

**Minutes for the  
General Board Meeting for the  
Cottonwood Heights Parks and Recreation Service Area  
Held at 7500 South 2700 East, Salt Lake City, Utah  
On the 16<sup>th</sup> day of November 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  
Melissa Ruff  
Warren Hallmark  
Kevin Suchey  
Tyler Pace  
Ryan Gardner  
Allie Brown  
Patti Hansen

A Work Session was held on November 17, 2021 @ 3:15pm where there was a review of the Budget. There were also discussions regarding the Smart Approach to Cost Recovery, the Current State of the Covid-19 Pandemic and any items listed on the General Board Meeting Agenda.

## **Special Business Meeting**

The Special Business Meeting was called to order by Mr. Hopkin at 4:00pm

### **Special Business**

#### **1. Canvass the November 2, 2021 Election of the Trustee to represent District #1 and #2 of the Cottonwood Heights Parks and Recreation Service Area.**

November 2, 2021 Election Results Report

#### **District 1**

Bart Hopkin.....1,793 Votes - 100.00%

*Total Votes* 1,793

#### **District 2**

Patti Hansen..... 1,388 Votes - 54,24%

Carl "Pink" Evans.....1,171 Votes - 45.76%

*Total Votes* 2,559

Upon a motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to accept the Canvass as reported.

Mr. Hopkin adjourned the meeting to the General Board Meeting.

## **General Board Meeting**

4:15pm

### **General Business**

#### **A. Pledge of Allegiance**

- Mr. Morzelewski led the Pledge of Allegiance

#### **B. Verification of Compliance – Open Meeting Law- Bart Hopkin**

- It was verified that we are in compliance with notification of a public meeting

#### **C. Review and Approval of the October 2021 Board Minutes – Bart Hopkin**

- 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 October Minutes.

#### **D. Approval of the Financial Statement – October 2021 –Ben Hill**

- Mr. Hill reviewed the Financial Statement for October, 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 October Financial Statement.

#### **E. Approval of Accounts Payable Selected Entries – Lyse' Durrant**

- The Board reviewed Accounts Payable Selected Entries 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.

### **INFORMATION/DISCUSSION ITEMS**

#### **A. Citizen/Customer Comments**

- No comments.

#### **B. Board District Representation Reports**

- No reports.

#### **C. Aquatics Report – Marcie Burrill**

- The outdoor racing pool was closed October 15<sup>th</sup>. The outdoor diving tank has been used for lap swimming on Tuesdays and Thursdays, and swim team in the evenings. The deck has been winterized, and everything protected from the elements.

- High School Water Polo ended on October 16<sup>th</sup>. Both the Boys and Girls teams had a good year. They are continuing to build and grow, Jake continues to change the culture and teach them great Water polo skills.
- December 15th will be the registration date for our Winter/Spring programs that begin in January. We will continue to offer swimming lessons, pre comp, splash ball, JR water polo, lifeguard training, and water safety instructor.
- Swimming lessons and Pre comp continue to fill up. Both of these programs continue to do very well.
- We held a CHAT inter squad meet on November 11<sup>th</sup>. We will continue to have inter squad meets monthly. We also look forward to the Midnight meet in December.
- Brighton High School is one month into their season. They have swim meets on most Thursdays.
- Personally... Thank you for being such a great part of my life. I will miss you all!! I am indebted to you all for helping to form who I am today.
- Other business.

### **C. Recreation and Fitness Report – Warren Hallmark**

- Thanksgiving Day 5k
  - In-person event on Thanksgiving with COVID precautions, as instructed by the City
- Jr. Jazz
  - 636 participates as of registration closing
  - Games and practices starting the week of November 29
- Skate w/ Santa
  - Saturday, December 18 2-4pm
- Other Business

### **D. Parks Report – Ryan Gardner**

- Windstorm 10.25.21
  - City parks lost a few trees, including one that fell into the condo's east of G.H. and a large Spruce at B.H.

- One tree at Antczak suffered enough damage requiring emergency pruning. No significant issues to report at Bywater.
- Asked Rivendell Tree Experts do a risk assessment at G.H. to identify which trees are “high priority hazards”. Several trees show an imminent threat of falling and should be removed immediately. I’ve sent this report to the city
- Started irrigation blow-outs this week, should be completed in a few days
- All breakers replaced at Antczak Park main power panel
- Reorganizing garage and prepping areas of the Rec Center with salt and equipment
- All restrooms are closed and winterized
  - toilets/sinks/pipes drained
  - added electric heaters to areas where pipes are exposed to freezing temps. This should reduce/eliminate repairs next spring.

