

**NOTICE OF MEETING - TOWN OF KERSEY – BOARD OF TRUSTEES
KERSEY COMMUNITY CENTER
215 SECOND STREET, KERSEY, COLORADO
WORK SESSION
TUESDAY, JULY 28, 2020 6:00 P.M.**

SOCIAL DISTANCING PRACTICES WILL BE ENCOURAGED

GOAL of this Work Session is to have the Town Board receive information on topics of Town Business from the Town Manager, Town Attorney, and Town Staff in order to exchange ideas and opinions regarding these topics.

Members of the public in attendance are asked to be recognized by the Mayor before participating in any discussions of the Town Board.

WORK SESSION:

Staff Reports:

- 1. Staff Reports**
 - a. RH Water & Wastewater**
 - b. Operations Managers**
 - c. Recreation Director**
 - d. Chief of Police**
 - e. Town Manager**

Operations Managers' Report for Streets, Fleet and Parks for June 2020

Streets-

Latham Dirt Road – We had M&M come to try and reclaim the edges of the road to help with drainage and to pull whatever materials they could to use for the roadway itself, it's a start to a better roadway

We found a way to get some free materials to help the alley ways in Berryman Farms, M&M graded and is bringing in recycled asphalt into those alleys over the next few weeks, the material is free to the town, and is in nice shape. We will be paying for the cost of the grader work done over in those areas

Fleet-

August 10th 2020 is the build date for the new GNG truck, and then the truck will be shipped and up fitted at the dealer for the CNG tank. We were told by the county maybe the end of September we will be able to pick up the new truck

Parks-

We had quite a few stressed areas in both Kholer and Centennial parks, we found a host of small but numerous problems to fix in both parks. The stress spots will come back it will take time for it all too green back up

Month End

Month of: June 2020

Water

- 496 meter reads
- 4 final reads
- 4 visual checks of water tower
- 17 locates
- 2 meter repairs
- 1 water tower issues
- Rebuilt altitude valve

Sewer

- 3 manhole inspections
- 1 grease trap inspections
- Started cleaning main part of town

Plant

- Inspected decant pumps, blowers
- Dailey labs for QA
- chamber samples
- 2 big power outages, several small
- Repair bar screen

Facilities

- 4 building checks
- Had cleanup day

Tree Dump

- 8 documented load
- Cleaned up trash people dumped

Kersey Recreation Board Report

July 2020

How can it be the end of summer already; it seems like the last few months have completely melted together and flown by in a rush!

This week we will be ending summer baseball and softball; all our teams progressed well this summer and had fun. It's a bummer we are winding down the season as each team has continued to improve and play well the past couple of weeks; it would have been fun to see them keep going a little longer.

Our Coach Pitch and T-Ball teams had a fun short 6-week program culminating in a final 'scrimmage' against each other this past week. All the kids and parents were thankful there was something for them to do this summer.

Unfortunately the City of Greeley never re-opened any of our swimming lessons for this summer; usually we draw about 35-50 kids each summer to take lessons, so that was a major disappointment. As they are releasing their fall schedules we might 'tag' along and see if they will allow us to register kids into those programs. We've never done this before, but I think for the people who are serious about their kids swimming we'll see some who might jump at the opportunity.

At this moment we have Fall Youth Sports Registrations up and running but have seen very slow activity in people signing their kids up for anything. I've been talking with all the organizations in our leagues and everyone is pretty much in the same boat as us. Over the next few weeks each organization should have a better understanding of what the usage of school facilities for youth sports programs will be. Due to the COVID issue still lingering, a lot of information is still up in the air for many groups, including schools. I'm hopeful that we'll be able to offer some type of programming for the kids, whether that be a regular league program or something in-house in an 'extended' clinic setting. Our next league meetings aren't scheduled until the second week of August, but we are all communicating on a daily basis in case things change sooner.

Our next 'recreation' event is scheduled for Saturday August 22nd where we are going to show the movie 'How to Train your Dragon: The Hidden World', at the patio of the new Town Hall. Over the past two summers we've been fortunate to use the high school football field to show movies and have not needed our own equipment for that; however, the projector the Town owns is very old and has some major issues showing films. So, for the same price or less than it would have taken to fix the old projector, we purchased a new one with a higher quality picture and resolution. The machine has already been delivered and tested, at my home, and works exceptionally well!

