

**Minutes for the
Cottonwood Heights Parks and Recreation Service Area
General Board Meeting
Held at 7500 South 2700 East, CWH, UT
On the 17th day of June 2026
Pursuant of Notice**

all minutes pending until approval at the next Board Meeting

Board of Trustees Present

Patti Hansen

Jen Cottam was excused

Dennis Magaro

Staff Present

Lyse' Durrant Audrey Durfee

Allie Brown Melissa Ruff

Andrew Davis Jenny Soifua

Bonnie Lee Alex Ihrig

Laura Green

A work session was held on June 17, 2026, at 3:15 p.m. During the session, Board members provided District Representation reports. Audrey Durfee presented the Safety Meeting Minutes, and department heads provided updates on their departments. The Board also discussed items listed on the general board meeting agenda.

General Board Meeting – 4pm

A. Welcome – Patti Hansen

B. Pledge of Allegiance – Patti Hansen

C. Review and Approval of the May 20, 2026, Minutes – Patti Hansen

- After review, Mr. Magaro made a motion to approve May 20, 2026, minutes. Ms. Hansen seconded the motion. The motion carried unanimously, with Ms. Hansen, and Mr. Magaro voting “Yes.”

D. Review and Approval of the Financial Statement for May 2026 – Lyse' Durrant

- After review, Mr. Magaro made a motion to approve the Financial Statement for May 2026. Ms. Hansen seconded the motion. The motion was carried unanimously with Ms. Hansen, and Mr. Magaro voting “Yes.”

E. Review and Approval of the Accounts Payable Selected Entries for May 2026 – Audrey Durfee

- After review, Mr. Magaro made a motion to approve the Accounts Payable Selected Entries for May 2026. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen, and Mr. Magaro voting “Yes.”

Information/Discussion Items

A. Public Comment

- Eugenia Cherhyshove, a private skating coach, addressed the Board regarding the recent increase in professional fees and requested that the Board review the change.
- Sherstine Stephens, Tianjiao Ma, and Caroline Lillo addressed the Board and expressed concerns regarding the impact that the increase in fees is having on the cost of private skating instruction for participants.

B. Presentation of the 2025 Annual Audit – K&C, CPA’s

- Mr. Arbuckle presented the 2025 Annual Audit to the Board.
- To be brought back in Special Business.

C. Executive Directors Report – Lyse’ Durrant

- ZAP Application was submitted
- Golf Tournament Meeting was held May 26. Next meeting June 23
- Met with Jared from CWH city
- Met with Canyons School District
- PTOS meeting held May 27. Andrew attended and will be attending with me in the future
- McIntyre Park fenced off on the south side for safety while we work with SL Public Utilities to get it landscaped
- BVDays planning meeting
- Summer! All programs in full swing
- ULGT annual walk through
- Board of Health annual walk through
- CWH City was appreciative how Summer Hill Park looked at the ribbon
- cutting -WARPA meeting regarding fundraising
- CH2-no meeting in July. Next meeting August 12

- Kevin and myself visited KOPFC to look at their chlorine generators
- 51st CHAT Invitational
- Outdoor Dive tank liner and repairs
- FT Parks position has been filled
- September Board meeting date-could we move to either Tuesday, September 15 or Wednesday, September 23?
- Other

D. Fraud Risk Assessment – Audrey Durfee

Ms. Durfee presented the annual Fraud Risk Assessment for 2025.

E. Information and Discussion regarding the Certified Tax Rate 2026– Lyse’ Durrant

- The Certified Tax Rate was presented for the year 2026 at the percentage of 0.000636
- To be brought back in Special Business.

Special Business

A. Consideration and Recommendation to Approve the 2025 Audit Report- Resolution 2026 – 7.

- After review, Mr. Magaro made a motion to Approve the 2025 Audit Report – Resolution 2026-7. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen, and Mr. Magaro voting “Yes.”

B. Consideration and Recommendation to Establish and Adopt the Certified Tax Rate for 2026 – Resolution 2026-8.

- After review, Mr. Magaro made a motion to Establish and Adopt the pending Certified Tax Rate for the Cottonwood Heights Parks and Recreation Service Area – Resolution 2026-8. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen, and Mr. Magaro voting “Yes.”

Adjourned at 4:42pm

The next meeting of the Board will be held on July 15 @ 4pm