

**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 17th day of September, 2019
Pursuant to Notice**

Board of Trustees Present:

Debbie Tyler
Bart Hopkin
Carl Evans

Others Present:

Ben Hill
Tyler Pace
Ryan Gardner
Marcie Burrill
Robbie McFarland
Lyse' Durrant
Dave Hansen

General Board Meeting

The Board Meeting was called to order by Ms. Tyler at 4:00 p.m.

Pledge of Allegiance

Mr. Warren Hallmark led the Pledge of Allegiance.

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.

General Business

Review and Approval of Minutes

After a discussion of the minutes presented, upon a motion by Mr. Evans, seconded by Mr. Hopkin and passed unanimously it was,

RESOLVED, to approve the August, 2019 minutes.

Financial Statement

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

Upon a motion by Mr. Hopkin, seconded by Mr. Evans, and passed unanimously it was

RESOLVED, to approve the Financial Statement for August, 2019.

Accounts Payable Ledger of Selected Entries

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

Upon a motion by Mr. Evans, seconded by Mr. Hopkin and passed unanimously, it was

RESOLVED, to approve the Accounts Payable Selected Entries as written in the bill pay register.

Information/Discussion

Citizen/Customer Comments

Mr. Dave Hansen: Has 4 sons which have been involved in various aquatics programs. He came to speak to the failure of the CHPRSA water polo program for Fall 2019. He and other parents have been disappointed to have to take their children to other schools/aquatic centers for the Fall season.

Board District Representation Reports

Mr. Evans: Several citizens were unhappy with the Big Cottonwood Marathon which made it difficult to leave their neighborhood.

Mr. Hopkin: Thanked the Staff who helped with the Big Cottonwood Marathon.

Ms. Tyler: Nothing to Report.

Recognition of Employees

CHPRSA employees will be recognized for their employment in 5 year increments every September.

Mr. Ben Hill presented awards to the following:

Mr. Warren Hallmark (Programs) received a 5 year award.

Mr. Kevin Suchey (Operations) received a 20 year award.

Ms. Roz Dalebout (Visual Maintenance) received a 25 year award.

Aquatics Report

Mr. Tyler Pace presented the Aquatics Report:

- The pool closure went well. Thanks to operations, visual maintenance, and the aquatic staff that helped scrub, clean and shine up the pool areas. The door between the specialty pool and the splash zone will be replaced on October 14.
- Swim lessons, swim team, splash ball, water aerobics, lap swimming and open plunge are running well. A new diving program will be held on Tuesday and Thursday afternoons from 4-6 p.m. Marcie is currently working on coaches for Water polo to have a quality program.
- There are 85 employees comprised of lifeguards and instructors staying on this Fall. We would like to hire one or two more. The outdoor pools continue to be open for lap swimming and water aerobics, except for the 7 am aerobics class which has moved indoor due to cold weather.

Recreation and Fitness Report

Mr. Warren Hallmark presented the Recreation and Fitness Report:

- Warren reviewed the Golf Tournament income and expense report with the Board. Net income from the Golf Tournament is \$7,777.59
- Fall Flag Football has 112 participants. The Games are played at Mill Hollow Park.
- Fall Biggest Loser has 22 participants, a low number but anticipated with a recent program overhaul.
- Group Fitness Schedule and Pickleball Schedule updates.
M, W in the Gym (bootcamp and circuit).
TRX classes will be on Tuesday and Thursday and will be held in the new Cross Fitness room.
Pickleball will be 8am-12am on Tuesday, Thursday and Friday. 11am to 2pm on Monday and Wednesday.

- Monster Mash will be October 25 from 5-7pm in the gym/ice rink in continued partnership with CH City.
- Jr. Jazz registration is open and play begins the week of December 1 at both Butler Middle school and CHRC.
- Gabby Gonzalez has been hired as the Group Fitness Coordinator.

