

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

**REGULAR BOARD MEETING MINUTES
December 8, 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, Jim Johnson, in the board meeting room located at 575 Ash Street.

ROLL CALL

Board Members:

Present: Jim Johnson
Brett James
Mike Sallie
Nick Sartori

Staff: Kyle Horne Executive Director
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic Brian LeDoux
Jordan Ovnicek Trevor Branam
Casey Horne Liam Monroe

ACCEPTANCE OF MINUTES

Board member Nick Sartori made a motion, seconded by board member Brett James to accept the minutes from the regular board meeting on November 10, 2020 as written. Motion carried unanimously, all aye vote.

ACCEPTANCE OF AGENDA

Board member Jim Johnson made a motion accept the agenda as written, seconded by board member Brett James. Motion carried unanimously, all aye vote.

REVIEW AND APPROVAL OF FINANCIAL MATTERS

The Board reviewed the monthly financial statements and accounts payable.

Board member Brett James made a motion, seconded by board member Nick Sartori to approve the financial matters. Motion carried unanimously, all aye vote.

CALL TO THE PUBLIC

- No member of the public addressed the board.

ORAL AND WRITTEN COMMUNICATIONS

- Board member Mike Sallie received feedback from the community that riders on the new flow trail, Smooth Criminal, are looping the first jumps.
- Board member Jim Johnson received nice comments on the archery range improvements.

DISTRICT ADMINISTRATION REPORTS

Executive Director – Kyle Horne reported:

- Two groups of Canon City High School seniors will be presenting to the board on their capstone projects. Each of projects benefited the Recreation District. Jordan Ovnicek and Trevor Branam's project is Riverwalk Bingo. Three separate game cards show plants and animals that are found in the area. As they stated, the game is fun for younger kids and can involve the whole family as they use the Arkansas Riverwalk Trails. The cards can be downloaded from the Recreation District's website or picked up at the office. The students also developed a fact sheet with interesting items about our area. Board member Nick Sartori stated the project was a good idea and proposed a monthly contest to encourage the community to get out and enjoy the trails. The Junior Tiger Band Camp by Casey Horne and Liam Monroe was the second project presented. The students developed the camp to inspire middle school students to get involved in band, teach them fundamentals and help them grow as musicians. It was structured similarly to the high school band camp and took place over several Saturdays this fall. Board member Jim Johnson attended one class and was impressed with the camp. Kyle stated that both projects can be sustained as Recreation District programs, and the District looks forward to working with more seniors on their capstone projects in the future.
- Nine different organizations which were involved in the archery range improvement project were invited to a ribbon cutting ceremony on November 4th. The new lean-to that was constructed, not only provides cover to the archers, it will prevent them from angling arrows up the bluff. The project included the purchase of 3D targets.
- A grand opening was also held for the flow trail, Smooth Criminal, at the Schepp Open Space. There were a couple of injuries the first few days it was open. The

District worked with the trail builder and FAR to inform users about safe use of the trail.

- The Rouse Park Playground project is stuck on installation. The 12-ft. slide needs to be replaced as it should not have passed quality control. The installers were also missing the correct size of the posts needed for the caps, but the posts arrived today. Because the project is behind schedule, Kyle has spoken with attorney Dan Slater about the liquidated damages clause in the contract. It would provide \$200 per day for 17 to 18 days as the installation was to be completed by November 25th.
- Board member Mike Sallie asked if the Kids Klub program will stay open should the schools go to remote learning. Kyle responded that it would as the School District views the childcare provided as essential. The Recreation District does have to follow the capacity rules on the COVID-19 dial.
- The District is exploring changing the office phones to a VOIP system, making it easier for staff to work remotely if the need arises. To do so, the internet speed in the office needs to be increased. By making changes, the District would no longer be grandfathered into the phone service rates at Spectrum. District staff reviewed proposals for the internet based phone system from Peak and Verizon. Verizon was chosen. There is no contract and the upfront costs can be paid through the CARES Act funding.
- Parks Supervisor Devin Everhart and Kyle have been looking at options for a truck and grader. One option for the grader is to buy a blade for the skid steer.
- SC & T has completed the installation of the security systems at Rouse Park and the Icabone Pool.
- Matt Parker was promoted to Parks Worker I. The promotion was well deserved and it fits into the budget for next year.
- The District is waiting to hear about the GOCO grant for youth corps work in 2021.
- Employee evaluations are taking place this month.
- The District worked with two neighbors on the bluff above the Nailor property to remove five large dead trees. There was a question about who was responsible for the trees. The cost was split and the District paid \$6,000 for its portion.
- The programs department's winter sports are on hold, as are those under CHSAA, due to the current COVID-19 numbers.

