Snyderville Basin Special Recreation District
Board Meeting Minutes
Wednesday, April 26, 2018
Board Room - Trailside Park
5715 Trailside Drive
Park City, Utah


Absent: None

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

Staff Absent: Melissa O’Brien

Attending Guests: Pat Putt, Summit County Planning Department, Melissa and Timothy Richardson of Summit Park

CALL TO ORDER AND PUBLIC INPUT
The meeting of April 26, 2018 was called to order by Chair Castro at 6:05pm.

Melissa Richardson of Summit Park spoke to the Board concerning eBikes. Richardson spoke in favor of allowing the use of eBikes on the District’s trails. Citing research conducted, Ms. Richardson argued that eBikes would allow individuals that are not able to ride the challenging trails to enjoy them.

The Board thanked Ms. Richardson for her input and stated that there would be further discussion and the research referenced would be considered.

Chair Castro closed public input at 6:29pm.

Presentation of the Snyderville Basin General Plan Phase II
Pat Putt of the Summit County Planning Department gave a presentation of the Snyderville Basin General Plan Phase II to the Board and Staff Members. The remaining residential and commercial entitlements were discussed both outside and within Canyons Resort. Putt stressed that there is a need to think about what the open spaces mean and the importance of the District’s planning and preservation of land. In the future, there will be no new development entitlements
or up zonings, the Snyderville Basin Development Code will be updated and there will be integration of a transportation plan.

The Board expressed gratitude to Putt for attending the meeting and sharing the hard work and ideas that have been summarized by the County.

**CONSENT AGENDA**

1. REQUEST TO APPROVE MINUTES FROM 3/14/18 and 4/3/18

2. REQUEST TO APPROVE THE PRIOR MONTH’S EXPENDITURES

3. REQUEST TO APPROVE GRAPHIC DESIGN AND MARKETING COORDINATOR JOB DESCRIPTION
   To approve the job description as presented in the Board Packet.
   
   Kahlow expressed concerns about the need for a marketing person as opposed to a graphic design person. Suhadolc explained that the Graphics/Marketing employee would replace two part-time employees. This will allow Justine Kadziel more time to attend to the marketing needs of the District.

4. REQUEST TO APPROVE CHANGES TO THE CAMP COUNSELOR AND LEAD CAMP COUNSELOR JOB DESCRIPTIONS
   To approve the revisions to the Camp Counselor and Lead Camp Counselor job descriptions as presented in the Board Packet.

5. REQUEST TO APPROVE AWARD OF THE COOPER LANE TRAIL CONSTRUCTION PROJECT
   To award the contract for construction of the Millennium Trail Connection Cooper Lane – Sun Peak Drive Project to Geneva Rock Products, Inc. based on the estimates submitted and to authorize the District Director to execute the necessary documents relating to the contract.

6. REQUEST TO APPROVE AWARD OF THE TRAILSIDE LOWER PARKING LOT REPLACEMENT PROJECT
   To award the contract for construction of the Trailside Park Lower Parking Lot Project to Geneva Rock Products, Inc. based on the estimates submitted and to authorize the District Director to execute the necessary documents relating to the contract.
   
   Castro asked about the timeline. Radke informed the Board that the project would run June 6th – July 25th, with completion before the beginning of the Park City Extreme Cup soccer tournament.

**MOTION:** To approve the six-point Consent Agenda. [Newman/Kahlow] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Carrie Westberg. None opposed. Abstain: Gary Resnick as to minutes only. Motion carries.
DISCUSSION AND POSSIBLE APPROVAL OF DISTRICT TRAIL DESIGN STANDARDS
The new Community Wide Trail Design Standards were provided to the Board prior to the meeting. Questions were raised by Derrick Radke, Summit County Public Works Director. Changes were made to address the comments by Radke. These changes were enumerated in the Staff Report. Dave Thomas has recommended that the Trail Design Standards be presented to County Council.

