

Minutes for Park and Rec Board meeting 10/17/2022

Taken by Secretary Palcer. District Manager not in attendance.

Call to order at 5:30

1. Administrative Matters

- Agenda- moved to approve by Adam, second by Amber. Motion passed.
- Minutes- moved to accept by Vinnie, second by Ken. Motion passed.
- Request for legal services-

Chuck wondering why

Adam said current attorney does not do elections, get new attorney to handle everything, current does not specialize in special districts

Chuck- any problems with what he has done?

Adam-no

Chuck- just get DEO?

Vinnie- Metro district has DEO, possibly on Eastern Slope, specialize in special districts

Adam- 3 in Glenwood, 4 in Junction do all of it

Vinnie- could just compare what we have now and what others have to offer

Adam- assuming hourly rate would be the same except for litigation

Vinnie-Want whole package cost and just what election would cost,

Corrections to Adam's RFP- IA- just say special district, possible change submission date due to future board meetings, IC6- change to four (4) weeks, II- add easements, III- break out hourly rate for specified services and to have DEO only

Adam- Run week of Oct 24-Nov 17

Chuck- move date into December for submission

Adam- December 1 is well before December meeting. Need to have submission for the election in January

Amber- run in paper til Nov 17, have due Dec 1.

Adam- will send to everyone's email for board approval

- Public comments- none. 1 in attendance.
- District Manager and Finance Manager

Chuck- both have to be concluded by Mar 31, Judy sent out emails of job descriptions, need to do process to get positions filled,

*made a motion to appoint Doug Choate as District Manager starting April 1, while maintaining his position as Golf Course and Park Maintenance Director subject to the determination of his compensation package. second by Amber.

*Discussion- Vinnie holds Doug in high regard and he might be the person we end up picking, but we still need to go through the process to show the community that we have the right person for job. Doug's work is not in question. Does not know if he can hold his current job and district manager and he could be great at training a new person. Not comfortable with his having both positions and spread a bit thin, especially with the beginning learning curve.

Ken- agrees with motion

Adam- not sure if it is legal as a government entity. We did not open it to the district for anyone else from within the district to apply.

Chuck- satisfies community desire to have someone local

Vinnie- contact legal counsel to make sure

Amber- yes we need to contact legal, should we table for email vote or next board meeting

Ken- this would satisfy someone having skin in the game

Vinnie- and having a current employee satisfies that as well,

Ken- what would salaries be?

Vinnie- town of parachute finance manager- 55-70,000/year; manager is different because of type of district

Ken- 60,000-150,000

Adam- 95,000-140,000

Chuck- willing to talk to legal counsel and wants to do a vote face to face, motion will be on table next month

Vinnie- don't want to speculate one way or another

Chuck- plan to hire a second person at the golf course, Doug knows parks, golf course, knows a lot at the rec center, table til later

Adam- time on district manager vs golf course

Vinnie- we need to create the job description which will assist in what the second job at the golf course would be

Chuck- Look at what Judy sent out, some of what Judy does now would be an independent contractor for financial manager. What hers says is if someone knows nothing about the district.

Vinnie- a good description lets him know if he is doing well

Ken- don't think there is that much every day

Vinnie- It depends if you are maintaining the district or growing it, consider that this board might be different in 6 months, and different again in 3 months. That is where we need a well-defined job description.

Ken- can't image someone coming in every day as a director and getting board and what they would be doing in here working.

Vinnie- wanting third party contractor for finance. Are we looking in house?

Chuck- wanting contractor so we don't have to do healthcare and retirement, or office space.

Chuck- position descriptions and RFPs need to be looked at by everyone before the next meeting and comments made

Adam- what about pay

Chuck- motion says we would have to look at his compensation

2. Financials

- Adam moved to approve financials outside the meeting, Ken seconded. All approved.
- Vinnie moved to approve financials for October 17 meeting subject to audit. Adam seconded. All approved.
- Budget-

Chuck- membership 8% increase

Vinnie- why we are increasing fees to people in the district given we have a 77% increase in taxes. That's an enormous increase. Don't want to increase what we charge based on the tax side. At minimum it should buy us another year. No issues with salaries. Budget to actual net operating income says we are in the black, so 2022's income is higher and costs were at what we projected. Grant money is not capture in here

Chuck- every bottom line is always negative and we are pulling out money

Vinnie- we are going to be putting in a lot of money back this year. Gas royalties are way up and will be for another year.

Ken- I like to have more money in the bank

Vinnie- we are taking tax payers money

Ken- we need to remember what happened in the past years

Amber- is there anything for trails

Vinnie- wants \$50,000 which is a 1/3 of the cost from the top of the hill to the bridge. Town of parachute will participate, FMLD, county commissioners are interested, metro will help.

Adam- we need to state who will maintain trails

Vinnie- one spot at park (was amphitheater), need to landscape it. 25,000-30,000? Need to finish the park.

