

Cottonwood Heights Parks and Recreation Service Area

Board of Trustees

February 28, 2024

Work Session-3:15 pm

Board Meeting – 4:00 pm

AGENDA

WORK SESSION - *no action will be taken during the work session*

3:15 pm

- A. Annual Board Training Requirements
- B. Annual Conflict of Interest forms filled out
- C. Facility Maintenance Update – Kevin Suchey
- D. Discussion of any items listed on the General Board Meeting Agenda

GENERAL BOARD MEETING

4:00 pm

GENERAL BUSINESS

- A. Pledge of Allegiance
- B. Verification of Compliance – Open Meeting Law –Bart Hopkin
- C. Review and Approval of January 24, 2024 Board Minutes-Bart Hopkin
- D. Review and Approval of the Financial Statement for January 2024 – Ben Hill
- E. Review and Approval of Accounts Payable Selected Entries for January 2024 – Lyse’ Durrant

INFORMATION/DISCUSSION ITEMS

- A. Citizen/Customer Comments
- B. Board District Representation Reports – Trustees
- C. Ice Arena Condenser/Compressor Update-Ben Hill & Kevin Suchey
- D. Executive Director’s Report – Ben Hill
- E. Information and Discussion of Engagement Letter from K & C Accountants for 2023 Audit Services-Lyse’ Durrant
- F. Information and Discussion regarding Policy #440-Sunday Hours-Lyse’ Durrant

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve Policy XVI: Reimbursable Expenses – Resolution 2024-1
- B. Consideration and Recommendation to Accept Engagement Letter from K & C Accountants for 2023 Audit Services – Resolution 2024-2

ADJOURN

CLOSED MEETING (if needed and voted upon)

ADJOURN

The above items will be discussed at the Board meeting on February 28, 2024 at 4:00 p.m. with a work session held at 3:15 pm. This meeting will be held at the Cottonwood Heights Recreation Center, 7500 S. 2700 E. CWH, UT 84121. If you would like to submit written comment, please email all comments to lysed@cottonwoodheights.com. All comments received by 2:00 pm on February 28, 2024 will be summarized for the public record (Full name and address must be submitted as well). Comments made after that time will be forwarded to the Board of Trustees but will not be on the record. Posted on the PNW, CHPRSA website, and Recreation Center.