitations on this location. Adams said Mickelsen and Dickens requested that three splash pad options be prepared, in the \$300,000, \$400,000 and \$500,000 range. The architects have recommended Vortex as the splash pad vendor for a number of reasons. Energy, water waste, sales and service, play value and life cycle costs. Three splash pad sizes are under consideration, 1,000 s.f., 2,000 s.f. and 2,500 s.f.

Adams said that there are base costs associated with any of the three options, including earthwork, utility costs, and re-circulating system costs. The minimum "apron" requirement is 5'. It is sloped away from the splash pad, and provides a buffer from sand, grass or other material from being introduced to the filtration system. Cartwright said the mechanical room is 12' x 20' and is the minimum size to accommodate all options.

Anderson noted that fixed costs for any splash pad are \$200,000 - \$250,000. The difference between Options A, B, and C are related to the number of features and toys.

Adams said no funding is proposed for fencing, except for the equipment area. Costs associated with heating water include running a gas line from the lower park building. Board members agreed at the last meeting that water should be heated. Anderson said heating of water in a park setting may be less important because it is like running through the sprinklers. When a splash pad is paired with another recreational water facility that is heated, then the splash pad water should be heated as well. Anderson recommends that because of Park City climate the Trailside pad should be heated early and late in the day at a minimum. This would require a gas line extension. The trellis feature will provide shade, but could also support solar panels. Option A does not include a covered trellis; it is an open wood structure. Options B and C include a roof panel to provide full shade. Mickelsen pointed out that the solar panel enhancement in Option C comes at a cost of \$48,000; solar panels could be added to Options A and B at this cost. Anderson said water will come from a 2,500 - 3,000 gallon reservoir. He can provide an estimated cost factor to heat based on experience, but there are many factors such as evaporation and how much water is carried out on clothing. He will base calculations on a typical size pad and estimated run time. The heater will be between two to four-hundred thousand BTU's.

Discussion followed on the base cost of infrastructure, and play value of in ground sprays and water toys. Adams said zones are designed for different ages, toddlers through teens. Odell expressed concern over vandalism and the fact that no fencing is proposed. Mickelsen said he believes fencing is important to prevent entry by dogs, vandalism and better control. Adams said due to the proximity of the trail, a fence would provide a safety barrier for toddlers. McClelland asked if fences are typical at other parks. He believes the splash pad is less inviting with a fence. Anderson said the decision to fence is park specific depending on the issues. Douthett inquired if toys are removable. Anderson said the Vortex system is one of the few that have a "swap system." They are designed with a connection that is flush with the concrete pad, so toys can be removed and a winterizing cap put in place. Toys can also be switched out during the summer for added interest. In response to a question, Adams addressed water circulation upgrades per code at a cost of \$25,000 to provide a UV treatment system. Anderson said splash pads are susceptible to water borne illnesses (cryptosporidium and giardia) because water is washed into the reservoir and there is little dilution. One effective way to deal with this health issue is a UV sterilizer. Super-chlorination is not ideal due to the 24 hour shut down period required and complaints related to fading of clothes. UV systems are hooked up in the equipment room and can be added at any time. The Board could make the choice to spend money on two toys at the cost of UV. Maximum number of toys must be planned at the start, as part of the infrastructure at the time the concrete pad is constructed. UV Light bulb replacement cost is three to five-thousand dollars every two to three years.

Scott McClelland questioned funds available for this project. Mickelsen said a \$400,000 allocation was budgeted but the RAP grant award was less than the \$200,000 match proposed. It is up to the Board to

determine how much they want to spend and if they want to allocate funds currently earmarked for land acquisition. Discussion followed on ways to reduce costs by exploring alternatives to provide shade, and possibly moving the splash pad to the lower park area. Mickelsen reminded the Board that this location was considered but rejected due to traffic congestion. Dickens said that space is about 2,500 square feet. Advantages and disadvantages of the two sites were revisited. Advantages of the upper park include wind shelter and no traffic concerns. Advantages of the lower park include extended sunlight and infrastructure savings. Cartwright summarized the front loaded cost of the infrastructure, as it relates to the size of the splash pad and number of toys provided. Mickelsen suggested the architects develop a cost comparison between sites. Sharon Odell requested that a list of items for board consideration be brought back, to include solar panels (water heating), location, UV, trellis or alternative shade, and extra fittings for toys. Adams said the toy choices will influence cost of operations.

At the conclusion of the splash pad discussion Board members were in agreement on providing heated water, UV, some form of shade, and extra fittings for future toys. The project team will prepare operational expenses including water, electrical and heating costs. Adams said part of the cost built into toy package sold by Vortex includes staff maintenance training. Board members were also interested in re-visiting the location of the splash pad within the park. Mickelsen asked for Board direction on construction budget. Most were in agreement that the \$400,000 proposal (Option B) is in line.

### **2009 DRAFT BUDGETS**

Mickelsen said the numbers presented tonight are preliminary and will likely change by the time the budget is adopted in December. He said Jordan has been working with each department manager to develop a forecast for the remainder of the year. Mickelsen said in reference to personnel services he has previously addressed the Board on adding two positions in 2009; one in accounting and possibly a mechanic. At this time only the accounting position has been included. Mickelsen said tax revenues and interest are projected to be down. It has been estimated that only \$150,000 will be available for rollover to the capital fund unless the Board chooses to draw down the fund balance. He said the rating agency analysts were impressed with the fund balance that the Board maintains, currently at 80%.

