

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY DECEMBER 07, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:19 PM. He then turned the time over to Mr. Schmidt to discuss agenda items.

Discussions of Regular Agenda Items

Chair Monson turned the time over to Mr. Schmidt who reported the public hearing is tonight. Mr. Schmidt discussed the comp pool closure. The Board and Mr. Schmidt discussed the budget and how much is spent for capital items. Trustee Howick asked several questions concerning the budget. The Board and Mr. Schmidt clarified how District funds are approved. He also discussed meetings with Metro Township, community council and others. Mr. Schmidt discussed the cover for the outdoor pool. There was also discussion regarding the step-in-grade process and how to move forward with it and future agenda items.

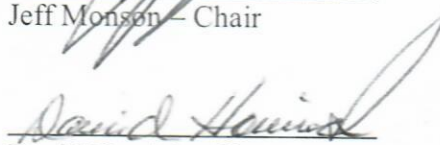
Next Regular Board Meeting - Wednesday, January 18, 2023, at 7:00 PM

Chair Monson declared the working meeting to be adjourned at 7:02 pm.

Date: 18 January


Jeff Monson – Chair

Date: JAN 18, 23


David Howick – Trustee

Date: JAN 18 23


Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY DECEMBER 07, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt, Executive Director
Michael Malmgren, Controller
Chris Johnson, Accountant/HR Specialist
Brad Peercy, Aquatics Manager
Jacque Wardle, Recreation Manager
Sam Page, Operations Manager
Steve Cook, Marketing Manager (excused)
Josh Lawrence, HR Manager
Kurt Warren, Facilities (excused)

Others Present:

Julie Evans-Patron

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:04 p.m.

CITIZEN'S COMMENT

Chair Monson welcomed all to the meeting and solicited any public comment. Ms. Evans thanked the Board for all they do and wished them a Merry Christmas. She then asked why the air in the comp pool is so cold. Mr. Peercy stated that Mr. Warren is working on the issue with the cold air.

PUBLIC HEARING

Chair Monson opened the meeting to public hearing for the budget and fees at 7:09 and asked if there were any comments. There were none. Chair Monson moved to close the Public Hearing at 7:12 PM.

Trustee Howick discussed the Excel spreadsheet on the budget. He would like to change the format; on the sheets he would like merchant fees on a separate line item.

There was a discussion regarding the step-in-grade program. The Board discussed the need to review and update the pay policy.

Trustee Howick then discussed the phone system and asked Mr. Schmidt why we changed and why this was not discussed with the board. Mr. Schmidt stated that it was not necessary since it

was within the budget.

Trustee Howick made a motion to adopt the 2023 budget with an amendment which would exclude the implementation of the step-in-grade. Chair Monson asked for a second motion. There was none. Motion failed.

There was discussion that passing the budget involved passing the budgeted dollar amounts and that the step-in-grade program will be incorporated into the personnel policy.

After a discussion, Chair Monson moved to approve Resolution 2022-05 as written on December 7, 2022 to approve the 2023 Budget as presented effective January 1, 2023 with the understanding that only the dollar amounts are being approved at this time. Trustee Wright seconded the motion. The motion passed. Motion carried with Chair Monson and Trustee Wright voting "Aye." Trustee Howick voted "Nay."

Trustee Howick stated that he would like it noted in the minutes that our current personnel policy and procedures need to be reviewed and revised.

APPROVAL OF MINUTES

After a brief discussion, Trustee Howick moved to approve the minutes for November 9, 2022 Working Board Meeting as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

(The process for the minutes for each board meeting is as follows: Minutes are taken at each Board meeting and prepared for the Board to review for accuracy and completeness. The minutes are then e-mailed to each Board member. The Board members review the minutes and make any necessary changes, which are then e-mailed back to Ms. Johnson who is to prepare them for Board approval at the next regular Board meeting).

APPROVAL OF PAYABLES

After review, Trustee Wright made a motion to ratify the November 16, 2022 payables in the amount of \$84,956.04. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

After review, Trustee Wright made a motion to ratify the December 07, 2022 payables in the amount of \$170,658.17. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

Mr. Malmgren reported there was no additional discussion on the October financials and asked the Board if they had any questions. After review, Trustee Howick moved to approve the August financials as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting "Aye."

Discussion of 2023 Board Meeting Schedule

The Board discussed the proposed 2023 Board meeting schedule, which follows a similar schedule in previous years. It was decided to consider the schedule and approve it at the next regular Board meeting.

Discussion of 2023 Board Positions

Chair Monson suggested that the Board continue to rotate the Board positions as planned for 2023, Trustee Howick would become Chair, Trustee Wright would be Vice-Chair, and Chair Monson would move to Trustee. Trustee Wright moved to approve the positions for 2023 as presented. Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

Appointment of the Treasurer, Clerk, and Assistant Clerk, as well as other required positions, will be discussed at the January 2023 meeting.

Chair Monson asked the Managers if they had any additional information on their Board reports. There were none. The Board thanked the Managers for all their hard work.

Directors Report

Kevin discussed the Comp Pool fascia project and stated that he turned the RFP into State Procurement. He discussed the bubble and is checking into whether or not we can sole source or go out to bid.

Trustee Howick stated he wanted information on the Fraud Risk Report. He also asked for a report that provided all positions and appointed positions. He would like to know why the hall spa is closed and why the facility would like to turn it into a party room. Mr. Schmidt explained the reason why they want to make the change. Mr. Howick also wants a replacement and expansion strategy. There was discussion regarding the comp pool, the seam between the rec and comp pool, Mr. Howick's desire to pass a constitution policy. Mr. Howick also requested a list of additional expenses for the comp pool. Mr. Schmidt requested that Mr. Howick send the list of everything he is requesting via email to him and the Board so that there aren't surprises and so that discussions can have time for preparation. Mr. Howick stated he can be rude at times and is very appreciative of all those he currently works with.

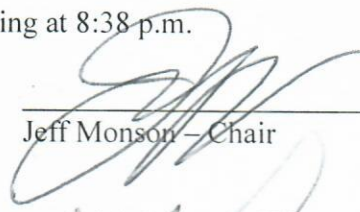
Mr. Schmidt thanked the Board for all the work they do. He expressed his thoughts on the facility and all the changes that are coming.

Next Regular Board Meeting - Wednesday, January 18, 2023, at 7:00 PM

ADJOURN

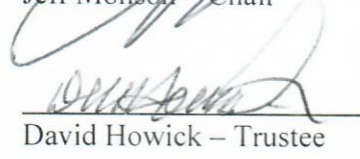
Chair Monson adjourned the Regular Meeting at 8:38 p.m.

Date: 18 January 2023



Jeff Monson - Chair

Date: JAN 8, 2023



David Howick - Trustee

Date: JAN 6 23



Wade Wright - Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY DECEMBER 1, 2021
ELEMENT EVENT CENTER- EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Laurie Stringham, Chair
Jeff Monson, Vice-Chair
Jeff Perry, Trustee

Staff Present:

Kevin Schmidt – Executive Director
Teejay Millar – Controller/Assistant Director

Others Present:

CALL TO ORDER

Chair Stringham called the meeting to order at 6:15 PM. Chair Stringham turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Mr. Schmidt discussed several of the agenda items. Mr. Millar asked if he could talk about the 2022 tentative budget. Mr. Schmidt turned the time over to Mr. Millar. Mr. Millar began by reporting on the changes to the Budget, he discussed the changes made, he let the board know that the net income bottom line has not changed. The Capital plan and fees had no changes.

Mr. Schmidt discussed the adjusted nepotism policy. The Board and staff discussed the policy and gave their thoughts on whether or not the policy should be changed. Vice-Chair Monson asked Mr. Schmidt if he could explore more options to find out if this would be a good option for the facility. Mr. Schmidt stated he would look into the nepotism policy and do more research with the state auditor.

Mr. Schmidt talked about the Bi-lingual incentive pay. He discussed that he had implemented this policy at another facility. He said it worked out well and would like the Board to consider the policy. The Board discussed the process to determine who would be eligible for this program. The Board discussed ways to test potential employees' language competency for the incentive pay.

Mr. Millar asked the Board if they had any questions on the payables. He then discussed the October financials. He discussed the membership report and stated we are behind on memberships compared to previous years. He then discussed the revenues and expenses. He

discussed the capital plan and a few other items.

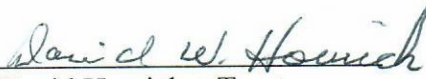
Chair Stringham declared the working meeting to be adjourned at 7:01 pm.

Date: 19 January 2022



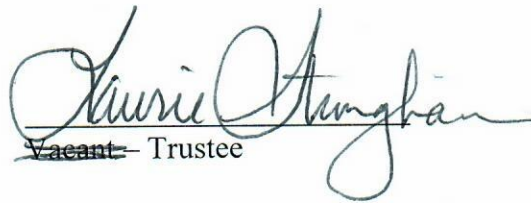
Jeff Monson - Chair

Date: 19 JAN 2022



David Howick - Trustee

Date: 19 Jan 2022



~~Vacant~~ - Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY DECEMBER 01, 2021
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Laurie Stringham, Chair
Jeff Monson, Vice-Chair
Jeff Perry, Trustee

Staff Present:

Kevin Schmidt – Executive Director
Teejay Millar – Controller/Assistant Director
Chris Johnson – Accountant/HR Specialist
Brad Percy – Aquatics Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

Michael Malmgren – New Controller
Sandy Perry – Community Resident

CALL TO ORDER

Chair Stringham called the Regular Board Meeting to order at 07:03 p.m.

Citizens Comment

There was no public comment.

Discussion and Approval of the 2021 Oquirrh Recreation and Parks District Budget and Fees Resolution 2021-4

Chair Stringham reported that there had been some discussion, she asked those present and staff if there were any questions or further discussion. Chair Stringham reported there were none. Chair Stringham continued by reading Resolution 2021-4. Vice-Chair Monson moved to adopt and approve Resolution 2021-4 as stated. Trustee Perry seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

APPROVAL OF MINUTES

After a brief discussion, Trustee Perry moved to approve the minutes for the previously held meetings:

November 10, 2021 – Public Hearing
November 10, 2021 – Regular Board Meeting

Vice-Chair Monson seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Vice-Chair Monson made a motion to ratify the November 17, 2021, payables in the amount of \$108,036.90. Trustee Perry seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

After review, Vice-Chair Monson made a motion to approve the December 1, 2021, payables in the amount of \$61,359.13. Trustee Perry seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

After review, Trustee Perry moved to approve the October 2021 financials as presented. Vice-Chair Monson seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

Chair Stringham reported the November Financials would be approved at the January 2022 Regular Board Meeting.

Discussion and possible action for personnel policy 1.13 – Employment of Family/Household Members and Nepotism

After discussion for the Board and staff, the Board decided to have Mr. Schmidt do additional research. Chair Stringham asked to move this item to the January board meeting schedule.

