

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

**SPECIAL BOARD MEETING MINUTES**  
**November 12, 2024**

**CALL TO ORDER** The Canon City Area Metropolitan Recreation and Park District Board meeting was called to order at 5:30 p.m. by Board President, Nick Sartori, in the board meeting room located at 575 Ash Street.

**ROLL CALL**

Board Members:

Present:               Nick Sartori  
                              Joel Dudley  
                              Andrew Palmasano  
                              Melissa Smeins (*via Teams*)  
                              Cooper Trahern

Staff:                    Kyle Horne    Executive Director  
                              Dawn Green   Finance Director (*via Teams*)

Attorney:               Dan Slater

**2025 Budget Workshop**

**General Fund:**

Copies of the initial draft budget for 2025 were distributed to the board in October. Staff have tweaked certain lines, and a document showing the changes was shared with the board.

Kyle stated that he would be shocked if ballot question 6A passes based on the current vote count. The budget is focusing on the no-pool option.

Copies of the proposed salary schedule for 2025 are in the budget books. It includes a 2.7% COLA and 2% merit step. Board member Cooper Trahern discussed the new federal limit for overtime exemption, \$58,656. This salary schedule is behind based on benchmarking with other Recreation Districts in Colorado.

The District did not lower the health benefits for 2025. Kyle spoke about the need for office and program staff to work on work/life balance.

The line for other professional services was increased for website remediation for the budget, to comply with the new website accessibility Colorado laws. The Board discussed other methods to make it compliant.

The line for field supplies increased as the cost of paint is increasing. Even with the turf tank robot using less paint, it is a specialty product purchased from Pioneer. The turf tank does save a lot of labor hours.

With the switch to electric equipment, the line for petroleum products was reduced.

District staff has asked for a quote for the annual audit. That amount is expected to increase as the prior contract with Kyle Logan is up. Both Kyle Horne and Dawn Green recommend staying with Mr. Logan, who has been doing the District's audit for the last five years.

The amount of time and money spent on homeless camp cleanup is not as bad as last year. Area agencies are keeping the pressure on to prevent homelessness issues. The District has seen a drop in vandalism where the automatic locks were installed in John Griffin Regional and Harrison Parks.

The District will be working on ADA accessible trails along the Arkansas Riverwalk in John Griffin Regional Park.

The amount budgeted for Capital Outlay in the General Fund is staying the same as last year.

The District will have to amend the budget for 2024 due to the backfill money spent. Some of that funding remains and the District is looking for a truck.

The Pool Fund is being moved to the General Fund and line items associated with that facility have amounts to keep the grass alive.

There is a budget line to transfer \$10,000 from Programs Activity Fund to the General Fund.

The District is trying to increase the revenue generated by rental of the Community Room. Suggested improvements include painting and replacing the Promethean Board with a large screen tv.

**Capital Projects:**

The District anticipates Archery Range donations to continue but is looking at charging a small fee to cover the costs of additional tournaments. Archery Range rental fees need to be set up. The targets are getting used more.

At Rouse Park, the east handball court will be enclosed for more storage. The old roof panels from the Ash Street property will be used. 3 Rocks engineering has looked at the building and determined three walls are stable and a garage door was discussed. Roof trusses and a building permit will be needed. Board member Joel Dudley discussed truss packages.

Part of the Dog Park Improvement Project needs to roll into next year for the agility equipment.

In John Griffin Regional Park work will need to be done on a feasibility study (for the proposed reservoir project).

According to Travis and Ashley, the proposed bike park will not require District funds but will need District staff time to remove weeds and old railroad ties.

Kyle stated that this next year is a light year for Capital Projects which will allow the District to bank some CTF funds.

The trail connection project in South Canon will be completed soon.

There was discussion about the Ropes Course area, which would be underwater if the reservoir came to fruition.

**Programs Activity:**

The District pays the most in Active Net fees for adult softball and Kids Klub, as those participants are most likely to come into the office to register. Right now, the District does not charge a credit card fee for in-person transactions. Most Active Net fees are paid by clients who register online.

This next year, part of Jaimee’s (Southern) salary was taken out of programs and moved to the General Fund, freeing up that program budget to pay the Kids Klub staff more. Staff suggested increasing the Kids Klub fee for after school by \$1.

Programs staff recommend increasing the rate paid per hour for supervisors.

The cost of football helmets is increasing. There was discussion on safety for children playing football. Kyle stated that the District has not increased the fees for youth sports in a number of years. There was discussion on how a potential increase looks in relation to the ballot questions for the pool. Attorney Dan Slater suggested options for a mill levy increase ballot question – asking only for the pool or for the District as a whole. There was discussion -Should the question be narrowed, or the ask lowered?

Board members weighed in on programs fees increases. Board members Cooper Trahern and Joel Dudley suggested the fee increases happen now, and Board member Nick Sartori opted for later. The board discussed this in relation to the increasing costs for labor and potential mill levy ballot questions.

**ADJOURNMENT**

There being no further business to conduct, Board Chairman, Nick Sartori adjourned the meeting at 6:54 p.m.

Submitted by:

Approved as written or amended:

*/s/ Dawn Green*

*/s/ Nick Sartori*

Dawn Green, Finance Director

Nick Sartori, Meeting Chair