



Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, February 4, 2009
Schefter Conference Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Tracey Douthett, Scott McClelland, Sharon Odell, Ron Perry, Scott Siemon, Kevin Simon, Marilyn Stinson.

Absent: None

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

Attending Guests: Roger MacPhail, Tim Douglas, Jim Moran

The meeting of February 4, 2009 was called to order by Chair Odell at 6:11 pm.

WELCOME NEW BOARD MEMBER – OATH OF OFFICE

Newly appointed Board member Kevin Simon was welcomed. District Clerk Scott McClelland administered the oath of office.

PUBLIC INPUT

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

BOARD MEMBER APPRECIATION

On behalf of the District Board, staff and patrons of the District, Sharon Odell presented outgoing Board members Jim Moran and Tim Douglas with Fieldhouse memberships in appreciation for their years of service. Douglas served for 11 years - Kevin Simon was appointed to fill his position. Moran served for three years. Marilyn Stinson was appointed to fill the final year of his 4-year term. Jordan said one year of membership for every term served has been provided to Douglas and Moran.

Chair Odell excused herself from the meeting at 6:27 pm due to illness. Chair Elect Ron Perry stepped in to conduct the meeting.

TRAVEL REQUEST

Board members received memos in their meeting packet detailing the two travel requests. Senta Beyer explained the benefits to the District of having Bob Radke attend the Professional Trailbuilder's Association Conference, March 15-20, 2009, in North Carolina. Scott Siemon inquired whether there are advances in technique from year to year to justify the trip annually. Beyer strongly supports attendance at this conference in order to learn about new trends, including sustainable trails and pump parks. This conference is a gathering of

world experts in planning, construction and maintenance of trail facilities. Acting Chair Perry called for a motion.

MOTION: To approve the Trails Department travel request for Bob Radke to attend the Professional Trailbuilder's Association Conference, March 15 – 20, 2009 in the estimated cost of \$1785.

[McClelland/Douthett] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell Motion carries.

Matt Strader said the Recreation Department travel request is for the IHRSA trade show in San Francisco, March 17 & 18. The Fieldhouse strength equipment lease will expire in June and this is one of the top trade shows in the country to meet vendors and compare equipment. The National Recreation and Parks Association conference will be in Salt Lake this year. District staff will not attend URPA in St. George. Consequently the IHRSA travel request is well within budget. Acting Chair Perry called for a motion.

MOTION: To approve the Recreation Department travel request for Matt Strader to attend the IHRSA trade show March 17 – 18, 2009 in the approximate amount of \$570. [Siemon/McClelland] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell Motion carries.

RASMUSSEN OPEN SPACE CONSERVATION EASEMENT

Board members received a staff report prepared by Bonnie Park in their packet, along with the easement language and exhibits. Park said this easement was approved at the September 20, 2006 meeting, provided that there were no material changes. Since then, the baseline documentation has been completed and there have been some minor adjustments to the exhibits. Because two years have gone by since the document was last reviewed, Park thought it best to update the Board and recap the information with newer Board members before the easement is recorded in this final form. Tim Douglas raised his concern as to whether Summit County has set aside funds for managing open space. Park said BOSAC requested that maintenance funds be placed in a separately held account, but this has not been done. She added the Rasmussen parcel is in a different category, because the \$10 million open space bond funds were not used on that acquisition. It was acquired with funds from a portion of the District's 2001 Bond. The District currently pays for weed control and trails maintenance on that property. With the acquisitions of the PRI/Boyer parcel (Kimball Junction) and the Koleman parcel, the County will be obligated to fund the expense associated with maintenance and monitoring. In speaking with county auditor, Blake Frazier, and county manager, Brian Bellamy, they believe maintenance costs will be absorbed by existing county departments, for example public works for weed control and the demolition of the Kid's Kampus building on the Koleman parcel including the reclamation of that land. The question remains how the stewardship and monitoring by Summit Land Conservancy and Utah Open Lands gets paid for. Because bond funds were restricted to acquisition, BOSAC made the determination that some of the unrestricted acquisition funds should be set aside for stewardship. Now that the \$10 million in bond funds has been expended it is unknown how long the BOSAC committee will remain intact to advise on the matter. Scott McClelland inquired whether another motion is needed because the easement had been approved in 2006. Park said she recommends a new motion since the easement language will be in the District's current records in its final form to be recorded.

Park presented two original copies of the documents to be executed by the Board. They will be sent to Utah Open Lands for signature before they are recorded. Chair Perry called for a motion to approve.

MOTION: To approve the Rasmussen Parcel Conservation Easement dedication, dated 2009, to Utah Open Lands. [McClelland/Douthett] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell Motion carries.

Park said BOSAC and COSAC committee members will meet to discuss a plan to celebrate recent open space acquisitions. For the benefit of new Board members, Park reviewed open space parcels around the Basin.

PREPARATION FOR BOARD RETREAT

In preparation for the Board retreat scheduled from noon – 5 pm on February 28, Rena Jordan distributed copies of two pamphlets recommended by the Utah Association of Special Districts for Board training entitled “Your Roles and Responsibilities as a Board Member,” and “Basic Principles of Policy Governance.” She requested that all members read this information before the 28th. Another item at the retreat will fulfill annual open and public meetings training. Jordan will follow up with Chair Odell to develop the full agenda. She suggested the Board should spend time discussing what the Board wants for the District. Bonnie Park summarized the various topics of Board retreats of the past, and suggested some time could be spent on future capital project planning. Jordan added that because there are no large capital projects currently underway, this is a good time for the Board to get “grounded” as a group in looking toward the future.

