

**Cottonwood Heights Parks and Recreation Service Area
Board of Trustees
May 17, 2023**

Work Session-3:15 pm

General Business Meeting – 4:00 pm

AGENDA

3:15 pm

WORK SESSION - no action will be taken during the work session

- A. Discussion of any items listed on the General Board Meeting Agenda
- B. Staff Update-Rec and Fit Department
- C. Fraud Risk Assessment

GENERAL BOARD MEETING

4:00 pm

GENERAL BUSINESS

- A. Pledge of Allegiance
- B. Verification of compliance with open meeting law- Patti Hansen
- C. Review and Approval of April Board Minutes – Patti Hansen
- D. Approval of the Financial Statement – April 2023 – Ben Hill
- E. Approval of Accounts Payable Selected Entries – Lyse’ Durrant

INFORMATION/DISCUSSION ITEMS

- A. Citizen/Customer Comments
- B. Board District Representation Reports—Trustees
- C. Executive Director’s Report – Ben Hill
- D. Fraud Risk Assessment-Lyse’ Durrant
- E. Information and Discussion regarding Personal Policy Section III-Hiring Procedures – Melissa Ruff
- F. Information and Discussion about the Certified Tax Rate 2023-Lyse’ Durrant
- G. Information and Discussion regarding the 2022 Audit-Ben Hill

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve Policy Section III-Hiring Procedures-Resolution 2023-9-Ben Hill

CLOSED MEETING (if needed and voted upon)

ADJOURN

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The above items will be discussed at the Board meeting on May 17, 2023 at 4:00 p.m. with a work session held at 3:15 pm. This meeting will be held at the Cottonwood Heights Recreation Center, 7500 S. 2700 E. CWH, UT 84121. If you would like to submit written comment, please email all comments to lysed@cottonwoodheights.com. All comments received by 2:00 pm on May 17, 2023 will be summarized for the public record (Full name and address must be submitted as well). Comments made after that time will be forwarded to the Board of Trustees but will not be on the record. Posted on the PNW, CHPRSA website, and Recreation Center.