



Snyderville Basin Special Recreation District
Board Meeting Minutes
Thursday, September 14, 2023
Board Room – Trailside Park and
Virtual Meeting via Zoom
Meeting ID: 826 0871 8576
5715 Trailside Drive
Park City, Utah

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

4
5 **Absent: None**

6
7 **Staff Present:** Director Dana Jones, Brian Kadziel, Justine Kadziel Ben Liegert, Brad Rogers,
8 Matt Wagoner, and Stacy Wilson. Staff participated electronically via Zoom and at anchor
9 location.

10
11 **Attending Guests:** David Thomas, Summit County Attorney; Darin Barr, Ballard King &
12 Associates; Mark Kane, Brad Potter with SE Group. Guests participated electronically via Zoom
13 and at anchor location.

14
15 **CALL TO ORDER AND PUBLIC INPUT**

16 The meeting of September 14, 2023, was called to order by Chair Connolly at 6:07pm.

17
18 No public input. Chair Connolly closed public input at 6:08pm.

19
20 **DISCUSSION AND POSSIBLE APPROVAL OF MINUTES FROM 7/13/2023**

21
22 Board members received draft minutes from 7/13/2023 Board meeting in their Board packet
23 prior to the meeting. The August meeting was canceled, due to internet problems. The Board
24 approved the minutes in September.

25
26 **MOTION:** To approve minutes from July 13, 2023 [BRUCE/MCGEE] All in favor: Bruce,
27 Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain: Brown, Castro Absent:
28 None. Motion carries.

29
30 **DISCUSSION AND POSSIBLE APPROVAL OF JULY AND AUGUST EXPENDITURES**

31
32 Board members received the July and August prior months expenditures in their Board packet
33 prior to the meeting and were able to ask questions via email before the board meeting.

34 Brown asked about the Newpark Property Owners Association regarding the entryway from
35 Newpark to 224 highway. Dana said they spoke about it at the last NOA meeting, there would be
36 new planter boxes and the plants will be replaced.

37
38 Bruce asked about Earth Camp expense and Director Jones explained the expense was for trail
39 cameras discussed in the July Board meeting. There was also a question about Staff names listed
40 on Flex spending account in expenses, Director Jones would investigate that further and make
41 sure that was appropriate.

42
43 **MOTION:** To approve of July and August Prior Month's Expenditures [CASTRO/
44 WESTBURG] All in favor: Brown, Bruce, Chair Connolly, McGee, Moffitt. None Opposed.
45 Abstain: None. Absent: None. Motion carries.

46
47 **STRATEGIC ACTION PLAN UPDATE FROM SE GROUP**

48
49 Board members received a link to the DRAFT Strategic Action Plan from SE Group prior to the
50 meeting.

51
52 Darrin Barr discussed the Financial Overview of Basin Recreation District. The Basin Recreation
53 District is what B*K would refer to as a very high functioning department. With significant
54 resources available regarding budget, and a significant amount of revenue with their programs
55 and services.

56
57 Functional areas of the District include: Administrative, Parks & Facilities, Trails & Open Space,
58 and Recreation. If the District continues to develop more facilities, in particular indoor facilities
59 and/or sports-complex-like parks, they may want to break those cost centers out so that they can
60 better illustrate both the expense and revenues associated with operations.

61 Areas of the Strategic Plan were discussed including Sub-District Planning and identified "Big
62 Moves" including:

- 63
- 64 • Enhance Equity in Programming and Community Access
 - 65 • Strengthen Community Partnership and Recognize Common Goals
 - 66 • Restructure Agreements and Facility Access
 - 67 • Support Staff and Career Development
 - 68 • Fields & Field Access
 - 69 • Indoor Facilities

70 Board comments included:

71 Castro, would like more information on potential costs as it would help the Board to the path
72 forward regarding new facilities. Darrin Barr said he would share those numbers with the Board.

73
74 Chair Connolly discussed overlapping in the documents due to the high level of the Strategic
75 Plan. Chair Connolly asked about the market rates for facility rentals, where is Basin versus
76 market rates in our area for rentals? Darrin believes Basin is right in line with market rates. In
77 regard to indoor turf, he believes that we are below market rates.

