Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, January 17, 2018
Board Room - Trailside Park
5715 Trailside Drive
Park City, Utah

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

Marilyn Stinson arrived at 6:08.

Absent: None

Staff Present: Brian Hanton, Ben Liegert, Bob Radke, Matt Strader, Megan Suhadolc, Sue Ann Brandreth.

Staff Absent: Melissa O'Brien.

Attending Guests: None.

CALL TO ORDER AND PUBLIC INPUT

The meeting of January 17, 2018 was called to order by Ben Castro at 6:04pm. Cathy Kahlow requested that Ben Castro chair the meeting because she wasn't physically present, but on the telephone.

No public input at this time.

Castro closed public input at 6:04pm.

ELECTION OF 2018 DISTRICT OFFICERS

The recommendations for the 2018 District Officers were made at the December 14, 2017 meeting.

MOTION: To elect the following 2018 District Officers: Ben Castro, Chair; Nate Brown, Vice Chair; Aaron Newman, Treasurer; Gary Resnick, Clerk. [Newman/Kottler] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Absent: Marilyn Stinson. None Opposed. Motion carries.

Stinson arrived at 6:08.

ESTABLISHMENT OF SBSRD AD HOC AND STANDING COMMITTEES

A list of each committee with current members was included in the Board packet sent to the members prior to the meeting. Newman recommended that the Recreation Master Planning Committee be disbanded. Brown mentioned there was interest in creating an Open Space Committee voiced at a prior meeting. Kottler recommended that Kahlow, as the Board's representative on BOSAC, be the Chair of the Open Space Committee. Kottler and Brown both volunteered to serve on the Open Space Committee. It was then brought up that the Board Chair is an ex-officio member of committees and, to avoid the potential of a quorum at a committee meeting, the Board decided that only two Members be selected for each committee. Brown decided to let Kottler be on the Open Space Committee with Kahlow. Discussion followed to select committee members and chairs for the remaining committees.

MOTION: To approve the following nominations to the SBSRD Standing and Ad Hoc Committees, to disband the Recreation Master Planning Committee, and to create an Open Space Committee.

Standing Committees:
District Director Liaison & Annual Review Committee: Gary Resnick, Aaron Newman; Chair: Gary Resnick
Personnel Committee: David Kottler, Aaron Newman; Chair: David Kottler
Audit Review Committee: Entire Board; Chair: Ben Castro
Trails Committee: Nate Brown, Cathy Kahlow; Chair: Nate Brown
Open Space Committee: Cathy Kahlow, David Kottler; Chair: Cathy Kahlow

Ad Hoc Committees:
Recreation Committee: Nate Brown, Aaron Newman; Chair: Nate Brown
Capital Investment Committee: Cathy Kahlow, Gary Resnick; Chair: Gary Resnick

[Kottler/Resnick] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

CONSENT AGENDA

1. REQUEST TO APPROVE MINUTES FROM 12/14/2017.
2. REQUEST TO APPROVE THE PRIOR MONTH'S EXPENDITURES
3. REQUEST TO APPROVE AUTHORIZED SIGNERS ON SBSRD ACCOUNTS WITH ZIONS BANK.
   To designate Ben Castro, Aaron Newman, Brian Hanton, and Megan Suhadolc as authorized signers for the following Zions Bank accounts: checking xxxxx9243, money market xxxxx1420, and impact fee money market xxxxx1289.

MOTION: To approve the three-point Consent Agenda. [Brown/Stinson] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

BOARD INPUT ON 2018 DISTRICT DEPARTMENT GOALS

Kottler asked about Director Hanton's goals and the reference to Master Planning and if they were all going to be separate plans. Hanton answered that they will be separate. Hanton commented that, ideally, all plans would be completed by year's end. Kottler asked if upon completion, the plans would be approved by County Council. Staff agreed that that is the goal. Castro specifically wanted to know if timelines for completion could be more defined. Hanton explained that the lack of specific dates is driven by the inability to predict interference of daily operations that might alter timelines. Board members mentioned that they liked having a deliverable for each goal. Brown asked about the mention of partnerships in one of the Director's goals and if that meant there would be contracts. Hanton explained that it would be more relationships with outside organizations and not necessarily contracts.

Resnick passed out a document that the Liaison Committee has been working on with Hanton. The document included additional details on Hanton's 2018 goals. These goals will be reviewed as part of the annual evaluation in November of the District Director. Resnick met with Hanton and O'Brien and Suhadolc to discuss the evaluation policy for the District Director. O'Brien is drafting preliminary policy revisions to capture the process being used to evaluate the Director, which will then be issued to the Board for review. Suhadolc commented that the revisions impact more than one section of policies and will possibly involve additional input from the Board. Hanton made the suggestion that the discussion could be a topic at the Board Retreat. Suhadolc also commented that a policy will be finalized in time for the District Director evaluation.

Brown asked about Recreation goals and if the number of events from last year had been adjusted. Kadziel explained that 2017 showed low turnout at some events when other activities in the community were going on and stated that there are more selective events planned for 2018.

