

**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 November 2022  
Pursuant of Notice**

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

**Board of Trustees Present:**

Dan Morzelewski  
Patti Hansen  
Bart Hopkin

**Staff Present:**

Ben Hill  
Lyse' Durrant  
Ali Phillips  
Kevin Suchey  
Andy Davis  
Allie Brown  
Audrey Durfee  
Bonnie Harris

A Work Session was held on November 16th @ 3:15pm where there was a review of the Budget and, a discussion on any items listed on the General Board Meeting Agenda.

**General Board Meeting**

4:00pm

**General Business**

**A. Pledge of Allegiance**

- Mr. Hopkin led the Pledge of Allegiance.

**B. Verification of Compliance – Open Meeting Law – Dan Morzelewski**

**C. Review and Approval of October 2022 Board Minutes – Dan Morzelewski**

- After review, Mr. Hopkin made a motion to approve the October 19<sup>th</sup> 2022 Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Aye.”
- After review, Ms. Hansen made a motion to approve the October 20<sup>th</sup> 2022 Board Work Session Minutes. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Aye.”

**D. Approval of the Financial Statement – October 2022 – Ben Hill**

- Mr. Hill presented the Financial Statement for October 2022 to the Board.
- After review, Mr. Hopkin made a motion to approve the Financial Statement for October 2022. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Aye.”

**E. Approval of Accounts Payable Selected Entries – Lyse’ Durrant**

- Ms. Durrant presented the Accounts Payable Selected Entries for October 2022 to the Board.
- After review, Ms. Hansen made a motion to approve The Accounts Payable for October 2022. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Aye.”

**INFORMATION/DISCUSSION ITEMS**

**A. Citizen/Customer Comments**

- None

**B. Board District Reports**

- Mr. Hansen expressed her thanks to Ms. Harris on the work she put in to ensure the Monster Mash was a success. Ms. Hansen also presented an idea on how the Cottonwood Heights Recreation Center can be more involved in the event in the future.

## C. Executive Directors Report

### **INFORMATION & UPDATES:**

- 2023 TRCC Board Contribution Recommendations:
  - Includes funding for our Cottonwood Heights Community Playgrounds (3) at \$429,981
- Antczak Park Tennis Court Construction Project:
  - Landscaping repairs and tennis court lighting upgrades
- Report on Tuesday, November 7, 2022 Meeting with Tom Sherwood (BHS Principle)
  - BHS Tennis Courts and Restrooms - 2023
- Staff Retirement:
  - Kathy Lockington – Custodial Supervisor – December 15, 2022
  - New Hire – Scott Simpson – Custodial Supervisor - Starts November 14, 2022
- New Recreation Program Coordinator:
  - 2<sup>nd</sup> Round Interviews – Wednesday, November 16, 2022
- Recruitment for the vacant, Park Supervisor Position is still open, until filled
- CH2:
  - Report on Tuesday, November 8, 2022 Meeting:
    - Thanksgiving 5K: Thursday, November 24<sup>th</sup>, 2022 (9AM)
    - Light the Heights: Monday, November 28, 2022 (5:30 – 7:30PM)
    - Skate with Santa: Friday, December 9, 2022 (2-4PM)
    - 2023 Exhibit (Inter-local Agreement) – Emailed to City
    - 2022/2023 Funding for Lights at the MJP Pickleball Courts (\$60,000)
    - Foundation Reimbursement – Brighton Little League Football – Invoiced
  - Next CH2 Meeting is Tuesday, January 10, 2023 at 10AM (Patti)
- CH Parks, Trails and Open Space Committee:
  - Report on Wednesday, October 26, 2022 Meeting:
    - Toured Ferguson Park
    - Review PTOS Priority Projects
      - TRCC Matching Funds (\$61425.90), Condition of the Mountview Park Sport Fields, Golden Hills (non-park areas), Crestwood Park, etc.
  - Next Meeting is November 16, 2022 (6-8PM)
- Upcoming Board Meeting:
  - 2023 Public Hearing is on Wednesday, December 14, 2022 (6PM)
  - The next General Board Meeting is on Wednesday, December 21, 2022 (4PM)
- UASD Conference Recap:

- NSDC Parks and Recreation Policy Advisory Group Appointment and Meetings
- Other:
  - Holiday Appreciation Lunch for Benefitted Employees on Thursday, December 8, 2022
  - Holiday Appreciation Ice Skating Event for PT Staff on Thursday, December 22, 2022

**D. Information and Discussion of the Tentative 2023 Budget and Fee Schedule. –Ben Hill**

- Mr. Hill presented information regarding the Tentative 2023 Budget and Fee Schedule.
- To be brought back in Special Business.

**E. Information and Discussion of the Appointment of 2023 Board of Trustee Positions – Dan Morzelewski**

- Mr. Morzelewski presented information regarding the Appointment of 2023 Board of Trustee Positions.
- To be brought back in Special Business during the December 2022 Board Meeting.

**F. Information and Discussion of the 2023 Board of Trustee Meeting Dates – Dan Morzelewski**

- Mr. Morzelewski presented information regarding the 2023 Board of Trustee Meeting Dates.
- To be brought back in Special Business during the December 2022 Board Meeting.

**G. Information and Discussion regarding the Fraud Risk Assessment – Lyse' Durrant**

- Ms. Durrant presented information regarding the Fraud Risk Assessment to the Board.

## **SPECIAL BUSINESS**

### **A. Consideration and Recommendation to Approve the 2023 Tentative Budget and Fee Schedule – Resolution 2022-17**

- Ms. Hansen made a motion to approve the 2023 Tentative Budget and Fee Schedule – Resolution 2022-17. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Aye.”

Meeting Adjourned @ 4:52pm

2023 Public Hearing will be held on Wednesday, December 14, 2022 (6pm)

The next General Board Meeting will be held on Wednesday, December 21, 2022 (4pm)