Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, October 12, 2017
Board Room - Trailside Park
5715 Trailside Drive
Park City, Utah

Board Members in Attendance: Nate Brown, Ben Castro, Cathy Kahlow, Aaron Newman, Gary Resnick, Marilyn Stinson arrived at 6:04, David Kottler arrived at 6:06.

Absent: None

Staff Present: Brian Hanton, Brian Kadziel, Ben Liegert, Melissa O’Brien, Bob Radke, Matt Strader, Megan Suhadolc, Sue Ann Brandreth.

Staff Absent: None.

Attending Guests: Amanda Angevine, Manager of the Park City Ice Arena, Brian Baker with Zion’s Bank.

CALL TO ORDER AND PUBLIC INPUT
The meeting of October 12, 2017 was called to order by Chair Kahlow at 6:03pm.

No public input at this time.

Chair Kahlow closed public input at 6:03pm.

ANNUAL UPDATE ON THE INTERLOCAL COOPERATIVE AGREEMENT FOR REGIONAL ICE FACILITY WITH PARK CITY MUNICIPAL
Suhadolc introduced Amanda Angevine, Manager of the Park City Ice Arena. Angevine reviewed expenses for the Ice Arena from the 2016 and 2017 fiscal years and discussed what should be expected for the remainder of 2017. Angevine explained that there are recurring expenses every couple of years and there are expenses budgeted annually. Funds that are not used are rolled into the balance and can be reallocated in future years. In 2017, new filtered drinking fountains were installed. The evaporative condenser was upgraded, to which the District donated additional funds. The Rocky Mountain Power rebate was received. Part of the rebate allocated to the District was used to pay for the energy audit completed this fiscal year, the
remainder was paid out in a check. An energy audit was completed, and recommendations were made to reduce the energy consumption. Also, in 2017, the facility was painted throughout.

Kahlow asked how the amount of funds was determined for each entity. Suhadolc stated that the 2004 agreement determined that $50,000 would be the amount contributed by the District and the rest would be contributed by the City. Angevine explained that the City owns the Ice Arena and the District contributes to the capital fund yearly. The operating expenses are covered by the City. There is one more year on the agreement. Resnick asked for an update on any discussions concerning additional ice sheet(s) or other type of strategic plans. Angevine gave an update on the recreation master plan. The studies supported an additional sheet of ice. A conceptional drawing was done and the estimate was $20 million at the same physical location. A private company has expressed the intention to build a facility approximately 1.3 miles from the current ice arena, but such facility would technically be in Wasatch County. The facility would include an indoor and an outdoor ice sheet. Angevine feels that a wait and see approach would be the best thing for the community. There is no need to spend taxpayer’s money on an additional ice sheet, when, upon completion of the new private facility, there will be plenty of ice to use. If the facility is built, and the ice sheet needs are met, there are other projects that require attention. The amount of locker room space is not really adequate for the usage the Ice Arena is experiencing. More teams and players have caused them to outgrow the original space. The mezzanine is pulling away from the building, causing leaking during heavy rain and spring thawing. One of the long-term solutions is to enclose that space fully for additional training space. Architect Craig Elliott is exploring solutions but estimates a 18 month timeline for construction.

Newman mentioned that in the MOU the District is currently working on, Wasatch County residents are being treated as locals in terms of pricing and usage. Newman asked if Wasatch County had contributed to the Ice Arena and if not, why this is included in the MOU. Angevine answered that Wasatch had not contributed and it was her understanding that when the rink was built, the Manager felt that including Wasatch would be an asset in building the programs. There was a recent software upgrade that automatically, based on zip code, will charge resident or non-resident rates for punch cards. Newman’s concern that if there is no tax increase there will be services and deputies cut in the County, then why is the District subsidizing Wasatch County. Gary asked about the percentage of users coming from Wasatch County. Angevine answered that about 15% are Park City residents, and about 40% live in the Snyderville Basin area. Wasatch represents a little less than the Snyderville Basin but more than Park City. There is a large percentage from Salt Lake and other areas due to the open skate traffic.

Castro asked if there were any additional plans for the $2.5 million set aside from the 2015 bond if the new ice facility moves forward. Angevine answered that there were no other plans to her knowledge. The bond language may not allow for any other use other than ice. Suhadolc stated that the bond language is vague and that the ice was one suggested use for the funds. Angevine said that other usages would certainly be considered.

