

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held at 7500 South 2700 East, Salt Lake City, Utah
On the 19th day of October 2022
and the Work Session on the
20th day of October 2022
Pursuant of Notice**

all minutes pending until approved at the following Board Meeting

Board of Trustees Present:

Dan Morzelewski

Patti Hansen

Bart Hopkin

Staff Present:

Ben Hill

Lyse' Durrant

Kevin Suchey

Ali Phillips

Audrey Durfee

Bonnie Harris

Andrew Davis

Allie Brown

A Work Session was held on October 19, 2022 where Ruth Brown gave the Board a staff update and a discussion on any items listed on the General Board Meeting Agenda.

There was a Work Session held on October 20, 2022 where there was a 2023 Budget Planning discussion.

General Board Meeting

4:00pm

General Business

A. Pledge of Allegiance

- Mr. Hopkin led the Pledge of Allegiance

B. Verification of Compliance with Open Meeting Law – Dan Morzelewski

C. Review and Approval of September 2022 Board Minutes – Dan Morzelewski

- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to approve the September, 2022 Board Minutes.

D. Approval of the Financial Statement – September 2022 – Ben Hill

- Mr. Hill Presented the Financial Statement for September 2022 to the Board.
- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to approve the Financial Statement for September.

E. Approval of Accounts Payable Selected Entries – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for September 2022 to the Board.
- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOVLED, to approve Accounts Payable for September.

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- None

B. Board District Representation Reports – Trustees

- Ms. Hansen made the Parks Department aware of a tree at Bywater Park that needs to be removed.
- Mr. Hopkin has received positive comments from citizens regarding the renovations at Antczak Park.

C. Executive Director’s Report – Ben Hill

INFORMATION & UPDATES:

- Antczak Park Tennis Court Construction Project:
 - Landscaping repairs, tennis court lighting, and possibility of a walking path
- Staff Retirement:
 - Kathy Lockington – Custodial Supervisor – December 15th, 2022
 - Recruitment for a new Custodial Supervisor and Park Supervisor

- New Recreation Program Coordinator:
 - Derek Nelson
 - Start Date: October 31, 2022
- CH2:
 - Report on Tuesday, October 11, 2022 Meeting:
 - Monster Mash: Friday, October 28, 2022 (5-7PM)
 - Thanksgiving 5K: Thursday, November 24th, 2022
 - 2023 Exhibit (Inter-local Agreement)
 - Funding for Lights at the MJP Pickleball Courts
 - Foundation Reimbursement – Brighton Little League Football
 - Big Cottonwood Canyon Marathon – Donation Check
 - City Council Meeting: Tuesday, November 15, 2022
 - Next CH2 Meeting is Tuesday, November 8, 2022 at 10AM (Dan)
- CH Parks, Trails and Open Space Committee:
 - Report on Wednesday, September 28, 2022 Meeting:
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 - Next Meeting is Wednesday, October 26, 2022 (6-8PM)
- Upcoming Board Meeting:
 - 2023 Budget Work Session is on Thursday, October 20, 2022
 - 10AM - Noon
- UASD Annual Convention: November 2nd, 3rd, and 4th, 2022
 - Davis Conference Center (Layton, UT)
 - Wednesday Sessions Only
 - Bart, Patti, Dan, and Allie Brown
 - Full Convention
 - Ben, Lyse', and Ali Phillips
- Other:
 - Warranty of the compromised/damaged Indoor Splash Zone plaster
 - Facility Halloween Hours: Monday, October 31, 2022 (5am – 4pm)

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve Personnel Policy Section II-Independent Contractors – Resolution 2022-14– Ben Hill**
 - Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVE, to adopt Resolution 2022-14.
- B. Consideration and Recommendation to Approve Personnel Policy Section VI- Employee Code of Conduct – Resolution 2022-15– Ben Hill**
 - Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to adopt Resolution 2022-15.

C. Consideration and Recommendation to Approve Personnel Policy XII-Employment Classification-Resolution 2022-16 – Ben Hill

- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to adopt Resolution 2022 – 16.

Meeting Adjourned @ 4:37pm

Next meeting of the Board will be November 16, 2022 @ 4pm

Cottonwood Heights Parks & Recreation Center

Foundation Meeting Minutes

October 19, 2022

Mr. Morzelewski called the meeting to order

A. Review of Minutes July 20, 2022 – Ben Hill

- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to approve the July, 2022 Foundation Minutes.

B. Quarterly Financial Review – Ben Hill

- Mr. Hill presented the Quarterly Financials to the Board.
- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to approve the Quarterly Financials.

C. Golf Tournament Review – Ben Hill

- Mr. Hill presented a review of the 2022 Charity Golf Tournament to the Board.

D. Annual 990 Review – Ben Hill

- Mr. Hill presented information regarding the Annual 990 to the Board.

E. Foundation Requests

- Mr. Hill requested that the Administrative fee of \$2,500 be reduced to 1,000 for the year 2022.
 - All Board members agreed.

Meeting Adjourned