



Snyderville Basin Special Recreation District
Special Board Meeting Minutes
Wednesday, October 15, 2008
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

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

Absent: None

Staff/Employees Present: Bonnie Park, Rena Jordan, Senta Beyer. Ken Mickelsen participated by conference call.

Attending Guests: Kevin Callahan and Kent Wilkerson, Summit County Public Works representatives; Carol Potter, Mountain Trails Foundation.

Chair Odell convened the meeting of October 15, 2008 at 6:10 pm.

PUBLIC INPUT

There was no public input at this meeting.

SNYDERVILLE BASIN CONNECTIVITY STUDY REVIEW

County Public Works Director, Kevin Callahan, explained that the "Connectivity Study" of the Kimball Junction area was heavily inspired by Park City's "Walkability Study." It is designed to identify how to create better pedestrian and cyclist connectivity within a 400 acre study area, including Redstone/Newpark as the "East Walkable Center," Landmark Drive/Walmart/Outlet Stores as the "West Walkable Center," and the "Southwest Walkable Center" in the land area owned by PRI/Boyer. The Kimball Junction area will strongly benefit from an improved network that promotes multiple modes of transportation between centers of attraction. Commercial uses generate a daily traffic load of 30,000 trips on 224, with another 30,000 crossing from Landmark to Newpark. The goal is to reduce daily traffic by 5-10% with non-motorized means. Callahan said the improvements will be phased. The Recreation and Trails Master Plan, among other land use plans, support the goals of this study. An off-grade crossing under Hwy 224 from Newpark Blvd. to Olympic Parkway is proposed in phase 2, and planned in the next 4-8 years. In the next three years the transit plan calls for a Park City style Main Street Shuttle so shoppers in the Junction area will not have to get back in their car to go from point to point. Options to explore in the long term include rail (at or off-grade), an elevated guide way and transit. Callahan said the transit center proposed at PRI will accommodate 9 buses and two to three slots for vans. Park and ride services could be incorporated. The center could be built in conjunction with the visitors information center. Currently transit in the Basin carries 700,000 passengers annually, with growth at 10 – 15% per year. A transit facility will be needed to meet this kind of ridership. Sharon Odell commented on the success of existing trail use from Silver Springs to Redstone. Douthett observed that Redstone and the Outlet Stores

were designed for pedestrians. She said other commercial projects in the Junction are somewhat poorly planned for walkability. Retro-fitting for pedestrians now, and making it a pleasant experience, not just as sidewalk next to a road would be a good approach. Private land ownership is one challenge to the retrofit. Board members expressed interest in the gondola concept. It was recommended that an elevated guide way of this kind be able to accommodate bicycles and strollers by design.

TRAILS MAINTENANCE AGREEMENT WITH SUMMIT COUNTY

Callahan described the history of the Trails Maintenance Agreement. Portions of the trail system have been developed by the County in conjunction with road projects and in cooperation with the District. Expectations for pedestrian connections have been set to access schools, major commercial facilities and major transit stops. Moving about in the winter is hazardous if trails are not maintained. A pilot program was instituted last year. District staff provided snow removal along pre-identified trail segments, and challenges have been identified. The 2009 program has been refined with additional equipment and modification of trail segments to be maintained. On a split vote this afternoon the County Commission adopted the Agreement. Senta Beyer said equipment and manpower were challenges in 2008 and the 2009 Agreement provides additional funding for personnel and equipment upgrades. She said it is important that the District not compromise its winter recreation trails grooming program in order to provide the snow removal service. Funding for the 2008 program was projected at \$64,000, but the District received \$28,000 based on tracked hourly cost of personnel and other associated expenses of the program. The 2009 Agreement calls for a lump sum payment of \$55,951. The Agreement will be provided for Board approval in November.

Park said a Trails License Agreement between the District and Park City was also approved last year to provide winter grooming on the 224 connector trail. Beyer said the 2009 proposal is slightly modified. Park and Beyer recommended that both the License Agreement with Park City and Maintenance Agreement with Summit County be brought forward together for approval in November.

