

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 26th day of June 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
Kevin Suchey
Bonnie Harris
Audrey Durfee
Andrew Davis
Allie Brown
Laura Green

A Work Session was held on June 26, 2024 @ 2:30pm where there was a discussion regarding annexation/Boundary Adjustment given by Rachel Anderson, Fabion VanCott. As well as a discussion on any items 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. Green led the Pledge of Allegiance.

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

- After review, Ms. Hansen made a motion to approve the May 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 May 2024 – Ben Hill

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

- Ms. Durrant presented the Accounts Payable Selected Entries for May 2024 to the Board.
- After review, Ms. Hansen made a motion to approve the May 2024 Accounts Payable Selected Entries. Mr. 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 mentioned that Sunday night the skate park lights were on past 10pm.
 - The Park Manager responded that the lights were recalibrated and should be shutting off closer to 10pm.

C. Presentation of the 2023 Annual Audit – K & C, CPA’s

- Mr. Arbuckle presented the 2023 Annual Audit to the Board.
- To be brought back in Special Business.

D. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- Ice Arena: Re-opening date is Thursday, July 11th
- 2024/2025 TRCC Support Program with SLCO (June 14, 2024):
 - Bywater Park Improvements:
 - Tennis Courts:
 - Post-tension, upgrade lighting, new fence
 - Playground Accessibility and Swing Set Surfacing:
 - Walkway connection, concrete curb, rubber/synthetic surface
 - Baseball Fields:
 - New fencing system, removable outfield fences, scoreboards
 - Monument/Entrance Sign
 - Total Project Amount: \$515,271...
 - TRCC: \$412,217 (80%), CHPRSA: \$61,832 (12%), City: \$41,222 (8%)
 - Ice Arena Improvements:
 - Condenser Replacement
 - Emergency Exhaust Upgrades
 - Total Project Amount: \$238,907...
 - TRCC: \$179,515 (70%), CHPRSA: \$40,614 (17%), City: \$18,778 (13%)
 - Preliminary review by internal “County” committee (June/July)
 - Presentations and TRCC advisory board review (August/September)
- CH2:
 - Report on Wednesday, June 12th Meeting:
 - Strategic Planning Work Session with City Council on Tuesday, July 16th?
 - Butlerville Days (Thursday, July 25th – Saturday, July 27th):
 - Mayor’s Cup – Pickleball Tournament (July 16th – 26th)
 - Next Meeting is Wednesday, August 14th at 10AM (Bart)
- Other Business:
 - CH Parks, Trails and Open Space Committee Meeting (May 22nd)
 - Antczak Park Meeting with Granite Construction (May 23rd)
 - Foundation Golf Committee Meeting (May 28th)
 - CHPRSA Safety Meeting (June 3rd)
 - Omega Ramps – Skate Park (June 3rd)
 - Antczak Park Visit with the Board (June 5th)
 - CHAT Invitational (June 12th – 15th)
 - ULGT Meeting/Renewal (June 17th)

- UASD Board Meeting (June 20th)
- Tim Tingey – Farewell Open House (June 21st)
- Foundation Golf Committee Meeting (June 25th)

E. Fraud Risk Assessment

- Ms. Durrant gave an update regarding the Fraud Risk Assessment.

F. Discussion and Information regarding the Certified Tax Rate 2024 – Lyse’ Durrant

- Ms. Durrant gave an update regarding the 2023 Certified Tax Rate of 0.000685.
- To be brought back in Special Business.

G. Discussion and Information regarding a lease for the two vehicles approved during the 2024 budget process through Zions Bank – Ben Hill.

- Ms. Durrant gave an update regarding the lease for the two vehicles approved during the 2024 budget process through Zions Bank.
- To be brought back in Special Business.

H. Discussion and Information regarding a lease for new fitness equipment approved during the 2024 budget process – Ben Hill

- Ms. Durrant gave an update regarding the lease for new fitness equipment approved during the 2024 budget process.
- To be brought back in Special Business in an upcoming Board Meeting.

I. Capital Project Update

- Mr. Hill gave the Board an update on 2024 Capital Projects.

Special Business

A. Consideration and Recommendation to Approve to Adopt the 2023 Audit Report– Resolution 2024 - 7

- After review, Mr. Morzelewski made a motion to approve to adopt the 2023 Audit Report-Resolution 2024-7. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

B. Consideration and Recommendation to Establish and Adopt the pending Certified Tax Rate for the Cottonwood Heights Parks and Recreation Service Area – Resolution 2024-8

- After review, Ms. Hansen made a motion to establish and adopt the pending Certified Tax Rate of 0.000685 for the Cottonwood Heights Parks and Recreation Service Area – Resolution 2024-8. Mr. Morzelewski seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

C. Consideration and Recommendation to Approve the Lease for two vehicles through Zions Bank – Resolution 2024-9

- After review, Mr. Morzelewski made a motion to Approve the Lease for two vehicles through Zions Bank. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

Meeting adjourned at 4:50 PM

The next meeting of the Board will be held on July 17, 2024 @ 3:15pm