

OQUIRRH RECREATION AND PARKS DISTRICT  
MEETING OF THE BOARD OF TRUSTEES  
The Element Event Center  
5658 S Cougar Ln (4800 W), Kearns, Utah  
December 6, 2023

REGULAR MEETING

**6:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Citizen's Comments
4. Public Hearing on the 2024 Oquirrh Recreation and Parks District Budget and Fees
5. Closing of Public Hearing
6. Discussion and Approval of the 2024 Oquirrh Recreation and Parks District Budget and Fees – Resolution 2023-05
7. Discussion and Possible Amendments of the 2023 Oquirrh Recreation and Parks District Budget – Resolution 2023-06
8. Manager Reports
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
9. Executive Director Report
10. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Possible Approval of Olympus Liability Insurance
  - Possible Approval of Other Invoices
11. Approval of Minutes
  - November 15, 2023 – Working Meeting
  - November 15, 2023 - Regular Board Meeting
12. Payables and Financials
  - Approval of December 6, 2023, Payables
  - November 2023 Financials will be moved to January 2024 Board Meeting
13. Discussion and Possible Approval of 2024 Board of Trustees Meeting Schedule
14. Discussion and Possible Approval of 2024 Board of Trustees Positions
15. Adjourn

**POSSIBLE CLOSED MEETING**

If you are planning to attend this meeting and due to disability, need assistance in understanding or participating in the meeting, please notify the District in advance of the meeting (Chris Johnson at 801-966-5555 ext. 140) and we will try to provide the assistance necessary. Oquirrh Recreation and Parks District does not discriminate on the basis of race, color, gender, national origin, religion, age, or disability in the employment or the provision of services. This may be an electronic meeting with one of the Trustees participating via electronic means.

**8:00 PM**

*Closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual.*

***Kearns Oquirrh Park Fitness Center***

**Vision**

*Building healthy individuals, families, and community.*

\*\*\*\*\*

**Mission**

*Our mission is to enhance healthy lifestyles for the community through quality programs, activities, facilities, and education in a safe, fun and friendly environment.*

\*\*\*\*\*

**Values**

- K** *Keeping in touch with our community*
- O** *Outstanding programs and staff*
- P** *Pride in what we do*
- F** *Fun activities for all*
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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
NOVEMBER 15, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Discussion of Tentative Budget
3. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
4. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Committee Reports
  - Trustee annual open meeting training
  - Annual Personnel Policies Review - Ongoing
5. Manager Reports
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
6. Executive Director Report
7. Discussion and Approval of Tentative Budget
8. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Possible Approvals:
    - Discussion and Possible approval of ChlorKing
    - Discussion and Possible approval of Vendor for Restoration of Pool Play Feature and Structures
    - Discussion and Possible approval of Other invoices
9. Approval of Minutes
  - October 18, 2023 - Working Meeting
  - October 18, 2023 - Regular Board Meeting
  - October 24, 2023 - Special Board Meeting
  - October 31, 2023 - Special Board Meeting
10. Payables and Financials
  - Ratify November 1, 2023, Payables
  - Approval of November 15, 2023, Payables
  - Approval of October Financials
11. Adjourn

**POSSIBLE CLOSED MEETING**

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**CONVENING  
OF THE OQUIRRH RECREATION AND PARKS DISTRICT  
BOARD OF TRUSTEES**

**NOVEMBER 8<sup>th</sup>, 9<sup>th</sup>, & 10<sup>th</sup>, 2023  
AT THE UTAH ASSOCIATION OF SPECIAL DISTRICTS CONVENTION  
DAVIS CONFERENCE CENTER, LAYTON, UTAH**

The Oquirrh Recreation and Parks District Board of Trustees will convene at the Utah Association of Special Districts Convention at the Davis Conference Center in Layton, Utah on Wednesday, November 8, 2023 from 1:00 – 5:00 pm. Thursday November 9, 2023 8:00-5:00 pm and Friday November 10, 2023 8:00 to Noon. The purpose of the convention is to provide annual Board training and certification for Local Districts.

If you are planning to attend this meeting and due to disability, need assistance in understanding or participating in the meeting, please notify the District in advance of the meeting (Chris Johnson at 966-5555 ext. 140) and we will try to provide the assistance necessary. Oquirrh Recreation and Parks District does not discriminate on the basis of race, color, gender, national origin, religion, age, or disability in the employment or the provision of services. This may be an electronic meeting with one of the Trustees and others participating via electronic means.

