

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

**REGULAR BOARD MEETING MINUTES  
February 11, 2020**

**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  
Mike Sallie  
Nick Sartori  
Scott Johnson (*arrived at 7:10 pm*)

Staff: Kyle Horne Executive Director  
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic  
Justin Jenkins  
Travis Jenkins

**ACCEPTANCE OF MINUTES**

Board member Mike Sallie made a motion, seconded by board member Jim Johnson to accept the minutes from the regular board meeting on January 14, 2020 as written. Motion carried unanimously, all present voting aye.

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to accept the minutes from the executive session on January 14, 2020 as written. Motion carried unanimously, all present voting aye.

## **ACCEPTANCE OF AGENDA**

Board member Jim Johnson made a motion to accept agenda as written, seconded by board member Mike Sallie. Motion carried unanimously, all present voting aye.

## **REVIEW AND APPROVAL OF FINANCIAL MATTERS**

The Board reviewed and discussed elements of the monthly financial statements and accounts payable.

Board member Nick Sartori made a motion, seconded by board member Jim Johnson to approve the financial matters. Motion carried unanimously, all present voting aye.

## **CALL TO THE PUBLIC**

- No member of the public addressed the board.

## **ORAL AND WRITTEN COMMUNICATIONS**

- Board member Scott Johnson asked to speak on an Urban Renewal Authority (URA) the City of Canon City is considering. Board members were presented with information on URAs provided by the Special Districts Association and Attorney Dan Slater. The board revisited this agenda item when Scott Johnson arrived.

Board member Scott Johnson stated he attended a meeting at the City- which is in the process of defining a URA. These types of authorities are designed to address blight in communities by reinvesting tax dollars into the area. URAs affect Special Districts as they can get tax increment financing (TIF). The Authority needs to ask the taxing entities (e.g. special districts) to keep a portion of their tax dollars as the property values increase. It can stay in effect for 25 years, with the assessor determining the increase in value. In order to protect the District's resources, Mr. Johnson stated it is important to understand what the District might agree to as it relates to a URA. Board members will read the information provided and should Kyle Horne be approached he will contact Attorney Dan Slater and Board President Kalem Lenard.

## **DISTRICT ADMINISTRATION REPORTS**

Executive Director – Kyle Horne reported:

- The onsite work for the District’s 2019 audit is completed. Kyle recognized Dawn Green for her work with the new auditor, Kyle Logan. The recommendations on financial processes suggested by Mr. Logan have been implemented.
- The call for nominations for District board members will be published in The Daily Record on February 14<sup>th</sup>. The forms are due by the close of business on February 28<sup>th</sup>. To date, the District has received one completed form.
- The District’s parks crew is working on cleaning up the sanitation yard in John Griffin Regional Park. The repairs to the Riverwalk across from the office building on Ash Street are completed, including the fencing. Mr. Ray Lippis finished the in-river work, splitting the cost of his work between the District and Fremont County.
- The District has two open full-time positions to fill, Programs Director and a parks/maintenance position. Applications received are being reviewed, and interviews will be scheduled.
- The District was awarded a grant from Colorado Parks and Wildlife for improvements to the archery range. The District will work with Zach Holder and Mr. Addington on the project.
- Kyle will attend the “110 Master Class” in Salida next week. Information presented in the class is intended to help recreational facilities or agencies be financially sustainable.
- In responding to a question on the report from Jaimee Southern, Kids Klub Director, Kyle informed the board that the upcoming Kids Klub event-the Ladies and their Gentlemen event is the same night as the community’s Daddy-Daughter dance.

Dan Slater:

- Dan Slater had no report.

## **UNFINISHED BUSINESS**

- Kyle Horne informed the board that Thom Willard has looked at the pool boiler and the necessary repairs are estimated to cost over \$7,500 which requires the project go to bid per District policy. A copy of the Request for Bids was included in the board packets. The board discussed some of the wording in the bid. The language regarding repairs will be left alone, but the wording regarding the expense for inspecting the boiler will be removed.

Board member Kalem Lenard made a motion, seconded by board member Nick Sartori to move forward with the Request for Bids with the recommended edits. Motion carried unanimously, all present voting aye.

- A press release regarding the recreation center survey went out today. The goal of the survey is to get input from the community. Kyle asked the board members and those attending the board meeting to encourage people to take the survey. Todd Snidow of Stifel has requested that the District sign an engagement letter so that he can continue to give financial advice on the potential rec center project. Attorney Dan Slater only received the letter today, but in his preliminary review it seems to bind the Board to use that company to issue the bonds. The Board discussed the letter and whether Stifel is being paid for their work for this step of the process. Dan stated that issuing bonds would trigger the bid process, but at the same time advice would be needed to get the numbers to put into a bond question. The question of who is going to issue the bonds is not yet answered. The board discussed if signing the engagement letter now is premature in the process, as information from the survey results is not in. Those results should be completed by late March early April. This next step in the process includes six more focus groups and is scheduled to be completed by the second half of April. Postcards for the survey went out today as a reminder for people to take the survey when it arrives. There was discussion on the number of surveys going out and the number needed to make the results valid.
- Before he drafts a policy for the board to review, Dan Slater provided to the board examples of fire policies from other entities in the area to discuss. The District has two fabricated fire pits, one situated in John Griffin Regional Park and the other in Pathfinder Regional Park. Board member Scott Johnson asked from a fire safety standard if the pit in John Griffin should remain locked. The board discussed the issue and the need for permits from the Fire District or a permit/release from the Recreation District; having open fires in designated areas; and making sure those fires are out before leaving. Dan will incorporate the information from this discussion into a draft policy for the board.

