Board Members in Attendance: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick. Cathy Kahlow and David Kottler attended the meeting telephonically.

Absent: Nate Brown arrived at 6:10pm, David Kottler attended telephonically at 6:10pm and arrived physically at 6:47pm, Marilyn Stinson arrived at 6:12pm.

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

Staff Absent: None.

Attending Guests: None.

CALL TO ORDER AND PUBLIC INPUT
The meeting of February 15, 2018 was called to order by Chair Castro at 6:02pm.

No public input at this time.

Chair Castro closed public input at 6:02pm.

CONSENT AGENDA

1. REQUEST TO APPROVE MINUTES FROM 1/17/18
2. REQUEST TO APPROVE THE PRIOR MONTH’S EXPENDITURES
   Newman asked why the Parks’ water utilities were so high for the 4th quarter.
   Suhadolc explained that there was an account, previously in the Administration department, that has been moved to the Parks department. A journal entry was entered to move the balance to the Parks department.
3. REQUEST TO APPROVE ENGINEERING CONTRACT FOR THE TRAILSIDE LOWER PARKING LOT PROJECT
To award the contract for engineering services to PEPG Consulting LLC in the amount of $20,500.00 for the Trailside Lower Parking Lot and Trails Project and to authorize the District Director to execute the necessary documents relating to the contract.

Kahlow thought the District was deferring this project for another time. Director Hanton explained that the upper parking lot project was deferred, not the lower parking lot project. Chair Castro asked if Radke was surprised at the bids amounts that came in. Radke reported it was a little higher than he expected, but the District has worked with this contractor before and it is really on the ball.

4. REQUEST TO APPROVE CONSTRUCTION CONTRACT FOR TRAIL IN TOLL CANYON
To award the contract for construction of the Road to WOS to Toll Canyon Trail Project to Singletrack Trails based on the estimates provided and to authorize the District Director to execute the necessary documents relating to the contract.

Resnick asked if there was an update on the general consensus, from the local community, concerning the trail. Radke reported that he has not heard much about the trail from the community. Chair Castro stated that Kottler had a question concerning Hi-Ute and if this project was on the horizon. Suhadolc reported that it will not be in this budget year. Radke indicated the District is waiting for permission from Hi-Ute to move forward, and once that is received, the District will need to work with Pinebrook. Director Hanton explained that his last conversation with Wendy Fisher, Utah Open Lands, indicated that the owners were warming up to the idea again. The District is meeting with Utah Open Lands in a couple of weeks and there will be more discussion of the trail at that time.


4TH QUARTER 2017 FINANCIAL REPORT
Nate Brown arrived at 6:10pm. David Kottler attended telephonically at 6:10pm, Marilyn Stinson arrived at 6:12pm.

Suhadolc reported that there were no surprises in the 4th quarter, and overall it was another financially stable year for the District. Suhadolc pointed out a few highlights for each fund. The general fund received 71% of annual revenue in the 4th quarter, which is comparable to last year’s revenue. The District rolled over just under $500,000 from the general fund to the capital replacement fund; although, the District still has an additional excess of $170,351 that will be
added to the general fund balance in 2018. This will increase the general fund balance to an approximate amount of 2.9 million, which is 88% of the allowed amount.

Suhadolc reported that the 2018 budget will most likely be amended and she will suggest that $400,000 be transferred from the general fund into the capital replacement fund, which will lower the percentage of the allowed amount for the general fund balance. Suhadolc stated there will be more discussion on this item throughout the year.

Next, Suhadolc reviewed the capital fund breakdown and indicated that, after the budget was amended, the District was still under budget by $400,000. The capital budget is now approximately 22.5 million, which is split between bond funds, capital replacement and capital projects.

Suhadolc stated that the impact fee fund balance was reduced by $239,048, which brought the overall impact fee fund balance to approximately $2.4 million. This resulted from the District’s budget to spend more impact fees than the District received in revenue. Overall, the District had a very good year since the District was able to collect impact fees on 319 residential units and 5 commercial units.

Suhadolc reported that for the debt service fund, the most significant event, for the 4th quarter and the year, was the refunding of the 2011 general obligation bond. This resulted in an increase of $205,540 to the debt service fund balance, which brought the fund balance total to $3,440,537.

Chair Castro asked if the District was surprised at the 25% increase to impact fee revenue. Suhadolc reported she was a bit surprised at the increased revenue. Chair Castro also inquired about the projected impact fee revenue budgeted for 2018. Suhadolc reported the impact fee revenue for 2018 budget was based on the same figure that was used in the amended 2017 budget. Suhadolc explained that there are still so many developments in the pipeline, such as the Canyons and Silver Creek. Suhadolc expects to see the same growth that happened in 2017, also happen in 2018.