**OQUIRRH RECREATION AND PARKS DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
The Element Event Center – East Conference Room  
5658 S Cougar Ln (4800 W), Kearns, Utah**

**October 30, 2023 @ 4:00 PM**

**Agenda**

**SPECIAL MEETING**

**4:00 PM**

1. Call to Order
2. Public Comment
3. Discussion of 2024 Preliminary Tentative Budget
4. Possible Closed Meeting
5. Next Regular Board Meeting - Wednesday, November 15, 2023 @ 7:00 PM
6. Adjourn

**CLOSED MEETING**

*Closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual.*

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SPECIAL MEETING OF THE BOARD OF TRUSTEES  
The Element Event Center – East Conference Room  
5658 S Cougar Ln (4800 W), Kearns, Utah**

**October 24, 2023 @ 4:00 PM**

**Agenda**

**SPECIAL MEETING**

**4:00 PM**

1. Call to Order
2. Public Comment
3. Discussion of 2024 Preliminary Tentative Budget
4. Possible Closed Meeting
5. Next Regular Board Meeting - Wednesday, November 15, 2023 @ 7:00 PM
6. Adjourn

**CLOSED MEETING**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
OCTOBER 18, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Discussion and direction on Pay Grade Ranges and Benefits.
3. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
4. Committee Reports
5. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Presentation on ChlorKing
5. Manager Reports
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
  - Recreation
6. Executive Director Report
7. Discussion and Possible Amendment of Policy 2.7
8. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Possible Approvals:
    - Discussion and Possible approval of ChlorKing
    - Discussion and Possible approval of Arizon
9. Approval of Minutes
  - September 20, 2023 - Working Meeting
  - September 20, 2023 - Regular Board Meeting
10. Payables and Financials
  - Ratify October 4, 2023, Payables
  - Ratify October 18, 2023, Payables
  - Approval of September Financials
11. Adjourn



## **POSSIBLE CLOSED MEETING**

*Closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual.*

### **Kearns Oquirrh Park Fitness Center**

#### **Vision**

*Building healthy individuals, families, and community.*

\*\*\*\*\*

#### **Mission**

*Our mission is to enhance healthy lifestyles for the community through quality programs, activities, facilities, and education in a safe, fun and friendly environment.*

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#### **Values**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
SEPTEMBER 20, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Outdoor Recreation Pool project update -Arizon representatives to present in person
3. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
4. Committee Reports
5. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Manager Reports
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR – HRIS Payroll System
  - Facilities
5. Executive Director Report
6. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Possible Approvals:
    - HRIS Software
    - Arizon structure and HVAC system
7. Update and Amend Appointed Positions: Resolution #2023-01
8. Board Member Travel approvals
  - Chair to Approve Wade Wright Travel to NRPA
  - Vice-Chair to Approve David Howick Travel UASD
9. Cancellation of Upcoming Election Resolution #2023-04
10. Approval of Minutes
  - August 23, 2023 - Working Meeting
  - August 23, 2023 - Regular Board Meeting
11. Payables and Financials

- Ratify September 6, 2023, Payables
- Ratify September 20, 2023, Payables
- Approval of July Financials
- Approval of August Financials

12. Adjourn

**POSSIBLE CLOSED MEETING**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
AUGUST 23, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
3. Committee Reports
4. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Manager Reports
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR – HRIS Payroll System
  - Facilities
  - Recreation
5. Executive Director Report
  - Election update
  - New Recreation Software - Approval
6. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Play Space – Outdoor Replastering
  - DOT – Discussion and Possible Approval of Front Counter Remodel Bid
7. Approval of Minutes
  - July 19, 2023 - Working Meeting
  - June 19, 2023 - Regular Board Meeting
8. Payables and Financials
  - Ratify August 2, 2023, Payables
  - Ratify August 16, 2023, Payables
  - Approval of June Financials
  - Budget Schedule
9. Adjourn

