

**Cottonwood Heights Parks and Recreation Service Area
Board of Trustees
February 16, 2022**

Work Session-3:15 pm

General Business 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. Conflict of Interest forms filled out
- C. 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 –Dan Morzelewski
- C. Review and Approval of January Board Minutes – Dan Morzelewski
- D. Approval of the Financial Statement – January 2022 – Ben Hill
- E. Approval of Accounts Payable Selected Entries for January 2022 – Lyse’ Durrant

INFORMATION/DISCUSSION ITEMS

- A. Citizen/Customer Comments
- B. Board District Representation Reports—Trustees
- C. Executive Director’s Report – Ben Hill
- D. Information and Discussion Policy 200: Purchasing - Ben Hill
- E. Information and Discussion Policy 220: Contracts for Capital Improvements – Ben Hill
- F. Information and Discussion Personnel Policy Section XIII: Employee Use of the Service Area - Ben Hill
- G. Information and Discussion of Engagement Letter from SQUIRE for 2021 Audit Services – Ben Hill

SPECIAL BUSINESS

- A. Consideration and Recommendation to Accept Engagement Letter from SQUIRE for 2021 Audit Services - Resolution No. 2022-2 – Ben Hill

CLOSED MEETING (if needed and voted upon)

- A. Closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual.

ADJOURN

The above items will be discussed at the Board meeting on February 16, 2022 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 16, 2022 will be entered into the public record. Comments made after that time will be forwarded to the Board of Trustees but will not be on the record.