Discussion and possible action for personnel policy 1.18.3 – Bilingual Incentive Pay

Mr. Schmidt reported the reason for the bilingual incentive pay. After a brief discussion Vice-Chair Monson made a motion to approve personnel policy 1.18.3 – Bilingual Incentive Pay Policy as presented. Trustee Perry seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting “Aye.”

Discussion Regarding Board of Trustee Vacant Position.

Chair Stringham reported that we have a suggested wording for the vacancy. There were several questions that were discussed in the working meeting. Mr. Schmidt reported he would talk with legal counsel to see what options are available and get back with the Board.

Discussion of 2021 Board Meeting Schedule

The Board discussed the proposed 2022 board meeting schedule, following a similar schedule as previous years. Vice-Chair Monson moved to approve the 2022 board meeting schedule as presented. Trustee Perry seconded the motion. Motion carried unanimously with Chair Stringham, Vice-Chair Monson and Trustee Perry voting "Aye."

Approval of 2022 Board of Trustees Positions

Chair Stringham recommended that they wait until the January meeting to approve the board position.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

AQUATICS

Mr. Peercy stated he did not have the November attendance report, but that he would put a copy in the board members' boxes when completed. He reported that Audrey Bell has resigned and would be going to work for Cottonwood Heights. Mr. Peercy reported on staff and let the board know they are still short-staffed. He discussed the Holiday Open in December along with other events and programs.

MARKETING

Mr. Cook discussed the Tri-Series. He is currently working on the winter brochure and will have it sent out by the first of the new year. He let the Board know that KOPFC will be running a special membership offer: Anyone purchasing an annual membership will receive an extra two months for free. Mr. Cook also discussed the Fire, Water, and Ice Festival for 2022.

FACILITIES

Mr. Warren asked the Board if they had any questions. He gave an overview of maintenance, the comp pool, and the replacement of the lights.

RECREATION

Mr. Schmidt stated that the Recreation department had a successful food drive. They received an abundance of donations and delivered them to the Kearns High School Food Pantry. This was the largest patron participation. Jacque Wardle's annual Turkey Lover's Workout on Thanksgiving had a great turnout.

OPERATIONS

Ms. Page reported on the security report and the inappropriate misconduct. Ms. Page explained the situation and let the Board know how it was handled. Ms. Page asked the Board if it had any questions on the security or incidents/accidents reports. Ms. Page reported on the memberships, cancelations, and terminations and stated there have been fewer cancelations and terminations

than previous months. She reported her department is doing well generally.

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt welcomed the new Controller, Michael Malmgren, and let the Board know he would be starting on Monday, December 6th. He then thanked Mr. Millar for his job and working with the new Controller. He discussed the OSHA vaccine mandate and let the Board know that the mandate had been blocked by a higher court. It was anticipated that the US Supreme Court would eventually hear the case. He reported they are close to completing the cost recovery program and will do a presentation once completed. He reported that they hosted the URPA Leadership Academy and informed the Board that Ms. Page did a great presentation. He discussed the Covid testing numbers which were 383 for the first week, 313 for the second week, 272 for the third week, and 270 for the fourth week. He informed the Board that the numbers have gone down from the previous months.

Mr. Schmidt thanked Mr. Perry and Ms. Stringham for all the many years of service. He presented Ms. Stringham and Mr. Perry with a gift. Those present thanked them for their service to the facility. Mr. Perry thanked those present for the many years of working together. Ms. Stringham thanked those present and let everyone know how grateful she is for having the opportunity to work with everyone.

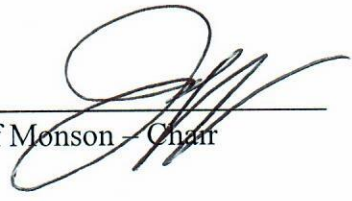
There we no further comments or concerns.

NEXT REGULAR BOARD MEETING, JANUARY 19, 2022 @ 7:00 PM

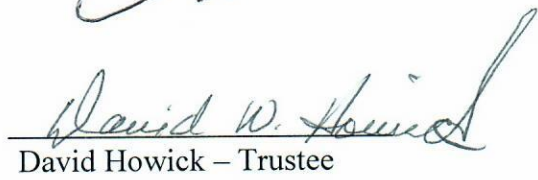
ADJOURN

The Regular Meeting was adjourned at 8:02 p.m.

Date: 19 January 2022


Jeff Monson - Chair

Date: 19 January 2022


David Howick - Trustee

Date: 19 Jan 2022


Vacant - Trustee

MINUTES FOR THE PUBLIC HEARING
OF THE OQUIRRH RECREATION AND PARKS
DISTRICT WEDNESDAY NOVEMBER 9, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt, Executive Director
Michael Malmgren, Controller
Chris Johnson, Accountant/HR Specialist
Brad Percy, Aquatics Manager
Jacque Wardle, Recreation Manager
Sam Page, Operations Manager
Steve Cook, Marketing Manager
Josh Lawrence, HR Manager
Kurt Warren, Facilities (excused)

Others Present:

Patrons of the Community: Cheryl Hatch, Joe Hatch, David Nicholes, Christopher Kahl, David Taylor, Michele Cabrera, Jeff Perry, June Christiansen, Sue Frehse, Sandy Perry, Leigh Anne Hansen, Eric Hutchings.

CALL TO ORDER

Chair Monson called the meeting to order at 7:01 PM. Chair Monson welcomed everyone present, he proceeded to open the public hearing.

PUBLIC HEARING

Chair Monson opened the meeting to public comment and asked all who wished to comment to please state their names and addresses for the record before commenting. He also informed everyone that there would be a three-minute limit for comments and opinions.

Chair Monson first turned the time over to Mr. Schmidt who explained the reason for the property tax increase, he proceeded to review and read the explanation sheet handed out to those present. Mr. Schmidt explained that excepting the tax increase in 2022, the District has not raised taxes in over ten years, and leadership at this time feels that the District needs to increase the rates for current and future capital repairs and maintenance. He explained that the buildings are aging, and updates are needed along with repair and replacement of equipment.

Public Hearing to Receive Citizen Comments on the 2023 Property Tax Increase

Ms. Cheryl Hatch proceeded to let the Board know she was in favor of the increase. She stated

the facility needs repair, and she willing to pay what is needed to keep the facility open. She would like the Board to update their policies and practices and make changes involving those patrons who walk by the front counter without checking in. Mr. Joe Hatch agreed with his wife, Cheryl, and would like to see those changes made at the front entrance and not allow people to just walk in without paying.

Mr. Dave Nicholes stated he currently uses the facilities, understands the need for the increase but feels it will be a financial burden on some. He continued by explaining the economic crisis that is currently happening. He also continued explaining why and what he believes in and that there are alternative funding methods to help generate revenue for the District, he is willing to help out.

Ms. June Christiansen explained her position on the increase. She explained that she should not be charged for not being able to use the facility at a resident rate. (Later, but also during the meeting, Ms. Page spoke with Ms. Christiansen and let her know that she is not affected by the increase because Ms. Christiansen lives outside the district boundaries. She also was informed that she is eligible for a membership through her insurance.)

Christopher Kahl stated that he currently uses the facility and has for a long time. He understands the needs and is in support of the tax increase. His family also uses the facility and they are appreciative of all it does for the community.

Jeff Perry wanted to let the board know he has been a resident for a very long time and understands the need for the increase. He asked the Board to take seriously the issue regarding the entrance and people walking in without paying. He also asked about the progress of the cost recovery program. He feels that it is a big thing and commented that he will continue to watch and support the Board along with the proposed tax increase.

Ms. Sue Frehse stated that she is an employee and resident of the District. She informed the Board that she sees the changes on a regular basis. She stated she does not see the increase as excessive and is in favor of it. She also feels that the fitness center is necessary for the community.

Ms. Leigh Ann Hansen has been coming to the facility for several years and has recently become an employee of the District. She has seen the changes and challenges. Ms. Hansen stated she is in favor of the increase because she sees the benefits to patrons and the community, even though as a resident, she does not like tax increases.

Mr. Eric Hutchings reported that he is really impressed with the public comments being expressed tonight. He explained that he would like to help the facility. He is supportive of the increase because the facility and other amenities on the campus are the jewel of the Kearns community.

Ms. Laurie Stringham provided a written statement to be read at the meeting as she was not able to attend due to a previous engagement. She explained that she understands the need for the increase and is glad that the increase was not more than what was published. She thanked the board for all their hard work. Ms. Stringham supports the increase as being a single mom and resident of the District. She would like them to know that this is an important need for the community and thanked the Board for all of the work they do for the community.

Chair Monson thanked those present for their comments and opinions. Chair Monson stated that the board thanks all present and for the support the community gives the District. He asked if there were any other questions. There were none.

Chair Monson declared the Public Hearing Closed at 7:44 p.m.

Trustee Wright discussed his opinion. He sees the gaps and realizes the need for the increase. He stated that the increase of 12% is beneficial and agrees that if the District does not do the 12% increase, there may be a higher increase in the upcoming years. Trustee Wright is in approval of 12% for this upcoming budget year.

Trustee Howick stated that from a personal perspective, this facility has been a part of his life since he was twelve years old. He reported that since the opening day of the "old pool," and many years later, he is still here and is a full supporter of this community. He reported he had a tough time with the 12%. He has always told himself he would not go above 10%. He stated that given the increase for 2022, he really struggles with the amount for 2023. He stated he is fully supportive of the changes needed for the facility and would like to see it done a little cheaper with smaller increase.

Consideration and Recommendation to Approve the Property Tax Increase, effective 2023;
Resolution #2022-04

After a brief discussion, Trustee Wright moved to adopt Resolution 2022-04 Property Tax Increase effective January 1, 2023 as presented according to the truth and taxation process set forth by the state of Utah in the amount of \$460,633.00, which is approximately 12%. Chair Monson seconded the motion. The motion passed. Motion carried with Chair Monson and Trustee Wright voting "Aye." Trustee Howick voted "Nay."

NEXT REGULAR BOARD MEETING, DECEMBER 7, 2022 at 7:00 PM

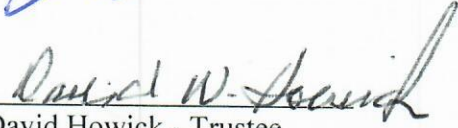
ADJOURN

Chair Monson adjourned the Regular Meeting at 7:51 p.m.

Date: 7 December 2022


Jeff Monson - Chair

Date: 12-7-22


David Howick - Trustee

Date: 12-7-22


Wade Wright - Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY NOVEMBER 09, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt, Executive Director
Michael Malmgren, Controller
Chris Johnson, Accountant/HR Specialist
Brad Peercy, Aquatics Manager
Jacque Wardle, Recreation Manager
Sam Page, Operations Manager
Steve Cook, Marketing Manager
Josh Lawrence, HR Manager
Kurt Warren, Facilities (excused)

Others Present:

Cheryl Hatch – Resident
Joe Hatch – Resident

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 6:00 p.m.

