Board Members in Attendance: Nate Brown, Ben Castro, Cathy Kahlow, Aaron Newman, Carrie Westberg

Absent: Brandi Connolly, David Kottler

Staff Present: Stacy Carpenter, Director Brian Hanton, Brian Kadziel, Justine Kadziel, Melissa O'Brien, Matt Strader, Megan Suhadole

Attending Guests: None

CALL TO ORDER AND PUBLIC INPUT
The meeting of September 5, 2019 was called to order by Chair Castro at 6:00pm.

There was no public input.

Chair Castro closed public input at 6:00pm.

CONSENT AGENDA
1. REQUEST TO APPROVE MINUTES FROM 8/15/19
2. REQUEST TO APPROVE THE PRIOR MONTH’S EXPENDITURES


Brown asked if Barrett Petty, the public witness from last Board meeting, was able to purchase the plaque for the old Rasmussen ski lift. Director Hanton answered that the District will purchase the plaque but that he will be doing some community service. Hanton was unsure of the location and whether it is on School District property and will get confirmation.
REVIEW OF PRELIMINARY 2020 BUDGETS

Board members received a staff report from Megan Suhadolc in their Board packets prior to the meeting.

Suhadolc prepared two 2020 balanced budgets for Board review – one assumes truth in taxation (TNT) is approved and the other is without TNT. Included in the base budget (without TNT), property tax revenue is projected to increase, as well as charges for services. Expenses are expected to increase, however there is no increase in full-time employees and only a small increase to part-time and seasonal employee hours. The budget is showing a 6% increase to full-time salaries which accounts for merit and COLA and seasonal salaries increasing to account for market adjustments. Suhadolc added that the budget is currently reflecting only a 3% increase in the District medical insurance. This would be a balanced budget, however there is no rollover into capital replacements or capital projects in the base budget. If TNT does not go through, staff and Board would need to examine the budget more closely to determine a plan going forward for the capital fund.

Suhadolc would like to have Board support in proceeding with the TNT budget with the understanding that the base budget (without TNT) is available should the District need to go in that direction. Castro responded that, from the input he and others have received, staff should continue with the TNT budget. Suhadolc added that at October’s Board meeting, there will be two agenda items referring to budget – one with the intent to increase property tax revenue and then the other to adopt the tentative 2020 budget.

Suhadolc explained that the additional revenue for TNT was calculated using 2019 proposed tax rate values multiplied by the maximum tax rate allowed of .0006. If the Board chooses, the District can estimate collecting additional property tax revenue by estimating higher property tax rate values for 2020. Suhadolc provided examples of additional revenue based on estimated higher tax rate values for 2020 if the goal is to get to the maximum allowed rate of .0006. One concern with estimating higher values is if the estimation came in too high, then the revenue generated would be less than what was in the budget. This would force the District to cut back on budgeted expenses. Kahlow asked if it needed to be done at a rate rather than a percentage and Suhadolc answered that it is driven by the revenue the District wishes to collect. Castro felt that it would be better to go with the 2019 values and be more consistent with truth in taxation in future years if necessary. The other Board members agreed.

Castro asked about the line item in the capital budget fund showing an increase of $57,600 to $72,000 in interest for the Ice Arena. Suhadolc said that the District is accruing interest year after year and not spending funds and interest rates have increased.

Suhadolc presented the line items within the capital projects/purchases schedule. Kahlow asked about open space planning and where funds will be allotted to and O’Brien answered those are included in the General fund. Kahlow suggested preparing to explain the significant increase in the open space maintenance line item and how it can be attributed to maintenance and restoration.
Castro asked if staff has a life expectancy schedule of all the line items within the capital replacement schedule. Suhadoc explained that staff has a detailed schedule of that information. Castro suggested that the capital investment ad hoc committee meet in January to review that schedule with staff.

Regarding the Capital fund, the 2020 budget reflects the District continuing to spend down the 2015 bond funds with open space acquisitions and potential trail development. The District also plans to spend a portion of the three million dollars in parks and recreation facilities impact fees that it has accumulated over the past six years.

The Impact Fee fund budget mirrors the 2019 budget in terms of revenue. Expenses reflect the transfer to the capital fund for 2020 capital projects. Impact fee revenue for 2020 will be looked at more closely before the budget is brought back to the Board in October.

Debt Service fund budget reflects enough property tax revenue to pay for the District’s six outstanding general obligation bonds. The bond payments are fixed and not affected by changes in interest rates.

**QUESTIONS ON DEPARTMENT UPDATES**

Board members received Department updates from staff in their Board packets prior to the meeting.

