

**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 20th day of March 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

Melissa Ruff

Bonnie Harris

Preston Jones

Andrew Davis

Allie Brown

Kevin Suchey

A Work Session was held on March 20, 2024 @ 3:15pm where there was a Quarterly Safety Report, a 2024 URPA Conference review and a discussion on 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. Brown led the Pledge of Allegiance.

#### **C. Review and Approval of February 2024 General Board Meeting Minutes – Bart Hopkin**

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

#### **D. Review and Approval of the Financial Statement for February 2024 – Ben Hill**

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

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

- Mr. Morzelewski had a request for CHPRSA to have a memorial plaque for a former Brighton High School hockey player.

## **C. Executive Directors Report – Ben Hill**

### **INFORMATION & UPDATES:**

- Inter-local Agreement with Canyons School District:
  - Renew and update by July 1, 2024.
- McIntire Park:
  - Continued discussions with SLC Public Utilities.
- Park Tour with the Board, Executive Director, and Staff:
  - Wednesday, March 27<sup>th</sup> or Thursday, March 28<sup>th</sup>?
- CH2:
  - Report on Wednesday, March 20<sup>th</sup> Meeting:
    - Easter Egg Hunt – Saturday, March 30<sup>th</sup>:
      - 9 – 11AM (Easter Egg Hunt at 10AM)
    - Tennis Courts – 2024 Resurfacing.
    - Security Light (overnight) at the Skate Park.
    - 2024 Presentation to the City Council.
  - Next Meeting is Wednesday, April 10<sup>th</sup> at 10AM (Bart).
- Indoor Pool Ducky Drop (Community Event):
  - Saturday, March 23, 2024:
    - 11AM – Noon
- 2024 Foundation Golf Committee Meeting:
  - Tuesday, March 26<sup>th</sup> at 2PM.
- Other Business:
  - CH Parks, Trails, and Open Space Committee Meeting (February 28<sup>th</sup>)
  - ULGT: Workers Compensation Renewal (March 5<sup>th</sup>)
  - Meeting w/ Brighton Youth Football (March 7<sup>th</sup>)
  - URPA: 2024 Conference (March 11<sup>th</sup>-13<sup>th</sup>)
  - NRPA: Revenue Development & Management School (March 11<sup>th</sup>-15<sup>th</sup>)
  - ULGT: Supervisor Success Regional Training (March 19<sup>th</sup>)

## **D. 2024 Capital Projects/ Budget Update – Ben Hill**

- Mr. Hill gave the Board an update on the progress of the 2024 Capital Projects and Budget.

**E. Information and Discussion regarding Policy XIX - Leave – Melissa Ruff**

- Ms. Ruff presented information regarding Policy XIX – Leave – to the Board.
- To be brought back in Special Business during the April 2024 Board Meeting.

**Special Business**

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

- After review, Ms. Hansen made a motion to approve Policy XVI: Reimbursement Expenses – Resolution 2024 – 1. Mr. Morzelewski seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

**B. Consideration and Recommendation to Approve Policy #440-Sunday Hours Resolution 2024-3**

- After review, Mr. Morzelewski made a motion to approve Policy #440-Sunday Hours Resolution 2024-3. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

**Meeting Adjourned at 4:50pm**

**The next meeting of the Board will be held April 17, 2024 @ 4:00pm**

Chair, Bart Hopkin, adjourned the General Board Meeting to a Closed Meeting. Closed Meetings must be voted affirmatively by a majority of the Board members present.

- It was discussed and voted on to go into a Closed Meeting.
- Upon a motion by Ms. Hansen, a second by Mr. Morzelewski the motion was carried unanimously with Mr. Hopkin, Ms. Hansen, and Mr. Morzelewski voting “Yes” to enter into a closed meeting.