CITIZEN'S COMMENT

Chair Monson welcomed all to the meeting and solicited any public comment. There was no public comment at this time.

APPROVAL OF MINUTES

After a brief discussion, Trustee Howick moved to approve the minutes for October 19, 2022 Working Board Meeting as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

After a brief discussion, Trustee Howick moved to approve the minutes for October 19, 2022 Regular Board Meeting as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

(The process for the minutes for each board meeting is as follows: Minutes are taken at each Board meeting and prepared for the Board to review for accuracy and completeness. The

minutes are then e-mailed to each Board member. The Board members review the minutes and make any necessary changes, which are then e-mailed back to Ms. Johnson who is to prepare them for Board approval at the next regular Board meeting).

APPROVAL OF PAYABLES

After review, Trustee Wright made a motion to ratify the November 2, 2022 payables in the amount of \$65,991.226. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

Discussion of and Possible Approval of the Starting Blocks

Mr. Schmidt informed the Board of this invoice and that the amount is over the threshold for approval by the Executive Director. He presented the invoice for approval. Mr. Schmidt informed the Board know that the starting blocks were to be replaced per the capital list for 2022. After a brief discussion, Trustee Howick moved to approve the invoice for Confluence Commercial Pool Equipment in the amount of \$78,640.00 as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

Discussion of 2023 Board Meeting Schedule

The Board discussed the proposed 2023 Board meeting schedule, which follows a similar schedule as in previous years. It was decided to consider the schedule and approve it at the next regular Board meeting.

Discussion of 2022 Board Positions

Chair Monson suggested that the Board continue to rotate the Board positions as planned, which would mean that Trustee Howick would become Chair, Trustee Wright would be Vice-Chair, and Chair Monson would move to Trustee. Chair Monson stated they would be approving the positions at the next Regular Board Meeting.

Trustee Howick ask Mr. Percy to discuss the Olympian Mr. Jason Lezak and the clinic he will be running in January for swimmers and coaches. Mr. Percy provided an explanation including when the clinic would be held and who would be in attendance.

Discussion of 2023 Tentative Budget and Fees

Mr. Schmidt proceeded to discuss the tax increase for the District. Mr. Schmidt stated they would present information to those present at the public hearing at 7:00 pm. The Board then discussed several items on the tentative budget. Mr. Schmidt explained the small changes that were made to the budget and removed the items discussed at the October meeting. Trustee Howick stated he was still not comfortable with the 12% increase in property taxes and the bubble for the outdoor rec pool. Trustee Howick's expressed his intent to vote against the tax increase during the Working Meeting. Chair Monson and Trustee Wright explained to Trustee Howick the reason for the bubble. They explained that if and when the comp pool is closed, by

having the bubble over the outdoor pool, the facility will be able to continue swim lessons and other events along with receiving the accompanying revenue.

After discussion, Trustee Wright moved to tentatively approve the 2023 Tentative Budget as presented, so it could be posted for the 30-day public review. Chair Monson seconded the motion, The motion passed. Motion carried with Chair Monson and Trustee Wright voting "Aye." Trustee Howick voted "Nay."

NEXT REGULAR BOARD MEETING, DECEMBER 7, 2022 @ 7:00 PM

ADJOURN

Chair Monson adjourned the Regular Meeting at 6:46 p.m.

Date:

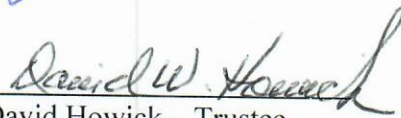
7 December 2022



Jeff Monson – Chair

Date:

12-7-2022



David Howick – Trustee

Date:

12-7-22



Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY OCTOBER 19, 2022
ELEMENT EVENT CENTER- EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt, Executive Director
Michael Malmgren, Controller
Chris Johnson, Accountant/HR Specialist
Josh Lawrence, HR Manager

Others Present:

CALL TO ORDER

Trustee Howick called the meeting to order at 4:15 PM. Trustee Howick stated Chair Monson is enroute. Trustee Howick turned the time over to Mr. Schmidt.

Public Comment

No Public Comment

Discussion of 2023 Tentative Budget

Mr. Schmidt reported that the purpose of the meeting was to discuss the 2023 Tentative Budget. Mr. Schmidt explained generally the budget process. Mr. Schmidt explained that he and Mr. Malmgren had met with each of the managers who presented their budgets for their departments. Once they had met with each department manager, Mr. Malmgren took each department budget and combined them with formulas to create the 2023 Tentative Budget for the facility. He also explained that the changes concerning the fees, salaries, and COLA increases, were adjusted in the 2023 Tentative Budget and were presented at the special board meeting on September 27, 2022. Mr. Malmgren explained that there were no changes in the budget since the previous meeting on September 27, 2022. The Board and those present discussed updates needed to the 2023 Tentative Budget.

The Board and staff present discussed hiring a full-time employee for the Aquatics department. A lengthy and more detailed discussion ensued due to a disagreement between the status of this position. The Board agreed to adding an additional full-time employee in the Facilities department.

Discussion Regarding Capital Plan


Mr. Malmgren moved on to the discussion on capital projects. Mr. Malmgren, Mr. Schmidt, and the Board discussed line items and categories on the list of capital expenditures for 2023. Trustee Howick

asked several questions on the capital items and how the facility categorizes them. Trustee Howick disagreed with how certain items were categorized as Cost of Goods. Mr. Malmgren and Mr. Schmidt explained how each item is maintained in the Cost of Goods category. They also discussed other budget items that have changed from previous years. Chair Monson requested that they move forward with other budget items.

Trustee Howick requested a contingency amount in the 2023 Tentative Budget of which only the Board would have the authority to utilize. Discussion on various scenarios for justification of a contingency fund ensued as Trustee Howick insisted that the organization budget for it. All present, excepting Trustee Howick, expressed their disagreement stating that such a contingency fund was not the proper manner to prepare for unexpected expenses but felt that it was more of a "slush fund." The Board and staff discussed other items, concerning the budget, funding, and capital replacement items.

ADJOURN

Chairman Monson declared the Special Working Budget Meeting adjourned at 6:58 PM

Date: 9 November 2022


 Jeff Monson – Chair

Date: 11-9-2022


 David Howick – Trustee

Date: 11-9-22


 Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY OCTOBER 19, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt, Executive Director
Michael Malmgren, Controller
Chris Johnson, Accountant/HR Specialist
Brad Peercy, Aquatics Manager
Jacque Wardle, Recreation Manager
Sam Page, Operations Manager
Steve Cook, Marketing Manager (excused)
Josh Lawrence, HR Manager

Others Present:

Julie Evans - Patron

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:07 p.m.

CITIZEN'S COMMENT

Chair Monson welcomed all to the meeting and solicited any public comment. Ms. Julie Evans, patron of the facility, thanked the facility for fixing the potholes in the main parking lot. She let the Board know that the lifeguards are not on time and asked why they are not available to open the Comp Pool in time for the water aerobics classes. The Board thanked Ms. Evans for the information.

APPROVAL OF MINUTES

After a brief discussion, Chair Monson moved to approve the minutes for the previously held meetings:

September 21, 2022 – Working Board Meeting
September 21, 2022 – Regular Board Meeting
September 27, 2022 – Special Board Meeting

Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Howick made a motion to ratify the October 5, 2022, payables in the amount of \$85,109.43. Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

After review, Trustee Wright moved to approve the October 19, 2022, payables in the amount of \$111,381.37. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Howick, and Trustee Wright voting "Aye."

Mr. Malmgren reported on the September financials, Mr. Malmgren discussed the financials and made a few comments on the status of the expenses and revenues. He asked the Board if they had any questions. After review, Trustee Wright moved to approve the August financials as presented. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting "Aye."

CLOSURE REPORT

The Board and staff discussed the programs, pool, and other areas of the facility, Trustee Howick would like the facility and managers to track all closure throughout the facility.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

MARKETING

Mr. Schmidt reported that the summer season finished strong for group sales and our concessions operations. Thanks to our exceptional staff, we exceeded budget goals for the season and year.

OPERATIONS

Ms. Page reported on the security issues with regards to those trespassing, as seen in TIK TOK videos, into the outdoor pools after hours. Staff at the facility recognized the trespassers when they came into the facility at a later date. Staff called UPD and had them legally trespassed. Ms. Page explained the pumpkin patch located in the front lobby for October. The Board thanked Ms. Page for all she has done.

AQUATICS

Mr. Percy reported on the general attendance. We had about 27,871 in general visits. Mr. Percy reported transitioning into the fall schedule with various times and programs. Mr. Percy

discussed water polo, group lessons, and several other programs throughout the facility. Starting in November there will be several meets, KYAT, water polo, and the USA Water Polo Olympic Development Program Camp. Mr. Peercy discussed the lifeguard staff and how they are working with Mr. Lawrence from HR to increase the number of lifeguards that the facility needs. He discussed some incentive programs they are working on to help improve the staffing.

HUMAN RESOURCES

Mr. Lawrence discussed the number of new hires for September, the turnover rate, and the average daily count of employees for the facility. Mr. Lawrence reported the safety committee is working on stress management. He discussed the increased cost in insurance benefits and the employee Halloween party on Wednesday, October 26, 2022. He also provided the average hours worked by employees.

RECREATION

Ms. Wardle asked the Board if they had any questions. She discussed the new weight room training class for females. Unfortunately, no one attended. Ms. Wardle discussed various other events and activities in Recreation.

FACILITIES

Mr. Warren explained that he had reached out to Salt Lake County and requested information regarding what the facility will need to complete to receive a building permit to replace the fascia on the Comp Pool. He reported on the projects the Facilities Department is working on such as replacing the mulch around the grounds and the many other projects throughout the facility department, including the potholes in the main parking light.

Discussion and Possible Approval of the Tentative Tentative Budget

The Board and Mr. Schmidt discussed the capital items. They discussed removing items 29, 33, and 34 on the capital list and waiting to do those items in a later year. The Board asked several additional questions on the remaining line items on the capital list. Mr. Schmidt answered and discussed the line items for the Board.

Mr. Howick discussed the bubble and how he is not feeling confident that it is the right choice. He is having doubts on the decision made. The other Board members stated this was discussed at the special meeting on September 27, 2022. They felt this was the best option at this time. Further discussion ensued.

Chair Monson discussed the decision to tentatively approve the 2023 Tentative Budget prior to the November 9th Regular Board Meeting.

Trustee Howick moved to approve a motion to set a public hearing for the property tax increase on November 9, 2022 at 7:00 pm. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson and Trustee Wright, and Trustee Howick voting "Aye."

Trustee Howick made the motion to set a Public Hearing on the 2023 Budget and Fees on December 7, 2022 at 7:00 pm. Trustee Wright seconded the motion. Motion carried unanimously

with Chair Monson, and Trustee Wright and Trustee Howick voting "Aye."

