



EAGLE MOUNTAIN COMMUNITY SERVICES BOARD MEETING MINUTES

APRIL 29, 2026, 6:00 PM

EAGLE MOUNTAIN CITY MAIN CONFERENCE ROOM

1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005

Attendance: all Board members (Jessie Southworth, Charlotte Ducos, Steve Conger, Elizabeth Evans, ShaRee Curtis, Jay Johnson, Marian Burningham), Mayor Jared Gray, Councilmember Zac Huish, Councilmember Melissa Clark, City Staff (Steve Mumford, Jason Hall, Dawn Hancock, Ben Reeves)

1. Welcome & Introductions

- The meeting was called to order at 6:00 PM. Mayor Gray welcomed the board members, thanked them for being willing to serve, and explained the purpose of the Board.
- Board members and staff introduced themselves and shared backgrounds and interests.

2. Vision & Purpose

- Steve Mumford discussed the vision and purpose of the Board. The Board serves in an advisory role to enhance quality of life, including parks, recreation, arts, events, cemetery, open space, and wildlife. The Board will make recommendations to the City Council, including RAP Tax funding. Subcommittees may be formed for specific focus areas and events.

3. Roles & Responsibilities

- Steve Mumford explained that the Board provides recommendations but does not direct staff. Members were encouraged to gather community input and bring forward ideas. The Mayor and Councilmembers expressed commitment to consider and generally follow Board recommendations.

4. Upcoming Events & Topics Discussion

a. Memorial Day Service

- Steve Conger led a discussion about the annual service. It typically is a 40-45 minute service with speakers, music, and flag ceremony.
- Discussed the need to finalize speakers, musical numbers, and volunteers. Suggestions included local performers, youth speakers, clergy, and community leaders. Board members were asked to assist with promotion, setup, and attendance.
- Dawn Hancock agreed to coordinate with the Communications department and send a graphic to the Board.

b. Pony Express Days

- Steve Mumford and Dawn Hancock provided an overview of the various events during Pony Express Days, including Family Fun Night, the Carnival, Parade, Rodeo, and Derby.

- Family Fun Night: The City uses volunteers for safety monitoring and activities. The Board discussed hosting a booth to gather community input. Dawn will accommodate that, along with shirts for volunteers.
 - Parade: significant need for volunteers to assist with safety along the route. Dawn discussed the new parade route, including logistics and staging.
 - Additional upcoming events include a pickleball tournament, a 5K, and other activities.
 - The Board was encouraged to help lead or support event planning and volunteer coordination. Steve Mumford mentioned that he will be working on a volunteer program for the City.
- c. Healthy Utah Community Designation
- Steve Mumford explained the program. The City has been pursuing this designation for some time, and needs to choose strategies from three categories: active living, healthy food access, and mental health. Board members expressed support. The Board was identified as a key group to help develop and implement the strategies. Steve will send follow-up information to the Board and they will come to the next meeting with ideas for the strategies.
- d. America250 / EM30
- Charlotte Ducos – Constitution Day event at the high school
- e. Additional Events/Topics
- Community Engagement and Parks/Trails App. Jessie Southworth created an app showing all of the City-owned parks, trails, and properties, and showed the app to the Board members. The Board members expressed support and excitement. Jessie will be fine-tuning the app and will make it available to the Board members for their use, with the possible goal of opening it up to the residents for information gathering. Discussed possibly having it available for residents to use at the Family Fun Night event.
 - E-Bikes and electric motorbikes were discussed briefly. Steve Mumford is preparing a memo on the topic for the City Council, and will share it with the Board as well for any feedback and ideas.
 - Charlotte Ducos asked for a link on the website for collecting suggestions or ideas. The Board can have that QR code at the City Booth at Family Fun Night as well.
5. Board Member Interests & Focus Areas
- A brief discussion was held about possible future subcommittees. More discussion on this topic will occur in the future.
 - Future meetings will include deeper discussion on these focus areas, including Parks, Recreation, Events, Arts & Culture, Cemetery, Wildlife/Open Space, and RAP Tax.

- RAP Tax funding decisions won't be made until later. Probably early next year. The City hasn't even received any of the funds yet, and the Board will need to develop some criteria, an application, and processes for how to recommend to allocate funding. The Board will be recommending projects for approval, and may not need to focus as much on the exact funding amounts or requests. They will need general funding information, however, to make educated recommendations. More to come in future meetings on this topic.
6. Proposed Rules & Regulations
- The Board expressed support for the Rules and Regulations document that Steve Mumford sent to them via email.
 - Marian Burningham volunteered to send some additional examples to Steve for his consideration.
 - The Board directed Steve to modify the Rules and Regulations to add a reference to the City Council's policies and procedures and send them back out to the Board for any last comments. They can then be submitted to the City Council for their consideration and approval.
 - Jessie Southworth showed an example rubric that she created. An appendix to the Rules will be developed later that has specific processes and approval criteria for the RAP Tax funding, similar to the rubric that Jessie created.
7. Election of Chair & Vice Chair
- The following officers were elected by unanimous vote:
 - Chair: Jessie Southworth
 - Vice Chair: Charlotte Ducos
 - Secretary: Marian Burningham
 - Jessie Southworth ran the rest of the meeting as the Chair.
8. Annual Meeting Schedule
- The Board members discussed and adopted a meeting schedule for 2026. Meetings will generally be from 6:00 PM – 8:00 PM and be held in the Main Conference Room at City Hall. The next meeting will be on May 20th. The rest of the meetings will be on the fourth Wednesday of each month, with exceptions in November and December, due to holidays. The Board will figure out new meeting dates for those months in the future.
9. Next Steps & Adjournment
- The meeting was adjourned at 8:22 PM.