**Minutes of the South Park-Park and Recreation District (SPPRD) Board Meeting**

**Date: August 27, 2025**

**Time: 6:00 PM – 8:30 PM**

**Location: South Park Recreation Center (In-Person & Zoom)**

**Pursuant to: Colorado Revised Statutes § 32-1-903**

Call to Order : Denise called the meeting to order at 6:00 PM.

Roll Call Present: Cameron, Barb, Carrie, Denise, Terri

Absent: None

**Public Comments**

Laurie Fowler expressed interest in filling the vacant board position.

Adelina available on zoom call.

**Approval of July Minutes** :

Pending

**Financial Report**

Property tax revenue down $16,000 compared to last year; October tax lien sales unpredictable.

Audit finalization pending response.

Preliminary budget meeting to be scheduled in September.

Cameron suggested condensing General Ledger (GL) codes.

Action Item: Schedule preliminary budget meeting (Cameron, Denise, Carrie, report to Adelina, by Oct 15).

**Grants Update**

Gates Family Foundation (Community Room/Sauna, $40,000): Requires 30% matching funds; Conservation Trust Funds eligible. Due Monday. Carrie needs a quote for submission. Adelina to confirm disbursement timeline (this year or next).

El Pomar (HVAC): Tolin estimate expected by week’s end; 50% match (~$30,000). Due mid-September; notification expected Dec-Jan.

Colorado Health Foundation (Youth/Senior Focus): Due mid-February; aligns with youth development.

BGV Gives: Application due October 1.

Land and Water Conservation Fund (Outdoor Recreation): Application due September 15 (Liz to handle).

CPW Grant (Walkway): Not awarded; David to share response.

DOLA Grant (Mineral Funds): Carrie researching, awaiting coordinator response.

Action Items:

Carrie: Submit Gates Foundation quote by Monday.

Adelina: Confirm Gates Foundation disbursement timeline.

Carrie: Follow up with Tolin for HVAC estimate.

Liz: Submit Land and Water Conservation Fund application by Sept 15.

David: Share CPW Grant response.

Carrie: Contact DOLA Grant coordinator.

**Foundation Update**

Rural Philanthropy Days in Jefferson, September 26, 2025; planning meeting scheduled.

Action Item: Board to prepare for Rural Philanthropy Days meeting (All).

**Programs Update**

Ongoing programs: Homeschool, Climbing, Mountain Biking, Cornhole Tournament.

Action Item: Recruit volunteers for Cornhole Tournament (Carrie).

**New Business**

A. Tolin Quote ($8,000 for Pool HVAC Bearings)

Quote for replacing fresh air and exhaust bearings. Cameron to review.

Action Item: Cameron to finalize Tolin quote review.

B. Professional Grant Writer

Volunteers are insufficient to meet goals. Carrie to contact Brandon Blatenbuerg (Wheatridge grant). Denise to contact Denver Grant Writers.

Action Items:

Carrie: Contact Brandon Blatenbuerg.

Denise: Contact Denver Grant Writers.

C: Light Bulb Replacement/Hand Dryer

Rick replaced bulbs twice; electrician to inspect men’s room hand dryer tomorrow.

Carrie: Obtain quotes for hand dryer repair/replacement and make purchase.

Rick: Electrician to diagnose hand dryer issue.

D: Yoga Mat Sanitizing

Member feedback: Provide spray bottles, hang mats to dry.

Action Item: Carrie to purchase spray bottles for yoga mat sanitizing.

E. Weekend Staff Discussion

Focus on shower cleanliness/maintenance due to significant use.

Visual thermometer proposed to display expansion funding status.

Action Items:

Carrie: Implement shower maintenance plan.

Carrie: Create visual thermometer for funding status.

F. Outdoor Rec Center Sign

Member suggestion to refresh sign.

Action Item: Carrie to coordinate with Rick to assess sign update needs.

G. Dog in Pool Area

Lead lifeguard’s dog present (disability-related). ADA training needed for staff.

Action Item: Carrie to arrange ADA training for staff.

Exterior Water Faucet Use

Anonymous report of personal vehicle washing (2 occasions).

Action Item: Carrie will clear up that no car washing is allowed in the future.

**Old Business**

1. Gym Expansion Project Update

Intergovernmental meeting scheduled for October 28 (David, Cameron, Barb).

Action Item: David, Cameron, Barb to prepare for intergovernmental meeting.

B. Steam Room Demo

(Phase I: CTF, Phase II: Gates)

Written estimate needed.

Action Item: Carrie to obtain written estimate for steam room demo.

C. Fairplay Native Pathways –

Nature WalkAgreement sent to AJ.

Action Item: Carrie to follow up on Nature Walk agreement status.

D. Flume Article to print on Friday.

Action Item: Carrie to ensure Flume article submission by Friday.

**High Level Director’s Report** (Carrie)

A. **Membership & Program Growth**

Backflow prevention system inspected.

Skate park repainting in progress.

Fire extinguishers inspected.

Bank transfer proceeding smoothly.

Preliminary budget due October 15; meeting scheduled September 22.

Action Item: Cameron, Denise, Carrie to submit preliminary budget by Oct 15.

B. **Community & Member Engagement**

Cornhole Tournament upcoming; volunteers needed.

Action Item: Carrie and Terri to recruit volunteers for Cornhole Tournament.

C. **Development & Staff Training**

Phil (lead lifeguard) conducted lifeguard in-service and developed fitness program.

Staff meeting with BBQ scheduled for Friday.

Action Item: Carrie to conduct staff meeting and BBQ.

D**. Facility & Technology Management**

No specific updates provided.

E. **Communication with the Board**

Ongoing efforts to improve. Foundation Communication

Need more collaboration to clarify Board priorities and grow Foundation.

Action Item: Barb to include action items in Foundation meeting notes to share priorities.

**Next Level Meeting Notes**

Need additional board member to take Foundation notes to highlight Recreation Center focus areas. Accountability structure: Topic, Point Person, Due Date.

Action Item: Barb to add action items to Foundation meeting notes. Kelsey to take note for foundation.

**Executive Session Motion to Enter**: Cameron, seconded by Barb, at approximately 7:45 PM.

Motion to Adjourn regular meeting: Denise, seconded by Cameron, at 8:02 PM.