

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

**REGULAR BOARD MEETING MINUTES
October 11, 2022**

CALL TO ORDER The Canon City Area Metropolitan Recreation and Park District Board meeting was called to order at 7:00 p.m. by Vice-President Greg DiRito, in the board meeting room located at 575 Ash Street.

ROLL CALL

Board Members:

Present: Greg DiRito
 Brett James
 Joel Dudley
 Melissa Smeins

Staff: Kyle Horne Executive Director
 Dawn Green Finance Director

Attorney: Dan Slater

Guests: Members of the public interested in the dog park
 Tony Adamic

ACCEPTANCE OF CONSENT AGENDA

After Kyle Horne answered questions from board members regarding September expenditures on shirts for program participants and mat repair at Washington school:

Board member Brett James made a motion, seconded by board member Melissa Smeins to accept the consent agenda as written on the October 11, 2022 regular meeting agenda. Motion carried unanimously, all present voting aye.

CALL TO THE PUBLIC

- No citizen addressed the board at this time.

ORAL AND WRITTEN COMMUNICATIONS

- Board member Greg DiRito stated he attended the first night of Aftermath, and Board member Melissa Smeins said she had fun helping the hard-working volunteers during the spruce up day at the dog park.

DISTRICT ADMINISTRATION REPORTS

Executive Director – Kyle Horne reported:

- The dog park clean-up day was a good example of a community group coming together to get something done and would like to acknowledge their work with a thank you in the paper. He is looking into the costs of agility equipment and shade structures for the park and spoke to some vendors regarding these items when he recently attended the annual CPRA conference.

The District's park crew can drop off a truckload of mulch for the trees in the dog park as the volunteers requested.

- The Mile Hi Youth Corps is currently in week three of their work removing dead trees from the middle trail area in John Griffin Regional Park. The maintenance staff is pleased with the Youth Corps crew's progress.
- In the last six weeks, four homeless camps have been cleaned out in John Griffin Regional Park. Representatives of Built for Zero have reached out to individuals at a camp in the Schepp Open Space.
- Kyle distributed copies of a voter opinion research service proposal from Magellan Strategies. He pointed out the chart on voter information included in the packet and requested that the board members review the proposal before the next board meeting.
- At the CPRA conference, Kyle met with aquatics experts and discussed the Icabone pool. He was told the previously completed site audit can be used and modified to reflect the current state of the pool. Programs Director Tawny McCall will be applying new marketing tools she learned at the conference.
- The next edition of the Activity Guide will show up in The Shopper as a pull-out insert next week.
- There was discussion on the implementation of the Team Sideline software. Kyle stated that it interfaces with Active Net and will be the primary tool for communicating with the parents of youth program participants and the adults participating in sports leagues.
- Kyle informed the board that in response to a press release, the Aftermath event will get free advertising through stories in the Gazette and the Pueblo Chieftain, and on Good Morning Colorado and Channel 5. On the first night of the event, he spoke to several groups that came from out of town.

Dan Slater:

- No report

UNFINISHED BUSINESS

- Referring to the handout to the board on the feasibility study for the river channel project in John Griffin Regional Park, Kyle asked the board to focus on Task 1 which would review the water rights. He stated that because the water rights belong to the Recreation District, the District should fund this first step. The estimated cost is \$16,588 as listed in the table in the handout. There is still budgeted funding available in the Capital Projects Fund under the lines for JGRP and Riverbank Restoration. The board discussed the project, and board member Greg DiRito stated it is a potential good use of the land and board member Joel Dudley commented that if the cost isn't a detriment to other activities, he can see the potential in the project. Board member Melissa Smeins stated that she likes the big picture aspect of the project - to restore the park and provide more fishing access.

Board member Melissa Smeins made a motion, seconded by board member Joel Dudley to approve the expense for task one as in the table. Motion carried unanimously, all present voting aye

- Kyle provided an update on the Rouse Park Improvement project. The District is finishing the contract with Berwick. Black Hills Energy will be starting their portion of the project soon and the Recreation District's maintenance crew is busy cutting down trees and limbs that need removed. The construction of the light towers is scheduled for the week of December 5th. The time frame for the tower portion of the project is two to three weeks. Kyle met with representatives of six companies who responded to the Request for Proposals for the shade shelters. Any questions they may have are due this Friday, and completed proposals are due the following week. The bid meeting regarding the backstop is next Tuesday.
- Per the discussion at the last meeting, this month's board packet included copies of a resolution for the Recreation District to opt out of the state's FAMILI program.

RESOLUTION NO. 2022-9

A RESOLUTION DECLINING PARTICIPATION IN THE PAID FAMILY AND MEDICAL LEAVE INSURANCE PROGRAM FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT

Board member Melissa Smeins made a motion, seconded by board member Brett James to adopt resolution 2022-9. The resolution was adopted with all members present voting aye.

- Kyle stated that there are three federal holidays the Recreation District does not recognize. We are the only local governmental entity which does not take off Martin Luther King Day. Staff recommends its inclusion in the list of paid holidays.

RESOLUTION NO. 2022-10

A RESOLUTION AMENDING THE “PERSONNEL POLICY MANUAL FOR FULL-TIME EMPLOYEES” AND THE “PERSONNEL POLICY MANUAL FOR PART-TIME EMPLOYEES” RELATING TO HOLIDAYS

Board member Brett James made a motion, seconded by board member Joel Dudley to adopt resolution 2022-10. The resolution was adopted with all members present voting aye.

NEW BUSINESS

- Board members were presented with copies of the 2023 Draft Budget. In an earlier meeting, board members Brett James and Joel Dudley reviewed the salary scale with staff members Kyle Horne and Dawn Green. The copy of the scale in the draft budget includes a 2% COLA (which shifts step one in the 2022 version to entry level for 2023) and shows staff receiving a step increase of 2%. This does not keep up with the current rate of inflation, but the District is expecting a reduction of approximately \$12,000 in property tax revenues next year. Staff is not recommending adding another full-time parks/maintenance worker at this time.

The board discussed when to hold the budget workshop. It will be prior to the next board meeting on November 8th at 5:00 p.m. Kyle asked the board to please let him know their restaurant preference for ordering take-out for dinner that evening.

- A draft copy of the goals for 2023 was included in the board packets. The District’s stated goals have an impact on the budget. The board discussed the list. Board member Greg DiRito would like to add one relating to helping the public understand what the District does and the money needed to do it. He would like to see board member involvement in this goal.

The Dawson Ranch connector trail needs to remain on the list as the project is not yet complete.

- A two-year extension is an option in the agricultural lease at Pathfinder Regional Park the District has with Mr. Joe Lippis. The current three-year lease is set to end, and Mr. Lippis would like to use the option, and District staff agrees. Kyle stated that the fees for the next two years would have to be determined. The board discussed the lease and agreed to its renewal with the same annual increases in fee structure as listed in the current lease.

ADJOURNMENT

There being no further business to conduct, Board Vice-President Greg DiRito adjourned the meeting at 8:10 p.m.

Submitted by:

/s/ Dawn Green

Dawn Green, Finance Director

Approved as written or amended:

/s/ Nick Sartori

Nick Sartori, Meeting Chair