

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

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

**CALL TO ORDER** The Canon City Area Metropolitan Recreation and Park District Board meeting was called to order slightly after 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  
                              Justin Jenkins

**ACCEPTANCE OF MINUTES**

Board member Scott Johnson made a motion, seconded by board member Mike Sallie to accept the minutes from the regular board meeting on January 8, 2019 as written. Motion carried unanimously, all aye vote.

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to accept the minutes from the executive session on January 8, 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 meeting at Canon City Hall on January 16, 2019 as written. Motion carried unanimously, all aye vote.

## **ACCEPTANCE OF AGENDA**

Board member Jim Johnson made a motion to accept the agenda as written, seconded by board member Nick Sartori. 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 Jim Johnson to approve the financial matters. 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 Scott Johnson requested a policy item be included on next month's agenda in order to clarify under what circumstances board members will be paid to attend meetings.

## **DISTRICT ADMINISTRATION REPORTS**

Executive Director – Kyle Horne reported:

- The skid steer the District is purchasing from Bobcat is slated to be delivered on February 19<sup>th</sup>. Parks staff will be trained on its use the day of delivery.
- Kyle recognized Dawn Green for her work on the annual audit.
- Kyle and Devin Everhart are scheduled to meet with engineer Brian LeDoux on Friday to look at river bank stabilization needs at Pathfinder Park and hear his recommendations.
- Canon City High School informed the District that an intern, Cheyenne Hill, will be here for the 4<sup>th</sup> quarter. Programs staff will meet with her tomorrow.
- Kyle has arranged with the radio station to be on morning line the third Monday of every month. It is one avenue to keep the community informed about what is going on at the District.
- The District office will be closed on February 18<sup>th</sup> for President's Day.

Dan Slater:

- No report

## **UNFINISHED BUSINESS**

- Included in the board packets was a memo from attorney Dan Slater regarding the use of motorized vehicles on the Arkansas Riverwalk. Board member Scott Johnson stated that changing the trail easement agreements to allow for their use would be difficult as motorized use is expressly forbidden in some. He went on to state that whether or not it might be allowed; why can't the trails remain non-motorized?

Board member Mike Sallie said that he appreciated the information from Dan and recommended to keep doing what we are doing.

Board member Kalem Lenard said that the use of e-bikes is increasing nationwide and at some point the District will eventually have to address their use on the trails, but that it is not a pressing issue now.

- By the January 31<sup>st</sup> deadline, the District received four proposals for the lease of the agricultural parcel at Pathfinder Regional Park. Copies of the proposals were included in the board packets. Kyle Horne presented a short summary of each as follows:

The Higgs/XO Cattle Company proposal offered \$7,700 in lease payments, to maintain the ditches, and hay for the District's animals. They will also look at potential grants and proposed using \$1,200 of the lease payment to purchase pipe for irrigation. Within the proposal was also an offer to help with site prep for a future hay shed. It also mentioned the possibility of putting cattle on the land later in the year.

The Lippis proposal offered \$7,300 in lease payments, to continue spraying all of the weeds for which he would pay for the chemicals, to clean the ditches, and to provide the pipe and even some of his own water for irrigation. Mr. Joe Lippis has secured a grant contract with NRCS through 2023 to remove Russian olive and tamarisk. This grant is in his name and is non-transferable. The work that he is doing is viewed as a community service by the NRCS staff as he is not getting fully compensated for his time or the work that his crews are doing in and around the park.

The Jenkins Farms proposal offered \$7,500 in lease payments, with the option to look at a multi-year lease. They too would look for potential grants to improve the property and made the suggestion of possibly working with the NRCS to conserve a 16-acre parcel near the pond for educational use.

The Buckskin Ranch/Mr. Micheli proposal offered \$20,000, but did not provide additional information on irrigation or ditch maintenance.

District staff recommended to the Board to accept the proposal from Mr. Lippis as the lease payment is only one portion of determining what is in the best interest of

the park. The weed removal, irrigation work and the secured grant all aid in the stewardship and long-term vitality of the park.

The Board discussed the proposals and the value of the secured grant. There was discussion about mirroring the length of the lease to the length of the NRCS grant. Mr. Jenkins was asked about the benefits to a potential lessee for a multi-year lease. He agreed that a longer lease would provide an incentive to put in the hard work to improve the land and then be able to reap the benefits of that work past one growing season. The request for proposals announcement the District placed on its website did state an “annual” lease.

Board member Scott Johnson made a motion, seconded by board member Nick Sartori to enter into a one-year agricultural lease with Mr. Lippis. Motion carried unanimously, all aye vote.

