**I. Welcome & Introductions (5 minutes)**

* Briefly welcome staff members
  + Jeremy Jacob, Joe Giordano, Riley Skinner, Chris Clem and Amy Coleman were in attendance Jeff Davis was excused.
* Acknowledge any new staff or guests
  + None in Attendance

**II. Park Updates & Announcements (10 minutes)**

* **Project Updates:** Briefly discuss the progress of ongoing park projects.
* **Upcoming Events:** Review any upcoming events in the park.
* **Maintenance Issues:** Address any immediate maintenance needs or concerns.
* **Staffing Updates:** Mention any staffing changes.

**III. Departmental Reports (15-20 minutes)**

* **Maintenance Report:** Have the maintenance supervisor provide an update on:
  + Routine maintenance tasks
    - Tree Update
      * Joe met with the tree company, and they recommended the park replace 4 trees, seal, treat existing trees, remove dead and perform a safety trim. No trees were under warranty.
      * $6941.00 total cost for all recommended services
      * The immature trees should have a mat, or a cement ring placed around their base.
      * The committee would like to see the trees over the swing set and baseball back stop trimmed and preserved.
  + Equipment repairs or needs
    - Projects for Holden and Kaleb
      * Riley took the maintenance list and tasks to help the maintenance crew continue making progress on projects.
      * The grass is overgrown around the base stops. Kaleb and Holden can clear away any excess debris.
* **Administrative Report:** (If applicable) Have the administrative staff provide updates on:
  + Budget updates
    - Budget review for:
      * Joe will transfer money from PTIF to Bank of Utah
      * Arena work
        + Chris talked with Ross LaRue and he wants to try and work the arena. Ross won't give the park a price to consistently work the arena until he knows that his drag will work. He will try his equipment in the arena this week.
        + It is unclear who has been working the arena. Any board member will stop if they see someone working it. The board suspects Bo. The Park maintenance crew is available to help him with anything he needs.
        + There was no invoice received from Bo for working the arena last year.
        + Chris called Compass Mineral to apply the dust guard. They donated the product and will apply it after the next rainstorm.
        + Mosquito Days will be Labor Day weekend. Kasey and Shay Monson will do the rodeo portion and requested Friday August 29- Monday September 1st.
        + The Board discussed getting a community committee together to provide other mosquito day events.

No bounce houses allowed, the park insurance won't cover it.

Amy will follow up to see if the park agreement includes no bounce houses.

* + - * Quarterly Expenditure report from Steve distributed and discussed.
      * Budget reviewed and Park is on track to stay on budget.
    - Maintenance
      * Riley was assigned to oversee the maintenance committee and crew.
    - Lawn care
      * The board will rebid the lawn care service in the Spring of 2026. They reviewed Yard Master’s April invoice
      * Trash cans will be delivered May 13, 2025
    - Set Price for Maintenance crew use of their own equipment
      * 15 dollars per hour in addition to the base salary for the use of their own equipment.
      * The board discussed reimbursement for the board member hours worked. This discussion was tabled and will be added as an agenda item to the June board meeting. The board will track their hours to be considered for reimbursement.
  + Communication and outreach efforts
    - Change Mission statement for the grant
    - Master Plan Work Session
      * Discussion tabled until the June Board Meeting.
  + Longhorn Estates Park Donation
    - Not in attendance

**IV. Discussion Topics (20-30 minutes)**

* **Open Forum:** Allow time for general discussion, questions, and suggestions from staff members.

**V. Action Items & Next Steps (5 minutes)**

* Clearly identify any action items resulting from the meeting.
* Assign responsibility for each action item.
* Set deadlines for completion.

**VI. Adjournment**

**Meeting adjourned at 8:01 p.m.**