

**Cottonwood Heights Parks and Recreation Service Area  
Board of Trustees  
February 17, 2021**

**Work Session-3:00 pm**

**General Business Meeting – 4:00 pm**

**\*THESE MEETINGS WILL BE HELD VIRTUALLY\***

**AGENDA**

**3:00 pm**

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

- A. Determination of the Chair concerning an anchor location-Bart Hopkin
- B. Annual Board Training
- C. CHPRSA 2021 Goals
- D. Discussion of any items listed on the General Board Meeting Agenda

**GENERAL BOARD MEETING**

**4:00 pm**

**GENERAL BUSINESS**

- A. Determination of the Chair concerning an anchor location– Bart Hopkin
- B. Review and Approval of January Board Minutes – Bart Hopkin
- C. Approval of the Financial Statement – January 2021 – Ben Hill
- D. Approval of Accounts Payable Selected Entries – Lyse’ Durrant

**INFORMATION/DISCUSSION ITEMS**

- A. Citizen/Customer Comments
- B. Board District Representation Reports—Trustees
- C. Aquatics Report – Marcie Burrill
- D. Recreation and Fitness Report – Warren Hallmark
- E. Parks and Facilities Report – Ryan Gardner
- F. Executive Director’s Report – Ben Hill
- G. Information and Discussion Personnel Policy Section 1: Equal Employment Opportunity - Ben Hill
- H. Discussion and Information of Engagement Letter from SQUIRE for 2020 Audit Services – Ben Hill
- I. Discussion and Information regarding the Mill Hollow Use Guidelines – Ben Hill
- J. Discussion and Information regarding the Naming Rights to the Outdoor Pickleball Courts – Ben Hill

**SPECIAL BUSINESS**

- A. Consideration and Recommendation to Accept Engagement Letter from SQUIRE for 2020 Audit Services - Resolution No. 2021-1 – Ben Hill

**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**

\*The above items will be discussed at the Board meeting on February 17, 2021 at 4:00 p.m. with a work session held at 3:00 pm. This meeting will be held virtually without a physical location. If you would like to submit written comment, please email all comments to [lysed@cottonwoodheights.com](mailto:lysed@cottonwoodheights.com). All comments received by 2:00 pm on February 17, 2021 will be entered into the public record. Comments made after that time will be forwarded to the Board of Trustees but will not be on the record. **Please contact Lyse’ Durrant, for electronic meeting information at [lysed@cottonwoodheights.com](mailto:lysed@cottonwoodheights.com) no later than 2:00 pm on 2/17/2021.**

**\*DETERMINATION OF THE CHAIR OF THE CHPRSA BOARD OF TRUSTEES CONCERNING AN ANCHOR LOCATION**

*Pursuant to UTAH CODE ANN. 52-4-207(4), the chair of the Trustees hereby determines that conducting the meetings of the Work Session, General Board Meeting and Foundation meeting on this date at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. It is well recognized that a global pandemic currently exists related to the COVID-19 coronavirus, which has the potential to overwhelm Utah’s healthcare system. Therefore, due to the state of emergency caused by the global pandemic, I find that conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location.*

**Determination of the Chair of the Board of Trustees, for the Cottonwood Heights Parks and Recreation Service Area, Concerning Electronic Meeting Anchor Location**

**PURSUANT TO** UTAH CODE ANN. 52-4-207(4), I, the undersigned Chair of the Cottonwood Heights Parks and Recreation Service Area Board of Trustees (the "Trustees"), hereby determine that conducting Board meetings at any time during the next 30 days at an anchor location presents a substantial risk to the health and safety of those who may be present at an anchor location. The World Health Organization, the President of the United States, the Governor of Utah, and the Salt Lake County Mayor and Health Department, have all recognized that a global pandemic exists related to the new strain of the coronavirus, SARS-CoV-2.

Due to the state of emergency caused by the global pandemic, I find that conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location. According to information from state epidemiology experts, Utah is currently in an acceleration phase, which has the potential to overwhelm the state's healthcare system.

**DATED** February 17, 2021.

**ATTEST:**

**COTTONWOOD HEIGHTS PARKS AND REC S.A.**

By: \_\_\_\_\_

By: \_\_\_\_\_

**Lyse' Durrant**, Asst. Director

**Bart Hopkin**, Chair