

NORTH FORK POOL, PARK AND RECREATION DISTRICT

June 15, 2026 – 6:00PM

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

Board Meeting Minutes

Date: June 15, 2026

Time: 6:05 PM – 8:07 PM

1. Call to Order

- The meeting was called to order at 6:05 PM by Board President Becky.

2. President's Review of Agenda

- **Additions/Amendments:** The agenda was amended to add a discussion regarding the Family Pass policy under Old Business, as well as a discussion on District Trail Maps under New Business.

3. Roll Call & Excuse Absent Board Members

- **Board Members Present:** Becky (President), Scott, and Sven, Dan Ihnot (District Administrator), Elsie Edstrom (District Administration/Board Clerk)
- **Absences:** Board members Michelle and Kim were noted as absent.

4. Approval of Last Meeting's Minutes

- **Corrections Noted:**
 - Under item one (Roll Call), correct the text to reflect that Sven, the Board Vice President, called the meeting to order rather than the President.
 - Under item seven (Staff Reports), adjust the text regarding Mr. Clearwater to change "volunteering a site design" to "designing a site design," clarifying that funding was allocated and he will be paid for the work.
- **Motion:** Sven motioned to approve the minutes with the stated changes. Becky seconded the motion, and it passed unanimously.

5. Treasurer's Report & Approval to Pay Bills

- **Review of Bills:** The Board reviewed the presentation of bills. It was noted that pool brochure printing is an annual, one-time cost. A payroll update and a donation to the skate park competition were also highlighted.
 - **Motion:** Becky motioned to approve the payment of bills from May 19th through June 2nd as presented. Scott seconded the motion, and it passed unanimously.
- **Financial & Profit/Loss Review:** Elsie reviewed the Profit & Loss Previous Year Comparison statement.
 - **Operating Revenue:** Total operating revenue is up \$10,000 (a 42–43% increase) compared to last year at this time. Total income rose from \$267,000 to \$340,000. This is heavily attributed to the launch of the automated Sportsman software system, which drove massive online registration for memberships, punch passes, swim classes, and private lessons. Upfront credit card requirements resolved prior issues with capturing upfront lesson payments.
 - **Interest Earned:** Interest earned saw a 1600% line-item increase (\$7,200 vs \$423 last year), resulting from transferring funds into a new checking account following a fraudulent check incident.
 - **Property Taxes:** Property tax revenue increased from \$214,000 to \$250,000.

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- **Utilities:** Sven questioned a tracking change in Utilities; this exact cause was not known at the time of the meeting and will be reviewed.
- **Insurance:** Noted a large line item for insurance. Elsie explained that the district spends approximately \$30,000 annually through the SDA liability and is currently paying for the current and upcoming year. This is still being looked into for final balance sheet clarification.
- **Capital Outlay:** Becky requested clarification on a \$2,500 capital outlay. It was confirmed that this funding went directly toward local sidewalk work.
- **Pool Demographics & Attendance Tracking:** Total pool visits within the opening window crossed 2,000 combined member and non-member visits. The pool has already reached maximum capacity on high-volume days, though visitors have been very understanding about having to wait on the grass. The new automated database statistics will assist staff in predicting busy periods to ensure adequate lifeguard coverage. The general consensus is that Sportsman has been highly beneficial for both tracking community visits and regulating financials.
- **Report Acceptance:** Scott read the formal Treasurer's report to the board.

6. Public Appearance

- No public appearances occurred this month.

7. Presentation of Staff Reports

District Administration (Dan Ihnot, Elsie Edstrom)

