



Snyderville Basin Special Recreation District
Special Board Meeting Minutes

Tuesday, June 22, 2021

Virtual Meeting via Zoom

Meeting ID: 832 9368 8987

5715 Trailside Drive

Park City, Utah

1 **Board Members in Attendance:** Nate Brown, Ben Castro, Brandi Connolly, Larry Moffitt,
2 Carrie Westberg. Board members participated electronically via Zoom.

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4 **Absent:** David Kottler

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6 **Staff Present:** Director Dana Jones, Brian Kadziel, Ben Liegert, Allie Mckinney, Megan
7 Suhadolc, Matt Wagoner. Staff participated electronically via Zoom and at anchor location.

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9 **Attending Guests:** None

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11 **CALL TO ORDER AND PUBLIC INPUT**

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13 The special meeting of June 22, 2021 was called to order by Chair Castro at 5:02 pm.

14
15 Brown joined the Zoom meeting at 5:03pm.

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17 **DISCUSSION AND POSSIBLE APPROVAL OF CHANGE ORDER TO THE ASPHALT**
18 **TRAIL REPLACEMENT CONTRACT WITH CKC OPERATIONS, LLC**

19 Board members received a staff report from Wagoner in their Board packets prior to the meeting.

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21 Wagoner stated that in May 2021, the District awarded a contract for asphalt trail replacement in
22 the Newpark area, on the 224 Connector Trail, to CKC Operations LLC. CKC submitted the only
23 proposal, met the qualifications, and came in within the budgeted amount for the project.

24 Wagoner stated that Millennium Trail along Highway 224 has several sections of trail that were
25 scheduled to be evaluated for replacement in 2022, however, Trails staff determined that a
26 section of the trail was in poor condition and would benefit from immediate replacement.

27 Wagoner explained that the original scope of the project was completed in June 2021 and CKC
28 determined that they had a window of availability in their work schedule before moving
29 equipment to another project. Wagoner stated that the District budgeted \$150,000 for asphalt
30 replacement in 2021 and that the original contract awarded to CKC was \$92,640. Wagoner stated
31 that the changes to the contract are estimated to add \$19,500 for an additional 300 feet of work
32 on the Millennium Trail.

33 Chair Castro stated that the District authorized the contractor to proceed with the project under
34 the policy for emergency change orders before the window of availability closed and took
35 advantage of this opportunity to advance the asphalt replacement schedule in this area that would
36 benefit from immediate replacement. Westberg asked why the District didn't schedule the
37 replacement of Millennium Trail initially. Wagoner stated that Millennium Trail along Highway
38 224 has several sections of trail that were scheduled to be evaluated for replacement in 2022, and
39 that the replacement schedule was prioritized in the order in which the trails were built. Connolly
40 suggested reevaluating the asphalt replacement schedule and making appropriate adjustments.
41 Director Jones stated that the District was able to minimize costs by authorizing the contractor to
42 extend the existing project as opposed to beginning a new project in 2022. Chair Castro
43 discussed the SBSRD Policies and Procedures set forth in Chapter 2, section 7.1 and 7.1a
44 conflicting with Chapter 12, section C. Chair Castro stated that due to the conflicting policies,
45 the District decided it would be best practice to hold a special meeting and bring the change
46 order before the Board. The Board discussed updating these policies in the future as to create
47 less conflict. Brown asked if the rate of decomposition of the trails is due to quality of work.
48 Wagoner stated that the decomposition is not due to quality of work by the contractors but
49 natural decomposition.

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51 **MOTION:** To approve changes to the contract with CKC Operations, LLC to add additional
52 work on Millennium Trail. [Brown/Moffitt] All in favor: Brown, Chair Castro, Connolly,
53 Moffitt, Westberg. None Opposed. Absent: Kottler. Motion carries.

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55 At 5:11 pm, Chair Castro called for a motion to adjourn the electronic special meeting.

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57 Board members briefly discussed the scheduling conflicts for the Board Meeting of July 8, 2021.

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59 **MOTION:** To adjourn the electronic special meeting of June 22, 2021. [Westberg/Connolly]
60 All in favor: Brown, Chair Castro, Connolly, Moffitt, Westberg. None Opposed. Absent: Kottler
61 Motion. carries.

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63 **MOTIONS:**

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65 **MOTION:** To approve changes to the contract with CKC Operations, LLC to add additional
66 work on Millennium Trail. [Brown/Moffitt] All in favor: Brown, Chair Castro, Connolly,
67 Moffitt, Westberg. None Opposed. Absent: Kottler. Motion carries.

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68 **MOTION:** To adjourn the electronic special meeting of June 22, 2021. [Westberg/Connolly]
69 All in favor: Brown, Chair Castro, Connolly, Moffitt, Westberg. None Opposed. Absent: Kottler
70 Motion. carries.

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72 Minutes prepared by Allie Mckinney

73

74 Clerk/Board Member Approval: _____