Castro mentioned that he had sent an email to Director Hanton requesting more information about the GRAMA request received by B. Kadziel and for comments on the County’s Active Transportation Plan. B. Kadziel said that a handful of pickleball players have voiced displeasure with the layout of the resurfaced pickleball courts at Willow Creek Park. A GRAMA request was received with mention of safety, and therefore staff made the decision to close the courts until further inspection. After numerous conversations with other court facilities and contractors, as well as much review of the American Sports Builders Association and USA Pickleball Association communications, B. Kadziel discovered that there are a lot of recommendations but no requirements. Staff has not heard back from the individual who submitted the GRAMA request. Staff was at the courts today assembling the new nets. The courts have been opened with signage of “play at your own risk,” which was run by County Council Attorney, Dave Thomas, as well as the District’s insurance company. Kahlow asked if the donors are related to the complainant, in which the response was that they are friends. Director Hanton clarified that the donation was earmarked for general operations. Board members decided to continue discussion regarding the GRAMA request in closed session at the end of the meeting.

Director Hanton told the Board that the Active Transportation Plan Committee is looking to present its plan to County Council in October. Some of its findings included potential locations for the 224 crossing. The plan will involve acquiring funding through grants. Kahlow asked if the committee shared its thoughts on the potential locations of the 224 crossing. O’Brien said that though that topic is relevant to the District, it was only a small portion of the plan.
Castro shared that the Shred-n-BBQ event at the Trailside Bike Park seemed even bigger than the previous year. Director Hanton added that the demographics of that event seem to be shifting to more families.

Brown commented on the success of the Art on the Trails event and Director Hanton said that it had a great turnout and is a wonderful collaboration with the arts.

Castro said that he received great feedback about the Fun Over Fifty programming. B. Kadziel said that the program has been successful and that there are many repeat customers. Staff is looking to expand programming into the winter.

Newman asked why staff decided on “compact car parking stalls” at The Fieldhouse rather than low emission. Strader answered that it was mostly due to space in that area.

Newman suggested for the next Board meeting agenda, including an item about the new e-bike decision made by the City and how that will affect District trails.

**UPDATES FROM DISTRICT COMMITTEES**

**STANDING COMMITTEES:**

**District Director Liaison & Annual Review Committee** (Chair Castro, Brandi Connolly, Aaron Newman): There was discussion on Rob’s Trail and the potential of organizing public meetings. An idea was shared regarding Board members being located at some of the more popular trailheads to talk with the public and educate. Director Hanton updated the Board on an email received from Margaret Olson, Summit County Attorney. There will be a public meeting on October 2 for input and potential support of the community relating to behavior at the trailheads. Castro also reported that the committee talked with Director Hanton about his 2019 goals and how the new mission and vision statements would be incorporated into District policies.

**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): The committee met and discussed the situation at Rob’s Trail. There was also an e-bike discussion and how e-bikes were approved by the City and what that means for the District trails. Brown was curious to know if the City reached out to District staff about its plan for e-bikes. Director Hanton said there was minimal conversations but that a task force will be formed soon, and the District will have a seat on the committee. In the past, the District has mirrored what the City has done to keep cohesiveness across the trails.

**Open Space Committee** (Chair Cathy Kahlow, David Kottler, Carrie Westberg): The committee was going to meet with the County but has had some scheduling issues. Kahlow asked that Director Hanton reach out to the County to get it scheduled.

**AD HOC COMMITTEES:**

**Recreation Committee** (Chair Nate Brown, Carrie Westberg): The committee will be meeting next week.

**Capital Investment Committee** (David Kottler): Did not meet.
BOSAC Committee (Cathy Kahlow): The committee finalized the rating sheet of the different properties and will be sending that to County Council soon. O’Brien reached out to Tom Fisher and did not hear back so she will follow up with him again. The September meeting was cancelled, and the October meeting has not yet been scheduled.

DIRECTOR COMMENTS
Director Hanton told the Board that the closing for the Triangle Parcel took place last week and that the Gillmor Property closing will take place on September 10. Staff is working on a grazing lease.

Matt Wagoner was hired as the new Trails and Open Space Manager. He is currently living in Santa Fe, New Mexico, with a great background in trail building and open space management. He will start on September 30 and the team is excited to have him.

BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS
There were no Board comments.

CLOSED SESSION: LITIGATION: PERSONNEL
At 7:14pm, staff was dismissed, and Chair Castro called for a motion to enter into executive session to discuss litigation. Director Hanton, Brian Kadziel, and Melissa O’Brien were invited to stay for the discussion regarding litigation.

The executive session to discuss litigation was recorded.

Those in attendance were: Nate Brown, Ben Castro, Cathy Kahlow, Aaron Newman, Carrie Westberg, Brian Hanton, Brian Kadziel, Melissa O’Brien.

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

At 7:45pm, Chair Castro called for a motion to close executive session for the purpose of discussing litigation.

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

At 7:45pm, 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, Cathy Kahlow, Aaron Newman, Carrie Westberg, Brian Hanton.

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


At 7:51pm, 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.


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**MOTIONS:**

Minutes prepared by Justine Kadziel

Clerk/Board Member Approval: [Signature]

Snyderville Basin Special Recreation District
Board Meeting September 5, 2019