

**Minutes for the
General Board Meeting for the
Cottonwood Height Parks and Recreation Service Area
Held at 7500 South 2700 East, Salt Lake City, Utah
On the 17th day of December, 2019
Pursuant to Notice**

Board of Trustees Present:

Debbie Tyler
Bart Hopkin
Carl Evans

Others Present:

Ben Hill
Lyse Durrant
Warren Hallmark
Ryan Gardner
Marcie Burrill
Ken Nielsen

Work Session

A work session of the Cottonwood Heights Parks and Recreation Service Area Board of Trustees was held on December 17, 2019 at 5:00pm.

Work Session

A Work Session was held at 5:00 p.m.

Items discussed:

- A. Zions Bank Tax Anticipation Note (TAN)-Alex Buxton (Zion's Bank)
- B. Discussion of any items listed on the General Board Meeting Agenda

Public Hearing

The Public Hearing was called to order by Ms. Tyler at 6:00 p.m.

A. Verification of Compliance with the Open Meeting Law

Documentation was presented that the meeting was in compliance as presented with the Utah Open Meeting Law.

B. Pledge of Allegiance

Ms. Durrant led the Pledge of Allegiance

C. 2019 Amended Budget and 2020 Proposed Budget presented by Ben Hill.

- Ben Hill discussed the amended 2019 budget and the 2020 proposed budget.
- Expenses and revenue reviewed.
- It was noted that the budget had been posted for 1 week prior to the meeting and was available for public access.

D. Public Hearing to receive citizen comment on the 2019 Amended Budget and the 2020 Proposed Budget.

- A citizen received a copy of the 2020 budget to review. He may attend the January 2020 Board Meeting to make comments or set up a separate meeting with the Executive Director.

Motion to adjourn by Mr. Evans at 6:15 p.m. and passed unanimously it was RESOLVED to Adjourn the Public Hearing.

General Business

Called to Order by Ms. Tyler at 6:16 p.m.

There were no citizen or customer comments.

(Special Business was moved up on the agenda due to Mr. Hopkin needing to leave the meeting early.)

Special Business

A. Consideration and Recommendation to Approve the 2020 CHPRSA Board of Trustee Meeting Dates – Resolution 2019-16

A motion was made by Mr. Hopkin with a second by Mr. Evans and passed unanimously it was RESOLVED to approve the 2020 Board of Trustee Meeting Dates

B. Consideration and Recommendation to Approve the 2020 Board of Trustee Positions- Resolution 2019-17.

A motion was made by Mr. Evans with a second by Mr. Hopkin and passed unanimously it was RESOLVED to approve the 2020 Board of Trustee positions.

C. Consideration and Recommendation to Approve the Amended 2019 Budget – Resolution 2019-18

A motion was made by Mr. Evans with a second by Mr. Hopkin and passed unanimously it was RESOLVED to approve the 2019 Amended Budget.

D. Consideration and Recommendation to Approve the Proposed 2020 Budget and Rate Schedule for the Cottonwood Heights Parks and Recreation Service Area-Resolution 2019-19

A motion was made by Mr. Hopkin with a second by Mr. Evans and passed unanimously it was RESOLVED to approve the Proposed 2020 Budget and Rate Schedule.

E. Consideration and Recommendation to Approve the 2020 Tax Anticipation Note (TAN) - Resolution 2019-20

A motion was made by Mr. Hopkin with a second by Mr. Evans and passed unanimously it was RESOLVED to approve the 2020 Tax Anticipation Note.

Review and Approval of Minutes

After a discussion of the minutes presented, and thanks given to Robbie McFarland for her years of service, a motion was made by Mr. Evans with a second by Mr. Hopkin and passed unanimously it was RESOLVED, to approve the November, 2019 minutes.

Financial Statement

The Board reviewed the Financial Statement for November, 2019 which was presented by Mr. Ben Hill.

Upon a motion by Mr. Evans with a second by Mr. Hopkin and passed unanimously it was RESOLVED, to approve the Financial Statement for November, 2019.

Mr. Hopkin was excused from the meeting at 6:30 p.m. He offered his thanks to Ms. Tyler for her service on the Board.

Accounts Payable Ledger of Selected Entries

The Board reviewed the Accounts Payable Ledger of the selected entries for November, 2019 which was presented by Lyse' Durrant.

Upon a motion by Mr. Evans, seconded by Ms. Tyler, and passed unanimously it was RESOLVED to approve the Accounts Payable Selected Entries as written in the bill pay register.

Information/Discussion Items

A. Citizen/Customer Comments

- Citizen, Ken Nielsen, commented that he'd like a thermometer put in the sauna.

- Ben Hill reported a citizens comment on the facilities Sunday hours. Citizen requests that CHRC open earlier in the day. Sunday hours will be reviewed in January of 2020.

B. Board District Representation Reports

- Ms. Tyler reported a patron likes our facility and how it is run but would rather have a membership card on a key chain than the type of membership cards we offer.
- Patron, Ken Nielsen, made comments about the sprinklers running during the day in the summer. Ms. Tyler reminded him that public comment time was over and referred him to Ryan in Parks to discuss the issue.

Executive Director's Report

Mr. Ben Hill presented the Directors Report:

- Salt Lake County Park Possible Divestment
 - Butler Park/Mill Hollow Park
- TRUST Leadership Conference
 - Thursday, January 16th (9 AM – 12 PM)
- CH2
 - No December Meeting
 - Next meeting is Tuesday, January 14th at 10 AM (Carl)
- CH Parks, Trails and Open Space Committee
 - No December Meeting
 - Next meeting is Wednesday, January 22nd (6 -8 PM)
- 2020 Employee Planning Retreat
 - Thursday, January 24th (10 – 2 PM)
 - Recreation Center: Specialty Room
- URPA 2020 Annual Conference – St. George
 - Monday, March 9th – Wednesday, March 11th
 - Awards Nominations
 - Department Class II
 - Young Professional – Tyler Pace (Aquatics)
 - Special Events - 35th Annual 5K

Ms. Tyler thanked everyone for their dedication, integrity and kindness. Also thanked everyone for their ability to stay within the budget and for all they do for CHRC.

Mr. Evans thanked Ms. Tyler for her years of service as a member of the Board of Trustees.

Meeting Adjourned

Upon a motion by Ms. Tyler and a second by Mr. Evans the December 2019 Board Meeting was adjourned.

The next meeting of the Board will be January 15, at 4:00 p.m.

PENDING