OGDEN VALLEY PARKS SERVICE AREA

Board of Trustees Regular Meeting Minutes

Date: July 20, 2026
Location: Huntsville Town Hall
Time: [Start Time]

Board Members Present

- Emily Phillips, Chair
- Suzanne Shaw, Vice Chair
- Jori Torman, Trustee
- Heather Lowe, Trustee
- Tom Keefer, Treasurer (via Zoom)

A quorum was present.

Call to Order

Chair Emily Phillips called the meeting to order and led the Pledge of Allegiance.

Approval of Previous Meeting Minutes

Approval of the previous meeting minutes was tabled until the next regular meeting.

Public Comment

Chair Phillips opened public comment.

The following individuals addressed the Board:

- **Quinn Brown (Mountain Green)** expressed support for the proposed Liberty Wheels Park, citing the need for additional recreational opportunities for youth and a safe community gathering space.
- **Kevin Parson (Liberty)** supported the project, emphasizing the importance of providing inclusive recreational opportunities for children who do not participate in traditional organized sports.
- **Chad Unshipp (Mountain Green)** encouraged the Board to utilize experienced skate park designers and contractors to ensure a high-quality, durable facility.
- **Jeff Hurtson (Lehi), representing the Utah Amateur Skate League and Utah Skate Park Advocacy Group,**expressed support for the project and offered expertise regarding successful skate park design and community engagement.
- **Tommy Strauss (Liberty)** shared his support for the skate park, highlighting the positive culture, mentorship, and sense of community fostered through skateboarding.
- **Shawn Sam** shared personal positive impact skateboarding had on his life and encouraged the Board to invest in recreational opportunities that promote inclusion and personal development.
- **Megan (Mountain Green)** expressed support for the project, emphasizing the supportive skateboarding community and the life skills developed through perseverance and recreation.
- **TJ Sweat (Ogden)** supported the proposal, describing skateboarding as a family-oriented activity that encourages creativity and community involvement.
- **Darren Roboski (Eden)** expressed support despite not being a skater, noting the value of expanding recreational opportunities for youth and families.
- **Eric Rex (Eden)** expressed support for expanding recreational amenities that serve a broad range of youth interests and abilities.

Chair Phillips closed public comment.

Treasurer's Report

Treasurer Tom Keefer presented the monthly financial report, including current account balances, investments, budget-to-actual performance, revenue, expenditures, capital project funding, and proposed FY2026 budget amendments. The Board discussed current reserves, grant funding, financial reporting procedures, insurance, and the transition to contracted financial management services.

Motion

Motion: Approve engagement of MDO Financial Services (Elizabeth Curry) as the District's contracted financial services provider.

Second: Jori Torman

Vote: Unanimous.

Motion carried.

Committee Governance

Vice Chair Suzanne Shaw presented proposed committee governance updates intended to align committee operations with Utah law and improve transparency.

Discussion included committee responsibilities, Board oversight, Open and Public Meetings Act compliance, committee applications, appointments, and public participation. Legal counsel reviewed governance requirements for Utah Special Service Districts.

Motion

Approve the committee application process and implementation timeline, with formal bylaw amendments to be presented at a future meeting.

Second: Heather Lowe

Vote: Unanimous.

Motion carried.

Eden Valley Trails

The Board discussed requests related to future trail engineering and potential interlocal agreements. Discussion focused on funding, project responsibility, and future connectivity.

No action was taken pending additional information.

Valley Bark Park Proposal

The Board received a presentation regarding the proposed Valley Bark Park at Liberty Park. Discussion included the proposed project scope, estimated costs, grant opportunities, community fundraising, maintenance considerations, accessibility, and long-term stewardship.

No formal action was taken during the regular meeting.

Liberty Wheels Park Proposal

The Board received a presentation regarding the proposed Liberty Wheels Park. Discussion included contractor proposals received through the RFP process, grant opportunities, fundraising, site planning, accessibility, parking, landscaping, and future project development.

Legal counsel clarified that establishing a budget allocation would not obligate the District to proceed with construction or execute a contract.

No contractor was selected.

Eden Balloon Festival

The Board discussed the 2026 Eden Balloon Festival, including event planning, sponsorship, insurance requirements, financial procedures, event agreements, and use of District property.

Staff was directed to continue working with legal counsel and the District's insurance provider regarding insurance coverage and contractual arrangements for approval at next meeting.

No formal action was taken.

Public Hearing – FY2026 Budget Amendments

Chair Phillips opened the Public Hearing regarding the proposed FY2026 Budget Amendments.

Public Comment

The following individuals addressed the Board:

- **Chris Allen (Liberty)** encouraged improved communication and collaboration between the Board and existing park committees and requested greater committee involvement in future project planning and capital improvement discussions.
- **David Hansen (Liberty)** encouraged the Board to prioritize input from District residents when considering capital improvement projects and expressed concern regarding reliance on support from individuals residing outside the District.
- **Comments submitted on behalf of Blaine Shaw** encouraged the Board to continue considering local community perspectives during future planning and budgeting decisions.

Chair Phillips closed the Public Hearing.

FY2026 Budget Amendments

Treasurer Keefer reviewed the proposed budget amendments.

Following discussion, the Board modified the proposed amendments to the budget for the following:

- Increase funding for the Eden Bowery Bathroom Addition
- Approve Liberty Park Property Survey
- Approve Bike Repair Stations
- Approve Picnic Table Replacements
- Approve Financial and Legal Services funding
- Approve Signage/Pump Track improvements
- Approve Liberty Wheels Park funding
- Approve Dog Park funding
- Approve River Drive Trail Engineering funding.
- Remove the proposed 4100 North engineering allocation.

Motion

Motion: Suzanne motions to Approve the FY2026 Budget Amendments as modified.

Second: Jori Torman

Roll Call Vote

- Emily Phillips — Aye
- Suzanne Shaw — Aye

- Jori Torman — Aye
- Heather Lowe — Aye
- Tom Keefer — Aye

Motion carried unanimously.

The Treasurer was directed to prepare revised budget documentation reflecting the approved amendments.

Next Meeting

The next regular meeting of the Ogden Valley Parks Service Area Board of Trustees will be held on **August 10, 2026, at 7:00 p.m.**

Adjournment

There being no further business, Chair Emily Phillips adjourned the meeting.