Kottler asked what the binding effect would be of Council adopting the Standards, is the County adopting the document as a guideline, as a policy, or an ordinance; what is required, if anything, if the District needs to deviate from the Standards when building a new trail, is the District required to get Council’s approval. Staff did not know the answers to Kottler’s questions and will ask County staff. Kottler suggested that before the County votes on the document, there should be an answer to the questions. Brown asked if the County is aware of the document. Hanton answered that the document has not yet been shared with the Council but had been shared with some County staff. The Board agreed to forward a positive recommendation at this time, but to hold off scheduling this on Council’s agenda until after the District’s May Board meeting in case any revisions to the document were necessary based on the County’s response.

MOTION: To forward a positive recommendation to the Summit County Council in favor of adopting the proposed Community Wide Trail Design Standards. [Kottler/Kahlow] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Carrie Westberg. None opposed. Motion carries.

QUESTIONS ON DEPARTMENT UPDATES
Kottler asked about the request for proposals for the indoor turf, specifically if the turf be the same as the current turf. Strader replied that a more ecofriendly turf would be included in the bid as an alternate. Whether or not the black beards are a carcinogen is still being researched but no conclusive evidence proving that they are has been offered. Ecofriendly systems are more expensive since there would need to be a pad installed under the turf.

Westberg asked how, when applying for the Restaurant Tax Grant, is the District able to prove that tourism is promoted. Hanton said that public comment and articles referring to tourists traveling to Park City and using the District’s trails for mountain biking and hiking are utilized.

UPDATES FROM DISTRICT COMMITTEES
Trails committee – Nothing new to report.

Personnel committee – Did not meet.

Open space – Kahlow reported that the committee is still trying to establish its purpose pending the response from the County concerning the District’s management of open space. The Gillmor property is under contract, but the environmental issues are being researched.
BOSAC - The County is continuing efforts to work with the Osguthorpes. Unless the Osguthorpes can offer recreational amenities, the deal is inappropriate for recreational open space bond money. There is a year left to raise the remainder of the money to make the purchase.

District Liaison – Subjects were covered previously in this meeting.

Recreation – Decisions on the Joint Use Agreement need to be made but the School District has cancelled the most recent meeting with possible rescheduling in the middle of May.

**DIRECTOR COMMENTS**

Hanton informed the Board that on May 24 there will be an Open House at The Fieldhouse. Staff will set up tables for each department all day with management rotating throughout the day to answer questions. All managers will be at the Open House from 5-7pm. There will be comment cards for the community members to express their opinions. This will serve as a customer appreciation and informational event. There will be free access to The Fieldhouse and the summer pass sale will be going on at the same time.

On May 23, there will be an Open House for all trail user groups to come together at The Doubletree Hotel. This will be a good opportunity to promote the District’s Open House the next day.

There is maintenance being done at The Fieldhouse. The tile in the towel and shower space is in need of attention. Funds set aside for the landscaping on the back side along Highland Drive is enough to include the work on the tile. The maintenance will close the shower areas for about a week.

We are adding a memorial bench for Sharon O’Dell to the pool area. O’Dell is a past Board Member. There will be a ceremony to dedicate the bench sometime in the summer.

The Woodward project is moving forward. Radke will have a trail re-alignment walk-through tomorrow. The pond will be used for their camp, which may necessitate eliminating dog use. The District will be prepared for a kick-back from that decision.

The Utah Olympic Park is planning to add some athlete workforce housing to the facility. Such addition will require rerouting part of our trail. Radke will meet with them to discuss the trail.

