

**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 22nd day of January 2025
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

Andrew Davis

Bonnie Harris

Audrey Durfee

Kevin Suchey

Allie Brown

Melissa Ruff

Alex Ihrig

A Work Session was held on January 22nd @ 3:15pm where there was a discussion about the Utah Recreation and Parks Association Annual Convention and review of the 2025 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. Morzelewski led the Pledge of Allegiance.

B. Review and Approval of December 2024 Public Hearing Minutes – Dan Morzelewski

- After review, Mr. Hopkin made a motion to approve the December 2024 Public Hearing General Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen and Mr. Hopkin voting “Aye.”

C. Review and Approval of December 2024 General Board Meeting Minutes – Dan Morzelewski

- After review, Mr. Hopkin made a motion to approve the December 2024 General Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen and Mr. Hopkin voting “Aye.”

D. Review and Approval of the Financial Statement for December 2024 – Ben Hill

- Mr. Hill presented the Financial Statement for December 2024 to the Board.
- After review, Ms. Hansen made a motion to approve the December 2024 Financial Statement. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin “Yes.”

E. Review and Approval of Accounts Payable Selected Entries for December 2024 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for December 2024 to the Board.
- After review, Mr. Hopkin made a motion to approve the December 2024 Accounts Payable Selected Entries. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin “Yes.”

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- Howard Silver expressed his concerns regarding the Whirlpool in the Indoor Pool area. The Director will follow up with staff and Mr. Silver.

B. Board District Representation Reports – Trustees

- None

C. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- RFP – 2025 Facility Capital Maintenance Master Plan:
 - Proposals Due – February 20, 2025, at 3PM
- 2025 Fee Schedule Updates:
 - Group Home Rates
- 2025 TRCC Project – Bywater Park Improvements:
 - Contract with Salt Lake County is in progress
 - Scott Peters, VENN Collaborative – Design Work, etc.
- CH2:
 - Report on Wednesday, January 8th Meeting:
 - Inter-Local Agreement Expires... June 30th, 2025:
 - Possible Feasibility Study for Exhibit Cost – Early 2025
 - Sweetheart Skate (BOGO) – Friday, February 14th (7-9PM)
 - Butlerville Days is July 24th – 26th
 - 2025 TRCC Support - \$60,000.00
 - My next meeting with Jared is Thursday, January 23rd
 - Next CH2 Meeting is Wednesday, February 12th at 10AM (Dan)
- Employee Planning Retreat – 2025 at City Hall:
 - Wednesday, February 5th (10AM – 2PM)
 - 2025 Department, Executive Director, and Board Goals (Due by February 28, 2025)
- URPA Conference – 2025 (St. George, UT):
 - Monday – Wednesday (March 10th – 12th)
 - Trustees (3) / Staff (Ben, Lyse, Melissa, Audrey, McKenna, Preston, Andrew, Morgan)
 - Preston will be recognized and graduating from Leadership Academy.
 - Ben's nomination as URPA: President-elect.
 - Award Nominations:
 - Outstanding Professional: Audrey (Aquatics), Andrew (Parks), Melissa (HR), and Preston (Young Professional).
 - Outstanding Citizen Advocate: Bart Hopkin
 - Outstanding Program: Thanksgiving 5K – 40th Anniversary
 - Outstanding Facility: Antczak Park
- Other Business:
 - CH Parks, Trails, Open Space Committee Meeting (December 18th)
 - Skate with Santa (December 21st)
 - CHPRSA – Safety Meeting (January 6th)
 - Free Skate Day – Brighton Bank (January 11th)
 - State of the City – Address (January 15th)
 - UASD Board Meeting (January 16th)

D. Group Home Membership Discussion– Ben Hill

- Mr. Hill and the Board discussed the proposed new group home membership options, as discussed in the Work Session.

E. Information and Discussion regarding Policy #XVII: Benefits Policy – Melissa Ruff

- Ms. Ruff presented information regarding Policy #XVII: Benefits Policy.
- To be brought back in Special Business during the February 2025 Board Meeting.

F. Information and Discussion regarding Policy #XXIV: Vehicle Usage Policy – Lyse’ Durrant

- Ms. Durrant presented information regarding Policy #XXIV: Vehicle Usage Policy.
- To be brought back in Special Business during the February 2025 Board meeting.

Meeting Adjourned at 4:40pm

Chairman Dan Morzelewski adjourned the General Board Meeting to a Closed Meeting that will follow the Cottonwood Heights Parks and Recreation Foundation Meeting. 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 Ms. Hansen the motion was carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin voting “Yes.”

The next meeting of the Board will be held on February 26th @ 4pm

Cottonwood Heights Parks and Recreation Center

Foundation Meeting Minutes

January 22, 2025

A. Review and Approval of the October Foundation Meeting Minutes

- After review, Ms. Hansen made a motion to approve the October 16, 2024, Foundation Meeting Minutes. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Hopkin, Mr. Morzelewski, and Ms. Hansen voting “Yes.”

B. Quarterly Financial Review – Ben Hill

- After review, Mr. Hopkin made a motion to approve the Quarterly Financials. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Mr. Morzelewski, and Ms. Hansen voting “Yes.”

C. Foundation Requests

- No requests.

Meeting adjourned at 4:50pm

The next Foundation Meeting will be held on April 23, 2025