

**Canon City Area Metropolitan
Recreation and Park District
575 Ash Street
Canon City, CO 81212
(719) 275-1578**

**REGULAR BOARD MEETING MINUTES
March 12, 2019**

CALL TO ORDER The Canon City Area Metropolitan Recreation and Park District Board meeting was called to order at 7:00 p.m. by Board Chairman, Kalem Lenard, in the board meeting room located at 575 Ash Street.

ROLL CALL

Board Members:

Present: Kalem Lenard
Jim Johnson
Scott Johnson
Mike Sallie
Nick Sartori

Staff: Kyle Horne Executive Director
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic
Todd Mihelich
Abbey Hartless

ACCEPTANCE OF MINUTES

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to accept the minutes from the regular board meeting on February 12, 2019 as written. Motion carried unanimously, all aye vote.

Board member Nick Sartori made a motion, seconded by board member Jim Johnson to accept the minutes from the executive session on February 12, 2019 as written. Motion carried unanimously, all aye vote.

ACCEPTANCE OF AGENDA

Board member Scott Johnson made a motion to amend the agenda by moving the 2018 Audit Report from New Business to after the Review and Approval of Financial Matters, seconded by board member Jim Johnson. Motion carried unanimously, all aye vote.

REVIEW AND APPROVAL OF FINANCIAL MATTERS

The Board reviewed the monthly financial statements and accounts payable.

Board member Scott Johnson made a motion, seconded by board member Mike Sallie to approve the financial matters. Motion carried unanimously, all aye vote.

- Todd Mihelich presented the 2018 audit report to the Board. In his presentation, he referred to certain pages of the report as follows:
 - Page 1- in the opinion sections- the financial statements of the District are fairly stated
 - Page 10- the overall deficit of the District for the year was (\$7,873)
 - Page 13- the General Fund showed a loss, attributed to the payoff of the balance due on the lease purchase agreement for the Ash St. property.

He stated that he didn't see any trends that were concerning. In addition to the report, the auditor sent two letters to the board. The first was an overview of how the audit went. The auditors encountered no access problems to the documents or individuals needed to conduct the audit. The letter included the material adjustments (journal entries) for the year end financial statements. One corrected the payoff of the lease purchase by moving it from the capital projects fund to the general fund where the principal and interest payments were being recorded. The second letter is a detailed description of that transaction.

Board member Scott Johnson made a motion, seconded by board member Jim Johnson to accept the 2018 audit as presented. Motion carried unanimously, all aye vote.

CALL TO THE PUBLIC

- No member of the public present chose to address the board.

ORAL AND WRITTEN COMMUNICATIONS

- Board member Nick Sartori has received comments from residents concerning the District's involvement in the Recreation Center project. Board member Kalem Lenard stated that there has been out of bounds, motorized activity at Eagle Wing. District Staff is aware of the issue and will be putting in bollards or possibly large rocks to discourage motorized off road use.

DISTRICT ADMINISTRATION REPORTS

Executive Director – Kyle Horne reported:

- Kyle and Parks Supervisor Devin Everhart have met with Brian LeDoux about bank stabilization at Pathfinder Regional Park. Mr. Ledoux's advice is to leave it alone and see what happens after the high water this year. He believes that to stabilize it in its current condition it would be a very large and expensive project with an estimated cost of \$300,000-\$500,000. There is not a lot of infrastructure in that area that needs protection should the bank overflow.
- Kyle met with Adam Pierce regarding the upcoming season at the pool. The removal of the slide has been delayed due to weather. Other amenity options were reviewed during the meeting. One is a rock wall (\$6,900) that is self-installed and is capable of being moved to another facility if needed. The vendor also offers a short zipline, but that is more expensive. Adam has safety concerns about using an inflatable feature in the pool, as guards would not be able to see swimmers who might be under it. Inexpensive lounge chairs can allow the space vacated by the slide to be more fully utilized. They also discussed programming options such as movie nights using an inflatable screen.
Board member Scott Johnson asked if the rock wall should be ordered prior to determining whether the pool is able to open for the season. Because of the projected ten-week delivery time frame, it will need to be ordered soon. Kyle will check on the company's return policy prior to ordering the rock wall.
- Programs staff is working to expand the District's offerings. The first session of bowling lessons in partnership with Canon Lanes finished. Ken Burger and Tawny McCall have been attending CARA meetings to arrange track meets in Southern Colorado (Pueblo, Canon City and Widefield). Entry fees for those meets are including in the registration price for the District's track and field program. Discussions started with Road Runner about a possible art program. Kids Klub staff members are exploring the possibility of holding a foam/glow run as a fundraiser.
- Rouse Park will see an amenity improvement this year. The batting cage is being replaced and the old cage will be turned into soft toss nets.
- The playground at Rouse Park has seen better days. District staff will be researching grant opportunities, seeking user feedback, and contacting playground equipment suppliers to work on replacing it in the next budget year.
- The District has arranged to have a security system installed in the office; a project which has been on the list for several years. With the installation the District will receive the first year of monitoring for free. In checking with the insurance company, half of the cost is eligible to be reimbursed through the safety grant program. Board member Scott Johnson requested a Knox-box be installed so that the Fire Department can gain access if needed.
- Kyle has spoken with representatives from Mile High Youth Corps to arrange this summer's two projects. The crews will be here from May 28-August 8, with one week of overlap.

