

# Agenda

## SOUTH PARK PARKS AND RECREATION DISTRICT (SPPRD) BOARD MEETING

October 4, 2021

**DATE AND TIME:** Pursuant to Colorado Revised Statutes § 32-1-903, a regular meeting of the board is scheduled on October 4, 2021, 6:00 PM, in person, South Park Recreation Center.

1. Call to Order – 6:09PM
2. Roll Call – Denise, Janelle, Carrie, Saam, Kevin, Matt, Cam, Andrew
3. Public Comments
4. Approval of Minutes – Matt motions, Kevin 2nds, Motion passed
5. New Business
  - A. COVID Updates (Carol couldn't make it)
    - i. County Health Updates
      1. Positivity rates increasing
      2. Children are 10% of cases in last 2 months
      3. Masking at schools helps
    - ii. Saam wants to know if Board wants to make any changes in terms of masks or facility guidelines
      1. Park County currently following State guidelines
      2. Staff scheduling has changed because of recent COVID issues
      3. Kevin asked if Carol would have any guidelines or thresholds that might change how we're currently handling COVID related issues
      4. The Board recommends continuing to follow State guidelines
  - B. Pool Pump Repair/Maintenance Needs & Expenses Pool Status & Expenses
    - i. Andrew suggested motor replacement/repair and online vendors; Current motor can be repaired (leads need to be replaced; motor not seized); Bench jets currently inoperable
    - ii. Backflow prevention valve – valve may be starting to fail; Contractor (Buzz) going to see if it's repairable or needs to be replaced
    - iii. Andrew gave a tour of the pool equipment room with some suggestions on equipment repair and replacement; We identified equipment that needs to be replaced to get the full system up and running
    - iv. The Board all agrees that we need to spend the money to bring the system back to 100% operational but we need a snapshot of budget first

1. Saam to organize all the costs so we can see beforehand; The Board will schedule a special meeting to vote once we can determine costs and budget with Adelina
      - v. Autofill incident – Staff left a valve on and flooded the pool area; Extra costs associated with water and chemicals; Just an example of why we may want to this
  - C. 2022 Budget Planning Process – Nominate & Vote on Budget Officers (Adelina suggests herself, Saam, Denise and Carrie)
    - i. Initial draft due by Oct 15; Final draft due December 15
    - ii. Matt makes a motion to nominate Adelina, Denise, Carrie, Saam and Kevin as Budget officers; Cam 2<sup>nd</sup>; the motion passed
  - D. Sick Leave Policy changes
    - i. Saam gave updates for new state requirements; Saam recommends a lawyer review policy change associated with new legislation
    - ii. Kevin has a question about whether we can be advised by Special District Agency; Saam will see if he has a contact that can help us
  - E. Addendum for Telephone-Virtual Meetings & Vote
    - i. Janelle motions to make an addendum to the bylaws to allow phone or internet Board meetings; Denise 2<sup>nd</sup>; Motion passed
    - ii. Denise and Saam to look at language for the bylaw to make sure we cover our bases
  - F. Nov Meeting Plan and Timing
    - i. We'll discuss our remaining meetings and make sure they are posted on the website, on the bulletin board here at the Rec Center and with the County Clerk
    - ii. Saam advises the we try to keep to set schedule throughout the year
    - iii. We'll keep our 10/26 meeting (may need to move it up if we get information sooner)
    - iv. November meeting will be 11/16 because of Thanksgiving
  - G. Holiday Party
    - i. If the budget allows, Saam would like to have party/board meeting; The Board is supportive; Saam and Carrie will look at dates and proposed costs
  - H. Kevin and Janelle would like to see a little different format for reporting (Kevin has a draft)
    - i. Saam will include a pie chart showing differences year by year
6. Old Business
  - A. 2MI High Action to invite to SPRC Board Meetings (maybe not all, quarterly?)
    - i. Cam has been attending; We want to make sure they have an open invitation for our meetings
  - B. Reschedule Strategic Planning Session – We will schedule and post

- C. Maggie – party not desired, Gift Card and Thank you suggested
  - i. Saam suggests a plaque and a present of some sort; Board agrees
- 7. Financial Report: Adelina (looking to add some time to do an overall high-level review of the budget so all board meetings fully understand the financials) Update – no updates
- 8. Director’s Report
  - A. Website Updates
    - i. Mind Body System has some limitations for purchases that makes it difficult for online purchases; Saam added “Buy Now” button; Easier for in-person purchases
    - ii. Other systems are not financially feasible
  - B. Rec Guide just released
    - i. Quarterly release with paid ads
  - C. TV’s – No satellite service so we’ll use TV’s for running ads or upcoming program announcements
  - D. South Park Telephone – Saam looking into service and potential plan changes
  - E. Saam sent vision plan for County Fairgrounds
    - i. New plans and ideas for County and Fair Board
    - ii. Funding might be available for outdoor Rec capital improvements
    - iii. CSU Extension office could be a resource for design and planning
  - F. Saam attended Special District conference – He’ll send website info for Board
  - G. Security Cameras – New app allows viewing cameras
    - i. New camera for skate park could be added for \$835 (we’ll wait on costs for pump room repairs before we make a decision)
  - H. Cleaning company moving out of state
    - i. Need to find a new service provider
  - I. Plowing contractor coming back at same cost as last year
  - J. Programs
    - i. Fairplay Flyers coming back
    - ii. Spring Swim Lessons for the school kids are in discussion
    - iii. Salida Circus program going well
  - K. Staffing – Difficulties keeping staff and hiring
    - i. Cross training when possible
    - ii. The Board understands the issues businesses are going through; We’re in support of trying to keep quality employees when possible
    - iii. Carrie is using software to conduct virtual training
- 9. Executive Session – No executive session
- 10. Motion to Adjourn – Janelle motions at 8:22; 2<sup>nd</sup> by Cam; Motion passed