

**Minutes for the  
General Board Meeting for the  
Cottonwood Heights Parks and Recreation Service Area  
Held at 7500 South 2700 East, Salt Lake City, Utah  
On the 15<sup>th</sup> day of December 2021  
Pursuant of Notice**

**Board of Trustees Present:**

Bart Hopkin  
Dan Morzelewski  
Carl Evans

**Staff Present:**

Ben Hill  
Lyse' Durrant  
Warren Hallmark  
Melissa Ruff  
Audrey Durfee  
Kevin Suchey

A Work Session was held on December 15, 2021 @ 5:15pm, where there was a discussion on the Annual ULGT Insurance review and any items listed on the General Board Meeting Agenda.

**Public Hearing**

**A. Welcome and Verification of Compliance – Bart Hopkin**

- It was verified that we are in compliance with notification of a public meeting.

**B. Pledge of Allegiance**

- Mr. Hallmark led the Pledge of Allegiance.

**C. 2021 Amended Budget, 2022 Proposed Budget, and 2022 Fee Schedule – Ben Hill**

- There was a discussion regarding the 2021 Amended Budget, 2022 Proposed Budget, and 2022 Fee Schedule which was presented by Mr. Hill.

**D. Public Hearing to Receive Citizen Comment on the 2021 Amended Budget, the 2022 Proposed Budget, and the 2022 Fee Schedule Increases to Programs, Basic Memberships, and Daily Admissions.**

- No Comments.

Meeting Adjourned

**General Board Meeting**

**General Business**

**A. Review and Approval of the Board Minutes for November 16, 2021 – Bart Hopkin**

- After a discussion of the minutes, upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the November Minutes.

**B. Review and Approval of the Financial Statement – November 2021 – Ben Hill**

- The Board reviewed the Financial Statement for November, 2021 which was presented by Mr. Hill.
- Upon motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to approve the November Financial Statement.

**C. Review and Approval of Accounts Payable Selected Entries for November 2021- Lyse' Durrant**

- The Board reviewed the Accounts Payable Selected Entries for November 2021 which was presented by Ms. Durrant.
- Upon a motion by Mr. Evans, second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve Accounts Payable.

## **INFORMATION/DISCUSSION ITEMS**

### **A. Citizen/Customer Comments**

- No Comments.

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

- Mr. Hopkin thanked Mr. Evans for his 16 years of Service as an elected official.
- Staff followed up with Carl regarding the sensor that controls the Christmas lights on the trees outside of the facility.

### **C. Executive Director's Report – Ben Hill**

## **INFORMATION & UPDATES:**

- Aquatics Manager Introduction:
  - Audrey Durfee
  - First Day at CHPRSA was Monday, December 13<sup>th</sup>
- Parks Manager Recruitment
  - Job Posting Ended on Wednesday, December 8<sup>th</sup>
- Ferguson Canyon Park – Groundbreaking
  - Monday, December 20<sup>th</sup> at 10AM (Parking?)
- CH2:
  - 2022 Inter-local Agreement – Exhibit
    - Ferguson Canyon Park
  - ARPA (\$398,257) has been Invoiced to the City
  - Recommendation for Locations of Hammock Stations in Parks
  - Golden Hills Park
    - Removal of 5 Large Trees (12/5/21) that had been Structurally Compromised
  - Parks Department has removed all Leaves in the Parks and is Ready for the Snow Season
  - Skate with Santa
    - Saturday, December 18<sup>th</sup>, 2021 (2 to 4PM)
  - Next CH2 Meeting is Tuesday, January 11<sup>th</sup> at 10AM (Dan)

- CH Parks, Trails and Open Space Committee
  - Report on Wednesday, November 17<sup>th</sup> Meeting
    - Ferguson Canyon Park – Citizen Park Donation Pilot (CHPR Foundation)
    - Improvements to the Timberline Trailhead Signage, etc.
  - Next Meeting is Wednesday, January 26<sup>th</sup> (6 - 8 PM)
- 2021 Capital Project: Splash Zone Pool Toy
  - Opened to the Public on Tuesday, December 7<sup>th</sup>, 2021
- Thanksgiving Day 5K Event
  - Review and Report - Warren
- Other

#### **D. Discussion and Information regarding Policy XIX: Leave – Ben Hill**

- There was a discussion regarding Policy XIX: Leave which was presented by Mr. Hill.

#### **Special Business**

##### **A. Consideration and Recommendation to Approve the 2022 CHPRSA Board of Trustee Meeting Dates – Resolution 2021-16**

- Upon a motion by Mr. Morzelewski, second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2021-16.

##### **B. Consideration and Recommendation to Approve the 2022 Board of Trustee Positions – Resolution 2021-17**

- Upon a motion by Mr. Evans, second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to adopt Resolution 2021-17.

##### **C. Consideration and Recommendation to Approve the Amended 2021 Budget – Resolution 2021 – 18**

- Upon a motion by Mr. Morzelewski, second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2021-18.

**D. Consideration and Recommendation to Approve the 2022 Budget and Fee Schedule for the Cottonwood Heights Parks and Recreation Service Area – Resolution 2021-19**

- Upon a motion by Mr. Evans, second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to adopt Resolution 2021-19

Meeting Adjourned

The next meeting of the Board will be January 19, 2022 @ 4:00 P.M.