

North Fork Pool, Park and Recreation District
Board Meeting Minutes
June 20, 2022

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPPRD) met in person on Monday, June 20, 2022

Board Members Present: Sven Edstrom, Becky Ela, Michelle Pagone & Daniel Ihnot and Sara Sharer

Others Present: District Administrator Lenore Cambria, Chief Scott Green, Hotchkiss PD

The meeting was called to order at 6:07 p.m.

Review of Agenda: Agenda treasurer name needs to be changed. Agenda was reviewed and approved.

Excuse Absences:

Approval of Minutes

Motion to approve the minutes of May 16, 2022 – Sven made a motion to approve minutes [as amended]. 2nd –by Michelle. The motion passed.

Pay Bills

Sven made a motion to pay the bills as presented. Michelle seconded the motion– The motion passed.

Public Appearance – Police Chief, Scott Green attended to answer Questions from the Board on overnight camping.

Fairgrounds: there's a reservation list through the County & it's open to the public. Has length of days for length of stay & vehicle information. A stub will be left somewhere on the vehicle that they've made reservations. Sara ?? is contact for the County for this.

Would need special permission from the Town since we're not permitted for camping & are in town limits.

No waste dump on site

Scott doesn't see this as a (-) thing to provide.

Parking may be an issue.

May need specific area for campers (far end of the lot) to allow room for all vehicles.

Would not make more work for the PD in that they'd have to come to a swing through (which Chief Green states they need to be doing anyway).

Charge a fee, permit only

Cameras (surveillance) are a good addition. Go from sunrise-sunset

Pool Report - Chris Straub and Lenore Cambria

- Sprinkler Line leak on Cambria Field 5/17 – Pipe not glued from Contractor

- Trained Sr. Guards on robo-vac

- Training this Friday. Pool closes at 3:00pm for this training for the guards

- Pool Open , swim lessons are dialed in (don't need WSI certification as not offering Red Cross)
- Staff List
- Trim locust trees next time that comes around

Old Business

- Work on Skatepark Grants
 - Filed grant w Co Health Fdn w Jay Canode + Lenore
 - \$150,000 if we get it
 - Working on another CO State Recreation grant for funding (Jay is)
 - Received MOU skate part for the old skate park. City of Paonia signed this.
 - Bo getting MOU for Lenore helping w the new skate Park that the City of Paonia will sign
- Update on Skatepark MOU with Town of Paonia

(See above)

- Camping Follow-up

Lenore will check w County about how much the fee is.

Will revisit this topic next year. Would use this as more for a special event or tournament could collect a fee with registration for the event that includes camping on site.

Come up w blurb about contacting the County if they need camping at the fairgrounds.

New Business

- Credit Card limit (goes through United Business Bank)
 - Currently limit is \$5000
 - Reason is that more people are only taking credit and not checks
 - Staff have needed to use their own credit cards
 - Increase to \$10,000
Sara moved to increase credit card from \$5000 amount to \$10,000. Seconded by Dan. Motion passed.
- Recreation District Program Coordinator position description
 - Include physical abilities of what Coordinator needs to do.
 - Organizational skills
 - Knowledge of databases and spreadsheets, (Excel, Microsoft Office)
 - Team scheduling
 - Marketing of upcoming registrations including maintaining what is currently done and expanding that if needed
 - Implement & maintain background checks
 - Must pass a background check
 - Current First Aid & CPR/AED
 - Collaborate with community organizations
 - Identify needs assessment and work with the highest need.

- Good verbal and written communications skills with community leaders, parents and youth
- Provide information to the Board to identify overall needs.

Skills:

- Skill in developing, planning and overseeing a diverse number of public recreational programs and events.
- Part time (20-30 hours p/wk) (\$24.50) flexible hours dependent on needs of the job. Work from home & office. Not guaranteed same number of hours each week.

Will need to purchase additional computer

Not go after coaching and ref coordination initially. Maybe this is something that the position grows into after the first year.

Lenore will check w Co Special District HR to see if we need to offer this position in house first (most post internally if offered outside of our NFPPRD)

Hit TNC social media, Delta and Cedaredge, email blast, etc)

Timeline:

Job Description Complete by: 6/24

Ads in paper and elsewhere by: 6/29

Hiring completed by ????

-Soccer Association request for coordinator position to take over soccer association duties

Advertising the position, will likely have anyone hired by the time needed for registration. Be prepared to for soccer to take this on as in the past.

- Action Plan Next Steps

Revisit Master Plan timeline:

Look at priorities for 3/5/10 year master plan at next meeting.

Come w 3 priorities for 3 years/5 years/10 years

Administrator's Report

- Senate Bill 238 – Temporary reduction in Property Taxes 2023/2024

What we lose in property taxes will be filled by the State since our county has less than 10% increase of assessment of property's value

- Received \$2000 from Town of Paonia for Tennis/Pickleball Courts

Prop 118: States that everyone in the State will have to give Paid family & Medical Leave Insurance Program

Stay tuned on this.....Can opt out by Jan 2023

Marketing – Niki Richardson

Ads & press releases

Cedaredge Visitor Guide, Shopper Local Living Guide.

Treasurer's Report – Dan presented the financials. Good job, Dan! [Becky, I pretty much just leave that there – I never list what is presented because the full financials of every meeting are available in the Board Minutes book that Lenore keeps in her office so listing it in prose seems extraneous unless there is discussion.]

Meeting was adjourned at 7:59 p.m.

Respectfully submitted, Becky Ela, Board Secretary

Approved: _____ Dated: _____