- **"Good Things" (Violette):** Reported on a retired resident who recently discovered the pool, created an account, purchased a membership, joined water aerobics, and expressed an interest in taking adult swim lessons.
- **Sportsman Update:** System operations are going well with positive internal and community feedback. Minor public pushback has been limited to parents who prefer not to have their children's photos stored in the database for safety check-ins. Overall, the program is running very smoothly.
- **Town of Hotchkiss Collaboration:** Dan completed a presentation to the Town of Hotchkiss last Thursday regarding the cost-sharing plan for local sidewalks. The town accepted the proposal to take on half of the expenses, and Dan collected a cost-share check for \$10,375 today.
 - **Recognition:** The district will send a formal thank you card and publish an online acknowledgment. Becky requested a public PR statement blasted across the district's Facebook page, the town's page, and the Hotchkiss Message Board. Sven recommended placing a physical plaque near the trail/sidewalk to identify the partnership, suggesting a discussion with The Nature Connection to coordinate a trail map kiosk. Becky recommended moving the formal trail map discussion to New Business.
- **Onboarding:** Elsie and Dan have headed up the onboarding process since the end of May, processing 28 total employees, including 17 new hires. Elsie explicitly recognized Lead Guard Ashley for doing an amazing job training, recruiting, and mentoring the influx of new guards.

Program Coordinator (Max Heepke)

- **Swim Lessons:** The initial one-week session was completed. There are three more two-week sessions scheduled for the summer. To accommodate the severe waiting lists for lower skill groups, Max is actively

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reviewing strategies to add more class sections. Becky encouraged Max to think outside the box and look past the traditional Monday–Friday, 8:00 AM – 5:00 PM schedule to find evening or weekend options for working parents.

- **Fall Sports:** Registration for Fall Soccer and Flag Football officially launched June 1st. Max reported that configuring the registrations within the new Sportsman software was simple and straightforward.

Aquatics

- **Pool Opening:** The pool successfully opened for the season on May 30th.
- **Front-Gate Staffing:** Most lifeguards and gate staff have been fully trained on Sportsman and are capable of checking guests in and out. The software has made balancing and cashing out the daily registers significantly cleaner and more efficient.
- **Guard Training:** Ashley held an extra training session last Sunday to keep staff sharp and proactively address potential operational errors before they become issues.
- **Community Groups & Camps:** Nature Connection and various camps are running smoothly. Ashley successfully managed these groups by requiring all kids to pass a swim test; any child who does not pass must remain at a 1:1 ratio in the water with an adult counselor. The high school wrestling camp brought 60–70 wrestlers over, which went very smoothly and was well-received by the kids. A small number of individuals camped out on-site and expressed great feedback regarding the visit.
- **Lap Swim Scheduling:** The board addressed minor public pushback regarding lap swimming ending at the 45-minute mark instead of the top of the hour. Staff clarified that this 15-minute window is a necessary transition period across all programs to safely pull lane lines, swap out lifeguards, and prepare for open swimming.
- **July Lifeguard Class:** Ashley is conducting a new lifeguard training class next week because the district is currently understaffed by two guards compared to last season. The pool requires 350 combined hours of labor per week, meaning all current guards are maxed out on their allowable hours. Onboarding new guards from this July course is critical to maintaining or expanding current pool operational hours.

Facilities Manager (Chris Straub)

- **Pool Repairs and Maintenance:** The spa filter motor required repairs during the first opening week but has since been fixed. One of the commercial pool boilers went down, temporarily dropping water temperatures to 80 degrees, but it has been fully repaired back to 84 degrees. The board discussed hiring an outside professional commercial technician to deeply inspect the boilers and build a long-term preventative plan.
- **Seasonal Upkeep & Weed Spraying:** Weeds were sprayed, a commercial company mitigated local prairie dogs, and the fields were fertilized utilizing data from the district's recent soil tests.
 - **Chemical Safety Review:** Sven raised public health and safety concerns regarding the application of chemical weed killers in high-traffic public areas like the bike park and pump track where children dig in the dirt. The board directed that Chris must explicitly detail the names and safety metrics of all chemicals used in his monthly reports. Furthermore, administration will mandate that a physical warning sign ("Area sprayed on X date at X time") be posted immediately after any chemical application to notify families and pet owners walking their dogs. Staff will ensure Safety Data Sheets (SDS) are accessible on-site.

8. Committee Reports

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- No committee activity to report this month.

