

**Minute for the
General Board Meeting for the
Cottonwood Heights Parks and Recreation Service Area
Held Electronically via ZOOM
On the 21st day of April 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

A work session was held on April 21st @ 3:15 pm where there was a discussion concerning Butlerville Days, URPA/NRPA and any items listed on the General Board Meeting Agenda. It was also discussed and agreed upon to move the June 16th Board Meeting to June 23rd and move the November 17th Board Meeting to November 16th.

General Board Meeting

4:00pm

GENERAL BUISNESS

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. Verification of compliance with open meeting law- Bart Hopkin

- It was verified that we are in compliance with notifications of a Public Meeting.

C. Review and Approval of March Board Minutes – Bart Hopkin

- After a discussion of the minutes, upon a motion by Mr. Morzelewski, a second by Mr. Evans it was, RESOLVED, to approve the March 17, 2021 minutes.

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

- The Board Reviewed the Financial Statement for March, 2021 which was presented by Mr. Hill
- Upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the Financial Statement for March 2021.

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

- The Board Reviewed the Accounts Payable for March, 2021 which was presented by Ms. Durrant
- Upon a motion by Mr. Morzelewski, a second by Mr. Evans and passed unanimously it was, RESOLVED, to approve the Accounts Payable.

INFORMATION/DISCUSSION ITEMS

A. Citizen/ Customer Comments

- No comments were made.

B. Board District Representation Reports – Trustees

- Mr. Evans had a citizen inquire about whether or not the facility will hold Yoga classes outdoors this summer.
- Mr. Hopkin had a citizen inquire about our group skate process.

C. Aquatics Report – Marcie Burrill

- We started lap swimming in the racing pool on April 19th. They now have the Diving pool available for short course, and the racing pool for long course.
- Sun and Fun Days will take place the week of May 25th. This is a great time to teach the 5th graders water safety, and to let them come celebrate graduating into middle school. The middle school will also be coming with their honor roll students this week.
- Bengal Water Polo went to Summer Games held in Cedar City. 2 High school Boys' teams, 1 High school Girls' team, and a 14 and Under team went and participated. All of the seasons end in May with a State Tournament.
- CHAT has started their long course season. They started swimming outside on April 19th, long course in the racing pool.
- Summer program season begins June 7th. Outdoor pool opens for the public Saturday May 29th @ 12pm.
- The Invitational is being planned and will be held June 16th – 19th. We are looking forward to hosting this meet.
- We are hiring for Lifeguards and Instructors. We are continuing to hold classes training new Lifeguards and Instructors.
- Other business

D. Recreation and Fitness Report – Warren Hallmark

INFORMATION/UPDATES

- Flag Football
 - Games started April 17
 - Mill Hollow park
 - 295 total registrations, largest league ever
- Skyhawks, SuperTots, and Radiate Volleyball
 - Classes for toddlers and kiddos
- AYSO
- Healthy in the Heights

- 4-week challenges
- Golf Tournament
 - Schedules for August 24, Mountain Dell Golf Course
- Other business

E. Parks and Facilities Report – Ryan Gardner

- Parks
 - Prepping parks for upcoming season
 - all restrooms open and functioning
 - irrigation systems charged
 - checking each zone and every sprinkler head at all parks looking for any winter damage and making necessary adjustments
 - emphasis on VB courts – cultivated, cleared debris, trimmed trees
 - adding playground surface material in city playgrounds
 - “Exceptional Drought” Alert issued by Gov. Cox
 - begin watering later in season
 - keep watering to a minimum - maintain attractiveness, main focus on preserving water
 - Cottonwood Heights City has asked us to postpone putting Mill Hollow on our schedule for a few weeks or until further notice
 - concerned about recruiting part-time seasonal help – using several avenues of advertisement and posting signs in parks
- Visual Maintenance
 - Deep cleaning indoor pool decks this month
 - Preparing for summer opening of outdoor pool

