



Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, January 12, 2011
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Jay Burke, Kevin Simon, Marilyn Stinson, Ron Perry. Tracey Douthett participated by teleconference.

Absent: None

Staff/Employees Present: Rena Jordan, Bonnie Park, Bruce Dickens, Matt Strader, Senta Beyer.

Attending Guests: Munje Bell, Larry Pettit, Rebecca Eaton, Eileen Galoostian, Dawn Bowes, Pat Parkinson, Scott McClelland.

The meeting of January 12, 2011 was called to order by Chair Perry at 6:12 pm. All those in attendance introduced themselves.

PUBLIC INPUT

Munje Bell, a resident of Highland Estates, said that in the last few days she has been exchanging emails with Sally Elliott, Bonnie Park, Rena Jordan and Bob Radke to understand why the District is not doing a better job plowing the trails at Trailside Park. She uses the paved trails at Trailside to walk her dog. She submitted questions to Jordan via email to understand how and why the District continues to build amenities such as the bike park, skate park and picnic pavilion and how much has been spent on these improvements rather than maintaining existing facilities. Jordan explained the heavy equipment used to improve the bike and skate parks belongs to construction contractors and is not owned by the District. Jordan said Sally Elliott alluded to the fact that the winter maintenance was a budgetary issue, but that is not the case. Jordan stated it is an issue of prioritization and deployment of staff to those areas that need to be plowed, some of which are in keeping with agreements between the District and Summit County. Bell said she believes funds to build new seasonal amenities could have been used to purchase equipment to plow and suggests additional manpower could be added. She noted the trails and dog park are used year-round by many residents from surrounding neighborhoods. She said the gate to access the dog park needs to be better maintained. Jordan concurred and said staff has been directed to dig out the gate after each snow storm. Speaking as a member of the public, Scott McClelland said it is important to him to have the safe routes to schools maintained as a priority. Bruce Dickens explained the trail in the upper park is no longer plowed after an analysis of safety issues. In areas where the snow drifts, plow equipment has slid off the path and nearly rolled. Staff has been directed to keep the sidewalk adjacent to the parking lot clear, in

lieu of the upper trail, to tie the paved trails together. Bell closed by stating that she has been a supporter of all bond initiatives of the District and may not be in the future because as a taxpayer she is unhappy with the current level of service for maintenance.

Larry Pettit, a member of the public, said his family members are excited about construction of the bike park and looking forward to using it in the spring. Pettit noted the importance of properly marking trails for winter maintenance and suggested ideas for equipment, including tractors and blowers, and additional manpower utilizing college interns and volunteers.

ELECTION OF OFFICERS

On behalf of the nominating committee, Marilyn Stinson stated the slate of officers as approved at the December meeting, as follows: Tracey Douthett - Chair; Scott McClelland - Chair Elect; Ron Perry - Treasurer; Kevin Simon – Clerk. She noted the nominee for chair elect is seeking reappointment by Summit County, but this has not been finalized.

Chair Perry called for a motion to elect the slate, as proposed. Following discussion it was agreed that the position of Chair Elect would remain vacant until after Council has announced their decision on Board appointments.

MOTION: To elect the slate of 2011 Snyderville Basin Special Recreation District Administrative Control Board officers, as stated for 2011, with the exception of leaving the Chair Elect position open until Board vacancies are filled by the County Council: Tracey Douthett - Chair; Ron Perry - Treasurer; Kevin Simon – Clerk. [Burke/Simon] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

SILVER CREEK EQUESTRIAN SURVEY RESULTS

Board members received information prepared by constituents of the Silver Creek development in their packets. Dawn Bose introduced herself as a Silver Creek resident and owner of a small residential equestrian facility. She, along with other Silver Creek residents with equine interests, are in attendance to present conceptual ideas for a Park City Horse Park. She presented a power point (attached) and highlighted the benefits this type of facility. They integrate well into open space and trails with natural obstacles, support economically green growth, provide opportunities for youth, and create economic benefits that support equine activities and events. She described the demographics of Silver Creek community, which include approximately 340 horses. Several national level competitors reside there. They have been working with Service Area #3, in planning for bridal paths along Silver Creek Road that will connect the rail trail to the existing Community-wide trail system. The residents of Silver Creek united last spring when a fence was constructed thereby cutting off access from their neighborhood to the Glenwild system. Bose reviewed highlights of the survey included in the Board packets. The only public equine facilities in the vicinity are in Oakley and they are booked up. There is a large and growing horse population the Park City area, and this group believes now is a good time to explore an affordable, accessible public facility that could be integrated into local open space. This type of facility lends itself to year round multi-use. Horse parks are often used for cross country skiing. Bowes presented research from other communities and the economic impact of this type of facility. Horse parks range in size from sixty to five hundred acres depending on the vision and type of equine activities to be supported. Requirements for an equestrian facility would be 100-200 acres with a combination of rolling hills and flat land, natural water sources, accessible to an interstate and lodging. Silver Creek resident Larry Pettit has built this type of facility. Capital

cost estimates are two to three million dollars, but many are self sustaining with respect to operational costs. Golden Spike & South Jordan are other Utah equestrian venues that host events.

