



Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, October 21, 2009
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Scott McClelland, Sharon Odell, Kevin Simon, Marilyn Stinson, Ron Perry. Tracey Douthett arrived at 6:15 pm. Scott Siemon arrived at 6:20.

Absent: None

Staff/Employees Present: Rena Jordan, Bonnie Park, Bruce Dickens, Paul Caine, Eric Wilkinson, Padraic McGarry, Jason Lance, Josh Elmer

Attending Guests: None

The work session meeting of October 21, 2009 was called to order by Chair Odell at 6:10 pm.

PARK AND FACILITIES MAINTENANCE 2009

Rena Jordan said the final work sessions of the year will focus on the Parks Department. Bruce Dickens said he has been part of the District's fast growth for eleven years. Introductions of the full time Parks team followed. Padraic McGarry coordinates special events and field preparations. He works with stakeholders. Josh Elmer is the District's irrigation specialist, but helps out in many other areas including equipment repair, drywall and tile work. Jason Lance is the Parks team leader and has been with the District for eight years. He keeps the crews moving on projects to maintain parks and turf at a high standard. Lance briefed the Board on the seasonal staff including their job sites, functions and skill sets. Jordan noted cross-team efforts of Lance and Bob Radke in the Trails Department. Eric Wilkinson directs seasonal staff in the parks throughout the summer and performs snow removal in winter, in addition to which he is utilizing his expertise in website management to assist the Admin team. Paul Caine's focus is buildings maintenance and custodial. He assures that buildings are maintained to the high standard that is expected. Dickens said Caine has done an outstanding job on painting and repairs, and had a big hand in raising Fieldhouse maintenance standards.

Board members introduced themselves. Discussion followed on the evolution of parks and recreation in the Park City and Snyderville Basin. Jordan said the team has improved written policies, but emphasized that decisions often need to be made based on team communication, logic and reason.

Bruce Dickens prepared a power point (attached) to help the Board identify with the parks and facilities team members and what they do. Jason Lance spoke briefly on the key seasonal employees and their specific job responsibilities and attributes. Jordan noted that 50% of the seasonal staff were returnees; several members were hired as a result of exceptional talent available in the work force this year. Lance said several key people are staying on to help later in the season to assist other departments. According to Dickens, seasonal workers like the quality of what the District offers and choose to return for employment.

Dickens identified the location of the proposed 45' x 30' splash pad at the Fieldhouse. AFO (aquatic facility operator) certification will be required to maintain this facility. There are also other certifications available. At the NRPA conference, he learned a splash pad requires 1-2 hours per day maintenance on average, ensuring chemical levels are in check. Initial start up in the spring is 16 hours; shutdown is 8 hours at season-end. Typically twenty-five square feet is allocated per person; very few injuries are reported with splash pad use. It is expected the new water play area will be busy and this will trigger the need for another. Jordan said Jason Lance will be the construction project manager. Lance, together with Paul Caine and Matt Strader will be trained in necessary certifications.

Dickens summarized 2009 spring-time health and safety improvements. A walk through of the Fieldhouse was conducted by the risk manager at Utah Local Governments Trust and problems were addressed. Summit County Health Department was invited to inspect the facility and sanitation improvements have been made in response to their recommendations. The ventilation system in the locker rooms was down due to a failed motor. The motor was replaced. The flooring in the shower areas was changed out with "dry back," and there is no longer standing water. Another in depth consultation was held with OSHA, and further improvements were made. Fire extinguisher cabinet doors were replaced with a more durable poly-carbonate. Lighting repairs were made. Storage facilities were cleaned out and organized.

The team met with the independent contractor responsible for Fieldhouse custodial work. Paul Caine put together a comprehensive check-list for maintenance activities to be sure nothing was over-looked during night time custodial activities. Working together with the contractor, the level of service has increased. Dickens reported on failure of a boiler. The boiler box was rebuilt and the burner replaced. Caine said it is an upgrade to the previous system and should prevent future problems. Dickens said the water softener installation should extend the life of the boilers.

Dickens said ballasts were failing in the Fieldhouse fluorescent lighting and staff was able to trouble shoot and replace them. Caine reported lockers were added in the weight room area, the area was cleaned up, and patrons took note. He added extra effort has been made to comply with OSHA standards.

Padraic McGarry reviewed the springtime prep required for soccer and lacrosse. The field crew lines fields and places goals; irrigation repair is underway to get sprinkler systems up and running. Volleyball and tennis nets are set up. Trash cans are set out. Dickens noted it takes prioritization and planning in the spring to get set up and in the fall to break down. McGarry said field paint has transitioned from aerosol to a mixed paint. The new bulk paint lasts longer, is less expensive, is environmentally friendly and does not burn the grass the way aerosol can. Dickens said information learned at the STMA conference has been instituted.

Eric Wilkinson reviewed the weed control program, which includes an early application when the team goes out in force to get ahead of weeds germinating. Per park it takes 2-3 days to spray native and 2-3 days for the remainder of the park. Dickens said it is not all chemical control, but mowing and hand pulling are other techniques. Jason Lance noted that a 40' x 70' s.f. toadflax patch was identified by Mindy Wheeler, a native plant and noxious weed expert. The parks crew will continue to manage the area.