**QUESTIONS ON DEPARTMENT UPDATES**

Chair Castro inquired about the District’s records retention policy. O’Brien stated that the District has an extensive retention policy that follows the State’s retention policy. O’Brien stated that last year at about this same time, the District had each department go through its records and either purge or save the documents based on the retention policy.

Newman inquired about the realignment for the Glenwild Trail. Radke reported that the Glenwild property manager contacted him to discuss the possibility of moving the Glenwild Loop Trail. Radke stated since space is limited at Glenwild, the realignment would help with Glenwild’s trail endeavors.

Stinson asked what the max occupancy was for the Sundance awards and after party held at the Fieldhouse. Strader said the max capacity at one time is 2,000; however, with people coming and going, it was estimated at approximately 4,000 attendees for the night. Stinson also inquired about the current contract the District has with Sundance. Strader reported that the District
renegotiated a 3-year contract with Sundance last year, leaving two years remaining on the contract.

Chair Castro stated the Fieldhouse has been very busy with almost 100,000 new visitors last year. Strader reported that the Fieldhouse saw a total of 375,173 visitors in 2017 as compared to the 280,195 visitors in 2016.

Chair Castro inquired about the Mountain Miles series. Liegert explained that it is the running series that the District started last year. The plan for this year is to consolidate it into one big race serving as a fundraiser for the District’s scholarship fund. The race will be an 28k that will start at the Flying Dog Loop, which is out of East Canyon. There will also be a smaller run, approximately 7 or 8k, that will go up to Bob’s Basin. The race is tentatively scheduled for July 21, 2018.

Resnick complimented the staff on two items: first, the BOSAC meetings and how the District is taking a very active role and second, the approval of the Gillmor package.

**UPDATES FROM DISTRICT COMMITTEES**
Resnick stated the trails committee did not meet this month.

Resnick reported that he met with Director Hanton for the liaison committee meeting. It was a productive meeting concerning how to build out goals. Resnick was very pleased with the personality tool that the District is using for staff. He feels it is a very powerful tool to build a team together and to understand each other’s strengths and weaknesses.

**DIRECTOR’S COMMENTS**
Director Hanton asked if the Board had additional questions concerning the Gillmor process. Brown inquired about the general Gillmor timeline. Director Hanton reported the earnest money was wired last Monday morning. O’Brien indicated that the due diligence will need to be completed within the 120-day timeline.

Director Hanton indicated that two years ago there was some fire mitigation in Toll Canyon, and now that conditions permit, they are looking at burning the slash piles created from the cleared trees. The process is scheduled to begin next week.

Director Hanton informed the Board that the District interviewed 13 people for the Recreation Coordinator position, including two in-house employees. The position is expected to be filled within the next two weeks.

Director Hanton reported that Justine Kadziel and Melissa O’Brien reviewed eleven (11) artist submissions for the Redstone Tunnel. O’Brien stated that the three (3) entities will meet next Wednesday to collectively to determine the artist.

Director Hanton reported that the County held interviews for Board positions yesterday. Hopefully, the District will have a new Board member within the next week.
Director Hanton reported the Board retreat for March 9, 2018 will be rescheduled until after the ski season is over. There will be more discussion to decide the new date for the Board retreat.

Lastly, Director Hanton reported that he is going on vacation next week, so Suhadolc will be in charge while he is away.

**BOARD MEMBER QUESTIONS AND COMMENTS**
David Kottler arrived at 6:47pm.

Resnick thought it would be helpful to have Pat and Peter present the County’s planning process to the Board.

Kottler reported that he has finally received Dave Thomas’s memo, which discusses the Recreation and Trails Master Plan and its validity. Kottler provided each Board member a copy of the memo.

Brown inquired about the recent car vandalisms at the Fieldhouse and if it is still an ongoing problem. Strader reported the Fieldhouse has contacted the sheriff’s department to report the vandalism and was able to provide video footage of the vandalisms. Strader indicated that the District could explore the possibility of adding more security cameras to the Fieldhouse.

Since this was Stinson’s last Board meeting, she handed-out “Thank You” notes to District staff and Board members. She was thanked again for her generous service as a District Board member for nine (9) years.

At 6:56pm, Chair Castro called for a motion to adjourn the meeting of February 15, 2018.


**MOTIONS**

Minutes prepared by Stacy Carpenter.

Clerk/Board Member Approval: [Signature]