

MINUTES FOR THE WORKING MEETING OF THE BOARD OF TRUSTEES  
OF THE OQUIRRH RECREATION AND PARKS DISTRICT  
WEDNESDAY OCTOBER 15, 2025  
ELEMENT EVENT CENTER  
5658 S COUGAR LANE (4800 WEST),  
KEARNS, UTAH

Present:

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

Staff Present:

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

Public Present:

Christopher Kahl – Candidate for Board of Trustees

Jeff Monson called the meeting to order at 4:40 pm on October 15, 2025, at the Element Events Center. The Board of Trustees and management team are present. Chair Monson thanked those in attendance. He moved on to general discussion of agenda items.

**Manager reports**

Chair Monson stated they have written reports, but if any had questions for the managers they could ask them.

Chair Monson discussion of agenda items, the Board turned the time over to Mr. Lawrence to discuss Policy 1.27 Employee and Board Member Memberships. Mr Lawrence discussed the difference in the membership and the requirements to obtain an employee membership with the facility. Many questions were asked concerning the memberships, the Board Membership will be discussed at a later date when compensation is decided for the Board Members.

Mr. Lawrence presents data on sick leave usage and costs, suggesting a shift to short-term disability to save money and improve the well-being of the district's employees. They discussed the hours used for sick time and sick leave conversion and how a new short term disability policy for full-time employees would change that. If this policy had been in place in 2024/2025, the facility would have potentially saved approximately \$6,000.

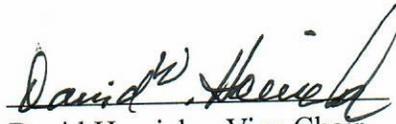
Mr. Schmidt mentioned the possibility of a buyback program for vacation time. Those present discussed the potential benefits and challenges of such a program. Trustee Wright shared experiences from previous roles, highlighting the importance of balancing employee benefits and district liability. The meeting concludes with a decision to explore the short-term disability proposal further and present a detailed benefit analysis.

Chair Monson adjourned the Working Meeting at 5:32 PM.

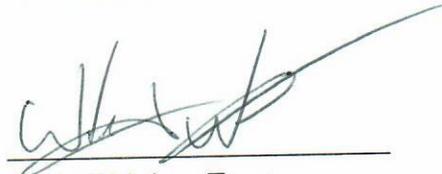
Date: 11 November 2025

  
Jeff Monson – Chair

Date: 11 NOV. 2025

  
David Howick – Vice Chair

Date: Nov 11 2025

  
Wade Wright – Trustee

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE OQUIRRH RECREATION AND PARKS DISTRICT  
WEDNESDAY OCTOBER 15, 2025  
ELEMENT EVENT CENTER  
5658 S COUGAR LANE (4800 WEST),  
KEARNS, UTAH 84118

Present:

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

Staff Present:

Kevin Schmidt, Executive Director  
Danielle Norman, Controller  
Chris Johnson, Accountant/HR Specialist  
Kurt Warren, Facilities Manager  
Josh Lawrence, HR Manager

Public Present:

Christopher Kahl – Candidate for Board of Trustees

**CALL TO ORDER**

Chair Monson called the Regular Board Meeting to order at 5:34 p.m. Chair Monson made a few comments to those present.

**Pledge of Allegiance**

**Citizens Comment**

Chair Monson solicited public comments of which there were none.

**Executive Director Report**

Mr. Schmidt discussed the need to rebrand the facility. The board was supportive of this, and work will continue to explore what exactly this will look like.

Mr. Schmidt showed the Board the progress of the Comp pool demolition, he showed several pictures of the demolition and the progress that has been happening in the last several days.

Mr. Schmidt updated the Board on the progress with the permit for the Bubble project. Mr. Schmidt mentioned the 30% meeting with McKinstry and the suggestions from them regarding their identified cost-saving projects. The Board discussed the feasibility of some of the various projects, including water heating and energy-saving measures. Mr. Schmidt reported on the progress of the climbing wall installation. Several other items were also discussed from the directors' report.

Trustee Wright stated the need to negotiate with the Olympic Legacy Foundation about how to make the clinic space permanently belong to the district.

