

**Minutes for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held Electronically via ZOOM
On the 20th day of January 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

Dave Hansen

A work session was held on January 20, 2021 @ 3:30pm via ZOOM, where there was a discussion about the Utah Recreation and Parks Association Annual Conference and any items listed on the General Board Meeting Agenda. Present at the meeting: Bart Hopkin, Dan Morzelewski, Ben Hill, Lyse' Durrant, Warren Hallmark.

General Board Meeting

General Business

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

- The Determination of Chair was read prior to the Work Session; it 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 December 16, 2020 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 December 16, 2020 minutes.

C. Approval of the Financial Statement – December 2020 – Ben Hill

- The Board Reviewed the Financial Statement for December, 2020 which was presented by Mr. Ben Hill.
- Upon a motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to approve the Financial Statement for December, 2020.

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

- The Board Reviewed the Accounts Payable for December, 2020 which was presented by Ms. Lyse' 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

Mr. Hansen expressed his opinion on the mask policy currently in place for the fitness room due to COVID-19.

Mr. Hill addressed his concerns by explaining why the policy is in place and the Board requested Mr. Hill follow up with Mr. Hansen after the new Health Guidelines are released on the 22nd of January by the State.

B. Board District Representation Reports – Trustees

- The Board members received an email with questions regarding the Group Fitness classes and proposed changes to the program. Mr. Hill and Mr. Hallmark also received the same letters and emails regarding these changes and have responded to the questions.

C. Aquatics Report – Macie Burrill

- A little recap of 2020 Aquatics. We taught 1889 swimming lessons, and 731 kids participated in Pre Comp. We ended the year with 187 swimmers on our CHAT team. We taught 81 new lifeguards, 30 new instructors, and 12 CPR/First Aid certifications. We had 79 players participate in our Water polo programs. We held Water polo clinics and had 103 players participate. We were able to keep the outdoor pool open until November for our lap swimmers, Water Polo, and Swim Teams. We employed 140 lifeguards and 35 instructors over the summer, and have had a fantastic staff continue on this Fall and Winter. The water aerobics program is still going, even with Covid-19 we were able to hold classes that were well attended. Overall very successful

year for Aquatics, even with 3 months in limbo. We really thought out of the box this year, and tried new ways for literally everything we did. A very successful year!!

- Swim lessons and Pre Comp started back up January 4 after a much needed holiday break. We are currently holding 2 Pre Comp sessions due to high demand – one at 4pm and another at 6pm. Swimming Lessons are starting off strong, with 126 in this first session.
- CHAT has been holding monthly inter-squad meets, keeping things here at our home pool.
- Water Polo is holding clinics and practices leading up to our season this March. We will start orange sales at the end of the month. We look forward to a parents meeting here soon, and a great season.
- Brighton High Region meet will be held on February 5th at South Davis Recreation Center. The 5A State Championship will be held at BYU on February 19th and 20th.
- Other Business

D. Recreation and Fitness Report – Warren Hallmark INFORMATION & UPDATES

- Jr. Jazz
 - 212 participates in Jr. Jazz
 - 256 participants in the Instructional League
- Grizz Cup 2021
 - January 15-18
- Free Skate Clinic
 - Canceled for 2021
- Hiring for new Program Coordinator
- Other business

E. Parks and Facilities Report – Ryan Gardner

Parks & Facilities

- Loop parking drainage project completed
 - Final walk-thru looked good
 - No flooding as of yet, but no heavy storms to put the new drain to the test
- Visual Maintenance
 - Fully staffed
 - Routine maintenance and continuing to maintain a high “Covid” standard of cleanliness
 - No special projects this month
- Parks
 - Minimal snowfall, but ready if and when the snow comes
 - Planning workshop to go over goals and outlook for 2021
 - Working on Winter To-Do Lists
 - Currently working on outdoor life guard room-cleaning and painting walls, shelves and doors
 - Other projects will include minor painting throughout the building, caulking and painting park restrooms and tree pruning in the parks

F. Executive Director’s Report – Ben Hill

INFORMATION & UPDATES

- State Public Health Order 2020-27
 - December 18th – January 21st
- CHPRSA Department Goals for 2021
 - February Work Session

- CH2
 - Report on Tuesday, January 12th Meeting
 - 2020 TRCC funding for existing projects were reinstated
 - No news yet on future application projects
 - 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
 - Next “Zoom” Meeting is February 9th at 10 AM (Bart)
 - Gravel Pit Development
 - PTOS Master Plan Discussion
- 2021 URPA Annual Conference – Provo
 - ~~Monday, March 8th – Wednesday, March 10th –~~
Rescheduled
 - Monday, August 30th – Wednesday, September 1st
- Other
 - The Utah Local Government Trust which handles our Workman’s Compensation Insurance will be doing a virtual audit this year (2021) utilizing an independent agency.
 - The vacant parcel of land next to Bywater Park was recently purchased and the new owner called inquiring about moving a fence on his property. Mr. Hill will follow through with him and SLCO-as we currently lease the land from SLCO to determine whose fence it is.

G. Admission and Membership Information from 2020 – Lyse’ Durrant

- The Board reviewed the Admission and Membership Information from 2020 which was presented by Ms. Lyse’ Durrant.

H. Elections 2021 for District 1 and 2 update – Ben Hill

- The Board reviewed the Elections 2021 for District 1 and 2 update presented by Mr. Ben Hill.

Chairman Bart Hopkin adjourned the meeting to a Closed Meeting which will be held at the conclusion of the Foundation Meeting.

All Board Members voted unanimously to go into a Closed Meeting at the conclusion of the Foundation Meeting.

The next meeting of the Board will be held on February 17, 2021 @ 4pm.

**Cottonwood Heights Parks and Recreation Foundation Meeting
Minutes**

January 20, 2021

Mr. Hopkin called the meeting to order

A. Review minutes of October 21, 2020- Ben Hill

- Upon a motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to approve the October 21, 2020 Foundation Minutes.

B. Quarterly Financial Review – Ben Hill

- Mr. Hill went over the Quarterly Financial Reviews
- Upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the Quarterly Finances.

C. Charity Golf Tournament- Warren Hallmark

- Mr. Hallmark discussed a possible date sometime in August of 2021 for the CHRPSA Charity Golf Tournament. There will be more of a discussion during the Golf Tournament meeting which will be held in either March or April of 2021.

D. Foundation Requests – Ben Hill

- Matching funds were received from Brighton High School to complete the indoor score board project

Meeting Adjourned