

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

**REGULAR BOARD MEETING MINUTES  
April 12, 2021**

**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  
                                  Nick Sartori  
                                  Greg DiRito  
                                  Mike Sallie

Staff:                      Kyle Horne            Executive Director  
                                  Dawn Green          Finance Director

Attorney:                 Dan Slater

*\*There is no audio recording of this meeting.*

**ACCEPTANCE OF MINUTES**

Board member Mike Sallie made a motion, seconded by board member Nick Sartori to accept the minutes from the regular board meeting on March 9, 2021 as written. Motion carried unanimously, all present voting aye.

Board member Nick Sartori made a motion, seconded by board member Mike Sallie to accept the minutes from the special board meeting on March 23, 2021 as written. Motion carried unanimously, all present voting aye.

Board member Jim Johnson made a motion, seconded by board member Mike Sallie to accept the minutes from the executive session on March 23, 2021 as written. Motion carried unanimously, all present voting aye.

## **ACCEPTANCE OF AGENDA**

Board member Mike Sallie made a motion to accept the agenda as written, seconded by board member Greg DiRito. Motion carried unanimously, all present voting aye.

## **REVIEW AND APPROVAL OF FINANCIAL MATTERS**

The Board reviewed the monthly financial statements and accounts payable.

Board member Jim Johnson made a motion, seconded by board member Nick Sartori to approve the financial matters. Motion carried unanimously, all present voting aye.

## **CALL TO THE PUBLIC**

- No member present.

## **ORAL AND WRITTEN COMMUNICATIONS**

- Board member Mike Sallie received positive comments regarding the “Yard” project- the bike park at South Canon Trails.

## **DISTRICT ADMINISTRATION REPORTS**

Executive Director – Kyle Horne reported:

- Cathy Karpilo, who has aquatic experience working in Gunnison, was hired as pool manager. Hailey Bebout was hired as one of the Assistant Managers. The energy and experience in this new management team will benefit the pool.  
Robert Lamborn resigned his position as a parks worker to take a job in Pueblo. His replacement, Jeff Albrecht, is studying to get his CPO (Certified Pool Operator) designation.  
Lifeguard training is scheduled for May 8<sup>th</sup>.  
Parks staff will start to drain the pool this week and the boiler parts will be replaced at the end of April. Hopefully all the other mechanical systems will continue to work.  
The District still needs to hire lifeguards and cashiers. The hiring process is impacted by the late season of high school sports as Season D stretches into June. Kyle is in the process of reaching out to former employees to see if they would like to return this summer.  
Staff is planning on the pool being open for school field trips.  
Kyle has contacted the Fremont County Health Department regarding COVID regulations as it relates to aquatics and is waiting for a return call. According to the American Red Cross, swim lessons can now take place with instructors in the water.
- The Canon City High School environmental club will be doing a project to plant seedlings along the Riverwalk. Mostly willows, the plants will help stabilize the

levee. Representatives from the State Forest Service and Rick Romano will be in attendance. It is scheduled for May 2<sup>nd</sup> from noon to 4 p.m. Board member Jim Johnson cautioned about not planting too densely or in high traffic areas so as not to cut off access to the river.

