

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

**REGULAR BOARD MEETING MINUTES
December 10, 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 Doug Koehn
 Karen Sartori Brian LeDoux
 Mason Lenard Rick Harriman
 Other Members of the Community

ACCEPTANCE OF MINUTES

Board member Scott Johnson made a motion, seconded by board member Nick Sartori to accept the minutes from the special board meeting on October 30, 2019 as written. Motion carried unanimously, all aye vote.

Board member Mike Sallie made a motion, seconded by board member Jim Johnson to accept the minutes from the regular board meeting on November 20, 2019 as written. Motion carried unanimously, all aye vote.

Board member Nick Sartori made a motion, seconded by board member Mike Sallie to accept the minutes from the executive session on November 20, 2019 as written. Motion carried unanimously, all aye vote.

ACCEPTANCE OF AGENDA

Board member Kalem Lenard made a motion to adjust the agenda to move the item -Bike Park on Schepp Open Space Property- before unfinished business, 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 Kalem Lenard made a motion, seconded by board member Mike Sallie to approve the financial matters. Motion carried unanimously, all aye vote.

CALL TO THE PUBLIC

- Doug Koehn complimented the board for their time working on Recreation District issues.

ORAL AND WRITTEN COMMUNICATIONS

- Board member Mike Sallie received one comment on the overnight Eagle Wing parking lot closures.
- Board member Scott Johnson stated that the Fire District is dealing with the issue of people starting open fires in prohibited areas. It was suggested that the Recreation District review their policy manual for guidance on open fires. The Recreation District has two designated areas, one in Pathfinder Regional Park and one in John Griffin Regional Park.

DISTRICT ADMINISTRATION REPORTS

Executive Director – Kyle Horne reported:

- The 2019 Budgeted transfers are as follows:
\$10,000 from Programs Activity Fund to the General Fund
\$18,400 from Conservation Trust Fund to Capital Projects Fund (This may increase \$10,000 once it is verified that the payment to the City for the next steps on the Recreation Center is an allowable expense.)
\$27,600 from Conservation Trust Fund to Pool Fund (This will increase to include the leak detection that will take place.)
\$80,000 from Conservation Trust Fund to the General Fund
\$40,000 from the General Fund to the Pool Fund

- Kyle has sent photos of the pool to American Leak Detection. Based on the photos, they do not believe the leak is in the liner or the drain, or the pool would be empty. It is possible that it is in the feeder from the main or from a valve in the irrigation system. An onsite visit will take place soon.
- Kyle is waiting on a quote for the mechanical repairs at the pool from another company with commercial pool experience. There will be a representative from the company onsite tomorrow. The boiler was installed in 1987 and has gone beyond its life expectancy and needs to be replaced. An earlier quote received for a boiler was \$31,000.
- The riverbank repairs adjacent to the trail on Ash St. are slated to take place this month. Mr. Lippis has informed Kyle that the price of rock is going up in 2020. Joshua Carpenter of the Corps of Engineers told Kyle that all levee repairs are the responsibility of the County. Kyle has a call into their levee specialist, Bruce Jordan, to verify this. Kyle accompanied Luke Javernick and Joshua Carpenter to look at options to stabilize the riverbank in an area of Pathfinder Regional Park. Using rock would make the project's estimated cost \$500,000. Other options will be explored, including the use of existing downed trees. Kyle is trying to get AHRA involved in the project.

Board member Scott Johnson stated there is another area that is a point of concern. The river is undercutting the south bank west of where the wall was replaced.

- Two signs have been placed informing trailhead users that the Eagle Wing parking lot will be closed from dusk until dawn.
- The District's annual Christmas party will be at the Quality Inn on December 12th.
- The District's Turkey Bowl/Turkey Trot special event was a success. Sixty-one teams participated in the bowl and there were 88 paid participants for the run. Kyle thanked the sponsors of the event, the maintenance crew for shoveling snow to clear the fields and the staff who worked the event.

Dan Slater:

- Dan Slater had no report.