Parks and Facility Maintenance Report

Mr. Ryan Gardner presented the Parks and Facility Maintenance Report:

- All of the Visual Maintenance staff were able to take their requested vacations. They successfully managed the Oktoberfest workload and are preparing for fall projects. They recently held a Sunday evening blitz in which all staff members reported to work and aggressively tackled several areas of the building. Other deep cleaning projects are planned for the end of the month.
- Operations: The department was busy working on the ice rink and indoor pool areas during their closures. In the ice arena, both thresholds were replaced and the ice was shaved down to remove blade marks and create a level ice surface. The indoor pool projects included splash zone toy repairs, tile work, painting the diving board, wall repairs and drinking fountain replacement. Other projects included painting doors in men's/women's skate restrooms and mechanical work on the white Zamboni. A heavy rainstorm exposed a few roof leaks over the splash zone. The roofing company was contacted and they responded immediately and the leaks were repaired the same day.
- Parks: With cooler nights and some rain the watering schedule has been dialed back. Pruning, final fertilization, aeration, irrigation adjustments and restroom preparations are some of the items that will be addressed over the next several weeks. All winter equipment will be inspected and repaired if necessary. A request has been made to CH City to perform the same field reconditioning on the West field that was done to the East field last Fall at Mountview Park. This along with restricting league play and practice has significantly improved the condition of the turf. The restrooms have been equipped with heat and will be open year round.

Directors Report

Mr. Ben Hill presented the Directors Report:

- TRCC Application-Antczak Park Improvements
 - The presentation to the County went well.
 - The County Mayor will present her tentative Budget on October 22nd.
- Gilson Engineering-South Side of the Recreation Center/ADA Access
 - Survey and Rendering. Mr. Hill had not yet received the rendering.

- Cottonwood Heights PTOS Meeting
 - Bark in the Park-off leash fencing.
 - The next meeting will be Wednesday, September 25. (Mr Hill will be at NRPA.)

- CH2
 - The next meeting is Tuesday, October 8 at 10:00am and will be attended by Ms. Tyler.

- Big Cottonwood Marathon
 - The donation Presentation to the CHRC Foundation will be at City Hall. The date has not yet been set for the presentation.

- NRPA Annual Conference
 - Will be held in Baltimore, MD September 24-26.
 - Bart, Lyse', Ryan and Ben will be attending.

- Butlerville Days
 - The tentative date for Butlerville Days will be July 31-August 1, 2020.

- Secretary for the Board
 - Robbie McFarland's last month as Secretary will be November. The Board can decide how they would like to proceed to replace her.

2019 Capital Projects Update

Ms. Lyse' Durrant presented the Capital Projects Update to the Board.

Information and Discussion of Policy #XIX-Leave

Mr. Ben Hill presented Policy #XIX-leave to the Board. The Board will provide feedback to Mr. Hill by September 30th. Mr. Hill will then have the Service Area Attorney review the policy. It will then be brought back as another information and discussion item next Board Meeting.

Ms. Tyler adjourned the meeting. The next meeting of the Board will be October 22, 2019.

Cottonwood Heights Parks and Recreation Service Area Foundation Meeting Minutes

July 16, 2019

Ms. Tyler called the meeting to order.

Minutes

Upon a motion by Mr. Hopkin seconded by Mr. Evans and passed unanimously it was
RESOLVED, to approve the April 23, 2019 Foundation minutes.

Financials

Mr. Ben Hill reviewed the Second Quarter Profit and Loss Summary.

Upon a motion by Mr. Evans, seconded by Mr. Hopkin and passed unanimously it was
RESOLVED, to accept the Second Quarter Financial Profit and Loss Summary.

Foundation Requests

Granite Construction Donation

To move \$3000 donation from Granite Construction out of Restricted funds to Movies in the Park General Budget.

Upon a motion by Mr. Hopkin, seconded by Mr. Evans and passed unanimously it was,
RESOLVED, to move the \$3000 donation from Granite Construction for Movies in the Park from Foundation restricted funds, to Movies in the Park General Budget.

Butlerville Days Sponsorship

\$2500 Sponsorship to CHC for Butlerville Days

Upon a motion by Mr. Evans, seconded by Mr. Hopkin and passed unanimously it was,
RESOLVED, to donate \$2500 out of unrestricted funds to CHC for a Sponsorship to Butlerville Days.

Ms. Tyler adjourned the Foundation Meeting.