

**Cottonwood Heights
Parks and Recreation
Service Area**

**Board of Trustees
Board Meeting**

September 20, 2023

1:15 pm Work Session

2:00 pm Board Meeting

**Cottonwood Heights Parks and Recreation Service Area
Board of Trustees
September 20 2023**

**Work Session – 1:15 pm
General Business Meeting – 2:00 pm**

AGENDA

WORK SESSION

1:15 pm

Work Session - no action will be taken during the work session

- A. Safety Quarterly Update - Lyse' Durrant/Kevin Suchey
- B. Bywater Park Master Plan Update - Scott Peters
- C. Discussion of any items listed on the General Board Meeting Agenda

GENERAL BOARD MEETING

2:00 pm

GENERAL BUSINESS

- A. Verification of Compliance - Open Meeting Law – Patti Hansen
- B. Pledge of Allegiance
- C. Review and Approval of August 2023 Board Minutes – Patti Hansen
- D. Approval of the Financial Statement – August 2023 – Ben Hill
- E. Approval of Accounts Payable Selected Entries – Lyse' Durrant

INFORMATION/DISCUSSION ITEMS

- A. Citizen/Customer Comments
- B. Board District Representation Reports
- C. Executive Director's Report – Ben Hill
- D. Information and Discussion regarding Personnel Policy Section XII—Employment Classifications/Compensation - Melissa Ruff
- E. Information and Discussion to support the re-nomination of Ben Hill to the UASD Board-Ben Hill
- F. Information and Discussion to cancel the upcoming District 3 election, due to only having one declared candidate-Ben Hill

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve Policy Section XIX-Leave-Resolution 2023-12 – Ben Hill
- B. Consideration and Recommendation to Approve Policy Section XII-Employment Classifications/Compensation – Resolution 2023-13 – Ben Hill
- C. Recommendation to support the re-nomination of Ben Hill to the UASD Board –Resolution 2024-14 – Patti Hansen
- D. Consideration and Recommendation to cancel the upcoming District 3 election - Resolution 2024-15 – Ben Hill

CLOSED MEETING: a closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual

ADJOURN

The above items will be discussed at the Board meeting on September 20, 2023 at 2:00 p.m., or soon thereafter, with a work session held at 1:15 pm. This meeting will be held at the Cottonwood Heights Recreation Center, 7500 S. 2700 E. CWH, UTAH. If you would like to submit written comment, please email all comments to lysed@cottonwoodheights.com. Comments received by 11:00 am on September 20, 2023 will be entered into the public record. 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 CHRC.

**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 Programing, 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

Cottonwood Heights Parks and Recreation

Monthly Consolidated Board Financials

August 2023

		Aug 23	Budget	% of Budget	Jan - Aug 23	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense								
Income								
4000 · MEMBERSHIPS		54,777.19	53,000.00	103.35%	563,113.44	539,000.00	104.47%	760,000.00
4010 · SILVER SNEAKERS		8,611.00	5,800.00	148.47%	69,128.20	48,400.00	142.83%	72,000.00
4100 · ARENA ADMISSIONS		2,135.83	2,000.00	106.79%	64,492.33	58,500.00	110.24%	100,000.00
4120 · LTS GROUP SKATE LESSONS		6,893.50	5,000.00	137.87%	36,015.78	29,000.00	124.19%	45,000.00
4130 · BMS SKATE LESSONS		0.00	0.00	0.0%	5,475.00	6,000.00	91.25%	6,000.00
4140 · FREESTYLE		10,647.43	6,000.00	177.46%	77,935.97	45,000.00	173.19%	70,000.00
4150 · PRIVATE ARENA RENTAL		19,609.84	10,000.00	196.1%	138,576.86	114,000.00	121.56%	200,000.00
4160 · PRIVATE SKATE LESSONS		1,302.00	700.00	186.0%	10,398.00	7,200.00	144.42%	11,000.00
4200 · POOL ADMISSIONS		46,782.76	40,000.00	116.96%	247,959.32	279,500.00	88.72%	305,000.00
4210 · PUBLIC SWIM LESSONS		6,566.00	5,000.00	131.32%	78,253.85	83,000.00	94.28%	105,000.00
4220 · PRIVATE SWIM LESSONS		24.00	213.00	11.27%	2,150.00	3,200.00	67.19%	4,800.00
4230 · AQUACISE		242.00	900.00	26.89%	2,381.50	3,600.00	66.15%	5,200.00
4240 · SPECIALTY CLASSES		390.00	250.00	156.0%	2,683.75	3,900.00	68.81%	4,500.00
4250 · TEAM DUES		731.00	400.00	182.75%	2,975.00	5,300.00	56.13%	7,000.00
4255 · TEAM UNIFY INCOME		10,530.98	8,000.00	131.64%	139,222.55	137,000.00	101.62%	230,000.00
4260 · TEAM MEET FEES		1,172.00	100.00	1,172.0%	12,581.50	8,100.00	155.33%	12,000.00
4275 · INVITATIONAL		0.00	0.00	0.0%	23,296.17	30,500.00	76.38%	30,500.00
4280 · PRE-COMP		2,291.00	1,000.00	229.1%	25,697.00	24,000.00	107.07%	35,000.00
4290 · WATER POLO		8,303.74	4,000.00	207.59%	13,753.14	23,900.00	57.55%	25,000.00
4300 · TRACK ADMISSIONS		2.80	25.00	11.2%	1,057.18	520.00	203.3%	1,000.00
4310 · GYM ADMISSIONS		779.11	600.00	129.85%	7,537.11	6,700.00	112.49%	10,500.00
4320 · GYM RENTAL		2,675.00	1,500.00	178.33%	16,650.00	11,500.00	144.78%	18,500.00
4330 · PICKLEBALL		0.00			2.50			
4400 · RB COURT FEES		5,667.57	900.00	629.73%	18,292.95	10,200.00	179.34%	15,000.00
4500 · LOCKERS		875.00	700.00	125.0%	4,270.50	3,800.00	112.38%	6,500.00
4600 · AEROBICS/CYCLE		1,752.00	1,500.00	116.8%	18,142.50	17,250.00	105.17%	25,000.00
4605 · AEROBIC CAMPS		0.00	0.00	0.0%	765.00	0.00	100.0%	1,500.00
4610 · ROOM RENTAL		3,499.00	1,000.00	349.9%	30,727.95	15,500.00	198.25%	30,000.00
4615 · MISC INCOME		0.00			298.66			
4630 · PERSONAL TRAINERS		371.00	400.00	92.75%	2,528.00	3,200.00	79.0%	5,000.00
4640 · WEIGHT ROOM		4,809.43	1,500.00	320.63%	36,758.10	22,000.00	167.08%	32,500.00
4660 · ADVERTISING		50.00	100.00	50.0%	375.00	750.00	50.0%	1,000.00
4700 · NURSERY		479.00	650.00	73.69%	3,433.98	5,300.00	64.79%	8,000.00
4710 · SNACK BAR		4,591.00	4,900.00	93.69%	8,023.00	9,300.00	86.27%	10,500.00
4720 · VENDING		781.72	2,300.00	33.99%	12,224.30	10,150.00	120.44%	13,750.00

