
Absent: None

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

Attending Guests: None

CALL TO ORDER AND PUBLIC INPUT
The meeting of July 11, 2019 was called to order by Chair Castro at 6:02pm.

There was no public input.

Chair Castro closed public input at 6:02pm.

CONSENT AGENDA
1. REQUEST TO APPROVE MINUTES FROM 6/6/19
2. REQUEST TO APPROVE THE PRIOR MONTH’S EXPENDITURES
3. REQUEST TO APPROVE PROPOSED 2019 PROPERTY TAX RATES FOR OPERATIONS & MAINTENANCE AND DEBT SERVICE
4. REQUEST TO APPROVE CONTRACT FOR STAINING AND PAINTING AT TRAILSIDE AND MATT KNOOP PARKS

DISCUSSION AND POSSIBLE APPROVAL OF THE DISTRICT’S PERSONAL USE POLICY

Board members received a staff report outlining the background and suggested discussion concerning the proposed District Personal Use Policy.

Newman had questions about “incidental use” and if it was included in the Definitions section of the policy. O’Brien assured Newman that it was in the Definitions section.

Kottler posed a scenario where an employee has permission to use a vehicle, uses it in a way that meets the incidental use definition and then has an accident. Kottler asked if the District’s Liability policy would cover the incident or would it be prudent to make the insurer aware of the policy now. Suhadolc answered that the vehicle would have insurance, but the liability would need to be looked at. O’Brien stated that the Personal Use Policy would be sent to our insurance company so that it is aware of it.

MOTION: To forward a positive recommendation to the County Council acting as Governing Body to approve the Personal Use Policy to be included in the District’s Operational Policies.


QUESTIONS ON DEPARTMENT UPDATES

Newman asked about the Park Record’s “Park City’s Best” awards. Strader informed the Board that The Fieldhouse placed third in the Best Fitness Facility division and that Mallory Marshburn, our Front Desk Coordinator, will be representing The Fieldhouse at the ceremony.

Newman inquired about the future of Open Space. O’Brien answered that it will be a question posed to the Board at the upcoming retreat. Staff is preparing to present truth in taxation numbers and the extent of appropriate open space management must be considered. The current budget for the department is $76,500, not including salaries. Estimates to include ecosystem health, watershed and riparian restoration and weed control increase the budget significantly. Staff is looking to the Board for guidance on the issue.

Kottler added that this is a discussion that County Council and the County Manager should be involved in. O’Brien informed the Board that Fisher has asked that the District’s Board and County Council meet before the retreat. Hanton stated that the quarterly meeting of Chairs and Co-Chairs of both County Council and the District’s Board is set for July 22. Open Space and other topics will be discussed.

Chair Castro asked if there had been any backlash on the fee increase at The Fieldhouse. Strader answered that so far, there has been none.

Kottler said that the yoga room appears to be more quiet.

Castro mentioned that the Trails team has been busy. Liegert remarked that they would be finishing Bob’s Basin next week and had finished the re-routing of Gorgea last week. Hanton
informed the Board that giardia was reported in the Willow Creek pond. It is there but is a
common occurrence in natural water sources.
Newman asked why the contractor turned down the Bike Park project. Liegert answered that the
liability insurance was a factor. Additionally, the date kept being pushed back by the contractor
and the project did not appear to be a priority. Staff is considering doing the project in house.
Hopefully it will be a late September or October project and staff from Parks and Trails will be
pulled to work on it. Newman asked if there would be a liability difference in using District staff
as opposed to a specialized company. Liegert assured Newman that there is no concern as staff
will follow the engineer’s specifications.

**UPDATES FROM DISTRICT COMMITTEES**

**STANDING COMMITTEES:**

**District Director Liaison & Annual Review Committee** (Chair Gary Resnick, Aaron
Newman): Did not meet.

**Personnel Committee** (Chair David Kottler, Aaron Newman): Did not meet.

**Audit Review Committee** (Chair Ben Castro, all Board Members): Did not meet.

**Trails Committee** (Chair Nate Brown, Cathy Kahlow): Did not meet.

**Open Space Committee** (Chair Cathy Kahlow, David Kottler, Carrie Westberg): Kahlow told
the Board that an update will come at the retreat. Resnick asked if BOSAC would be included in
the discussions with County Council and the County Manager. O’Brien stated that BOSAC is
focused on the acquisition of property, not the management; thus it is not necessary to include
BOSAC.

**AD HOC COMMITTEES:**

**Recreation Committee** (Chair Nate Brown, Carrie Westberg): Did not meet.

**Capital Investment Committee** (Chair Gary Resnick, David Kottler): Did not meet.

**BOSAC Committee** (Cathy Kahlow): Kahlow stated that the rating system is being put together
for County approval. Other future property acquisitions were discussed.

**DIRECTOR COMMENTS**

Hanton thanked Resnick for his years of service and presented him with items from the District.
Resnick said that he has enjoyed his time and feels like the District is headed in the right
direction.

Hanton suggested that the August meeting be moved from August 1 to August 15 giving time to
process the retreat on July 31.

Kottler will miss the September meeting.

The Board Retreat time is extended from 12:00pm to 5:00pm to accommodate the agenda. There
will be homework sent to the Board as well as the agenda.

The Discovery project is behind due to weather, not anticipated to finish this year. Hopefully the
trails and trailhead will happen in 2020.
Resnick said that there seems to be no access in the Gorzoa area. Liegert has inquired about this and was told that the access will be opened when available. Resnick recommended an interim access.

**BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS**

There were no comments.

**CLOSED SESSION: PERSONNEL**

At 6:36pm, 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 the discussion regarding personnel.

Chair Castro signed a closed meeting affidavit for discussion of personnel.

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

**MOTION:** To enter into executive session for the purpose of discussing personnel.  

At 6:56pm, Chair Castro called for a motion to close executive session for the purpose of discussing personnel and adjourn the meeting.

**MOTION:** To close the executive session for the purpose of discussing personnel.  


**MOTIONS:**

**MOTION:** To forward a positive recommendation to the County Council acting as Governing Body to approve the Personal Use Policy to be included in the District’s Operational Policies.  

Minutes prepared by Sue Ann Brandreth.

Clerk/Board Member Approval: [Signature]