The District has been approached by the ice rink for contributions toward capital projects beginning this year. Projects include: flooring, a dehumidifier, a chiller and a compressor. These projects will run from now until 2023. The first request ($100,000) is for flooring which will cost $200,000. This would be in addition to the $50,000 that the District gives as an annual contribution. It was also requested that the $50,000 be raised to $80,000 annually. The District was asked to respond by May 1. Hanton explained to Angevine that the Board and Council would have to be consulted and that this was not in the budget. The Ice Agreement has a three-year review, so this would be a good time to look at increasing the contribution. Kottler asked if the amount of the District’s contribution had ever changed over the course of the agreement and is the review to look at the amount of the contribution. Suhadolc said that the review was to
determine the allocation of the funds. Originally the funds were allocated between specific projects, over the course of the reviews, the funds became Capital Replacement. The agreement refers to the contribution amount as a $50,000 minimum, that was because there were RAP Grant funds that were possible. Kottler asked if the review was designed to be able to request an increase of the annual contribution. Hanton replied that the expectation was probably not clear at the beginning. The contract is a 50-year contract with review every three years. There may have been the assumption that there would be increases as time passed with inflation occurring. Kottler said that it sounds like it is trying to re-negotiate a contract already drawn.

Hanton added that the Ice Arena is also planning a mezzanine. The estimated cost is $1 million, and it has requested that the District contribute half. The 2014 bond funds which originally contemplated the possibility of an additional sheet of ice could be used, but those funds could also be used toward other projects such as Silver Creek. The wording of the bond election is not specific to the ice rink. Brown asked who oversees the funding of the ice rink. Hanton explained that the District has no input as to how the ice rink is run. It is a commitment that was set up in the beginning. Newman said that the County would like for the District to be more involved in terms of the cost that is being put into the ice rink. Knowledge of a long-term plan by the City would be helpful in determining if the District should contribute more. Hopefully the Olympics might become involved. Kottler mentioned that if the projects are spread out over a few years, there might be help that the District can offer on a short-term basis. Kottler added that negotiations might begin if the agreement is amended to request funds for The Fieldhouse.

BOARD MEMBER QUESTIONS AND COMMENTS
Kahlow would like to take time making any decisions on eBikes on the trails. There is not available staffing to police different classes of the bikes and it's not clear if it would be manageable. Castro mentioned the aging population and how the District can adapt to that. Hanton said that the District will work closely with the City when making decisions on the subject. Resnick said that there should be a detailed safety analysis. There may be operating cost that the Board needs to be aware of.

Resnick asked if there is a decision on the ice rink that had been tabled previously. Hanton said that Blackrock had been the hold up. Resnick wondered if the Board was up against a specific timeline. Kottler thinks that the City would be under more of a timeline. Suhadoc stressed the fact that by year's end, the Ice Agreement will need to be reviewed and that review should coincide with the budget planning. The Board requested that a copy of the Ice Agreement be sent for Board review. Suhadoc will send the packet with the agreement and changes.

Kottler mentioned the Master Planning Timeline, included in the Board's packet, that was put together in anticipation of a potential bond in 2020. The first item on the timeline starts in July. Kottler feels that there are things that need to be done before that and wondered if it could be discussed in the June or July meeting. Kottler suggested that possibly a less formal survey could be taken. Castro suggested an email blast from Survey Monkey and Suhadoc added that something could be submitted to the Park Record. Information about the previous bond would be helpful and that material would be available to the public at the Open House. Kottler added that requesting direction from County Council would also be beneficial.
EXECUTIVE SESSION: PERSONNEL

At 8:39pm, staff was dismissed, and Chair Castro called for a motion to enter into executive session to discuss personnel. Director Hanton was invited to stay for discussion regarding personnel.

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


At 9:03pm, Chair Castro called for a motion to close executive session for the purpose of discussing personnel.


At 9:03pm, Chair Castro called for a motion to adjourn the meeting of April 26, 2018.


MOTIONS

MOTION: To forward a positive recommendation to the Summit County Council in favor of adopting the proposed Community Wide Trail Design Standards. [Kottler/Kahlow] All in favor: Nate Brown, Ben Castro, Cathy Kahlow, David Kottler, Aaron Newman, Gary Resnick, Carrie Westberg. None opposed. Motion carries.

Minutes prepared by Sue Ann Brandreth

Clerk/Board Member Approval:

Snyderville Basin Special Recreation District
Board Meeting April 26, 2018