

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

Mike Peterson

Charlene Peterson

A work session was held on March 17, 2021 @3:15pm where there was a discussion concerning Butlerville Days 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 February 17, 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 February 17, 2021 minutes.

C. Approval of the Financial Statement- February 2021 – Ben Hill

- The Board Reviewed the Financial Statement for February, 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 February 2021.

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

- The Board reviewed the Accounts Payable for February, 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 the Accounts Payable.

Before moving into Information/Discussion Items upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to move to Special Business to discuss and vote on item C.

C. Consideration and Recommendation to name the Outdoor Pickleball Courts the Michael J. Peterson Pickleball Courts – Resolution 2021-4

- Upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to adopt Resolution 2021-4

Upon a motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to move back to Information/Discussion Items.

INFORMATION/DISCUSSION ITEMS

A. Citizen/Customer Comments

- No comments.

B. Board District Representation Reports – Trustees

- Nothing to Report.

C. Aquatics Report – Marcie Burrill

- CHAT participated in Short Course Age Group Championship at South Davis Recreation center. Chat placed 5th overall in the State meet, 75% of the swims were best times. CHAT received an award for the most supportive, cheering other teams, and overall sportsmanship. Utah swimming brought

donuts the whole team to celebrate. Todd was very pleased with the team's performance.

- Lessons and Pre comp continue to run strong. We continue to fill up within minutes of registration opening. Summer programming will be available for registration starting April 5th.
- Lifeguard training is being held every 2 weeks. We are gearing up for summer classes and hiring. Tyler is doing fantastic job.
- Oranges were delivered on Monday March 15th. I appreciate Ryan helping to get them off the truck, and securing the loader from the city. Parks and Operations were great to help out. Water polo continues to practice Monday-Thursday from 3pm until 7pm in the outdoor diving tank. Games began last week and will continue through May 22nd.
- Lap swimming is available several days during the week in the outdoor diving tank. Weekly emails are sent to the patrons on Friday for the next week's schedule.
- Utah Local Government Trust came to the facility for training on Monday March 8th. We spent a couple of hours learning and walking through the new evaluation system they are developing. We will do another walk through in the next couple of weeks. They are hosting a rollout for the new program on Monday April 12th with all those that are under the ULGT umbrella. I look forward to this new program.
- Other business.

D. Recreation and Fitness Report – Warren Hallmark

INFORMATION & UPDATES:

- New Coordinators
 - Adam Hodson
 - Bonnie Harris
- LTS and Butler Middle School
 - PE classes through the month of March
- Flag Football
 - Games start April 17
 - Mill Hollow Park
 - 231 registrations as of 3/12
- Field Rentals
 - AYSO and CFC starting at the end of the month
 - Cal Ripken Baseball ongoing up at Bywater Park
- Skyhawks and SuperTots
 - Classes for toddlers and kiddos
- Other business
 - Starting April 1st 3 Pickleball courts are up for reservation while the other 3 will be available for community play at all times.

E. Parks and Facilities Report – Ryan Gardner

Parks & Facilities

- Parks
 - Installation of touchless water fixtures in park restrooms has been completed
 - BCRB had a field day March 6 at Bywater Park

- 100+ volunteers and 1 Parks Supervisor- widened baselines, added field dirt, built pitcher's mounds etc.
 - Other items Parks is working on – minor fence repairs, base replacements, additional dirt on Babe Ruth Field
 - Parks met with SL County at M.H.
 - Identified irrigation valves and other items in preparation for taking over the park this season.
 - Aerating, seeding, fertilization, restroom preparation and irrigation activation will be started this month
- Visual Maintenance
 - Prepped outdoor locker rooms for early season water polo and lap swimmers.
 - Lost on employee, but were able to fill that position rather quickly. Also looking to add one more to get back to full staff

F. Executive Director's Report – Ben Hill

- State Public Health Order 2021 – 5
 - February 23rd – March 25th
 - Transmission Area Determination: Moderate
- Brighton High School and the Canyons Multi-Use Fields at Butler Park
 - BHS Track & Field Facilities
 - Connectivity of the Sidewalk throughout Butler Park
- Salt Lake County Property next to Bywater Park (3099 East Banbury Road)
 - County – City – CHPRSA
 - Property Line vs. the Actual Placement of the Fence.

- McIntire Park / Reservoir
 - Revocable Permit
- Utah Association of Special Districts (UASD)
 - Board Mid-Term Appointment of Ben Hill
 - March 2021 thru March 2024
 - Supported by CHPRSA Resolution No. 2019-14
 - Local District vs. Special District (2009) and Special Service District
 - COVID-19 Relief Bills
- CH2
 - Report on Tuesday, March 9th Meeting
 - Easter Event
 - Splash Pad at Mountview Park – May Opening?
 - Butlerville Days
 - July 19th thru July 24th – Tentative
 - No Carnival
 - Next “Zoom” meeting is Tuesday, April 13th at 10 AM (Bart)
- CH Parks, Trails and Open Space Committee
 - Report on Wednesday, February 17th Meeting
 - Next “Zoom” meeting is Wednesday, March 17th (6-8PM)
 - Crestwood Park (Crestwood Pool is no opening in 2021)
 - Citizen Donation Program for Park Amenities – April
- Other

G. Information and Discussion Personnel Policy Section V: Sexual and Workplace Harassment – Ben Hill

- There was a discussion regarding the Personnel Policy Section V: Sexual and Workplace Harassment presented by Mr. Hill, to be brought back in Special Business during the April 2021 General Board Meeting.

SPECIAL BUISNESS

A. Consideration and Recommendation to Approve Policy Section 1 Equal Employment Opportunity-Resolution 2021-2 – Ben Hill

- Upon a motion by Mr. Morzelewski a second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2020-2.

B. Consideration and Recommendation to Approve the Mill Hollow Use Guidelines-Resolution 2020-3 – Ben Hill

- Upon a motion by Mr. Morzelewski a second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2020-3.

Meeting Adjourned at 5:05pm

Next Meeting of the Board will be held on April 21st 2021 @ 4:00pm