UNFINISHED BUSINESS

- Brian LeDoux of Fremont Adventure Recreation (FAR) with the help of Mason Lenard, CES student, made a presentation on a bike park concept for the Schepp Open Space area. (Board member Kalem Lenard recused himself from the discussion as he works for the BLM.) Mr. LeDoux stated that the South Canon Trails lack a place to jump the bikes. Mason spoke of the benefits of a bike park which include youth engagement, getting kids into nature, and building confidence through a positive activity. Mr. LeDoux has identified a location for the proposed park-adjacent to the South Canon Trail system and the Eagle Wing Trailhead. The park would be accessible to downtown and the Arkansas Riverwalk. He envisions three to five lines on the hillside out from the parking lot, with the lines increasing in difficulty as they go out. It would also include a flow trail from ECO Park to Eagle Wing mostly through the Schepp Open Space.

Man made jump features would have a metal sub-base and wood decking. Through their 1% for trails, FAR would have some funding for the project. Mr. LeDoux is also talking to possible corporate sponsors and private donors. There are also grant opportunities through Great Outdoors Colorado and El Pomar.

Mr. LeDoux stated that prior to taking further steps on the project, FAR would like conceptual buy in from the Recreation District board members.

The board discussed this project. Board member Scott Johnson requested a work around for the jumps on the flow trail for those who want to avoid them. This flow trail could potentially provide access to the Arkansas Riverwalk for the residents of Dawson Ranch. Board member Kalem Lenard asked if FAR would help with trail maintenance.

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to lend support to the project concept of a bike park in the Schepp Open Space area. Motion carried unanimously, all aye vote.

- Kyle Horne updated the board on the recreation center project. The City of Canon City received four responses from their Request for Proposals (RFP) for next steps. These steps will dial in the concept of the center so that it can be presented to the public. Of the four firms, two were selected for interviews. One interview took place on Monday. Of the other two firms, one had a high price point and the other was a firm associated with the feasibility study that was recently completed. The price quotes were greater than the amount committed by the partner agencies for the process. An additional \$20,000 is needed. Contributions are being sought from Centura Health, El Pomar, Royal Gorge Bridge & Park and Royal Gorge Route Railroad.

Board member Scott Johnson asked if the next steps process will repeat services of the feasibility study or is it possible to renegotiate the fees based on what already has been completed. Kyle responded that one firm, Green Play, stated this was possible. The other firm selected for an interview is Barker Rinker Seacat. Both firms have experience in developing recreation centers.

This next process will include focus groups, which weren't included in the feasibility study.

There was a meeting hosted by REC (Recreation Enhances our Community) yesterday and Recreation District staff members and three of its board members attended. During the meeting interested parties were updated on the process.

Included in the board packets were copies of two letters the District received from the public regarding the recreation center.

Kyle believes that these next steps are essential as the price, location and included amenities need to be known prior to asking a question to the voters.

Board member Kalem Lenard asked how long the bids are good for, as funding is still needed, and when the payouts for the deliverables are required. It is estimated that the date would be in April.

Karen Sartori, member of REC, stated that the community group has been working toward a recreation center for four years and that May to October is a

short time frame to market the project. She stated that she has been visiting with community groups to discuss the recreation center process and has received good feedback. She requested that if a board member has a group in mind, please let her know.

Rick Harriman another member of REC has spoke to the DOC Director who said their training space is outdated. Mr. Harriman will approach the deputy director to see if the DOC can assist with funding.

The second firm, Barker Rinker Seacat, will be interviewed on Wednesday.

- The board reviewed the draft 2020 District goals, copies of which were included in their packets.

Board member Kalem Lenard made a motion, seconded by board member Jim Johnson to approve the 2020 District goals. Motion carried unanimously, all aye vote.

NEW BUSINESS

- Board member Kalem Lenard read the next item on the agenda - a public hearing on the Adoption of the 2020 Budget. There were no comments from the public. The board reviewed the recent changes in the proposed budget. They included increases in water utilities due to an announced increase in water rates, placing the pool's mechanical room repairs on a separate line and the addition of a cornhole league in the programs activity fund.

