

**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 20th day of August 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 Lee
Audrey Durfee Allie Brown

A work session was held on August 20, 2025, at 3:15 PM. During the session, Ms. Brown and Mr. Hill provided an update on the CHPRSA logo design. Ms. Durfee presented the annual aquatics report, and the board reviewed and discussed items from 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 July 2025 General Board Meeting Minutes – Dan Morzelewski

- After review, Ms. Hansen made a motion to approve the July 2025 General Board Minutes. Mr. Hopkin 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 July 2025 – Ben Hill

- Mr. Hill presented the Financial Statement for July 2025 to the Board.

- After review, Mr. Hopkin made a motion to approve the July 2025 Financial Statement. Ms. Hansen 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 July 2025 – Lyse’ Durrant

- Ms. Durrant presented the Accounts Payable Selected Entries for July 2025 to the Board.
- After review, Ms. Hansen made a motion to approve the July 2025 Accounts Payable Selected Entries. Mr. Hopkin seconded the motion. Motion carried unanimously with Mr. Morzelewski, Ms. Hansen, and Mr. Hopkin “Yes.”

INFORMATION/DISCUSSION ITEMS

A. Public Comment – No public present

B. Board District Representation Reports – Trustees

- Ms. Hansen shared that a resident reached out to compliment the staff at Mill Hollow Park for being kind and helpful.
- Mr. Hopkin expressed appreciation to the Parks team for maintaining the grass at Antczak Park so well.
- Mr. Morzelewski inquired about the car incident that occurred at Butlerville Days and asked for an update on the status of the building.

C. Safety Updates – Audrey Durfee

- Ms. Durfee presented the August 2025 safety meeting update.

D. Executive Directors Report – Ben Hill

INFORMATION & UPDATES

- 2025 CHRC Master Plan | VCBO | McKinstry
 - SLCO | ZAP Application | Call for Applications | September 2025
- Indoor Pool Closure for Annual Maintenance
 - Monday, August 18th – Monday, September 1st
- CHPRSA Full-Time Recruitment
 - Sophie Dell’Ergo | Parks Supervisor
- CH2 | Report on Wednesday, August 13th Meeting
 - Bark in the Park | Mountview Park
 - Saturday, August 23rd | 9:30 – 11:30AM
 - Mural | Ribbon Cutting | Golden Hills Park
 - Friday, September 12th | 3PM

- Dover Hill Park
 - Exhibit | Park Maintenance
- Big Cottonwood Canyon Marathon
 - Saturday, September 13th
 - Foundation Donation | \$2,700
- 2025 UASD Annual Conference | Davis Conference Center
 - Wednesday, November 5th – Friday, November 7th
- Other Business
 - McKinstry | 30% Completion Meeting | July 18th
 - CHPR Foundation | Golf Committee Meeting | July 22nd
 - CHPRSA Updates | City Manager | July 23rd
 - Butlerville Days | July 24th – 26th
 - CEM | Outdoor Dive Tank | July 28th
 - CHRC Facility Master Plan | VCBO | July 29th
 - Utah Mammoth Event at CHRC | July 30th
 - CH Park, Trails, and Open Space | Committee Meeting | July 30th
 - Safety Meeting | CHPRSA | August 4th
 - CHPR Foundation | Golf Committee Meeting | August 5th
 - UASD Board Meeting | August 7th
 - CHRC Facility Master Plan | VCBO | August 12th
 - Dover Hill Park Tour and Discussion | August 12th
 - ULGT | Trust Integrity Promise Program | August 13th
 - CHPR Foundation | Golf Committee Meeting | August 19th

E. Information and Discussion regarding the 2026 Budget Timeline – Ben Hill

- Mr. Hill gave presented information regarding the 2026 Budget Timeline.

Meeting Adjourned

Next meeting of the Board will be held September 17th @ 4pm

Chair, Dan Morzelewski, adjourned the General Board Meeting to a Closed Meeting. Closed Meetings must be voted affirmatively by a majority of the Board members present.

- After discussion, Mr. Hopkin motioned to go into a Closed Meeting. Ms. Hansen seconded the motion. Motion carried unanimously with Mr. Hopkin, Ms. Hansen, and Mr. Morzelewski voted “Yes”.