



Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, August 11, 2022
Board Room – Trailside Park and
Virtual Meeting via Zoom
Meeting ID: 857 7918 3389
5715 Trailside Drive
Park City, Utah

1 **Board Members in Attendance:** Nate Brown, Ryan Bruce, Ben Castro, Brandi Connolly, Len
2 McGee, Larry Moffitt, Carrie Westberg. Board members participated electronically via Zoom
3 and at anchor location.

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5 **Absent:** None

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7 **Staff Present:** Mike Baker, Steve Good, Director Dana Jones, Brian Kadziel, Justine Kadziel,
8 Ben Liegert, Allie McKinney, Matt Wagoner. Staff participated electronically via Zoom and at
9 anchor location.

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11 **Attending Guests:** None

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13 **CALL TO ORDER AND PUBLIC INPUT**

14 The meeting of August 11, 2022 was called to order by Chair Connolly at 6:02pm.

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16 No public input. Chair Connolly closed public input at 6:03pm.

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18 **CONSENT AGENDA**

19 1. REQUEST TO APPROVE MINUTES FROM 07/14/2022.

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21 2. REQUEST TO APPROVE THE PRIOR MONTH'S EXPENDITURES.

22 The Board and Director Jones discussed the fraud charge on Phares Gines' credit card.

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24 **MOTION:** To approve the two-point Consent Agenda [MOFFITT / WESTBERG] All in favor:
25 Bruce, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain from the Minutes:
26 Brown, Castro. Absent: None. Motion carries.

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28 **REVIEW OF 2ND QUARTER 2022 FINANCIAL REPORT**

29 Board members received a staff report from Michael Versagli in their Board packets prior to the
30 meeting. Director Jones thanked Versagli for his work preparing this report. Director Jones
31 stated that the District collected 23% of the annual budgeted revenue. Director Jones explained
32 that the District has spent approximately 30% of the budgeted expenses. The Board and Director

Jones discussed the budget surplus, Impact Fee revenue, Restaurant Grant funding, and the possibility of applying for grants in 2023.

DISCUSSION AND POSSIBLE APPROVAL OF CHANGE ORDER FOR CONSTRUCTION SERVICES AT TRAILSIDE EAST PARK

Board members received a staff report from Baker and Liegert in their Board packets prior to the meeting. Director Jones stated that the District recommends a change order for 615 linear feet of split rail and wire mesh fencing be added to both the upper and lower fields of the Trailside East Park to improve playability and reduce the amount of wear and tear to the side hills. Director Jones explained that the other change order involves installing both boys and girls lacrosse lines to the fields rather than the unified lacrosse lines, upgrading the model of irrigation master valve, and installing perlite insulation in the restroom. Director Jones stated that the District will receive a credit for providing the bike racks with the District logo. Director Jones discussed the progress on the project. The Board discussed the installation of both boys and girls lacrosse lines. Director Jones discussed the possible implementation of contingency costs in the future project budgets.

MOTION: To approve change order (4) in the amount of \$19,363 and change order (5) in the amount of \$9,798.10 for construction services with Kenny Seng Construction, not to exceed \$29,161.10 and authorize the District Director to execute the necessary documents. [CASTRO / MCGEE] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

DISCUSSION AND POSSIBLE APPROVAL OF PURCHASE OF LINER FOR WILLOW CREEK POND

Board members received a staff report from Baker in their Board packets prior to the meeting. Baker explained that the District was awarded \$720,000 in funding from a Summit County RAP Tax Grant for the Willow Creek Pond Improvement Project. Baker stated that a key component for this project is the new pond liner. He explained that the liner is very large and will be custom fabricated, therefore, the District recommends ordering the liner as soon as possible to allow for production to begin and to reduce chances of delays. Baker stated that the District's procurement policy allows for small purchases under \$50,000 to be made after obtaining at least two price quotes. The District received three price quotes for the liner ranging from \$49,882 to \$90,962.

The Board discussed what is included in the purchase of this 40 Mil AquaArmor RPE pond liner from BTL Liners.

MOTION: To approve the purchase of a 40 Mil AquaArmor RPE pond liner from BTL Liners in the amount of \$49,882.25 and authorize the District Director to execute the necessary documents. [MCGEE / BROWN] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

DISCUSSION AND POSSIBLE APPROVAL OF PURCHASE OF VAULT TOILETS FOR RAM/RTS TRAIL HEADS

Board members received a staff report from Gines and Wagoner in their Board packets prior to the meeting. Wagoner explained the District is seeking to purchase (2) precast single vault toilets

for both the Run-A-Muk (RAM) and RTS trailheads. Wagoner stated that these amenities would greatly improve the usability of the trailheads and the adjoining trail systems. Wagoner explained that (2) quotes were requested and received for this purchase, and that Missoula Concrete was the less expensive quote for the two units. He stated that these facilities will be purchased with funding received from the RAP Grant that the District was awarded in late 2021.

The Board and Wagoner discussed the RAP Grant funding for this project, as well as practical security protocols.

