



RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORWOOD PARK AND RECREATION DISTRICT

**Held: Monday, August 13th, 2018, at 7:00 P.M. at the Oliver House,
1555 Summit Street, Norwood, Colorado, 81423**

Attendance

The regular meeting of the Board of Directors of the Norwood Park and Recreation District was called and held, as shown, in accordance with Colorado law. The following directors were present and confirmed their qualifications to serve on the Board:

Kelvin Verity
Diane Muniz
Daiva Chesonis
Kingston Cole
Jessica Newens

Michelle Liljegren, NPRD Administrator also attended

Call to Order

The regular meeting was called to order by President Kelvin Verity at approximately 7:09 pm on August 13th, 2018. President Verity noted that a quorum of the Board was present.

Changes to the Agenda

None

Ratification of Payment of Bills

Ms. Liljegren presented bills to be ratified totaling \$1,880.25 paid from the General Operating Fund.

- Discussion ensued around the documents sent by Michelle not including numbers when viewed through Director Verity and Chesonis' computers. Ms. Liljegren will submit reports in PDF format when possible.
- Director Newens inquired about Jenny Russell's payment for \$805. Ms. Liljegren explained that it was mostly for the contract preparation for the Livery purchase.

With a motion from Director Newens, and a second from Director Cole, the Board unanimously voted to ratify the bills as presented.

Approval of Meeting Minutes from the April 26th regular meeting

Ms. Liljegren presented the minutes from the April 26th meeting for approval.

- Director Verity explained that the meeting to which the minutes pertain was attended by him and the prior board members.

With a motion from Director Verity, and a second from Director Cole, the Board unanimously voted to approve the April 26th board meeting minutes as presented.

Approval of Meeting Minutes from the July 9th regular meeting

Ms. Liljegren presented the minutes from the July 9th meeting for approval.

- Director Newens indicated that the minutes recorded that there was a conflict of interest with her and Joel

Coniglio's personal relationship. It will be corrected to indicate that there could be a conflict of interest, but the board decided that there was not a conflict.

- Ms. Liljegren indicated that the amounts listed on the ratification of payment of bills section of the minutes were incorrect.

With a motion from Director Muniz, and a second from Director Cole, the Board unanimously voted to approve the July 9th board meeting minutes with the correction of the conflict of interest wording and the correct amount for the ratification of payment of bills.

Approval of YTD Financial Reports for July

Ms. Liljegren presented the financial reporting for the month of July.

- Discussion ensued around the details of the two budget reports and which one was the most useful.
- Director Verity asked about the lack of revenue reported for July. Ms. Liljegren stated that no deposits were made during the month of July. Ms. Liljegren will deposit the checks she received from Ms. Coe tonight.
- Discussion ensued around if events were getting scheduled in a timely manner as Ms. Coe is on leave for the month of August. Director Chesonis reported that she submitted an application several days prior and had not received a notification of her event being scheduled.
- Director Newens offered to work with Ms. Coe to understand the process and be more involved.
- Discussion ensued around Ms. Coe's climbing training. Ms. Liljegren indicated she had not received a bill for the course itself.
- Director Verity asked some questions about contract labor. Ms Liljegren explained that the overage in contract labor was tied to Leslie Currie's cleaning and watering.
- Discussion ensued around the Accounting Services payments. Ms. Liljegren noted that it is linked to the audit exemption.
- Discussion ensued around the roughly \$60 in remaining grant funds for Just For Kids. Ms. Liljegren reported that there may be some additional items that Ms. Coe is planning to purchase for the Roller Hockey program.

With a motion from Director Chesonis, and a second from Director Muniz, the board unanimously voted to approve the financial reports for July as presented.

Gallagher Amendment Discussion

Director Verity advised the Board that there was an amendment to the state constitution years ago that will very likely cause a further reduction in NPRD's revenue in 2019 and in subsequent years. This is known as the Gallagher Amendment which was passed in order to balance the amount of property tax collected between Residential and Non-Residential properties. As a result of this amendment, and the ongoing reductions to the Residential Assessment rates, the District has seen nearly a 25% reduction in revenue from property tax since the District's creation in 2008.

The subsequent passage of the Tax Payer's Bill of Rights (TABOR), states that taxes can not be increased without a vote by the people. Therefore, we are experiencing what every other Special District in the state of Colorado is going thru.

