



Snyderville Basin Special Recreation District
Special Board Meeting Minutes
Wednesday, September 3, 2008
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

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

Absent: Scott Siemon

Staff/Employees Present: Ken Mickelsen, Rena Jordan, Bonnie Park, Shelley Phillips-Nielson, Matt Strader

Attending Guests: None

Board Chair Sharon Odell convened the meeting of September 3, 2008 at 6:11 pm and requested a motion to enter into executive session. [Perry/McClelland] All in favor: Tim Douglas, Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Scott Siemon. Motion carries.

Tim Douglas departed the teleconference at 7:05 pm.

At 7:06 pm Sharon Odell requested a motion to close the executive session and called the public meeting to order. [McClelland/Perry] All in favor: Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Tim Douglas, Scott Siemon. Motion carries.

PUBLIC INPUT

There was no public input at this meeting.

FIELD HOUSE UTILITY COST HISTORY

Board members received a handout detailing annual operating cost comparisons for Fieldhouse utility expenses (attached). Shelley Phillips-Nielson summarized the history for the time period January – May, years 2005 through 2008. Overall increase in utilities is 35% since the Fieldhouse opened, with water being the largest single increase. Mickelsen said the reason this information is of interest to the Board is to help them determine if the fee structure at the Fieldhouse is sufficient to meet their 75-80% cost recovery goal. Perry asked how much of a fee increase it would require to offset the 35% increase. Moran observed utility costs are only one large operating cost and suggested personnel costs be examined, as well. Phillips-Nielson said the review of utility cost was requested at the time the Board was reviewing the Fieldhouse fee schedule. Matt Strader recommends the membership fees remain the same, but that charges for personnel trainers, programs and field rental fees could be raised. The personal trainer policy and fee schedule was presented and discussed earlier this year, but no formal action has been taken by the Board. Strader said the personal trainers that are currently coaching clients at the Fieldhouse are aware that trainer fees are under consideration and that the Board will be taking input. To better understand current cost recovery Scott McClelland briefly reviewed financial reports

with the assistance of Rena Jordan. He noted that Fieldhouse operating expenses are budgeted at \$619,000; year to date actual expenditures are \$356,000. Budgeted revenues for 2008 are \$457,000; year to date revenues are \$271,000. McClelland said that based on these numbers, current cost recovery is 76%, which is in keeping with Board goals. Jordan said that this is the first year the District has fully attributed expenses to each department, including all department salaries. Mickelsen reiterated that for every department, the exact expenses associated with that department are being tracked.

BUDGET DISCUSSION

Ken Mickelsen said capital projects were discussed at the last Board meeting at which time he requested that Board members come prepared tonight to provide input on capital items they would like to see included in the system. He provided a handout of those items that were funded in the 2008 budget, and those that were not. Mickelsen said Dickens is looking at the cost of playground shade shelters due to an incident this summer that involved a child burning their hands on a slide. Money for trails has been earmarked for certain projects. McClelland said he would support more money for trails and relocation of the dog park. He also inquired as to the new signage along the Trailside sidewalk indicating all unleashed pets will be ticketed. Mickelsen will report back on the origin of the signage. Douthett requested funds be budgeted for Willow Creek field expansion. Those funds will come from park impact fees.

SERVICE PROVIDER APPROVAL/PLANNING UPDATE

Bonnie Park said that no plats have been signed in the last two weeks. She said the District is within 90 days of having clear title on the Willow Creek property through a process of "statutory re-conveyance" that has been initiated by First American Title. She reported that a site visit on the Quarry Mountain open space parcel was held to review trail plans and wildlife corridors. At that meeting, City attorney Mark Harrington informed the group that there is a restriction in the Clissold deed related to trail improvements - that they shall not expand the existing trails or create new trails on the north slope of the mountain. Trails planners are in the process of revisiting the plan to determine public access points and trail alignments as they relate to the restriction. At the time the property negotiation was underway between the Clissolds and Park City, the District was aware of a five foot protection easement for trails along the south side of the subdivision; however restrictions on trail development beyond the protection strip on the north side of the mountain was not disclosed to BOSAC or the District.

APPROVAL OF MINUTES

Minutes of the August 20th meeting were tabled.

APPROVAL OF INVOICES

Board members were provided a summary of payables dated August 21 – September 3, 2008 for Board review (attached). McClelland inquired about soccer package tickets paid to Real Salt Lake in the amount of \$11,000. Moran suggested the utilization of those tickets distributed to program participants be evaluated to determine if it is a worthwhile benefit. Mickelsen will follow up with staff and report back. In response to a question by McClelland, Mickelsen indicated the Chevy Express van was planned in the 2008 adopted budget.

MOTION: To approve the invoices of August 21 – September 3, 2008 in the amount of \$260,972.82.

[Perry/Moran] All in favor: Tracey Douthett, Scott McClelland, Jim Moran, Ron Perry. None opposed. Absent: Tim Douglas, Scott Siemon. Motion carries.

DIRECTOR COMMENTS

Ken Mickelsen provided an update on capital projects. Ecker Hill field expansion is underway. Trailside tennis courts are formed and concrete will be poured on Monday. Cure time is 28 days; completion of color coating is

weather dependent and may have to be delayed until spring. The Millennium Trail (Kilby Road) project is progressing.

Rena Jordan said the Division of Administrative Services (DAS) audited the District's state purchasing card records. Jordan emphasized the need for staff to record attendees and purpose of meetings on restaurant receipts. Mickelsen said the auditor was pleased with District record keeping and complemented Jordan and her staff.

BOARD QUESTIONS/COMMENTS

Moran said that the Flowrider concept is one that he has suggested in the past that the District consider in their future expansion plans. He said Park City is planning on incorporating this feature in the future Racquet Club expansion. Moran described the amenity as a continuous wave that appeals to a broader range of ages than a splash pad. It has good cost recovery potential. There is continued interest of participants as skills develop. Board members viewed on-line videos to better understand the concept. Moran said he would be personally interested in a public/private partnership if it is something the Board would like to consider in the future.

Ron Perry said he would like to be reminded of those Board members who sit on the personnel committee. He recommended that arrangements be made to have consultant Chris Moffett return to assist the Board in conducting Mickelsen's annual performance review and consult on the survey monkey results. He verified that the survey results had been sent to Moffett.

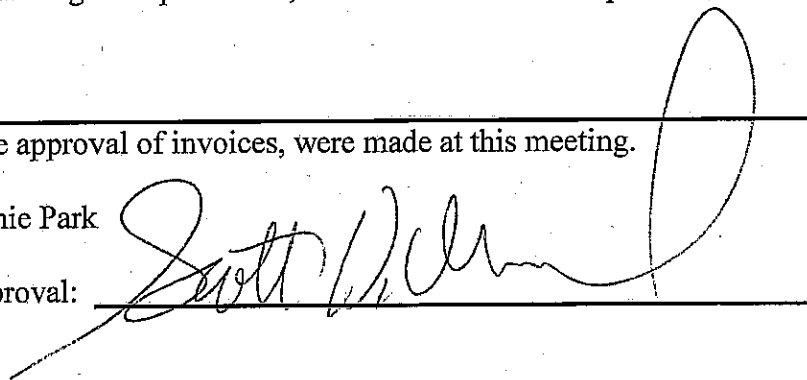
A motion to adjourn the meeting of September 3, 2008 was made at 8:06 pm McClelland/Douthett.

MOTIONS

No motions, other than the approval of invoices, were made at this meeting.

Minutes prepared by Bonnie Park

Clerk/Board Member Approval: _____

A large, handwritten signature in black ink, appearing to read "Scott McClelland", is written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.