OGDEN VALLEY PARKS SERVICE AREA

Board of Trustees Regular Meeting Minutes

PENDING BOARD APPROVAL

Date: August 10, 2026
Location: Huntsville Town Hall
Time: 7:00 PM

all minutes pending until approval at the next Board Meeting

Board Members Present

Emily Phillips, Chair
Suzanne Shaw, Vice Chair
Marshall McGonegal, Trustee
Tim Brown, Trustee
Jori Torman, Trustee
Heather Lowe (Virtual), Trustee

Staff/Other Present

Rachel Anderson, Legal Counsel
Elizabeth, Finance

Call to Order

The Board called the meeting to order and led the Pledge of Allegiance.

Public Comment

The Board opened public comment

Chris Emans (Eden) strongly supported a community skate park, citing family recreation, outdoor activity, community, discipline, perseverance, creativity, and personal growth.

Robert Miller (Kaysville) supported a skate park and recommended Primary Concrete based on his experience with its work in Kaysville and its community-focused approach.

Kevin Parsons (Liberty) supported the project and the benefits of inclusive recreation for youth, including diversity, individuality, community, and the value of people with different interests, in support of the skate park

Cole Lewis (Eden), spoke in person in favor of the skate/pump-track concept and recreational opportunities beyond traditional sports.

Ashly McQueen (Eden) supported a valley skate park for youth and families and also expressed support for a dog park.

Justin McQueen (Eden) supported a skate park as a place for younger residents to gather and encourage one another.

Shelby Boone (Nordic Valley) supported a skate park at Liberty Park for families and residents who enjoy skating.

Adam Stuart (Liberty) Expressed his primary concerns to a skate park were timing, dust/sand, parking, infrastructure and safe access—not opposition to the skate park itself.

Alex Andrews (Liberty) addressed support for the skatepark and dog park, and reinforced the need for biking paths.

Approval of Previous Meeting Minutes

The Board reviewed and motioned to the June 29, 2026 and July 20, 2026 meeting minutes.
Vote for 6/29/26 Minutes: Approved (Approval: Suzanne, Jori, Heather, Emily, Marshall Mcgonegal. Abstained: Tim Brown)
Vote for 7/10/26 Minutes: Approved (Approval: Suzanne, Jori, Heather, Emily, Abstained: Tim Brown, Marshall Mcgonegal)

Financial and Administrative Matters

The Board reviewed financial, procurement, contract, and facility matters. Additional compensation for Janet Southwick's bathroom-cleaning responsibilities was discussed and referred to the September meeting.

Motion: Authorize the identified financial contractors to begin work while contract terms are revamped, finalized and returned to the Board for formal approval
Vote: Approved (Abstained: Heather)

Vacant Board Seat

The Board was informed that Brian Smith had been appointed and would be sworn in the following month

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Governance, Reservations, and Fees

The Board discussed reservations, electronic access, and fees. A task force of Emily Phillips, Jori Torman, and Heather Lowe will develop recommendations for the next meeting.

Action: Delayed to future meeting

Balloon Festival

The Board directed that a formal agreement should be prepared by event organizer addressing insurance, financial terms, sponsorship, and related responsibilities, with legal review before Board approval.
Action: Delayed to future meeting

Fundraising Event

The Board approved pursuing a fall fundraising event and establishing a task force.

Motion: Pursue a fall fundraising event and establish a task force. Motion approved.

Liberty Park Planning, RFP, and Site Work

The Board discussed phased park development, parking, grading, access, drainage, landscaping, and related infrastructure.

MOTION: Marshall to order surveys making corners of property.
Unanimous Vote: Approved

Liberty Wheels Park / Primary Concrete

The Board discussed the proposed Wheels Park and Primary Concrete.

Motion: Authorize the drafting and negotiation of a contract with Primary Concrete for the Liberty Wheels Park, with the proposed contract to return to the Board for final approval. The previously budgeted $87,500 does not constitute authorization to expend those funds at this stage.
Unanimous Vote: Approved

Committee/Committee Restructuring Discussion

The Board discussed committee applications and restructuring, including future park-manager roles and formal contracts. The application period will remain open through the end of August.

Action: Delayed to future meeting

Other Business Discussed

The Board received updates on the Dog Park, trail planning, facilities, procurement, and future planning. Items requiring further action were deferred to future meetings.

Adjournment

There being no further business, the Chair motioned to adjourn the meeting.
Unanimous Vote: Approved

Next Meeting

September Board Meeting will be held on Monday, Sept 14, 7 PM @ Huntsville Town Hall
An additional second meeting in August may be scheduled
All meetings will be publicly noted as required