Trustee Howick asked several questions concerning the new step-in-grade system prepared by the management team. The staff discussed the step-in-grade for the budget for the 2023 budget. Staff asked Mr. Howick why he is not satisfied with the step-in-grade program, and he explained his reasons. The management team explained how this will help with retention of employees among other reasons. Trustee Howick then discussed the 12% increase in the property taxes. Trustee Howick expressed that he is not comfortable with raising the property taxes 12%. The Board agreed in a prior meeting that the taxes would increase to the 12% to help make the facility sustainable.

Trustee Wright moved to tentatively approve the 2023 Tentative Budget with the changes discussed and made in the meeting today. Chair Monson seconded the motion, The motion passed. Motion carried with Chair Monson and Trustee Wright voting "Aye." Trustee Howick voted "Nay."

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt thanked all the management staff for all their hard work on the budget process. He stated that it has been a challenge and now we can move forward with the RFP for the comp pool and the cost recovery program that was put on hold for the budgeting process.

Reminder UASD is the November 2nd- 4th and everyone has been signed up for the courses.

NEXT REGULAR BOARD MEETING, NOVEMBER 9, 2022 @ 6:00 PM

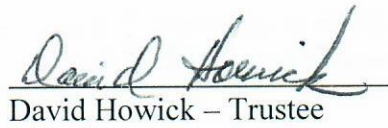
ADJOURN

Chair Monson adjourned the Regular Meeting at 9:26 p.m.

Date: 9 November 2022


Jeff Monson – Chair

Date: 11-9-2022


David Howick – Trustee

Date: 11-9-22


Wade Wright – Trustee

MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
TUESDAY, SEPTEMBER 27, 2022
ELEMENT EVENT CENTER - EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee – Electronically - Via Teams
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant
Josh Lawrence – HR Manager
Brad Percy – Aquatics Manager
Kurt Warren – Facilities Manager

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 5:32 PM. He then turned the time over to Mr. Schmidt for general discussions.

Public Comment

Chair Monson solicited Public Comment, There were none.

COMP POOL-DISCUSSION & POSSIBLE ACTION

Chair Monson turned the time over to Mr. Schmidt, Mr. Schmidt thanked everyone for meeting this evening, and discussed the budget process to produce the scenarios for replacement or repair of the comp pool. Mr. Schmidt reported we have a few different options on what to move forward with concerning the Comp Pool. Mr. Schmidt proceeded to discuss the capital project budgeted for the current year. Mr. Schmidt and Mr. Malmgren reported on the options that currently hindering the process. He let those present know how this is going to have an overall effect on the facility and the programs that currently run in the comp pool, 50-meter pool and the indoor rec pool.

Mr. Schmidt stated that whatever the decision is the comp pool facia needs to be addressed. Mr. Percy discussed the aquatics programing; he reported the numbers that currently attend the

group lessons per year. He discussed the total overall aquatics program, swim lesson, group lessons, water polo and swim team, he stated if we did not have the comp pool, we would not have the programming we currently have. Mr. Peercy expressed his desire to keep the pool open and/or replace the pool.

Mr. Malmgren reported that at this time he would like to know if the Board are wanting to move forward with the comp pool repair or shut down. Mr. Malmgren and Mr. Warren explained the point the fascia is on the comp pool is at now and what different options could be. Mr. Malmgren discussed the financial obligations to tear down the comp and put a bubble over the outdoor rec. pool. Mr. Malmgren discussed the financial progress over the next three years. He reported the numbers and what it would cost. Mr. Howick how this would affect the Granite School contract. Mr. Schmidt and Mr. Peercy let him know they would move the classes to the 50-meter pool.

Mr. Warren discussed the repairs that need to be completed for the comp pool, he discussed the various repairs and projects that currently need to be completed if the pool is to stay open. Mr. Schmidt, Mr. Warren, and those present discussed the cost of the fascia and the overall estimated cost to remove repair and replace. They discussed the process and concerns of cost to do the project.

Trustee Wright asked, "When do lessons slow down?" Mr. Peercy let him know the Fall is the slowest time, he also let them know most of the aquatic's programs are slow too. Trustee Howick asked if the comp pool would be able to stay open? Mr. Warren let all know that the pool would be closed for at least a month. They discussed the options and timing for closer to remove and replace the fascia with insulated metal fascia panels.

Trustee Wright asked those present what is their opinion on the closer and replacement for the comp pool? Chair Monson discussed the option of remodeling the pool instead of the demolition and replacement of the comp pool. He discussed the difference between the thirty million to ten million to refurbish. Will the residents of the district go for a bond for a total replacement. Trustee Howick stated he did not think the community would pass a bond at this time, with the current interest rates and timing. The Board discussed various ideas about the fascia, Trustee Wright stated he would like to do the three-year plan and the bubble, Trustee Howick, with are financial status right now do we have the funds to do both if necessary. Mr. Malmgren stated as of now, no we do not have the funds. He also stated that one of options is possible but not both.

They discussed options on applying for a General Revenue Bond, to repair and replace the fascia, and installing a bubble over the outdoor rec pool, to replace where swim lessons will be taught. We do the bare minimum to the comp pool, install the bubble, and then close the comp pool and relocate swim lesson to the outdoor comp pool. They discussed the timeline for the project.

The Board asked each of those present for their opinion and thoughts, Mr. Peercy, Mr. Schmidt, Mr. Lawrence, Mr. Warren, Ms. Johnson, and Mr. Malmgren all expressed their opinions, thoughts, and concerns. Regardless of the outcome of all present the comp pool needs to be completed within the next three years. They discussed the process of getting a bond, work on the financial planning and building a strong financial position. They believe the financial situation should be stronger to qualify for bond assistance.

After further discussion, the board asked several more question and decided to move forward with approval of the facia replacement to keep the comp (teaching) pool open for a year while we get a bubble for the outdoor recreation pool. Chair Monson reported the process will have to go out to bid, Trustee Wright moved to approve for the management and executive staff, to move forward with a bubble RFP, matching the same specification as presented by Arizon Building System, located in the packet received as soon as their schedule allows. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting "Aye."

After discussion on the comp facia, soon to be known, as the teaching pool, Trustee Wright moved to approve the Executive Team, Mr. Schmidt, and Mr. Warren to contact the county in proxy of the District to see if we are able to make any modifications to the exterior of the building for the removal and replacement of the facia, or if the county would require a complete seismic retrofit. If the county allows the removal of the exterior panels and allow the District to put up a new façade, then have the District prepare an RFP to design build contractor, to provide all permitting cost, which will include plans, construction, materials, electrical, everything in a design build package to remove and install a new exterior facade system, that will be substantiable for five years on the comp/teaching pool, along with all construction, effective immediately. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting "Aye."

Next Regular Board Meeting - Wednesday, October 19, 2022 @ 7:00 PM

Chair Monson declared the working meeting to be adjourned at 8:32 pm.

Date: 19 October 2022 
Jeff Monson – Chair

Date: 19 OCT 2022 
David Howick – Trustee

Date: 19 Oct 22 
Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY SEPTEMBER 21, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee - Excused
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR
Josh Lawrence – HR Manager

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:19 PM. He then turned the time over to Mr. Schmidt to discuss agenda items.

Discussions of Regular Agenda Items

Chair Monson turned the time over to Mr. Schmidt, he discussed future agenda items. He asked the Board if they had any recommendations or discussions items they would like to add to future agendas. Mr. Schmidt, reported on a step and grade process the managers are working on. Mr. Schmidt discussed the process of each department manager is working towards for the step and grade process. Mr. Schmidt then turned the time over to Mr. Lawrence. Mr. Lawrence presented a presentation regarding the step and grade program they have been working on. He reported on the process and discussed the various steps, processes and increases that will help maintain staff. The steps will be based on certain items unique to each position that will help them progress in their position and obtaining skills that will allow them to be better employees for the District. There will also be a performance measure that will be attributed to each step. Supervisors will meet with staff quarterly to go over how they are doing and where they are and what they need to advance to the next step. Once they complete the step, they are eligible for an increase and to move to the next step. The Board and staff present discussed various ways to adjust and look at options as to implement the new structure once completed. The Board members were supportive of moving forward with this program.

Next Regular Board Meeting - Wednesday, October 19, 2022 @ 7:00 PM

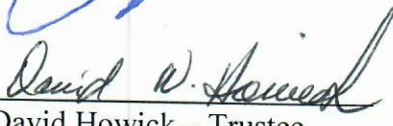
Chair Monson declared the working meeting to be adjourned at 7:02 pm.

Date: 19 October 2022



Jeff Monson - Chair

Date: 19 OCT 2022



David Howick - Trustee

Date: 19 OCT 2022



Wade Wright - Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY SEPTEMBER 21, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee -Excused

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist
Brad Percy – Aquatics Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager
Josh Lawrence – HR Manager

Others Present:

Julie Evans - Patron

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 07:04 p.m.

CITIZEN'S COMMENT

Chair Monson welcomed all to the meeting and solicited any public comment. Ms. Julie Evans, patron of the facility, thanked the facility for opening up classes in the comp pool. She proceeded to let the Board know about the lifeguards not being on time and asked why they are not available for the Tuesday, Thursday morning class. Mr. Percy reported that he would talk with the supervisor and let Ms. Soifua know about the lifeguards. She also asked about the pothole in the parking lot and when it might be fixed. The Board thanked Ms. Evans for the information.

APPROVAL OF MINUTES

After a brief discussion, Trustee Wright moved to approve the minutes for the previously held meetings:

August 17, 2022 – Working Board Meeting
August 17, 2022 – Regular Board Meeting

Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, and

Trustee Wright voting "Aye."

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Wright made a motion to ratify the September 7, 2022, payables in the amount of \$ 80,824.80. Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, and Trustee Wright voting "Aye."

After review, Trustee Wright moved to approve the September 21, 2022, payables in the amount of \$105,385.10. Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, and Trustee Wright voting "Aye."

Mr. Malmgren reported on the August financials, Mr. Malmgren discussed the financials and made a few comments on the status of the expenses and revenues. He asked the Board if they had any further questions. After review, Trustee Wright moved to approve the August financials as presented. Chair Monson Wright seconded the motion. Motion carried unanimously with Chair Monson, and Trustee Wright voting "Aye."

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

FACILITIES

Mr. Warren gave an overview of maintenance projects, he discussed the repairs completed on the 50-meter pool, the replacement of the main drain covers, Mr. Warren had Babbitt Plastering repair the expansion joint, missing tiles, and a crack in the gutter wall. Mr. Warren, spoke with the structural design company and is waiting on the bids for the cost to replace the panels. He reported on the projects the Facilities Department is working on, replacing the mulch around the grounds, and the many other projects throughout the facility department.

