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 15th day of October 2025

Pursuant of Notice

all minutes pending until approved at the following Board Meeting

Board of Trustees Present:	**Staff Present:**	
Dan Morzelewski	Ben Hill	Lyse' Durrant
Patti Hansen	Andrew Davis	Bonnie Lee
Bart Hopkin	Melissa Ruff	Kevin Suchey
	Allie Brown	

A work session was held on October 15th at 3:15 PM. During the session, VCBO presented the CHPRSA Master Plan. The session also included discussion of items listed on the General Board Meeting agenda.

GENERAL BOARD MEETING

4:00pm

General Business

A. **Pledge of Allegiance**
   - Mr. Hopkin led the Pledge of Allegiance.

B. **Review and Approval of September 2025 General Board Meeting Minutes – Dan Morzelewski**
   - After review, Mr. Hopkin made a motion to approve the September 2025 General Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen and Mr. Hopkin voting "Yes.

C. **Review and Approval of the Financial Statement for September 2025 – Ben Hill**
   - Mr. Hill presented the Financial Statement for September 2025 to the Board.

- After review, Ms. Hansen made a motion to approve the September 2025 Financial Statement. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin "Yes."

D. Review and Approval of Accounts Payable Selected Entries for September 2025 – Lyse' Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for September 2025 to the Board.
- After review, Mr. Hopkin made a motion to approve the September 2025 Accounts Payable Selected Entries. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin "Yes."

INFORMATION/DISCUSSION ITEMS

A. Public Comment

- None

B. Board District Representation Reports – Trustees

- Patti thanked staff for installation of the new water fountain at Bywater Park.
- Bart commented on the future installation of the nonverbal communication board at Antczak.
- Dan has noticed all the use the new swings at Bywater are getting and appreciates seeing families enjoy them.

C. Safety Updates – Audrey Durfee

- Ms. Durrant gave the Board a monthly safety report

D. Executive Directors Report – Ben Hill

INFORMATION & UPDATES

- 2025/2026 ZAP Application:
  - CHRC Master Plan | Phase #1 | Outdoor 50 Meter Pool
  - SLCO Master Plan | Call for Applications | "September 2025"
- CH2 | October 8th Meeting:
  - CHRC Master Plan | Phase #1 | ZAP Application Support
  - 2026 Exhibit Update:
    - Summer Hill Park
  - Mountview Park:
    - Future Master Plan
    - Current Field Conditions

    - Halloween Event | Monster Mash at the Recreation Center:
        - Friday, October 24th | 5 – 7PM
    - Thanksgiving Day 5K:
        - Thursday, November 27th | 9AM
- 2026 Budget Timeline:
    - 1st Work Session | Tuesday, October 28th | 10AM – 1PM
    - Board Meeting | Tuesday, November 18th
        - Approval of the 2026 "Proposed" Budget and Fee Schedule
        - Certify the 2025 Election Results | District #1
    - 2nd Work Session | TBD
    - Public Hearing | Wednesday, December 17th | 6PM
        - Approval of the 2026 Budget and Fee Schedule
- 2025 UASD Annual Conference | Davis Conference Center:
    - Wednesday, November 5th – Friday, November 7th
    - Awards Banquet | Thursday at 6PM | Nomination | Bart Hopkin
- Other Business:
    - CHRC Facility Master Plan | VCBO | September 23rd
    - CH Parks, Trails, and Open Space | Committee Meeting | September 24th
    - Community Block Party | September 26th
    - UASD Board Meeting | October 2nd
    - BV Days Committee Meeting | October 2nd
    - Octoberfest | Ice Show | October 2nd – 5th
    - CHPRSA | Safety Meeting | October 6th

E. Information and Discussion regarding Policy XIX – Leave – Ben Hill

- Mr. Hill presented information regarding updates to Policy XIX - Leave
- To be brought back in Special Business during the November General Board Meeting.

F. Information and Discussion regarding the proposed Master Plan for the facility – Ben Hill

- Mr. Hill gave the board an update regarding the proposed Master Plan for the facility.
- To be brought back in Special Business during the November General Board Meeting

Meeting Adjourned 4:41pm

Next meeting of the Board will be held November 18, 2025 @ 4pm.