

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held Electronically via Zoom
On the 15th day of April 2020
Pursuant to Notice**

Board of Trustees Present:

Carl Evans
Bart Hopkin
Dan Morzelewski

Others Present:

Ben Hill
Lyse' Durrant
Melissa Ruff

General Business

Called to Order by Mr. Evans at 4:00 pm

Verification of Open Meeting Law- Carl Evans

A. Review and Approval of Minutes

After discussion of the minutes presented, Mr. Hopkin asked for the word "be" to be added under the Executive Director's Report in the City of Cottonwood Heights bulletin. It now states Inter-Local Agreement Expires June 30th, 2020. The two County Parks that will be coming to the Service Area or the City will need to be discussed for the new agreement.

Financial Statement

- B. With the cancellation of the March, 2020 Board Meeting due to COVID-19 the board did not have the opportunity to review the Financial Statement for February, 2020 until the April, 2020 Board Meeting.

Upon a motion by Mr. Morzelewski and a second by Mr. Hopkin and passed unanimously it was RESOLVED, to approve the Financial Statement for February 2020.

- C. There was a lengthy discussion of the financial impact COVID-19 has had on the March Financial Statement.

Upon a motion by Mr. Morzelewski and a second by Mr. Hopkin, and passed unanimously it was RESOLVED, to approve the Financial Statement for March 2020.

- D. The Board reviewed the Accounts Payable Ledger of the Selected Entries for February and March 2020 which was presented by Lyse' Durrant.

Upon a motion by Mr. Hopkin, seconded by Mr. Morzelewski, and passed unanimously it was RESLOVED to approve the Accounts Payable Selected Entries as written in the bill pay register.

INFORMATION/DISCUSSION ITEMS

- A. Citizen/Customer Comments
- a. No citizens requested to join.
- B. Executive Director's Report –Ben Hill
- Summer Programing
 - Tentative Start Date: Monday, June 8th
 - Capital Project Updates
 - HVAC Unit (\$25,000) (Postponed)
 - Splash Zone's Pool Structure (\$210,000) (Postponed)
 - Water Design / VCBO / Play Space Design
 - Antczak Park – 2020 TRCC Application for 2021 Funding
 - 2020 Project Funding (Postponed)
 - ~~2020 TRCC Applications~~ (Canceled)
 - Salt Lake County – TRCC/General Fund Concerns
 - CH2
 - ~~Report on Tuesday, April 14th Meeting~~ (Canceled)
 - Next Meeting is Tuesday, May 12th at 10 AM (Carl)

- CH Parks, Trails and Open Space Committee
 - ~~Report on Wednesday, March 25th Meeting~~ (Canceled)
 - Next meeting is Wednesday, April 22nd (6 - 8 PM)
 - Cottonwood Heights CRA Projects (Postponed)
 - City is Preparing a “Draft” Contract
 - After we are Presented a “Draft” Contract, we will Schedule a Work Session
 - ~~NRPA Annual Conference — Orlando, Florida~~
 - All Non-Essential Travel and Training has been Canceled
 - Tuesday, October 27th – Thursday, October 29th
 - 5 Staff, 2 Board Members
 - City of Cottonwood Heights
 - Inter-Local Agreement Expires June 30th, 2020
 - Addendum to the 2020 Inter-Local Agreement – Exhibit
 - For Possible Divested County Parks
 - Other
- C. Information and Discussion of the Canyons School District Lease Agreement for the Pools, Locker Rooms and Racquetball Courts- Ben Hill
- There was a discussion to renew Lease Agreement for the Pool, Locker Rooms and Racquetball Courts, to be approved in Special Business.
- D. Information and Discussion of the Lease with TCF for the Lawnmower (as approved in the 2020 budget process) – Ben Hill
- There was a discussion about the Lease with TCF for the Lawnmower, to be approved in Special Business.
- E. Discussion about COVID-19 – Update on closure, staff, projects and financials
- CHPRSA is following the guidelines put in place by the Government. As of now there is not a scheduled date to reopen.
 - There was a discussion on what measures can be taken to insure the safety of our staff and patrons.
 - There was a discussion on what projects are being worked on during the facility closure. I.E. cleaning, replacing cardio equipment, park maintenance, etc.
 - There was discussion on what kind of financial impact CHPRSA can expect to see due to the COVID-19 closure.
 - There was a discussion on what CHPRSA is doing for employees during the COVID-19 closure.
 - Mr. Hopkin requested staff to look into grants to help CHPRSA recover, once the COVID-19 closure is over.

- There was a discussion on staff prepare budget projections for the next several months to anticipate the financial impact of the COVID-19 closure.
- On behalf of the Board Mr. Morzelewski wanted to express their support and appreciation of everything CHPRSA employees are doing during this difficult time, ensuring we will all get through this.

SPECIAL BUSINESS

- A. Consideration and Recommendation to Approve the Lease Agreement with Canyons School District for the Pools, Locker Rooms and Racquetball Courts – Resolution 2020-3

Upon a motion by Mr. Morzelewski, a second by Mr. Hopkin and passed unanimously it was Resolved to approve the Lease Agreement with the Canyons School District for the Pools, Locker Rooms and Racquetball Courts – Resolution 2020-3

- B. Consideration and Recommendation to Approve the Lease Agreement with TCF National Bank for the Lawnmower-Resolution 2020-4

Upon a motion by Mr. Hopkin, a second by Mr. Morzelewski and passed unanimously it was Resolved to approve the Lease Agreement with TCF National Bank for the Lawnmower-Resolution 2020-4

Meeting Adjourned

The next meeting of the Board of Trustees will be May 20, 2020 at 4:00 p.m.