Jordan provided handouts for the 2009 budgets, including a historical overview worksheet. Contribution to the ice arena has been excluded from the administrative budget for this snapshot in order to reflect true administrative expense. Moran clarified that in 2007 the actual admin expense was \$1.6 million and in 2008 it is \$737,000. Jordan said in 2007 department manager salaries were allocated to administration; in 2008 all manager salaries have been departmentalized. The 2008 amended budget has been forecasted for year-end. It reflects a reduction of \$82,000 in property tax collections due to the 2008 certified tax rate. A 6% increase in property tax revenues is projected in 2009. The 6% factor will be used by the Summit County Auditor in preparing the County budget, as well. Jordan has slightly increased the 2009 redemption line item, due to the likelihood that property owners will defer paying their 2008 taxes on time. In summary, the projected ending number of the draft 2009 budget is close to break even, with a \$12,455 contribution to the fund balance or the capital budget. In 2008, the projected contribution will be \$153,971. Moran observed from 2006 to 2008 there is a 55% increase in O&M and asked what this is attributed to. Jordan said this is largely due to personnel costs, including benefit increases. Mickelsen said there is no tax rate associated with the proposed budget. He said in future years this may not be the case and the Board may have to consider truth in taxation. The health care contract with Aetna will continue in 2009 and health costs increase every year. He also noted that upon his arrival as Director, he conducted a salary survey and it was determined that the District retirement contribution was extremely low. At that time it was increased to 11.59% of each employee's salary, rather than the flat rate in place at the time. Mickelsen said he will meet with the personnel committee to determine the 2009 cost of living increase. Currently Perry, Siemon and Odell serve on the personnel committee. Mickelsen reiterated there will not be a substantial amount of money at year end to allocate for 2009 capital projects. Discussion followed

on the replacement reserve account. Mickelsen said the Fieldhouse artificial turf may need to be replaced in 2010, and this will be a major cost. Perry asked what the anticipated tax collection rate will be in 2008. Park said the County Auditor believes it will be lower than normal; in recent years the collection rate has been over 90%. Jordan said from a cash flow standpoint, the fund balance may be needed next year. Mickelsen highlighted the extensive capital completion items of 2008. He said the good news is that the District will have a balanced budget and will have the ability to maintain quality of service and facilities.

### **SERVICE PROVIDER APPROVAL/PLANNING UPDATE**

Park said that no new plats have been signed in the last two weeks. A recent change in the development code to provide for work force and affordable housing has prompted some large projects to request rezones for major development. One is proposed at Kimball Junction for the Summit Research Park. Another is for the Silver Sage Development on the east side of Highway 40. Odell asked how affordable housing will affect impact fee collections. Park said there is no mechanism in place to waive recreation facilities fees, but there has been discussion on County reimbursement for those fees. For example, Mountainlands Community Housing Trust is pulling permits for four affordable housing units proposed in the Woods at Parley's Lane Development. Park said the District will bill the County, but if they do not pay the fee it will be billed to Mountainlands.

Park said a media event will be held this Friday, October 3<sup>rd</sup> to celebrate open space acquisition of the Koleman property. She is working with Recycle Utah to determine what can be re-used or recycled at the former Kid's Kampus school, and the Fire District will be using the building for firefighter training in the early spring.

### **APPROVAL OF MINUTES**

Scott Siemon requested his comment related to solar heating of water be struck from the minutes because he was not in attendance on the trip to the Magna facility. His understanding of solar heat came from architectural team interviews.

MOTION: To approve the minutes of September 17, 2008 with changes noted. [Siemon/Perry] In favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Sharon Odell, Ron Perry, Scott Siemon. None opposed. None absent.

### **APPROVAL OF INVOICES**

Board members were provided a summary of payables dated September 18 – October 1, 2008 for Board review (attached). McClelland noted the purchase of used mountain bikes from Jans for trail crew use and requested security measures be taken to account for and secure them at the end of the season.

MOTION: To approve the invoices of September 18 – October 1, 2008 in the amount of \$346,825.61. [Perry/Douthett] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None absent. Motion carries.

### **DIRECTOR COMMENTS**

Mickelsen reminded the Board that HR consultant, Chris Moffet will be in attendance for a study session with the Board at 6pm next Wednesday, October 8<sup>th</sup>. Board members asked Mickelsen to send out an email reminder. Plans are underway for the District holiday social. Available dates for curling and ice skating at the Park City Ice Arena will be determined.

### **BOARD QUESTIONS/COMMENTS**

Mickelsen told the Board that during a crack sealing project on the Silver Summit Parkway berm trail there were two elementary school students that burned hands and ruined Heelie shoes and bicycle tires. An incident report was filed. Fortunately the burns were not severe. District staff will ensure that contractors sign trails for

closure during any future maintenance activity of a similar nature. The District will reimburse the families for the replacement cost of the shoes and bike tires.

Scott Siemon asked about color coating of Trailside tennis courts. Mickelsen said they are scheduled for completion October 6<sup>th</sup>, weather permitting. Board members requested capital projects be highlighted for public relations purposes.

Bonnie Park reported that four applications were received for the Board vacancy following Jim Moran's resignation. Mickelsen said he received phone call from two of the applicants. Park said the County Commission will appoint this replacement, and she will be advertising soon for the positions of Douglas and Perry whose terms expire at the end of the year. They may apply for re-appointment.

A motion to adjourn the meeting of October 1, 2008 was made at 8:50 pm. [Perry/Douthett]

### **MOTIONS**

There were no motions approved at this meeting other than minutes and invoices.

Minutes prepared by Bonnie Park

Clerk/Board Member Approval: \_\_\_\_\_

