

Board Meeting Minutes – November 20, 2019

Item 1 – Pledge of Allegiance

Item 2 – Roll Call at 6:30pm

Board Members answering roll call were Board Member Edelmon, Board Member Lewis, Board President Kennedy, Board Member Moser, and Board Member Rohn.

Item 3- Review of Minutes from October 16, 2019 minutes.

Board Member Edelmon made a motion.

Board Member Moser seconded.

Motion carried.

Item 4 – Public Comment:

No comment

Item 5- Staff Reports

Interim District Director Mays –

- Upcoming Events -
 - Deck the Halls
 - Turkey Buster
- Recreation Updates -
 - Eaton High School Career Day
 - Representing for the EAPRD were staff members: Greg, Amy, and Caryl.
 - Staff enjoyed their time and commented on the number of students requesting more information about the District and how to get a job in recreation.
 - Trunk or Treat
 - Despite the adverse weather nearly 2,000 in attendance.
 - Just under 50 trunks registered for the event with 43 present day of.
 - Josh and Avalon met with Gold Medal Concessions to begin planning for the future of the Eaton Area Athletic Complex concession stand.
 - 2020 Winter/Spring Program Guide will arrive around December 16th.
 - Board will be provided an electronic copy.
 - Membership numbers have increased by 112 over the past month.
 - Annual membership promotion begins December 15th.

Financial Advisor Alan Holmberg –

- Letter in the paper from Philip Morehead's family showing their appreciation of the EAPRD and the staff, during and leading up to his celebration of life that took place at the Eaton Area Community Center.
- Recommends that the EAPRD uses Schilling & Company, INC for 2019 audit.
 - Schilling & Company works with special districts.
 - Price stated on letter is \$4,900 for the year.

- Financial Advisor Alan Holmberg requests that Board President Kennedy signs the provided letter/contract to move forward with using their auditing services.

Item 6-Old Business: Grants, Donations, Fundraising

No comment

Item 7- Old Business: Other

No comment

Item 8 – New Business: Resolution for GOCO Application

Board member Lewis made a motion for A RESOLUTION SUPPORTING THE GRANT APPLICATION FOR A LOCAL PARKS AND OUTDOOR RECREATION GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND FOR CONSTRUCTION OF A PLAYGROUND.

Board member Rohn seconded.

Motion carried.

Board member Edelson asks if the project will be funded in 2020 and carried out in 2021?

Board member Lewis confirms, if the funding is awarded in 2020 that the project will take place in 2021.

Financial Advisor Alan Holmberg asks if the resolution is part of the application process and what the full process looks like? Interim District Director Avalon Mays confirms that the resolution is part of the application process and explains that District staff have already submitted the grant application to GOCO and they will announce if the EAPRD was awarded the grant in April of 2020.

Item 9 – New Business: Parking on Third Street

Board member Edelson explains that he was approached while working at the Eaton Fire Department by an individual expressing their concerns with parking on Third Street. This individual explained that when vehicles are parked on both sides of Third Street the road becomes impassable for a firetruck and that they fear a child will run out and possibly be struck by a vehicle due to the impaired visibility. Board member Edelson later received an email from Jeff Schreier – Town Administrator requesting that The Eaton Area Park & Recreation District Board discuss the matter and provide a recommendation on disallowing parking on Third Street or limiting parking to one side of the road.

Board member Lewis stated that per a conversation with Mike Ketterling that Third Street meets code on width even with parking on both sides of the street and can be accessed by emergency vehicles when stopping traffic.

Board member Moser explained that she has witnessed children darting between parked cars during soccer season and that you are unable to see them until the last minute.

Interim District Director Avalon Mays expresses concern about the safety of those crossing Third Street and recommends that instead of closing parking on both sides of the street that parking on only the southside of the street be closed. Board President Kennedy agreed.

Board member Moser asked if closing the southside only would be an issue when a school is built on that side of Third Street. Board members Kennedy and Edelson stated that would be a

town decision. Board President Kennedy reminded the board that they were just providing a recommendation for the town and that they would not be making any decisions.

Board member Lewis mentioned that Mike Ketterling asked that we continue to evaluate and provide him feedback especially if we add additional parking on the northside of the Eaton Area Community Center.

Financial Advisor Alan Holmberg suggested that a recommendation is provided now rather than 5-10 years from now.

A member of the public made the statement that when Evangelical Free Church provides services that those attending utilize parking on Third Street as well.

Board member Rohn will provide the recommendation of limiting parking to just the north side of Third Street to the Town of Eaton during their next board meeting.

Item 10 – New Business: Budget review – second draft

Financial Advisor Alan Holmberg states that there were four items added during the budget review:

- The addition of \$15,000 to the 2020 budget for one to two paid internships.
- Adding a line item for the addition of a part time employee with future discussion on the duties of that part time employee. Responsibilities may include management of Human Resources.
- Adding a line item for the addition of a fulltime employee with future discussion on the specific duties/responsibilities.
- Increasing the fitness line item by \$10,000 for the purchase of 2 treadmills.
- Increase Treasurer fees by \$10,000 in anticipation of needing to pay more as tax payments increase.

Board President Kennedy expressed her excitement with the proposed budget and the potential on moving forward with capital projects like lighting at the ball fields, addition of treadmills, and staffing additions.

Item 11 – New Business: District Director – Hiring Update

Board member Lewis “On Friday we conducted phone interview with 9 candidates and narrowed down to 4 candidates. We have confirmed December 9th for live interviews and are working on the details of those interviews.”

Board member Lewis explained that it is very difficult to coordinate schedules around this time of the year and that is why December 9, 2019 was chosen.

Board member Lewis anticipates being able to name the finalist at the December 11, 2019 board meeting. Board member Lewis goes on to explain that there will be a 14 day waiting period before a contract can be offered.

Board President Kennedy commended the Eaton Area Park & Recreation District staff on the job they have done while awaiting a new District Director and the excitement she has for the future and that she thanks the staff on all levels.

Item 12 – New Business: Other

No comment

Item 13 – Board Reports

Board member Rohn – No report

Board member Moser – No report

Board President Kennedy – No report

Board member Lewis – No report

Board member Edelman – No report

Financial Advisor Alan Holmberg asked the board if a formal motion needed to be made to move the December of 2019 meeting? Interim District Director Avalon Mays responded that the date change was approved during the December 2018 meeting.

Board member Lewis commented that the December posting will need to include the public hearing for budget 2020 and the amended 2019 budget approval.

Board discussed the need for additional discussion on the 2020 budget and decided that a date will be determined in 2020 to discuss Capital Improvement programs but no additional meeting was needed prior to the December 2019 budget hearing.

Meeting adjourned – 6:56pm