RESOLUTION NO. 2019-9

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE CAÑON CITY AREA METROPOLITAN RECREATON AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE CALENDAR YEAR AND BUDGET YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2020 AND ENDING ON THE LAST DAY OF DECEMBER 2020

Scott Johnson made a motion, seconded by board member Jim Johnson to adopt Resolution 2019-9. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2019-10

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW FOR THE CAÑON CITY AREA METROPOLITAN RECREATON AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE 2020 BUDGET YEAR

Nick Sartori made a motion, seconded by board member Mike Sallie to adopt Resolution 2019-10. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2019-11

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2020 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE 2020 BUDGET YEAR.

Jim Johnson made a motion, seconded by board member Kalem Lenard to adopt Resolution 2019-11. The resolution was adopted with all members present voting aye.

- The board members received an updated copy of the management engagement letter for auditing services from Logan & Associates. It details a one-year engagement for the 2019 audit. However, Mr. Logan provided the District a written quote for the following subsequent years: each year from 2020 to 2023 the cost is \$7,800.

RESOLUTION NO. 2019-12

A RESOLUTION AUTHORIZING ENTRY INTO AN AGREEMENT BETWEEN LOGAN AND ASSOCIATES, LLC AND THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT FOR ANNUAL AUDITING SERVICES, BEGINNING JANUARY 1, 2020

Jim Johnson made a motion, seconded by board member Scott Johnson to adopt Resolution 2019-12. The resolution was adopted with all members present voting aye.

- The Special Districts Association recommended that the resolution which designates an election official take place in December. The board discussed when nominations could be accepted. Also discussed was that the next term will be three years as special district elections will be moving to odd years.

RESOLUTION NO. 2019-13

A RESOLUTION APPOINTING A DESIGNATED ELECTION OFFICIAL FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT'S 2020 ELECTIONS

Mike Sallie made a motion, seconded by board member Scott Johnson to adopt Resolution 2019-13. The resolution was adopted with all members present voting aye.

- Kyle stated that in January the District will be putting out a request for proposals for the agricultural lease and would like guidance from the board. Included in the board packets was a copy of last year's announcement and a copy of the current agricultural lease with Mr. Joe Lippis. Kyle has called Mr. Lippis to see where he is with his grant project. This grant was included in his proposal for an annual lease.

Board member Kalem Lenard would like to have the time frames align between the proposals and the lease. Also, the board discussed making the lease multi-year to allow for the crops to mature and for the grower to see the benefits of their labor. Board member Scott Johnson stated that it is important that the effective date of the new lease be after the termination date of the current lease.

The board discussed the length of the next lease. Attorney Dan Slater stated that a multi-year lease allows the board options to do what is in the best interests of the District. Board member Jim Johnson expressed concern that it might be difficult to compare proposals if the terms are different. Input from the farmers in the audience was sought. Mr. Doug Koehn said the term of the lease might depend on the how long the crop could be effectively produced, giving the example of alfalfa being six to eight years. Mr. Tony Adamic stated his opinion that with a multi-year lease the user might be willing to put more money towards it.

In discussing extending the lease to a longer term, Kyle reminded the board that sports fields are planned for the area at some point.

The board discussed placing a set number of years on the lease or allowing it to be more flexible dependent on the proposals received and the District's future plans for the parcel. The consensus is to seek a three-year lease with a two-year extension option. Kyle will compose the request for proposals and Dan Slater will review it.

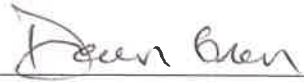
- The board discussed the Executive Director's annual evaluation process. It will be structured like the previous year's which included a board member meeting with a department head. The meetings are as follows: Kalem Lenard and Ken Burger; Mike Sallie and Devin Everhart and Nick Sartori and Dawn Green. The process will also include a self-evaluation by Kyle using questions from a written evaluation template used in the past as a guide.

ADJOURNMENT

There being no further business to conduct, Board Chairman Kalem Lenard adjourned the meeting at 8:52 p.m.

Submitted by:

Approved as written or amended:



Dawn Green, Finance Director



Meeting Chair