

**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 18th day of October 2023  
Pursuant of Notice**

\*\*all minutes pending until approved at the following Board Meeting\*\*

**Board of Trustees Present:**

Patti Hansen (via phone)  
Bart Hopkin  
Dan Morzelewski

**Staff Present:**

Ben Hill  
Lyse' Durrant  
Audrey Durfee  
Melissa Ruff  
Bonnie Harris  
Alex Ihrig  
Andrew Davis  
Allie Brown  
Preston Jones  
Cameron Gonzales

A Work Session was held on October 18, 2023 @ 3:15pm where there was an update on Customer Service and Memberships given by Ms. Brown. There was also a discussion regarding the upcoming UASD conference, 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**

- Mr. Morzelewski led the Pledge of Allegiance.

**C. Review and Approval of September 2023 Board Minutes – Bart Hopkin**

- After review, Mr. Morzelewski made a motion to approve the September 2023 Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

**D. Review and Approval of the Financial Statement for September 2023 – Ben Hill**

- Mr. Hill presented the Financial Statement for September 2023 to the Board.
- After review, Ms. Hansen made a motion to approve the September 2023 Financial Statement. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

**E. Review and approval of Accounts Payable Selected Entries for September 2023 – Lyse’ Durrant**

- Ms. Durrant presented the Accounts Payable Selected Entries for September 2023 to the Board.
- After review, Mr. Morzelewski made a motion to approve the September 2023 Accounts Payable Selected Entries. Ms. Hansen 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**

- The Board has received great feedback from the community, and thanked staff for the work they did in making the new playgrounds happen.

## C. Executive Directors Report – Ben Hill

### INFORMATION & UPDATES:

- Cottonwood Heights Community Playgrounds (TRCC):
  - Antczak Playground / Mill Hollow Playground – Completed
  - Bywater – Started Monday, September 25<sup>th</sup>
  - Bywater and Antczak Playground Additional Site Improvements and Contingencies
- Bywater Master Plan:
  - Concept Alternatives
  - Public Involvement
- CH2:
  - Monster Mash at CHRC: Friday, October 27<sup>th</sup> (5-7PM)
  - Ferguson Park Maintenance Concerns/Questions
  - Next Meeting is Tuesday, October 24<sup>th</sup> at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
  - Report on Wednesday, September 27<sup>th</sup> Meeting:
    - Active Transportation
    - Volunteers in the Parks (VIP) Program
      - Captains, etc.
  - Next Meeting is Wednesday, October 25<sup>th</sup> (6-8PM)
- Upcoming CHRC Holiday Hours:
  - Tuesday, October 31<sup>st</sup>: 5AM – 4PM
  - Thursday, November 23<sup>rd</sup>: 7AM – 1PM
  - Sunday, December 24<sup>th</sup>: Closed
  - Monday, December 25<sup>th</sup>: Closed
  - Tuesday, December 26<sup>th</sup>: 7AM – 9PM
- New CHPRSA Website:
  - Upcoming launch date...
- Upcoming Board Meetings:
  - 2023 Budget Work Session: Wednesday, October 25<sup>th</sup> (10AM – Noon)
  - Confirmation of November’s Board Meeting Date and Time Change?
    - November General Board Meeting will be held Monday, November 20<sup>th</sup>.  
@ 4:30pm.
- UASD Annual Convention: November 8<sup>th</sup> – 10<sup>th</sup>, 2023
  - Davis Conference Center (Layton, UT)
- Other:
  - Crestwood Pool discussion and site visit with Tim Tingey (Thursday, September 21<sup>st</sup>)
  - Lunch meeting between Butler Middle School and CHRC (Friday, September 22<sup>nd</sup>)
  - Ferguson Park Ribbon Cutting (Tuesday, September 26<sup>th</sup>)
  - NRPA in Dallas, TX (October 9<sup>th</sup> – 13<sup>th</sup>)

**D. Information and Discussion regarding 2023 Capital Project Status**

- Ms. Durrant gave an update regarding the 2023 Capital Project Status

**Meeting Adjourned at 4:57pm**

**The next meeting of the Board will be held November 20, 2023 @ 4:30pm.**

**Cottonwood Heights Parks and Recreation Center  
Foundation Meeting Minutes  
October 18, 2023**

**A. Review and Approval of the July 26, 2023, Foundation Meeting Minutes – Ben Hill**

- After review, Ms. Hansen made a motion to approve the July 26, 2023, Foundation Minutes. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

**B. Quarterly Financial Review – Ben Hill**

- After review, Mr. Morzelewski made a motion to approve Quarterly Financials. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen voting “Aye”, Mr. Hopkin voting “Aye”, and Mr. Morzelewski voting “Yes.”

**C. Foundation Requests – Ben Hill**

- **Mr. Hill requested \$2,500 from the Foundation for the Administrative fee for the Golf Tournament.**
  - Board approves request.
  - Mr. Morzelewski made a motion to approve \$2,500 to be moved from the Foundation to the General Fund for administrative costs. Ms. Hansen seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin and Mr. Morzelewski voting “Yes.”
  
- **Mr. Hill requested \$7,369 from the Foundation to be used for amenities at Antczak Park.**
  - Board approves request.
  - Mr. Morzelewski made a motion to allocate \$7,369 to be used for amenities at Antczak Park. Ms. Hanses seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin and Mr. Morzelewski voting “Yes.”

Meeting Adjourned at 5:20 PM

The next Foundation Meeting will be held January 2024