9. Old Business

- **Mission Statement Review:** *Tabled* again until board member Kim is present. Becky requested that all board members review the draft text as homework prior to the next meeting so it can be finalized.
- **Landscaping Update:** Sven noted there are no new landscaping updates at this time.
- **Baseball Field Improvements:** Reseeding for the Home Plate baseball field was pushed back to August. This adjustment allows the large number of local North Fork youth who made the All-Star team to continue utilizing the fields for practice through June.
 - **Irrigation Overhaul:** Brookstone & Son requested a tight 90-day window to establish the new turf before the first frost, alongside absolute control over field watering. Because past field management buried several sprinkler heads under built-up infield dirt, water coverage is currently spotty. Chris recommended having Brookstone execute a total sprinkler revitalization beforehand to ensure uniform height, replacement of bad heads, and maximum coverage. Becky voiced that this was a necessity to protect the turf investment.
 - **Motion:** Becky motioned to approve paying the deposit for Brookstone & Son's irrigation estimate to stabilize the field sprinklers, with Chris directly overseeing the system integration. Sven seconded the motion, and it passed unanimously.
- **Family Pass Policy Amendment (Agenda Add-on):** Following the baseline family pass rules established last meeting (2 adults and up to 4 children within a single household for \$200), the board addressed how to fairly handle exceptionally large local families.
 - **Resolution:** Following a recommendation from Elsie, the board approved a standard add-on policy allowing families to add additional child dependents to their baseline pass for a flat rate of \$20 per extra kid.

10. New Business

- **Complementary Pass Policy:** The board discussed establishing a standard operating policy to govern the distribution of complementary pool passes to regulate requests.
 - **Motion:** Sven motioned to establish a formal Complementary Pass Policy reflecting the following parameters:
 - **Sitting Board Members:** Receive a complementary family pass during their active term, extending for 1 year after they leave the board.
 - **Year-Round Staff:** All permanent, year-round district employees receive a complementary family pass.
 - **Seasonal Staff:** Active seasonal employees and lifeguards receive an individual seasonal pass.
 - **Legacy Exemption:** Former director Lenore is grandfathered into a lifetime pass due to her extensive historical contributions to the district.
 - The motion was seconded by Scott and passed unanimously.

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- **2027 Budget Timeline, Pay Bands, & Job Descriptions:** The state-mandated deadline for the preliminary budget is October 15th. Because this date falls during the local school district's fall break, Becky suggested moving the October meeting up to **October 5th** to focus entirely on the budget.
 - *Pay Scale Re-evaluation:* Staff pay bands have not been updated since 2023. Dan requested to update pay scales across all positions during the summer budget drafting process. He specifically noted that Elsie's day-to-day duties have expanded significantly past her original job description, and she should be evaluated for a matching compensation adjustment. To ensure proper preparation, all new job descriptions and pay bands must be formally approved at the September meeting so the figures can be integrated into the October 5th preliminary budget.
 - *Review Protocol:* Becky noted that discussing an employee's specific pay rate while they are present in the room creates poor optics. To maintain strict professional standards, the board directed Dan and Elsie to privately review her evolving duties and formulate a modified job description together. Dan will then present the finalized proposal to the board at the next meeting. Elsie will not be present for that specific discussion, and Vice President Sven will officially recuse himself from the vote to ensure the adjustment remains entirely unbiased and above board.
- **District Trail Maps (Agenda Add-on):** The board addressed community requests for printable versions of the local Rec District bike paths and miners trails. Becky noted that a printable map previously existed on the website but is no longer visible.
 - *Action Plan:* As a temporary solution, staff noted that all local routes are actively mapped on the state-managed "COTREX" phone app. The board directed Dan to work with Ben to place a direct hotlink to COTREX on the district website while the permanent maps are being updated. Additionally, Dan will check the site layout to evaluate moving the current path kiosk to a higher-visibility area, and look into ordering a new collaborative sign displaying the joint partnership between the Town of Hotchkiss, the Rec District, and the concrete company that executed the work.

11. Next Meeting

- **Date:** July 20, 2026
- **Time:** 6:00 PM

12. Adjourn

- Becky officially called the meeting adjourned at 8:07 PM.

Approved: _____



Date: _____

7/20/26