

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

**REGULAR BOARD MEETING MINUTES  
March 10, 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

Staff: Kyle Horne Executive Director  
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic  
Brian LeDoux  
Other Community Members

**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 February 11, 2020 as written. Motion carried unanimously, all present voting aye.

Board member Jim Johnson made a motion, seconded by board member Scott Johnson to accept the minutes from the special board meeting on February 27, 2020 as written. Motion carried unanimously, all present voting aye.

Board member Mike Sallie made a motion, seconded by board member Scott Johnson to accept the minutes from the executive session on February 27, 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 Nick Sartori. 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 Kalem Lenard 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**

- Kyle Horne was contacted by Burl McCuller who indicated he would like to address the board about the use of track chairs on the Arkansas Riverwalk.
- Board member Scott Johnson suggested that those board members whose term is not ending consider which office they would like to hold in the coming term.

## **DISTRICT ADMINISTRATION REPORTS**

Executive Director – Kyle Horne reported:

- Chris Melcher has been hired as a full time Parks Worker. Two seasonal parks positions still need filled.
- Through an interview process, Tawny McCall has been selected as the new Programs Director. Cody Bennett has been promoted from Recreation Technician to Sports Coordinator. There is now an opening for a Recreation Technician. Kyle commended the programs staff for their great teamwork this last month as a new Programs Director was sought.
- The District will hear the results concerning the GOCO grant submission this week. Kyle is optimistic that the grant will be awarded to replace the playground at Rouse Park,

- The District pool is slated to open on May 8, 2020. New shade structures, chairs and another climbing wall section will be added. Each of these elements is movable should a new pool open in the future. Training for new and returning lifeguards is scheduled. Jill Rulapaugh is returning as a manager and other former managers are being contacted.
- Kyle Logan is scheduled to be at the April board meeting to present the 2019 audit of the District.
- Kyle enjoyed the “110 Master Class” in Salida. At the last District staff meeting he shared information regarding strategic planning to address deferred maintenance.
- The annual Clean-Up/Green-Up event is scheduled for April 25<sup>th</sup> and board members are needed to serve as volunteer cooks. Mark Cristelli of Atmos Energy will be bringing the grill.
- Board member Mike Sallie had a question regarding the report submitted by Devin Everhart about who is opening and closing the gate at Eagle Wing. Kyle responded that it is a shared duty among the parks crew members, but as the days are getting longer, that process is being evaluated. Mike suggested looking at the possibility of an automated gate.  
There was also discussion regarding the number of kneekicker sessions in spring youth soccer. This year there will only be one longer season of sand volleyball at the request of the players and the owners of the White Water Bar & Grill where the league is played.  
The Ladies and their Gentlemen dance has sold some tickets for the event. There was discussion of whether this event competes or complements the heavily attended Daddy-Daughter dance which is held the same night.

Dan Slater:

- Dan Slater had no report.

## UNFINISHED BUSINESS

### RESOLUTION NO. 2020-4

#### 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 Mike Sallie to adopt resolution 2020-4. The resolution was adopted with all members present voting aye.

- In response to a question by board member Scott Johnson, Kyle Horne stated that because the boiler repair is over the \$7,500 threshold which needs board approval, a resolution for it was included in the board packets.

## RESOLUTION NO. 2020-5

### A RESOLUTION AUTHORIZING REPAIRS TO THE R.C. ICABONE SWIMMING POOL BOILER

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to adopt resolution 2020-5. The resolution was adopted by a four to one vote.

Board member Scott Johnson stated his preference to replace rather than repair the boiler.

- The board discussed the fire policy to be adopted by resolution. As worded, board member Scott Johnson would suggest some edits so that not all the parks the District manages are lumped together. Part of the discussion concerned allowing the use of charcoal grills and use of the designated fire pits already present in John Griffin Regional and Pathfinder Parks. The board agreed to table a vote on Resolution 2020-06 adopting the fire policy as currently worded.

- Kyle updated the board on the recreation center process. Seven thousand surveys were mailed out to District residents. The goal was to have 600 returned, to date the number is 1,750. Barker Rinker Seacat (BRS) representatives asked for more time so that the survey company can complete the data entry, yet a deadline for that portion of the process was part of the bid that was submitted. There is an open link to the online survey for Fremont county residents. Results from those completed surveys will not be included in the scientific data analysis, but it will give community members a chance to comment. Kyle stated it will be interesting to see if results from the open link and scientific surveys line up.

Included in the board packets was a copy of the updated schedule for the next steps in the process. On April 1, 2020 four focus groups will be held.

