

Minutes of the Regular Meeting of the Uintah Special Service District 1 Board

Date: April 8, 2026

Location: Conference Room, Uintah Recreation Center, 610 South Vernal Ave., Vernal, Utah

1. Call to Order: 6:30 PM.

Participants/Staff:

Joel Brown (via Zoom), Joe McKea, Shaun Murray, Bruce McKee, Ed Long, Ross Morton, Commissioner Willis LeFevre
Mike Harrington (Legal Counsel), Executive Director Cheryl Meier, Shawna Weaver, Amanda Wilson, Tara Alsip

Absent/Excused:

Public Attendees:

Ambur Labrum (UBTech), Lance Labrum (UBTech), Taylor Harrison (UBTech), Stan Harrison, Mark Jensen (JDE), Jason Johnson (UBTech), Aaron Weight (UBTech), Taija Jackson (UBTech), Richard Powell, McKell Christensen (URPA), LeeAnn Powell (URPA), Megan Zollinger (URPA), Janell Payne (URPA), Nate Jardine (Jardine Builders), Michael Barton (MB Designs)

2. Prayer: Bruce McKee **Pledge of Allegiance:** Shaun Murray

3. Approval of Minutes Ross Morton made a motion to approve the February 17, 2026 Uintah Special Service District 1 Special Meeting Minutes. Shaun Murray seconded the motion.

The motion passed unanimously.

4. Board Input, Follow-up on Minutes, Committee Reports

- Executive Director Cheryl Meier provided updates on upcoming America 250 celebrations in partnership with Uintah County and local municipalities, including July 3rd and 4th festivities.
- Executive Director Cheryl Meier reported the annual audit is nearing completion and expected to be finalized next month.
- Upcoming Recreation Center events include a Strongman competition and the Glow Run 5K at the golf course.
- Staff shared parks and facilities updates, including installation of a new swing set at Ashley Valley Park.
- The Board discussed replacement options for the aging pool liners, including replacing both pools simultaneously or completing the project in phases over two years.

(Item 13 moved up on the agenda)

13. UBTech Presentation

President Aaron Weight presented to the Board on behalf of UBTech and provided an overview of the school's history, mission, and educational opportunities. He also discussed the institution's role in workforce development and its economic impact within the Basin. Student representatives, Ambur Labrum and Taylor Harrison, shared personal experiences regarding scholarships, training opportunities, and educational advancement through UBTech programs. Staff reported the District currently provides approximately \$300,000 annually in scholarships for Uintah County residents, in addition to program support funding. Board members expressed appreciation for UBTech's positive impact on local businesses and workforce development.

5. Adjourn to Local Building Authority of Uintah Special Service District 1

Willis LeFevre made the motion to adjourn to the Local Building Authority of Uintah Special Service District 1.

Ross Morton seconded the motion.

The motion passed unanimously.

6. Reconvene Regular Board Meeting

7. Athletic Facility Expansion Update

Nate Jardine (Jardine Builders) and Michael Barton (MB Designs) presented an update to the Board regarding the Athletic Facility Expansion. The presentation included an overview of the project vision, facility design, construction progress, and projected timeline. The expansion will feature more than 20,000 square feet of indoor turf space, basketball and volleyball courts, pickleball and tennis courts, racquetball courts, batting cages, childcare areas, yoga and dance studios, office areas, locker areas, and a perimeter indoor walking track. The project also includes additional parking and improved site access. The project team reviewed architectural features and building finishes, including natural lighting, social gathering spaces, and flexible athletic areas. Representatives discussed efforts to maximize functionality while maintaining a simple and durable design. Construction updates included progress on site grading, utility work, concrete placement, and upcoming steel framework installation. Representatives reported approximately 40% of subcontractors and vendors involved with the project are local businesses. The project remains on budget, with completion anticipated in late 2026.

8. URPA Awards Presentation

The Utah Recreation and Parks Association Board Members, Megan Zollinger (Past President), Janell Payne (President Elect), LeeAnn Powell (Executive Director), McKell Christensen (Assistant Executive Director) presented to the Board from the recent Utah Recreation and Parks Association Annual Conference. USSD1 was presented with the URPA Department of the Year Award in recognition of professionalism, facilities, programs, services, and community involvement. Representatives also recognized the positive work being done within the District and commended USSD1 for its leadership, community involvement, and continued commitment to parks and recreation services.

9. New Website Presentation

Executive Director Cheryl Meier presented the District's newly redesigned website to the Board, which was developed by Summer Creative Agency. The new website, recreation.uintah.gov, was developed in compliance with state requirements for government .gov domains. Cheryl reported the redesigned site was streamlined to improve navigation, mobile accessibility, and public communication. The updated website also makes it easier for the public to locate project updates, program information, event details, agendas, and meeting materials through enhanced public notification features and simplified site navigation.

10. Policy 420 - Holidays

Executive Director Cheryl Meier presented recommended revisions to Policy 420 regarding holiday operations and facility closures. Discussion focused on aligning holiday schedules with community usage and operational needs.

Shaun Murray made a motion to approve Policy 420 Holidays for the first and second reading.

Ed Long seconded the motion.

McKee Aye, Long Aye, LeFevre Aye, Murray Aye, Morton Aye, McKea Aye, Brown Aye.

11. Policy 450 - Listing of Benefits

Shawna Weaver presented Policy 450 - Listing of Benefits. Discussion was held regarding proposed updates to the policy to include automatic employee-paid Utah Retirement Systems enrollment at 2% for new hires, with annual increases of 1% up to a 10% cap, while allowing employees the option to opt out at any time.

Ross Morton made a motion to approve Policy 450 - Listing of Benefits for the first and second reading.

Bruce McKee seconded the motion.

McKee Aye, Long Aye, LeFevre Aye, Murray Aye, Morton Aye, McKea Aye, Brown Aye.

12. Memorials Policy Discussion

Executive Director Cheryl Meier discussed a proposed policy establishing standards for memorials on District-managed properties. The proposed policy would prohibit new memorials while allowing existing memorials to remain until they are no longer maintainable. Discussion included maintaining consistency with other local entities and avoiding future complications related to memorial requests. The item will return for further discussion at a future meeting.

14. Financials

The financial reports were made available for Board review.

15. Adjournment

Shaun Murray made a motion to adjourn the meeting.

The meeting adjourned at 8:33 PM.

Minutes recorded and written by Board Clerk Amanda Wilson