

**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 23rd day of April 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

Melissa Ruff

Kevin Suchey

Melissa Ruff

A work session was held on April 23rd at 3:15 p.m., during which a presentation was given by 110% regarding parks cost analysis. An update was also provided on the new logo designs, and there was a discussion on items listed on the General Board Meeting Agenda.

**GENERAL BOARD MEETING**

4:00pm

## **General Business**

### **A. Pledge of Allegiance**

- Mr. Davis led the Pledge of Allegiance.

### **B. Review and Approval of March 2025 General Board Meeting Minutes – Dan Morzelewski**

- After review, Mr. Hopkin made a motion to approve the March 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 March 2025 – Ben Hill**

- Mr. Hill presented the Financial Statement for March 2025 to the Board.
- After review, Ms. Hansen made a motion to approve the March 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 March 2025 – Lyse’ Durrant**

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

- None

### **B. Board District Representation Reports – Trustees**

- Mr. Hopkin reminded staff about the volunteer clean-up scheduled for April 30th at Antczak Park.
- The Board received an email from a patron about the Aerobics Room being cold in the mornings. Staff identified a leak as the cause and have since resolved the issue.

### **C. Safety Updates – Audrey Durfee**

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

### **D. Executive Directors Report – Ben Hill**

#### **INFORMATION & UPDATES:**

- 2025 Facility Capital Maintenance Master Plan | VCBO:
  - Site Walk | Wednesday, April 23rd
  - Next up: Stakeholder Workshops
- 2025 TRCC Project | Bywater Park Improvements:
  - 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: East Babe Ruth Fence
    - Score Boards | Creative Signs
  - Monument Sign: Postponed
- New FT Park Supervisors:
  - Rohan Puriri
  - Thomas Soileau
- CH2 | Report on Wednesday, April 9<sup>th</sup> Meeting:
  - Work Session Lunch with City Council and Trustees | Thursday, April 24<sup>th</sup> | 12 - 1:30PM
    - Presentation: CHPRSA | Executive Director Report (15-20 Minutes)
  - Water Safety Day | Thursday, May 1<sup>st</sup> | 5:30 – 7:30PM
  - Monument Rock for Edy Wrights | Golden Hills Park
- Other Business:
  - Ducky Drop | March 29<sup>th</sup>
  - ULGT | April 3<sup>rd</sup>
  - CHPRSA | Safety Meeting | April 7<sup>th</sup>
  - Project Check-in with 110% | April 10<sup>th</sup>
  - Great Utah Shakeout Earthquake Drill | April 12<sup>th</sup>
  - Bywater Park | Board Site Visit | April 15<sup>th</sup>
  - CHAT Awards Night | April 15<sup>th</sup>
  - CH Easter Egg Hunt | April 19<sup>th</sup>
  - Foundation | Golf Committee Meeting | April 22<sup>nd</sup>
  - CH PTOS | Committee Meeting | April 23<sup>rd</sup>

**E. Information and Discussion regarding the TRCC funding Interlocal Agreement with SLCO – Ben Hill**

- Mr. Hill presented information regarding TRCC funding Interlocal Agreement with SLCO
- To be brought back in Special Business

**F. Information and Discussion regarding the Maintenance Interlocal Agreement with Cottonwood Heights City – Ben Hill**

- Mr. Hill presented information regarding the Maintenance Interlocal Agreement with Cottonwood Heights City.
- To be brought back in Special Business

**Special Business**

**A. Consideration and Recommendation to Approve Policy #XII-Employment Classification -Resolution 2025-7**

- After review, Ms. Hansen made a motion to Approve Policy #XII – Employment Classification -Resolution 2025-7. Mr. Hopkin 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 Zions Bank for Lawnmowers Resolution -2025-8**

- After review, Mr. Hopkin made a motion to Approve the Lease Agreement with Zions Bank for Lawnmowers -Resolution-2025-8. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

**C. Consideration and Recommendation to Approve the TRCC Funding for Bywater Park Interlocal Agreement with SLCO - Resolution -2025-9**

- After review, Ms. Hansen made a motion to Approve the TRCC Funding for Bywater Park Interlocal Agreement with SLCO - Resolution-2025-9. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

**D. Consideration and Recommendation to Approve the Maintenance Interlocal Agreement with Cottonwood Heights City - Resolution -2025-10**

- After review, Mr. Hopkin made a motion to Approve the Maintenance Interlocal Agreement with Cottonwood Heights City -Resolution-2025-10. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen and Mr. Morzelewski voting “Yes.”

Meeting Adjourned at 4:53pm

Next meeting of the Board will be held May 21, 2025 @ 4pm