

**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 28th day of February 2024
Pursuant of Notice**

all minutes pending until approved at the following Board Meeting

Board of Trustees Present:

Bart Hopkin

Dan Morzelewski

Patti Hansen

Staff Present:

Ben Hill

Lyse' Durrant

Audrey Durfee

Melissa Ruff

Bonnie Harris

Andrew Davis

Allie Brown

Cameron Gonzolas

Preston Jones

Morgan MacMillian

A Work Session was held on February 28, 2024 @ 3:15pm where there was a discussion about the Annual Board Training Requirements, Annual Conflict of Interest forms filled out, a Facility Maintenance Update given by Mr. Suchey, and any items listed on the General Board Meeting Agenda.

GENERAL BOARD MEETING

4:00pm

General Business

A. Verification of Compliance – Open Meeting Law – Bart Hopkin

B. Pledge of Allegiance

- Ms. Ruff led the Pledge of Allegiance.

C. Review and Approval of January 2024 General Board Meeting Minutes – Bart Hopkin

- After review, Ms. Hansen made a motion to approve the January 2024 Board Minutes. Mr. Morzelewski seconded the motion. Motion carried unanimously with Mr. Hopkin, Mr. Morzelewski, and Ms. Hansen voting “Yes.”

D. Review and Approval of the Financial Statement for January 2024 – Ben Hill

- Mr. Hill presented the Financial Statement for January 2024 to the Board.
- After review, Mr. Morzelewski made a motion to approve the January 2024 Financial Statement. Ms. Hansen 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 January 2024 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for January 2024 to the Board.
- After review, Ms. Hansen made a motion to approve the January 2024 Accounts Payable Selected Entries. Ms. Morzelewski 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

- Ms. Hansen and the Board attended the Inaugural State of the City address, and appreciated the Mayor Weichers comments toward the Cottonwood Heights Parks and Recreation Service Area.

C. Ice Arena Condenser/Compressor Update – Ben Hill & Kevin Suchey

- A lengthy discussion was held during the work session, see recording for the update.

D. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- Skate Park and Outdoor Court Lights:
 - Winter Hours: 7AM to 8PM.
- New FT Employee:
 - Morgan MacMillan, Park Supervisor.
- CH2:
 - Report on Tuesday, February 14th Meeting:
 - Easter Egg Hunt – Saturday, March 30th.
 - URPA - Outstanding Program Award – VIP Program.
 - Tennis Courts – 2024 Resurfacing.
 - Next Meeting is Wednesday, March 20th at 10AM (Bart).
- Indoor Pool Ducky Drop (Community Event):
 - Saturday, March 23, 2024.
- URPA Conference (St. George) – 2024:
 - Monday – Wednesday (March 11th – 13th).
 - Board of Trustees (3) / Staff (Lyse', Bonnie, Audrey, Preston, Ruth, and Allie).
- Revenue Development & Management School (NRPA):
 - Ben – Year 1 (March 10th – 15th)
- Other Business:
 - CH Parks, Trails, and Open Space Committee Meeting (January 24th)
 - Meeting with Adam Hock - Murray City Council (February 1st)
 - Crestwood Park Master Plan – SLCO Public Open House (February 1st)
 - Employee Planning Workshop (February 7th)
 - UASD Board Meeting (February 9th)
 - Sweet Heart Skate (February 9th)
 - Lunch with Brighton High School (February 13th)
 - State of the City Address (February 13th)

- New CHPRSA Logo Design Committee Meeting (February 20th)
- East Jordan Canal Trail Feasibility Study (February 21st)

E. Information and Discussion of Engagement letter from K & C Accountants for 2023 Audit Services – Lyse’ Durrant

- Ms. Durrant presented the letter from K & C Accountants for the 2023 Audit Services to the Board.
- To be brought back in Special Business.

F. Information and Discussion regarding Policy #440-Sunday Hours – Lyse’ Durrant

- Ms. Durrant presented regarding Policy #440 – Sunday Hours to the Board.
- To be brought back in Special Business during the March 2024 Board meeting.

Special Business

A. Consideration and Recommendation to Approve Policy XVI: Reimbursement Expenses – Resolution 2024-1.

- Upon review, additional changes will be made, and Resolution 2024 – 1 will be brought back in Special Business during the March 2024 Board meeting.

B. Consideration and Recommendation to Accept Engagement Letter from K & C Accountants for 2023 Audit Services – Resolution 2024-2

- After review, Ms. Hansen made a motion to accept the Engagement Letter from K & C Accountants for the 2023 Audit Services – Resolution 2024 – 2. Mr. Morzelewski seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Aye.”

Meeting Adjourned at 4:49pm

The next meeting of the Board will be held March 20, 2024 @ 4:00pm