QUESTIONS ON DEPARTMENT UPDATES

Castro asked about the water rights in the Administration update. Suhadolc explained that the District paid impact fees on 4.40 ERCs for the Fieldhouse final expansion. This added to the 3.25 ERCs for the building and 1.33 ERCs for irrigation that the District had already acquired for the Fieldhouse. With the expansion completed, it was determined that the District had acquired too many ERCs necessary for Fieldhouse water usage. With the expansion being built on the irrigated property, it was determined that the District had 1.33 ERCs too many, which is valued at approximately $14,000. Because Mountain Regional Water does not refund impact fees, the District was given two options. The first was to move the excess into stand-by status, which would involve a monthly fee. The second was to transfer the excess to the existing credit ledger that was created from the Toll Canyon open space transaction. The credits can be used towards impact fees required for future development by the District. Moving the 1.33 ERCs to the credit ledger is financially the best option for the District and all that is required is for the Board to sign a letter requesting the transfer.

Resnick stated that the planning commission approved Woodward and asked if the future of our trails in that area was known. Radke offered that there was a condition put in the development agreement about District trails, but nothing has been decided at this time.

Kottler asked if we received the legal opinion letter on the Trails Master Plan from Dave Thomas. Staff offered that O'Brien continues to ask for it but has not received anything from Dave Thomas. Kotter wanted to reach out to Dave Thomas to see if he can move the letter along. Kottler would like to have this letter to help protect the District from liability that could arise due to the current Trails Master Plan not being approved by the County. Hanton agreed that Kottler should reach out.

Castro congratulated Strader on the $1 million revenue year at The Fieldhouse. Strader stated that it was a team effort. Strader offered entry into the awards party for Sundance to any interested members of the Board.

Castro complemented Liegert on the OSHA online training and asked if the seasonal employees would be required to do this. Liegert informed the Board that there are various levels of OSHA training. Certain full-time, year-round employees participate in the training which has a 30-hour test for certification, but not seasonal employees There are weekly sessions with the teams that include safety discussions. Seasonal employees participate in these weekly sessions. Castro suggested that it would be a good idea to have an OSHA-certified employee in each department's weekly meeting to discuss safety issues.

Brown would like to see the trails grooming report on the website front and center so that the public would be more likely to see it. Brown also suggested that possibly a pop-up for DASH could help promote awareness. Hanton commented that suggestions can be made to the website designers.

DIRECTOR'S COMMENTS

Director Hanton informed the Board that the posting for two Board member positions has been extended to January 24. The first posting wasn't successful, most likely due to it being during the holiday season.

There will be dates presented soon for the Board retreat.

BOARD MEMBER QUESTIONS AND COMMENTS

The suggestion was made to move the meeting planned for February 14. Hanton commented the reason for the choice of date was due to President's week the following week but possibly the meeting could be moved to a different day that week. Kottler offered to reschedule his conflict on February 15. It was decided to reschedule the meeting to February 15.

Kottler expressed gratitude to Kahlow for her service as Chair, and stated that the Board was appreciative of her work.

EXECUTIVE SESSION: PROPERTY ACQUISITION; PERSONNEL

At 7:04pm, staff was dismissed, and Castro called for a motion to enter into executive session to discuss property acquisition. Director Hanton was 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, David Kottler, Aaron Newman, Marilyn Stinson, and Director Brian Hanton. Cathy Kahlow attended telephonically. Gary Resnick did not stay for the executive session.

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

At 7:20pm, Castro called for a motion to close executive session for the purpose of discussing property acquisition.

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

At 7:21pm, Castro called for a motion to enter into executive session to discuss personnel.

Vice Chair Kottler signed a closed meeting affidavit for discussion of personnel.

Those in attendance were: Nate Brown, Ben Castro, Cathy Kahlow attended telephonically, David Kottler, Aaron Newman, Marilyn Stinson, and Director Brian Hanton. Absent: Gary Resnick.

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

At 7:38pm, Castro called for a motion to close executive session for the purpose of discussing personnel.

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

At 7:39pm, Castro called for a motion to adjourn the meeting of January 17, 2018.

MOTION: To adjourn the meeting of January 17, 2018. [Stinson/Newman] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Marilyn Stinson. None Opposed. Absent: Gary Resnick. Motion carries.

MOTIONS

MOTION: To approve the following nominations to the SBSRD Standing and Ad Hoc Committees, to disband the Recreation Master Planning Committee, and to create an Open Space Committee.

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Trails Committee: Nate Brown, Cathy Kahlow; Chair: Nate Brown
Open Space Committee: Cathy Kahlow, David Kottler; Chair: Cathy Kahlow

Ad Hoc Committees:
Recreation Committee: Nate Brown, Aaron Newman; Chair: Nate Brown
Capital Investment Committee: Cathy Kahlow, Gary Resnick; Chair: Gary Resnick

[Kottler/Resnick] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Marilyn Stinson. None Opposed. Absent: None. Motion carries.

Minutes prepared by Sue Ann Brandreth.

Clerk/Board Member Approval: _____