Regular Meeting of the Board of Directors

Casey Jones Pavilion

Elizabeth, CO 80107

I. Call to Order 7:02pm/Roll Call Doug Severinsen, Kelly Moffatt, Dondi Connelly Others: Mike Barney/Pledge of Allegiance

II. Approval of Minutes – Regular Meeting on September 22, 2020 – Doug makes a motion to approve the minutes, Kelly 2nds, all in favor.

III. Approval of Agenda – Dondi want to add to other matters, bank signers. Doug makes a motion to approve the agenda, Kelly 2nds, all in favor.

IV. Communications to the Board

 -Lisa Hual wants to purchase the property behind their house so that they can have direct access to the park.

V. Legislative Matters

 -2020 Budget Amendment – Kelly makes a motion to Amend the 2020 Budget. General Fund expenses increased due to $250,000 payment toward property purchase and Enterprise Fund expenses increased due to tree program expenses. General Fund will be changed from $849,448 to $1,293, 500 and the Enterprise fund from $322,268 to $395,268. Doug 2nds, all in favor.

VI. Continued Business

 -Project Updates – CJ Restrooms – architect is dragging his feet, may push project to finish in 2021.

 -Open Space – Sam Albright is figuring the best option to get the land deeded over to us.

 -CJ Master Plan – WE did the boundary survey and it was $5,000, Improvement survey will show actual building, topography, drainage – Keith Westbrook can do the improvement survey as well and Mike will get a price on that.

 -Wild Pointe Park – Mike went to the Legacy board and explained that the park would really like Legacy to have it. We are incurring costs and maintaining the park and not really using it. The town can also purchase the land and will make it a roadway. Mike asked that they let us know by the end of the year.

VII. New Business

 -Proposed 2021 Market Pay Adjustments – special district survey on salaries for park and rec. Mike thinks we should compensate employees fairly and retain staff, so it’s important to do these occasionally. Elizabeth cannot use the state average based on our size, rural, budget, number of people we serve. Average salary for parks manager is $56,000, Admin assistant, average is about $36,000, there is a difference about $1400 lower, so Mike suggests we increase for 2021. Recreation coordinator average is about $43,000, our is at about $40,000, Mike proposes we make an adjustment to increase these two positions for 2021. Mike thinks we need to look at this for retention and to keep the state average and when we look to hire new people.

 -Review Proposed 2021 Budget Draft – added the new salaries to the budget.

-2021 Capital Improvement Project Planning– Pick up truck, master planning and engineering, upped the campground expansion to $275,000, fencing and dog park, basketball court 50 x 80 sport court designed for outdoors has a 15 year warranty $29,000. Event Shelter for Prairie lawn 30 x 60 shelter with concrete pad and gables, $85,400. Land lease purchase, Evans sidewalk replacements and trail extensions. CIP totals $671,352.

VIII. Report of Administrator and Staff

 -Budget Report – September Revenues about $45,000. Nothing too unusual for expenses. Projected balance at the end of the year should be about $790,000.

 -Maintenance Report – normal maintenance duties, new touchless soap dispensers in bathrooms, repaired flat bed trailer deck. Cleaning up leaves, winterized splash pad, irrigation, and pumps.

 -Programs Report – Fall soccer and flag football are going great. Winter basketball is still up in the air. Waiting to hear back from Legacy and Frontier if we can use their facilities. Parker basketball league is a go, registration is open for 12-14 boys and 10-12 girls teams. Adult kickball season just finished up and went well. Adult flag football registration is open it will be Nov 7th. Halloween event is Oct 30th, haunted haven in the pavilion, tractor ride, candy and hot cocoa and cider.

IX. Executive Session – Determine Negotiation Position for Possible Sale of Real Property – Kelly makes a motion to go into executive session at 8:12pm, Doug 2nds. Kelly makes a motion to come out of executive session at 8:53pm.

X. Other matters –the bank is requiring the minutes to reflect getting signers on and off accounts. Board moved to remove Casey Holt and Jason Heerman as signers on account #155041. Board further moved to add Doug Severinsen to both District bank accounts and to list all Board Members as signers on the newly created Enterprise account.

XI. Adjournment – Kelly makes a motion to adjourn at 8:53pm, Doug 2nds. All in favor.