#### **E. Facility Maintenance Report – Kevin Suchey**

- We have completed replacing all wall mounted emergency lights throughout the building and with this we will be conducting monthly checks of these lights along with all fire extinguishers.
- We are continuing with repairs and maintenance of Splash Zone while the pool is down for construction. Including checking all laterals and vent tubes.
- We are working with Aquatics to fix and maintain all of the issues that the ULGT had with his annual walk through. They were all minor and easily fixed.
- I am currently install new electrical and data lines in the Cardio Room for a third television in each section. This should be done in the next week.
- The department is still in the process of fixing the blemishes of the building.
- Other miscellaneous items

#### **F. Executive Director’s Report – Ben Hill**

- Butler Park Lease with Salt Lake County
  - Patrick Leary – Salt Lake County Parks, Trails and Open Space
- McIntire Park
  - Repair, not Replacement of the Reservoir’s Container Top/lid
  - Passive Recreational Use in 2022 and Beyond
    - New Inter-Local Agreement with Salt Lake City Public Utilities
- SLCO Whitmore Library
  - Little Free Library Station outside CHRC
- CH2:
  - Report on Tuesday, November 9<sup>th</sup> Meeting
    - Calle/Futsal Courts, Hammock Stations, Golden Hills Trees
  - Next CH2 Meeting is Tuesday, January 11<sup>th</sup> at 10AM (Dan)
- CH Parks, Trails and Open Space Committee
  - Report on Wednesday, October 20<sup>th</sup> Meeting
    - Ferguson Canyon Park – Citizen Park Donation Pilot
  - Next Meeting is Wednesday, November 17<sup>th</sup> (6 - 8 PM)
- Update of 2021 Capital Project: Splash Zone Pool Toy
  - Timeline, etc.
- Employee Appreciation Lunch at CHRC
  - Wednesday, December 8<sup>th</sup> (Noon to 2PM)
- Other

**G. Discussion and Information of the Tentative 2022 Budget and Fee Schedule-  
Ben Hill**

- There was a discussion regarding the Tentative 2022 Budget and Fee Schedule presented by Mr. Hill. To be brought back in Special Business.

## **H. Discussion and Information of Appointment of 2022 Board of Trustees**

### **Positions- Bart Hopkin**

- Mr. Hopkin presented information about the 2022 Board of Trustees Appointments to the Board.
  - CHAIR: Dan Morzelewski
  - TREASURER: Patti Hansen
  - CLERK: Bart Hopkin

## **I. Discussion and Information of 2022 Board of Trustees Meeting Dates – Bart Hopkin**

- Mr. Hopkin presented 2022 CHPRSA Board of Trustees Meeting Dates to the Board.
  - January 19, 2022      Wednesday    @4:00 P.M.
  - February 16, 2022    Wednesday    @4:00 P.M.
  - March 23, 2022      Wednesday    @4:00 P.M.
  - April 20, 2022      Wednesday    @4:00 P.M.
  - May 18, 2022        Wednesday    @4:00 P.M.
  - June 15, 2022        Wednesday    @4:00 P.M.
  - July 20, 2022        Wednesday    @4:00 P.M.
  - August 17, 2022      Wednesday    @ 4:00 P.M.
  - September 28, 2022   Wednesday    @4:00 P.M.
  - October 19, 2022     Wednesday    @ 4:00 P.M.
  - November 16, 2022   Wednesday    @4:00 P.M.
  - December 21, 2022   Wednesday    @4:00 P.M.
    - Public Hearing – Budget

## **J. Discussion and Information regarding the Fraud Risk Assessment – Lyse' Durrant**

- Ms. Durrant presented information regarding the Fraud Risk Assessment. It was determined that the Fraud Risk Assessment does not need a resolution.

## **Special Business**

### **A. Consideration and Recommendation to Approve the 2022 Tentative Budget and Fee Schedule-Resolution 2021-15.**

- Upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the 2022 Tentative Budget and Fee Schedule-Resolution 2021-15.

Meeting Adjourned @ 5:33pm

The next Meeting of the Board will be held on December 15, 2021 @6:00pm.