

**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 27th day of July 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

Marcie Burrill

Allie Brown

Marc Call

A Work Session was held on July 27th @ 3:30 pm where there was a discussion regarding the Compensation Study with Employers Council updates, as well as a discussion regarding any items listed on the General Board Meeting Agenda.

General Board Meeting

4:00pm

General Business

A. Verification of Compliance – Open Meeting Law – Bart Hopkin

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

B. Pledge of Allegiance

- Ms. Durrant led the Pledge of Allegiance.

C. Review and Approval of June 2021 Board Minutes – Bart Hopkin

- After a discussion of the minutes, upon a motion by Mr. Evans, a second by Mr. Morzelewski it was, RESOLVED, to approve the June 2021 minutes.

D. Approval of the Financial Statement – June 2021 – Ben Hill

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

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

- The Board Reviewed the 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

- Mr. Morzelewski received positive comments on BVD and the Pickleball Tournament.

C. Aquatics Report

- We have 3 more weeks of summer and school resumes. It has been a very busy summer. We did close indoor open plunge, to concentrate our lifeguards in our busiest area outside. All other programs continued as scheduled inside. All indoor pool will close beginning August 16th, and we will offer all our programming in the outdoor pools. We will have a modified schedule starting August 16th. Open plunge will be held Monday – Friday 4-8pm, Saturdays 12-8pm, and Sundays 11-4pm.
- We will have our annual closure beginning August 16th and it will continue through September 4th. Visual maintenance, Operations, and Aquatics will be working on multiple projects. The boiler, floor tile in all of the pools will be deep cleaned, windows that are hard to reach normally, cleaning the tile that goes around each pool, splines with body oil build up, etc. I am very appreciative of all of their hard work, hats off to Operations and Visual maintenance.
- Swimming lessons, pre comp, and water polo have been successful this summer. Registration for Fall programs will begin on August 4th. Those sessions will begin September 7th.
- Swim Team participated at Long Course championship on July 19th-22nd held at Kearns Oquirrh Park. We hosted the Beehive Final July 23rd – 25th in the outdoor pool from 7am-11am. Todd is

taking 12 swimmers to Senior Zone championships in Fresno California July 26th – August 1st. Swim team will be on break beginning July 9th – 20th.

- Other business.

D. Recreation and Fitness Report – Warren Hallmark

INFORMATION & UPDATES:

- Mayor’s Cup Pickleball Tournament
 - Breaking last year’s record, we had 314 total participates in the tournament, spanning from July 14 to July 24.
 - Bonnie and Adam did an excellent job in sharing the on-site event management duties.
- Charity Golf Tournament
 - August 24 @ Mountain Dell Golf Course
- Summer Programming
 - Kids Camp, Tennis & Pickleball Lessons
 - Skyhawks, Mini-Hawks, Radiate Volleyball
- Flag Football and AYSO
 - Registration is open, both leagues will begin play around Labor Day weekend.
- Other Business.

E. Parks Report – Ryan Gardner

- Irrigation
 - Monitoring closely, staying within guidelines
 - Put up signs in parks provided by SLC Water Conservancy “Water to survive, not thrive.”
 - Waterchecks at Bywater and Antczak complete
- BVD

- Parks contributed successfully, but with less responsibility this year due to restructuring of the event and limited manpower
- Moving forward with repairs, crack sealing, seal coating and restriping E. parking lot - after Labor Day.
- Moving forward with shaving hazardous sidewalk areas at Bywater and Antczak – mid to late August
- Slight increase in Parks Staffing

F. Facility Maintenance Report – Kevin Suchey

- We are still training the Hybrid Workers and I'm working closely with Roz to utilize them more efficiently.
- The ice sheet will be removed the month of August. We will also be replacing worn kick plates and thresholds. During this time, we will also have the compressors rebuilt, and all safety and failsafe switches checked.
- We are preparing and scheduling for the projects we are doing when the indoor pools are to be shut down mid-August.
- Along with daily repairs and other departments requests, we are slowly doing preventive repairs by removing, replacing and upgrading equipment (piping, electrical, lighting, etc.)

G. Executive Director's Report – Ben Hill

INFORMATION & UPDATES:

- Outdoor Pool Incident on Monday, July 19th
 - Outdoor Lifeguard Chairs have been Anchored into the Pool Deck
- Smart Approach to Cost Recovery
 - Cohort Agreement has been Signed with 110 Percent – Amilia / SmartRec

- American Rescue Plan Act (ARPA)
 - Discussions with the City (7-22-21)
 - Infrastructure: CHRC South Driveway and ADA Access
 - Internet at Antczak Park?
- CH2:
 - Report on Tuesday, July 13th Meeting
 - Furguson Canyon Park – Design Review
 - Off Lease Dog Area?
 - Next CH2 Meeting is Tuesday, August 10AM (Bart)
- CH Parks, Trails and Open Space Committee
 - July Meeting was Canceled due to Butlerville Days
 - Next Meeting is Wednesday, August 18th (6-8PM)
- CH Parks & Recreation Foundation Charity Golf Tournament
 - Tuesday, August 24th, 2021
 - 8:00am Shotgun Start at Mountain Dell Golf Course
- URPA Conference
 - Monday, August 24th, 2021
 - Utah Valley Convention Center – Provo
- Big Cottonwood Canyon Marathon
 - Saturday, September 11th
 - Volunteer Water Station
 - City Council Meeting: Wrap-up and Check Presentation (10-19-21)
- Worldwide Day of Service
 - Saturday, September 11th
 - Park Clean-up
- Other

H. Discussion and Information regarding Policy Section VI – Code of Conduct – Melissa Ruff

- Ms. Ruff presented information regarding Policy Section VI – Code of Conduct.

I. Discussion and Information regarding Interlocal Agreement with Salt Lake County- 3099 East Banbury Road parcel – Ben Hill

- Mr. Hill presented information regarding the Interlocal Agreement with Salt Lake County – 3099 East Banbury Road parcel. To be brought back in Special Business

SPECIAL BUISNESS

A. Consideration and Recommendation to Approve Section XXV – Use of Office Equipment, Computers and Computer System – Resolution 2021-9 – Ben Hill

- Upon a motion by Mr. Evans a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to adopt Resolution 2021-9.

B. Consideration and Recommendation to Approve Interlocal Agreement with Salt Lake County – 3099 East Banbury Road parcel – Resolution 2021-10 - Ben Hill

- Upon a motion by Mr. Morzelewski a second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2021-10.

Meeting Adjourned @ 5:00 pm

The next meeting of the Board will be August 18, 2021 @4:00 pm.

Cottonwood Heights Parks and Recreation Foundation Meeting Minutes

July 27, 2021

Mr. Hopkin called the meeting to order

A. Review minutes of April 21, 2021 – Ben Hill

- Upon a motion by Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the April 21, 2021 Foundation Minutes.

B. Quarterly Financial Review – Ben Hill

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

C. Foundation Requests – Ben Hill

- A discussion was had about a future request regarding a lifejacket station at the Outdoor Pool.