Cottonwood Heights Parks and Recreation

Monthly Consolidated Board Financials

August 2023

	Aug 23	Budget	% of Budget	Jan - Aug 23	YTD Budget	% of Budget	Annual Budget
4730 · PRO SHOP	396.63	325.00	122.04%	3,409.59	3,690.00	92.4%	5,000.00
4735 · POSTAGE/COPIES	2.88	5.00	57.6%	5.72	35.00	16.34%	50.00
4740 · CANYON'S SCHOOL DISTRICT	186,179.69	0.00	100.0%	186,179.69	0.00	100.0%	179,019.00
4760 · REBATES	5,528.00	0.00	100.0%	8,939.45	3,250.00	275.06%	3,500.00
4800 · PAVILION	2,125.00	800.00	265.63%	18,428.00	16,200.00	113.75%	17,250.00
4810 · FIELD FEES	5,492.00	1,000.00	549.2%	22,272.00	10,500.00	212.11%	30,000.00
4820 · TENNIS	55.00	2,800.00	1.96%	22,118.50	17,300.00	127.85%	18,500.00
4821 · PICKLEBALL TOURNAMENT ENTRY	1,510.00	0.00	100.0%	4,864.50	6,000.00	81.08%	6,000.00
4823 · OUTDOOR COURT RESERVATIONS	510.50	800.00	63.81%	4,837.00	5,300.00	91.26%	6,500.00
4830 · ADMIN FEES	0.00	0.00	0.0%	0.00	0.00	0.0%	2,500.00
4910 · FOUNDATION / DONATIONS	10,290.24			27,311.70			
4916 · 5-K RACE INCOME	0.00	0.00	0.0%	21.00	0.00	100.0%	45,000.00
4918 · COTTONWOOD HEIGHTS CITY HOSTING	10,000.00	10,000.00	100.0%	10,000.00	10,000.00	100.0%	10,000.00
4920 · PROPERTY TAX REVENUE	10,619.56	17,250.00	61.56%	118,021.87	146,700.00	80.45%	2,900,000.00
4921 · FEE IN LIEU, ETC.	11,183.50	25,000.00	44.73%	88,134.22	128,350.00	68.67%	180,000.00
4930 · INTEREST INCOME	3,345.57	1,000.00	334.56%	47,326.04	6,450.00	733.74%	9,000.00
4965 · CWH CITY MNTNC CONTRACT	16,347.83	15,939.00	102.57%	144,413.78	127,512.00	113.26%	191,262.00
4972 · KIDS SPORTS CAMP INCOME	-400.00	3,000.00	-13.33%	53,094.70	47,500.00	111.78%	47,500.00
4973 · FLAG FOOTBALL INCOME	8,424.00	2,000.00	421.2%	40,539.50	35,000.00	115.83%	35,000.00
4974 · JR. JAZZ	0.00	0.00	0.0%	62.00	0.00	100.0%	33,000.00
4975 · CWH YOUTH SOCCER	13,572.00	5,000.00	271.44%	65,876.00	50,000.00	131.75%	50,000.00
Total Income	492,525.30	243,357.00	202.39%	2,543,031.35	2,179,057.00	116.7%	5,975,831.00
Gross Profit	492,525.30	243,357.00	202.39%	2,543,031.35	2,179,057.00	116.7%	5,975,831.00
Expense							
5000 · ADMIN/BENEFITED EMPLOYEES	37,650.01	37,122.00	101.42%	310,595.79	312,313.00	99.45%	469,867.00
5001 · ADMIN FICA, WC, S, V	3,409.28	4,454.00	76.54%	26,474.37	37,472.00	70.65%	56,384.00
5010 · WAGES/MANAGER ON DUTY	4,117.28	4,500.00	91.5%	38,603.08	39,250.00	98.35%	58,850.00
5020 · WAGES/NURSERY	1,580.16	3,500.00	45.15%	9,521.63	24,850.00	38.32%	40,000.00
5040 · WAGES/CSR	16,365.20	15,000.00	109.1%	107,322.31	110,000.00	97.57%	162,000.00
5041 · ADMIN WAGES/FICA, WRKCOMP	2,086.03	2,760.00	75.58%	13,895.14	20,826.00	66.72%	31,302.00
5100 · SALARIES/AQUATICS	17,495.45	17,447.00	100.28%	146,952.58	148,309.00	99.09%	224,866.00
5101 · AQUATICS, SALARY, FICA, WRKCOMP	1,872.18	2,093.00	89.45%	13,901.90	17,795.00	78.12%	26,984.00
5110 · WAGES/SWIM INSTRUCTORS	7,739.99	6,000.00	129.0%	53,989.23	46,137.00	117.02%	59,637.00
5120 · WAGES/SPECIALTY CLASSES	0.00	200.00	0.0%	1,274.82	3,100.00	41.12%	3,500.00
5130 · WAGES/LIFEGUARDS	58,907.81	52,000.00	113.28%	267,936.41	296,000.00	90.52%	388,000.00
5140 · WAGES/AQUACISE INSTRUCTORS	2,288.56	2,500.00	91.54%	17,032.51	18,845.00	90.38%	26,240.00
5141 · WAGES/AQUATICS/FICA, WRKCOMP	6,250.62	7,344.00	85.11%	30,286.46	43,749.00	69.23%	57,285.00