CAPITAL BUDGET DISCUSSION

Rena Jordan provided a budget worksheet representing capital fund sources and uses. This "checkbook" overview provides a summary look at the 2008-2009 fund balance for capital, including all revenues and expenditures for 2008 and possible inflows and outflows for 2009 (attached). She said if 100% of all budgeted capital expenditures in 2008 had been spent, the District would have been overspent by \$31,865. The amended 2008 budget recognizes a starting fund balance from the audited financial statement of \$1,747,787. She reviewed inflows and outflows of 2008. The net effect of the Koleman acquisition is proposed as a \$1 million in and outflow from impact fees. The allocation for tennis courts budgeted in 2008 reflects \$150,964 expended this year, with a \$24,036 expenditure planned in 2009 for the completion of court surfacing. Based on a forecasted year end operations budget, a \$130,167 contribution is projected to rollover to the capital fund. A \$101,102 transfer is planned to re-fund the replacement reserve account to the designated \$300,000 balance. Starting capital balance for 2009 is projected to be \$867,441. Less designated reserves, the capital fund balance before expenditures is \$660,441. With other planned expenditures including a splash pad budgeted amount of \$470,822, the ending capital fund balance would be in the negative \$100,000 range. Mickelsen said this is based on the assumption that the most expensive splash pad option is approved. He believes design development costs to be included in the budgeted amount. Some Board members expressed concern about completely depleting the capital fund, while others said the capital fund is intended to be spent down. It is the future operations budget break-even projections that are of concern. Jordan said additional inflows to capital could be realized if property tax collections for operations are higher than expected. Park added if operations dollars are under-spent, this too could increase the rollover amount. Beyer reviewed proposed expenditures for trails. Mickelsen pointed out that all funds set aside for trails in 2009 and 2010 will be spent. The only future money available for trails will be through rollovers from operations or bonding. Beyer added that a small amount of funding will come through impact fees. Moran pointed out that trails are ranked number one by constituents, and there is little money left

for additional improvements. Mickelsen said when financial forecasting occurs the Board will need to consider this matter and it will be better understood on November 5th when a determination on the splash pad is made. He said the budget will be balanced for 2009, but it is becoming more difficult to allocate funds from operations to capital. That is why Mickelsen said truth in taxation is more than likely for 2010. Other options could be to delay re-funding of the replacement reserve in the amount of \$101,000, although this is not recommended due to the need to replace the Fieldhouse field within the next few years. Mickelsen said Matt Strader is researching warranty information on the indoor turf. Another option would be to utilize the \$100,000 allocation for Fieldhouse mechanical. Park said a tentative budget should be prepared for Board review at the November 5th meeting. Mickelsen said the presentation this evening was intended to provide information related to capital fund availability from operations and also to demonstrate that going into the future the District will have more difficulty funding operations, let alone capital projects, unless the Board bonds or goes ahead with truth in taxation. Douglas said if the District does not pursue the splash pad, the RAP grant money will be returned to the County for future distribution. Moran proposed relocating the lower park playground as one idea to accommodate the splash pad. Mickelsen said EDA architects will provide options at the November 5th meeting after which the Board will have more information on which to base their decision. Odell suggested the group prepare questions for EDA and that a maximum expenditure amount be set for the architects to design to. She suggested the Board may want to re-assess their capital priorities. Park reviewed the agenda items already proposed for the November 5th agenda, and it was agreed that the splash pad options would be reviewed in the context of the budget rather than having EDA representatives attend to present the options.

SBSRD POLICY MANUAL

Park said the continued review of revised portions of the policy manual is in hopes of adopting a new manual by the end of the year. Park pointed out those items that have been reviewed and/or adopted in the last several months, and highlighted new changes. The legal authority section has been further described based on Code changes related to local districts and special service districts. Additional language has been added to address the powers of the County in relation to the District. She is concurrently working on a project to define those areas within the District that have been annexed into Park City and may be subject to double taxation. Annexation and de-annexation are among some of the powers retained by the County. She reviewed changes to the state sales tax numbering system that has created change for the District, and additional language has been added to clarify conditions under which sales tax exempt purchases can be made. In a training earlier this year, rules governing the selection of the District's independent auditor were reviewed and they have been incorporated. Additional text changes have been made related to the change in County form of governance and the new relationships forming with the divided responsibilities of the Summit County Council and County Manager. Requirements to post on the Utah Public Notice website were reviewed. She pointed out the need for the Board to appoint a District Record's Officer. Regarding language included in Utah Code 17B governing local districts, she suggests the Board consider whether they want it to be District "policy" or "practice" to maintain the fund balance at 80% of the current year's property tax collection. The distinction between policy vs practice came up during the rating agency discussion in September. The 80% fund balance is currently a practice, it is not written policy. She suggested the Board think about this future decision. Further, she reviewed what the fund balance can be used for – to provide cash flow from the beginning of the year until property tax collections are received at the end of the year; to provide a resource to meet emergency expenditures; and to cover pending year end expenditures over revenues if there is an unavoidable shortfall in revenues. Language is provided to allow for board consideration of a transfer of funds from operations to capital. Other policies will be proposed related to changes in law regarding design-build contracts. Additional language has been included to address auditor recommendations related to solicitation of price competition. Park concluded by saying that each department manager will need to become involved with departmental policies to be brought forward at a future date.

