

**North Fork Pool, Park and Recreation District
Board Meeting Minutes
November 16, 2015**

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPPRD) met on Monday, November 16, 2015 at the District office in Hotchkiss.

Board Members Present: Mr. Lange, Mrs. Oxford, Mr. Butcher and Mrs. Sharer

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

The meeting was called to order at 7:07 p.m. Mr. Lange led the meeting.

Review of Agenda: Two changes were made and will appear below in the minutes.

Minutes

The minutes from October 19th were discussed. David's last name is Young not Strong and also that Salaries have gone up 3% --add the words 'in the past'. Mrs. Oxford made a motion to accept the minutes with these changes, Mrs. Sharer seconded and the motion was passed.

Bills Presented

Workman's comp for 2016 is being paid to keep consistent with what Esther did and in order to get the discount. The liability invoice will come later. A discussion was had about getting a debit card or credit card. It was determined that Lenore would look into getting a debit card. The checkbook will be checked by the Mr. Butcher to protect both the organization as well as Mrs. Cambria. Mrs. Cambria presented a list of bills to be approved and the members reviewed the printed list. Mrs. Sharer made a motion and Mrs. Oxford 2nd it to accept and pay the bills. The motion passed.

POOL REPORT

No pool report this month.

Old Business - GOCO Grant Progress

We got the approval to tear down Kids' Kingdom. Dave has been in contact with several contractors to ask informally what it would take to tear it down. If it is less than \$65,000 we don't have to do anything formal for the special district. We're probably looking at closer to \$2-3K. Mr. Lange suggests that Mr. Young gets in touch with the people who he's found to do the work. Mrs. Cambria has the authority to make the final decision about the contractor. Mrs. Oxford and Mrs. Sharer thought we should do a little press release to let the community know what we're doing for safety reasons and that a new park is in the master plan. We need to get rid of the old equipment because it is a liability to sell it. The climbing wall equipment can be donated.

Old Business – Banking options for higher % rate

Mrs. Cambria has learned that credit unions can not do business with special service districts. But, we can change our current banking situation. We can open a savings account and get .1% or a CD which would be up to .3%. Mr. Butcher will do more research with Mrs. Cambria about the amount and type of account to use.

Old Business – 2016 Budget

This will be finalized when we get our Mill-levy number. A couple of adjustments were made:

- The lottery payment arrived in the amount of \$9,000; expect another in December.
- On the 2nd page on line item 433.61, Mrs. Cambria added the cost of new umbrellas as well as new drains in the deck and light pole that is rusted out and full of wasps, so that amount has been changed to \$7,000.
- On line item 433.3 we had in there that \$46K would be spent. If they don't bill us this year, we'll need to add \$40K for next year to paint the pool
- That also affects line 435.1 because they are not done.

- We have to show that our debits and credits exactly match.

New Business - Landscaping Contracts 2016

Mrs. Cambria had the comparison written on the whiteboard to compare Hostetler, Aqua Terra and S&E Wards. Mr. Lange suggested we put a specific bid sheet where we're comparing apples to apples. The soccer players preferred Hostetler over S&E Wards. Mr. Lange will work with Mrs. Cambria and Mr. Young on creating a spec list in the next few days before he leaves.

New Business – December Board Meeting Date Change

Since we have to have everything in to the county by December 15, the meeting will be rescheduled to December 7 at 6pm.

New Business – Pool Staff Christmas Bonuses

There was a discussion about why/if seasonal staff should get bonuses. Part of the reason is to remind them to come back to their job. One reason not to do it is that it is a great summer job and there have never been recruitment problems. Possibly the money could be used as a completion bonus or incentive to stay the entire season. Some believe that Christmas bonuses are for those who are working at Christmas. Mrs. Oxford made the motion to not give bonuses. Mrs. Sharer 2nd. Passed with majority with one opposing.

Discussion about the staff who are working – Mrs. Sharer makes a motion \$75 for Mrs. Cambria and \$50 for Mr. Young. Roy will receive his retirement bonus. Mrs. Oxford 2nd and the motion was passed.

New Business – American Academy of Dermatology Grant – Shade Structure and thank you to Dr. Amy Paul

AAD will grant up to \$8,000. Their grant application is due on November 30. They would want it built by May if we're awarded that. Mrs. Cambria inquired if they'd do it again next year, which they would. But tricky is the timing because the GOCO app is due in the beginning of Nov and the AAD is due at the end which causes some issues claiming that it is matching money when we haven't gotten it. Mrs. Oxford proposed that we proceed and talk to them after we get it. Mrs. Cambria requested help proofreading and finishing the final question and Mrs. Oxford agreed to help.