MOTION: To approve the purchase of two (2) Missoula Concrete Single Vault Toilets in the amount of \$44,480.00 and allow the District Director to execute the necessary documents. [MCGEE / MOFFITT] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

DISCUSSION AND POSSIBLE APPROVAL OF CAPITAL REPLACEMENT PURCHASE – FIELDHOUSE AIR CONDENSING UNIT RE-PIPING

Board members received a staff report from Liegert in their Board packets prior to the meeting. Liegert stated that in 2017, air condenser unit #1 was installed at The Fieldhouse. Liegert explained that in 2021 the unit began having problems and eventually failed. He stated that the three compressors in the unit were replaced under the manufacturer warranty. Liegert explained that after meeting with both CCI and Comfort Systems to repair the unit, the District received bids to replace the compressors and get the unit back up and running. Liegert stated that after submitting their bid, Comfort Systems came back out to further investigate the problem. It was determined that it is in the best interest of the District to re-pipe the unit to prevent the compressors from failing again as the original installation was completed in a manner that will continue to cause these units to fail. Liegert stated that funds from the Capital Replacement Budget will be used for this project.

The Board and Liegert discussed the timeline for this project and the location of the piping.

MOTION: To approve awarding the contract for Fieldhouse Air Condensing Unit Re-piping to Comfort Systems USA Intermountain for \$43,851.50 and to authorize the District Director to execute the necessary documents [MOFFITT / WESTBERG] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

DISCUSSION OF TRUTH IN TAXATION AND THE 2023 BUDGET

Board members received a staff report from Director Jones in their Board packets prior to the meeting. Director Jones explained the Truth in Taxation process, which will impact the 2023 tax rate and budget. Director Jones stated that the District is requesting an approximate 30% increase through Truth in Taxation. The Board suggested further staff work to potentially try and decrease that percentage due to the economic state. The Board discussed the Truth in Taxation process from prior years and what the current timeline will be. The Board discussed the potential allocation of these funds.

DIRECTOR'S UPDATE

Board members received a staff report from Director Jones in their Board packets prior to the meeting. Director Jones thanked the District staff for their hard work over the summer and the Board for its continued support. The Board and Wagoner discussed the Berm Trail. The Board and Wagoner discussed the Goat Grazing Project at Willow Creek. The Board and J. Kadziel discussed the District's event pricing structure and the recent Park City Soccer Club Extreme Cup Tournament. The Board and Wagoner discussed PP-50.

UPDATES FROM DISTRICT COMMITTEES

STANDING COMMITTEES:

District Director Liaison & Annual Review Committee: Chair Connolly stated that most of what the committee discussed has been covered in tonight's meeting, including the TSE project, Strategic Planning update, 2022 budget revisions, Truth in Taxation, and personnel items.

Personnel Committee: Did not meet.

Trails & Open Space Committee: Did not meet.

Recreation Committee: Did not meet.

Parks Committee: Brown stated that most of what the committee discussed has been covered in tonight's meeting. Brown explained the committee discussed in further detail the possibility of contracting out some of the District projects. Brown stated that the committee discussed the Community Garden's water usage. The Board and Liegert discussed the agreement between the District and Community Gardens.

BOSAC (County appointed) – Castro stated that the committee distinguished the differences between BOSAC, OSAC, and ESAC. Castro explained that the committee discussed different properties.

AD HOC COMMITTEE:

Capital Investment and Strategic Action Plan Committee: Castro stated that the committee met to discuss the Strategic Action Plan and is looking forward to starting that process.

Ice Arena Committee: Did not meet.

BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS

The Board thanked District staff for its hard work. Brown further discussed the fencing around the Trailside East project and how the District has worked to minimize the effects on wildlife. The Board thanked the Events & Outreach Coordinator for facilitating the District's events this summer.

CLOSED SESSION: PERSONNEL MATTERS

At 8:00 pm, Chair Connolly called for a motion to enter into executive session to discuss personnel matters.

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

Board members in attendance: Nate Brown, Ryan Bruce, Ben Castro, Chair Brandi Connolly, Len McGee, Larry Moffitt, Carrie Westberg.

Staff in attendance: None.

MOTION: To enter into executive session for the purpose of discussing personnel matters. [BROWN / WESTBERG] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

At 9:15 pm, Chair Connolly called for a motion to close executive session for the purpose of discussing personnel matters.

MOTION: To close the executive session for the purpose of discussing personnel matters. [CASTRO / MCGEE] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

At 9:16 pm, Chair Connolly called for a motion to adjourn the meeting.

MOTION: To adjourn the meeting of May 12, 2022 [BROWN / WESTBERG] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

MOTIONS:

MOTION: To approve change order 4 in the amount of \$19,363 and change order 5 in the amount of \$9,798.10 for construction services with Kenny Seng Construction, not to exceed \$29,161.10 and authorize the District Director to execute the necessary documents. [CASTRO / MCGEE] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

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Minutes prepared by Allie McKinney

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218 Clerk/Board Member Approval:

A handwritten signature in black ink, consisting of a large, stylized 'B' followed by a series of loops and a long horizontal stroke, written over a solid black horizontal line.