Jay Burke said he believes this type of facility would be a great addition to the Park City community, and a brilliant destination for events. He recommends keeping it affordable for the common folk of Park City. Bose concurred that it should be affordable and accessible, as many horse facilities are elitist.

Kevin Simon asked if the Silver Creek group has something in mind in terms of property acquisition that should be directed to BOSAC for purchase with open space dollars.

Jordan said an equestrian park is not currently identified in the District's capital facility plan, but that perhaps impact fees could be a funding source in the future. A needs assessment planned to be conducted by the District would include an equestrian facility as one of several other capital facilities for recreation. Park said there is currently no level of service for an equestrian facility so to use impact fees it would need to have a tie to trail system development. Because of the potential for economic development several grants might apply. Larry Pettit asked about the District's work with land trusts in the past. Simon said both Summit Land Conservancy and Utah Open Lands advise BOSAC. Jordan said these groups are actively involved in researching opportunities for land preservation. Tracy Douthett asked if there are similar facilities in Wasatch County. Bose said that other than Golden Spike, there are no other suitable equestrian event facilities within a five hour drive radius. Jordan asked if there were any drawbacks to the altitude with respect to events, and the group concurred there are not.

Ron Perry asked what the equestrian group is asking of the Board this evening. Bose said the hope is that the board would perceive this concept as being enough of a benefit to invest in a feasibility study to determine the community appetite for such a facility. Jordan said the District has budgeted for a needs assessment in 2011 that will assess all recreation in the Basin. She suggested that the equestrian group create information and education to increase the level of awareness in the public. Jordan also added that BOSAC is set up to act on constituent requests to explore possible properties for acquisition. Bose suggested the District establish an equestrian committee. Kevin Simon said an equestrian committee would be more appropriate once the desire for equestrian facilities has been ranked in a needs assessment.

INDEPENDENT AUDIT ENGAGEMENT LETTER

Board members received the 2010 audit engagement letter in their packet prior to the meeting. Jordan said the hiring of the auditor is a Board responsibility. Chair Perry called for a motion to approve.

MOTION: To accept the independent audit engagement letter as proposed to hire CPA Greg Ogden to conduct the District's 2010 financial audit. [Simon/Stinson] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

BOARD INPUT ON 2011 DISTRICT GOALS

As a follow up to discussion on staff goals at the December meeting, Rena Jordan said she and the managers are seeking additions, deletions, and prioritization of proposed goals. She said

each department will have one quarterly work session with the Board this year. The first will be with the Trails Department. With the capital budget adopted for 2011 she believes District departments will be very busy with the projects planned. Board members were in agreement with the goals as stated. Jordan gave department managers the opportunity to seek specific board input. Matt Strader asked for continued Board interaction at the Fieldhouse and with special events. Senta Beyer said that timelines will be developed for the bond projects, and the County will take the lead on the SR 224 underpass and Highland Drive. Staff will be busy with ongoing maintenance and phase II of the Trailside Bike Park. Thinking long term, as these new miles of urban hard surface trails are added to the system, maintenance costs will increase. With respect to the East Canyon Creek trail, a decision will need to be made about how that trail is maintained in winter. A bigger discussion about how long the District will continue to clear trails for Summit County and safe routes to schools, as opposed to grooming recreation trail corridors will need to take place. Jordan said the District will need to prioritize winter maintenance and the staff is tracking hours and funds expended on snow clearing. As major segments of trails are connected this summer, expectations for winter maintenance will need to be managed. Bruce Dickens requested Board support at public hearings for new park development on the Koleman parcel and added that as new fields are added, financial support for maintenance is needed.

PARK SITE PLAN REVIEW AND DISCUSSION

Rena Jordan said park development of the Koleman parcel is in the 2011 capital budget, with the intention of constructing a multiuse field with artificial turf. Bruce Dickens distributed the conceptual plan prepared by a consultant to the District. A community garden is being planned on the front ten acre parcel by others. Jordan said the District will plan parking and restrooms to share, but the community garden is separate from the park development. Bonnie Park clarified that several factors came together with respect to the community garden, including support from neighboring residents of Park West Village, the 2010 class of Leadership Park City who have emphasized local food production, and the Uinta Headwaters Council RC&D who will spearhead the garden project. Ron Perry questioned if operational costs will be shared. Jordan said the District will not have any financial obligation for the garden, and the parking and restrooms will be needed for the park development regardless.