Many of these districts have decided to go to their voters in November and ask them to De-Gallagherize, AND increase their mill levy. Ms. Liljegren asked the Board if they wanted to consider doing this as well.

- Director Verity explained that if the District was to go to the voters for a mill levy, it would need to try to increase the mill levy instead of just maintaining the current 1 mill.
- Ms. Liljegren and Director Verity discussed the mill levy increases that are likely to be requested in the county due to this potential change.

After much discussion, the Board agreed that it could NOT present such an issue to their voters this November. They will, instead, look for other ways to offset the decrease in revenue,

Update on Livery Purchase

- Director Verity reported that there were some issues with the contract in regards to the appraisal related to the condo declarations. The condo declarations need to be changed to allow it to sell the general commonality (the yard).
- The contract now includes a stipulation that the owner will make the change just before closing to allow the general commonality to be sold separately.
- Director Verity reported that the private investor is drawing up a contract with their attorney as well.
- The closing date is now pushed back to October 29th.
- Director Verity reported that Davis Watson will perform the appraisal and the district will pay him up front. He will charge 50% of his normal rate for the appraisal. Ms. Liljegren will prepare a check.
- Ms. Liljegren will contact the CPA for guidance on which account to debit for the appraisal.

Website, Facebook, and Social Media Discussion

Discussion ensued around creating a shared email address, calendar, etc. to which each of the board members have access. The board asked that Ms. Liljegren look into creating a generic informational address for the board to share, info@norwoodparkandrec.org, through brainstorm.

- Ms. Liljegren discussed looking into changing providers for the website, but Director Verity would prefer to stay as is.
- Director Verity expressed that he does not like the Google Forms application.
- Further discussion ensued around Director Newens and Director Chesonis meeting with Ms. Coe to discuss the process for rentals, etc.

Discussion ensued around the Facebook page:

- Director Verity said that there were old posts that show up in the preview area of the feed.
- Discussion ensued around how the Facebook page will be the place to gain potential donors for fundraising.
- Director Muniz also recommended utilizing the Mav News at the school for the Livery fundraising.

Items of Agenda:

Town of Norwood Pickleball Courts

Director Verity announced that the Town of Norwood has completed their new pickleball courts.

Burn Canyon Trails

Director Verity explained to the new board members the details of what was happening with the Burn Canyon Trails up to this point.

- Discussion ensued around the portion of trail that the BLM recommended the District build.
- Director Newens and Director Verity suggested that the Board consider building the recommended portion of trail. Director Verity suggested that the Board agree to building the portion of trail if the BLM puts up a gate to close the trails that are required to be closed.
- Discussion ensued around the issues of signage, road closures, policing the area etc. that are not under the purview of the District.
- Director Verity will contact Amy Sharp regarding building the BLM recommended portion of trail.

Recreation Reports

Cross Country -

- Director Verity reported that there was nothing to report.

Skating Rink

Tabled

Open Gym update

- Tabled

Facilities Discussion

Maintenance/repairs update –

- Tabled

Roller Hockey Program

- Tabled


Public Comment

No comments from the public.

New Business

Adjournment

There being no further business to come before the Board, the meeting was unanimously adjourned at approximately 9:12 p.m., after a motion from Director Newens and a second from Director Muniz. The next regular meeting of the Board is scheduled for Monday, October 8th, 2018 at 7:00 P.M.



Secretary for the District

Action Item	Assignee	Date Assigned	Date Completed	Notes
Complete a digital Burn Canyon map for the April meeting	Director Verity	3/12/2018		
Plan a basketball tournament for fundraiser later in the spring.	Ms. Coe	03/12/2018		
Put a flat plate cover over the hole in the supply closet door	Ms. Coe	03/12/2018		
Buy goalie pads for roller hockey to	Ms. Coe	04/09/2018		

expend the remaining grant funds from JFK				
Create a membership evaluation for the new board members for the fall	Ms. Coe	04/09/2018		
Work with the school to plan for Friday activities and coordinate transportation	Ms. Coe	04/09/2018		
Contact accountant for advice on which account to debit for the appraisal	Ms. Liljegren	08/13/2018		
Meet with Ms. Coe to understand the rental process	Directors Newens and Chesonis	08/13/2018		
Contact Amy Sharp about building the additional portion of trail recommended by the BLM	Director Verity	08/13/2018		