

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

**REGULAR BOARD MEETING MINUTES  
February 9, 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  
Brett James

Staff: Kyle Horne Executive Director  
Dawn Green Finance Director

Attorney: Dan Slater

Guests: Tony Adamic Rob Brown  
Rick Harrmann Brian VanIwarden  
Karen Sartori Sean Claflin  
Melissa Smeins Carrie Canterbury

**ACCEPTANCE OF MINUTES**

Board member Nick Sartori made a motion, seconded by board member Mike Sallie to accept the minutes from the regular board meeting on January 12, 2021 as written. Motion carried unanimously, all present voting aye.

## **ACCEPTANCE OF AGENDA**

Board member Nick Sartori made a motion to amend the agenda to add item 9b authorizing Kyle Horne to use funds for equipment, seconded by board member Greg DiRito. Motion carried unanimously, all present voting aye.

Board member Brett James made a motion to accept the agenda as amended, seconded by board member Nick Sartori. Motion carried unanimously, all present voting aye.

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

The Board reviewed and discussed elements of the monthly financial statements and accounts payable.

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

## **CALL TO THE PUBLIC**

- No member of the public addressed the board.

## **ORAL AND WRITTEN COMMUNICATIONS**

- When visiting the new Rouse Park playground with his family, board member Nick Sartori received compliments on the renovated amenity from other park goers.
- The District received a written communication from Gloria Stultz regarding the Zephyr Gold Mine via email to Executive Director, Kyle Horne. Copies of the email were distributed to the board.

## **DISTRICT ADMINISTRATION REPORTS**

Executive Director – Kyle Horne reported:

- The District received the draft financial statements from the auditor which are being reviewed by staff. The auditor, Kyle Logan, is scheduled to present the 2020 audit to the board at the March meeting.
- The final report to GOCO has been submitted for the Rouse Park playground project. The District will be receiving the full amount of the grant (\$157,895). Some landscaping still needs to be completed around the new amenity.
- The Recreation District has completed the process to have a Bidnet account. The current request for bids for sports equipment is on this online platform.
- The District's full-time and part-time employee policy manuals need to be updated to include Colorado's new sick leave requirements. A draft of the changes for the part-time manual was given to attorney Dan Slater to review.

- A three-year extended warranty for the Bobcat skid steer will be purchased. The cost is \$1,400. Other equipment options the District is pursuing include purchasing an 84" grader blade for the skid steer and looking for a mini ex either through a lease purchase or at auction.
- Kyle thanked Dan and Sue Horne for the quad ATV they donated to the District.
- Kyle responded to board questions concerning the reports included in their packets. In response to a question from board member Nick Sartori regarding the CPW grant River Science was submitting, Kyle stated that Mr. Javernick was able to secure further match funding and the application seems strong. Board member Greg DiRito had questions about the pool staffing. Kyle stated that the District is planning on opening the facility this summer. He is taking part in statewide discussions about how to operate these types of facilities during COVID-19. The District may have to look at a reservation system and capping the number of individuals in the pool, all dependent on the County's place on the state's COVID-19 dial. He has spoken to representatives from the Piranhas. The District will be looking for a seasonal parks worker whose only responsibility is the pool.

Dan Slater:

- Dan Slater had stated that he is waiting on a file from the surveyor, then everyone can sign off on it before he goes to court to finish the John Griffin Regional Park quiet title action.

## **UNFINISHED BUSINESS**

- Mr. Rob Brown of the Fremont Economic Development Corporation (FEDC) made a presentation to the board. FEDC is a private not for profit with a goal to improve the County's economy. Their theme for 2021 is "Evolution Essential" to help local businesses implement sustainable business models. He spoke about the Abbey project. It is at the execute contract stage and the parties involved are working through their due diligence. He briefly discussed three options for development of this 187-acre site. One was generated by FEDC to create a vision and get feedback, another by the Urban Land Institute and a third through a Design Assistance Grant awarded by the EPA. Each option recommended the inclusion of a recreation center. The next step for the Abbey project is entitlement with approval from the City of Canon City. Board member Jim Johnson asked if the timeline for the project will line up with the Recreation District's potential tax question for a Recreation Center in November of 2021. Mr. Brown responded that the timing would work if everything fell into place as the developer works through the steps in the process. Kyle stated that for BRS to continue work on the center's design, a project budget amount is needed. For example, if the budget is 30 million, 30% or 9 million would go to offsite costs and 70% or 21 million to the building. If the developer would be willing to help with the offsites, more could be used for the building program to get more features that the community wants. By knowing the general site of the center, BRS could continue with their 3D elevations.

If the District decides to ask a tax question in November, the intention to be on the ballot needs to be communicated to the County by the last Thursday in July. Ballot language is due the end of August.

Board member Jim Johnson asked if this would be telegraphing to the developer the District's intent, perhaps giving away our negotiating position to pay for the land. In response, Mr. Brown suggested the District submit a letter of intent with the amount for the land and the contingencies required to be included. He stated that the developer sees the center as a legacy aspect, and this community component as a plus. Currently seven letters of intent have been accepted by the developer. Letters of intent escalate to contracts as the project comes together. Attorney Dan Slater suggested that the developer needs the Recreation District based on the central location of a recreation center in all three project plans. The recreation center has value. Board member Greg DiRito asked if the developer would talk to the board. Mr. Brown thinks this could happen.