Cottonwood Heights Parks and Recreation
Monthly Consolidated Board Financials
August 2023

	Aug 23	Budget	% of Budget	Jan - Aug 23	YTD Budget	% of Budget	Annual Budget
5160 · WAGES/SWIM TEAM	1,817.66	3,320.00	54.75%	36,011.83	44,015.00	81.82%	63,305.00
5161 · SWIM TEAM WAGES/FICA,WRKCOMP	273.09	398.00	68.62%	3,416.06	5,282.00	64.67%	7,597.00
5200 · SALARIES/PROGRAMS	12,080.03	11,261.00	107.27%	96,828.68	95,719.00	101.16%	147,401.00
5201 · SALARIES/PROGRAMS,FICA,WC,S,V	1,324.71	1,351.00	98.05%	9,395.49	11,484.00	81.81%	17,688.00
5210 · WAGES/AEROBICS	7,316.47	6,750.00	108.39%	58,062.05	57,750.00	100.54%	88,500.00
5240 · WAGES/SKATE GUARDS	5,599.93	4,500.00	124.44%	44,929.53	41,000.00	109.58%	65,500.00
5250 · WAGES/ILTS INSTRUCTORS	910.68	2,500.00	36.43%	17,350.40	23,205.00	74.77%	33,705.00
5260 · WAGES/SUPER SPORT	7,559.88	7,500.00	100.8%	26,481.02	28,890.00	91.66%	28,890.00
5261 · WAGES/YOUTH SPORTS	0.00	1,000.00	0.0%	0.00	10,750.00	0.0%	19,260.00
5264 · WAGES/YOUTH SOCCER	359.05			3,783.08			
5266 · WAGES/FLAG FOOTBALL	46.32			3,156.32			
5268 · WAGES/JUNIOR JAZZ	27.58			5,262.87			
5270 · WAGES/TENNIS INSTRUCTORS	1,826.10	1,650.00	110.67%	8,360.67	5,885.00	142.07%	5,885.00
5271 · WAGES/ARENA, FICA, WC, S, V	2,145.18	2,868.00	74.8%	13,291.95	20,097.00	66.14%	29,009.00
5300 · SALARIES/OPERATIONS	17,829.00	17,740.00	100.5%	149,735.04	150,730.00	99.34%	230,524.00
5301 · SALARIES/OPER, FICA, WC, S, V	2,368.25	2,128.00	111.29%	16,382.26	18,081.00	90.61%	27,663.00
5310 · WAGES/OPERATIONS	2,810.02	3,162.00	88.87%	21,197.56	26,880.00	78.86%	41,110.00
5311 · WAGES/OPER, FICA, WC, S, V	416.01	379.00	109.77%	2,602.29	3,225.00	80.69%	4,933.00
5400 · SALARIES/GROUNDS	19,990.20	22,349.00	89.45%	149,714.93	181,467.00	82.5%	277,537.00
5401 · SALARY/GOUNDS, FICA, WC, S, V	2,533.08	2,681.00	94.48%	16,371.40	21,770.00	75.2%	33,304.00
5410 · WAGES/GROUNDS	4,431.89	8,100.00	54.72%	23,287.64	46,600.00	49.97%	58,750.00
5411 · WAGES/GROUNDS, FICA, WC, S, V	674.17	972.00	69.36%	3,406.64	5,592.00	60.92%	7,050.00
5500 · SALARIES/VISUAL MAINTENANCE	9,672.18	9,595.00	100.8%	81,352.90	82,560.00	98.54%	125,737.00
5501 · SALARIES/VI, FICA, WC, S, V	1,141.06	1,151.00	99.14%	8,206.23	9,904.00	82.86%	15,088.00
5510 · WAGES,VISUAL MNTNC	2,604.08	3,715.00	70.1%	15,823.10	31,585.00	50.1%	47,880.00
5511 · WAGES,VISUAL MNTNC,FICA,WC,S,V	467.53	445.00	105.06%	2,507.85	3,787.00	66.22%	5,746.00
5960 · PAYROLL GENERAL/UNEEMPLOYMENT	643.08			6,778.12			
6000 · UT STATE RETIREMENT	20,975.32	20,500.00	102.32%	165,323.40	168,000.00	98.41%	250,000.00
6010 · HEALTH INS,DISABILITY	22,264.06	28,000.00	79.52%	176,047.33	249,250.00	70.63%	347,000.00
6030 · BOARD FEES	1,249.98	1,500.00	83.33%	14,149.94	17,500.00	80.86%	30,500.00
6040 · TRAVEL	2,231.07	250.00	892.43%	11,699.45	8,650.00	135.25%	18,000.00
6050 · TRAINING/WORKSHOPS	1,064.00	2,500.00	43.36%	7,529.49	11,000.00	68.45%	15,750.00
6560 · PAYROLL EXPENSES	-15.00			-97.36			
6999 · PAYROLL/PAYLOCITY DISCREPANCY	0.00			-6.42			
7001 · MARKETING	625.34	850.00	73.57%	5,537.27	8,500.00	65.14%	12,500.00
7010 · AUDITING	0.00	1,000.00	0.0%	14,737.50	20,000.00	73.69%	20,500.00
7020 · CONSULTING	0.00	6,000.00	0.0%	8,864.25	30,500.00	29.06%	45,000.00