MARKETING

Mr. Cook reported on the Summer season finished strong for Groups and our concessions operations. Thanks to our exceptional staff we exceeded budget goals for the season and year. Mr. Cook reported the facility hosted the Utah Special Olympics annual fundraising event which utilized the outdoor area for a Bocce Ball tournament, silent auction, and dinner under the big tent. Thanks to Jen for her coordination of this successful event for both organizations.

I will be spending most of the last part of September finishing Budget, taking down outdoor area amenities (tents, shade panels, banners etc.) and accessing needs for next year's season.

OPERATIONS

Ms. Page reported on the security issues with regards to those trespassing into the outdoor pools after hours. Ms. Page informed the Board that UPD did increase their presence during the month of August, they were able to cite thirteen individuals and obtain other information on the trespassing. Ms. Page believes this is making a difference with the additional watching the facility. The Board thanked Ms. Page for all she has done.

AQUATICS

Mr. Percy reported the summer season is over and things are winding down. He reported on the general attendance; we had about 39,714 in general visits, he reported there were several days with over two thousand patrons per day. Labor Day was remarkably busy. He also reported that we had a very safe summer. Mr. Percy reported transitioning into the Fall schedule with various different times and programs. Mr. Percy discussed the fifty meter closer, and the doggie day paddle. He reported it went smooth and let the Board know they sold out the number of spaces available. Mr. Percy announced Mitchell Walker as the new head coach for water polo; he grew up in the community went away to college in Redmond and returned to help assist in coaching and is now the new Water Polo Head Coach.

HUMAN RESOURCES

Mr. Lawrence discussed the number of new hires for August, the turnover rate, and the average daily count of employees for the facility. Mr. Lawrence reported on the conference he attended, for mental health, certification on the new laws/regulations, onboarding/offboarding and motivation, he then discussed the summer closer and the termination of the seasonal employees. He discussed attending the GBS Conference, and the various classes he attended.

RECREATION

Ms. Wardle asked the Board if they had any questions, she is working at adding classes in our Weight Room. We started with a beginner powerlifting class in the weight room taught by one of our trainers, Bill. Unfortunately, we did not have any patrons sign up, so we are planning to hold off until January to reintroduce it at a lower price. We have added a female weight training class specific for teenagers, ages 14-18. This class was just put online yesterday, and we look forward to getting this class going.

Trustee Wright, noted that pickleball is beginning, Ms. Wardle reported it will begin Tuesday pickleball leagues in October. The leagues are already full, and a lot of the registrants are new to our leagues. This will be exciting to have new competition because we tend to get the same people registering each time.

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt thanked the Board for allowing him to go to the Directors School Conference and Altruism Institute. He reported Trustee Howick asked about the procurement policy, we are

following the current policy. UASD conference has procurement policy as one of their topics, and we are looking into any necessary changes once the conference is over. Mr. Schmidt reported we are in budget season and all managers are working on them and schedule to complete in a timely manner. Mr. Schmidt asked who would be attending the UASD conference. Chair Monson would be attending, Trustee Wright will let Mr. Schmidt know by the end of the week. UDPC annual meeting will be at element event center next week, we are also assisting with the Utah Drowning Prevention Coalition's golf tournament to raise awareness and funds. Director's retreat, Mr. Schmidt will be in charge of this, it will be held in December. Mr. Schmidt reported on a few other upcoming events.

COMP POOL DISCUSSION

Chair Monson turned the time over to Mr. Schmidt, Mr. Warren, and Mr. Malmgren to discuss the upcoming cost of the comp pool expenditures. He discussed the revenues and expenses, and the cost associated with the pool if the pool were to be kept open, he discussed the expenses and wages, along with the capital expenses it would be if we were to keep the pool going in 2023. The cost does not include the cost of the fascia. Mr. Malmgren read the financial responsibility of \$373,000.00 the facility would pay to keep the operational. This is not counting any major repairs, like the electrical replacement or any tile repair.

NEXT REGULAR BOARD MEETING, OCTOBER 19, 2022 @ 7:00 PM

ADJOURN

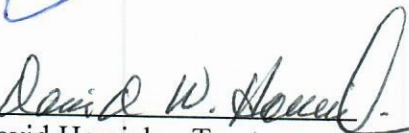
Chair Monson adjourned the Regular Meeting at 8:22 p.m.

Date: 19 October 2022




Jeff Monson – Chair

Date: 19 Oct 2022



David Howick – Trustee

Date: 19 Oct 22



Wade Wright – Trustee

MINUTES FOR THE SPECIAL WORKING MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
THURSDAY JUNE 30, 2022
ELEMENT EVENT CENTER - EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 7:44 PM. He then turned the time over to Mr. Schmidt for general discussions.

Discussions of The Board of Trustee, Roles & Responsibilities

Chair Monson discussed the history of the Oval, and how the completion of a connection between the two facilities. He discussed the process of how the two entities connected, the process of how they reached a compromise to complete the connection and become a partnership and collaboration between the facilities. Mr. Schmidt reported that Mr. Eric Hutchings is the representative for Salt Lake County and was a key part in the connection of the two entities.

The Board and Mr. Schmidt discussed the Mission, Vision, and Values. He reported that the facility made the change to the following statements in 2019.

The Board, Mr. Schmidt, and Mr. Malmgren discussed various issues concerning the facility, Mr. Schmidt gave the Board a copy of the District Map and discussed the Master Plan, for the Board to see where the District boundaries are, and to inform them that people from outside of the Kearns area are part of the District. The current discussions are for the future of the facility. Mr. Schmidt handed out a work sheet prioritizing what is important to the Board. He asked the Board to write down what they feel is important. Various topics were discussed, no decisions were made in the working meeting. Those present agreed another working meeting is needed to discuss the future of the District.

Next Regular Board Meeting - Wednesday, July 20, 2022 @ 7:00 PM

Chair Monson declared the working meeting to be adjourned at 8:55 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
TUESDAY JUNE 30, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson, Chair
Wade Wright, Trustee
David Howick, Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist

Others Present:

Rob Wood – HBME

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 05:35 p.m.

CITIZEN'S COMMENT

Chair Monson welcomed all to the meeting and solicited any public comment.

He turned the time over to Mr. Schmidt for introduction of Mr. Wood from HBME, Mr. Malmgren explained the audit process and thanked staff for all they did to help him with the completion of the 2021 annual audit.

PRESENTATION OF THE 2021 AUDIT

Chair Monson turned the time over to Mr. Rob Wood, from HBME, our external auditors, to present the 2021 audit report. Mr. Wood expressed his appreciation for the work the district staff has done throughout the year to make the audit process go smoothly. Mr. Wood stated that the audit had gone very well and that his firm was issuing a clean unmodified opinion. He continued to discuss and answer several questions from the Board. He discussed the liabilities, expenses, and assets. He reported and presented a draft format, the board has a week to review and provide any comments. He highlighted the financial changes and included the expenses and revenues and financial data including the depreciation of the new building. Mr. Wood asked the Board if they had any questions. Mr. Wood continued to report on several sections of the report and continued

to go through the overall audit.

Discussion and Possible Approval of the 2021 Audit – Resolution #2022-02

After a brief discussion, Chair Monson moved to approve the 2021 Audit Resolution #2022-02 as presented with few minor changes by the Auditor. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright and Trustee Howick voting “Aye.”

APPROVAL OF DECEMBER FINANCIALS

After a Brief discussion Trustee Howick moved to approve the December 2021 financials including the Balance Statement. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright and Trustee Howick voting “Aye.”

Approval and Adoption of 2022 Certified Tax Rate – Resolution #2022-03

After a brief discussion, Trustee Wright moved to approve the 2022 Certified Tax Rate Resolution #2022-3 determining and fixing the property tax rate in the amount of .000859 as presented. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

NEXT REGULAR BOARD MEETING, JULY 20, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 7:27 p.m.

Date: _____
Jeff Monson – Chair

Date: _____
Wade Wright – Trustee

Date: _____
David Howick – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY JUNE 15, 2022
ELEMENT EVENT CENTER - EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair - Excused
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller

Others Present:

CALL TO ORDER

Mr. Howick called the meeting to order at 6:20 PM. Mr. Howick stated Chair Monson was excused, he then turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

The Board discussed the Board retreat and the upcoming dates suggested by Chair Monson, The Board and Mr. Schmidt discussed the dates. Mr. Wright stated he would like an in-debt review of the audit, cost recovery and other items on the agenda for the Board retreat. Mr. Howick stated the subjects he would like to discuss, he was asked if he would send them to Mr. Schmidt for the agenda.

Mr. Malmgren discussed the payables and asked if the Board had any questions, he then proceeded to discuss the May financials, Mr. Malmgren asked the Board if they had any questions on the financials, along with expenses and revenues on the financial statements.

Mr. Howick declared the working meeting to be adjourned at 6:49 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY JUNE 15, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair - Excused
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist - Excused
Brad Peercy – Aquatics Manager
Joshua Lawrence – HR Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

CALL TO ORDER

Mr. Howick called the Regular Board Meeting to order at 7:02 p.m.

Citizens Comment

Mr. Howick excused Chair Monson and welcomed all, he then turned the time over for public comment. There was one public present. Ms. Julie Evans stated that she attends the water Aerobics classes. She continued to explain the reason she is coming to the Board. She would like to know if and when they would be bringing back the Monday and Friday classes in the water aerobics class. Mr. Wright explained to Ms. Evans that at this time there is no answer, he would like to discuss the situation and get a full understanding as to why these classes were discontinued. He stated he would get back get to her within a few weeks. He then thanked her for her time.

APPROVAL OF MINUTES

After a brief discussion, Trustee Wright moved to approve the minutes for the previously held meetings:

April 27, 2022 – Working Board Meeting

April 27, 2022 – Regular Board Meeting

Trustee Howick seconded the motion. Motion carried unanimously with Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Wright made a motion to ratify the June 1, 2022, payables in the amount of \$79,921.90. Trustee Howick seconded the motion. Motion carried unanimously with Trustee Wright, and Trustee Howick voting “Aye.”

After review, Trustee Wright moved to approve the June 15, 2022, payables in the amount of \$115,403.46. Trustee Howick seconded the motion. Motion carried unanimously with Trustee Wright, and Trustee Howick voting “Aye.”

Trustee Wright and Trustee Howick stated they had no further questions on the financials. After review, Trustee Wright moved to approve the May 2022 financials as presented. Trustee Howick seconded the motion, with the exception of the balance sheet, which will be approved once the 2021 audit is completed. Motion carried unanimously with Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the 2021 audit, he let the Board know he is working with the auditor and the audit will be completed and presented at the next board meeting.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

AQUATICS

Mr. Peercy apologized for to the Board for the public comment on the Water Aerobics, he stated that Ms. Evans had previously spoken with Mr. Peercy and Ms. Spain. He explained the reasons for the changes to the Aerobics schedule, due to a shortage of staff, location and other reasons reported. The Board, Mr. Peercy, and Mr. Schmidt discussed the options and how to accommodate the patrons that are working out and other patrons in the pool.