New Business – GOCO Bid Assignments

Mrs. Cambria divided the tasks up in an organized way so that Board Members can choose what they are good at. Board members requested an information packet with points and a picture that would help them ask for letters of support, in-kind donations, or cash.

- Mrs. Sharer – county commissioners, youth groups, boy scouts, can help write narrative over Christmas break
- Mrs. Oxford – Elks, narrative during Christmas break
- Mr. Lange – Rotary,
- Mrs. Cambria – new bid

New Business – Master Plan Progress

Long range planning moved to January agenda item.

New Business – Booth at Hotchkiss Craft Fair November 21

Free booth place because Mrs. Cambria will be in the hall selling season passes for stocking stuffers. She is making stocking stuffers.

New Business – Credit card for District Use

See Bills

New Business – Locking Restrooms for Winter

Yes, lock them for the winter.

New Business – Review of District Administration including salary

Mrs. Cambria reminded the board to review her after 6 months. They can not review her in an open meeting according to Mrs. Cambria. A motion was made to enter Executive Session. The Executive Session was concluded and Mr. Lange made a motion to raise Mrs. Cambria's wage to \$18/hour. Mrs. Oxford 2nd and it passed unanimously.

New Business – Fairgrounds meeting January 4

The Fairgrounds board would like input on what else they can do at the Fairgrounds and take the baseball out of there. For example, a permanent stage in the lawn area, horseshoes. Mr. Lange thought Mrs. Cambria should go and he might attend as well. Mr. Butcher and Mrs. Oxford also expressed interest.

CORRESPONDENCE

- Tammi's DCI articles were handed around
- Six women are going to start their own women's pickleball group that will play at a separate time
- Gloria Crank's letter of congratulations
- High Country Shopper Pickleball Add
- Festival of Trees
- DMEA coop meeting tomorrow at Memorial Hall
- Thank you from Hotchkiss K-8 for tickets from Zombie Run
- Paonia Grad night request for contribution
- Mrs. Cambria signed up for a Training credit program to get more insurance discounts, some of the part-timers will need to take courses as well.

Administrator's Report

Clayton came Thursday and he installed some of the controllers but not all. He met with the CO2 guy. He needs some electrician work done because he needs a dedicated circuit to the pulsar apparatus. All of the parts are attached to the wall the way they need to be. He didn't finish everything Mrs. Cambria expected before spring, so it'll be a little longer the next visit. The sooner in April we can do it the better.

The state boiler person came and wrote us up on this boiler that heats the office building. We need temperature controls that we don't have but according to the manual, it is inside the machine. Mrs. Cambria is working with our insurance company to work with the state person to get him to redact the negative write up about the boiler. Mr. Lange suggested Mrs. Cambria call Andy Stein.

Mr. Young is willing to go to the CPO course.

Mr. Young is doing a lot of maintenance projects.

- Trying to get a plumber to help with the sump pump in the office.
- Installer of the bathhouse floors fixed the grout. It was under warranty.
- Mr. Young is working on the lockers.
- Winterized everything
- Ceilings of the locker room mold – treated with Clorox and coating with Kilz.
- Figure out cleaning procedure with the guards to dry or treat the ceiling to keep it from coming back.
- Mr. Young is writing procedures for the pump room and will include photographs that will be posted in that room.
- Outside lights on office building being replaced
- Mrs. Cambria is only working the hours she needs to be here so not to charge for hours she doesn't use. This is also coincidentally defraying the cost of Mr. Young's extra hours.

TREASURER'S REPORT

Everything's in flux. Glad to see the Lottery money has come in. Mr. Butcher wants to definitely review procedures if we get a debit card. It appears everything is falling within budget.

Mr. Lange gave his thanks to everyone and reminded everyone that he'll be gone next month.

Meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Niki Richardson, Board Clerk

Approved: _____ Dated: _____

Action Items

- Mrs. Cambria and Mr. Butcher research \$ amounts to invest in an interest bearing savings account.
- Press release regarding tear-out of Kids Kingdom
- Spec sheet and bid comparison for landscaping
- Create a packet together for GOCO grant requesting – Mrs. Driscoll said she could help.
- New bid on shade structure
- Add master plan revisit to January meeting
- Add long-range planning to January agenda
- Fairgrounds meeting January 4th
- State boiler inspection edification and amendment