Cottonwood Heights Parks and Recreation

Monthly Consolidated Board Financials

August 2023

	Aug 23	Budget	% of Budget	Jan - Aug 23	YTD Budget	% of Budget	Annual Budget
7040 · DUES & SUBSCRIPTIONS	5,033.68	9,500.00	52.99%	52,352.50	54,230.00	96.54%	106,050.00
7050 · PROPERTY INSURANCE	0.00	0.00	0.0%	114,855.76	112,000.00	102.55%	112,000.00
7060 · LEGAL/CONSULTING,ADVERTISING	0.00	500.00	0.0%	1,047.80	5,950.00	17.61%	6,500.00
7065 · CWH CITY CONTRACT EXP	4,623.29	4,273.00	108.2%	40,910.61	25,273.00	161.88%	37,273.00
7090 · RETIRED EMPLOYEE BENEFITS	0.00	0.00	0.0%	0.00	0.00	0.0%	25,000.00
7130 · BANK/CREDIT CARD SRVC CHARGES	13,042.57	6,500.00	200.66%	62,518.72	41,500.00	150.65%	58,000.00
7140 · OVER/SHORT	-4.71			-202.48			
7200 · SWIM TEAM REIMBURSABLES	3,597.99	8,500.00	42.33%	35,222.07	44,695.00	78.81%	56,240.00
7215 · INVITATIONAL EXP	0.00	0.00	0.0%	17,674.36	15,000.00	117.83%	15,000.00
7220 · SWIM TEAM EXPENSE	718.42	2,000.00	35.92%	21,304.88	22,900.00	93.03%	25,700.00
7221 · TEAM UNIFY EXPENSES	0.00	62.00	0.0%	1,498.00	4,440.00	33.74%	4,500.00
7230 · WATER POLO EXP	141.32	1,000.00	14.13%	8,944.53	12,999.00	68.81%	20,000.00
7540 · TELEPHONE EXP	2,009.88	1,800.00	111.66%	16,307.73	15,400.00	105.89%	20,000.00
7550 · UTILITIES/GAS	14,001.27	12,000.00	116.68%	278,271.61	195,500.00	142.34%	265,000.00
7551 · UTILITIES/ELECTRICITY	28,474.50	23,000.00	123.8%	160,952.97	162,000.00	99.35%	241,000.00
7552 · UTILITIES/SEWER	0.00	0.00	0.0%	8,340.00	8,854.00	94.2%	17,708.00
7553 · UTILITIES/WATER	6.11	10.00	61.1%	5,684.28	7,070.00	80.4%	30,000.00
7561 · UTILITIES/GROUNDS/ELECT	445.47	700.00	63.64%	3,673.86	5,250.00	69.98%	7,700.00
7562 · UTILITIES/GROUNDS,WATER	10,957.40	1,500.00	730.49%	14,780.16	11,500.00	128.52%	55,000.00
7563 · UTILITIES/GROUNDS,SEWER-GARBAGE	2,988.14	2,500.00	119.53%	21,603.54	19,000.00	113.7%	28,000.00
7700 · AUTO EXP	1,374.96	1,479.00	92.97%	7,596.38	9,928.00	76.52%	15,350.00
8000 · REP & MINTNC ADMIN	0.00	1,000.00	0.0%	12,047.18	9,500.00	126.81%	13,500.00
8010 · REP & MINTNC/POOLS	5,247.38	3,000.00	174.91%	41,395.10	24,000.00	172.48%	30,000.00
8020 · REP & MINTNC/ARENA	760.28	2,000.00	38.01%	13,597.77	18,500.00	73.5%	30,000.00
8030 · REP & MINTNC/GYM,WT RMS	438.17	1,000.00	43.82%	10,750.87	8,000.00	134.39%	12,000.00
8036 · REP & MINTNC/TENNIS	0.00	100.00	0.0%	0.00	700.00	0.0%	1,000.00
8040 · REP & MINTNC/SNACK BAR	85.00	530.00	16.04%	1,026.30	2,420.00	42.41%	2,500.00
8060 · REP & MINTC OP,PARKS,VM	7,193.82	13,000.00	55.34%	129,983.49	99,800.00	130.24%	130,800.00
8100 · PRO SHOP/COST OF GOODS	173.17	250.00	69.27%	2,604.50	3,750.00	69.45%	5,000.00
8130 · UNIFORMS EXPENSE	549.71	550.00	99.95%	5,123.31	8,800.00	58.22%	13,000.00
8140 · UNIFORMS AQUATICS	259.00	0.00	100.0%	4,037.42	3,900.00	103.52%	10,000.00
8500 · SUNDRIES	1,559.47	1,470.00	106.09%	7,935.53	9,155.00	86.68%	15,270.00
9000 · SUPPLIES/ADMIN	5,486.72	2,000.00	274.34%	29,318.91	25,000.00	117.28%	35,000.00
9010 · SUPPLIES/OFFICE POSTAGE	1,134.74	250.00	453.9%	2,341.36	3,650.00	64.15%	4,500.00
9020 · SUPPLIES/COMPUTER	4,178.41	2,500.00	167.14%	28,281.96	20,500.00	137.96%	34,000.00
9040 · SUPPLIES/NURSERY	46.87	125.00	37.5%	817.44	1,010.00	80.94%	1,500.00
9050 · SUPPLIES/POOL	73.96	500.00	14.79%	15,788.22	12,100.00	130.48%	14,000.00

