

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held Electronically via ZOOM
On the 17th day of February 2021
Pursuant of Notice**

all minutes pending until approved at the following Board Meeting

Board of Trustees Present:

Bart Hopkin
Dan Morzelewski
Carl Evans

Others Present:

Ben Hill
Lyse' Durrant
Warren Hallmark
Melissa Ruff
Marcie Burrill
Ryan Gardner
Allie Brown
Marc Call

A Work Session was held on February 17, 2021 @ 3:00pm via Zoom, where there was a discussion regarding the Annual Board Training, CHPRSA 2021 Goals and any items listed on the General Board Meeting Agenda.

General Board Meeting

General Business

A. Determination of the Chair concerning an anchor location – Bart Hopkin

- Mr. Hopkin read the Determination of Chair which states that this meeting does not have an anchor location due to the current pandemic and State of Emergency (attached to these minutes).

B. Review and Approval of January 20, 2021 Board Minutes

- 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 January 20, 2021 minutes.

C. Approval of the Financial Statement – January 2021 – Ben Hill

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

D. Approval of Accounts Payable Selected Entries – Lyse’ Durrant

- The Board reviewed the Accounts Payable for January, 2021 which was presented by Ms. Durrant.
- Upon a motion by Mr. Evans, a 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

- Nothing to report

C. Aquatics Report – Marcie Burrill

- Brighton High School Girls took 2nd place, and Boys took 3rd place in their Region swim meets. Brighton will swim State on February 19th and 20th, at Wasatch.
- Chat is participating in the senior swim in St. George next weekend.
- Water Polo is currently practicing in the Indoor diving tank. The regular season will start March 1st in the Outdoor Diving tank. We held a parents' meeting last night February 16th. Oranges will be delivered between March 8th and 12th. We are offering 3 High School teams, 4 Jr. high teams, and a splash ball team. Interest has really grown this year.
- We are planning to open up the Outdoor Diving tank March 1st. Racing pool is planned to open April 1
- Lessons and Pre Comp continue to grow and keep us busy.
- Utah Local Government and Trust has decided to build its own program to audit Swimming Pools that operate under their umbrella. They have asked me to help them build it and to also train them. They will be using our pool to do some training here in the Salt Lake Valley. I am excited for this opportunity to learn and grow, and to work with them to make a strong program.
- Other business

D. Recreation and Fitness Report – Warren Hallmark

Information & Updates:

- New Coordinators hired, start ~ March 1
- Jr. Jazz recap
 - 256 in the Instructional League (k-2nd grade)
 - 211 in Jr. Jazz (3rd – 8th grade)
- Healthy in the Heights postponed
- Ice sessions, reservations and LTS continue at full speed (but not full capacity)
- Field Rentals
 - Brighton Track and Field impact at Butler Park
 - Games start April 15
 - Mill Hollow Park
- Other business

E. Parks and Facilities Report – Ryan Gardner

Parks & Facilities

- Parks
 - Completed caulking and painting in Mtview Restrooms
 - Golden Hills next on list
 - Currently working on installing touchless fixtures in park restrooms
 - Antczak – completed
 - Bywater – underway
 - Butler, M.H., G.H. on schedule for completion before opening
 - Getting equipment ready for summer season

- Both mowers will be going in for service
 - All small equipment tuned – up and ready for use
 - Assessing Bywater Baseball Fields for upcoming season
- Visual Maintenance
 - No special projects
 - Continuing with day – to – day routine cleaning and sanitizing

F. Executive Director’s Report – Ben Hill

INFORMATION & UPDATES:

- State Public Health Order 2021-3
 - January 22nd – February 22nd
- Brighton High School and Canyons Multi-Use Fields at Butler Park
 - BHS Track & Field Facilities
- Salt Lake County Property next to Bywater park (3099 East Banbury Road)
 - Canceling of the Current Lease and Purchasing the Property
 - Property Line vs. the Actual Placement of the Fence. MOU.
- 2021 Capital Update
 - Splash Zone’s Pool Structure (Water Design/VCBO)
- CH2
 - Report on Tuesday, February 9th Meeting

- Salt Lake County conveyance of Mill Hollow Park
 - Mill Hollow Park Use Guidelines
 - No Easter Event plans yet
 - Possible Butlerville Days 2021 Dates
 - July 30th and 31st
 - First BVDays Committee Meeting was on Thursday, February 11th- Lyse'
 - Gravel Pit Development – Possible Annexation into the Service Area
- Next “Zoom” meeting is March 9th at 10 AM (Bart)
- CH Parks, Trails and Open Space Committee
 - Report on Wednesday, January 20th No December Meeting
 - Next “Zoom” meeting is Wednesday, February 17th (6-8PM)
 - PTOS Master Plan Discussion
 - Ferguson Canyon Area Permit Parking & Overflow Update
 - Citizen Donation Program
 - Other
 - Friday Feb, 19th the Specialty will be closed for repairs.
 - Summit Energy put us on a 2-day gas restriction, should be lifted Friday Feb, 19th.

G. Information and Discussion Personal Policy Section 1: Equal Employment Opportunity – Ben Hill

- The Board reviewed the Personal Policy Section 1: Equal Employment Opportunity which was presented by Ms. Ruff.

H. Discussion and Information of Engagement Letter from SQUIRE for 2020 Audit Services – Ben Hill

- There was a discussion regarding the Engagement Letter from SQUIRE for 2020 Audit Services which was presented by Mr. Hill

I. Discussion and Information regarding the Mill Hollow Use Guidelines – Ben Hill

- There was a discussion regarding the Mill Hollow Use Guidelines presented by Mr. Hill, to be brought back in Special Business during the March 2021 Meeting of the Board.

J. Discussion and Information regarding the Naming Rights to the Outdoor Pickleball Courts – Ben Hill

- There was a discussion regarding the Naming Rights to the Outdoor Pickleball Courts which was presented by Mr. Hill

Special Business

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

- Upon a motion by Mr. Morzelewski a second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2021-1.

Meeting Adjourned at 5:00pm

Next meeting of the Board will be held on March 17, 2021 @ 4:00pm