

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

**REGULAR BOARD MEETING MINUTES
December 14, 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
Mike Sallie
Nick Sartori
Greg DiRito

Staff: Kyle Horne Executive Director
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic
Chris Moffett
Carrie Canterbury

ACCEPTANCE OF CONSENT AGENDA

Board member Greg DiRito made a motion, seconded by board member Mike Sallie to accept the consent agenda as written on the December 14, 2021 regular meeting agenda. Motion carried unanimously, all present voting aye.

CALL TO THE PUBLIC

- No member of the public addressed the board.

ORAL AND WRITTEN COMMUNICATIONS

- Board member Mike Sallie commented that he has received comments on the homelessness issue in South Canon. This led to a brief discussion of the issue in

the parks. Board member Jim Johnson stated that the warmer weather here may be contributing to the numbers. He said when the individuals are asked to leave one park, they go to another. The Riverwalk in John Griffin Regional Park (which is in the county) is not being patrolled. Ryan Stevens, Canon City City Manager, has approached Kyle Horne about possibly annexing the park into the city. Mr. Stevens is trying to facilitate a meeting with the sheriff, county officials, city officials, police, and the Recreation District about the homelessness issue. In a conversation with Kyle, the Sheriff expressed concern about potential fire danger and Kyle informed him of the camp locations. Kyle stated that because of vandalism issues at the vault toilet near the ropes course, the interior is currently being repainted. District staff will be closing it overnight. Kyle asked if any members of the board would like to be included in the meeting Mr. Stevens is coordinating.

DISTRICT ADMINISTRATION REPORTS

Executive Director – Kyle Horne reported:

- Kyle is continuing to work on the connection trail in the South Canon area. More information will be presented at a future meeting.
- Tim Payne will be providing an update on the Urban Renewal Authority at the January meeting.
- The annual Chamber of Commerce and FEDC (*Kyle said SDA*) banquets are coming up. The District will be pay for board members to attend should they choose to do so.
- Jim Johnson congratulated Dawn Green on the successful GOCO Youth Corps grant to continue the fire mitigation work in John Griffin Regional Park.

Dan Slater:

- Dan Slater had no report.

UNFINISHED BUSINESS

- Mr. Chris Moffett of RG Rio spoke to the board about the status of a river permit. John Kresky, the special use permit administrator at AHRA, suggested going before the Citizens' Task Force to request a permit. Mr. Moffett spoke to Bob Hamel of the AROA who is not keen on authorizing a special permit for one organization as they would need to do it for others. Mr. Moffett stated that there is a raft company who will be selling a permit. They are in the process of procuring another rafting company and won't need the extra permit. The permit will be available on January 9th. The sale would have to be approved by AHRA. Mr. Moffett said the cost of the permit is \$35,000. He continued by saying that the permits are rarely available to purchase. He has been in contact with two granting agencies to see about potential funds. Board member Jim Johnson commented that this is a moving target. He is in favor of partnering with RG Rio to get the program going. However, there are questions

needing answers such as who would hold the permit. If the Recreation District partnered with RG Rio there would need to be a legal agreement detailing each party's responsibilities. Mr. Moffett sees RG Rio providing the people with the District doing the administrative paperwork.

Kyle reminded the board that \$5,000 was budgeted for the project next year.

Board member Greg DiRito, in stating his support for the project, mirrored the board's interest in continuing with the project.

Mr. Moffett stated that January 9, 2022 is when the two companies merge and by June 1st the permit has to be established, but the holder can declare a season of non-use.

- The board reviewed the current draft of the District's 2022 goals, a copy of which was included in the board packets.

Board member Mike Sallie made a motion, seconded by board member Greg DiRito to approve the 2022 District goals as written. Motion carried unanimously, all aye vote.

- Included in the board packets was a list of the proposed fee changes. The board discussed the fees. Kyle did check into other softball leagues in southern Colorado, and no fee increases are expected. Currently the prices charged by the Recreation District are in the mid-range. The Recreation District last increased the softball fees in 2018.

Kyle went through the list stating that the Adult Basketball league rarely finishes in the black. The proposed increases in youth sports are due to the increased costs of running the programs. The cost of uniforms and shirts are increasing as is the minimum wage.

The registered prices to attend Kids Klub will remain the same, but the drop fees will be increased.

The pool needs more cost recovery. It is proposed to increase the cost of swim lessons, which have not been increased since 2014. This fee increase was discussed. Board member Mike Sallie stated that learning to swim is a life-saving skill and was not in favor of raising the price. The cost to parents can be reduced using the St. Thomas More scholarship fund for those in need. Board member Greg DiRito stated that there should be a strong emphasis on the availability of the scholarship so that no child is without swim lessons due to the cost.