Cottonwood Heights Parks and Recreation

Monthly Consolidated Board Financials

August 2023

	Aug 23	Budget	% of Budget	Jan - Aug 23	YTD Budget	% of Budget	Annual Budget
9055 · SUPPLIES/POOL(OPERATING)	20,029.92	17,000.00	117.82%	82,411.96	94,000.00	87.67%	120,000.00
9060 · SUPPLIES/AQUACISE	0.00	500.00	0.0%	222.53	1,300.00	17.12%	1,500.00
9070 · SUPPLIES/SPECIALTY CLASSES	666.04	1,000.00	66.6%	5,894.04	7,450.00	79.12%	9,500.00
9080 · SUPPLIES/PROGRAMS	143.32	250.00	57.33%	2,679.12	2,300.00	116.48%	3,000.00
9081 · SUPPLIES/LTS	0.00	75.00	0.0%	355.93	750.00	47.46%	1,200.00
9085 · SUPPLIES/ARENA	43.62	600.00	7.27%	1,115.26	5,200.00	21.45%	7,000.00
9090 · SUPPLIES/AEROBICS	4.00	400.00	1.0%	3,705.91	4,000.00	92.65%	5,000.00
9091 · SUPPLIES/SILVER SNEAKERS	0.00	40.00	0.0%	84.65	320.00	26.45%	400.00
9092 · Supplies Aerobic Camp	0.00	250.00	0.0%	0.00	250.00	0.0%	500.00
9110 · SUPPLIES/WEIGHT ROOM	270.49	500.00	54.1%	3,130.50	3,800.00	82.38%	5,000.00
9115 · SUPPLIES/GYM	402.73	100.00	402.73%	1,000.95	1,050.00	95.33%	1,500.00
9116 · SUPPLIES/TENNIS	554.82	250.00	221.93%	1,734.07	2,500.00	69.36%	2,500.00
9120 · SUPPLIES/OPERATIONS	878.00	500.00	175.6%	2,657.50	3,000.00	88.58%	4,500.00
9130 · SUPPLIES/GROUNDS	1,144.85	1,000.00	114.49%	6,942.82	9,000.00	77.14%	12,500.00
9131 · FIELD COSTS	2,200.95	1,000.00	220.1%	5,561.19	6,000.00	92.69%	7,500.00
9140 · SUPPLIES/VM,CLEANING	1,745.68	1,700.00	102.69%	13,189.88	15,243.00	86.53%	22,043.00
9150 · SUPPLIES/VM PAPER	230.95	1,250.00	18.48%	7,632.23	11,229.00	67.97%	16,129.00
9200 · SMALL EQUIP	0.00	5,000.00	0.0%	11,504.45	14,500.00	79.34%	25,000.00
9210 · THANKSGIVING 5K RACE EXPENSE	0.00	0.00	0.0%	300.00	0.00	100.0%	24,500.00
9212 · BUTLERVILLE DAYS 5K EXPENSE	166.23	2,000.00	8.31%	3,445.55	4,200.00	82.04%	4,200.00
9222 · KIDS SPORTS CAMP EXPENSE	0.00	0.00	0.0%	2,526.79	2,500.00	101.07%	2,500.00
9224 · FLAG FOOTBALL EXPENSE	11,060.00	10,000.00	110.6%	26,235.84	22,000.00	119.25%	24,000.00
9225 · JR. JAZZ EXPENSE	0.00	0.00	0.0%	21,576.00	24,000.00	89.9%	24,000.00
9226 · CWH Youth Soccer expense	5,181.80	0.00	100.0%	21,205.67	12,250.00	173.11%	24,500.00
Total Expense	474,364.96	478,049.00	99.23%	3,668,766.47	3,829,420.00	95.81%	5,572,790.00
Net Ordinary Income	18,160.34	-234,692.00	-7.74%	-1,125,735.12	-1,650,363.00	68.21%	403,041.00
Other Income/Expense							
Other Income	5760 · TRCC/ Grants / Spec Proj Income	137,919.75		137,919.75			
Total Other Income		137,919.75		137,919.75			
Other Expense							
9300 · CAPITAL EQUIPMENT/IMPROVEMENTS	230,467.09	71,000.00	324.6%	225,411.19	393,852.00	57.23%	408,852.00
9301 · CAPITAL & OPERATING LEASES	18,017.07	11,224.00	160.52%	98,923.82	106,712.00	92.7%	148,274.00
Total Other Expense	248,484.16	82,224.00	302.2%	324,335.01	500,564.00	64.79%	557,126.00
Net Other Income	-110,564.41	-82,224.00	134.47%	-186,415.26	-500,564.00	37.24%	-557,126.00
Net Income	-92,404.07	-316,916.00	29.16%	-1,312,150.38	-2,150,927.00	61.0%	-154,085.00

