

**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 19th day of April 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

Melissa Ruff

Bonnie Harris

Kevin Suchey

Andrew Davis

Allie Brown

A Work Session was held on April 19, 2023 @ 3:15pm where there was a discussion regarding any items listed on the General Board Meeting Agenda. There was also an Aquatics Update given by Audrey Durfee and Todd Etherington.

GENERAL BOARD MEETING

4:00pm

General Business

A. Welcome and Pledge of Allegiance

- Mr. Morzelewski led the Pledge of Allegiance.

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

C. Review and Approval of March 22, 2023 Board Minutes – Patti Hansen

- After review, Mr. Morzelewski made a motion to approve the March 2023 Board Minutes. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

D. Review and Approval of the Financial Statement for March 2023 – Ben Hill

- Mr. Hill presented the Financial Statement for March 2023 to the Board.
- After review, Mr. Hopkin made a motion to approve the March 2023 Financial Statement. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

E. Review and approval of Accounts Payable Selected Entries for March 2023 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for March 2023 to the Board.
- After review, Mr. Morzelewski made a motion to approve the March 2023 Accounts Payable Selected Entries. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- No comments.

B. Board District Representation Reports – Trustees

- Mr. Hopkin and Ms. Hansen have had citizens inquire about the removal of the McEntire Reservoir Tennis Courts.

C. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- 2023 TRCC Playground Replacement:
 - Antczak Park, Mill Hollow Park, and Bywater + Swing Set (June – August)
- Bywater Master Plan - RFP
- Current FT Recruitments – Open Until Filled:

- Park Supervisor (1)
- Assistant Aquatics Manager
- Skate Park Concept Design Package with American Ramp Company:
 - Community Engagement, Site Review, Design Revisions, etc.
 - Kick-off Meeting was on Thursday, March 23rd
 - In-Person Meeting / Skate Session
 - Next Week (Tuesday – Thursday)
- CH2:
 - Report on Tuesday, April 11, 2023 Meeting:
 - Easter Event – Thank you’s!
 - Granite Construction Sponsorships
 - Parks: Community Sand Bags
 - Possible City Council Report on Tuesday May 16, 2023
 - Next Meeting is Tuesday, May 9, 2023 at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
 - Report on Wednesday, March 22, 2023
 - Crestwood Park Study, Survey, and Future
 - Public Park Accessibility – Jackie Freeman
 - Antczak Park Donation Program
 - Next Meeting is Wednesday, April 26, 2023 (6-8PM)
- SLCO Crestwood Steering Committee:
 - CHPRSA, Sandy, Holladay, Midvale, etc.
 - Monday, April 17, 2023 ~~Friday, March 31, 2023~~
- Other:
 - UASD Board Meeting (Thursday, March 23rd)
 - 1:1 Meeting with Cottonwood Heights City Manager (Thursday, March 30th)
 - TRCC Grantee Accountability Training (Thursday, April 13th)
 - CHPRSA Leadership Meeting (Thursday, April 13th)
 - CH Parks & Recreation Foundation - Golf Tournament Coordination (Thursday, March 9th)
 - Next Committee Meeting – Tuesday, April 25, 2023 at 2PM

**D. Information and Discussion regarding Personal Policy Section III-Hiring Procedures –
Melissa Ruff**

- Ms. Ruff gave an update regarding Personal Policy Section III-Hiring Procedures.
- To be brought back during next month’s meeting.

Meeting Adjourned at 4:47pm

The next meeting of the Board will be held May 17, 2023 @ 4pm.

Cottonwood Heights Parks and Recreation Center

Foundation Meeting Minutes

April 19, 2023

A. Review and Approval of the January 25, 2023 Foundation Meeting Minutes – Ben Hill

- After review, Mr. Hopkin made a motion to approve the January 25, 2023 Foundation Minutes. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

B. Quarterly Financial Review – Ben Hill

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

C. Foundation Requests – Ben Hill

- No requests.

Meeting Adjourned at 4:50 PM

The next Foundation Meeting will be held July 19, 2023