## **POSSIBLE CLOSED MEETING**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
MEETING OF THE BOARD OF TRUSTEES  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
JULY 19, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
3. Committee Reports
4. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Manager Reports
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
5. Executive Director Report
6. Consideration and Recommendation to Approve Expenditures over \$60,000
7. Approval of Minutes
  - June 21, 2023 - Working Meeting
  - June 21, 2023 - Regular Board Meeting
8. Payables and Financials
  - Ratify June 21, 2023, Payables – Correct Amount
  - Ratify July 5, 2023, Payables
  - Approve July 19, 2023, Payables
  - Approval of June 2023 Financials
9. Adjourn

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
JUNE 21, 2023

**WORKING MEETING AGENDA**

**6:00 PM**

1. General discussion.
2. Presentation of 2022 Audit
3. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
4. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Manager Reports
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
  - Recreation
5. Executive Director Report
  - Consideration of Front Lobby Entrance Design
6. Consideration and Recommendation to Approve Expenditures over \$60,000
7. Proclamation 2023-03 July Parks and Recreation Month
8. Consideration and Recommendation to approve the 2022 Audit
9. Approval and adoption of 2023 Certify Tax Rate – Resolution # 2023-03
10. Approval of Minutes
  - May 17, 2023 - Working Meeting
  - May 17, 2023 - Regular Board Meeting
  - May 30, 2023 – Special Board Meeting
11. Payables and Financials
  - Ratify June 7, 2023, Payables
  - Ratify May 21, 2023, Payables
  - Approval of December 2022 Financials
  - Approval of May 2023 Financials



12. Adjourn

8:00 PM

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**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center – 2<sup>nd</sup> floor Ballroom  
5658 S Cougar Ln (4800 W), Kearns, Utah  
(Immediately East of the Oval)  
MAY 17, 2023

**WORKING MEETING AGENDA**

**4:30 PM**

1. General discussion.
2. Presentation and Discussion on Outdoor Rec. Pool Play Structure & Replastering
3. Presentation and Discussion on Air Supported Outdoor Structure (Arizona)
4. Presentation and Discussion on Options for Comp/Teaching Pool
5. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
6. Future agenda items.

**REGULAR MEETING AGENDA**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Manager Reports
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR
  - Facilities
5. Executive Director Report
  - Upcoming Election – Filing period for Candidacy June 1<sup>st</sup>-7<sup>th</sup>.
6. Consideration of Committee Reports
7. Discussion and Possible Approval of Policy – 3.19 Surplus Property and Salvage
8. Discussion and Possible Approval of Policy – 1.32 Appearance and Dress Code
9. Consideration and Recommendation to Approve Expenditures over \$60,000
  - Discussion and Possible Action regarding Outdoor Rec play feature
  - Discussion and Possible Action regarding Air Supported Structure
  - Discussion and Possible Action regarding Comp/Teaching Pool
10. Approval of Minutes
  - April 19, 2023 - Working Meeting
  - April 19, 2023 - Regular Board Meeting

If you are planning to attend this meeting and due to disability, need assistance in understanding or participating in the meeting, please notify the District in advance of the meeting (Chris Johnson at 801-966-5555 ext. 140) and we will try to provide the assistance necessary. Oquirrh Recreation and Parks District does not discriminate on the basis of race, color, gender, national origin, religion, age, or disability in the employment or the provision of services. This may be an electronic meeting with one of the Trustees participating via electronic means.

11. Payables and Financials

- Ratify May 3, 2023, Payables
- Ratify May 17, 2023, Payables
- Approval of April 2023 Financials
- 2022 Audit Update

12. Adjourn

**8:00 PM**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center  
5658 S Cougar Ln (4800 W), Kearns, Utah  
APRIL 19, 2023

**WORKING MEETING**

**6:00 PM**

1. General discussion.
2. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
3. Board Goals
4. Future agenda items.

**REGULAR MEETING**

**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. URPA Presentation
5. Manager Reports
  - Facilities
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
  - HR
6. Executive Director Report
  - Update on Major Projects
7. Legislative Updates
8. Discussion of Board Committees Appointments
9. Consideration and Recommendation to Approve Resolution 2023-02 Amendment of Procurement Policies
10. Consideration and Recommendation to Approve` Expenditures over \$ 50,000
11. Consideration and Recommendation to Approve the Interlocal cooperation agreement with Salt Lake County for Local District Election
12. Approval of Minutes
  - February 15, 2023 - Working Meeting
  - February 15, 2023 - Regular Board Meeting