Dan Slater:

- Dan Slater had no report.

UNFINISHED BUSINESS

- Brian LeDoux of Fremont Adventure Recreation (FAR) spoke to the board. He stated that more signage was added to the Smooth Criminal bike trail, to explain that it is a one way, bike only directional trail. He stated that FAR would like to move forward with the bike park as designed by him, trail builder Steve Thomas and Kalem Lenard. He displayed a diagram of the

project. It would be funded by FAR's 1% for Trails program. He is requesting the Recreation District board's approval. Each line in the park would include four man made features. It is estimated that the project may be completed by Spring Break.

Board member Mike Sallie expressed concern about informing area neighbors about the project. In the discussion that followed, Kyle did inform the board that the District will continue to lock the gates at Eagle Wing, and that having more trails in the area may discourage illegal dumping. Also discussed was the impact the trails would make on bringing tourists to town.

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to approve FAR's continuation of the trail project on the Schepp property. Motion carried unanimously, all aye vote.

- The agreement for bond underwriting services with Stifel has been signed. Stifel representative, Todd Snidow, has started to run some numbers and is slated to speak to the Recreation District board in January. He suggested that the REC group work with an election consultant regarding the recreation center question.
- The board reviewed the current draft of the District's 2021 goals. The item, "Enhancement of Arkansas Riverwalk Trail" was added. Copies of the proposed goals were included in the board packets.

Board member Nick Sartori made a motion, seconded by board member Brett James to approve the 2021 District goals. Motion carried unanimously, all aye vote.

NEW BUSINESS

- The board reviewed the most recent changes to the 2021 District budget. Wages were changed to match the approved salary scale. The communication lines were increased for the installation of a VOIP phone system. The potential Lion's Legacy project and funding to begin the potential redevelopment of the Ropes Course were included in the Capital Projects Budget.
The board discussed filing an insurance claim for the equipment that was recently stolen from the ropes course. According to a phone conversation Kyle had with Tom Leahy, replacement costs for the equipment would be high.
In the programs budget, funding for an electronic sign was included as was an increase in the wage lines for Kids Klub and Aftermath. Board member Mike Sallie stated that having paid actors for Aftermath is an investment in this annual Halloween event. Having a core paid staff would decrease the reliance on volunteers to put on this event. The board discussed the changes to the 2021 budget.

RESOLUTION NO. 2020-16

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE CALENDAR YEAR AND BUDGET YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING ON THE LAST DAY OF DECEMBER 2021

Nick Sartori made a motion, seconded by board member Brett James to adopt Resolution 2020-16. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2020-17

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 RECREATION AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE 2021 BUDGET YEAR

Jim Johnson made a motion, seconded by board member Mike Sallie to adopt Resolution 2020-17. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2020-18

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE 2021 BUDGET YEAR.

Mike Sallie made a motion, seconded by board member Jim Johnson to adopt Resolution 2020-18. The resolution was adopted with all members present voting aye.

- Board member Jim Johnson made a motion, seconded by board member Mike Sallie to go into executive session for a personnel matter- the Executive Director's annual review. The motion passed with all members present voting aye.

The Board went into Executive Session at 8:30 p.m.

The Board exited from the Executive Session at 9:26 p.m. and reentered the regular board meeting.

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to approve a step increase on the recently approved salary scale for the Executive Director. The motion passed with all members present voting aye.

ADJOURNMENT

There being no further business to conduct, Board Chairman Jim Johnson adjourned the meeting at 9:27 p.m.

Submitted by:

Approved as written or amended:



Dawn Green, Finance Director



Meeting Chair

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**EXECUTIVE SESSION MINUTES
December 8, 2020**

Executive Session was called at 8:30 p.m.

The substance of discussion during executive session was a personnel matter-the Executive Director's annual review under C.R.S. section 24-6-402(4)(f).
The executive session adjourned at 9:26 p.m.

Submitted by:



Dawn Green, Finance Director

Approved as written or amended:



Chair of Executive Session