Brown inquired about the patch work on the mezzanine and if there could be a more permanent solution. Angevine shared that the patchwork is an ongoing issue. Lifting the concrete and filling
below was examined but halted due to weather. There have been estimates for a more permanent fix, but such would be funded outside of this Capital Improvement Fund.

**DISCUSSION AND POSSIBLE APPROVAL OF RECOMMENDATION TO COUNTY COUNCIL TO REFUND THE DISTRICT’S 2011 GENERAL OBLIGATION BONDS**

Brian Baker from Zions Bank was present to discuss the refunding of the 2011 general obligation bonds. Baker pointed out that refunding the bonds could generate a net savings of $1.5 million to taxpayers. Baker mentioned that normally if savings are 3% or better, one would proceed, and this refunding could generate 9% savings. Stinson commented that there didn’t appear to be a reason not to refund the bonds and Baker agreed with her. If the Board decides to move forward, then Baker and Suhadolc will bring the recommendation to the County. If County approval is granted, then the process will take 60 to 90 days.

**MOTION:** To approve the recommendation to County Council to refund the District’s 2011 General Obligation Bonds [Castro/Resnick] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Motion carries.

**DISCUSSION AND POSSIBLE APPROVAL OF TENTATIVE AMENDED 2017 AND PROPOSED 2018 DISTRICT BUDGETS FOR RECOMMENDATION TO THE COUNTY COUNCIL**

Suhadolc gave a power point presentation of the high points of the tentative amended 2017 and proposed 2018 District budgets. In the amended 2017 General fund budget, approximately $487,000 will be rolled over to the Capital fund for replacement. Castro asked if income from higher taxes could be anticipated due to Silver Creek Village development. Suhadolc said that it is probable but did not feel comfortable assuming the 2018 revenue at this time. The 2018 proposed General fund budget reflects an overall 6.1% increase from 2017 adopted. The Fieldhouse shows an increase in both revenue and expenses due to the new gymnasium and pool operating for the full year. The District is basically at the national average of cost recovery for Park and Recreation Districts. There are additional Admin and Trails employees for 2018 which increases full-time staff from 27 to 29 employees. There is also a proposed increase of 3% for merit and COLA combined. The County Manager, Tom Fisher, was consulted on the amount of the increase. Fisher felt that the District could do what worked with the budget and didn’t necessarily have to follow the County’s current proposed 2% COLA and no merit. The Council will look to the Board for its recommendation. The District will present the breakdown as 1.5% merit and 1.5% COLA. Resnick remarked that, if the District comes in at a different amount than the County, there should be a robust rational for the difference. Staff pointed out that merit is used as an incentive for the employees to perform well. Kottler explained that the County utilizes a position grade system which enables it to give someone a raise by changing his/her grade, this is considered different than a merit increase. It was agreed that the explanation of incentive and the difference in how the County gives increases was a satisfactory rational.

The 2017 Capital budget is being amended down approximately $7 million. Some of the projects have been pushed to 2018. The Trailside upper parking lot expansion has been cancelled. Kahlow asked if it has been pushed to 2018, Hanton explained that the lower parking lot will be expanded to accommodate school parking and space for soccer tournaments. It is undetermined
when the upper expansion will be reconsidered. Open space bond funds are currently in the 2017 Capital budget but may be moved to 2018 contingent on the current negotiations by the County.

Resnick asked if there was an infinite amount of time on spending 2011 and 2015 bond funds., Suhadolc answered that the time is not infinite, but as long as the District isn’t earning more interest on the unspent funds than what is currently being paid and the District is showing plans to spend the money, then we are OK. Resnick commented that it pushes out any future bonding from a political point of view if we haven’t spent previous bond funds. Suhadolc agreed that getting the public support would be affected, although, the District has the financial ability to acquire bonds.

Suhadolc moved on to the 2018 Capital budget. The Discovery Trailhead, a portion of the Millennium Trail, master planning of Silver Creek Village and an acquisition of land for field space are among the planned projects. Also in the budget is the spend down of remaining 2011 and 2015 bond funds for trails and a contribution to Park City Municipal for an additional ice sheet.

