



Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, February 3, 2010
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Kevin Simon. Scott Siemon arrived at 6:15pm. Marilyn Stinson arrived at 6:17pm.

Absent: None

Staff/Employees Present: Rena Jordan, Bonnie Park, Bruce Dickens, Padraic McGarry, Senta Beyer, Brian Hanton.

Attending Guests: Lacie Matthews and Brandi Olsen representatives of Wasatch Roller Derby Club

The meeting of February 3, 2010 was called to order by Chair Perry at 6:02pm. Chair Perry suggested the agenda be rearranged to accommodate public input.

PUBLIC INPUT

Representatives of Wasatch Roller Derby were in attendance to provide input to the Board regarding their thoughts on the proposed transition of the Trailside Roller Hockey arena to a skate park (power point attached). Wasatch Roller Derby is part of the Wasatch Women's Club, a 501(c)3. They are one of five leagues in Utah. Mathews and Olsen expressed that they have been using the Trailside Roller Hockey Rink extensively spring through fall. Their focus is on hosting charity events. At this time there are few Park City area residents in the program, however their presence in Park City has only been for a period of one year, and they have a desire to become a Park City league due to the athleticism of the community. Current participants come from Ogden, Layton, Lehi and Salt Lake. The club proposes that the Board delay the re-purposing of the Trailside roller hockey arena to allow them time to build the program. Rena Jordan invited Padraic McGarry to attend this meeting to answer Board questions related to the use of the existing rink. The 2010 events packet was turned over to McGarry, documenting their insurance and proposed event dates of July 17, August 7, August 21 and August 28, 2010.

For the benefit of new Board member Jay Burke, Rena Jordan clarified that an allocation of \$100,000 for portable skate ramps is set aside in the 2010 capital budget to re-purpose the roller hockey arena this summer. Her belief is the rink will be highly utilized with skate ramps, much more so than the roller hockey rink. Bonnie Park explained the development history of the roller hockey facility. McGarry said the skate park design contemplated the possibility of

accommodating both programs, but the skate ramps pose a risk to roller derby participants. He explained the fee structure for the arena, which is similar to that of a field rental for special events.

WELCOME NEW BOARD MEMBERS – OATH OF OFFICE

Ron Perry administered the oath of office for re-appointed Board member Marilyn Stinson and new Board member Jay Burke.

ANNUAL BOARD MEMBER TRAINING: OPEN AND PUBLIC MEETINGS

Bonnie Park explained that Utah Code requires that the Board chair provide annual training on Open and Public Meetings. Board members received Chapter 4 of the 2009 amended policies related to Open and Public Meetings in their Board packets for review prior to this meeting. Park reviewed the high points of compliance, including required meeting notices, agendas, conduct, quorums, recording of meetings, approval of minutes, electronic meetings, and closed meetings. Rena Jordan noted that it is important for the Board to remember that all meetings are recorded, therefore meeting decorum should be observed with that in mind.

DISCUSSION CONSIDERATION AND APPROVAL OF 2010 PERSONNEL POLICY MANUAL

Rena Jordan said the Board received the red-line copy of the proposed personnel policy document. She reminded the group that the policy was adopted at the end of 2009 with the contingency of getting the drug testing policy added. Subsequent to that, changes in the law occurred which became effective January 1, 2010, related to COBRA regulations. These have been inserted. This draft also incorporates the Board's request to limit overtime pay to double time, rather than 2 ½ times the hourly rate. Review by outside counsel has been conducted by Jim Stewart. Jordan said the formatting and indexing will be completed after all changes are approved by the Board.

Discussion followed on random drug testing regulations. The District may test for reasonable suspicion of any employee, but only those positions defined as "safety sensitive" may be randomly tested. Jordan stated there are contingency funds in the budget to pay for testing. Kevin Simon requested that the District director retain the right to terminate immediately, rather than be obligated to provide treatment counseling. Jordan said she will verify with legal counsel that this is the case and, if not, she will bring back an amended policy to provide for that. There being no further discussion, Chair Perry called for a motion.

MOTION: To adopt the 2010 Personnel Policy Manual with the condition that the Director retain the right of immediate termination for any employee in violation of adopted drug/alcohol policies. [Douthett/Stinson] All in favor: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon, Kevin Simon. Opposed: None. Absent: None. Motion carries.

CHAPTER 13 PROGRAM AND CAMP POLICIES

Bonnie Park said these policies were reviewed at the January 3rd meeting. Brief discussion followed on action items from that meeting. Stinson requested that the driver acknowledgement form be amended to prohibit texting, as stated in the policy document.

MOTION: To adopt Chapter 13 Program and Camp Policies of the District Policy Manual with an amendment to the Operator Acknowledgement Form to include prohibiting of text messaging.

