

**North Fork Pool, Park and Recreation District  
Board Meeting Minutes  
October 16, 2017**

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPPRD) met on Monday, October 16, 2017 at the District office in Hotchkiss.

**Board Members Present:** Kim Egging, Kathryn Oxford, Sara Sharer

**Others Present:** Lenore Cambria, District Administrator

The meeting was called to order at 7:20 p.m.

**Review of Agenda:** The agenda was reviewed and approved with the deletion of the public appearance, and addition of New Business discussing the purchase of a Knox Box, and possibility of Mr. Lange resigning.

**Minutes**

The minutes of September 18 were reviewed. Mrs. Oxford suggested a change in wording for the discussion of Ellis vs. Red Cross. The last word in that paragraph should read "in-house", rather than "internally". Mrs. Sharer made a motion to accept the minutes with changes. Mrs. Egging seconded, the motion passed.

**Bills Presented**

The bills were reviewed. Mrs. Egging made a motion to pay the bills and Mrs. Sharer seconded it. The motion passed.

**Pool Report - Mrs. Cambria**

The pool area has been winterized, including draining the pools and pool building.

The weeds in the parking lot have been removed and the gravel has been leveled including filling some potholes in the front entrance-way.

The Ellis representative asked for a budget amount we could afford for his committee to review to consider lowering their fee. Our Red Cross representative verified that our facility could do our own internal swim lesson program and still retain membership to Red Cross with just lifeguards certified through Red Cross.

The prairie dog holes in the small soccer field were filled and within a week had been opened by the prairie dogs so the problem is on-going as long as any prairie dogs exist in the area.

Greg's Lawn Service will re-sod the large soccer field where bare areas exist with the next week or two. An expert in the sod business recommended that we go ahead this Fall as the roots only take a week or two to grow if thoroughly watered. Soccer will be notified to stay off the area for practice as the sod gets established.

**Old Business - Mrs. Cambria**

**- Baseball Association GOCO Grant**

The committee has been meeting every week. We've submitted a preliminary grant to GOCO for review and recommendations, minus the budget sheet and letters from Delta County Roads & Bridges for the access road widening and from baseball/softball kids supporting the project. Robbie LaValley has asked for a linear measurement of the road to be widened and this was Emailed to her for a determination of in-kind support. The committee will meet Tuesday at 4:45 to discuss the bid estimates and try and determine a total project cost.

**-Red Cross vs Ellis**

More research needs to be done to determine which organization best meets our needs for lifeguard training and certification, given the difference in cost to be affiliated with each. Crystal Samples, lifeguard supervisor is doing some research. Mrs. Sharer noted that colleges researched were asking for Red Cross certification. A decision will be made before the budget is finalized for 2018.

**New Business**

**- Review and Approve Preliminary Budget**

Preliminary Budget for 2018 was presented line-by-line and there was discussion concerning certain line items. The new State minimum wage increase of 9.7% was reflected in Lifeguard, WSI, Aides, and Bus Driver wages. There was discussion about possible increases in fees to the pool, and swim class fees. Mrs. Cambria will consult more with Bill Heddles Rec Center to come up with a comparable increase to propose for November meeting.

A motion to approve the preliminary budget was made by Mrs. Sharer, seconded by Mrs. Egging and the motion passed.

**-Report on Hotchkiss Youth Soccer Association Board Meeting September 26, 2017**

Mrs. Sharer attended this Board meeting and presented a written report on the discussions including the baseball multi-use fields and their impact on the soccer association. That written report is included. It was agreed that there needs to be more communication between both Boards, including the watering schedule. It was agreed that should a facilities usage fee need to be imposed, it would be dependent on the baseball fields being built so would not take affect this budget cycle, but possibly in 2019.

**-Facilities Use Agreement with the Soccer Board**

Mrs. Sharer reviewed this agreement at the above mentioned meeting. She reiterated that removing trash was included. They agreed that they were responsible for this.

**-Nature Connection**

Mrs. Oxford attended the meeting leading up to the GOCO Inspire Site Visit. They were discussing agenda and timing of the visit. Mrs. Cambria attended the GOCO Site Visit presentation September 27. It seemed to be a positive experience for GOCO reps. The next scheduled meeting is October 23 at 4PM. Mrs. Oxford will attend. Mrs. Oxford asked about the bicycle pump track installation. Mrs. Cambria had seen Sven who said they were still waiting for more dirt from the County to complete it.

**-Greg's Lawn Service Bid Estimate for Lawn Care Surrounding Pool Yard**

Bid estimate was reviewed. There were questions regarding whether fertilizing and weed control were part of the estimate. It was felt that this was a good option to accept and Mrs. Cambria would clarify the questions with Greg Hostetler.

A motion to approve this bid proposal was made by Mrs. Sharer, seconded by Mrs. Egging and the motion passed.

**- Knox Box**

In light of the safety concerns when the pool alarm goes off and no one is available to unlock the facility for the police, it was felt that the option of installing a Knox Box for police and fire was the best option. Marshall Dan Miller suggested that this was a good option for us and he will give us the literature for ordering this apparatus to be attached to our pool building. He thought the cost was around \$400, and the Board instructed Mrs. Cambria to proceed with the purchase.

**-Board Member Terms**

There was discussion regarding the possibility of Mr. Lange resigning prior to his term expiring in May. Mrs. Oxford felt that the Board should have potential names of Board appointees in case that happens in November.

**Administrator's Report**

A consultation was done with the Auditor, Joe Hood, regarding a mini-audit of 2017 vs. a full audit. He said we were definitely eligible for a mini-audit again and would recommend a full audit in the case of changing personnel (District Administrator), or if a major project was done. The Board agreed that the mini-audit would be appropriate one more year and that IF the ball fields were built, a full audit may be appropriate for 2018.

Mrs. Cambria reviewed some insurance and signage recommendations made by our CSD Pool Property and Liability Insurance Company.

**Correspondence**

Mrs. Cambria presented the correspondence.

**Treasurer's Report - Mrs. Egging**

Mrs. Egging presented the financials.

Meeting was adjourned at 9:10 p.m.

Respectfully submitted, Lenore Cambria, District Administrator

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_