

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY, FEBRUARY 21, 2024
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH

Present:

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

Staff Present:

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

Others Present:

CALL TO ORDER

Chair Wright called the meeting to order at 6:01 p.m. Chair Wright turned the time over to Mr. Schmidt for general discussions.

General Discussion

Discussion of Agenda Items

Bank Account

Trustee Howick discussed a few items concerning Policy 3.1.2.2 and 3.1.2.3. Trustee Howick suggested the District look in to consolidating them into fewer accounts. Chair Wright asked Mr. Schmidt and Ms. Norman to further discuss and research the necessary accounts and that this would be discussed at a further date.

Chair Wright moved to discuss the managers reports.

MARKETING

Mr. Cook discussed the transfer of the website migration in March, he discussed the process he was going through to get this down. Trustee Howick asked Mr. Cook what his vision is for the facility once he retires. Mr. Cook gave his ideas and suggestions and some changes for the new Communications Coordinator.

AQUATICS

Mr. Peercy discussed the general attendance for January was off to a good start, he discussed previous year's attendance. He discussed the upcoming summer and let the Board know that both Jenny and Brittanny are moving forward with recruiting staff. Mr. Peercy discussed other activities and events in the aquatics department.

ADJOURN

The Working Meeting was adjourned at 6:58 PM.

Date: MAR 20, 24
[Signature]

[Signature]
Wade Wright – Chair

Date: 20 March 2024

[Signature]
Jeff Monson – Vice Chair

Date: 20 MAR 2024

[Signature]
David Howick – Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE OQUIRRH RECREATION AND PARKS DISTRICT
WEDNESDAY FEBRUARY 21, 2024
ELEMENT EVENT CENTER
5658 S COUGAR LANE (4800 WEST),
KEARNS, UTAH 84118

Present:

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

Staff Present:

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

Others Present:

CALL TO ORDER

Chair Wright called the Regular Board Meeting to order at 7:01 p.m.

Pledge of Allegiance

Citizens Comment

There was no public comment.

MANAGER REPORTS & EXECUTIVE DIRECTOR REPORT

Chair Wright reported that some of the managers' reports were discussed in the Working Meeting.

OPERATIONS

Ms. Page asked if anyone had any questions on the security report. December was a very quiet month, with only a few incidents/accidents. There were no additional questions for Ms. Page.

HUMAN RESOURCES

Mr. Lawrence discussed the HR report, there were no additional questions.

FACILITIES

Mr. Warren asked the Board if they had any questions. He gave an overview of maintenance items and discussed several items. He discussed the ChlorKing machines that will be installed in the outdoor pools. Mr. Warren discussed the outdoor recreation pool replastering and the cracks in the pool.

RECREATION

Ms. Wardle asked if they had any questions, she discusses items and programs in the Recreation Department and asked if they had any additional questions.

EXECUTIVE DIRECTOR REPORT

Mr. Schmidt discussed several items in the Directors report, including the outdoor pool replastering project, the front counter remodel, and upcoming projects.

Discussion and Possible Action: Amendment of Policy 3.1.2.2 and 3.1.2.3 Cash & Investments

The Policy was discussed in the working meeting and will be discussed in a future meeting.

Board Approval: Travel for Trustee David Howick – URPA Conference Per Board Travel Policy

Chair Wright approved URPA Travel for Trustee Howick

Consideration and Recommendation to Approve Expenditures over \$60,000

Chair Wright discussed the ChlorKing Company invoice; The Board reviewed the amount, Trustee Howick moved to approve the ChlorKing invoice in the amount of \$375,950.00 as presented. Vice-Chair Monson seconded the motion. Motion carried unanimously:

Chair Wright, Aye
Vice-Chair Monson, Aye
Trustee Howick, Aye

APPROVAL OF MINUTES

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

January 17, 2024 – Working Board Meeting
January 17, 2024 – Regular Board Meeting

Trustee Howick seconded the motion. Motion carried unanimously:

Chair Wright, Aye
Vice-Chair Monson, Aye
Trustee Howick, Aye

APPROVAL OF PAYABLES & FINANCIALS

After review, Vice-Chair Monson made a motion to ratify the February 7, 2024, payable in the amount of \$ 274,255.52. Chair Wright seconded the motion. Motion carried unanimously:

Chair Wright, Aye
Vice-Chair Monson, Aye
Trustee Howick, Aye

After review, Trustee Howick made a motion to approve the February 21, 2023, payable in the amount of \$ 502,981.52. Vice-Chair Monson seconded the motion. Motion carried unanimously.

Chair Wright, Aye
Vice-Chair Monson, Aye
Trustee Howick, Aye

Ms. Norman presented and discussed the November financials. Chair Wright moved to approve the November 2023 financials as presented. Vice-Chair Monson seconded the motion. Motion carried unanimously:

Chair Wright, Aye
Vice-Chair Monson, Aye
Trustee Howick, Aye

Ms. Norman presented and discussed the December financials. Trustee Howick moved to approve the January 2024 financials except for the balance sheet, pending the external audit completion. Vice-Chair Monson seconded the motion. Motion carried unanimously:

Vice-Chair Monson noted that he would not be present for April 2024 Board Meeting.

Next Regular Board Meeting Scheduled for March 20, 2024, at 7:00 PM

ADJOURN

The Regular Meeting was adjourned at 8:06 PM.

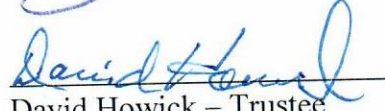
Date: March 20, 24


Wade Wright – Chair

Date: 20 March 2024


Jeff Monson – Vice Chair

Date: 20 MAR, 2024


David Howick – Trustee