Participants will be drawn from the survey information. Calls will be made by District staff until all the available slots are filled. Kyle asked that if the board members would like to attend to observe to let him know. Nick Sartori is available at 2:00 p.m. and Kalem Lenard, Scott Johnson and Jim Johnson have a more open schedule that day. The final report is to be completed in May.

Kyle, Ryan Stevens and Rob Brown from the Fremont Economic Development Corporation will have a meeting regarding potential sites.

Also included the board packets was a copy of a letter of engagement for services provided by Stifel, Nicolaus & Company, Inc, a bond underwriting firm. Kyle, attorney Dan Slater, and board member Kalem Lenard had a phone conference with Todd Snidow of Stifel regarding the letter of engagement. According to Dan, due to recent regulatory changes, there is a logic to having it signed. It doesn't need to be entered into right now but would be needed to assist with language for a potential ballot issue. According to Mr. Snidow their rates are competitive and professional services are not technically required to be bid out. The information they provide is important to BRS. Kalem stated that with the agreement in place,

should the District have a successfully bond question, Stifel will carry the bond. The firm will only get paid if the bond question is successful. Board member Scott Johnson stated that there are firms that may be able to offer a better price. Kyle pointed out that BRS has worked with Todd Snidow, who has experience in passing successful recreation center questions, helping citizen committees strategize and providing the numbers needed for a ballot question. He and his firm have worked with entities in Fremont County such as the Canon City School District. There was discussion about waiting to see the survey results, then doing an RFP in May and which entity would float the bonds. Kyle informed the board that Todd Snidow will be here on April 1, 2020 but without the letter of engagement he can't provide any numbers. Board member Kalem Lenard suggested getting input from other agencies who have issued bonds, perhaps reaching out to the school district or Special Districts Association to get a better understanding of the process.

Per the updated schedule provided, there is a conference call regarding draft plan diagrams on April 17<sup>th</sup> and to present the final plan on May 1<sup>st</sup>. If any board member would like to be involved in that process, please let Kyle know.

- Brian LeDoux, from Fremont Adventure Recreation (FAR) gave an update on the bike trail project near the Eagle Wing Trailhead. He recently met with Recreation District staff and representatives from GE Johnson at the site. There will be additional design work done soon. There is some erosion on the hillside that will need to be addressed. He asked if GE Johnson could provide some in kind work using their heavy equipment or perhaps contributing to the project financially. A small section of the flow trail as originally laid out is on BLM property and they are looking at ways to possibly work around it. Their goal is to have something on the ground by the end of 2020.

## **NEW BUSINESS**

- The District received self-nomination forms from Brett James and Greg DiRito for the two board seats opening in May. Because the number of forms matches the number of board members ending their terms of office, the election in May can be canceled.

### **RESOLUTION NO. 2020-7**

#### **A RESOLUTION CANCELING THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT'S 2020 ELECTIONS, DEEMING CANDIDATES ELECTED, AND PROVIDING NOTICE THEREOF**

Board member Kalem Lenard made a motion, seconded by board member Mike Sallie to adopt resolution 2020-7. The resolution was adopted with all members present voting aye.

- James McDaniel would like to renew his concession contract at Rouse Park for 2020. Kyle Horne stated that this agreement does provide income to the District and any time there is an event at Rouse Park, James is there and open. The board discussed the contract, and the idea of possibly having the District hire summer help to run the concession booth.

**RESOLUTION NO. 2020-8**

**A RESOLUTION AUTHORIZING ENTRY INTO AN AGREEMENT FOR CONCESSION SERVICES AT ROUSE PARK WITH JAMES McDANIEL**

Board member Jim Johnson made a motion, seconded by board member Scott Johnson to adopt resolution 2020-8. The resolution was adopted with all members present voting aye.

- The board took a short break at 8:09 p.m.

Board member Scott Johnson made a motion, seconded by board member Kalem Lenard to go into executive session for legal advice on the urban renewal authority under C.R.S. Section 24-6-402 (4) (b). The motion passed with all members present voting aye

The board went into executive session at 8:12 p.m.  
The executive session ended at 8:37 p.m.

**ADJOURNMENT**

There being no further business to conduct, Board Chairman Kalem Lenard adjourned the meeting at 8:37 p.m.

Submitted by:

  
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Dawn Green, Finance Director

Approved as written or amended:

  
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Meeting Chair

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**EXECUTIVE SESSION MINUTES  
March 10, 2020**

Executive Session was called at 8:12 p.m.

The substance of discussion during executive session was for legal advice under C.R.S. section 24-6-402(4) (b) regarding urban renewal authority.  
The executive session adjourned at 8:37 p.m.

Submitted by:



Dawn Green, Finance Director

Approved as written or amended:



Chair of Executive Session