Bruce Dickens reviewed the site plan for the Koleman parcel site. He said if the field is artificial it will primarily be used in spring and fall. Access will be off of Old Ranch Road, through Shadow Mountain. Ron Perry asked what kind of maintenance will be needed. Dickens said it will need to be groomed, much like the Fieldhouse turf. He added it will also need to be fenced to keep dogs and other organic matter off the field. Jordan said the shared use of equipment for snow removal has been discussed with Park City. Matt Strader said the grooming implement is provided by the turf company. Dickens said overall the maintenance will be less than that of a natural turf field. Jordan said staff will begin the public process on the permit for this project and concurrently will present amendments proposed for Willow Creek Park, including a dog park, pavilions, par course, and field expansion.

Scott McClelland requested the permit include lighting the Willowcreek pond for ice skating at night.

SERVICE PROVIDER APPROVALS/PLANNING UPDATE

Bonnie Park said the plat for The Canyons Lower Village Development Area Master Plat has been signed.

APPROVAL OF MINUTES 12/15/10

Acting Chair Perry called for comments or questions and a motion to approve the minutes of December 15, 2010.

MOTION: To approve the minutes of December 15, 2010, as written. [Stinson/Burke] All in favor: Jay Burke, Tracey Douthett, Kevin Simon, Marilyn Stinson. Ron Perry recused himself due to his absence at that meeting. None Opposed. Absent: None. Motion carries.

APPROVAL OF INVOICES

Board members received payables to review in their Board packets. Following review, Ron Perry requested a motion to approve.

MOTION: To approve the invoices dated December 9, 2010 – January 4, 2011 in the amount of \$274,026.82. [Stinson/Simon] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

DIRECTOR QUESTIONS/COMMENTS

Rena Jordan said recreation roundtable meetings are ongoing. Staff has been working on amendments and alignment on interagency policies and fee schedules. Bob Kollar from the Chamber has attended to assist in finding resolution to conflicts that occurred with respect to fees charged for Triple Crown this year.

Jordan said the Fieldhouse will be the venue for the Sundance closing party on January 29th. She invited Board members to participate in flooring installation Thursday January 27, 7pm. Load out will occur on Sunday, January 30, 5pm.

The 5th Annual Silver Ski event will be held Sunday, January 30th, 10am – 1pm. The finish area will be set up at Sun Calendar Plaza, at Newpark. She encouraged Board members to attend.

Jordan reported that interviews were held for the Recreation Coordinator and half-time administration position. Brian Kadziel has been hired as Recreation Coordinator. Megan Suhadolc has accepted the part-time benefitted administration position.

Jordan reviewed property tax collections, as presented in an email to the Board earlier this week. Collections came in \$372 short of budgeted revenues, and the expense budget is well under budget. Jordan recommends an additional \$250,000 allocation to the capital fund. The general fund reserve is at 93%. Action on this item will take place at the February 16th meeting, at the time the fourth quarter financials are presented.

Jordan said results of the 360 performance reviews have been provided to staff, and individual staff reviews will be fully conducted by Friday, January 21.

BOARD MEMBER QUESTIONS/COMMENTS

Ron Perry asked if the District expenses with respect to Triple Crown will be resolved. Jordan said this is part of the Recreation Roundtable discussion and it is becoming an easier process through the Roundtable due to a greater understanding of all parties. A discussion with Summit County regarding the economic benefit to the county through sales tax and transient room tax will be needed. The biggest question the Board will have to confront is whether the event will

qualify for a resident or non-resident rate, or as a stakeholder. That decision will determine those fees.

PUBLIC INPUT

There was no public input at this point in the meeting.

EXECUTIVE SESSION: PERSONNEL

At 8:19pm, Chair Perry signed a closed meeting affidavit and requested a motion to enter into executive session. Park requested that Kevin Simon, in his capacity as District Clerk, record any motions and the time of meeting adjournment for the minutes.

MOTION: To enter into executive session for the purpose of discussing personnel matters. [Stinson/Burke] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

At 9:46pm, Ron Perry called for a motion to close the executive session and re-open the public meeting.

MOTION: To close the executive session and re-open the public meeting. [Simon/Stinson] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

Based on discussion in executive session, the following motion was made:

MOTION: To compensate District Director, Rena Jordan, with a merit/step increase to Step 6 of the District pay scale effective January, 2011, and award a one time year-end bonus of \$3,140. [Douthett/Stinson] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

Ron Perry called for a motion to adjourn at 9:51pm.

MOTION: To adjourn the meeting of January 12, 2011 [Stinson/Simon] All in favor: Jay Burke, Tracey Douthett, Ron Perry, Kevin Simon, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

MOTIONS

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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 "Rena Jordan".