Kersey Days is all planned out and ready to go for the evening of Saturday August 8th. We'll do a small community parade at 5pm followed by a drive-in concert at 5:30pm; to end the evening Platte Valley Fire will put off their annual firework display to the west of Town around 9:30pm. Right now our idea is to offer a drive in area for vehicles on the Hall-Irwin property just to the north of Centennial Park. We are also hoping that we can use the main grass area of Centennial Park as an 'open' seating space for those who would like to spread out there. I'm checking on health orders and regulations on a daily basis to make sure everything we are

trying to do is follows guidelines as much as we can. I'm hoping that we can have a good mixed crowd of drive-in and seated attendees for this event.

I'm not sure if you all know yet, but Kersey has been selected to host the CML District 2 meeting at the end of September. Christian has appointed myself in charge of putting together the pieces of this evening event that will include a social hour, local entertainment, tours of the new Town Hall, a plated dinner and presentations from the Town, our sponsor and CML. We were able to approach 70 Ranch about sponsoring the event, which they did generously; so, during the event we'll make sure to present them as our sponsor and give them a short time in which to present about their business and association with the Town of Kersey. Most likely there will be between 30-50 CML members from District 2, which includes most of Weld and Larimer Counties, in attendance; several staff will be there, along with hopefully some of you Board Members, to address the attendees, answer questions and even give short tours of the facility.

We are also working on some type of 'open house' arrangements towards the end of August for our community to come in and see the new building. It is our hope that we will be able to do some scheduled tours and avoid an all 'virtual' opening. As more information is put together on that we'll keep you informed.

Over this summer Christian has also asked me to help with a few other projects along with the new Town Hall Build. The first is working with the key card access program. Right now we have printed key cards from the school district for each Staff and Board Member; I'm currently working on getting profiles built for each Staff and Board Member in our online access control software and collaborating card information with each person. We have created access 'groups' which everyone will have permission for; there are three doors at the community center and about 12 doors at the new Town Hall which will be accessible with the key card. Your individual access card will allow you into certain doors depending upon which group you are in. My hope is that by the August regular board meeting we will have cards ready for everyone and I can do a demonstration and presentation on how to use them and how groups will work. Christian is also working on a policy for Staff and Board Members for the use of these cards.

The second piece, along with the key card access, is the door key schedule for the new Town Hall. Looking back at the Community Center door key schedule, there was a lot of confusion on the project and we ended up with multiple sets of keys for each door. One thing we wanted to eliminate at the Town Hall site was the overabundance of unneeded keys 'floating' around. So, we came up with 'groups' for hard keys which align very similarly to the key card access groups. There will be a very limited amount of keys given to specific staff with the remaining 'extra' keys being kept secure for emergency purposes only. We will have a check-out and check-in system for employees when given keys or returning; Julie and I will most likely be in charge of that system.

We have also contracted with the same sign company that built and installed the door signs at the Community Center to do the same for the Town Hall. This has been quite the project since the previous contact we had at that company has been let go; however, the new representative and technician have been much more readily available and pushing hard to get these signs done for us. We have over 35 door signs and two plaque's being installed within Town Hall, so making sure text, room numbers and locations for signs at each doorway has

been tedious. This past week we did an initial walk through with them and seem to be on a better understanding as to installation and placement of signs.

Over the past couple of months Christian was also working on the new phone system for Town Hall and has asked me to help make sure the transition with that equipment and set us is ready for our move. Shortly we should be receiving the new equipment, which includes over 20 new phones, and starting our consultation and training for installation and setup. This will be a huge change in the phone system that we are used to, but will allow us to have so many more options for call forwarding, voice messaging and a variety of new features.

Finally, we were able to find someone locally to make us two metal signs that will hung on the wall behind the dais in the council chambers and the wall behind the front desk. Our initial quote from Hall-Irwin was way out of budget, so we searched more local to see what was out there. After many calls and messages, Bret Schissler from Solutions551 quoted us an outstanding price for the two signs; both are 11 gauge oval steel signs with the Town of Kersey logo (a portion of it) cut out of the middle and back lit with taped LED lights. The delivery was made this week to Town Hall, and I have to say, he hit it out of the park...they look awesome and I can't wait to see them up in the new Town Hall!