- The “Yard” bike park is nearing completion and a soft open is slated for this week. The event will not be publicized, but it will allow locals to try out the park to see if there is anything that needs to be adjusted prior to opening to the public. A ribbon cutting for the project is scheduled for the first Thursday in May in the afternoon, and Kyle requested the board members attend if their schedules allow. The District has transported 40 loads of dirt for this project. The original estimated need was 6 loads. A park neighbor called concerned about the blowing dirt. To suppress the dust, the District’s water truck was also used.
- The District is taking part in a 110% Cost Recovery project for recreation agencies. Other agencies around Colorado and the states have gone through the program to help their organizations make financially sustainable decisions. Kyle received positive feedback from representatives whose organizations have completed the program. The District is in a Colorado cohort which includes the Montrose Recreation District. Staff members of each of our District’s departments are working on the project. Board members will be involved at a session as the project progresses. As the annual CPRA conference is not happening this year, and the SDA may be virtual again, funding for this project is coming from the training budget line. Kyle believes that going through this process will help build financial transparency.
- Rock & Rail representatives met with Kyle and Thane Seufer about beautifying 1,200 feet along their fence line and the Arkansas Riverwalk Trail between 9<sup>th</sup> Street and black bridge. This will be done at their cost.
- Kyle recognized the District staff for their work this last month: Admin is implementing the new time keeping feature for more employees; Programs altered the Easter event due to COVID in a way that got families outside and to which the District received primarily positive feedback; and Parks/Maintenance replaced pipe and is busy sprucing up the fishing pond.
- Board member Mike Sallie stated that the Easter event looked way more fun this year and it got people engaged. In reviewing the staff reports, he did ask if there would be a cost savings to merge the Lincoln and McKinley Kids Klub sites. Kyle responded that the school district’s transportation routes could not accommodate this, but CES students are transported to Washington and Harrison students to McKinley. Mike also asked about the gate at Eagle Wing as it does take District staff time to open and close each day (currently dawn and dusk respectively). He suggested having solid seasonal times or perhaps an automated gate.
- Kyle informed the board that the Canon City Council would like to meet with the board at 5:00 p.m. on April 21<sup>st</sup>.
- FAR has donated signs for the Eagle Wing parking lot.

Dan Slater:

- Dan Slater reported that the quiet title process for John Griffin Regional Park is complete.
- He suggested that the board adopt a consent item on the agenda to approve minutes, the agenda, and financial matters to remove the need to approve motions on each item separately. The board discussed the change and agreed.

## **UNFINISHED BUSINESS**

- The Recreation District board members met with Fremont County representatives and commissioners prior to this meeting.  
The County is requesting an easement through the District's portion of Pathfinder Regional Park for electric utilities to reach their portion. The District's attorney, Dan Slater will work on a resolution with the County's attorney. The board members requested that Kyle research the price for stub-outs for future District electrical needs. Board member Jim Johnson stated that the District did not budget for this and would like to know if the stub-outs would affect the price of what the County wants to do. Kyle will contact Black Hills to research the cost and DHM for recommendations as to placement.
- Included in the board packets was a spreadsheet Kyle compiled with information on the digital sign proposals the District received. Kyle also met with Billie DeBekker to review the proposals and seek recommendations. Kyle showed staff members the proposed signs and asked for their top choices. Third choice was the sign proposed by Arapahoe. It did not have a lot of character, and it did not include the pole or electrical work. Kyle showed the top two choices to the board. The second choice was from Frontier. It includes the pole and the company provided two options. Their proposal does not include installation, but the company would send out one representative to supervise. Frontier is a platform company out of Connecticut which primarily works with larger venues or with kiosks. It does not provide wet stamped engineering, so the District would have to pay for that. The electronic sign is 10mm. The first choice of both staff and Billie is the one by RiNo. The sign's design is eye catching. The company is based in Denver, will provide engineering and is willing to install it.  
The board discussed the proposals. In focusing on the RiNo option they discussed the various color options and electricity needs. Both Matthews Brothers and Territory Electric, local electricians, have experience installing signs. If the sign is to run using 240 power, some electrical work may be needed in the building. The sign can run using the 120, but it will up the electricity usage costs. Kyle will seek a quote for the cost to upgrade the power to the building and sign.

Board member Mike Sallie made a motion, seconded by board member Jim Johnson to accept the RiNo sign proposal with a blue color scheme. Motion carried unanimously, all present voting aye.

## **NEW BUSINESS**

- Kyle recommended to the board that the District renew the concession lease at Rouse Park with James McDaniel for 2021. He is a reliable vendor during District activities at the park. A copy of the lease agreement was included in the board packets. It includes a schedule of payment dates for this year's lease, as there is still an outstanding balance due on the 2020 lease. The board discussed starting early next year to look at options for the lease for 2022.

### **RESOLUTION NO. 2021-5**

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

Board member Greg DiRito made a motion, seconded by board member Nick Sartori to adopt Resolution 2021-5. Motion carried unanimously, all present voting aye.

## **ADJOURNMENT**

There being no further business to conduct, Board Chairman Jim Johnson adjourned the meeting at 8:17 p.m.

Submitted by:

*/s/ Dawn Green*  
Dawn Green, Finance Director

Approved as written or amended:

*/s/ J. Johnson*  
Jim Johnson, Meeting Chair