### **Approval of Board Travel**

Chair Monson made a motion to approve Board travel for the UASD Conference for Vice-Chair Howick and Trustee Wright. Vice-Chair Howick seconded the Motion. All Board members voted Aye. Motion passes.

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

### **Approval of Policy 1.27 Employee Memberships**

Trustee Wright moved to approve policy 1.27 subject: Employee and Trustee Memberships with the following changes: Retitled to subject: Employee Memberships, removing Trustee membership information from the policy completely, and subsequent sections renumbered as appropriate.

Vice-Chair Howick seconded the Motion. All Board members voted Aye. Motion passes.

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

### **Approval of Payables and Financials**

Trustee Wright moved to approve the working meeting minutes and regular board meeting minutes for August 20, 2025. Vice-Chair Howick seconded the Motion. All Board members voted Aye. Motion passes.

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

After review, Trustee Wright made a motion to ratify September 3, 2025, payables in the amount of \$ 144,507.66 and September 17, 2025, payables in the amount of \$ 221,773.45. Vice-Chair Howick seconded the motion. Motion carried unanimously: Motion Passes.

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

After review, Trustee Wright made a motion to ratify October 1, 2025, payables in the amount of \$ 135,257.93. Vice-Chair Howick seconded the motion. Motion carried unanimously: Motion Passes.

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

Chair Monson stated at 6:02 they would go out of order to open up the public hearing.

### **Public Hearing**

Chair Monson opened the Public Hearing at 6:02 PM of the Board of Trustees for the Oquirrh Recreation and Parks district for the withdrawal of certain real properties located within the district boundaries.

Mr. Kahl asked if we would please explain in more detail why the district has chosen to remove a these properties from the district's current boundaries. Trustee Wright explained there are some shopping center properties in Taylorsville that have been requested to withdraw from the district during the legislative session that happened earlier in the year. It is in the best interest of the District to withdraw these properties in a cooperative manner, than the alternative possible legislation.

Not seeing any other public comments, Chair Monson closed the public hearing at 6:08 PM. Chair Monson stated he will go back into the agenda's stated order.

### **Approval of Payables and Financials**

After review, Trustee Wright made a motion to approve October 15, 2025, payables in the amount of \$ 122,960.89. Vice-Chair Howick seconded the motion. Motion carried unanimously: Motion Passes.

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

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

There were no expenditures to approve at this time.

### **Discussion and approval of August & September Financials**

There was a discussion for the August and September financials. Ms. Norman stated we are in a very good spot at mid-year and we are on track for our expenses to be under budget at the end of the year.

Trustee Wright moved to approve August and September Financials. Vice-Chair Howick Seconded the motion. Motion carried unanimously: Motion passes.

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

### **Concessions and Vending Analysis**

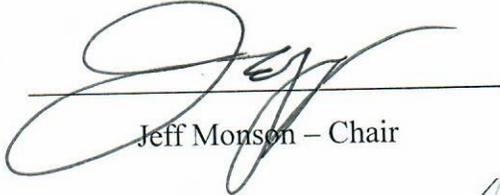
Ms. Norman presented an analysis of concession and vending performance, highlighting areas for improvement. The board discussed the need to eliminate slow-moving items and reduce the time between ordering and receiving food. Some of the discussion included identifying cheaper

alternatives and eliminating items with long cooking times. The board considered adding another vending machine to improve revenue.

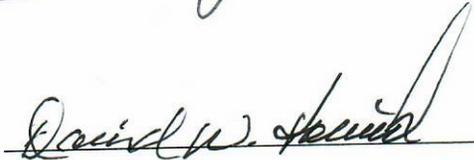
Jeff Monson thanks everyone for their participation and contributions,  
Chair Monson adjourns the meeting at 6:25 PM.

Next Regular Board Meeting Scheduled for November 12, 2025, at 4:30 PM

Date: 11 November 2025

  
Jeff Monson – Chair

Date: 11-NOV-2025

  
David Howick – Vice Chair

Date: Nov 11 2025

  
Wade Wright – Trustee