

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held at 7500 South 2700 East, CWH, UT
On the 28th day of January 2026
Pursuant of Notice**

all minutes pending until approval at the following Board Meeting

Board of Trustees Present:

Patti Hansen
Jen Cottam
Dennis Magaro

Staff Present:

Lyse' Durrant
Melissa Ruff Allie Brown
Bonnie Lee Andrew Davis
Kevin Suchey Alex Ihrig
Dan Morzelewski

A work session was held on January 28 at 3:15 p.m. During the session, the Board discussed the Utah Parks and Recreation Association Annual Convention. Board members presented District Representation reports, and Ms. Durrant presented the Safety Meeting Minutes. Department heads provided updates and overviews of their respective departments, and the Board discussed items listed on the general board meeting minutes.

General Board Meeting – 4pm

General Business

- A. **Welcome and Pledge of Allegiance** – Chairperson Ms. Hansen welcomed those in attendance, and Ms. Durrant led the Pledge of Allegiance.

Information and Special Business

- 1. **Information and discussion regarding the Midterm Vacancy of District #3.**
Interviews were held at a public meeting on January 21st, 2026. It was decided by the Board to appoint Dennis Magaro to fill the remainder of the term of

resigned Board Member Dan Morzelewski. This term expires December 31, 2027.

- The Board discussed the midterm vacancy of District #3 during the meeting.

2. Consideration and Recommendation to Approve the Appointment of Dennis Magaro to fill the midterm vacancy of District #3, effective January 28, 2026 – December 31, 2027. Resolution 2026-2 – Patti Hansen.

- After review, Ms. Hansen made a motion to approve Resolution 2026-2. Ms. Cottam seconded the motion. The motion carried unanimously, with Ms. Hansen and Ms. Cottam voting “Yes.”

Oath of Office

Jennifer Cottam – District 1

Patti Hansen – District 2

Dennis Magaro – District 3

- The Oath of Office was administered to all listed Board Members.

General Business

B. Review and Approval of the December 17, 2025 Public Hearing Minutes. – Patti Hansen.

- Ms. Hansen noted a correction to Bullet Point B, revising the dates from 2025 to 2026.
- After review and upon the noted correction, Mr. Magaro made a motion to approve December 17, 2025 Public Hearing Minutes. Ms. Cottam seconded the motion. The motion carried unanimously, with Ms. Hansen, Ms. Cottam, and Mr. Magaro voting “Yes.”

C. Review and Approval of the December 17, 2025 Board Minutes – Patti Hansen

- After review, Ms. Cottam made a motion to approve December 17, 2025 Board Minutes. Mr. Magaro seconded the motion. Motion carried unanimously, with Ms. Hansen, Mr. Magaro, and Ms. Cottam voting “Yes.”

D. Review and Approval of the Financial Statement for the December 2025 – Lyse’ Durrant.

- After discussion and review, Ms. Cottam made a motion to Approve the December 2025 Financial Statement. Mr. Magaro seconded the motion. Motion carried unanimously, with Ms. Hansen, Mr. Magaro, and Ms. Cottam voting “Yes.”

E. Review and Approval of Accounts Payable Selected Entries for December 2025 – Lyse’ Durrant

- After discussion and review, Mr. Magaro made a motion to Approve the December 2025 Accounts Payable Selected Entries for December 2025. Ms. Cottam seconded the motion. Motion carried unanimously, with Ms. Hansen, Mr. Magaro, and Ms. Cottam voting “Yes.”

Information and Discussion Items

A. Citizen/Customer Comments

Mr. Sebra addressed the Board regarding an incident involving a swim coach during the Brighton High School meet on January 27, 2026.

B. Executive Directors Report – Lyse Durrant

- 2026 ZAP Application:
 - SLCO Master Plan
 - Call for Applications
- CH2 January 14
- Just a few Board meetings
 - New Board Members
 - Training
- CHPRSA Planning Retreat at City Hall
 - Wednesday, February 4, 10-2 pm
- Other Business and Events
 - Skate Day with Brighton Bank 1/10/2026
 - McKinstry OAC Meeting 1/13/26
 - CH2 1/14/26
 - Ben’s going away party 1/16/2026
 - McKinstry OAC Meeting 1/27/2026
 - Meet with CH Mayor and City Manager 1/28/2026
 - PTOS 1/28/2028

- Finance Manager 1st round Interviews Jan 28-30
- Special Olympics Swim training @ CHRC 2/1/2026
- Employee Planning Retreat 2/4/2026

C. Discussion and Information regarding Engagement Letter from K & C Accountants for 2025 Audit Services – Lyse’ Durrant.

- Ms. Durrant presented the engagement letter to the Board, and the item was discussed. It will be brought back for consideration under Special Business.

Appeal Hearing – Patron Trespass Determination Howard Silver

- **Staff Presentation**
 - Staff presented information regarding the incident that led to the trespass determination.
- **Appellant (Mr. Silver) Presentation**
 - The appellant addressed the Board regarding the trespass determination.
- **Board of Trustees Questions**
 - The Board asked questions of both staff and the appellant for clarification.
- **Deliberation & Motion**
 - After deliberation, Mr. Magaro made a motion to shorten the trespass, originally set to June 9, 2026 to April 9, 2026. Ms. Cottam seconded the motion. Motion carried unanimously, with Ms. Hansen, Ms. Cottam, and Mr. Magaro voting “Yes.”

Special Business

A. Consideration and Recommendation to Approve the Engagement letter for the 2025 Audit with K & C Accountants – Resolution 2026-3 – Patti Hansen

- Ms. Cottam made a motion to approve Resolution 2026-3. Mr. Magaro seconded the motion. The motion carried unanimously, with Ms. Hansen, Ms. Cottam, and Mr. Magaro voting “Yes.”

Meeting Adjourned at 4:42pm

Next Meeting of the Board will be held February 25, 2026 @ 4pm