

NORTH FORK POOL, PARK AND RECREATION DISTRICT

August 25, 2025 – 6:00PM

Location: District Office at 333 Miner's Way, Hotchkiss CO 81419

BOARD MEETING MINUTES

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPRD) met in person on August 25, 2025.

Board Members Present: Rebecca Ela, Michelle Pagone, Sven Edstrom
Others Present: District Administrator - Dan Ihnot, Administrative Assistant - Elsie Edstrom, Board Clerk - Ruben Santiago

I. Call to Order
Rebecca calls the meeting to order at 6:00 PM.

II. President's Review of Agenda
Rebecca approves the agenda with the topic of Skate Park update moved to Old Business.

III. Roll Call & Excuse Absent Board Members
Scott Shishim, Kim Burke – excused absence.

IV. Approval of Last Meeting's Minutes
Sven makes a motion to approve the minutes from the 7/28/2025 meeting, seconded by Michelle. The motion carries unanimously.

V. Pay Bills
Sven makes a motion to pay the bills as presented, seconded by Michelle. The motion carries unanimously.

VI. Public Appearance – 5 minutes per person
No public appearances.

VII. Presentation of Staff Reports
District Administrator – Dan Ihnot

i. Skate Park – Labor Day competition, signage, and surveillance (Matt Taylor)
Skate Park item was moved and discussed under 'Old Business'.

ii. Budget meetings – Kim Burke, Lanore Cambrea
Dan reported on budget planning with Kim Burke. They reviewed prior budgets and deadlines set by the Special District Association (SDA). Key deadlines include October 15th for posting a draft budget for public comment, and certification of mill levy by December 31st. He will meet with Lanore Cambrea on Friday to finalize strategy and document submission procedures.

iii. Aquatics Manager – job posting, no submissions
Dan spoke to the job was posted locally, in the High Country Shopper, and on Indeed. No applications were received. He noted that Indeed generated AI-based job descriptions, but he used a customized posting directing applicants to the district website. He recommended a more coordinated campaign in spring across multiple job boards and social media to improve recruitment.

• Program Coordinator – Max Heepke
i. Soccer – Coaches meeting, schedule

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Paonia Soccer Club and flag football; approximately \$2,500 was distributed to Paonia Soccer in July, and nearly \$1,000 to flag football in August. Max is also planning a referee clinic, though only two signed up for certification, so he may instead provide informal training.

ii. Swim Lesson summary

Swim lessons were mostly full, particularly lower levels, though gaps remain between level 4 and advanced levels. Suggestions included creating a junior swim team.

iii. Pickleball Tournament

Pickleball tournament is scheduled for October 17. Due to weather risk, refunds will not be offered. Fees are intentionally low to encourage participation. Discussion considered whether food service should be included; Max recommended keeping the event small and simple.

• Aquatics – Mary Smith

i. Season Summary

Mary Smith presented the seasonal aquatics report, highlighting a total of 9,500 visits, not including swim lessons, and noted that overall attendance continues to rise. She raised concerns regarding the declining quality of swim lesson instruction, pointing to insufficient training for instructors and the lack of Red Cross Water Safety Instructor certification. To address this, she recommended reinstating Red Cross certification standards to improve program quality. Mary also reported that private lessons were poorly managed this season due to inconsistent oversight and advised clarifying responsibilities between program staff and pool management. In addition, she suggested restructuring pool management roles, possibly by combining duties with the Program Coordinator position, to establish stronger accountability. Finally, she emphasized the need to expand adult programming opportunities during periods when the pool is closed.

• Facilities Manager – Chris Straub

i. Irrigation electrical repair

Chris has completed major irrigation electrical repair, requiring days of troubleshooting and mapping the sprinkler system.

ii. Iain Strub – Work Study

Iain began a work-study assignment, earning school credit while assisting with field lining and maintenance tasks.

• Committee Reports (no activity this month)

VIII. Old Business

• Pool Management review

Mary Smith provided extensive feedback on lifeguard training, swim lessons, and pool operations. She emphasized the need for structured oversight, better delineation of staff duties, and consistent scheduling support. The board discussed possible reorganization of pool management and program staff roles. Concerns were also raised about staff burnout and retention.

• Program and Facility Aid Request Form review/edit

Dan presented a draft form to standardize external requests for District support. Board members agreed it should clearly specify what applicants seek (funds, time, facilities, materials). They suggested requiring submission at least three months prior to requests, when possible.

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with flexibility on a case-by-case basis. The form will be finalized and formally implemented beginning January 2026 and posted on the district website.

- Code of Conduct – review/edit
- Discussion was tabled until the next meeting to allow more time for review. Existing rules are scattered and need consolidation.

- Delta County Treasurer – Deposit update request
- Administrative updates were given regarding bank accounts and deposit procedures as the District transitions financial operations. Signatures and routing changes were noted.

- Skate Park
- Dan spoke of a skate competition that was proposed for Labor Day. The District confirmed prior competitions were successful. Discussion revealed the intergovernmental agreement (IGA) with the Town of Paonia for the skate park had never been finalized. The board agreed to revisit the draft agreement, clarify responsibilities for maintenance and cleanup, and ensure liability and insurance requirements are met.

IX.

New Business

- Master Plan Review and Discussion
- The board discussed postponing the master plan review until all board members are present, citing the importance of full participation.

Sven makes a motion to table this discussion to the next meeting until all members are present, seconded by Rebecca.

The motion carries unanimously.

- End of Season Bonuses – Guards working after the start of school
- Board discussed approval of a \$50 bonus for each lifeguard who worked shifts after school resumed.

Sven makes a motion to give any guard working past the start of school, a \$50 bonus, seconded by Michelle.

The motion carries unanimously.

X.

Marketing

No update provided.

XI.

Treasurer's Report

Sven reads the financials.

XII.

Next Meeting – A special Board meeting is scheduled for Wednesday, September 17, 2025 @ 6:30 PM to specifically address pool management reorganization and budgetary planning.

The next regular Board meeting is scheduled for Monday September 22, 2025, at 6:00 PM.

XIII.

Adjourn

Rebecca adjourns the meeting at 7:50 PM.

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Respectfully submitted, Ruben Santiago, Board Clerk

Approved*  _____
Dated 9/29/25

*Original signature on file at District Office at 333 Miners Way, Hotchkiss CO 81419