Castro asked about the original projects that had been earmarked from the bond money and felt that the original projects may not happen. Hanton shared that Tom Fisher is guiding the District to evaluate alternative projects for spending the remaining bond money. The language in the bond allows using the money on other trail and recreation projects, not just a pedestrian crossing on Highway 224 or a second sheet of ice. The Board would like to be proactive in suggesting to the County what the money could be used for and asked Staff for a list of projects and the remaining amount of money. Suhadolc pointed out that in the presentation the $3.2 million is what is left to use for trails.

Presentation to County Council is November 1st for adoption of the tentative budget. The Board meeting on November 16th will provide an opportunity to discuss any changes that might be suggested by the Council. The next step will be a public hearing and Council approval on December 6th. Suhadolc suggested that it would be good to have Board representation at the November 1st and December 6th meetings.

**MOTION:** To approve the tentative amended 2017 and proposed 2018 District budgets for recommendation to the County Council [Kottler/Resnick] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Motion carries.

**CONSENT AGENDA**

1. REQUEST TO APPROVE MINUTES FROM 9/14/17 Resnick would like to edit the comments on OSHA. Brandreth will email the word document minutes for his editing.

2. REQUEST TO APPROVE THE PRIOR MONTH’S EXPENDITURES Brown asked about the two charges to Nexus, one for September and one for October. Suhadolc explained that it is the timing of receiving the invoices and the payables cycle and typically there would be only one invoice each month.
3. REQUEST TO APPROVE NEW AND REVISED JOB DESCRIPTIONS FOR THE FIELDHOUSE Newman felt that the job description for the Head Lifeguard should include snow, along with sun. It was decided that “the sun” would be removed and the statement would change to all weather conditions.

MOTION: To approve the three-point Consent Agenda with the requested changes. [Resnick/Brown] All in favor: Nate Brown, Ben Castro, David Kottler, Aaron Newman, Gary Resnick. None Opposed. Abstain: Cathy Kahlow and Marilyn Stinson abstained from the 9/14/17 minutes approval. Motion carries.

QUESTIONS ON DEPARTMENT UPDATES Newman asked about the lease for the climbing wall in Silver Creek Village. Hanton explained that the County had provided a sample lease agreement with the District which was then shared with the company that approached the District. There is no response from the company as of this date.

Newman also asked if there had been extra marketing of the fitness app as the number of downloads in a month was impressive. Staff replied that, while there had been no actual marketing, the assumption was that that the initial emails and the approach of winter months had prompted people to move ahead with their downloads. Strader explained the process of the new app in hopes that the Board would download the app and also stated that the old app will be phased out.

Resnick asked if there was anything that could be shared about the upcoming Board Retreat. Hanton shared that there will be an agenda out soon, which will include the presentation of values and goals that was given to the Staff. Hanton also requested that the Board submit ideas to cover. Kahlow suggested that discussion of the information in the Board Member Binder on policies, roles and responsibilities of the Board would be helpful at the retreat. Resnick added that the interface between the Board and County Council as well as the District is changing and should be explored.

Kottler asked for a status check on required approval from the County on the Trails masterplan. O’Brien stated that the opinion from Dave Thomas is that the Board is compliant with the ordinance. Thomas is happy to write an opinion letter.

Castro asked Radke how the issue of bike shops renting during severe weather was received at the monthly meeting. Radke replied that the owners of the bike rental outfits will be contacted and requested to not rent at those times to protect the trails. The hope is that good decisions will be made after discussions with the bike shop owners.

Kottler stated that it looked like the trail in Toll Canyon has been pushed back. Radke answered that construction will not begin before July 1. There has been a request to look at the alignment and see if the trail could be moved back a bit. Hanton and Radke will go out and take another look and possibly have it re-flagged.
Resnick commented that the Woodward project has 2 different site options for the proposed facility. There was a question as to whether the upper location would affect the District’s trails. O’Brien shared that the project was discussed at the last month’s Service Provider’s meeting. Radke did submit comments about the impact on trails and trailheads, in reference to the first location but a second site location has not been discussed. Radke will reach out to gather any new information to share with the Board.

**UPDATES FROM DISTRICT COMMITTEES**

Kottler stated that the Trails Committee did not meet. There will be a time determined for the next meeting.

