

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held at 7500 South 2700 East, Cottonwood Heights, Utah
On the 25th day of January 2023
Pursuant of Notice**

all minutes pending until approved at the following Board Meeting

Board of Trustees Present:

Patti Hansen

Bart Hopkin

Dan Morzelewski

Staff Present:

Ben Hill

Lyse' Durrant

Audrey Durfee

Bonnie Harris

Kevin Suchey

Andrew Davis

Allie Brown

A Work Session was held on January 25 @ 3:15pm where there was a discussion regarding Utah Recreation and Parks Association Annual Convention. There was a presentation given by Big T Recreation about the Antczak, Bywater and Mill Hollow Playgrounds, followed by a discussion regarding any items listed on the General Board Meeting Agenda.

GENERAL BOARD MEETING

4:00pm

General Business

A. Welcome and Pledge of Allegiance

- Ms. Hansen led the Pledge of Allegiance.

B. Verification of Compliance – Open Meeting Law – Patti Hansen

C. Review and Approval of December 14, 2022 Public Hearing Minutes – Patti Hansen

- After review, Mr. Hopkin made a motion to approve the December 14, 2022 Board Minutes. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

D. Review and Approval of December 21, 2022 Board Minutes – Patti Hansen

- After review, Mr. Morzelewski made a motion to approve the December 21, 2022 Board Minutes. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

E. Review and Approval of the Financial Statement for December 2022 – Ben Hill

- Mr. Hill presented the Financial Statement for December 2022 to the Board.
- After review, Mr. Hopkin made a motion to approve the December 2022 Financial Statement. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

F. Review and approval of Accounts Payable Selected Entries for December 2022 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for December 2022 to the Board.
- After review, Mr. Morzelewski made a motion to approve the December Accounts Payable Selected Entries. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- No comments

B. Board District Representation Reports – Trustees

- Mr. Hopkin has had neighbors of Antczak Park inquire about the opening date for the pickleball/tennis courts.
- Ms. Hansen spoke to a neighbor of Bywater Park and gave her the go ahead to trim any tree branches hanging into her yard.

C. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- Summit Energy – Lyse'
 - Fixed Price \$5.62/MMBtu
- Read to Swim Program – Audrey
 - Partnership between the CHPRSA and SLCO County Library Services
- Re-Hiring of Human Resource Manager:
 - Melissa Ruff (January 30, 2023)
- Current FT Recruitments – Open Until Filled:
 - Park Supervisor (2)
- NRPA Maintenance Manager School – 2023:
 - Kevin (Year – 2), Andy (Year – 1)
 - Monday, January 30 – Friday, February 3
- AOAP Conference – 2023:
 - Audrey
 - Monday, February 13 – Thursday, February 16
- CH2:
 - Report on Tuesday, January 10, 2023 Meeting:
 - Butlerville Days will be July 27-29
 - Working with Tim on a updating the Inter-Local Agreement and Exhibit for 2024
 - Next CH2 Meeting is Tuesday, February 14, 2023 at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
 - Next Meeting is Wednesday, January 25, 2023 (6-8PM)
 - Taft – Big T Recreation
- Employee Planning Workshop – 2023:
 - Proposed Agenda
 - Wednesday, February 8
 - City Hall: 10AM – 2PM
- URPA Conference – 2023:
 - Monday, March 13 – Wednesday, March 15
 - Board of Trustees (3) – Staff (6)
 - Leadership Academy
 - Bonnie – Will be graduating in the 2022/2023 Class
 - Courtney – Has applied for the 2023/2024 Class
- Other:

D. Discussion and Information regarding Policy 500 – Independent Contractors – Lyse’ Durrant

- Ms. Durrant presented Information regarding Policy 500 – Independent Contractors to the Board.
- To be brought back in Special Business during the February 2023 Board Meeting.

E. Discussion and Information Regarding Policy Section II – CHPRSA relationship with Independent Contractors and Licensees – Lyse’ Durrant

- Ms. Durrant presented Information regarding Policy Section II – CHPRSA relationship with Independent Contractors and Licensees to the Board
- To be brought back in Special Business during the February 2023 Board Meeting.

SPECIAL BUSINESS

A. Consideration and Recommendation to Approve Policy XIII: Employee Use of the Service Area Facilities and Equipment – Resolution 2023-1

- Mr. Morzelewski made a motion to approve Policy XIII: Employee Use of the Service Area Facilities and Equipment – Resolution 2023-1. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin and Mr. Morzelewski voting “Aye.”

Meeting Adjourned at 4:30PM

The next Meeting of the Board will be February 15, 2023 @ 4pm

Cottonwood Heights Parks and Recreation Center

Foundation Meeting Minutes

January 25, 2023

Ms. Hansen called the meeting to order at 4:31PM

A. Review Minutes of October 19, 2022 – Ben Hill

- After review, Mr. Hopkin made a motion to approve the October 19, 2022 Foundation Minutes. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “yes.”

B. Quarterly Financial Review – Ben Hill

- After review, Mr. Morzelewski made a motion to approve the Quarterly Financials. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “yes.”

C. Golf Tournament Review – Ben Hill

- Mr. Hill presented information regarding the 2022 Golf Tournament.

D. Foundation Requests – Ben Hill

- No requests.

Meeting Adjourned at 4:54pm

The next Foundation Meeting will be held April 19, 2023