Mr. Peercy stated that they have full staff of lifeguards, he said they have hired seventy-five guards in the last few months. Mr. Peercy also discussed various other events and programs in the Aquatics Department. He discussed attendance for the Memorial Day weekend, he gave a shoutout to Jenny and Brittany for all the work they have been doing to get ready for summer. He discussed the Master Water Polo meet. He let the Board he would be stepping out to go and deal with the meet.

HUMAN RESOURCES

Mr. Lawrence discussed the number of new hires for June, the turnover rated and the average daily count of employees for the facility. Mr. Lawrence discussed the wellness committee, along with additional programs he is working on along with those currently being implemented.

RECREATION

Ms. Wardle discussed Kids Camp, along with Aerobics, and other areas in the Recreation department. She let the Board know that last month Mr. Lonnie/Coach Z passed away unexpected, he was the owner of Utah Thunder Basketball. He ran the program for the last several years and had over 250 participants.

FACILITIES

Mr. Warren gave an overview of maintenance projects, the leak in the outdoor activity pool, the removal and replacement of the 3 - meter dive stands. The replacement of lamps in the parking lot, repair of the wiring in the sauna heater, and the continuation of replacing the light fixtures in the administration offices with new led.

MARKETING

Mr. Cook stated the brochure mailing had been delayed, they will be mailed soon. Group sales has been remarkably busy, many of the weekends have already been booked. He discussed the progress of the Fire, Water and Ice Festival, the switch to the new fiber line and the first Friday night flick event.

OPERATIONS

Ms. Page reported on the security report and let them know we had a car theft, which was stolen from the facility parking lot. Ms. Page reported on the memberships, cancelations, and terminations and stated there have been fewer cancelations and terminations than previous months.

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt discussed the all-staff meeting Thursday night and Saturday morning. He reported the turn out and the presentation by Mr. Paul Mix on Customer Service. Trustee Howick thanked the staff for the excellent all-staff meeting. He Schmidt reported that summer is here

and due to weather over Memorial Weekend we were unable to open the outdoor pools. He then discussed the Comp Pool Structure, the PEHP Well-being Conference and the award the facility received for the Don't Quit Stay Fit Challenge, best Physical wellbeing award in our category and we received the Best Overall Social Being Award for Chomper Search.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING, JULY 20, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 8:19p.m.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY MAY 18, 2022
ELEMENT EVENT CENTER - EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:19 PM. Chair Monson turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Chair Monson wanted to let everyone present that he is working on scheduling dates for the Board Retreat. He has not been able to contact Ms. Laurie Stringham but is moving forward with dates and would let everyone know what those dates will be. He then turned the time over to Mr. Malmgren to discuss the financials for April. Mr. Malmgren proceeded to discuss several line items on the April financials, Mr. Malmgren asked the Board if they had any questions on the Financials. He discussed the property taxes, the UGFOA Conference in St. George, along with expenses and revenues on the financial statements.

Mr. Schmidt then discussed several agenda items, he discussed Policy 2.2.2.1 Designated Holidays for the District. He reported he had contacted several facilities and asked about their holiday, PTO, and sick time for staff, to compare with the districts holiday and paid time off. The Board and Mr. Schmidt discussed the option of adding Juneteenth as a holiday. The Board recommended adding the Juneteenth as a holiday, moving Columbus Day in October to December 26, as an addition day for the Christmas Holidays.

Mr. Schmidt stated he would like to approve a resolution to appoint Kevin Schmidt as the Districts representative and Michael Malmgren as the backup. The Board and Mr. Schmidt

discussed the legislation concerning special district. They continued to discuss the negative and positive impacts it will have on the Special Districts.

Mr. Schmidt then informed them, he is continuing to work with Mr. Warren and a Structural Engineering company, to set up a consultation concerning the structural integrity of the competition pool.

Chair Monson declared the working meeting to be adjourned at 7:03 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY MAY 18, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist
Brad Peercy – Aquatics Manager
Joshua Lawrence – HR Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:07 p.m.

Citizens Comment

Chair Monson welcomed all, he then turned the time over for public comment. There was no public present.

APPROVAL OF MINUTES

After a brief discussion, Trustee Howick moved to approve the minutes for the previously held meetings:

April 27, 2022 – Working Board Meeting
April 27, 2022 – Regular Board Meeting

Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Wright made a motion to ratify the May 4, 2022, payables in the amount of \$61,051.19. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

After review, Trustee Wright moved to approve the May 18, 2022, payables in the amount of \$93,821.29. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the April Financials, Mr. Malmgren discussed the financials in the working meeting. He asked the Board if they had any further questions. After review, Trustee Howick moved to approve the April 2022 financials as presented. Trustee Wright seconded the motion, with the exception of the balance sheet, which will be approved once the 2021 audit is completed. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the 2021 audit, he let the Board know he is working with the auditor and the audit will be completed and presented at the next board meeting.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

RECREATION

Ms. Wardle let the Board know that she is staffed for the summer and is still looking for one more childcare worker who is available to work Saturday mornings. Ms. Wardle also discussed other areas in the Recreation department. She let the Board know that Kay Thompson is retiring, and we are having a retirement party on Friday at the Element Center to thank her for all the years she has been here.

FACILITIES

Mr. Warren gave an overview of maintenance projects, turning on the water in the park, had professional Yard Services for fertilizing and weed control on the lawns surrounding the building, etc. He discussed the replacement of pool deck drain covers, turned on the outdoor

concessions water, repaired some bad wiring on the sauna heater and is continuing to replace light fixtures in the admin offices.

Mr. Warren and Mr. Schmidt discussed the water limitations that may happen this summer. They have asked the facility to reduce our water usage on the lawns surrounding the facility.

Mr. Warren discussed the comp pool and he let the Board know that he is still working with the engineer to come out to the facility and give the District some recommendations.

MARKETING

Mr. Cook stated the brochure is at the printer and soon will be mailed out. He reported we were able to provide a good deal of information on hours, but still recommend people to the website for any changes. Mr. Cook discussed the summer and all the work being done to prepare for all the upcoming events.

He updated the Board on the fiber line progress. He also let the Board know that group sales have been remarkably busy.

OPERATIONS

Ms. Page reported on the security report and let them know that a catalytic converter was stolen from a car in the parking lot. The Board thanked Ms. Page for her report on the memberships, cancelations, and terminations and stated there have been fewer cancelations and terminations than previous months. Mr. Schmidt and the Board congratulated Ms. Page for her completion on the Iron Man National Race in St. George.

AQUATICS

Mr. Peercy reported that they continue working on getting more staff on board, he is working with Mr. Lawrence, and setting up times to complete an interview and swim test. He discussed various other events and programs in the Aquatics Department. He discussed that May is National Water Safety Month, along with the Read to Swim Program. He gave a shoutout to Jenny and Brittany for all the work they have been doing to get ready for summer. He discussed State Water Polo Championships. Mr. Peercy thanked Mr. Warren and his staff for all the work they have done getting the pool ready for summer.

HUMAN RESOURCE

Mr. Lawrence discussed the number of new hires in the aquatics department, the number of retentions, recruiting and hiring. He discussed the varies other information system he is implementing, the wellness committee and the processes he working to go paperless within the HRIS System.

Discussion and Possible Action Regarding Adding Juneteenth to 2.2.1 Designated Holidays

Mr. Schmidt discussed the process he worked on getting the information for the Board, concerning the Juneteenth, he let the Board know the Federal Government made it a Federal holiday, the State made it a State holiday. The Board discussed in the working meeting, Trustee Wright moved to approve adding Juneteenth to Policy 2.2.2.1 designated Holidays, and to move

Columbus Day to December 26th and extend the Christmas Holiday making the Districts Holiday to fourteen paid Holidays, effective immediately. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Appointment of UASD Board of Representative – Resolution #2022-1

Chair Monson turned the time over to Mr. Schmidt who discussed the UASD Representative. He presented Resolution #2202-1 to appoint Mr. Schmidt (Executive Director) as the District UASD Representative, and Mr. Michael Malmgren (Controller) as the alternate. Trustee Howick moved to approve Resolution #2202-1 as presented. Trustee Wright seconded the motion, Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt discussed the all-staff meeting Thursday night and Saturday morning. He gave a brief description of the agenda and let the Board know that Mr. Paul Mix will talk about Customer Service at the meeting. He updated the progress of the cost recovery program. Mr. Schmidt stated he is on the committee for the PEHP Wellness Board and discussed the Well Being Awards, URPA Leadership Academy, and he let the Board know he would be attending the Altruism Institute for recreation executives. Mr. Schmidt was awarded a scholarship to cover the cost of attending the institute training. He also updated them on various other events that have happened over the last month.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING, MAY 18, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 8:24 p.m.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY APRIL 27, 2022
ELEMENT EVENT CENTER - EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist
Brad Peercy – Aquatics Manager

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:17 PM. Chair Monson turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Mr. Schmidt reported on the agenda items, he noted the holiday Juneteenth. The State made it a holiday. He turned the time over to Mr. Malmgren to discuss the financials for March. Mr. Malmgren asked the Board if they had any questions on the Financials. He discussed the mileage expenses that are being paid. Chair Monson would like to see more detail in the description of the payables. The Board and those present discussed the wages for lifeguards, Mr. Schmidt presented information going back to 2019. He discussed the pay ranges, the average pay for lifeguards and Head Lifeguards. They discussed the ranges and the differences between the jobs and wages.

The Board asked several questions concerning the number of employees we have lifeguarding the pools at any given time. Mr. Peercy explained to Mr. Howick the number of guards needed for each of the pools, and how he figures the needs for the facility.

Mr. Schmidt and Mr. Peercy discussed ways to increase our staff and how to keep staff until Labor Day weekend. Mr. Howick had several questions concerning staffing, hours of operation, and employees. Mr. Schmidt and Mr. Peercy answered Mr. Howick questions and explained the

reason for the limited usage of pools. The group discussed incentives to help maintain staff throughout the year.

Chair Monson declared the working meeting to be adjourned at 7:09 pm.

Date: _____
_____ Jeff Monson – Chair

Date: _____
_____ David Howick – Trustee

Date: _____
_____ Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY APRIL 27, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Controller
Chris Johnson – Accountant/HR Specialist
Brad Peercy – Aquatics Manager
Joshua Lawrence – HR Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

Paula Larsen – Kearns Community Council

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:09 p.m.

Citizens Comment

Chair Monson welcomed all, he then turned the time over to public comment. Ms. Paula Larsen with the Kearns Community Council took the floor. She introduced herself to the new board members, she thanked the Board and those present for everything the facility does for the community. Ms. Larsen explained that the community trailer was stolen and asked those present to keep an eye out for it. Ms. Larsen also gave the facility \$1500.00 dollars for special events. She also gave the facility a check for \$5000.00 dollars for the Fire, Water, and Ice Festival in August.

