

**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 26th day of March 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

Melissa Ruff

Mckenna Raddatz

Preston Jones

A work session was held on March 26th at 3:15 p.m., during which updates were provided on the new logo design and capital projects. Additionally, there was a review of the 2025 URPA Conference, and discussions took place regarding 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 February 2025 General Board Meeting Minutes – Dan Morzelewski

- After review, Mr. Hopkin made a motion to approve the February 2025 General Board Minutes. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen and Mr. Hopkin voting “Yes.”

C. Review and Approval of the Financial Statement for February 2025 – Ben Hill

- Mr. Hill presented the Financial Statement for February 2025 to the Board.
- After review, Ms. Hansen made a motion to approve the February 2025 Financial Statement. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin “Yes.”

D. Review and Approval of Accounts Payable Selected Entries for February 2025 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for February 2025 to the Board.
- After review, Mr. Hopkin made a motion to approve the February 2025 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

- None

B. Board District Representation Reports – Trustees

- The Board members all shared positive feedback about their experiences at the 2025 URPA Conference.

C. Safety Updates – Audrey Durfee

- Ms. Durfee gave the Board a monthly safety report.

D. Executive Directors Report – Ben Hill

INFORMATION & UPDATES:

- 2025 Facility Capital Maintenance Master Plan (VCBO):
 - Kick-off Meeting: Thursday, March 20th
 - Next up: Stakeholder Workshops
- 2025 TRCC Project | Bywater Park Improvements:
 - Reimbursement Contract with Salt Lake County (80/20 Split)
 - Playground Area Improvements (Big T Recreation)
 - Tennis Courts (Renner Sports)
 - Lighting Retrofitting (Jenson Lighting)
 - Ballfield Fencing (Stallings Construction)
 - Phase1: Home Run Fences and Babe Ruth Dugouts
 - Phase2: TBD
 - Score Boards (Creative Signs)
 - Monument Sign - TBD
- CH2 | Report on Wednesday, March 19th Meeting:
 - Inter-Local Agreement Expires on June 30th:
 - Cost Analyst of the PTOS Maintenance Exhibit Cost w/ 110%:
 - Completion Goal – Thursday, May 1st
 - Indoor Pool Ducky Drop is Saturday, March 29th at 11AM
 - Easter Egg Hunt is Saturday, April 19th at 9:30/10AM
 - Work Session Lunch with City Council and Trustees – Thursday, April 24th (12 - 1:30PM)
 - Presentation: CHPRSA |Executive Director Report (15 Minutes)
 - Next CH2 Meeting is Wednesday, April 9th at 10AM (Dan)
- Other Business:
 - CHPRSA – Safety Meeting (March 3rd)
 - Meeting with Chris Otto and Patrick Leary | SLCO (March 3rd)
 - Project Check-in | 110% (March 4th)
 - Interviews for CHPRSA Logo Consultant (March 5th)
 - URPA Conference | 2025 (March 10th – 12th)
 - Project Check-in | 110% (March 18th)
 - UASD Board Meeting (March 20th)
 - Foundation | Golf Committee Meeting (March 25th)
 - Meeting with Jared Gerber | City Manager (March 26th)
 - CH PTOS Committee Meeting (March 26th)

E. Discussion and Information regarding Policy # XII-Employment Classification - Melissa Ruff

- Ms. Ruff presented information regarding Policy #XII-Employment Classification.
- To be brought back in Special Business during the April 2025 General Board Meeting.

F. Information and Discussion regarding the 2025 Election Contract with SLCO - Ben Hill

- Mr. Hill presented information regarding the 2025 Election Contract with SLCO.
- To be brought back in Special Business

G. Information and Discussion regarding the Lease Agreement with Canyons School District for pools, locker rooms and racquetball courts - Ben Hill

- Mr. Hill presented information regarding the Lease Agreement with Canyons School District for pools, locker rooms and racquetball courts.
- To be brought back in Special Business.

H. Information and Discussion regarding the possible lease with Zions Bank for new lawnmower that was approved in the 2025 budget - Lyse' Durrant

- Ms. Durrant presented information regarding the possible lease with Zions Bank for new lawnmower that was approved in the 2025 budget
- To be brought back in Special Business during the April 2025 General Board meeting.

Special Business

A. Consideration and Recommendation to Approve Election Contract with SLCO - Resolution 2025-5

- After review, Mr. Hopkin made a motion to Approve Election Contract with SLCO -Resolution 2025-5. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting "Yes."

B. Consideration and Recommendation to Approve the Lease Agreement with Canyons School District for the pools, locker rooms and racquetball courts - 2025-6

- After review, Ms. Hansen made a motion to Approve the Lease Agreement with Canyons School District for the pools, locker rooms and racquetball courts -2025-6. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

Meeting Adjourned

Next meeting of the Board will be held April 23, 2025 @ 4pm