



Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, April 7, 2022
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:** Mike Baker, Stacy Carpenter, Steve Good, Kelly Isleib, Director Dana Jones,
8 Allie Mckinney, Sam Schwoebel, Matt Wagoner. Staff participated electronically via Zoom and
9 at anchor location.
10

11 **Attending Guests:** None
12

13 **CALL TO ORDER AND PUBLIC INPUT**

14 The meeting of April 7, 2022, was called to order by Chair Connolly at 6:01 pm.
15

16 No public input. Chair Connolly closed public input at 6:02 pm
17

18 **CONSENT AGENDA**

19 1. REQUEST TO APPROVE MINUTES FROM 03/10/2022.
20

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

22 The Board and Wagoner discussed the payment to the Park City Fire Department and
23 Summit Forests regarding the Fuel Reduction project. The Board and Director Jones
24 discussed the Wall2Wall Flooring payment.
25

26 **MOTION:** To approve the two-point Consent Agenda [CASTRO / MOFFITT] All in favor:
27 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
28 None. Absent: None. Motion carries.
29

30 **DISCUSSION AND POSSIBLE APPROVAL OF A REPLACEMENT VEHICLE**
31 **PURCHASE FOR TRAILS AND OPEN SPACE**

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

33 Wagoner stated that the District is seeking approval to purchase a 2022 Chevrolet Silverado
34 3500HD 4WD pickup to replace a 2012 Ford F250 at the end of its service life. Wagoner
35 explained that trucks are heavily used for District operations year-round, including snow removal
36 in the winter. Wagoner stated that the vehicle proposed for purchase is needed not only to
37 maintain the function of our existing fleet but also to help to transport the District's growing staff
38 . Wagoner explained that the Trails and Open Space Department has allocated \$40,000 for this
39 purchase in the 2022 Capital Replacement Budget. Wagoner stated that the purchase price is
40 \$42,500 and additional funding has been identified.

41
42 The Board and Wagoner discussed the pricing of the vehicle and the logistics of the State
43 Contract. The Board and Wagoner discussed the trade-in price of the 2012 Ford F250. The Board
44 and Wagoner discussed the previously ordered F250 that has not arrived yet. Wagoner stated
45 that the F250 will be purchased in addition to the Silverado.

46
47 **MOTION:** To approve the purchase of a Chevrolet Silverado 3500HD for \$42,500 and allow
48 the District Director to execute the documents relating to the transaction [BROWN / MOFFITT]
49 All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
50 Abstain: None. Absent: None. Motion carries.

51
52 **DISCUSSION AND POSSIBLE APPROVAL OF NEW VEHICLE PURCHASE FOR**
53 **PARKS AND FACILITIES**

54 Board members received a staff report from Liegert in their Board packets prior to the meeting.

55
56 Wagoner explained that due to the expansion of staff, the District has identified a need for an
57 additional vehicle. Wagoner stated that the District is seeking approval to purchase a Toyota
58 Rav4 Hybrid. The Rav4 has all-wheel drive, is fuel efficient and eco-friendly making it an ideal
59 option for the needs of the District.

60
61 Wagoner explained that in the 2022 approved capital budget the vehicle is listed as a Ford
62 Ranger, however due to supply and demand problems, the District was unable to find an
63 available Ranger on the state contract. Wagoner stated that the Parks Department has \$32,000
64 allocated for this purchase in the adopted 2022 Capital Budget. Wagoner explained that the
65 purchase price of \$27,889 will not exceed the adopted budget.

66
67 The Board and Wagoner discussed the purchase price for the vehicle. The Board and Wagoner
68 discussed the functionality and proposed use of the Rav4 compared to the original planned
69 purchase of the Ford Ranger. Director Jones clarified that this is a new/additional vehicle
70 purchase and not a replacement vehicle purchase.

71
72 **MOTION:** To approve the purchase of a Toyota Rav4 for \$27,889 and allow the District
73 Director to execute the documents relating to the transaction [CASTRO / BRUCE] All in favor:
74 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
75 None. Absent: None. Motion carries.

76
77 **DISCUSSION AND POSSIBLE APPROVAL OF A REPLACEMENT VEHICLE**
78 **PURCHASE FOR PARKS AND FACILITIES**

79 Board members received a staff report from Liegert in their Board packets prior to the meeting.

80
81 Good explained that District staff is seeking approval to purchase a 2022 Chevrolet Silverado
82 2500HD pickup to replace to replace a 2011 Ford F-150 at the end of its service life. Good stated
83 that District trucks are heavily used for our operations year-round, including snow removal in the
84 winter. Good explained that the F-150 proposed for replacement is used during the summer but
85 was not utilized much during the winter. Good stated that the Parks Department has \$40,000
86 allocated for this purchase in the adopted 2022 Capital Replacement Budget. The purchase price
87 of \$35,667 will not exceed the adopted budget.

