

Norwood Park and Recreation District

P.O. Box 645

Norwood, Colorado 81423

[www.norwoodparkandrec.org](http://www.norwoodparkandrec.org)

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## **RECORD OF PROCEEDINGS**

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

**Held: Monday February 10, 2025, at 7:00 p.m. at the Oliver House, 1555 Summit  
Street, Norwood, Colorado**

#### **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:

Liza Tanguay  
Kelvin Verity  
Krys Smith  
Matt Stanger (by zoom)

Daiva Chesonis was present, and Michelle Liljegren attended by Zoom.

#### **Call to Order**

The Regular meeting was called to order by President Tanguay at 7:08 pm on February 10, 2025.

#### **Declaration of Quorum**

President Tanguay noted that a quorum of the Board was present.

#### **Changes to the Agenda**

Ms. Liljegren requested to have Streamline website proposal added to the agenda under website accessibility.

#### **Approval of January financial reports**

Ms. Liljegren presented the January financial reports for review and approval.

President Tanguay had questions regarding a \$750 deposit made on January 7 that was incorrectly categorized to N3. Ms. Liljegren corrected it to show as a restricted donation for MotM.

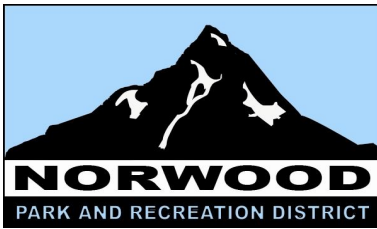
Further discussion ensued regarding the reporting for Grants and how to make it easier to understand. It was determined that President Tanguay and Ms. Liljegren would meet offline to discuss the best way to track and categorize grant expenses.

With a motion from Director Smith and a second from Director Verity, the January financials were approved as corrected.

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## **Ratification of Payment of Bills – February**

Ms. Liljegren submitted payments to be ratified in the amount of \$3,279.92 from the General Fund.

There was a discussion about how to handle the expense/revenue for the competitive puzzling event. It was determined to handle as Special Event expense and revenue. With a motion from Director Smith and a second from Director Verity, the board unanimously ratified the payment of the bills.

## **Approval of Minutes of the January 13 Regular meeting**

Ms. Liljegren presented the minutes of the January meeting. With a motion from Director Verity, and a second from Director Stanger, the minutes of the January 13 meeting were approved as presented.

## **Adoption of the Annual Administrative Resolution**

Ms. Liljegren presented a Resolution to adopt the District Annual Administrative Resolutions. Director Verity made a motion to approve the Resolution as amended to reflect Krys Smith as Vice President. The motion was seconded and was unanimously approved.

## **Adoption of a Resolution Naming a Designated Election Official**

With a motion from President Tanguay and a second from Director Smith, the Board adopted the Resolution appointing Ms. Liljegren as the DEO for the 2025 election.

## **May 6 election discussion**

Ms. Liljegren has the required notices and forms posted on the district website. Currently the Self-Nomination form is in Word format. Ms. Liljegren will correct that form to PDF format.

Directors Stanger, Verity and Smith are all up for election; they were each appointed to their seats after the previous election and therefore must submit self-nomination if they want to continue serving on the Board. Self-Nomination forms must be submitted by 5:00 pm on February 28

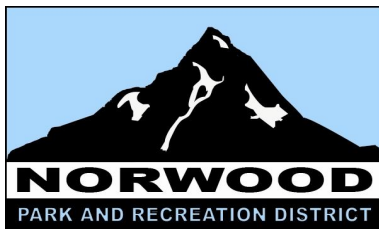
## **Items of the Agenda**

1. Events/Programs – Ms. Chesonis
  - a. Ms. Chesonis provided an update on Music on the Mesa and the contributions that are coming in.
    - i. The deadline for being a sponsor is March 14.
      - i. \$15,500 received in donations and sponsorship commitments to date. The goal is \$21,000.
      - ii. SMC Fairgrounds has the dates blocked out and they are beginning to work on Use Agreements.
    - b. There is a competitive puzzling competition scheduled for Feb 14 at the Livery.
    - c. March 1 is scheduled for a SNL with Dr. Susan Ryan of Crow Canyon.
    - d. There are several other potential upcoming events.

