

**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 21st day of June 2023  
Pursuant of Notice**

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

**Board of Trustees Present:**

Patti Hansen

Bart Hopkin

Dan Morzelewski

**Staff Present:**

Ben Hill

Lyse' Durrant

Melissa Ruff

Bonnie Harris

Laura Green

Kevin Suchey

Andrew Davis

Allie Brown

Cameron Gonzales

A Work Session was held on June 21, 2023 @ 3:15pm where there was an introduction of Matt Holton (CH City Council – District #1) to the Board of Trustees. A quarterly safety report given by Kevin Suchey and Lyse' Durrant. There was also a discussion regarding any items listed on the General Board Meeting Agenda.

**GENERAL BOARD MEETING**

4:00pm

**General Business**

**A. Welcome and Pledge of Allegiance**

- Ms. Durfee led the Pledge of Allegiance.

**B. Verification of Compliance – Open Meeting Law – Patti Hansen**

**C. Review and Approval of May 2023 Board Minutes – Patti Hansen**

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

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

- Mr. Hill presented the Financial Statement for May 2023 to the Board.
- After review, Mr. Morzelewski made a motion to approve the May 2023 Financial Statement. Mr. Hopkin 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 2023 – Lyse’ Durrant**

- Ms. Durrant presented the Accounts Payable Selected Entries for May 2023 to the Board.
- After review, Mr. Hopkin made a motion to approve the May 2023 Accounts Payable Selected Entries. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

**INFORMATION/DISCUSSION ITEMS**

**A. Citizen/Customer Comments**

- No comments

**B. Board District Representation Reports – Trustees**

- Mr. Morzelewski had a citizen inquiry about adding a second Ice Rink.
- Mr. Hopkin had a citizen inquiry about when the playground construction at Antczak Park would begin.

**C. Presentation of the 2022 Annual Audit – Keddington and Christensen**

- Mr. Arbuckle Presented the 2022 Annual Audit to the Board.
- To be brought back in Special Business.

## D. Executive Directors Report – Ben Hill

### INFORMATION & UPDATES:

- MJP Pickleball Courts Lights:
  - ETA?
- New Program Coordinator:
  - Cameron Gonzales (Started: Monday, June 5<sup>th</sup>)
- Outdoor Pool – Open Plunge Schedule and Staffing – Audrey:
  - Post Invitational Outdoor Pool – Open Plunge Schedule
  - Member Appreciation Day – Allie (Monday, June 26<sup>th</sup>)
- Bywater Master Plan:
  - RFP Closes on Tuesday, June 27<sup>th</sup> at 3PM
- CH2:
  - Report on Tuesday, June 13<sup>th</sup> Meeting:
    - Construction on the Parking Lot at Ferguson Park is underway
    - 2023 TRCC Playground Contribution of \$62,000 is available July 1, 2023
    - City has also Budgeted \$60,000 in 2023/2024 for Tennis Court Resurfacing
    - Butlerville Days is July 27<sup>th</sup> – 29<sup>th</sup> (Thursday – Saturday):
      - Parade is Saturday at 11AM
      - Mayor’s Cup Pickleball Tournament:
        - Marketing for Foundation and CHPRSA
    - Bark in the Park (Mountview Park) has been moved up to Saturday, August 26<sup>th</sup>
  - Next Meeting is Tuesday, August 8<sup>th</sup> at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
  - Report on Wednesday, May 24<sup>th</sup> Meeting:
    - Matt Holton – City Council
    - Golden Hills Park – \$3,000 to go to Park improvements before July 1, 2023
    - TRCC Application – Active Transportation
  - Next Meeting is Wednesday, June 28<sup>th</sup> (6-8PM)
- Other:
  - Meeting with CH Figure Skating Club (Wednesday, May 31<sup>st</sup>)
  - UASD Board Meeting (Thursday, June 1<sup>st</sup>)
  - Workers Compensation Audit (Friday, June 2<sup>nd</sup>)
  - City Council Report (Tuesday, June 6<sup>th</sup>)
  - Meeting with Matt Holton (Friday, June 9<sup>th</sup>)
  - Meeting with CH City Manager – Tim Tingey (Tuesday, June 13<sup>th</sup>)
  - Meeting at Antczak Park with Big T Recreation – Taft (Wednesday, June 14<sup>th</sup>)
  - CH Parks & Recreation Foundation:
    - Rescheduling of the Foundation Day at the Outdoor Pool (Monday, June 26<sup>th</sup>)

- Next Golf Committee Meeting: Tuesday, June 27<sup>th</sup> at 2PM

**E. Information and Discussion about moving the July Board Meeting from 7/19/23 to 7/26/23 – Ben Hill**

- Discussion regarding changing the July Board Meeting date from 7/19 to 7/26.

**F. Fraud Risk Assessment – Lyse’ Durrant**

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

**G. Information and Discussion about the Certified Tax Rate 2023 – Lyse’ Durrant**

- Ms. Durrant gave an update regarding the 2023 Certified Tax Rate of 0.000732.
- To be brought back in Special Business

**Special Business**

**A. Consideration and Recommendation to Establish and Adopt the pending Certified Tax Rate for the Cottonwood Heights Parks and Recreation Service Area 2023 – Resolution - 10**

- After review, Mr. Morzelewski made a motion to Establish and Adopt the pending Certified Tax Rate for the Cottonwood Heights Parks and Recreation Service Area 2023 - 10. Mr. Hopkin seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Yes.”

**B. Consideration and Recommendation to Adopt the 2022 Audit Report-Resolution 2023-11**

- After review, Mr. Hopkin made a motion to Adopt the 2022 Audit Report – Resolution 2023-11. Mr. Morzelewski seconded the motion. Motion carried unanimously with Ms. Hansen, Mr. Hopkin, and Mr. Morzelewski voting “Aye.”

**Meeting Adjourned at 5:15pm**

**The next meeting of the Board will be held July 26, 2023 @ 4pm.**