Doug- money to excavate both baseball infields included

Chuck- clarifying 50,000 for trails

Vinnie- Travis interested at some level. School district has a safety issue and wants it done. Trails all connect to Parachute all the way to Lions property so they might help. Garfield county is definitely interested in kicking in.

Adam- runners want a trail all the way around so they aren't running on the road.

Chuck- 200,000 kids pool

Amber- Why doing this when we have a splash pad in Parachute. Don't need it here.

Steve- something more structural like Rifle has, go all out. Would encourage passes. \$150,000 for a plan,

Ken- miscellaneous golf 50,000 enough?

Doug- yes. Want to do whole sections each year. Just guessing.

Chuck- who wants trails. 3 yes. **Take 50,000 out of kiddie pool and put in trails. Put under rec center**

Amber- what is happening at rec center for improvements?

Steve- getting more cardio space/bring wall out/is it possible? Pad all the way out? Cardio is most popular room.

Random discussion on irrigation

Chuck- need to go back to community park

Doug- pavilion

Vinnie- just landscaping, damage to bathroom- would they damage pavilion?

Chuck- sell dirt to Loves, what else would you do

Doug- adding irrigation adds expense. Native grass or zeroscape but not whole area.

Amber- need small pavilion for shade for parents.

Chuck- put in budget or wait til next year. Put park in budget this year?- 4 yes. Where to take from? **adding 30,000 to community park for landscaping**

Amber- put remaining kiddie pool \$450,000 just into rec center building improvements for \$900,000 total so it can be used for this or other improvements without the community expecting a new pool

Amber- we need to talk about the membership rates

Steve- family of 4 out-of district is best deal, Judy wants deals to be equal across the board

Chuck- 8 % increase on memberships, 5% increase on everything else. Day pass goes to 9.

Adam- wants to see numbers on each membership

Vinnie- increase is not based on previous years budget

Amber moved to approve the budget based on the three changes mentioned. Ken seconded. Adam no-
no rec center increase. Budget passed.

3. Operations

Golf course-

- Green saver card- app gives \$10 off, these people are from Denver/Utah
- PC card- Western Slope Players card- getting rid of next year due to stipulations
- Officially signed to have West Chapter Championship
- Trade show- got rain jackets
- Two man-116 players, weather was awesome. \$16,600 in pro shop credits alone.
- Lowest hours will be 8:30-4:30.
- Restaurant is still 7:30-7, they haven't decided about being open in the winter
- Heating and AC fixed
- Chuck- Mary got ovation after the tournament

Maintenance and Parks

- Pump station work has started
- TNT is almost done filling the cracks
- 17- good comments
- Still working on Huntley, not lots of progress
- Driving range- couple of spots being redone, 80% is really good, keeping balls out of sage
- Ken- talks about height of fence increasing at driving range? No

Rec Center

- Membership 1582, attendance 3103
- Lost a few in-district, lost monthly memberships
- Day pass sales down 100
- Finished flag football, 69 girls in basketball
- Activities changing in Jan- working on day camp scenario from 8-4 \$25 rate (Amber suggested increasing the rate to \$40 so it is similar to daycare costs)
- 109 craft fair participants so far, want 150
- Alpine banking donated pumpkins for pumpkin carving
- Veteran's day dinner is set up
- New fitness instructor on Wednesday focus on young adults
- Grant approval letters in hand, thanks to Vinnie

- Vinnie- can do 2nd half of roof for a grant, mini grants are easier, we should be asking every cycle for grants
- Could do LED at golf course
- Haven't done all of outside at rec center yet
- Suggestion of adding a light at end of lower parking lot
- Sports manager- not the best applicants, going to keep looking. Denie has girls basketball, Steve is taking wrestling.
- Fire department still not done working at ball park, haven't cleaned the ditch up here. Ken suggested checking with Garfield County.
- Trunk or Treat- keeping everyone in circle drive, starts at 4:00 on Saturday
- Brittany is off the website.

New Business-

Ksun lease- Judy recommends up \$100 a month up to \$235 a month, right now it is \$135. Bring in money through grants and donations. Revenue is \$10,000. Three paid staff now. Adam recommends going up 10% like everything else so an increase of \$13.50 a month. Everyone agreed.

Meeting will be Nov 21- Amber will participate virtually.

New website- Chuck still has concerns about sign ups and it goes to the old website that looks too busy. We need someone ½ time marketing so maintain the website and keep doing updates.

Need more cube set ups at restaurant. Mary and Steve agree new merchant service providers work great.

Need to talk about golf course and restaurant and what improvements need to be made. Lines are too long in the restaurant daily, 6-8 deep. Gets more complicated because we don't have restaurants to eat at in town. Worst time is around lunch.

Need program manager- Denie could be part-time events person and hire someone to oversee all the part-time employees.

Vinnie- we need communication system for large events in rec center event room. Old system wasn't working well. Power point projector in the ceiling.

Adjourned at 7:32 pm