APPROVAL OF MINUTES

After a brief discussion, Trustee Howick moved to approve the minutes for the previously held meetings:

March 23, 2022 – Working Board Meeting

March 23, 2022 – Regular Board Meeting

Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Wright made a motion to ratify the April 6, 2022, payables in the amount of \$190,771.70. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

After review, Trustee Wright made a moved to approve the April 20, 2022, payables in the amount of \$76,659.56. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the March Financials, Mr. Malmgren discussed the cost of goods sold. He recognized the expense accrued for the sale of the oranges for the water polo fundraiser and the cost of use for the track at the oval. He asked the Board if they had any questions. After review, Trustee Wright moved to approve the March 2022 financials as presented. Trustee Howick seconded the motion, with the exception of the balance sheet, which will be approved once the 2021 audit is completed. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the 2021 audit, he let the Board know that the audit did not have to be completed until the end of June, he is working with the auditor.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

HUMAN RESOURCE

Mr. Lawrence discussed the Hiring. He discussed the number of new hires and the cost to bring on new hires. He reported that the recent hiring fair that was focused solely on lifeguards and swimming instructors was a big success. He continued by giving them more information regarding the status of hiring. He is also working on a new system for onboarding new hires.

RECREATION

Ms. Wardle discussed kids camp and let the Board know that it has already sold out for the summer. She reported childcare was remarkably busy. The spots are filling up fast. Ms. Wardle also discussed other areas in the Recreation department. She let the Board know that one of her

long-time employees for pickleball is leaving because they are moving out of the area.

FACILITIES

Mr. Warren gave an overview of maintenance projects, the opening of the outdoor pools along with several other projects throughout the facility. He informed the Board the projects that have been completed. He discussed the women's and men's restroom completions. He discussed the new code mechanism on the admin office door to limit access into that area.

Mr. Warren and Mr. Schmidt are in the process and working together to get experts in structural engineering in to assess the comp pool structure. They are working to set a time to for them to come out meet.

MARKETING

Mr. Cook reported a shoutout for Jenn Adams in Group Sales. She has been busy working on scheduling events for the Event Center and several other bookings for the facility. Mr. Cook discussed the summer brochure. He stated he is busy putting the information together for the brochure which will include facility events and open plunge hours and various other activities that will be going on in the summer.

OPERATIONS

Ms. Page reported on the security report and let them know that a catalytic converter was stolen from a car in the parking lot. Ms. Page reported on the memberships, cancelations, and terminations and stated there have been fewer cancelations and terminations than previous months.

AQUATICS

Mr. Peercy thanked Mr. Lawrence for all his help in the hiring process. Mr. Peercy reported that May is National Water Safety month. He gave the Board a little background on Water Safety Month and explained a "read-to-swim" program. They complete a reading program, bring the documentation to the facility, and receive free passes to come to the facility. He discussed various other events and programs in the Aquatics Department. He discussed other programs. He gave a shoutout to Jenny and Brittany for all the work they have been doing to get ready for summer. He let the Board know that a current employee, Joe Biesinger, is Kearns High School Valedictorian.

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt discussed Juneteenth, the Federal Government made it a Federal holiday, the State made it a State holiday. The Board discussed whether or not to approve this holiday for the full-time employees. Chair Monson asked that it be put on the agenda for May and to discuss it at that time.

Mr. Schmidt discussed the all-staff meeting in May. One is scheduled for a Thursday night and one on a Saturday morning. The meeting is to discuss the importance of all jobs in the facility, Mr. Schmidt made the point that all jobs in the facility matter, no matter what position you

hold. Mr. Schmidt discussed the Board retreat, he reported on the additional issues with the perfect mind software. He also updated them one the cost recovery program, and various other events that have happened over the last month.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING, MAY 18, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 9:06 p.m.

Date: _____
Jeff Monson – Chair

Date: _____
David Howick – Trustee

Date: _____
Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY MARCH 23, 2022
ELEMENT EVENT CENTER- EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Financial Controller
Chris Johnson – Accountant/HR

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:20 PM. Chair Monson turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Mr. Schmidt stated that he would like the Board to look at some dates for the Board retreat. The Board discussed options and Chair Monson would like to ask Ms. Stringham to attend and would talk with her and find out what dates she is available.

Chair Monson turned the time over to Mr. Schmidt, Mr. Schmidt presented a PowerPoint Presentation to discuss the cost recovery program. He explained to the Board the reason and purpose for the program, and how beneficial it would be to the district. He explained the different levels for each department and the importance this program will have for the facility. Mr. Schmidt and the Board discussed the challenges the district is currently facing. They are looking at ways to move forward with the program that will best benefit the facility and its patrons and the community.

Chair Monson declared the working meeting to be adjourned at 7:16 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY MARCH 23, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Financial Controller
Chris Johnson – Accountant/HR Specialist
Brad Peercy – Aquatics Manager
Joshua Lawrence – HR Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:16 p.m.

Citizens Comment

There was no public comment.

APPROVAL OF MINUTES

After a brief discussion, Chair Howick moved to approve the minutes for the previously held meetings:

February 16, 2022 – Working Board Meeting
February 16, 2022 – Regular Board Meeting

Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The

minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then returned via e-mail to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Wright made a motion to ratify the March 02, 2022, payables in the amount of \$78,993.85. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

After review, Trustee Wright made a move to approve the March 16, 2022, payables in the amount of \$153,384.13. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the February Financials, Mr. Malmgren reviewed the revenues and expenses and asked the Board if they had any questions. After review, Trustee Howick moved to approve the February 2022 financials as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Chair Monson stated that the December financials will be approved once the 2021 audit is completed sometime in April.

Discussion of Summit Energy

Mr. Malmgren discussed the Summit Energy contract, he explained the process he, Mr. Schmidt, and Mr. Warren carried out to obtain a fixed price per dekatherm. They explained to the Board how having the fixed-price contract will save money for the district since natural gas rates continue to increase. A contract was signed, and the facility has locked in a set price for the next three years.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

MANAGER REPORTS

RECREATION

Ms. Wardle stated that February was a slow month for the Recreation department. Childcare, however, was remarkably busy as the attendance was the highest since February of 2020. Ms. Wardle also discussed the new equipment for the weight room.

FACILITIES

Mr. Warren gave an overview of maintenance projects underway, the graffiti in the park, work they are doing in the hallway restrooms and lobby and several other projects throughout the facility. Mr. Warren contracted Mr. Jeff Ambrose to inspect and report on the Comp Pool Structure Project. He discussed the inspection and recommendations on how to repair the building. He explained the deterioration of the concrete fascia wall bracket. Mr. Marty Bassett

with the CDC Restoration & Construction recommended we blast the rust off and use a thickness gauge to determine a plan of action. The Board and staff discussed options and how to proceed.

MARKETING

Mr. Cook discussed the Fire, Water, and Ice Festival for 2022. He discussed the fireworks for festival and stated the vendor Firestorm was selected to do this year's show. Mr. Cook discussed the Don't Quit Stay Fit Challenge. Group Sales has been busy with bookings for the Element center and outdoor facility for summer groups. He updated the board on the fiber optics installation.

OPERATIONS

Ms. Page reported on security. A car was stolen from the parking lot. Ms. Page explained the situation and let the Board know how it was handled. Ms. Page asked the Board if it had any questions on the security or incidents/accidents reports. Ms. Page reported on the memberships, cancelations, terminations, and stated there have been fewer cancelations and terminations than previous months.

AQUATICS

Mr. Peercy stated he did not have the February attendance report, the facility had 24,413 in attendance compared to 18,563 in 2021. Mr. Peercy reported on various programs in the aquatics department. He discussed the shortage of staff. He discussed upcoming aquatics events and activities coming to the facility, along with other events and programs. Mr. Peercy let the Board know that Mr. Seth Hughes is an assistant coach for the Olympic Development Program and was nominated top coach of the tournament for the country. As such, Mr. Hughes was asked to be an assistant coach for the National Water Polo Team in Hungary. Mr. Peercy thanked the Board for the opportunity to attend the URPA Conference in St. George.

HUMAN RESOURCES

Mr. Lawrence discussed the Hiring Blitz, during which we were able to hire thirteen new employees. He explained other potential employees have interviews scheduled at a later date. He reported he felt this was a good start. He reported on other events and opportunities to streamline the hiring process.

DISCUSSION AND DECISION ON BOND AMOUNT FOR THE BOARD OF TRUSTEES.

Mr. Schmidt reported he needs a decision on the bond amount for the board. The Board discussed the options. It was decided to do a blanket bond for \$ 25,000.00 which covers all the Board members. Chair Monson moved to approve the Blanket Bond of \$25,000.00 in the amount of 279.00 to cover all Board Members for the year. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting "Aye."

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt reported that he has discussed many of the items on his report in the working meeting. He stated that he would be the URPA Administrated Representative for URPA, he discussed other information and information received during the URPA Conference. Mr. Schmidt then reported on the cost recovery initiative and how having a plan moving forward will help the District overall. He reported on the NRPA Director School Scholarship and reported that he has been awarded a \$1,000.00 towards the training. Mr. Schmidt reported the District would be hosting the Olympus Insurance Risk Conference.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING, APRIL 27, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 9:00 p.m.

Date: _____
Jeff Monson – Chair

Date: _____
David Howick – Trustee

Date: _____
Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY FEBRUARY 16, 2022
ELEMENT EVENT CENTER- EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST)
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Financial Controller
Chris Johnson – Accounting/HR

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:18 PM. Chair Monson turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Mr. Schmidt discussed several of the agenda items. Chair Monson discussed the Cost recovery program. Mr. Schmidt reported to the board how the process went, how they went about finding a way to maximize time and save money. He explained the difference between the facilities involved and how they went about setting goals. The Board and staff discussed options on which programs we could be doing and what we could look forward to. Mr. Schmidt suggested the board and key staff have a working meeting to discuss items about the facility and how they run.

Trustee Howick discussed possible training for the new board members and what training is needed to fulfil the requirements. He also asked if it was possible to discuss at a later time.

Mr. Schmidt discussed further agenda items. Mr. Schmidt discussed the bonds for the Board Members and Treasurer. He discussed the options and will get further information on what coverage amounts and limits are necessary for the District.

Chair Monson declared the working meeting to be adjourned at 6:58 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY FEBRUARY 16, 2021
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST)
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Wade Wright – Trustee

Staff Present:

Kevin Schmidt – Executive Director
Michael Malmgren – Financial Controller
Chris Johnson – Accounting/HR Specialist
Brad Peercy – Aquatics Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

Sandy & Jeff Perry, Laurie Stringham, Tayryn Wright and family

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:03 p.m.

Citizens Comment

Mr. Perry thanked the board for all their work and everything they do for the community.

Oath of Office for the New Board Member Wade Wright

Ms. Johnson swore Mr. Wade Wright into office as the new Board of Trustee Member. The Board and staff present welcomed Mr. Wright to the Board.