F. Executive Director’s Report – Ben Hill

INFORMATION & UPDATES:

- State Public Health Order 2021-10

- April 10th – June 15th
 - Transmission Area Determination: Moderate
- Safety Lunch / Bloomquist-Hale Training:
 - Wednesday, April 14th, 2021
- Canyons School District
 - Connectivity of the Sidewalk throughout Butler Park
- Salt Lake County Property next to Bywater Park (3099 East Banbury Road)
 - An Inter-local agreement is in the works with the Service Area
- We have renewed our contract with T & B Vending
 - Signatures
- Our External Independent Audit with SQUIRE begins May 3rd
- CH2:
 - Report on Tuesday, April 13th Meeting
 - Splash Pad – Will open once we move into a Low Transmission Area
 - Wasatch Rock Gravel Pit Development
 - Possible Annexation into the Service Area
 - Meeting with the Landowner/Developer on Tuesday, April 27th
 - American Rescue Act
 - City Council Work Session: CHPRSA Report on Tuesday, May 4th
 - Next “Zoom” Meeting is Tuesday, May 11th at 10AM (Bart)
- CH Parks, Trails and Open Space Committee:
 - Report on Wednesday, March 17th Meeting
 - Friends Crestwood Park (Crestwood Pool will open in 2021)
 - Citizen Donation Program for Park Amenities – April
 - Next “Zoom” meeting is Wednesday, April 21st (6-8 PM)
- URPA 2021 Conference
 - Monday, August 30th – Wednesday, September 1st (Provo)
 - Registration Begins April 30th
- NRPA 2021 Conference
 - September 21-23 (Nashville, Tennessee)
- Other
- When we transition into a Low Level of Transmission Area, we are hoping to add more fitness participants to our group fitness classes.

- The hot tub and sauna will remain closed with the possibility of opening on June 15th
- We are concerned about the lack of applicants for our summer positions.

G. Information and Discussion regarding the Land Water Conservation Fund (LWCF) grant application – Ben Hill

- There was a discussion regarding the Land Water Conservation Fund (LWCF) grant application presented by Mr. Hill, to be brought back in Special Business

H. Annual Trustee Conflict of Interest Disclosure Form – Ben Hill

- There was a discussion regarding the Annual Trustee Conflict of Interest Disclosure Form presented by Mr. Hill.

Special Business

A. Consideration and Recommendation to Approve Policy Section V: Sexual and Workplace Harassment – Resolution 2021-5 – Ben Hill

- Upon a motion by Mr. Morzelewski a second by Mr. Evans and passed unanimously it was, RESOLVED, to adopt Resolution 2020-5

B. Recommendation to support a grant application to the LWCF – Resolution 2021 – 6 – Ben Hill

- Upon a motion by Mr. Evans a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to adopt Resolution 2020-6

Meeting Adjourned

The next meeting of the Board will be held May 19, 2021 @ 4:00 PM.

Cottonwood Heights Parks and Recreation Foundation Meeting Minutes

April 21, 2021

Mr. Hopkin called the meeting to order

A. Review minutes of January 20, 2021 – Ben Hill

- Upon a motion by Mr. Evans, a second by Mr. Morzelewski and passed unanimously it was, RESOLVED, to approve the January 20, 2021 Foundation Minutes.

B. Quarterly Financial Review – Ben Hill

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

C. Park Amenities – Citizen Donation Program – Cottonwood Heights Parks, Trails, and Open Space

- Erin Davis and Kristy Morrison presented the Board with a slideshow that gave examples of different ways we can raise money to improve the Parks in Cottonwood Heights.

D. Charity Golf Tournament – Warren Hallmark

- Mr. Hallmark announced that the 2021 Charity Golf Tournament will be held on August 24th at the Mountain Dell Golf Course.

E. Foundation Requests – Ben Hill

- No Requests at this time.

Meeting Adjourned