SERVICE PROVIDER APPROVALS/PLANNING UPDATE

Park said there were no new plats signed in the last two weeks. At service provider meeting next week topics will include discussion on the Silver Creek Commerce Center, the Silver Creek Village Center, and several potential development proposals along the Highway 40 corridor. As a follow-up to trail discussions with the Mountain Ranch Estates HOA, she requested an update from County planning staff on the Gillmor parcel adjacent to Trailside. A preliminary conceptual development plan has been reviewed with planning staff, but no submittal has been made on the project. In addition, a Canyons update will be given. Park said execution copies of the Canyons Trails Agreement will be provided for signature at the March 4th Board meeting. Discussion followed on the proposed community park and trails proposed for dedication to the District in the Silver Creek Village Center. McClelland said this is a project that Board members should spend time discussing. Project planners have held two work sessions with the Snyderville Basin Planning Commission. In response to a question by Kevin Simon, Park said the District comments as a service provider to address whether proposed trails are in compliance with the District’s Master Plan, and the need for future community park space. Minimum land dedication is 20 acres to qualify as a community park, and this project proposes much more. Park cautioned that the District does not get involved in density negotiations. It is up to the Snyderville Basin Planning Commission to weigh the combined community benefit criteria proposed in a project as it relates to incentive density. Park reviewed the site plan and lot line adjustment for purchase of the Koleman parcel, in anticipation of conveyance of the Koleman Park parcel through a special warrantee deed from Summit County to the District in the next few weeks. She said Summit Land Conservancy will hold the conservation easement on the open space parcel. Park commented on a few legislative items. House Bill 61 modifies and clarifies the process of certifying local government boundary changes. For the benefit of new Board members, she said the District is in the process of investigating a double taxation situation with some properties that have been annexed into the Park City municipality. Park said the properties have been identified, and applying the tax rate for operations in 2008 dollars is estimated to be \$128,534. These properties will continue to be obligated to pay for debt service on District bonds. She said City and County officials are aware of the situation, but the issue is complex. Jordan said from a budgeting standpoint, the District needs to be prepared for economic impacts that may result.

APPROVAL OF MINUTES 1/21/09

Ron Perry called for a motion to approve minutes of January 21, 2009

MOTION: To approve the minutes of January 21, 2009, as written. [Siemon/Stinson] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Marilyn Stinson. Opposed: None. Kevin Simon abstained due to his absence at that meeting. Absent: Sharon Odell. Motion carries.

APPROVAL OF INVOICES

Board members were provided a summary of payables dated January 22 – February 4, 2009 for Board review (attached). Following brief discussion, acting Chair Perry called for a motion to approve.

MOTION: To approve the invoices of January 22 – February 4, 2009, in the amount of \$86,887.58. [McClelland/Siemon] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell. Motion carries.

DIRECTOR COMMENTS

Jordan said the final agreement with Snowmen LLC film company for use of District facilities was executed this morning. The contract amount is \$26,600. Over an 18 day period they will be physically on-site working twelve of the 18 days. Their encampment will be in the upper Trailside parking lot, plus some use of the lower parking lot, and the park room for staging of talent for 9 days. The Willow Creek Park pond will be used for an ice skating scene on February 15, noon – midnight. She conveyed some of the challenges of the negotiations, but the agreement is finalized and half the fee has been received. A \$3,500 deposit was required for damage and the additional expense associated with Willow Creek water used to prep the ice surface.

Jordan said the Personal Trainer Policy at the Fieldhouse went into effect on Sunday, February 1. Four trainers have purchased passes, and are working on getting their certificates of insurance. Matt Strader wrote up the guidelines and policy in a form for staff reference. Jordan reported that the January annual pass special resulted in the sale of \$11,800 in annual passes, compared to \$5,100 in January, 2008. Monthly and daily passes were up, as well. Drop in soccer is very popular and is capped at 85 players on Wednesday nights; Sunday play draws up to 60 players. Sheriff's deputies are being paid to walk through for security. The charge is \$40 per walk-through; a meeting is scheduled to discuss the price for the service. Security cameras have also been purchased for the Fieldhouse. Discussion followed on how these cameras will be utilized.

Jordan displayed a copy of the "Way to Play" newsletter now in production. Play Magazine 2009 is in its fourth draft and is expected to be mailed March 20.

BOARD QUESTIONS/COMMENTS

Ron Perry inquired about the \$5,000 held in retention from landscape contractor RBI for work at the Ecker Hill complex. The amount will be withheld until a spring inspection verifies that re-vegetation is established.

PUBLIC INPUT

Roger MacPhail expressed his appreciation for the public input opportunities on the agenda at both the beginning and end of the meeting. He inquired if anyone had the opportunity to review the information on tax-incentives for cycle commuting. Bonnie Park said that she raised the topic at an interagency task force meeting when the topic of transit planning was discussed. Jordan said the direction the IRS Code is going is to have the benefit be adopted as a part of District cafeteria plan benefits. In response to a question by MacPhail, Rena Jordan said the District's Zamboni was sold for \$1,500. MacPhail said his research shows it to be worth more than that. At 7:54 the public input was closed.

EXECUTIVE SESSION

Ron Perry said that the ad-hoc committee has not yet finalized organizational changes, but suggested an update be provided in executive session. Jordan commented on adjustments to the step and grade scale, which have been evened out between steps.

At 8:00 pm, acting Chair Perry requested a motion to enter into executive session for the purpose of discussing personnel matters. [McClelland/Stinson] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell. Motion carries. Staff was excused.

At 8:50 pm, a motion to close the executive session and adjourn the meeting of February 4, 2009 was made. [McClelland/Siemon] All in favor: Tracey Douthett, Scott McClelland, Scott Siemon, Kevin Simon, Marilyn Stinson. Opposed: None. Absent: Sharon Odell. Motion carries.

MOTIONS

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Minutes prepared by Bonnie Park

Clerk/Board Member Approval: 