- The summer Kids Klub program will be held at the Canon City High School as construction work on Washington school is scheduled. So far there has not been enough customer interest generated to start the program in Penrose.
- Approximately 400 kids are enrolled in spring soccer. This number is lower than it has been in the past, possibly due to decreased school enrollment or the growing number of traveling soccer and baseball teams. Board member Scott Johnson asked about the District offering a traveling team. Kyle responded that the District dropped out of a similar Babe Ruth program in the past as it doesn't match the District's mission statement especially in providing programs regardless of financial status.

Dan Slater:

- No report

UNFINISHED BUSINESS

RESOLUTION NO. 2019-4

A RESOLUTION AUTHORIZING ENTRY INTO AN AGRICULTURAL LEASE OF APPROXIMATELY 60 ACRES BETWEEN THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT AND JOE LIPPIS

Board member Scott Johnson made a motion, seconded by board member Nick Sartori to adopt resolution 2019-4. The resolution was adopted with all members present voting aye.

- Last week Kyle and board member Scott Johnson attended a meeting with city and county representatives regarding the recreation center. The City did not receive any responses to their RFQ. Next steps in the process were discussed. Board member Scott Johnson stated that now the timing is too tight to ask a question in 2019. The City would like to see viable results from a citizen's survey prior to asking a question. On March 26th the discussion will be taken back to the citizen's committee in a meeting at the Recreation District. The Board discussed the importance of making this a project that is driven by the community, and who should be invited to attend the March meeting. A potential list could include representatives from the City, County, Recreation District, the original citizen's group, the Bridge, St. Thomas More Hospital, the Golden Age Center, Pueblo Community College and the Boys and Girls Club. During this discussion, the importance of hearing from the public was stressed, even as it relates to the District's efforts of using its own resources to provide amenities and programs in response to that feedback. It was suggested that the District could utilize its registration software, or perhaps Survey Monkey, and the

District's Facebook page to reach out to participants and the community. Using Kids Klub as an example, board member Nick Sartori suggested that seeking feedback would help the District find ways to both improve the program and its reputation.

NEW BUSINESS

- As requested by Board member Scott Johnson at a prior board meeting, the topic of when to pay a board member for attendance at a meeting was discussed. Attorney Dan Slater reviewed the applicable statutes and the practice typically followed by the District, which is to pay board members for meetings where there is a voting action taken, including some workshops such as the one held for the budget. The board's consensus was for payment to be received for attendance at regular and special meetings, but not those which are informational in nature.
- Programs staff has been discussing implementing a late fee to dissuade people from registering for the adult programs after the deadline. By not signing up on time, programs staff must spend additional time and energy in setting up the program. They are recommending a \$25 late fee. Board member Kalem Lenard would like to see an early registration discount as an incentive, rather than charging a late fee. Considering the Board's earlier discussion about ways for the District to be more responsive to the community and improve its image, the concept of charging a late fee was tabled.

ADJOURNMENT

There being no further business to conduct, Board Chairman Kalem Lenard adjourned the meeting at 9:06 p.m.

Submitted by:



Dawn Green, Finance Director

Approved as written or amended:



Meeting Chair