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09/18/23

Accrual Basis

Cottonwood Heights Parks and Recreation

Bill Payment Register

As of August 31, 2023

Type	Date	Num	Name	Memo	Amount
1016 - GENERAL CHECKING					
Bill Pmt -Check	08/01/2023	ACH	UTAH STATE RETIREM...		-12,252.27
Bill Pmt -Check	08/03/2023	63740	AMERICAN CHILLER ME...	STEAM VALVE	-688.00
Bill Pmt -Check	08/03/2023	63741	AMERICAN FAMILY LIFE...		-49.12
Bill Pmt -Check	08/03/2023	63742	BARTON, RINA	REFUND SOCCER	-50.00
Bill Pmt -Check	08/03/2023	63743	BLOMQUIST HALE CON...		-385.00
Bill Pmt -Check	08/03/2023	63744	BURNETT, DEANNA	REFUND KIDS CAMP to replace c...	-55.00
Bill Pmt -Check	08/03/2023	63745	CANNON, JENNIFER	REFUND TENNIS	-55.00
Bill Pmt -Check	08/03/2023	63746	CEM AQUATICS		-4,409.33
Bill Pmt -Check	08/03/2023	63747	COTTONWOOD HEIGHT...	MEMBERS DAY	-990.00
Bill Pmt -Check	08/03/2023	63748	DAHAL, ARCHANA	REFUND SKATE LESSONS	-40.50
Bill Pmt -Check	08/03/2023	63749	DOI-TAKETA, SHELLEY	REFUND SWIM LESSONS	-33.00
Bill Pmt -Check	08/03/2023	63750	DURRANT, MADIE	MILEAGE REIMBURSEMENT	-222.05
Bill Pmt -Check	08/03/2023	63751	ETHERINGTON, TODD (...)	MILEAGE REIMBURSEMENT	-188.64
Bill Pmt -Check	08/03/2023	63752	EWING IRRIGATION		-124.86
Bill Pmt -Check	08/03/2023	63753	HANSEN, CHRISTA	REFUND TENNIS/SKATE	-100.00
Bill Pmt -Check	08/03/2023	63754	HELDT, KURT	REFUND PICKLEBALL	-10.00
Bill Pmt -Check	08/03/2023	63755	HERBERT, SHANNON	REFUND SWIM LESSONS	-44.00
Bill Pmt -Check	08/03/2023	63756	L A ROSER COMPANY	REPAIR AMMONIA LEAK	-2,747.00
Bill Pmt -Check	08/03/2023	63757	LEVESQUE, SHAYLY	REFUND KIDS CAMP	-35.00
Bill Pmt -Check	08/03/2023	63758	LONGSTAFF, RHIANNON	REFUND TENNIS	-110.00
Bill Pmt -Check	08/03/2023	63759	MOOREHEAD, KARA	REFUND SWIM LESSONS	-88.00
Bill Pmt -Check	08/03/2023	63760	MOSE, PRAMODHA	REFUND FLAG FOOTBALL	-60.00
Bill Pmt -Check	08/03/2023	63761	MOUNTAINLAND SUPPLY	PARKS REPAIRS	-1,434.63
Bill Pmt -Check	08/03/2023	63762	NEBEKER, MIKE	REFUND PICKLEBALL	-55.00
Bill Pmt -Check	08/03/2023	63763	PUBLIC EMPLOY DISAB...		-584.06
Bill Pmt -Check	08/03/2023	63764	RIGHTWAY SANITARY ...		-609.35
Bill Pmt -Check	08/03/2023	63765	ROCKY MOUNTAIN PO...		-27,018.05
Bill Pmt -Check	08/03/2023	63766	ROWLEY, EMILY	REFUND TENNIS	-45.00
Bill Pmt -Check	08/03/2023	63767	SMITH, LYNETTE	MILEAGE REIMBURSEMENT	-76.64
Bill Pmt -Check	08/03/2023	63768	SROYKUM, CORINNE	REFUND SWIM LESSONS	-44.00
Bill Pmt -Check	08/03/2023	63769	TRUGREEN-CHEMLAWN		-3,680.46
Bill Pmt -Check	08/03/2023	63770	UTAH SWIMMING	SDAT LAST CHANCE	-411.25
Bill Pmt -Check	08/03/2023	63771	WASTE MANAGEMENT		-4,318.37
Bill Pmt -Check	08/03/2023	63772	WAXIE SANITARY SUPP...		-1,527.13
Bill Pmt -Check	08/07/2023	ACH	Citi Cards		-20,240.94
Bill Pmt -Check	08/07/2023	ACH	UTAH LOCAL GOVERN...		-3,416.83
Bill Pmt -Check	08/10/2023	63773	AMERICAN CHILLER ME...	MULTI ZONE	-1,775.00
Bill Pmt -Check	08/10/2023	63774	AMERIGAS SALT LAKE ...		-914.62
Bill Pmt -Check	08/10/2023	63775	BILLS, RACHEL	REFUND YOUTH LEAGUE	-125.00
Bill Pmt -Check	08/10/2023	63776	CEM AQUATICS		-5,112.90
Bill Pmt -Check	08/10/2023	63777	CENTURYLINK		-48.24
Bill Pmt -Check	08/10/2023	63778	DOMINION ENERGY		-3,128.05
Bill Pmt -Check	08/10/2023	63779	ECONO.PEST		-85.00
Bill Pmt -Check	08/10/2023	63780	INTERMOUNTAIN SOFT ...		-55.00
Bill Pmt -Check	08/10/2023	63781	JOHNSTONE SUPPLY	KIOSK A/C	-1,055.52
Bill Pmt -Check	08/10/2023	63782	LARSON, MARSHA	REFUND KIDS CAMP	-80.00
Bill Pmt -Check	08/10/2023	63783	MCWIDENER, JAYME	REFUND SPORTS CAMP	-80.00
Bill Pmt -Check	08/10/2023	63784	MOFFAT, JOHN	REFUND GROUP SWIM	-256.50
Bill Pmt -Check	08/10/2023	63785	MOUNTAINLAND SUPPLY	PARTS	-179.35
Bill Pmt -Check	08/10/2023	63786	NORCO		-1,966.26
Bill Pmt -Check	08/10/2023	63787	STAT MEDICAL		-69.50
Bill Pmt -Check	08/10/2023	63788	SUMMIT ENERGY		-10,788.44
Bill Pmt -Check	08/10/2023	ACH	PUBLIC EMPLOYEES H...	FLEX	-734.64
Bill Pmt -Check	08/14/2023	ACH	UTAH STATE RETIREM...		-12,315.63
Bill Pmt -Check	08/17/2023	63789	CEM AQUATICS		-621.60
Bill Pmt -Check	08/17/2023	63790	COMMERCIAL LIGHTIN...		-137.32
Bill Pmt -Check	08/17/2023	63791	COTTONWOOD HEIGHT...	LAST CHANCE DUAL MEET 70%	-1,441.13
Bill Pmt -Check	08/17/2023	63792	COTTONWOOD IMPRO...		-60.00
Bill Pmt -Check	08/17/2023	63793	EWING IRRIGATION		-866.12
Bill Pmt -Check	08/17/2023	63794	FUEL NETWORK		-888.79
Bill Pmt -Check	08/17/2023	63795	JENSON REFRIGERATI...		-298.75
Bill Pmt -Check	08/17/2023	63796	MORGAN, RACHELE	REFUND YOUTH REC LEAGUE	-125.00
Bill Pmt -Check	08/17/2023	63797	MOUNT OLYMPUS		-168.25
Bill Pmt -Check	08/17/2023	63798	MOUNTAINLAND SUPPLY		-119.65
Bill Pmt -Check	08/17/2023	63799	PACIFIC WATER INC.	2173	-50.00
Bill Pmt -Check	08/17/2023	63800	PREBULA, ALEXANDRA	REFUND YOUTH REC LEAGUE	-125.00
Bill Pmt -Check	08/17/2023	63801	PUBLIC EMPLOY DISAB...		-568.10

