

**CLEAR CREEK METROPOLITAN RECREATION DISTRICT  
CLEAR CREEK COUNTY, COLORADO  
BOARD OF DIRECTORS RECORD OF PROCEEDINGS REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
WEDNESDAY, SEPTEMBER 22ND, 2021  
HOSTED VIA ZOOM**

**PRESENT:**

Board members present were Tom Harvey – Vice President, Meghan Vickers – Director, Scott Yard – Treasurer, Amy Saxton - Member at Large. Staff present were Cameron Marlin - General Manager, Ruth Baker – Director of Operations, Samantha Dhyne – Director of Marketing and Special Events, Gwen LaGrow – Administration Manager, Caitlin Morris - Director of Childcare, and Chip Muskrat - Program Coordinator. Members of the public in attendance were Scott Harman, Karen Quanbeck, Marcie King, Courtney Renoylds, and Jordan Dunbar.

**Call to Order:**

Vice-President, Tom Harvey, called the regular meeting of the Clear Creek Metropolitan Recreation District Board to order, at 6:01pm on the 22nd day of September, 2021.

**Approval of Agenda:**

Cameron Marlin asked that Scott Harmans presentation be moved to the first item of business, followed by the CCSD Bond presentation from Karen Quanbeck, and then the regular agenda to be resumed as written. Meghan Vivkers motioned to accept the agenda as modified by Cameron, Scott Yard seconded, and the motion passed unanimously.

**Public Comment:**

No Public Comment

**Youth Sports Analysis Final Report**

Scott Harman presented the CCMRD Youth Sports Analysis Final Report to the Board, giving an overview of how the project went, the major findings, and suggestions for improvement.

**CCSD 2021 Bond**

Karen Quanbeck presented to the Board about the CCSD 2021 Bond, providing an overview of the \$33,000,000 Bond that the CCSD Re-1 will be bringing to the voters in November.

**Approval of Minutes**

Meghan Vickers motioned to approve the minutes from the Special Meeting on August 18th, 2021, Scott Yard seconded, and the motion passed unanimously.

Meghan Vickers motioned to approve the minutes from the Regular Meeting on August 25th, 2021, Scott Yard seconded, and the motion passed unanimously.

### **General Manager and Staff Area Reports:**

Cameron Marlin updated the board that Gwen LaGrow has been working with the new auditor. The auditor has presented that either a special meeting could be held on 9/29 to review the audit ( which is due to the State on 9/30) or that he can submit the audit, and then review with the Board at the regular meeting in October. The Board discussed if a review should be held prior to the audit being submitted, however Gwen relayed that she did not think it was important, nor that historically had there been a meeting where the Board approved the audit.

Following on from a question posed by Scott Yard at the prior Board meeting, Cameron informed the Board that based upon research of local skate parks, costs to build appeared to range from 600,000 to 2 million dollars.

Cameron noted how fun the employee party was, and that she has started on the CARES reimbursement.

3 comment cards received in the last month

1. It's unfortunate that the Sauna was closed (this was due to lack of staff in pool area).
2. Express pleasure of the job Paige is doing.
3. Replace pads on bars.

Scott relayed a question from a community member, regarding their hesitation over buying a pass, in case the rec center went back into a situation where reservations might be required again. Ruth provided an overview of how last year, when the rec was closed, that a pause was put on memberships. A discussion could be had if regulations were put in place again, about reasons why memberships might be put on pause.

### **Staff Report (Childcare Update, Caitlin Morris):**

Caitlin provided the Childcare Update, including enrollment numbers, upcoming full & half days, enrichment activities, and Toddler Time. Tom Harvey asked about the financial side of childcare. Caitlin noted that summer camp pays for a lot of Before &After care, tuition for Before & After care is lower than other providers in the area, but now is not the time to increase fees. Revenue from Toddler Time helps increase revenue numbers. Caitlin will be working on Parent's night out as well.

### **Financial Reports and Business:**

#### **Treasurer's Report**

Scott Yard provided the Treasurer's report, noting that operational taxes are 97% at \$621,165, the total general revenue fund is 73% at \$ 906,861, total expenditures are 68% at \$844, 528, and the general fund net income is at \$62,333. Tom Harvey motioned to accept the Treasurer's Report, Meghan Vickers seconded, and the motion passed unanimously.

#### **Approval of Check Register**

Tom Harvey motioned to accept the Check Register, Amy Saxton seconded, and the motion passed unanimously.

## **Committee Reports:**

### **Volunteer Committee Update**

Meghan Vickers provided an update on the Volunteer Committee, noting that the committee is working hard to reinvigorate the group, based upon information received from the YPQA report. Future work includes observations being made on youth sports, recruitment of people to join the committee, and working to schedule another volunteer committee meeting. For now, the committee will meet at least a few times a month, so that immediate needs can be addressed.

### **Budget Committee Update**

Cameron Marlin provided an update on the Budget Committee, informing the Board that during the meeting last week, a new format was used to show the expenses and revenue. So far Childcare, Aquatics, Programs, and Maintenance budgets have been presented. Scott Yard noted that he found the new format easy to follow.

## **New Business/Action Items:**

### **Board Meeting Format**

Scott Yard brought up the current format of doing the meetings fully remote, asking that the Board and Admin work together on the decision whether meetings should be fully remote, hybrid, or in person. Board discussed pros and cons of in person vs virtual vs hybrid. Following this discussion, the decision was made for all meetings to go back to hybrid format, allowing for people's personal preferences to be met. Cameron also noted that the ISO-Aire units could be brought into the Moly room during the meetings.

### **Board Vacancy Plan**

Tom Harvey noted that there are 60 days as of 9/2, to fill the board vacancy, and therefore the vote on a new board member could be held at the regular meeting in October. Tom asked that the position be highly advertised, and that any letters of interest be shared with the Board as they come in. Scott noted that there have been 2 letters submitted so far which have been shared with the Board, and that it would be good to get a few more letters. Amy asked that we consider it being sent out on the County list. Application deadline for letters is to be 10/20.

## **Old Business/Pending Matters:**

### **Skatepark**

Cameron Marlin updated the Board that a student led presentation will be given to the School Board on 9/28, at which time the Skatepark committee will ask for a 25 year low or no cost lease on property at the School District Office. Over 35 people attended the last skatepark meeting, and they are seeing good engagement and support.

### **Mission Statement**

Cameron Marlin stated that since all key roles in the organization have been filled, and the team has been working together for a while, it now feels appropriate to continue pursuing the Districts new mission statement. The Board discussed keeping the mission statement short, and to focus on the why, with the idea that the vision statement could be more expansive.

**PAWs Park**

Cameron Marlin noted that she had been thinking about the scarcity of easily accessible campsites, and was wondering if PAWS could become a pay for campsite spot. Cameron was approached by a person asking about if PAWS could be donated to a veterans group. Also approached by the Friends of Clear Creek, requesting further discussion on PAWS.

**Cloud Migration**

Cameron updated the Board, that work is currently happening with a consultant, and a proposal has been submitted about how the migration will work. This will be reviewed, and then presented to the Board.

**Adjournment:**

Scott Yard motioned to adjourn the meeting, Meghan Vickers seconded and the motion passed unanimously. The meeting adjourned at 8:31pm.

Minutes submitted

Approved by:

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