NORTH FORK POOL, PARK AND RECREATION DISTRICT
October 5, 2026– 6:00PM
Location: District Office at 333 Miner's Way, Hotchkiss CO 81419

BOARD MEETING MINUTES

This agenda is preliminary and may be amended by vote of the Board at the meeting.

I. **Call to Order**
   a. Becky called the meeting to order at 6pm
II. **President's Review of Agenda**
   a. Becky moved the "Chain of Command" to next months agenda.
III. **Roll Call & Excuse Absent Board Members**
   a. All board members were present.
IV. **Approval of Last Meeting's Minutes**
   a. Name change from Wynn to Wind.
   b. A signature line was added to the bottom of the minutes.
   c. Kim motions to approve September Minutes with no objections.
V. **Treasures Report, Pay Bills**
   a. **Becky reviewed the Profit & Loss.**
      i. Wages reflect the last wage expense for pool staff.
      ii. This also reflects the last bill from Brookstone for sprinkler repair.
      iii. Net income has dropped again.
      iv. Revenue continues to show an increase in the Profit & Loss Previous Year Comparison, with total income up 20% compared to last year.
   b. Total expenses were increased primarily due to software.
   c. With the increase in revenue bank fees will also increase.
   d. Scott read the treasurers report.
   e. Bills present were reviewed with credit card payments separated out.
      i. Sven motioned to pay the bills and second by Becky.
VI. **Public Appearance – 5 minutes per person**
   a. No public appearance.

VII. **Presentation of Staff Reports x District Administration– Dan Ihnot, Elsie Edstrom**

i. Financial Administrator permissions
1. There will be additional things to sign to grant Elsie broader permissions.

ii. QuickBooks Online and scheduling software research.
1. Transitioning to QuickBooks Online, which will also streamline employee time tracking (clocking in/out). A separate system will be utilized for scheduling.

b. Program Coordinator – Max Heepke
i. Soccer and pickleball tournament
   a. Soccer is wrapping up and pickle ball is starting tournament planning.
j. *Aquatics*
   a. Pool will be fully winterized and closed up once the boiler is services.

i. No changes were needed.

x **Landscaping and Shade Structure update - Sven**

ii. Shade Structure: Chris, Dan, and Sven reviewed locations; the East-side location was dropped to avoid viewing obstructions. The primary structure will be a large pergola-style build with a metal roof. Existing shade (soffit) structures need repair, though quotes are pending.

iii. Landscaping: Sven met with Wind regarding grounds landscaping. Focus areas include the big berm/shed garage area, the bare turf spot, and the berm/waterway near the main office. Wind proposed natural, low-water ecosystem designs (desert, wetland, and sitting areas) and suggesting exploring local conservations grants to offset costs. Phase planning and dumpster-area flood mitigation were also notes. $3,000 was previously allocated for Wind to develop a comprehensive landscaping plan.

VIII. New Business

a. Discussion regarding the transition to QuickBooks online effective January 1, 2027.

X. Next Meeting

November 16th. – Becky will probably not be able to be present for this meeting.

XI. Adjourn

Becky adjourned meeting at 7:47pm

Approved: Sven Edstrom

b. Seasonal employee evaluations were performed.

c. *Facilities Manager – Chris Straub*

i. Closing up the pool

a. Pool closure tasks are underway following the boiler checks.

j. Committee Reports (no activity this month)

VII. Old Business

a. Preliminary Budget Approval

i. Actuals from 2025 October to December have been added.

ii. A quick review on how to read the report was discussed for clarification.

iii. Dan and Elsie primarily worked on showing what the expected expenses for 2027 would be so that the preliminary budget could be discussed.

iv. The insurance has been listed twice in 2026 due to how the insurance is paid out.

b. 2027 Capital Expenditures

i. Major upcoming capital items include skate park improvements (benches) and pool renovations.

1. Pool renovations could be between $75,000 - $100,000.

ii. Kim requested the inclusion of pickleball project allocations and will bring forward cost breakdowns at the next meeting.

iii. Max requested swim training platforms (adjustable up-and-down units for children too big for the kiddie pool and too small for the main pool). Two to four units are recommended at $4,000 total; the board agreed (shipping not included in the quote).

iv. Pool flags for lap swimmers and skate park estimated at $6,000.00

v. Sven motioned to accept the preliminary capital budget for a total capital outlay of $260,000, seconded by Becky.

1. Landscaping $100,000
2. Pool $100,000
3. Pickle Ball $50,000
4. Swim teaching platforms $4,000
5. Flags/ Skatepark $6,000.00

c. Approve Employee Credit Card Security Acknowledgement

i. No changes were requested. Becky motioned to approve, and second by Michelle.

d. Cell Phone Reimbursement

i. Discussed personal cell phone usage by management-level employees for work purposes.

ii. Agreed upon a flat rate of $40 per month added directly to qualifying employee paychecks.

iii. Sven motioned to approve $40/month for management-level employees, seconded by Michelle.

e. Pool Refinishing Estimate Proposal – Review