

North Fork Pool, Park and Recreation District
Board Meeting Minutes
Via ZOOM
November 16, 2020

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPPRD) met on ZOOM on Monday, October 7, 2020.

Board Members Present: Ken Butcher, Sven Edstrom, Kim Egging, Sara Sharer, Kathryn Oxford

Others Present: Lenore Cambria, District Administrator, Niki Richardson, Board Clerk

The meeting was called to order at 5:36 p.m.

Review of Agenda: The agenda was reviewed and approved.

Excuse Absences: Kim Egging was absent. Kathryn made a motion to excuse Kim. Sven 2nd. The motion passed.

Approval of Minutes

Motion to approve the minutes of October 7, 2020 – Sara Sharer made a motion to approve minutes with small changes. 2nd – Sven Edstrom. Motion passed.

Pay Bills

A motion was made to pay the bills by Sara Sharer. 2nd by Sven Edstrom. The motion passed.

Public Appearance - There were no visitors.

Pool Report

- Installed Water Bottle Filling Station on Office Outside wall, another received for pool outside wall
- CARES Act reimbursement received – balance left
- Pool School Report Judy Coyle

Old Business

- Final budget. All Grants closed except DOLA final due 10/30/20, We received \$7,000 from Ace Gambles to sponsor 2 scoreboards. Lenore attended the Hotchkiss Town Council meeting to ask them to refund our inspection fees and they gave us a \$900 donation. We will recognize this donation with a plaque on a shade structure. We need \$2,000 more to cover the cost of shade structures. Delta Credit Union, United Business Bank, and Bank of Colorado all seem interested in sponsoring something. All the grants are closed! We're waiting on the last \$21,000 from DOLA. That payment should arrive tomorrow. Randy Fender was making a punch list including flying a drone over the fields to make a list for Clarke & Co. to work on in the spring. Randy's crew finished the enclosure for the pump fixtures. They've put up the frames for the shade structures. This winter they'll make benches, scorekeeper tables and shelves for helmets. We retained 5% of Clarke and Company invoices because they have work to finalize next spring. We are waiting for caps for scoreboard poles that Alpine Fencing ordered and is waiting to be manufactured. It will be December before we see those installed by Alpine Fencing.

-Hotchkiss Homeplate painted the maintenance building and took away most of the garbage pile. They are arranging for padlocks to be installed on all gates, that will all be keyed the same.

Credit card policy

Lenore presented a proposed policy. Ken made a motion to accept. Sven 2nded. Motion passed.

Preliminary Budget Review

Lenore presented the preliminary budget. Board members looked at the numbers and discussed it. Lenore explained larger capital expenditures like grass replacement, AEDs for the Ballfields, and new pump-track parking lot expenses. Additionally, Lenore presented her salary proposal which includes increases for her

position as well as Chris Straub's facility maintenance position. In addition, the salary proposal included a paid seasonal field scheduling coordinator to schedule practices, games, and tournaments. Michelle Pagone, of Hotchkiss Homeplate, estimates that during the busy season that coordinator could work 24 hours a week. They could work for the NFPPRD or be an independent contractor. Kathryn commented that the field use could be a big mess if we don't have a coordinator because of the variety of uses. Sven suggested that it is too much to ask for a volunteer. Sven requested an explanation of the carry-forward. Lenore explained that it is the left-over after the year is closed out. Even if we have another COVID year, we should have a healthy carry-forward. Sven suggested we expect somewhere between 2019 and 2020 income for revenue from swimming pool receipts.

Lenore explained her reasoning on the wage increase. Lenore stepped out of the room for the Board Members to discuss. Sven made a point that they are both worth so much. Kathryn stated that we have never had people as interested and concerned as Lenore and Chris. Ken wondered if we have fall back to reduce wages. He wondered if we're locked into certain wages if we do that. Sara wanted to be careful in jumping too high at once. She suggested we look at what a comparable position would pay at the county and city and local businesses. Sven suggested weighing apples to apples is difficult. Sara would be comfortable with 25% increase. Ken reiterated how valuable these employees are to the District. He'd like to give them substantial raises and still have room to grow. Sven suggested that the next person that we hire would not start at these same wages. Sara suggested we keep in mind a range. Sven proposed that Kathryn bring Kim up to date with the conversation and members will discuss and decide at the next meeting. Sara would like to do a salary survey of special districts in GJ and Montrose for next year's raises.

Field Scheduling Coordinator:

Lenore described the scheduling needs of the fields and how they overlap with each other, games, practices and tournaments as well as how they overlap with the small-field which will be used by both soccer AND T-ball & Coach Pitch. The estimate is 24 hours a week for the busy season (May – September). Ken made a motion that we created the Field Schedule Coordinator position for \$12/hr for the 2021 budget. Sara 2nded. The motion passed.

New Business

- December Board meeting move to Dec. 14 to adopt budget & certify mill levy by Dec. 15.
- New Parking Lot by Pumptrack (see attached photo – yellow outline). This outline was given to Robbie LeValley at the County to present to the County Commissioners and the County Road & Bridge Dept. for estimates and extent of help from County Road & Bridge crews for the build.

Administrator's Report

- Finalized DOLA grant
- Donations Received – Ace Gambles \$7,000 for two scoreboards
- Hotchkiss Town request for partial refund of building permit fees. They donated \$900!
- Yay!! Hotchkiss Chamber Non-Profit of the Year Award 11/18. We were not the only ones who nominated the NFPPRD! Kathryn will go accept the award.
- Met with Lisa Young, DCI – pictures of fields

Marketing – Niki Richardson

- Ads & press releases
- Signs received for ballfields
- Signs to be ordered for bicycle pumptrack and trails

Correspondence - None

Treasurer's Report – Lenore presented the financials in Kim's absence.

Meeting was adjourned at 7:15 p.m.

Respectfully submitted, Niki Richardson, Board Clerk

Approved: _____ Dated: _____