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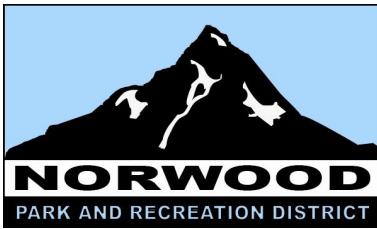
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- e. President Tanguay advised of an upcoming possible MOX project. It would be a 2-day songwriting workshop funded by the MOX project.
  - f. March 13, 14 and 15th will be the performances for the N3 performance of "10 Ways to Survive a Zombie Apocalypse."
  - g. There are three field trips scheduled for the N3 members, to see live performances in Grand Junction.
  - h. Ms. Chesonis and President Tanguay will work to promote the last night of Hooping which is March 5.
2. Recreation report
- a. Ms. Chesonis reports that a Spring Soccer program is in the works. More details to follow.
  - b. Ms. Chesonis reports that the 4H group is working to get Archery going. She reached out to the organizer to see if there is any interest in collaborating for extended age groups. The response received was positive and Ms. Chesonis will continue to nurture this conversation.
  - c. Ms. Chesonis reported on the Climbing wall. Attendance has been good. She has been in touch with the CWA (Climbing Wall Association) about potential membership. Further discussion ensued regarding the rules and regulations for the Climbing Wall. Ms. Chesonis has a complete binder of this information; it is posted in the facility and it is saved in the NPRD Next Cloud/NPRD Docs/Programs/Climbing Wall.
  - d. It was determined that the "Connector from Pioneer Village" agenda item should be removed from future agendas.
  - e. Director Verity reported that they need snow for the Nordic Trails.
  - f. President Tanguay reports that the Ice Rink pretty much done due to high temperatures. They will delay removing the liner for a week or so, but at some point they will remove the liner and use the facility for Roller Hockey. The boards will have to be down by the end of April.
3. Facility Report
- a. WeedC Façade improvement grant
    - i. President Tanguay reports that she has submitted the sign design to the Town for approval.
    - ii. President Tanguay asked for someone to be the Project Manager for the Fencing part of this grant. The approved budget for the fence is approximately \$9000. The fence needs to be in by July to submit those expenses to the Grantor before the August 1 deadline. There is a June 24 event so it would be nice to have the fence completed before then.
      1. Material was budgeted at \$5700.00
      2. Labor was budgeted at \$3600: 3-man crew for 2 days.
    - iii. Utilities locate needs to be done before any digging can start.
    - iv. Director Smith volunteered to be the Project Manager for this project.
  - b. Repairs and Maintenance
    - i. No pressing needs right now.
    - ii. Ms. Chesonis asked for help with the installation of the signage for the Oliver House.
    - iii. Facility Wishlist was updated by Ms. Chesonis last month.
4. General Admin

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- a. Staffing update – Discussion ensued regarding feasibility of a part-time Executive Director position. If this person does lawn care and cleaning the budget would be approximately \$22,000 per year, which would be 10 hours per week at approximately \$40 per hour.
  - i. The next steps are to create a job description, finalize the budget and figuring out where/when to post the position.
- b. Website Accessibility report: Ms. Liljegren emailed the current proposal for Streamline to the Board and asked the Board to approve this agreement with a start date of March 1 in order to be ADA compliant by the July 1 deadline.
  - i. With a motion from President Tanguay and a second from Director Smith, the Board approved entering into an agreement with Streamline at the Basic (\$100/month) level.
- c. Discussion for Rezoning – nothing to report
- d. Update from Town Meeting – nothing to report.
- e. Update on Master Plan – Ms. Liljegren received no response from Chris Endreson. President Tanguay reports that she summarized the survey results and posted those on our Website under News.
- f. President Tanguay reports that she attended a breakfast for the West End Sustainability plan where they worked on the Values.
- g. President Tanguay reports that she attended the Montrose West Recreation Board Meeting. She took a lot of notes and will send a synopsis to the Board.

### 5. Public Comment

No Public comment

### New Business

No new business

### Executive Session

No need for an executive session

### Adjournment

With a motion from Director Verity and a second from President Tanguay, the meeting was adjourned at 9:43 p.m.

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**Secretary for the District**

**NEXT REGULAR MEETING: MONDAY March 10, 2025, at 7:00 P.M.**

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