

**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 16th day of August 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

Andrew Davis

Audrey Durfee

Melissa Ruff

Kevin Suchey

Allie Brown

Preston Jones

Bonnie Lee

A Work Session was held on August 16, 2023, where Ms. Brown updated the Board on all things Marketing. There were updates on the Budget Timeline and the 2024 Membership and Fee Evaluation. There was also a discussion on adjusting the Sept. 20, 2023, Board Meeting start time as well as a discussion on 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 July 2023 Board Minutes – Patti Hansen

- After review, Mr. Hopkin made a motion to approve the July 2023 Board Minutes. Mr. Morzelewski 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 July 2023 – Ben Hill

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

- Ms. Durrant presented the Accounts Payable Selected Entries for July 2023 to the Board.
- After review, Mr. Hopkin made a motion to approve the July 2023 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

- Mr. Hopkin has received multiple comments from Citizens on how nice the new playground structure at Antczak Park is and wanted to pass his thanks on to the staff for all the work they put in to making it happen.

C. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- Cottonwood Heights Community Playgrounds (TRCC):
 - Antczak – Completed Monday, August 7th
 - Walkthrough with Taft (Tuesday, August 8th)
 - Mill Hollow – Starts August 14th-16th
 - Bywater – TBD
- Bywater Park Master Plan Development – Park Programming, Data Collection and Site Analysis
- CH2:
 - Report on Tuesday, August 8th Meeting:
 - Bark in the Park at Mountview Park (Saturday, August 26th)
 - 9AM – Noon
 - Ferguson Park’s Parking Lot is Estimated to be Completed at the End of August
 - Next Meeting is Tuesday, September 12th at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
 - July’s Meeting was Canceled
 - Next Meeting is Wednesday, August 23rd (6-8PM)
- Big Cottonwood Canyon Marathon:
 - Saturday, September 9th (Volunteer Water Station at the Mouth of Big Cottonwood)
- CHPRSA – Years of Service Recognition Lunch:
 - Wednesday, September 20th
 - Lyse’ Durrant (25 Years), Alex Ihrig (5 years), and Aleta Fairbanks (12 years)
- URPA - UDPC Fundraiser Golf Tournament (Wednesday, September 27th):
 - 8:30 AM - Stonebridge Golf Club - West Valley City
- UASD Conference in Layton, UT (November 8-10, 2023)
 - Re-new Resolution of Support for the Executive Director to Serve on the UASD Board of Trustees in September’s CHPRSA Board Meeting
- Other:
 - URPA: Recreation & Fitness Facility Management Training (Tuesday, August 8th)
 - Indoor Pool Area Closes for Annual Maintenance (Monday, August 14th)
 - Cottonwood Heights City – Community Block Party (Thursday, August 31st)
 - CH Parks & Recreation Foundation:
 - Foundation Day at the Outdoor Pool (Friday, July 28th)
 - Foundation Contribution - Just Under \$1,000.00
 - Charity Golf Event at Mountain Dell (Tuesday, August 22nd)
 - 8:00 AM Shot Gun Start
 - Membership – National Association of Parks Foundation (the-napf.org)
 - Meeting with NAPF’s Executive Director (Friday, August 4th)

D. Information and Discussion regarding Personnel Policy Section XIX—Leave- Melissa Ruff

- Ms. Ruff gave an update regarding the Personnel Policy Section XIX.
- To be brought back in Special Business during the September Board Meeting.

Ms. Hansen expressed her thanks to all staff that participated in Butlerville Days and commented on how well both the pickleball tournament and parade went.

Meeting Adjourned at 4:29pm

Chair, Patti Hansen, adjourned the General Board Meeting to a Closed Meeting to discuss the character, professional competence, or health of an individual. 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 Mr. Hopkin, a second by Mr. Morzelewski the motion was carried unanimously with Ms. Hansen, Mr. Morzelewski and Mr. Hopkin voting "Yes."

The next Meeting of the Board will be held September 20, 2023 @2:00pm