



Snyderville Basin Special Recreation District  
Board Retreat Meeting Minutes  
**Monday, October 25, 2021**  
5715 Trailside Drive  
Park City, Utah

1 **Board Members in Attendance:** Nate Brown, Ben Castro, Brandi Connolly, David Kottler, Len  
2 McGee, Larry Moffitt, Carrie Westberg.

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4 **Absent:** None

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6 **Staff Present:** Mike Baker, Director Dana Jones, Brian Kadziel, Justine Kadziel, Ben Liegert,  
7 Allie Mckinney, Matt Wagoner.

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9 **Attending Guests:** Amanda Angevine, Ken Fisher

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11 **WELCOME BY BOARD CHAIR CASTRO AND DIRECTOR JONES**

12 The meeting of October 25, 2021 was called to order by Chair Castro at 3:04 pm.

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14 **DISCUSSION AND POSSIBLE APPROVAL OF THE TENTATIVE 2022 AND**  
15 **AMENDED 2021 BUDGETS FOR RECOMMENDATION TO COUNTY COUNCIL.**

16 Angevine and Fisher discussed the Ice Arena Funding request. The Board discussed creating a  
17 committee to meet regarding the Ice Arena contract and funding. Kottler and McGee were  
18 assigned to the AD HOC Committee. The Board discussed approving the tentative 2022 budget,  
19 including the \$16,000 annual increase and one-time \$275,000 payment to the Ice Arena as  
20 placeholders in the budget. The Board did not reach a decision on the letter of consent  
21 agreement assigning the additional funds request to the Ice Arena.

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23 **MOTION:** To approve the tentative 2022 and amended 2021 budgets as discussed tonight and  
24 forward a positive recommendation for approval to the Summit County Council [KOTTLER /  
25 MCGEE] All in favor: Brown, Chair Castro, Kottler, McGee, Moffitt, Westberg. None Opposed.  
26 Abstain: Connolly Absent: None. Motion carries.

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28 **2022 DISTRICT GOALS – DISCUSSION WITH DEPARTMENT MANAGERS**

29 Liegert stated that in 2022 the Parks Department will be working on the Trailside East Park,  
30 RAP Tax Grant applications, Willow Creek Park Playground upgrade, Willow Creek Pond  
31 renovations, additional staffing, and creating contingency funds. Liegert stated that the 2022  
32 goals for the Fieldhouse include redesigning the entrance/front desk, updating the security  
33 camera system, and replacing aging equipment and athletic supplies at the Fieldhouse.

34 Director Jones stated that the District's goals for 2022 include the classification survey from  
35 Summit County, salary upgrades, creating a volunteer program, updating the onboarding  
36 program, improving the culture of the District, and amending policy.

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38 B. Kadziel stated that the Recreation Department's 2022 goals include getting back to basics  
39 with programs and then improving from there, improving the fitness programs, updating the  
40 fitness class equipment, and hiring more staff.

41  
42 Wagoner stated that the Trails and Open Space Department's goals for 2022 are to hire  
43 additional staff, creating an access plan and managing growth in general, conducting an E-bike  
44 analysis, increasing volunteer opportunities, focusing on trail maintenance and management,  
45 connecting Toll Canyon to Mid-Mountain, and connecting Ecker Hill to Mid- Mountain.

46  
47 J. Kadziel stated that the Marketing and Outreach Department's 2022 goals include learning the  
48 outreach aspect, for example the stakeholders and events, and improving on it, as well as  
49 conducting the RFP for the IT contract.

50  
51 Baker stated that the Planning and Legal Affairs Department's goals for 2022 are to get familiar  
52 with the District's contracts, working on the Trailside East Park contracts, creating an electronic  
53 waiver form, and creating a private commercial activity policy.

54  
55 Director Jones stated on behalf of Carpenter, that the Administrative Department's 2022 goals  
56 include learning the District Administrator position, integrating the Fieldhouse front desk into  
57 the Administrative Department, and training the new District Accountant.

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59 **ROLES & RESPONSIBILITIES OF SPECIAL DISTRICT BOARDS**

60 Chair Castro discussed the Board's role in advocating on behalf of the District, guiding the  
61 District's long term vision planning, and allowing staff to make the day-to-day operational  
62 decisions.

63  
64 **5-10 YEAR TIMELINE : STRATEGIC PLANNING, TRUTH IN TAXATION, BOND –**  
65 **SILVER CREEK PROJECT**

66 Director Jones stated that the District is planning to hire a consulting firm through the RFP  
67 process to assist with the development of our next Strategic Plan. The Board discussed doing  
68 Truth in Taxation beginning in 2023. The Board discussed involving the community more  
69 throughout any future bond process. The Board discussed the importance of outlining a clear  
70 strategic plan.

71  
72 Liegert discussed the importance of creating a culture that retains staff. B. Kadziel discussed  
73 short term and long term goals to accommodate recreation for the community.

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75 At 5:58 pm, Chair Castro adjourned the meeting.

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77 Minutes prepared by Allie Mckinney.

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79 Clerk/Board Member Approval:  NATE BROWN