[Siemon/Douthett] All in favor: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon, Kevin Simon. Opposed: None. Absent: None. Motion carries

BOSAC UPATE AND TRAILS PLANNING DISCUSSION

Rena Jordan updated the Board on the January 22nd BOSAC meeting. The District's financial advisor, Brian Baker, provided a timeline leading up to a November 2010 open space bond election at that meeting. Jordan introduced the concept of adding a trails component. She also stated the District's position on transacting the open space purchase whereby the District retains the debt but does not hold the asset and how that will need to change in future transactions. She said there were questions related to the proposed trails component. Jordan committed to present the District's prioritized trails expenditure plan to BOSAC. Some BOSAC members could not comprehend how the District could expend several million dollars for trail system improvements. Beyer noted the District is deficient in transportation type trails, which are expensive. Jordan reviewed a trails project expenditure planning worksheet (attached) including the proposed projects that residents can use for non-motorized transport. Beyer noted that the District coordinates closely with Summit County to provide trails along with road improvements in conjunction with County public works. Beyer provided more detailed explanation of the transportation trails proposed. Jordan noted the project list provides Basin-wide connectivity for community trails intended for transport rather than just trails for recreation. Discussion followed on the nature of "pump parks" as a trails feature in addition to the importance of other significant but costly improvements such as off-grade crossings. Beyer stated she believes voters are more likely to support a bond that includes both trails and open space. Park emphasized that open space parcels purchased with bonds authorized through the Recreation District must provide a trails component. Jordan said Board members McClelland and Douthett will need to state the District Board's position on including the trails component in the November election, as represented by the project list presented this evening.

PROPOSED TIMELINE DISCUSSION: RECREATION AND TRAILS MASTER PLAN AND CAPITAL FACILITIES PLAN

Bonnie Park presented a best case scenario timeline to accomplish one of the District's goals for 2010. Park said this will include refreshing the District's Needs Assessment, and amending the Recreation and Trails Master Plan, Capital Facilities Plan and Impact Fee Ordinance. The draft timeline between tonight and year end targets critical dates to accomplish that goal. The timeline is built on public meetings including District Board meetings, Snyderville Basin Planning Commission, and County Council meetings. Other factors to consider are outside influences that incorporate public input and public notice requirements, public hearings with the planning commission on some parts, and public hearings with the County Council on others. The role of the County manager in the process is, as yet, not understood. Park suggested the Board contemplate whether to include open space into the impact fee structure. She noted that consultant fees and attorney's fees should be expected with this process, and that legislative changes that occurred in 2009 and some changes proposed in the 2010 legislative session will have a bearing as well. She suggested at the next work session it would be helpful to have consultants participate in the discussion related to level of service standards. Public input sessions will be held. She noted that in 1996 the District did not have meeting facilities and citizens hosted neighborhood meeting in their homes. Jordan has recommended that the Fieldhouse be the venue where half the field be utilized for public input and the other half be used for child care so parents with children will participate. She discussed ways in which the event will be promoted. Jordan said it is a way in which to showcase all that the District has accomplished. She stated the Board's role in that is to understand and be well versed in how the

District has spent public funds to provide recreation in the Basin. Jay Burke asked what the Board believes the public perception of the District is. Park explained the trending of the District's Needs Assessment surveys since 1999, with increasing levels of awareness since then. Confusion in the public stems from Basin residents who have a Park City mailing address, but live in a different taxing jurisdiction in the Snyderville Basin. Another challenge is related to trail development as to what Park City provides, what the District provides, and role of Mountain Trails Foundation. Public education efforts are ongoing in that regard. Burke acknowledged that he has only recently come to understand the system while permitting the Park City Point to Point event at which time the intricacy of the system became clear. Jordan emphasized the need for clear messaging prior to the next bond election and discussion followed on the ongoing efforts related to District imaging. Park completed review of the draft timeline and its highlights (attached) while explaining the role of the Planning Commission and County Council. She noted much of the public meeting process is an opportunity for District media coverage. Jordan said this goal requires that Board members and staff leadership be well grounded in their understanding of these District documents. Park said this is a wonderful opportunity for newer Board members to learn a lot about the District. Jordan said the timeline has been backed into a calendar year, but it does not necessarily have to be completed that quickly. McClelland asked if this was a necessary step prior to a bond election. Park said it is not required for a bond, but it is a useful tool to more clearly define an expenditure plan that citizens may be more likely to support, particularly as the demographics of the community continue to change. Siemon asked if there are hard and fast rules as to how often to amend the Master Plan. Park said some of the triggers include events such as substantial growth, if significant changes in the capital wish list have occurred and if there have been changes in the General Plan. Siemon expressed hesitancy with conducting another needs assessment survey at this time. He believes the money may be better spent prior to the election. Jordan said the proposed survey is intended to capture input about more general public priorities that are not specifically tied to a bond.

Park said that Utah law requires that public notice be given at such time the Board decides to amend the Capital Facilities Plan.

