



Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, November 10, 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.
4

5 **Absent:** None
6

7 **Staff Present:** Matt Benge, Phares Gines, Director Dana Jones, Brian Kadziel, Justine Kadziel,
8 Ben Liegert, Allie McKinney, Dave Paskoski, Ben Pearson, Brad Rogers, Matt Wagoner. Staff
9 participated electronically via Zoom and at anchor location.
10

11 **Attending Guests:** None
12

13 **CALL TO ORDER AND PUBLIC INPUT**

14 The meeting of November 10, 2022 was called to order by Chair Connolly at 5:01 pm.
15

16 No public input. Chair Connolly closed public input at 5:02 pm.
17

18 **CONSENT AGENDA**

19 1. REQUEST TO APPROVE MINUTES FROM 10/06/22.
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21 2. REQUEST TO APPROVE THE PRIOR MONTH'S EXPENDITURES.
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23 The Board and Liegert discussed the World Class Athletic Surfaces purchase for Field Paint. The
24 Board and Director Jones discussed the Ice Arena transfer of funds. The Board and Liegert
25 discussed the Matt Knoop Water usage as it pertains to Summit Community Gardens.
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27 **MOTION:** To approve the two-point Consent Agenda [CASTRO / BROWN] All in favor:
28 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
29 None. Absent: None. Motion carries.
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31 **REVIEW OF 3RD QUARTER 2022 FINANCIAL REPORT**

32 Board members received a staff report from Versagli in their Board packets prior to the meeting.

33 Director Jones introduced the District's new Business Manager, Brad Rogers, to the Board.
34 Director Jones stated that the District's Impact fee revenue is down from 2021, but up from 2020
35 and 2018. Director Jones explained that the District is on track to be under budget this year.
36 Director Jones stated that the District does not have to pay health insurance premiums for three
37 months due to a large reserve. Director Jones discussed the presentation to Summit County
38 Council for the revised 2022 and proposed 2023 budgets.

39
40 The Board requested a comparison of budgets from past years when the quarterly reports are
41 presented in the future.

42
43 **DISCUSSION AND POSSIBLE APPROVAL OF CHANGE TO AUTHORIZED**
44 **SIGNERS FOR THE DISTRICT'S ACCOUNTS IN ZIONS BANKS**

45 Board members received a staff report from Director Jones in their Board packets prior to the
46 meeting.

47
48 Director Jones explained that Per Chapter 11, Section 3.A.c. of the District's Policies and
49 Procedures, authorized individuals to sign checks include the Board Chair, Board Treasurer,
50 District Director, and Board's designee. Director Jones stated that currently, the District's four
51 authorized signers for Zions Bank accounts are Brandi Connolly, Nate Brown, Dana Jones, and
52 Matt Wagoner. Director Jones recommended that as the new District Business Manager, Brad
53 Rogers should be added as an authorized signer to replace the previous Business Manager who
54 resigned in June 2022.

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56 **MOTION:** To approve Brandi Connolly (Chair), Nate Brown (Treasurer), Dana Jones
57 (Director), Matt Wagoner (Board designee) and Brad Rogers (Board designee) as authorized
58 signers for the District's Zions Bank accounts. [WESTBERG / MCGEE] All in favor: Brown,
59 Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None.
60 Absent: None. Motion carries.

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62 **DISCUSSION AND POSSIBLE APPROVAL OF CHANGE ORDER (8) and (9) FOR**
63 **CONSTRUCTION SERVICES AT TRAILSIDE EAST PARK**

64 Board members received a staff report from Liegert and Director Jones in their Board packets
65 prior to the meeting.

66
67 Liegert explained that during construction meetings with Kenny Seng and Bowen Collins, staff
68 has discussed the following changes to the contract and explained that these two change orders
69 were originally approved by Summit County in the original permitting process. Liegert stated
70 that change order (8) would increase the size of the stormwater detention basin. Liegert
71 explained that the detention basin on the north side of the fields was built to the approved plan
72 specifications, but after a large rain event in August of this year, the County required that the
73 design be changed to add 1500 cubic feet of storage capacity to the basin. Liegert stated that
74 change (9) includes revised entrances to the park to resolve a drainage problem, adding ADA
75 tiles to the entrances and ramps throughout the site and adding additional insulation to the
76 restroom and pipe insulation.

77
78 Chair Connolly and Liegert discussed the contingency budget.

79
80 **MOTION:** To approve change order (8) in the amount of \$12,919.78 and change order (9) in the
81 amount of \$18,503.79 for construction services performed by Kenny Seng Construction and
82 authorize the District Director to execute the necessary documents. [BRUCE / MOFFITT] All in
83 favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
84 Abstain: None. Absent: None. Motion carries.

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86 **DISCUSSION AND POSSIBLE APPROVAL OF CHANGE PURCHASE OF NEW FORD**
87 **F-150 FOR THE OPEN SPACE DEPARTMENT**

88 Board members received a staff report from Bengé in their Board packets prior to the meeting.
89 Bengé explained that the Open Space Team is rapidly growing, but currently has only one
90 vehicle. Bengé stated the Open Space Team has \$50,590 allocated for this purchase from the
91 Trails and Open Space Department in the adopted 2022 Capital Budget. The purchase price of
92 \$37,313 will not exceed the adopted budget.

