

Cottonwood Heights Parks and Recreation Service Area

Board of Trustees

September 22, 2026

Work Session-3:15 pm

Board Meeting – 4:00 pm

AGENDA

WORK SESSION - *no action will be taken during the work session*

3:15 pm

- A. Board District Representation Reports
- B. Safety Meeting Minute – Audrey Durfee
- C. Information and Discussion regarding Truth in Taxation and the timeline
- D. Discussion of any items listed on the General Board Meeting Agenda

GENERAL BOARD MEETING

4:00 pm

GENERAL BUSINESS

- A. Welcome-Patti Hansen
- B. Pledge of Allegiance-by Invitation
- C. Review and Approval of August 11, 2026 Board Meeting Minutes – Patti Hansen
- D. Review and Approval of the Financial Statements for July 2026 and August 2026– Lyse’ Durrant
- E. Review and Approval of Accounts Payable Selected Entries for August 2026– Audrey Durfee

INFORMATION/DISCUSSION ITEMS

- A. Public Comment
- B. Executive Director’s Report – Lyse’ Durrant
- C. Information and Discussion regarding Policy #240 - Refunds – Audrey Durfee
- D. Updated 2027 Budget Timeline – Audrey Durfee
- E. The Cottonwood Heights Parks and Recreation Service Area intends to levy a tax rate that exceeds the certified tax rate in the amount of \$800,000, for the purpose of increased operating and maintenance costs, essential administrative needs and critical capital projects. This increase will be an approximate 27% increase.

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve Policy XXIV-Vehicle Usage Policy- Resolution 2026-9
- B. Consideration and Recommendation to Approve Policy XXV-Use of Office Equipment, Computers and Computer Systems-Resolution 2026-10

CLOSED MEETING (if needed and voted upon) - a closed meeting to discuss litigation, property acquisition or the character and professional competence or physical or mental health of an individual

ADJOURN

FOUNDATION MEETING

- A. Review of the 990 and approval for submission
- B. Foundation Requests -Lyse’ Durrant
 - a. CHAT Dryland Program

ADJOURN

The above items will be discussed at the Board meeting on September 22, 2026 at 4:00 p.m. with a work session held at 3:15 pm. This meeting will be held at the Cottonwood Heights Recreation Center, 7500 S. 2700 E. CWH, UT 84121. Public comments will be limited to 3 minutes. If you would like to submit written comment, please email all comments to allie@chparksandrecut.gov. All comments received by 2:00 pm on September 22, 2026 will be summarized for the public record (Full name and address must be submitted as well). Comments made after that time will be forwarded to the Board of Trustees but will not be on the record. Posted on the PNW, CHPRSA website and Recreation Center. The next Board of Trustee meeting will be held on Wednesday, October 28, 2026.