13. Payables and Financials

- Ratify March 1, 2023, Payables
- Ratify March 22, 2023, Payables
- Ratify April 5, 2023, Payables
- Approval of April 19, 2023, Payables
- Approval of February 2023 Financials
- Approval of March 2023 Financials
- 2022 Audit Update

14. Adjourn

**8:00 PM**

**CLOSED MEETING**

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center  
5658 S Cougar Ln (4800 W), Kearns, Utah  
February 15, 2023

**WORKING MEETING**

**6:15 PM**

1. General discussion.
2. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
3. Board goals
4. Clarification of minutes and audio recording
5. Future agenda items.

**REGULAR MEETING**

**7:00 PM**

1. Call to Order
2. Public Comments
3. Manager Reports
  - HR
  - Facilities
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closure Report
  - Aquatics Report
  - Marketing
4. Executive Director Report
  - Comp Pool Update and Discussion
5. Discussion and Possible Approval of Adjusting amounts for Procurement Policies 3.17 & 3.18
6. Discussion and Approval of Resolution 2023-01 Oquirrh Recreation & Parks District Appointed Positions
7. Approval of Minutes
  - January 18, 2023 - Working Meeting
  - January 18, 2023 - Regular Board Meeting
  - January 31, 2023 - Special Board Meeting
8. Payables and Financials
  - Ratify February 1, 2023 Payables
  - Approval of February 15, 2023 Payables
  - Approval of January 2023 Financials
  - Update of December 2022 Financial Audit
  - Discussion of Integration PTIF Investment Accounts to MACU Investment Accounts
  - Discussion of MACU Visa Credit Card Transaction Integration
9. Consideration of Board Committees
10. Adjourn

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**OQUIRRH RECREATION AND PARKS DISTRICT**  
**MEETING OF THE BOARD OF TRUSTEES**  
The Element Event Center  
5658 S Cougar Ln (4800 W), Kearns, Utah  
January 18, 2023

**WORKING MEETING**

1. General discussion.
2. Discussion of any items listed on the Regular Meeting Agenda – No action will be taken during the Working Meeting.
3. Future agenda items.

**REGULAR MEETING**

**7:00 PM**

1. Call to Order
2. Public Comments
3. Manager Reports
  - Marketing
  - HR
  - Facilities
  - Recreation
  - Operations – Membership Report, Accident/Incident Report Summary/Closing Report
  - Aquatics Report
4. Executive Director Report
5. Comp Pool Update and Discussion
6. Bubble Update and Discussion
7. Approval of Minutes
  - December 7, 2022 – Working Meeting
  - December 7, 2022 - Regular Board Meeting
8. Payables and Financials
  - Ratify December 21, 2022 Payables
  - Approval of January 4, 2023 Payables
  - Approval of January 18, 2023 Payables
  - Approval of November 2022 Financials
9. Discussion and possible action – changes to Policy 1.23
10. Approval of 2023 Board of Trustees Meeting Schedule
11. Appointment of Treasurer, Clerk and Assistant Clerk as per Utah Code (see Board Packet for page 4 from the Little Manual for Local and Special Service Districts)
12. Approval of Resolution 2023-01 UASD Board Representative and Alternate
13. Adjourn



**CLOSED MEETING**

**8:00 PM**

*Closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual.*

**Kearns Oquirrh Park Fitness Center**

**Vision**

*Building healthy individuals, families, and community.*

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**Mission**

*Our mission is to enhance healthy lifestyles for the community through quality programs, activities, facilities, and education in a safe, fun and friendly environment.*

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**Values**

- K** *Keeping in touch with our community*
- O** *Outstanding programs and staff*
- P** *Pride in what we do*
- F** *Fun activities for all*
- C** *Committed to do everything we can to make your visit a positive experience*

If you are planning to attend this meeting and due to disability, need assistance in understanding or participating in the meeting, please notify the District in advance of the meeting (Chris Johnson at 801-966-5555 ext. 140) and we will try to provide the assistance necessary. Oquirrh Recreation and Parks District does not discriminate on the basis of race, color, gender, national origin, religion, age, or disability in the employment or the provision of services. This may be an electronic meeting with one of the Trustees participating via electronic means.