- The District received three responses to its request for proposals to remove the waterslide at the R.C. Icabone pool. District staff met with representatives from all three companies, and each proposal is similar in discussing the scope of work in a time frame that would suit the District’s needs. The biggest difference among them is the cost: Bryant Construction -\$17,570; Cooley & Sons-\$3,750 and Langston Concrete-\$31,000. District staff recommends accepting the Cooley & Sons proposal. The company is currently working with G.E. Johnson on a school project adjacent to the pool, and thus they already have equipment on site. They view the removal of the waterslide as a community service project. They intend to have the slide out in one day and will work the District’s project into their time frame for the shop building they are working on for CCHS.

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to accept the proposal from Cooley & Sons for the removal of the waterslide at R.C. Icabone pool. Motion carried unanimously, all aye vote.

- The Board discussed and reviewed the Request for Qualifications (RFQ) and Memorandum of Understanding (MOU) with the City of Canon City regarding the next steps in the recreation center feasibility study. The RFQ asks for a survey to be completed, holding focus groups and analyzing the optimum time to ask a ballot question. Fremont County approved their MOU with the City and agreed to contribute \$10,000 to this project. The Recreation District budgeted \$10,000 in 2019 for the continuation of the recreation center feasibility study. The Board received copies of the MOU and the District’s attorney, Dan Slater, has reviewed it. He did have some suggestions for changes. Instead of having two MOUs –one between the City and County and one between the City and the District, he recommended just one document for all three parties. He also would have like to have seen a more detailed description of the make-up of the committees mentioned in the document. These suggestions were not included in the MOU.

Board member Scott Johnson asked Deana Swetlik from the City of Canon City about the purpose of the survey. She responded that it will help dial in the final

configuration and cost of a potential center. It is the final step that the governmental entities can be involved in to understand where the voters are at prior to moving forward with a ballot question. Board member Kalem Lenard asked if the process outlined in the RFQ follows what was learned at an earlier presentation by George K. Baum representatives. Kyle Horne also asked Ms. Swetlik if the community would be involved in the survey development, as this was a step also mentioned at that presentation. Ms. Swetlik responded that the survey will be done first, and then the community will be involved in focus groups to further define the proposed center.

## **RESOLUTION NO. 2019-2**

### **A RESOLUTION DIRECTING ENTRY INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF CAÑON CITY AND FREMONT COUNTY**

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to adopt resolution 2019-2.

The MOU as presented only lists two entities, the Recreation District and the City of Canon City.

### **A RESOLUTION DIRECTING ENTRY INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF CAÑON CITY**

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to amend resolution 2019-2 to remove the words “and Fremont County” from the title and from paragraph one. The resolution was then adopted with all members present voting aye.

## **NEW BUSINESS**

- As a result of the annual audit, it was determined that the final payment on the lease purchase agreement for the property at 575 Ash Street was drawn from the incorrect fund. It should have been expended from the General Fund, not from the Capital Projects Fund, as the annual lease payments throughout the time frame of the lease were made from the General Fund. This requires the District to amend its 2018 budget.

The Public Hearing on the Recreation District’s 2018 amended budget was opened at 8:25 p.m. There was no public comment and the hearing was closed.

**RESOLUTION NO. 2019-3**

**A RESOLUTION AUTHORIZING A SUPPLEMENTAL BUDGET AND APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT'S 2018 BUDGET YEAR**

Board member Scott Johnson made a motion, seconded by board member Mike Sallie to adopt resolution 2019-3. The resolution was adopted with all members present voting aye.

Board member Scott Johnson made a motion, seconded by board member Nick Sartori to move into executive session regarding a negotiation matter under C.R.S. Section 24-6-402(4)(e). Motion carried unanimously, all aye vote.

The board went into executive session at 8:26 p.m.  
The executive session ended and the regular meeting resumed at 9:11 p.m.

The Board discussed who should represent the District as the Recreation Center process moves forward. Board member Scott Johnson and Kyle Horne will review the qualifications received and serve on the committee to make a recommendation on a consultant. The third representative from the District for future steps may be Dawn Green.

**ADJOURNMENT**

There being no further business to conduct, Board Chairman Kalem Lenard adjourned the meeting at 9:22 p.m.

Submitted by:

Approved as written or amended:

  
Dawn Green, Finance Director

  
Meeting Chair

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**EXECUTIVE SESSION MINUTES  
February 12, 2019**

Executive Session was called at 8:26 p.m.

The substance of discussion during executive session was for determining positions relative to matters that may be subject to negotiations and developing strategy for negotiations under C.R.S. sections 24-6-402(4) (e).

The executive session adjourned at 9:10 p.m.

Submitted by:

  
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Dawn Green, Finance Director

Approved as written or amended:

  
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Chair of Executive Session