



EATON AREA PARK & RECREATION DISTRICT

August 17, 2022 - 6:30 p.m.
1675 3rd Street, Eaton, CO 80615

MEETING MINUTES

A. CALL TO ORDER

Board President Kennedy called the meeting to order at 6:30 p.m.

- Roll Call

Present: Julie Kennedy – President
Jen Baiamonte – Vice-President
Mike Ketterling – Treasurer
Brittany Calhoon – Secretary
Joshua DeJong – At Large

Also Present:

Alan Holmberg, Financial Advisor
Tom Shannon, Eaton School Assistant Principle
Avalon Mays, Interim District Director
Trisha Conway, Human Resource Specialist
Jess Jenson, Guest Services Lead
Elise Wagner, Marketing Lead
Amy Hodge, Recreation Division Supervisor
Jennifer Cullen, Aquatics Coordinator
Joe Ciancio, Facilities Manager
Nate Appelhans, Facilities Coordinator

- Pledge of Allegiance

Board Member Calhoon lead the Pledge of Allegiance.

- Public Invited to be Heard

Board President Kennedy opened the meeting to the public.

Tom Shannon, Assistant Principal Eaton Weld RE-2 District reported on his interest to partner with the district with mapping there polices and procedures using the EAPRD as a unification location for staff, students, and parents. Weld RE-2 will be working closely with emergency personal to develop a plan, and partner with the Eaton area community.

B. CONSENT CALENDAR

- Minutes of the July 20, 2022, Board Meeting – T. Conway Human Resource Specialist

Board Member Baiamonte moved to approve the July 20, 2022, minutes as presented, Board Member Calhoon seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte,



Ketterling, Calhoon, DeJong; Nays - None; Motion Passed.

- Minutes of the July 25, 2022, Board Meeting – T. Conway Human Resource Specialist

Board Member Ketterling moved to approve the July 25, 2022, minutes as presented, Board Member Calhoon seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte, Ketterling, Calhoon, DeJong; Nays - None; Motion Passed.

C. ACTION ITEMS

1. EAPRD 2021 AUDIT

Ms. Mays reported on the EAPRD 2021 Audit.

Board Member Baiamonte moved to approve the EAPRD 2021 Audit as presented by staff; Board Member DeJong seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte, Ketterling, Calhoon, DeJong; Nays - None; Motion Passed.

2. EAPRD FACILITIES AND GROUNDS: MATERIALS & EQUIPMENT REQUEST

Ms. Mays reported on the EAPRD facilities and grounds material, and equipment request report in the packet. A walk-through was completed to determine needs at the district, along with conducting an audit of staff computers, phones, and workspace.

Board President Kennedy opened discussion to board member.

Discussion ensued by board members, and staff.

Mr. Holmberg reported on his approval of the facilities and grounds material report. The available resources, escrow accounts, rebates would allow for approval of the report as presented by staff.

Board Member Ketterling moved to approve the EAPRD facilities and grounds material, and equipment report request with removal of IT items as presented by staff; Board Member DeJong seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte, Ketterling, Calhoon, DeJong; Nays - None; Motion Passed.

3. EAPRD EXECUTIVE DISTRICT DIRECTOR EMPLOYMENT AGREEMENT

Ms. Mays reported on the EAPRD Executive District Directors employment agreement for Dean Campos.

Board President Kennedy opened discussion to board members to which there was none.

Board Member Calhoon moved to approve the EAPRD Executive District Directors employment agreement for Dean Campos as written; Board Member Ketterling seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte, Ketterling, Calhoon, DeJong; Nays - None; Motion Passed.

D. COMMUNICATIONS

- Communications from Staff
 - Ms. Conway reported on FAMILI, sending out a letter to employees notice of public hearing and



Resolution being presented to the Board at the September 21, 2022, meeting.

- Mr. Holmberg gave a brief presentation on the financial report, included in the packet.
- Communications from Interim District Director
 - Ms. Mays reported on District updates fall program guide launched last week, books will be available in 2 weeks, Jess/Amy went to Highland High School to provide information at the job fair, Lifeguard classes are open for August and available to anyone 15 years of age or older. Friday on the Patio Special Event is Friday, August 19, 2022, Maintenance Week September 11th-18th we are currently hosting Windsor members for their closure, Samantha Brown is last day is August 19th, shareholder report is available in the packet, and opened discussion on initial research on Food Trucks at the EACC.
- Communications from Board Members
 - Board Members thanked Avalon Mays for her hard-work as interim District Director.

E. ADJOURN

Board Member Ketterling moved to adjourn; Board Member Baiamonte seconded the motion. Roll call on the vote resulted as follows; Yeas -Kennedy, Baiamonte, Ketterling, Calhoon, Delong; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 7:46p.m.

Avalon Mays, Interim District Director

The Eaton Area Parks and Recreation District will make reasonable accommodations for access to District services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 893-1219 by noon on the Tuesday prior to the meeting to make arrangements.