Newman reported that the topics discussed at this meeting were the same as the topics that were discussed at the Director Liaison Committee meeting. Resnick shared that the Director’s contract update is being addressed by the committee. Hanton will draft accomplishments against the 2017 performance period and goals for 2018, which will guide the performance evaluation at the end of 2018. Hanton will finalize the drafts by the next Director Liaison Committee meeting which is before the next Board meeting. There will be a need for an executive session at that time to review the drafts. Kottler stated that it would also be necessary to hold an executive session in December to finish the contract. Resnick suggested that the County’s template should be used for Hanton’s evaluation. The next Director Liaison Committee meeting will be moved from 11/13 to 11/15 at 8:30am at Trailside.

Newman asked about the Memorandum of Understanding on ice and showed particular interest in the Wasatch County issue. Newman believes that the language affording Wasatch County resident rates needs to be changed. Kottler questioned that the District might not have sole authority to change the MOU. Newman pointed that the committee is working on this agreement right now. Castro asked if the Joint Use Agreement will come back to the Board. Newman stated that the committee is waiting on the City attorney’s office for direction. Resnick wondered if it would impact the 84098 zip code since that is not in Park City proper. Stinson replied that, from the beginning, more money was requested from the District since a large amount of usage was coming from the 84098 residents and to be careful what is suggested. Newman stated that it didn’t make sense for another county to benefit from Summit County’s taxes and resources.

**DIRECTOR’S COMMENTS**

Hanton attended the National Parks and Recreation convention in New Orleans. One session dealt with recreation planning, suggesting the approach of planning backwards, thinking about where one would want to be 20 years from now and the steps it would take to get there. A conservation session introduced the Trust for Public Lands and finding ways to maximize the funds. A park planning and design session was helpful with the Silver Creek project coming up. In all, the conference was beneficial in bringing ideas to the District team. Hanton thanked the Board for the opportunity to attend.

Hanton mentioned that Brown has asked him about the storage facility at Ecker Hill and possibly putting some artwork on the building to deter graffiti. Hanton agreed that it was a good idea and will be reaching out to the art teacher in hopes of collaboration. Hanton and O’Brien have met
with local artists to discuss such projects. Incorporating art into the recreation aspect of the District makes sense as Staff feels that art is a good outlet for some people.

Following up on the email that was sent to everyone outlining the organizational changes in Staff, Hanton feels that Radke will be a great asset in the new role of Project Manager. O’Brien is taking over the Open Space Management and Liegert is adding Trails to his responsibilities.

**BOARD MEMBER QUESTIONS/COMMENTS**

Kahlow applied for BOSAC and went through the interview process, but was then advised that it was an appointment position. A formal appointment will be added to the BOSAC agenda for next month.

Newman asked if there was a plan for the Glenwild parking lot. Radke informed the Board that there has been an effort to find documentation as to why it was placed where it was placed. There will be adjustment to plans and Radke will revisit the issue at the Planning Commission. Radke has been approached by the Spring Creek Business Association for additional parking.

Kahlow asked if anything has happened with the density at Newpark. There is no update at this time.

Stinson will not be at the November 16 Board meeting.

Newman mentioned that he has spoken with someone that would like to help with the trail races. Liegert shared that Park City Running Company has approached Staff about taking over the Flying Dog run. Presently, Liegert is working with them and considering scholarship donations and partnerships.

**EXECUTIVE SESSION: PROPERTY ACQUISITION**

At 8:23pm, Staff was dismissed and Chair Kahlow called for a motion to enter into executive session to discuss property acquisition. Director Hanton and Melissa O’Brien were invited to stay for discussion regarding property acquisition.

The executive session to discuss property acquisition was recorded.

Those in attendance were: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson, Director Brian Hanton and Melissa O’Brien.

**MOTION:** To enter into executive session for the purpose of discussing property acquisition. [Kottler/Resnick] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Motion carries.

At 8:44pm, Chair Kahlow called for a motion to close executive session for the purpose of discussing property acquisition and adjourn the meeting.


MOTIONS


MOTION: To approve the three-point Consent Agenda with the requested changes. [Resnick/Brown] All in favor: Nate Brown, Ben Castro, David Kottler, Aaron Newman, Gary Resnick. None Opposed. Abstain: Cathy Kahlow and Marilyn Stinson abstained from the 9/14/17 minutes approval. Motion carries.

Minutes prepared by Sue Ann Brandreth.

Clerk/Board Member Approval: [signature]

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