SERVICE PROVIDER APPROVAL/PLANNING UPDATE

Park said that no new plats have been signed in the last two weeks. The rezone for the proposed Research Park at Kimball Junction was in work session at planning commission this week and is scheduled for a public hearing at their next meeting. The design firm Sasaki has been hired by Boyer to develop design guidelines for the project. Upcoming at service provider will be discussion on the conversion of use for the Newpark Flats, south of the Fieldhouse, to corporate offices. Park suggested the revised Fieldhouse parking agreement between Newpark and the District be finalized prior to the change in commercial use at that location. Mickelsen will follow up with Newpark representative Marc Wangsgard. Park also reported that the East Canyon Creek bridge crossing at Jeremy Ranch has been blocked by a large storage container pushed onto the bridge deck from the parcel owned by Chris Schulz. Development rights on the parcel have been a subject of controversy for years. Park read from an email from County Attorney Dave Thomas, as follows "I would recommend filing a criminal trespass and property damage complaint with the County Sheriff. An investigation will then commence that will be screened by the Criminal Division of the County Attorney's Office for possible criminal prosecution. Please do not move anything from where it is until an investigation can be conducted by the Detectives from the Sheriff's Office." Park, Beyer and Radke met with a sheriff's deputy to file the complaint earlier this week.

APPROVAL OF MINUTES

MOTION: To approve the minutes of October 1, 2008, as written. [McClelland/Douglas] In favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None absent. Motion carries.

APPROVAL OF INVOICES

Board members were provided a summary of payables dated October 2 - 15, 2008 for Board review (attached). Ron Perry questioned completion of the landscape project at Ecker Hill prior to payment. Mickelsen said Dickens has addressed the concerns.

MOTION: To approve the invoices of October 2 - 15, 2008 in the amount of \$216,931.45 [Douthett/Douglas] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry, Scott Siemon. None opposed. None absent. Motion carries.

ACTION ITEMS

Park said that she is working on an agreement with County Commissioner Bob Richer that contemplates County responsibility for maintenance on the Kolean property and other BOSAC land purchases. The topic of the District's acquisition of the back 10 acres of the property has also been raised as a part of the agreement. It was proposed that talking points be developed and that finalization of the agreement be pursued before the end of the year. Park requested Board direction as to whether there is interest in pursuing the agreement and 10-acre acquisition. Discussion followed on whether more field space is needed. Park suggested applying the District's level of service standards to answer the question, which point to future need. Mickelsen suggested having a landscape architect evaluate the property based on a completed survey and whether two fields can be configured to fit.

BOARD QUESTIONS/COMMENTS

Jim Moran said there is discussion occurring amongst the Mountain Ranch Estates homeowners association related to a proposed trail improvement. Beyer said this alignment was discussed with the HOA two years ago with the intent to eventually have a direct public connection into Round Valley at such time the Gillmor property is developed. Beyer has met with representatives of the HOA and explained the District's role and the distinction between community trails and neighborhood trails. Moran said he would like to be able to express the Board's interest in acquiring an easement.

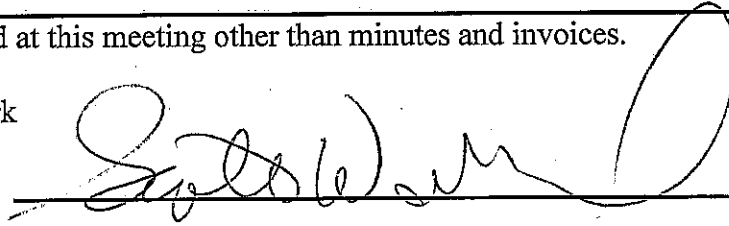
A motion to adjourn the meeting of October 15, 2008 was made at 9:25 pm. [McClelland/Moran]

MOTIONS

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

Minutes prepared by Bonnie Park

Clerk/Board Member Approval:

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be "Scott Moran".