Dickens said the department uses both reel and rotary mowers to cut turf. The short window for turnaround between back-to-back tournaments is demanding and adequate staff support is very important in managing it. Extra time is taken to make sure mowing, field moisture, field lining and overall facility is clean and game ready. Staff is on site for customer service support during tournament play and events. Dickens went on to explain the tier system which is designed to distribute use and reduce wear on fields. Stakeholders are educated and reminded of the system at annual meetings held by the District and Park City Recreation.

Josh Elmer recapped the process of repairing the irrigation pump at Willow Creek this spring. Repairs on irrigation lines and sprinkler heads are ongoing through the summer. Timely repairs are part of water conservation efforts. Jason Lance identified the unique attributes of each park site when opening in the spring – ground water at Willow Creek, hillside drainage at Ecker Hill, drifting snow at Trailside all present challenges. Dickens pointed out unexpected maintenance demands created due to vandalism. Discussion followed on the culture, activities, and filmmaking of snowboarders in winter. With respect to equipment upkeep, ongoing repairs are made in house to save money.

Field maintenance at Jeremy Ranch Elementary began under the Basin Recreation umbrella in spring of 2009. Original irrigation lines were installed too close the surface and were broken when the field was aerated. Dickens and Elmer prepared a full irrigation system design and staff performed trenching and replacement.

Dickens discussed the post-tension concrete slab used in the Trailside tennis court installation. Jason Lance described the methodical take down of volleyball nets, tennis court windscreens, and tennis nets to be stored for the winter. Fall projects included restoration of the infield material at Trailside Elementary.

Jason Lance described many projects that were completed with the assistance of the Summit County inmate program, thereby allowing the parks department to cut back on staff. In May, the inmates performed deck and concrete work at Ecker Hill. They assisted at Willow Creek and Trailside with spring clean up after the snow melt. Trellis staining at the Fieldhouse, painting projects, and Fieldhouse indoor flooring installation are other examples of service. The program inmates travel and work in groups of four with a deputy to supervise; none are violent. The District supplies tools and materials. Jordan noted the inmate team was respectful and worked very hard.

The final slide in the power point described what the parks team would like from the Board (1) understanding and prioritization of future parks planning; (2) understanding of future department hiring; (3) attending events; (4) providing feedback/ideas to improve; (5) informing the public of staff professionals and how they get the job done. Jordan emphasized how the team crosses over into the

winter season switching out equipment implements for winter use, performing snow removal, trail grooming and equipment maintenance to prep for the following summer.

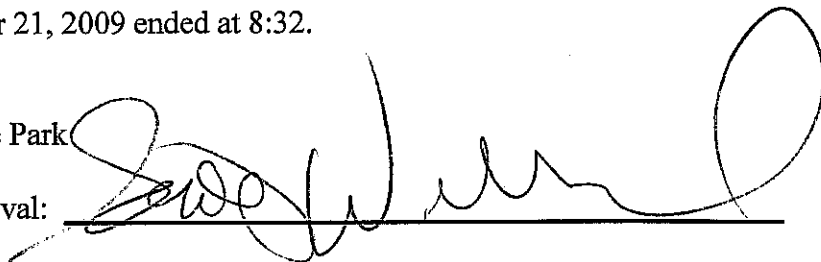
Kevin Simon asked if the District has considered shading playground areas. Discussion followed on the various ways shade can be provided including the addition of trees. Lance pointed out there is a trend to get back to "green themes." Jordan noted the many vendors at NRPA who are in the business of providing shade, and the addition of shade is part of capital planning. Jordan went on to describe the idea of portable skateboard park devices that could be easily implemented in the roller hockey arena. Scott Siemon inquired as to the status of field supervision during events. Padraic McGarry described how each site is monitored. Paul Caine pointed out extra custodial support is scheduled. Siemon raised the challenge of pickup games that are not scheduled; Jason Lance responded that goals are generally removed from the field of play and practice goals are placed where they create less impact. Jordan said the parks and recreation crew meet weekly to communicate how best to manage use to sustain playability. She emphasized it is both a Board and staff responsibility to help protect District assets by being proactive on the spot when they witness improper use or abuse of facilities. Siemon also inquired about the ice maintenance at the Willow Creek pond, and the possible expectation that the District will need to take on maintenance at some future date. Paul Caine said the area is monitored for hazards, the ice is inspected daily, and logs are kept. Jordan added that in the future it will be a Board decision as to whether the District wants to continue to maintain the pond if the volunteer that currently maintains it chooses not to.

Jordan said the next Parks team work session will be a field trip to walk through the Trailside maintenance area, view remodels of the Trailside meeting facilities, and see behind the scenes rooms at the Fieldhouse.

The work session of October 21, 2009 ended at 8:32.

Minutes prepared by Bonnie Park

Clerk/Board Member Approval:

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be the name 'Bonnie Park'.