Mr. Brown spoke about a second option for the funding of a recreation center- an opportunity zone. As the Abbey property is in such a zone, potential investors in the project could receive a tax benefit by deferring tax liability from capital gains. These investors could build the facility and have the Recreation District operate it through a public/private partnership. The operating costs would include leasing the facility. Mr. Brown stated there is interest from investors in this concept and he has talked to two. If the District were to use this option, the tax questions on the ballot would change. There would be no debt incurred for construction, thus no question for a bond. Board member Nick Sartori asked what are the cons of this option? As it would be a private project, public grants would not be available. There is a risk that the new federal administration could change the rules regarding opportunity zones. Another is that the public is not familiar with the program. A discussion of the two different funding options followed and included the timing of having a completed recreation center between the two options.

- Rick Harrmann, Karen Sartori, Jim Johnson, Todd Snidow, and Recreation District staff attended interviews with Beyond Your Base and Turn Corps for professional services for the next steps in the recreation center project- public policy and engagement. The interviewers recommend Beyond Your Base. Although the cost of their services is higher, the company has more experience with passing recreation center questions, they are familiar with our community and will continue to assist the District and REC until the election. A copy of the service agreement with Beyond Your Base was emailed to the board. A scope of the services provided is listed on page two of the agreement, as well as the cost (\$25,000). Additional survey work would increase the cost approximately \$15,000. The survey would provide a current snapshot of the community's views about a recreation center and would also serve as a marketing tool to provide information about the project. The last survey was completed prior to COVID-19. If the center is on a publicly owned site, funds from the District's Conservation Trust Fund can be used to help pay for these services. REC would be tasked with raising approximately \$25,000 to purchase the election materials.

The board discussed the service agreement. Board member Jim Johnson asked if the timing would work with a November 2021 election. Kyle responded that the survey piece would not happen until June, but messaging can start now. Beyond Your Base representative, Paul Hanley, will be working with members of REC. His work can extend out to May of 2022 should the tax question(s) be asked then. Board member Mike Sallie asked if any other local entities will be contributing to the cost. Kyle stated he can approach the city. When discussing the need for another survey, Kyle replied that the District needs the correct data, and it is a tool that can be used to get confidence in the tax question. It would also boost community awareness of the project. The survey would be sent to every household in the District, with no marketing done before it. The board discussed the survey and the cost of the services in the Beyond Your Base engagement letter.

Board member Nick Sartori made a motion to sign the engagement letter, seconded by board member Greg DiRito. The motion passed with four members voting aye, and one voting nay.

- Kyle provided the board a cost estimate of \$13,000 for a proposed return trail linked to the Smooth Criminal flow trail. Information updating the board on South Canon Trails was included in the board packet, including a map of where the return trail would go. Information on the bike park, called The Yard, was also included. FAR has kicked off their fundraising campaign for this amenity. The board briefly discussed the use of the flow trail.

## **NEW BUSINESS**

- A copy of the RFP (Request for Proposals) for a digital sign was included in the packets as well as a list of pros and cons for the sign compiled by staff, with the pros outweighing the cons. There is enough in the program activities fund balance to purchase the sign. The board discussed the sign proposal, the sign's location, costs of electricity and installation, and its size. If the board approves the RFP it will be placed on Bidnet.

Board member Brett James made a motion to approve the RFP, seconded by board member Nick Sartori. Motion carried unanimously, all present voting aye.

- The Recreation District's policy manual states that a purchase over \$7,500 go out to bid. The District is looking to purchase a truck for the maintenance crew, as one vehicle needs to be replaced. Roller Auctions is having an auction which includes fleet managed trucks. District staff are looking at options taking into consideration the year and mileage of the vehicles. Board members with vehicle knowledge provided input on makes, models and engine size. Finding a suitable truck under that spending cap is difficult.

Board member Greg DiRito made a motion to exceed the spending limit up to \$12,000 for purchasing a truck, seconded by board member Nick Sartori. Motion carried unanimously, all present voting aye.

Board member Jim Johnson suggested to Kyle that the District get set up on DRMO to find equipment.

- Board member Greg DiRito made a motion to move into executive session under C.R.S. Section 24-6-402(4) regarding potential recreation center locations, seconded by board member Jim Johnson. Motion carried unanimously, all present voting aye.

The executive session started at 9:05 p.m. and ended at 9:51 p.m.

### **ADJOURNMENT**

There being no further business to conduct, Board Chairman Jim Johnson adjourned the meeting at 9:51 p.m.

Submitted by:

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

Approved as written or amended:

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

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**EXECUTIVE SESSION MINUTES  
February 9, 2021**

Executive Session was called at 9:05 p.m.

The substance of discussion during executive session was for legal advice under C.R.S. section 24-6-402(4)(b), and purchase and acquisition under C.R.S. section 24-6-402(4)(a) regarding potential recreation center locations.

The executive session adjourned at 9:51 p.m.

Submitted by:

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

Approved as written or amended:

*/s/ J. Johnson*  
Jim Johnson, Chair of Executive Session