MOTION: To authorize the notice of intent to amend the District's Capital Facilities Plan for Impact Fees based on the outline presented. [McClelland/Douthett] All in favor: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon, Kevin Simon. Opposed: None. Absent: None. Motion carries

MOU AND AGREEMENT FOR EVENT FLOORING

Jordan said the District took possession of event flooring from the Park City Ice Arena last year and has used it for several events at the Fieldhouse. Due to deed restrictions on the Quinn's complex property, special events must be recreational or educational in nature and the flooring is underutilized. The memorandum of understanding documents how shared use of the flooring will be managed. The flooring purchase was funded through a Restaurant Tax Grant. Park City desired to retain ownership so as not to compromise future grant applications. Following discussion, the Board directed Jordan to execute the agreement on behalf of the District.

DIRECTOR'S FINANCIAL UPDATE

Rena Jordan provided a two page summary (attached) for the Board to understand preliminary 2009 actuals compared to the amended budget. She made the following points:

- Property Taxes for operations were \$188,000 less than budgeted.
- Redemption was \$37,000 more than budgeted.

- Net total revenues were \$151,000 under what was forecasted.
- Expenses were \$178,000 under what was budgeted.
- The net effect is a \$26,000 to the positive.

Given those factors for 2009, Jordan will create a lean budget for 2010 holding the property tax revenues flat. She has worked with each department manager to make adjustments by line item. The lean expense budget is \$107,000 less than what was adopted. Under the 2010 lean budget scenario, the capital contribution is project to be \$286,728. Jordan said savings under the proposed lean budget were largely due to reorganization of the Parks and Facilities Department and a credit from Summit Water for a billing error.

SERVICE PROVIDER/PLANNING UPDATE

Bonnie Park said at planning commission last week a rezone and sketch Plan for the Utah Olympic Park was reviewed. This is a first draft of a 20-30 year master plan to improve and increase facilities at the site. Visual impacts, traffic, access, safety and housing were discussed. Trail connections will be identified. Additional input on the proposed Stone Ridge development was taken. The proposal includes approximately 250 units on a 307 acre parcel. Remaining concerns include General Plan consistency, size of the property to be rezoned, compatibility, state wildlife review, traffic issues, transit, and walkability.

At the last Board meeting it was reported that the deadline for closing escrows on the Canyons Lower Village plats were forthcoming. Park expressed concern that the County extended the deadline for the Trails Agreement until May and it has not yet been signed by all the parties. The County attorneys office will send a representative to the service provider meeting on Monday February 8th to report on the project status. Park said due to many constraints related to the project, she and Beyer have discussed abandoning community trails in the Canyons SPA in favor of them being converted to neighborhood trails.

Park and Beyer will meet with the County Engineer to discuss trail connections as they relate to transportation planning in the vicinity east of Silver Summit interchange. The Silver Creek Village Center is up for review at the next service provider meeting.

APPROVAL OF MINUTES 1/13/10

Chair Perry called for comments or questions and a motion to approve the minutes of January 13, 2010.

MOTION: To approve the minutes of January 13, 2010, as written. [Siemon/Stinson] All in favor: Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon. Kevin Simon and Jay Burke abstained due to their absence at that meeting. Opposed: None. Absent: None. Motion carries

APPROVAL OF INVOICES

Chair Perry called for questions and a motion to approve payables provided in the Board packet.

MOTION: To approve the invoices dated January 9 – 29, 2010, in the amount of \$116,580.90. [McClelland/Douthett] All in favor: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon, Kevin Simon. Opposed: None. Absent: None. Motion carries

DIRECTOR QUESTIONS/COMMENTS

Rena Jordan reported on the success of the Silver Ski event held Sunday, January 31st. In addition, twenty one people participated in the moonlight guided hike on January 30th.

Jordan provided an overview of the Way to Play newsletter to be mailed next week.

A handout synopsis of the core value survey prepared by HR consultant Chris Moffett was distributed for the Board to review.

Jordan emphasized the importance of Board member review of meeting information. She offered the assistance of the District's IT provider if it would be helpful in resolving computer issues. If Board members prefer, she offered paper packets to be prepared by staff.

BOARD MEMBER QUESTIONS/COMMENTS

Marilyn Stinson reported the Travelocity Roaming Gnome will be coming to Utah.

PUBLIC INPUT

No public input was provided at this point in the meeting.

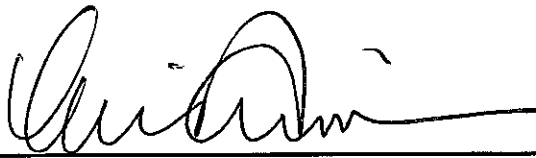
At 8:52 pm Chair Perry called for a motion to adjourn.

MOTION: To adjourn the meeting of February 3, 2010. [Douthett/Simon] All in favor: Jay Burke, Tracey Douthett, Scott McClelland, Ron Perry, Marilyn Stinson, Scott Siemon, Kevin Simon. Opposed: None. Absent: None. Motion carries

MOTIONS

Minutes prepared by Bonnie Park

Clerk/Board Member Approval: _____

A handwritten signature in black ink, appearing to be 'Bonnie Park', is written over a horizontal line.