

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

**SPECIAL BOARD MEETING MINUTES
November 5, 2020**

CALL TO ORDER The Canon City Area Metropolitan Recreation and Park District Special Board meeting was called to order at 6:22 p.m. by Chairman Jim Johnson in the board meeting room located at 575 Ash Street.

ROLL CALL

Board Member:

Present: Jim Johnson
 Mike Sallie
 Greg DiRito
 Nick Sartori

Staff: Kyle Horne Executive Director
 Dawn Green Finance Director

Attorney: Dan Slater

NEW BUSINESS

- The agenda item for this special meeting was a workshop for the 2021 draft budget.

Written information presented to the board included a chart showing the line item changes proposed for the 2021 draft budget since the board received their copies at the regular board meeting in October.

Those line item changes affected the general, pool and program activities funds. They include an updated estimate of property tax collections and added expenses to fix a roof of a building on the Nailor property, security monitoring at the pool and new soccer goals for the United League players.

General Fund:

The District received the preliminary certification of property values resulting in a \$8,155 increase in revenue.

There was significant discussion on whether the District should do a COLA increase and possibly adjusting the salary scale to accomplish it. Kyle stated that the District's current schedule is approximately 23-30% under what is paid in similar districts our size, and that it is getting more difficult to get applicants for the job openings. District staff has worked hard to provide recreational activities to the community in this time of COVID-19, including nine new programs and completed park projects. Board member Greg DiRito stated that the District should err on the side of conservancy in this uncertain economic time brought on by COVID-19 and approach raises cautiously. Board member Jim Johnson referred to the starting salaries on the schedule, some of which are only about a dollar more than minimum wage. He believes that if we do not keep up with prevailing wages, the next board(s) may be forced to make up huge differences later. Board member Nick Sartori is in favor of a COLA and a step as we have the capability in the budget. Board member Mike Sallie disagreed- not with the characterization of current wage rates – but he is looking at the revenue side. Due to the pandemic, the District is not going to have the programs we normally have; the new ones created are not revenue drivers. He asked if now is the time to look at a work force reduction. His perception is that it is too heavy upfront and suggested that the receptionist position be absorbed. He questioned the need for a sports coordinator. Kyle Horne suggested that the board members talk to Ken Burger. Ken went from being a board member to Programs Director, thereby getting a new perspective. As the former Programs Director, Kyle knows that the jobs in the front office are stressful and time consuming with a lot of interaction with parents of players that can at times be difficult. Jim pointed out that without a receptionist the productivity of the other front office staff will be less as they would have to take time away from their jobs for those additional duties. Board member Nick Sartori stated that we have to take care of our people and as a board member it is not his job to run the building. Greg reiterated his point that the board has to be a steward of community dollars.

Attorney Dan Slater stated that there is not a consensus among the four board members present.

This discussion topic continued. Kyle stated the District has a small work force that does a lot for the public. Another full-time parks person is needed. The District does not always have to use reserves to balance the budget. At this time, the Recreation Technician position has not been filled.

The impact of COVID-19 was also discussed on the 2021 budget.

Dan Slater summarized the discussion stating that there is a two-two tie on a COLA and a two-two tie on the staff cuts.

District staff is looking at a cloud-based phone system, which would allow the staff to work remotely more easily if needed. It was suggested that the District look at additional CARES ACT funding for this purpose.

As the Family & Medical Leave Act passed in Colorado, it may affect the budget.

There is \$3,000 in the budget line for the archery range for replacement targets.

The District plans to fix the roof on the white building on the Nailor property and the amount on that line was increased.

Machinery and equipment needs of the District include a truck, backhoe, grader, and chipper.

Capital Projects:

The District will be asking for funding from the Rocky Mountain Elk Foundation again this year.

A GOCO grant application was submitted for fire mitigation work in John Griffin Regional Park by a youth corps chainsaw crew.

There is funding allocated for trail work, riverbank restoration and property acquisition should an opportunity arise next year.

Pool:

Kyle stated that it is the goal to get the pool open next year. There are approximately three seasons left on the life of the sand filters. Parks crew member Eric Minton spent the summer working at the pool on the building and mechanical room to get it ready for next year. The boiler has been purchased and will be installed next spring.

The board discussed the amount in the minor furniture and equipment line. Kyle is looking at another section of climbing wall, lounge chairs and shade structures. Board member Jim Johnson does not think that the climbing wall is needed, and the money should be saved for potential repairs. There was general discussion on the pool schedule and usage levels in prior years.

Programs Activity:

District staff worked hard on a conservative budget with the assumption that programs will be able to be run next year. Additional expenses for sick leave time meant that the fund would have to draw from reserves to balance the budget. A smaller set of goals is needed for the United League to follow industry standards.

The board discussed the ropes course. The District cannot get the facility inspected until it has a certified facilitator. It was asked if a current employee can be trained and Kyle responded that the training is expensive. Kyle and Tawny interviewed a potential candidate who requested to be paid \$300 a day. In the past the District has tried to team up with CSU-Pueblo to staff the facility, but it did not work out.

Nick Sartori stated that he does not see the Ropes Course used and suggested that the District look at different use of that area - so that it is now longer wasted space. It could serve as a hub of the Arkansas Riverwalk. One suggestion was to add play equipment. Nick would like to see this included in the 2021 goals.

Due to COVID-19, the District has canceled this year's Turkey Bowl and Turkey Trot. Kyle suggested that the District office become a drop off point for Toys for Tots.

Also due to the pandemic, this winter's indoor sports are not set. There are several health department guidelines which would make running the programs difficult. These include reducing spectators and intensive cleaning protocols. There is a chance there will be no youth indoor sports this year.

Depending on COVID-19, the District hopes to have adult cornhole. It is budgeted for more teams per season if it can be offered.


Next year's outdoor programs should be able to be offered, pending any modifications required by potential COVID-19 restrictions.

ADJOURNMENT

There being no further business to conduct, Board Chairman Jim Johnson adjourned the meeting at 8:27 p.m.

Submitted by:

Approved as written or amended:



Dawn Green, Finance Director



Meeting Chair