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

Date: May 13, 2026
Location: Conference Room, Uintah Recreation Center, 610 South Vernal Ave., Vernal, Utah

1. Call to Order: 6:30 PM.

Participants/Staff:
Joel Brown, Joe McKea, Shaun Murray, Bruce McKee, Ed Long, Commissioner Willis LeFevre
Mike Harrington (Legal Counsel), Executive Director Cheryl Meier, Shawna Weaver, Amanda Wilson, Joe Barton, Dustin Hinkle

Absent/Excused:
Ross Morton

Public Attendees:
K. Heath McDougal-Deans (Project Alley), Kennedy Chivers (Project Alley), Josh Johnson (UBTech), Dr. Taija Jackson (UBTech)

2. Prayer: Shaun Murray **Pledge of Allegiance:** Ed Long

3. Approval of Minutes Shaun Murray made a motion to approve the April 8, 2026 Uintah Special Service District 1 Regular Meeting Minutes. Ed Long seconded the motion.

The motion passed unanimously.

4. Board Input, Follow-up on Minutes, Committee Reports
- An update was provided on the Remember Maine project, which is nearing completion, and an upcoming ribbon cutting ceremony.
- The Athletic Facility Expansion project continues to progress, with construction now moving vertical and regular coordination meetings being held with the builder and teams.
- Staff discussed new recreation programs, including escape room classes, a build-an-escape-room program, and the District's first stick horse race in conjunction with the Dinosaur Roundup Rodeo.
- Updates were provided on the Find Flex community activity and America 250/Freedom Fest events, including a pin-collecting program.
- An update was provided on the upcoming pool closure for liner replacement, which is scheduled to occur after school resumes and prior to swim team activities.

5. Public Hearing - Dinaland Golf Course Priority Tee Time Reservation Fee
Executive Director Cheryl Meier and Joe Barton presented the proposed Dinaland Golf Course Priority Tee Time Reservation Fee. The proposed program would allow golfers

to reserve tee times up to 60 days in advance for a fee of $10 per person and is intended primarily to accommodate out-of-town visitors planning trips to the area.

Joel Brown opened the public hearing.
No public comments were received.
Joel Brown then closed the public hearing.

6. Discussion and Possible Approval of Dinaland Golf Course Priority Tee Time Reservation Fee
Discussion was held regarding the proposed priority tee time reservation program, which would allow reservations up to 60 days in advance for a $10 per person fee.

> *Ed Long made a motion to approve the Dinaland Golf Course Priority Tee Time Reservation Fee as presented.*
> *Joe McKea seconded the motion.*
> *The motion passed unanimously.*

7. Discussion and Possible Approval of the Memorials in Parks and Facilities Policy Resolution 2026-1
Executive Director Cheryl Meier presented Resolution 2026-1 regarding memorials in District parks and facilities. Discussion was held about creating a clear policy for memorial placement, keeping consistency with local cities, and clarifying the District's authority over District-managed property.

> *Willis LeFevre made a motion to approve the Memorials in Parks and Facilities Policy Resolution 2026-1 as presented.*
> *Shaun Murray seconded the motion.*
> *LeFevre Aye, Long Aye, McKee Aye, Murray Aye, McKea Aye, Brown Aye.*

8. Discussion and Possible Approval of the USSD1/USD Agreement for Land and Service Exchange
Executive Director Cheryl Meier presented a proposed land and service exchange agreement between USSD1 and the Uintah School District. Discussion included membership discounts for benefit-eligible school district employees and their families, use of District facilities by students during school hours, and the potential transfer of ownership and operation of Independence Park to the District. Discussion was also held regarding the proposed Central Cove turf field project, including projected costs, return on investment, potential lease terms, fencing considerations, and anticipated maintenance needs as part of the proposed agreement.

> *Joe McKea made a motion to proceed with drafting an agreement between USSD1 and the Uintah School District for further review and consideration by the Board.*
> *Bruce McKee seconded the motion.*
> *The motion passed unanimously.*

9. Recovery Days Fee Waiver Request
Heath McDougal-Deans and Kennedy Chivers, representatives of Project Alley, presented a fee waiver request for the annual Recovery Day Celebration scheduled for

September 19 at Ashley Community Park. Discussion included Project Alley's commitment to provide volunteers for park cleanup efforts on July 5 in exchange for the fee waiver.

Willis LeFevre made a motion to approve a fee waiver for Project Alley's Recovery Days Celebration in exchange for providing volunteers to assist with park cleanup efforts on July 5th.
Ed Long seconded the motion.
LeFevre Aye, Long Aye, McKee Aye, Murray Aye, McKea Aye, Brown Aye.

10. Scholarship Discussion and Possible Recommendation
Executive Director Cheryl Meier discussed proposed changes to the scholarship program with UBTech and USU. Discussion included increasing transparency by having the District retain scholarship funds while UBTech bills monthly upon program completion and provides detailed reporting. The Board also discussed replacing multi-year MOUs with annual budget allocations and requiring funding requests to be presented to the Board for consideration during the budget process. Discussion was also held regarding the development of a new MOU outlining program guidelines, scope, and reporting requirements. The Scholarship Committee will meet with UBTech representatives to further discuss the proposed changes before bringing the item back to the Board.

11. Discussion of Graduation Transition Award Policy
Executive Director Cheryl Meier presented the proposed Graduation Transition Award Policy. Discussion was held regarding the creation of a one-time award for graduating employees transitioning to college, military service, or missionary service. The award amount would be based on cumulative hours worked and is intended to support employee retention and recognize employee contributions to the District. Discussion also included funding the program through the Board's discretionary fund for the current year, with future funding to be included in the annual budget.

Shaun Murray made a motion to approve the Graduation Transition Award Policy as presented to be funded from the Board Discretionary Fund for 2026.
Bruce McKee seconded the motion.
LeFevre Aye, Long Aye, McKee Aye, Murray Aye, McKea Aye, Brown Aye.

12. Change Order #1 - Athletic Facility Expansion
Executive Director Cheryl Meier presented Change Order #1 for the Athletic Facility Expansion project and reviewed the proposed modifications and associated costs. Discussion included adjustments to the project scope and an encroachment requested by the fire department to improve public safety.

Joe McKea made a motion to approve Change Order #1 - Athletic Facility Expansion in the amount of $980,407.56 to be funded from Capital Projects.
Bruce McKee seconded the motion.
LeFevre Aye, Long Aye, McKee Aye, Murray Aye, McKea Aye, Brown Aye.

13. Policy 310 - Compensation
Shawna Weaver presented proposed updates to Policy 310 – Compensation. Discussion included changing the longevity award from an ongoing percentage-based salary increase to a one-time bonus based on years of service. The proposed change is intended to encourage employee retention and is projected to reduce long-term personnel costs.

Joe McKea made a motion to approve Policy 310 - Compensation as presented for a first and second reading.
Ed Long seconded the motion.
LeFevre Aye, Long Aye, McKee Aye, Murray Aye, McKea Aye, Brown Aye.

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 8:26 PM.

Minutes recorded and written by Board Clerk Amanda Wilson