APPROVAL OF MINUTES

After a brief discussion, Trustee Howick moved to approve the minutes for the previously held meetings:

January 19, 2022 – Working Board Meeting
January 19, 2022 – Regular Board Meeting
February 7, 2022 – Convening of The Board
February 10, 2022 – Convening of The Board

Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Chair Monson made a motion to ratify the February 2, 2022, payables in the amount of \$64,464.31. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

After review, Chair Monson made a motion to approve the February 16, 2022, payables in the amount of \$92,221.83. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Wright, and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the December draft and the January financials. After review, Trustee Howick moved to approve the January 2022 financials as presented. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson and Trustee Howick voting “Aye.”

Chair Monson reported the December financials would not be approved until the 2021 audit is complete.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

AQUATICS

Mr. Peercy reported on the General attendance for January. He reported there were 23,000 patrons that came through the facility in January of 2022. He reported this was up four thousand from January of the previous year. He then reported on various events that were held throughout the month. Mr. Peercy discussed other upcoming events and programs. He stated his department is working on getting ready for summer. They are starting to recruit for the summer season, conducting trainings, and working on other ways to recruit new employees.

OPERATIONS

Ms. Page ask if anyone had any questions on the security report. She discussed various items

related to operations and answered questions from the Board.

MARKETING

Mr. Cook discussed the progress for the Fire Water and Ice Festival for 2022. He discussed the fireworks and entertainment. He also discussed ways to adjust for short staff.

Mr. Cook updated the Board on the options the facility has available to run a new fiberoptic line. Mr. Cook then updated the board on group sales and let the Board know that Ms. Adams is reaching out to previous contacts for future group bookings.

FACILITIES

Mr. Warren gave an overview of maintenance, the comp pool, and other projects throughout the facility. He reported that there are concerns regarding the structural safety of the comp pool. He then solicited questions from the Board.

RECREATION

Ms. Wardle discussed the top star grant they received and what they were able to do with the funds received. She reported on other programs in the Recreation department. She stated the weight room attendance is up and more patrons seem to be attending. Ms. Wardle also discussed the new machines in the weight room and the changes she has made with placement of those machines.

Discussion and Possible Action Regarding the Bylaws & Fidelity Bond Amount

Mr. Schmidt asked to change the wording in the bylaws for new bonds required for the Board. Mr. Schmidt reported on the bylaws and bonds for the board and stated that the bylaws need to be changed and updated to be in compliance with the law. After further discussion, Trustee Howick moved to approve Policy 2.2.2 Fidelity Bond. Trustee Wright seconded the motion. Motion carried unanimously with Chair Monson, and Trustee Howick voting "Aye."

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt discussed the cost recovery plan in the working meeting and would like to have it on the Board agenda for next month. He explained that a Hiring Blitz event will be held to recruit employees. He let the Board know that the facility would be hosting a vaccination clinic in the lobby. Mr. Schmidt and staff discussed various other issues concerning the staffing.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING SCHEDULED FOR MARCH 23, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 8:53 p.m.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Wade Wright – Trustee

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY JANUARY 19, 2022
ELEMENT EVENT CENTER- EAST CONFERENCE ROOM
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Laurie Stringham – Interim Trustee

Staff Present:

Kevin Schmidt – Executive Director – (remote attendance)
Michael Malmgren – Financial Controller
Chris Johnson – Accountant/HR

Others Present:

CALL TO ORDER

Chair Monson called the meeting to order at 6:18 PM. Chair Monson turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Mr. Schmidt discussed several of the agenda items. Chair Monson discussed a few of the future items such as the policy on nepotism and board training. Mr. Howick asked about the training for the Board. Ms. Stringham explained to Mr. Howick how to go about getting the training done. It is to be done on a yearly basis. The Board and those present discussed the different training for Board members throughout the year. Mr. Howick had several additional questions for Chair Monson, and Mr. Schmidt. He asked about bond amounts and asked that Mr. Schmidt look further into this for the Board. Several other subjects were discussed during the working meeting.

Mr. Schmidt updated the information for the membership policy. The Board and staff discussed the policy and gave their thoughts on whether the policy should be changed. Mr. Schmidt discussed the policy for electronic meetings. The Board and staff present discussed with Mr. Howick what factors necessitate a meeting to be held electronically and how those meetings are carried out. The Chair is the one who decides on electronic meetings. This allows Board members, staff, and the public to be present for the meeting.

Mr. Malmgren asked the Board if they had any questions on the payables. He asked if they had any questions for the November financials. He asked if the Board had any questions regarding the expenses and revenues.

Chair Monson discussed with Mr. Schmidt concerning the vacant board position. Chair Monson reported that Ms. Stringham has kindly volunteered to step in as an Interim Board Member until the position is filled.

Mr. Schmidt reported that since Mr. Millar has left the District, we need to fill the position of the District Clerk. Mr. Schmidt suggested that we fill the position with a Clerk and an Assistant Clerk, and ask that Mr. Malmgren and Ms. Johnson be appointed to those positions respectively.

Mr. Schmidt discussed the mask mandate by the county. The Board and Mr. Schmidt decided that they would follow the mandate for employees and as for the public, they would highly recommend that patrons wear a mask. Mr. Schmidt discussed various other agenda items.

Chair Monson declared the working meeting to be adjourned at 6:56 pm.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Laurie Stringham – Interim Trustee

MINUTES FOR THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY JANUARY 19, 2022
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

Jeff Monson – Chair
David Howick – Trustee
Laurie Stringham – Interim Trustee

Staff Present:

Kevin Schmidt – Executive Director - Electronic
Michael Malmgren – Financial Controller
Chris Johnson – Accountant/HR Specialist
Brad Peercy – Aquatics Manager
Kurt Warren – Facilities Manager
Jacque Wardle – Recreation Manager
Sam Page – Operations Manager
Steve Cook – Marketing Manager

Others Present:

Eldie Howick – Community Resident

CALL TO ORDER

Chair Monson called the Regular Board Meeting to order at 7:03 p.m.

Citizens Comment

There was no public comment.

Oath of Office for the New Board Member David Howick

Ms. Johnson swore David Howick into office as the new Board of Trustee Member.

Chair Monson reported that Laurie Stringham would be sitting on the Board and carrying out the duties of a Board member as an interim trustee until a new trustee can be appointed.

APPROVAL OF MINUTES

After a brief discussion, Trustee Stringham moved to approve the minutes for the previously held meetings:

December 1, 2021 – Public Hearing
December 1, 2021 – Regular Board Meeting

Chair Monson seconded the motion. Motion carried unanimously with Chair Monson, Trustee Stringham and Trustee Howick voting “Aye.”

(The process for the minutes for each board meeting is as follows: Minutes are taken at each board meeting and prepared for the board to review for accuracy and completeness. The minutes are then sent via e-mail from Ms. Johnson to each board member. The board members review the minutes and make any necessary changes, which are then sent via e-mail back to Ms. Johnson who prepares them for board approval at the next regular board meeting).

APPROVAL OF PAYABLES & FINANCIALS

After review, Trustee Howick made a motion to ratify the December 15, 2021, payables in the amount of \$154,940.95. Trustee Stringham seconded the motion. Motion carried unanimously with Chair Monson, Trustee Stringham and Trustee Howick voting “Aye.”

After review, Trustee Stringham made a motion to ratify the January 5, 2022, payables in the amount of \$539,524.14. Trustee Howick seconded the motion. Motion carried unanimously with Chair Monson, Trustee Stringham and Trustee Howick voting “Aye.”

After review, Trustee Howick made a motion to approve the January 19, 2022, payables in the amount of \$115,908.51. Trustee Stringham seconded the motion. Motion carried unanimously with Chair Monson, Trustee Stringham and Trustee Howick voting “Aye.”

Mr. Malmgren reported on the November financials. After review, Trustee Stringham moved to approve the November 2021 financials as presented. Chair Monson seconded the motion. Motion carried unanimously with Chair Monson and Trustee Howick voting “Aye.”

Chair Monson reported the December financials would not be approved until the 2021 audit is complete.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

OPERATIONS

Ms. Page ask if anyone had any questions on the security report. There were no questions for Ms. Page.

MARKETING

Mr. Cook discussed the Tri-Series and reported to the Board know they have canceled the event. Mr. Cook informed the Board know that KOPFC is running a special membership offer and that the facility may extend the offer an additional month. Mr. Cook asked the Board if it had a decision on whether or not to move forward with the Fire, Water, and Ice Festival for 2022. After a brief discussion, the Board decided to move forward with planning and hosting the Fire Water and Ice Festival.

Trustee Stringham asked Mr. Cook about web service agreement for the KOPFC web page. Mr. Cook discussed the process and what options the facility is doing to run a new fiberoptic line.

FACILITIES

Mr. Warren asked the Board if it had any questions. He gave an overview of maintenance, the comp pool, and other projects throughout the facility.

RECREATION

Ms. Wardle discussed the program in the Recreation department. Chair Monson asked Ms. Wardle about the 14-15 yr. old class. Ms. Wardle discussed the training for them. She stated that they limit the number of participants allowed in the class. Ms. Wardle also discussed various other programs in the Recreation Department.

AQUATICS

Mr. Peercy reported on the General attendance for December. He reported it was up from the previous year. Mr. Peercy reported on staff and let the board know they are still short-staffed. He attended the aquatics meeting and let the Board know that Salt Lake County has raised their starting rate to \$12.55. He reported that even though we just raised the starting pay for lifeguards, we are behind again on the wages. He discussed the 56th Annual Holiday Open in December. Everything went very well there were over six hundred participants. Mr. Peercy discussed other upcoming events and programs.

Discussion and possible action regarding the appointing of a Clerk and Treasurer per Utah Code

Mr. Schmidt reported that since Mr. Millar left, the Clerk position is vacant. Trustee Howick moved to appoint Mr. Malmgren as the Clerk and Ms. Johnson as the Assistant Clerk and Mr. Schmidt will remain as Treasurer. Trustee Stringham seconded the motion. Motion carried unanimously with Chair Monson, and Trustee Howick voting “Aye.”

Ratify updated policy 1.27: Employee and Trustee Memberships

Chair Monson asked that Mr. Schmidt research the trustee portion further. Chair Monson would like to explore the topic of trustee membership and discuss it further. Trustee Howick moved to

approve the employee's and trustee membership in policy 1.27: Employee and Trustee Membership. Trustee Stringham seconded the motion. Motion carried unanimously with Chair Monson, Trustee Stringham and Trustee Howick voting "Aye."

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt stated that these items were discussed in the working meeting.

There we no further comments or concerns.

NEXT REGULAR BOARD MEETING SCHEDULED FOR FEBRUARY 16, 2022 @ 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 8:06 p.m.

Date: _____

Jeff Monson – Chair

Date: _____

David Howick – Trustee

Date: _____

Laurie Stringham – Interim Trustee