Kyle stated that the rental fees for fields are woefully behind. In the list of proposed fees, field rental fees are doubled, but it is still less than the cost for field rentals in other areas in the southern part of the state. In answering a question from board member Greg DiRito asking if the increased rate for the use of lights at Rouse Park covers the cost, Kyle responded that he believes charging \$50 gets us closer. He stated that the CCHS softball team, which is charged \$100 per day, uses the lights more than those holding tournaments.

In the list, a rental rate for non-profits to use the community room was instituted, and the other fees for its rental were increased.

Board member Jim Johnson made a motion, seconded by board member Greg DiRito to approve the program fee changes for 2022. Motion carried unanimously, all aye vote.

- In the interest of cost recovery, the Recreation District staff is proposing charging a fee for renting the pavilions. In a resolution, copies of which the board members received in their packets, this fee would be included in the policy manual at \$25 for two hours of use. Also, the resolution would update the policies for rentals of the fields at Rouse Park and the community room.

The proposed pavilion rental fee would not cover expenses but would help with cost recovery. Including nonrefundable deposits in the policies would address the issue of lost revenue when people cancel events only two to three days in advance- too late for the District to secure another reservation. If the event is not cancelled, the nonrefundable fee deposit goes towards the reservation fees.

Kyle spoke to Ryan Stevens at the City of Canon City about the pavilion rental fee. Canon City does not charge a fee, but other cities and recreation districts do. Kyle stated that when people do call the District office to reserve a pavilion, about half of them are shocked there are no fees.

The no-keg rule within the policy was briefly discussed. Attorney Dan Slater stated that he believes that rule goes back to 1999.

RESOLUTION NO. 2021-13

A RESOLUTION AMENDING THE “POLICY MANUAL” RELATING TO VARIOUS RENTAL AND USAGE RATES

Nick Sartori made a motion, seconded by board member Jim Johnson to adopt Resolution 2021-13. The resolution was adopted with all members present voting aye.

NEW BUSINESS

- The board received in their packets an itemized list of the changes made to the 2022 budget since the last board meeting. Lines were increased for the cost to potentially switch registration software providers, reduced for elections, and increased for a mechanical gate at Eagle Wing Trailhead. The property tax revenue line was adjusted as the final certification of values was received, and a line was created for ADA compliance with corresponding reductions in gravel crusher fine lines.

The Recreation District staff is researching options to replace Active Net as it is becoming more cumbersome to use on the staff side. Board member Mike Sallie commented that it is not a good end user experience. In reviewing the options, the District is looking to trade up. One year notice needs to be given to Active Net in the event of a switch.

RESOLUTION NO. 2021-14

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 2022 AND ENDING ON THE LAST DAY OF DECEMBER 2022.

Greg DiRito made a motion, seconded by board member Mike Sallie to adopt Resolution 2021-14. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2021-15

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 2022 BUDGET YEAR.

Jim Johnson made a motion, seconded by board member Nick Sartori to adopt Resolution 2021-15. The resolution was adopted with all members present voting aye.

RESOLUTION NO. 2021-16

A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2022 TO HELP DEFRAID THE COST OF GOVERNMENT FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND PARK DISTRICT, CAÑON CITY, COLORADO, FOR THE 2022 BUDGET YEAR.

Greg DiRito made a motion, seconded by board member Nick Sartori to adopt Resolution 2021-16. The resolution was adopted with all members present voting aye.

- 2022 is an election year for special districts. The Recreation District board has three seats that are up in 2022. Self-nomination forms to be on the board can be accepted starting the first of the year.

RESOLUTION NO. 2021-17

**A RESOLUTION APPOINTING A DESIGNATED ELECTION OFFICIAL
FOR THE CAÑON CITY AREA METROPOLITAN RECREATION AND
PARK DISTRICT'S 2022 ELECTIONS**

Jim Johnson made a motion, seconded by board member Greg DiRito to adopt Resolution 2021-17. The resolution was adopted with all members present voting aye.

- Board member Mike Sallie made a motion, seconded by board member Nick Sartori 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 regular session ended at 7:55 p.m.

The Board went into Executive Session at 7:59 p.m.

The Board exited from the Executive Session at 9:10 p.m. and reentered the regular board meeting.

Board member Greg DiRito 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 9:11 p.m.

Submitted by:

/s/ Dawn Green

Dawn Green, Finance Director

Approved as written or amended:

/s/ James Johnson

James Johnson, Meeting Chair

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**EXECUTIVE SESSION MINUTES
December 14, 2021**

Executive Session was called at 7:59 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 9:10 p.m.

Submitted by:

/s/ Dawn Green
Dawn Green, Finance Director

Approved as written or amended:

/s/ James Johnson
James Johnson, Chair