78
79 Mark Kane Shared a few things with the Board about the overall Strategic Plan. The updates
80 from Corona Insights for the survey will be finalized next week. The Board discussed a potential
81 2024 bond amount of \$70 Million dollars, including this number in the survey and the calculated
82 associated tax impact.

83
84 **REVIEW OF 2ND QUARTER FINANCIAL REPORT**

85
86 Board members received the 2nd Quarter financial Report in their Board packet prior to the
87 meeting.

88
89 Brad Rogers highlighted the overall expenditures for the District and across the board we are
90 below 50%.

91
92 There is a decrease in Impact Fees, projected to be approximately 60% of 2023 budget due to a
93 significant decline in the amount of construction in the District. Interest income has increased
94 significantly due to increased interest rates, and is substantially higher than what was budgeted.

95
96 **DIRECTOR'S UPDATE**

97
98 Board members received a monthly report from Director Jones in the Board packet prior to the
99 meeting.

100
101 Director Jones reported staff are wrapping up the summer/fall season. The Willow Creek
102 playground is "Amazing" a great addition to the community and shows Basin Recreation is a
103 "Star" in what we do! There have been a few delays with this project, but we are hoping to have
104 it done before the winter weather.

105
106 Basin Recreation will join Park City in conducting a survey regarding e-bikes. We are hopeful
107 that the City and Basin can move forward with e-bike regulations in concert as it will be easier
108 for the public to understand.

109
110 Basin Recreation will be hosting a Bark in the Park event on October 1 at Trailside Park.
111 Nichole Wilson has been doing a great job putting this together with local nonprofits and the
112 Twilight Rotary Club.

113
114 A reminder that the next board meeting is in 3 weeks, moved up a week to accommodate school
115 break schedules.

116
117 The Board discussed Restaurant/RAP tax grant opportunities. Director Jones advised that the
118 District would likely not be submitting applications for either one for this year. Due to existing
119 project issues and delays pushing them into 2024. Discussion about the use of restaurant tax on
120 trail maintenance. County Attorney D. Thomas will seek clarification on how the grant funds can
121 be used.

122
123 **DISTRICT COMMITTEE UPDATES**

124
125 **Parks and Facilities:** Nate Brown – Trailside East has been completed and the turf project is
126 done. The Willow Creek playground project is going well.

127
128 **Trails and Open Space:** Ben Castro – A legal agreement is being drafted for Hi-Ute ranch.
129 More updates to come. They will be doing deadfall burns, once the snow is on the ground.

130
131 **Recreation:** Larry Moffit – The committee reviewed the Summer Camps and how successful
132 they were this season. The FH security contract has been terminated as the contractor stopped
133 showing up. Staff is working on using employees to fill this need.

134
135 **Director Liaison:** Brandi Connolly– Discussed the agenda for this meeting.

136
137 **Personnel:** Ryan Bruce- Committee is reviewing 2 position descriptions and reclassifications.

138
139 **Strategic Planning:** Ben Castro- Did not meet

140
141 **BOSAC Committee:** Moffitt: Did not meet

142
143 **Audit Committee:** Nate Brown: Committee would like to help with policy and procedures
144 updates.

145
146 **Interlocal Agreement Committee:** Len McGee- A meeting has been scheduled with Park City
147 Recreation tomorrow, and Matt Wagoner will meet with consultants with SE group next week
148 for updates.

149
150 **BOARD MEMBER COMMENTS AND REVIEW OF ACTION ITEMS**

151
152 Chair Connelly reported about discussion with County Counsel about County properties that
153 Basin is and may be directed to manage. The Board Retreat for this year will be on Sept 26 at
154 4:00-8:00 pm.

155
156 Castro would like to note that SE Group- is behind. SE Group has a new staff, and they are
157 working with the District to complete the project.

158
159 **ADJOURN**

160
161 At 8:19pm, Chair Connolly called for a motion to adjourn the meeting.

162
163 **MOTION:** To adjourn the meeting of September 14, 2023. [LEN/MOFFITT] All in favor:
164 Brown, Bruce, Castro, Chair Connolly, McGee, Moffitt, Westberg. None Opposed. Abstain:
165 None. Absent: None. Motion carries.

166
167 **MOTIONS:**

168

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180
181 Minutes prepared by Stacy Wilson

182
183 Clerk/Board Member Approval:  _____