## **NEW BUSINESS**

- Kyle Horne distributed to the board a matrix summarizing the information from the four proposals received for the agricultural lease at Pathfinder Regional Park. Copies of these proposals were included in the board packets.  
District staff reviewed the proposals  
The XO Cattle Company did call on Monday, their written proposal was only for one year. During the call they offered \$8,500 a year for the multiple year lease with the District to pay for the irrigation piping.  
The Larsen proposal was formatted as a land lease offering \$7,000 a year with the request to graze cattle. They did not realize that they had to provide their own pipes for irrigation.

In reviewing the received proposals, the ones from Lippis and Jenkins were closer in comparison. The Jenkins proposal offered a \$7,500 per year minimum payment with the possibility that it could go higher as it included a crop share. Mr. Lippis offered \$7,900 the first year, \$8,200 the second and \$8,500 the third. Mr. Lippis has 60 years of irrigation experience and first-hand knowledge of the property and is a neighbor to the park. The Jenkins proposal included ideas to incorporate learning experiences in sustainable farming for area farmers and community members.

The recommendation from District staff is to allow Mr. Lippis to continue with the lease. The land has been well maintained by him, he has dedicated years to the District and hasn't done anything to make a switch. He has stated he will continue to work on the NRCS funded Russian olive abatement project in the area with or without the lease.

The board discussed the option to allow grazing. Dan Slater asked about having cattle on the leased property with the number of dogs that visit the park. Kyle stated that there is a road between the park and the hayfield which provides a barrier. There are no trails near the farmed property.

The board discussed the proposals. Board member Kalem Lenard stated that the proposal by Jenkins would integrate agricultural and recreational usage of the land and would provide a learning experience for park users. Board member Nick Sartori stated that the Jenkins proposal provides new ideas for community involvement and more function out of the property, which could allow it to become a recreational asset.

Board member Jim Johnson made a motion, seconded by board member Scott Johnson to give the agricultural lease at Pathfinder Regional Park to Mr. Joe Lippis. Motion failed three to two.

The board discussed the need to hear from and to have the opportunity to ask questions of Mr. Lippis and Mr. Jenkins.

Board member Mike Sallie made a motion, seconded by board member Scott Johnson to table awarding the lease. Motion carried unanimously, all present voting aye.

- The project to replace the lights with LEDs at Rouse Park and the office building is ongoing, information from Black Hills is slow in coming. On Tuesday, Devin Everhart will meet with representative, Roger Worrick, to review the wattage needs and make the needed adjustments to the use assessment completed earlier. It is important that the correct numbers are included in the Request for Proposals for the project. The project needs to be done by April 17<sup>th</sup>, prior to the start of programming use for the season at the park. There will be no lights used at Rouse Park prior to the project so that the District avoids a costly usage spike. There will need to be a special meeting to approve the bids for the lights and boiler repair, so that the work can get underway. The agricultural lease at Pathfinder Park will also be on the agenda.

## RESOLUTION NO. 2020-2

### A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER OF RECORD FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT

Board member Scott Johnson made a motion, seconded by board member Jim Johnson to adopt resolution 2020-2. The resolution was adopted with all members present voting aye.

## RESOLUTION NO. 2020-3

### A RESOLUTION AUTHORIZING THE SALE OF CERTAIN REAL PROPERTY TO JAMES D. KOEHN AND KATHLEEN KOEHN

Board member Mike Sallie made a motion, seconded by board member Scott Johnson to adopt resolution 2020-3. The resolution was adopted with all members present voting aye.

- Kyle received a request from Mike Bandera for a letter of support for a sports complex project. A copy of the proposal for the facility was included in the board packets. The board discussed his request. Board member Scott Johnson stated that although he is in favor of expanding recreational opportunities in our community, he does not want to attach the District to a private corporation. Board member Mike Sallie expressed concern that the project does not match the District's mission statement as programs such as these exclude a lot of kids.

Board member Jim Johnson made a motion, seconded by board member Scott Johnson to write a generic letter supporting recreational opportunities in our community. Motion carried unanimously, all aye vote.

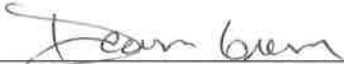
- The board discussed possible dates for a special meeting to review the bids for the boiler repair at the pool, the bids for LEDs and to review the Pathfinder agricultural lease proposals-inviting Mr. Lippis and the Jenkins to the meeting so that they may answer questions from the board. Possible dates are February 25<sup>th</sup>, 26<sup>th</sup> or 27<sup>th</sup>.

**ADJOURNMENT**

There being no further business to conduct, Board Chairman Kalem Lenard adjourned the meeting at 9:15 p.m.

Submitted by:

Approved as written or amended:

  
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Dawn Green, Finance Director

  
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Meeting Chair