93
94 The Board and Bengé discussed previous vehicle purchases. The Board and Director Jones
95 discussed the fuel, service, fleet management and vehicle budgets. The Board and Wagoner
96 discussed the District's fleet. The Board and Wagoner discussed the possibility of servicing
97 vehicles internally in the future.

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99 **MOTION:** To approve purchase of a 2022 F-150 work vehicle at Government Pricing for the
100 Open Space Department at Basin Recreation for a total cost of \$37,313.00 and allow the District
101 Director to execute the documents relating to the transaction. [BROWN / WESTBERG] All in
102 favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
103 Abstain: None. Absent: None. Motion carries.

104
105 **DIRECTOR'S UPDATE**

106 Board members received a staff report from Director Jones in their Board packets prior to the
107 meeting. Director Jones discussed the District's staff updates including the promotion of
108 Paskoski, promotion of Gines, hiring of Kelly Fink, and hiring of Rogers. Director Jones updated
109 the Board on the Truth in Taxation process. The Board and Director Jones discussed talking
110 points for Truth in Taxation. Director Jones discussed the Park City Ski and Snowboard Ski
111 Swap and Sundance events. J Kadziel and the Board discussed the event pricing. The Board and
112 Wagoner discussed the Williams Property acquisition. The Board and Bengé discussed seed
113 bombing.

114
115 **UPDATES FROM DISTRICT COMMITTEES**

116 **STANDING COMMITTEES:**

117 **District Director Liaison & Annual Review Committee:** Westberg stated that Director
118 Jones covered most of the topics the committee discussed.

119 **Personnel Committee:** Did not meet.

120 **Trails & Open Space Committee:** Did not meet. Wagoner and the Board discussed the
121 Hi Ute Trail agreement. Wagoner and the Board discussed the District's Bench Program.

122 **Recreation Committee:** Did not meet. B Kadziel stated that the District is applying for
123 RAP Tax Grant funds to update cardio exercise equipment at the Fieldhouse.

124 **Parks Committee:** Did not meet. Liegert stated that the District is applying for RAP Tax
125 Grant funds to install shade structures at the Willow Creek Park courts.

126 **BOSAC (County appointed)** – Castro stated that BOSAC has been disbanded.

127

128 AD HOC COMMITTEE:

129 **Capital Investment and Strategic Action Plan Committee:** Castro stated that the SE
130 Group met with the Strategic Action Plan Committee and Summit County Council to provide an
131 update on the District’s Strategic Action Plan.

132 **Ice Arena Committee:** Did not meet.

133

134 **ESTABLISH NOMINATING COMMITTEE FOR NEXT YEAR’S OFFICERS**

135 Moffitt, Westberg, and Bruce volunteered to meet and bring a recommendation for next year’s
136 officers to the next board meeting.

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138 **DISCUSSION OF THE 2023 BOARD MEETING SCHEDULE**

139 Board members received a draft version of the 2023 Board Meeting Schedule in their Board
140 packets prior to the meeting. Director Jones stated that excluding April and October, the schedule
141 is formatted to meet the second Thursday of each month. Director Jones stated that the dates in
142 April and October were moved one week prior due to conflicts with the Park City School District
143 Calendar. The Board requested postponing the December 7th meeting to December 14th.

144

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

146 The Board discussed the quarterly review of Capital Replacement and the potential need for a
147 Capital Replacement and Investment Committee. Castro commended the Fieldhouse staff for
148 their punctuality and exceptional service. Bruce commended Wagoner and Director Jones on
149 their outstanding work and presentations to Summit County Council.

150

151 **CLOSED SESSION: PERSONNEL**

152 At 6:27 pm, staff was dismissed, and Chair Connolly called for a motion to enter into executive
153 session to discuss personnel.

154

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

156

157 Those in attendance were: Nate Brown, Ryan Bruce, Ben Castro, Brandi Connolly, Len McGee,
158 Larry Moffitt, Carrie Westberg.

159

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

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164 At 6:51 pm, Chair Connolly called for a motion to close executive session for the purpose of
165 discussing personnel.

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

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At 6:52 pm, Chair Connolly called for a motion to adjourn the meeting.

MOTION: To adjourn the meeting of November 10, 2022. [BROWN / BRUCE] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

Minutes prepared by Allie Mckinney.

MOTIONS:

MOTION: To approve the two-point Consent Agenda [CASTRO / BROWN] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

MOTION: To approve Brandi Connolly (Chair), Nate Brown (Treasurer), Dana Jones (Director), Matt Wagoner (Board designee) and Brad Rogers (Board designee) as authorized signers for the District's Zions Bank accounts. [WESTBERG / MCGEE] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

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MOTION: To approve purchase of a 2022 F-150 work vehicle at Government Pricing for the Open Space Department at Basin Recreation for a total cost of \$37,313.00 and allow the District Director to execute the documents relating to the transaction. [BROWN / WESTBERG] All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: None. Absent: None. Motion carries.

Minutes prepared by Allie McKinney

Clerk/Board Member Approval: 