9:46 AM

Cottonwood Heights Parks and Recreation

Bill Payment Register

As of August 31, 2023

09/18/23

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	08/17/2023	63802	SALT LAKE CITY CORP...	BUTLER FIELDS	-8,687.02
Bill Pmt -Check	08/17/2023	63803	SHAHERYAR, NINA	REFUND KIDS CAMP	-225.00
Bill Pmt -Check	08/17/2023	63804	SIMMONS, ANGELA	REFUND SOCCER	-50.00
Bill Pmt -Check	08/17/2023	63805	STERICYCLE, INC.	SHRED-IT	-319.46
Bill Pmt -Check	08/17/2023	63806	UNIVERSAL GRINDING ...		-144.00
Bill Pmt -Check	08/17/2023	63807	WAXIE SANITARY SUPP...		-848.78
Bill Pmt -Check	08/17/2023	63808	WE PAINT PROS	PLATFORM SEALANT	-250.00
Bill Pmt -Check	08/17/2023	63809	ZIONS BANK		-6,525.01
Bill Pmt -Check	08/22/2023	ACH	CCG	50% DOWN HR FURNITURE	-3,217.30
Bill Pmt -Check	08/23/2023	ACH	NEVCO SPORTS	50% SCORE BOARD	-9,286.87
Bill Pmt -Check	08/24/2023	ACH	Utah State Tax Commissi...		-13,403.64
Bill Pmt -Check	08/24/2023	ACH	Citi Cards		-20,276.18
Bill Pmt -Check	08/24/2023	ACH	UTAH DEPT. of WORKF...		-643.08
Bill Pmt -Check	08/24/2023	63811	ALARM INNOVATIONS	CAMERAS	-1,025.00
Bill Pmt -Check	08/24/2023	63812	CEM AQUATICS		-4,173.35
Bill Pmt -Check	08/24/2023	63813	CENTURYLINK		-67.64
Bill Pmt -Check	08/24/2023	63814	GREEN, RODNEY	REFUND SOCCER	-50.00
Bill Pmt -Check	08/24/2023	63815	HEBDON, ANDREA	REFUND SOCCER	-50.00
Bill Pmt -Check	08/24/2023	63816	HUNTINGTON NATIONA...		-1,181.22
Bill Pmt -Check	08/24/2023	63817	KENNEDY, WHITNEY.	REIMBURSEMENT BACKGROUN...	-141.32
Bill Pmt -Check	08/24/2023	63818	MATTER, SUSANNA	REFUND SOCCER	-80.00
Bill Pmt -Check	08/24/2023	63819	McNARNER, ANNA	REFUND SOCCER	-60.00
Bill Pmt -Check	08/24/2023	63820	NELSON, RACHEL	REFUND FLAG FOOTBALL	-70.00
Bill Pmt -Check	08/24/2023	63821	PARKIN, BECKY	REFUND SOCCER	-50.00
Bill Pmt -Check	08/24/2023	63822	PITNEY BOWES		-920.99
Bill Pmt -Check	08/24/2023	63823	PUBLIC EMPLOYEE HE...		-556.72
Bill Pmt -Check	08/24/2023	63824	PUBLIC EMPLOYEES H...		-31,043.73
Bill Pmt -Check	08/24/2023	63825	R & S DISTRIBUTING		-402.16
Bill Pmt -Check	08/24/2023	63826	REID, MADISON	REFUND FLAG FOOTBALL	-60.00
Bill Pmt -Check	08/24/2023	63827	REYNOLDS, RUTH	REFUND SOCCER	-60.00
Bill Pmt -Check	08/24/2023	63828	SALT LAKE CITY CORP...		-2,276.49
Bill Pmt -Check	08/24/2023	63829	SARHAN, AREEJ	REFUND SOCCER	-50.00
Bill Pmt -Check	08/24/2023	63830	STRUCTURE COMPUTE...		-4,178.41
Bill Pmt -Check	08/24/2023	63831	TURF EQUIPMENT		-34.54
Bill Pmt -Check	08/24/2023	63832	ZIONS BANK		-1,850.61
Bill Pmt -Check	08/24/2023	63810	AMERICAN CHILLER ME...	Chiller maint.	-290.00
Bill Pmt -Check	08/28/2023	ACH	UTAH STATE RETIREM...		-12,393.72
Bill Pmt -Check	08/31/2023	63834	AMERICAN CHILLER ME...	REPLACE BOILER BURNERS	-4,277.77
Bill Pmt -Check	08/31/2023	63835	AMERICAN FAMILY LIFE...		-49.12
Bill Pmt -Check	08/31/2023	63836	BIG T RECREATION	ANTCZAK PLAYGROUND (TRCC)	-197,028.22
Bill Pmt -Check	08/31/2023	63837	BOYACK, DARCIE	REFUND SUPERSPORT	-65.00
Bill Pmt -Check	08/31/2023	63838	CAMERON, EMILY	REFUND YOUTH REC	-125.00
Bill Pmt -Check	08/31/2023	63839	CEM AQUATICS		-4,300.08
Bill Pmt -Check	08/31/2023	63840	NEERINGS, JAMIE	REFUND TENNIS	-55.00
Bill Pmt -Check	08/31/2023	63841	ROCKY MOUNTAIN PO...		-28,919.97
Bill Pmt -Check	08/31/2023	63842	WASATCH FRONT WAS...	BUTLERVILLE DAYS 2023	-2,460.00
Bill Pmt -Check	08/31/2023	63843	WASTE MANAGEMENT		-4,427.20
Bill Pmt -Check	08/31/2023	63844	WIGHT, SABRINA	REFUND FLAG FOOTBALL	-60.00
Bill Pmt -Check	08/31/2023	63845	YBA SHIRTS	SOCCER JERSEY'S	-5,181.80
Bill Pmt -Check	08/31/2023	63846	YOUR ELEVATOR SERV...		-305.57
Bill Pmt -Check	08/31/2023	ACH	Utah State Tax Commissi...	08/23 SALES TAX	-8,304.65
Total 1016 - GENERAL CHECKING					-510,939.46
TOTAL					-510,939.46

EXECUTIVE DIRECTOR'S REPORT

September 2023

INFORMATION & UPDATES:

- Cottonwood Heights Community Playgrounds (TRCC):
 - Antczak – Completed Monday, August 7th
 - Mill Hollow – Completed Friday, September 8th
 - Bywater – Starts September 18th-20th
- New CHPRSA Full-Time Employees:
 - McKenna Raddatz – Aquatics Coordinator
 - TBA – Aquatics Program Coordinator
 - Rod Waters – Parks Supervisor
 - TBD – Parks Supervisor
- CH2:
 - Ferguson Park's Grand Opening: Tuesday, September 26th at 5PM
 - Next Meeting is Tuesday, September 26th at 10AM
- CH Parks, Trails and Open Space Committee:
 - Report on Wednesday, August 23rd Meeting:
 - Canyon Centre Pkwy
 - Possible CRA Extension Request
 - Canyon Centre Pkwy Park deeded to City, sooner than later
 - Next Meeting is Wednesday, September 27th (6-8PM)
- NRPA 2023 Conference:
 - Dallas, TX
 - October 10th, 11th, 12th (Ben & Bart)
- Super Awesome Culture Crew:
 - Employee "Rockstar" of the Month, etc.
- Other:
 - Crestwood Pool discussion with SLCO and CH City (Wednesday, August 23rd)
 - Bark in the Park (Saturday, August 26th)
 - CH City/CHBA – Community Block Party (Thursday, August 31st)
 - Butlerville Days Wrap-up Meeting (Thursday, September 7th)
 - Big Cottonwood Canyon Marathon (Saturday, September 9th)
 - Financial Sustainability Certification Program (September 12th-14th)
 - SLCO 2025 Master Plan discussion with SLCO and CH City (Thursday, September 14th)
 - VCBO – 50th Anniversary Open House (Thursday, September 14th)
 - Oktoberfest FS Event (September 14th-17th)
 - CH Parks & Recreation Foundation:
 - Charity Golf Event at Mountain Dell (Tuesday, August 22nd)
 - To be reviewed/evaluated at the next Foundation Meeting in October