Lastly, I do want to say thank you all for approving of the new vehicle; I was more than happy to keep driving and using the older pick-up, but and grateful for change to this vehicle as well. Honestly, it's the newest vehicle I've ever driven...so I'll do my best to keep it clean, both inside and out. We are currently looking for some type of roll top cover for the bed and floor mats for the interior.

As always, if anyone has questions, comments or concerns, please see me directly!

Sincerely,

James Neill

Recreation Director - Town of Kersey

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JULY 2020 COMMUNITY CENTER/OLDER ADULTS BOARD REPORT

Community Center Happenings

I cannot believe that we are already halfway through this year! With everything that has happened I feel like it should have gone slower, but it definitely has not. July at the Community Center has still been rather low-key because we haven't fully opened yet. We did start our fitness classes back in person last week and are holding them outdoors at Kohler Park, with the option to come into the Community Center if weather is not cooperating. The class schedule is as follows: Monday- 30-min circuit class 6:00pm, Tuesday- Community Yoga 6:00pm, Wednesday- POUND Fitness 6:00pm, Thursday- POUND Fitness 9:00am and Friday- Community Yoga 8:00am. We are requiring participants to register online prior to attending the classes so we know how many to expect, and to be honest the numbers at these classes are not great yet. I am not sure if people are still weary of coming out into groups or if they don't know about the classes, but last week the only class that actually was completed was Community Yoga on Tuesday night and Friday morning. We are hoping that we get more registered and start increasing numbers in those classes in the coming weeks!

We have also opened the Community Center again for members of the community to come in and rent the facility for events, of course adhering to all social distancing guidelines and occupancy numbers. We have had a couple of baby showers so far and have a couple more scheduled for August. I think members of the community really appreciate the Community Center as an option to hold their events. Along with members being able to rent out the facility again we also are starting to add back some of our programs that we had previously. Beginning in August we will again be offering our paint nights with the gals from Kountry Kolours. We will be offering 2 different sessions a month with them, the first being a canvas painting on the second Friday of every month and a pallet project on the 4th Thursday, so the dates scheduled for August are Friday the 14th and Thursday the 27th. The events we had with them previously were always well attended and a ton of fun so we are excited to be back at it there! Kountry Kolours is not the only outside entity that we have coming to perform some crafts either. We will be working with Carrie Simmonds from Miss Carrie's Creations to have a couple of greeting card classes and a couple of Cricut classes. In August the greeting cards will be August 12th at 5:30pm and

August 19th at 10:00am, then the Cricut class will be August 5th at 1:00pm and August 19th at 5:30pm. I love that we are providing more options for community members to come in and create fun projects and after those classes in August we hope to continue working with Carrie to offer some each month.

Another project that I have been working on is a fun 'event' for Kersey Days! With Kersey Days being altered this year we wanted to provide some sort of activity for the community members to participate in, I created a scavenger hunt. The scavenger hunt has 8 clues to different places/buildings around town that have some sort of significance to them, so some were previous significant businesses and others are places that have a popularity with the community. For example, this is one of the clues: now home to 2 local businesses this building was previously the post office! Now I have already given you a head start so I am not going to tell you the answer that would just be unfair ;) If you would like to play we will be adding the scavenger hunt to our Facebook page the week of Kersey Days! To make it interesting too we have purchased a handful of sweet prizes; so everyone who completes the scavenger hunt and post their pictures to our Facebook page will be put into a drawing and we will pick 5 winners. Additionally, everyone who completes the page and takes their filled out paper to Kersey Gathering Grounds on the day of Kersey Days (Saturday August 8th) will get \$1 off a 16oz drink of their choice! Our hope is to get some engagement from the community with this activity since we will not have all of our usual activities happening during the day on Saturday.

Older Adults Happenings

We are still continuing our senior meal delivery weekly on Tuesday's and Thursday's; with our weekly numbers still remaining steady with an average of 18-21 seniors. We have also not received any great updates from AAA recently, so we are still waiting to see what is decided there. It was put out there in one of our most recent communications that we very well could be doing deliveries for many months still with the possibility of it going through the end of the year. We know our seniors are really appreciative of the meals being delivered, but I also know that they are missing their friends so we are eagerly awaiting the information for re-opening that program.

I hope everyone is staying safe and healthy and if you have any questions I can help with please let me know!

Kaylee Guerin

Recreation Specialist