88
89 The Board and Good discussed the average mileage used on District trucks. The Board and
90 Good discussed outfitting the Silverado with new plow equipment for winter use. The Board and
91 Director Jones discussed the trade-in value of the F-150. Good clarified that the vehicle is
92 available immediately.

93
94 **MOTION:** To approve the purchase of a Chevrolet Silverado 2500HD for \$35,667 and allow
95 the District Director to execute the documents relating to the transaction [BRUCE / BROWN]
96 All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
97 Abstain: None. Absent: None. Motion carries.

98
99 **DIRECTOR'S UPDATE**

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

102
103 Director Jones explained that the District has established project teams for each of the District's
104 large projects. Director Jones commended McKinney for the work on the vehicle procurement
105 project. Director Jones updated the Board on the Trailside East Park Project. Director Jones
106 stated how pleased the District has been to work with Bowen Collins and Kenny Seng
107 Construction on the Trailside East project stating that the project is moving along well. Director
108 Jones and the Board discussed signage for the project site.

109
110 Director Jones discussed the equipment update taking place at the Fieldhouse and commended
111 Isleib and Fieldhouse staff on the work that has gone into this project. Director Jones stated that
112 the District has secured employee housing available for District employees to use throughout the
113 summer. Director Jones updated the Board on the hiring status progress compared to last year.
114 The Board and Director Jones discussed the transportation trail surrounding Trailside East. The
115 Board and Wagoner discussed updating regulations regarding the use of e-bikes on trails. The
116 Board and Director Jones discussed parking and use of Rob's Trail. Director Jones stated that
117 the District is working with it's partners to educate the public on some of the other trails in the
118 area in an attempt to help minimize the congestion at Rob's Trail. The Board and Director Jones
119 discussed updates on new hires for the District. Wagoner updated the Board on the Run-A-Muk
120 volunteer cleanup.

121
122 **UPDATES FROM DISTRICT COMMITTEES**

123 **STANDING COMMITTEES:**

124 **District Director Liaison & Annual Review Committee:** Chair Connolly stated that the
125 committee discussed the Easement Project, Ice Arena Contract, Trailside East,
126 Fieldhouse Equipment, Strategic Plan and employee housing. Chair Connolly
127 commended Director Jones for acting on the employee housing needs. Chair Connolly
128 stated that the committee also discussed a possible budget amendment mid-year due to
129 inflation.
130 **Personnel Committee:** Did not meet.
131 **Trails Committee:** Did not meet.
132 **Open Space Committee:** Did not meet.
133 **Parks & Recreation Committee:** Did not meet.
134 **BOSAC (County appointed) –** Did not meet.
135

136 AD HOC COMMITTEE:

137 **Capital Investment and Strategic Action Plan Committee:** Castro stated that the
138 committee discussed points that the District would like to implement through the RFP process.
139 Chair Connolly and Baker discussed the time frame surrounding the RFP.

140 **Ice Arena Committee:** Castro stated that the committee met with Ken Fisher and City
141 Council representative May Doilney to discuss the Ice Arena Cooperative Agreement. Director
142 Jones explained that based on previous SBSRD Meeting Minutes and original discussions, the
143 yearly funding was intended for the Ice Arena Capital Replacement projects.
144

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

146 Castro commended Wagoner and staff on the positive review regarding the slalom course at the
147 bike park. Chair Connolly commended Director Jones and the District on increasing the
148 District's partnership with outside entities. The Board discussed the HR Task Force and updating
149 the District's policies and procedures. The Board and Director Jones discussed COLA, market
150 increases, performance reviews, and merit increases.
151

152 At 7:15 pm, Chair Connolly called for a motion to adjourn the meeting.
153

154 **MOTION:** To adjourn the meeting of April 7, 2022 [CASTRO / BROWN] All in favor:
155 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
156 None. Absent: None. Motion carries.
157

158 **MOTIONS:**

159 **MOTION:** To approve the two-point Consent Agenda [CASTRO / MOFFITT] All in favor:
160 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
161 None. Absent: None. Motion carries.
162

163 **MOTION:** To approve the purchase of a Chevrolet Silverado 3500HD for \$42,500 and allow
164 the District Director to execute the documents relating to the transaction [BROWN / MOFFITT]
165 All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
166 Abstain: None. Absent: None. Motion carries.
167

168 **MOTION:** To approve the purchase of a Toyota Rav4 for \$27,889 and allow the District
169 Director to execute the documents relating to the transaction [CASTRO / BRUCE] All in favor:

170 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
171 None. Absent: None. Motion carries.

172
173 **MOTION:** To approve the purchase of a Chevrolet Silverado 2500HD for \$35,667 and allow
174 the District Director to execute the documents relating to the transaction [BRUCE / BROWN]
175 All in favor: Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed.
176 Abstain: None. Absent: None. Motion carries.

177
178 **MOTION:** To adjourn the meeting of April 7, 2022 [CASTRO / BROWN] All in favor:
179 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
180 None. Absent: None. Motion carries.

181
182 Minutes prepared by Allie McKinney

183
184 Clerk/Board Member Approval:  _____