

Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held at 7500 South 2700 East, SLC, UT
On the 23rd day of March 2022
Pursuant of Notice

Board of Trustees Present:

Dan Morzelewski

Patti Hansen

Bart Hopkin

Staff Present:

Ben Hill

Lyse' Durrant

Kevin Suchey

Melissa Ruff

Warren Hallmark

Andrew Davis

Audrey Durfee

Allie Brown

A Work Session was held on March 23, 2022 @ 2:45pm where there was a discussion on CHPRSA 2022 Goals, review 2022 URPA State Conference, the annexation process and any items listed on the General Board Meeting Agenda.

GENERAL BOARD MEETING

General Business

A. Pledge of Allegiance

- Ms. Durrant led the Pledge of Allegiance.

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

C. Review and Approval of February Board Minutes – Dan Morzelewski

- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to approve the February 16, 2022 Board Minutes.

D. Review and Approval of the Financial Statement – February 2022 – Ben Hill

- Mr. Hill presented the Financial Statement for February, 2022 to the Board.
- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to approve the Financial Statement for February.

E. Approval of Accounts Payable Selected Entries for February 2022 – Lyse' Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for February, 2022 to the Board.
- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to approve the Accounts Payable for February.

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- No comments.

B. Board District Representation Reports – Trustees

- No reports.

C. Executive Director's Report – Ben Hill

INFORMATION & UPDATES:

- URPA 2022 Conference Review
 - Bonnie Harris – URPA Leadership Academy
- Butler Park Lease with Salt Lake County
 - A new lease that will be combined with our current property lease
 - The new lease is currently with our Attorney for review
- Full-Time and Seasonal Recruitments
 - FT Park Supervisor
 - FT Visual Maintenance Manager (Roz's Retirement – May 1st!)
 - Seasonal Recruitment Week!
 - March 21st – 25th
- CH2:
 - Report on Tuesday, March 8th Meeting
 - Easter Event at Butler Park on Saturday, April 16th (10AM)
 - Movies in the Park – Transition to the City
 - Mountview Park
 - Splash Pad - 2022 Summer Schedule
 - Additional 2022 ARPA Funding

- Antczak Park (\$85,000)
 - Possible Lighting at MJP Pickleball Courts (\$60,000)
 - Next CH2 Meeting is Tuesday, April 12th at 10AM (Dan)
- CH Parks, Trails and Open Space Committee:
 - Report on February 23rd Meeting
 - Pollinator Garden at Mountview Park
 - Hammock Station at Golden Hills Park
 - Ferguson Park
 - Trailhead
 - Donation Program
 - Next Meeting is Wednesday, March 23rd (6 - 8 PM)
- AYSO
 - Possible transition to a CHPRSA Program in the Fall of 2022
- Other
 - Brighton Tennis Court
 - There was a discussion about the courts where Ben reminded everyone on the agreement we have in place as to what CHRPSA is responsible for and what Brighton High School is responsible for. Warren, Andy and Ben are following up with Brighton.

D. Antczak Park 2022 Capital Improvements - Bid Documents - Ben Hill

- Brent Tippetts presented the plans for the Antczak Park 2022 Capital Improvements to the Board.

E. Information and Discussion regarding Landowner’s Annexation Petition Request – Ben Hill

- Mr. Hill presented information regarding the Landowner’s Annexation Petition Request to the Board, to be brought back in Special Business.

F. Information and Discussion regarding Personnel Policy Section XIX: Leave – Ben Hill

- Ms. Ruff presented information to the Board regarding the Personnel Policy Section XIX, to be brought back in Special Business during the April 2022 Board Meeting.

SPECIAL BUSINESS

A. Consideration and Recommendation to Approve Policy 200 - Purchasing - Resolution No. 2022-3-Ben Hill

- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to Approve Policy 200 - Purchasing - Resolution No. 2022-3.

B. Consideration and Recommendation to Approve Policy 220 - Contracts for Capital Improvements – Resolution 2022-4 - Ben Hill

- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to Approve Policy 220 - Contracts for Capital Improvements - Resolution 2022 - 4.

C. Consideration and Recommendation to Approve Personnel Policy Section XIII: Employee Use of the Service Area - Resolution 2022 - 5 - Ben Hill

- Upon a motion by Mr. Hopkin, a second by Ms. Hansen and passed unanimously it was, RESOLVED, to Approve Personnel Policy Section XIII: Employee Use of the Service Area - Resolution 2022-5 - Ben Hill.

D. Consideration and Recommendation to certify the Annexation Petition – Resolution 2022 – 6 – Ben Hill

- Upon a motion by Ms. Hansen, a second by Mr. Hopkin and passed unanimously it was, RESOLVED, to Certify the Annexation Petition – Resolution 2022-6 – Ben Hill.

Meeting Adjourned @5:12pm

Next Meeting of the Board will be April 20, 2022 @ 4:00 pm