RESOLUTION NO. 2023-12

A RESOLUTION ADOPTING CHANGES TO A PERSONNEL POLICY OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA PERSONNEL POLICY SECTION XIX-LEAVE

WHEREAS, the Cottonwood Heights Parks and Recreation Service Area Board of Trustees has adopted Personnel Policy Section XIX-Leave;

WHEREAS, the Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area adopts changes to Personnel Policy Section XIX- Leave;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA AS FOLLOWS:

1. **Adoption.** The Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area adopts Personnel Policy Section XIX- Leave;
2. **Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidly or unenforceability, shall not affect any other portion of this Resolution, and all sections, parts and provisions shall be severable.
3. **Effective Date.** This Resolution shall become effective immediately upon its passage

**PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD
HEIGHTS PARKS AND RECREATION SERVICE AREA ON THIS 20th DAY OF
SEPTEMBER 2023.**

COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA

Patti Hansen, Chair

Bart Hopkin, Treasurer

Dan Morzelewski, Clerk

Attest: Lyse' Durrant

RESOLUTION NO. 2023-13

A RESOLUTION ADOPTING CHANGES TO A PERSONNEL POLICY OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA PERSONNEL POLICY SECTION XII-EMPLOYMENT CLASSIFICATIONS /COMPENSATION

WHEREAS, the Cottonwood Heights Parks and Recreation Service Area Board of Trustees has adopted Personnel Policy Section XII-Employment Classifications/Compensation;

WHEREAS, the Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area adopts changes to Personnel Policy Section XII- Employment Classifications/Compensation;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA AS FOLLOWS:

1. **Adoption.** The Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area adopts Personnel Policy Section XII- Employment Classifications/Compensation;
2. **Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidly or unenforceability, shall not affect any other portion of this Resolution, and all sections, parts and provisions shall be severable.
3. **Effective Date.** This Resolution shall become effective immediately upon its passage

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA ON THIS 20th DAY OF SEPTEMBER 2023.

**COTTONWOOD HEIGHTS PARKS AND
RECREATION SERVICE AREA**

Patti Hansen, Chair

Bart Hopkin, Treasurer

Dan Morzelewski, Clerk

Attest: Lyse' Durrant

RESOLUTION NO. 2023-14

A RESOLUTION OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA BOARD OF TRUSTEES TO SUPPORT THE RE-NOMINATION FOR BEN HILL TO THE UTAH ASSOCIATION OF SPECIAL DISTRICTS (UASD) BOARD OF TRUSTEES

WHEREAS, the Cottonwood Heights Parks and Recreation Service Area Board of Trustees would like to show their support of the re-nomination of Ben Hill to the UASD Board of Trustees;

WHEREAS, the Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area desires to adopt this resolution giving support to the re-nomination of Ben Hill to the UASD Board of Trustees;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA AS FOLLOWS:

1. **Adoption.** The Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area approves this resolution giving support to the re-nomination of Ben Hill to the UASD Board of Trustees
2. **Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidly or unenforceability, shall not affect any other portion of this Resolution, and all sections, parts and provisions shall be severable.
3. **Effective Date.** This Resolution shall become effective immediately upon its passage

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA ON THIS 20th DAY OF SEPTEMBER, 2023.

**COTTONWOOD HEIGHTS PARKS AND
RECREATION SERVICE AREA**

Board of Trustees:

Patti Hansen, Chair

Bart Hopkin

Dan Morzelewski

Attest:

RESOLUTION NO. 2023-15

A RESOLUTION OF THE COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA BOARD OF TRUSTEES TO APPROVE THE CANCELLATION OF THE NOVEMBER 21, 2023 ELECTION FOR DISTRICT 3 BOARD OF TRUSTEES and DETERMINING THE UNOPPOSED DECLARED CANDIDATE TO BE ELECTED TO THE DISTRICT 3 BOARD OF TRUSTEES

WHEREAS, the terms of one (1) Trustee in District #3 are set to expire at the end of 2023, and
WHEREAS, because of the expiration of terms, an election was called for November 21, 2023,
pursuant to applicable sections of the Utah Code, to fill those one (1) Trustee position for District #3,
and

WHEREAS, notice of the election was duly noticed to the public, and

WHEREAS, only one (1) candidate filed declarations of candidacy to run for the one (1) position
available in District #3, said candidate being Daniel Morzelewski, and

WHEREAS, no other individual gave notice of intent to run as a write-in candidate, pursuant to Utah
Code §20A-9-601, and

WHEREAS, the Cottonwood Heights Parks and Recreation Service Area Board of Trustees can
choose to cancel an election where the number of declared candidates, including declared write-in
candidates, do not exceed the number of open Trustee positions subject to election, and may certify the
unopposed declared candidates to be elected to the Board of Trustees

WHEREAS, The Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area
desires to cancel the upcoming General Election for District 3 to be held on November 21, 2023 and
determines the unopposed candidate to be elected to the Cottonwood Heights Board of Trustees for
District #3;

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE
COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA AS FOLLOWS:**

1. **Adoption.** The Board of Trustees of the Cottonwood Heights Parks and Recreation Service Area approves the cancellation of the November 21, 2023 election for District 3, due to only 1 candidate on the ballot and determines that the unopposed candidate, Daniel Morzelewski, to be elected to that position.
2. **Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability, shall not affect any other portion of this Resolution, and all sections, parts and provisions shall be severable.

3. **Effective Date.** This Resolution shall become effective immediately upon its passage

**PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE COTTONWOOD
HEIGHTS PARKS AND RECREATION SERVICE AREA ON THIS 20th DAY OF
SEPTEMBER 2023.**

Board of Trustees:

Patti Hansen, Chair

COTTONWOOD HEIGHTS PARKS & REC

Bart Hopkin

Dan Morzelewski

Attest: _____

Lyse' Durrant