

**CLEAR CREEK METROPOLITAN RECREATION DISTRICT  
CLEAR CREEK COUNTY, COLORADO  
BOARD OF DIRECTORS RECORD OF PROCEEDINGS  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, APRIL 27TH, 2022  
HOSTED IN PERSON AND VIA ZOOM**

**PRESENT:**

Board members present were Tom Harvey - President, Scott Yard - Treasurer, Sara Soderberg - Secretary, and Amy Saxton - Director at Large. Meghan Vickers - Vice President, had an excused absence. Staff present were Cameron Marlin - General Manager, Samantha Dhyne - Director of Programming and Communications, Jennifer Garcia - Customer Service Coordinator, Jessica Okumus - Administrative Assistant, and Andrew Carter - Personal Trainer.

**CALL TO ORDER:**

President, Tom Harvey, called the regular meeting of the Clear Creek Metropolitan Recreation District Board of Directors to order at 6:03 pm on the 27th day of April, 2022.

**APPROVAL OF AGENDA:**

Amy Saxton motioned to approve the agenda, Sara Soderberg seconded and the motion passed unanimously.

**PUBLIC COMMENT:**

No public comment.

**APPROVAL OF MINUTES:**

- Regular Meeting of the Board of Directors (March 23, 2022)

Sara Soderberg motioned to approve the minutes from the Regular Meeting on March 23, 2022, Scott Yard seconded, and the motion passed unanimously.

**GENERAL MANAGER AND STAFF AREA REPORTS:**

Cameron Marlin updated the Board that the insurance claim had been submitted for the hot tub boiler, and is awaiting quotes on the hot tub for replacement or repair. In addition, Cameron has also heard back from Clear Creek County regarding the Shooting Range. The County is currently planning to move forward with an RFQ for engineering plans for the club house, and plans to revisit the operator in September. Amy Saxton relayed to the Board, that per the County Attorney, she has been advised as a County Employee to not participate in any shooting range panels on the County side. In relation to Local Electric which is owned by Sara Soderberg, Sara noted that the decision had been made that Local Electric is happy to provide consultations and emergency work, however planned electric work should be completed by a separate company to ensure no conflict of interest. Cameron also updated the Board that the

District has \$3,4000 in a safety and loss prevention grant, and this money could be used for a security system. Cameron will look into quotes for this.

### **STAFF PRESENTATION:**

Andrew Carter provided an overview of Personal Training, noting that he is an ISSA certified trainer. Andrew seeks to continually gain knowledge and experience, and works to provide an individual approach to each client. Andrew informed the Board that in March alone he had 15 clients, totaling \$2,560 in revenue which is the equivalent to 25 adult memberships.

### **FINANCIAL REPORTS:**

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

Scott Yard provided the Treasurer's Report, stating the taxes operational are at 28% and \$168,262, total general fund revenue is at 23% and \$327,345, and total expenditures are at 24% and \$341,585, with a total deficit of \$14, 241 for the month of March. Cameron Marlin noted that the negative is again from the \$32,000 refund pending from DOLA for the Iconergy project. The deficit was at \$22,000 in February, so it continues to trend down. Amy Saxton motioned to approve the Treasurer's Report, Sara Soderberg seconded, and the motion passed unanimously.

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

Tom Harvey inquired as to any updates with Platte River and Cameron Marlin noted that work is being done to slowly move away, however with the current concerns around cyber security, it makes sense to maintain partnership with Platte River at this time. Cameron also relayed that Caitlin Morris, Director of Childcare, secured \$54,000 in grants, allowing purchases for things such as desks and supplies for childcare. Cameron also noted that a discussion will need to be had on the copy machine in the near future, as the lease is coming to an end. Sara Soderberg motioned to approve the Check Register, Scott Yard seconded, and the motion passed unanimously.

### **NEW BUSINESS/ACTION ITEMS:**

#### **PreCor Machine:**

Cameron Marlin relayed to the Board that one of the two PreCor machines is no longer working. Repairs have been made to the machine, however it has been discovered that the machine has been discontinued and replacement parts are no longer available. The replacement cost of the machine is \$7,700. The Board discussed whether to replace the machine this year or next, and decided that the purchase of a new machine should be delayed and budgeted for in 2023. Cameron noted that it will cost \$275 to remove the machine, which should be done soon.

#### **Westbound and Down Running Club:**

Cameron Marlin asked the Board to approve a 10% discount for participants who join the Westbound and Down Running Club, starting in May. Amy Saxton motioned to approve the WB&D running club membership discount of 10%, Scott Yard seconded, and the motion passed unanimously.

**Renewal of Our/CCSD Intergovernmental agreement:**

Cameron Marlin presented to the Board Addendum No.1 for the CCMRD/CCSD IGA. The Addendum is mainly in regards to the use of Carlson for the CCMRD summer camp. Key points included are the cleaning of bathrooms, and picking up trash. Scott Yard motioned to approve the Amendment to the IGA, Amy Saxton seconded, and the motion passed unanimously.

**Fastlane Current (Swim4Life):**

Cameron Marlin provided an overview of the proposed contract with Swim4Life in regards to Swim4Life buying a fastlane current to install at the rec center, with CCMRD paying for the electric portion of the install. The agreement has been reviewed by the District's lawyer, and is now pending Board approval. Sara Soderberg noted that per Local Electric a rough estimate for electric installation would be \$4,500, with a possible additional \$1,500 for engineering if needed. The Board and staff discussed the different uses for the current, including swim lessons, kayaking, and personal rental. Tom Harvey motioned to accept the proposal from Swim4Life, with the condition that the price of the machine be included in the agreement, Sara Soderberg seconded, and the motion passed unanimously.

**Sunday Operations/Social Media Discussion Thread:**

Cameron Marlin relayed to the Board that a social media conversation had taken place earlier in the week, in regards to the rec center being closed on Sundays. Cameron noted that a large reason for remaining closed is the cost of cleaning, which is an additional \$10,000 per year for each day added. Cameron proposed that one idea could be to consider adding a weekend manager that would be maintenance minded. In addition, a survey could be sent out to the community to see what times are preferred, as well as doing a trial period.

**OLD BUSINESS:****Minute Clinic Determination:**

The Board discussed the idea of the minute clinic as presented by Terri Bowland at the previous months meeting, with the solution that a trial period be had for offering sports physicals out of the rec center. Amy Saxton motioned to move forward with the minute clinic as a pilot for sports physicals only, Scott Yard seconded with the caveat that hours are to be determined, and the motion passed unanimously.

**PAWS Park + FOCC Proposal:**

Friends of Clear Creek has submitted a proposal to the District requesting that they work alongside CCMRD in regards to taking care of PAWS park, specifically hosting a clean up day on May 21st. Sara Soderberg motioned to approve the agreement with Friends of Clear Creek to have a clean up day per the letter, and to accept the proposal, Scott Yard seconded, and the motion passed unanimously.

**Skatepark Update:**

Cameron Marlin relayed that the skate park website is now up, and has been getting a lot of traffic. Cameron is working with Everitt to coordinate a time for Everitt to present at a CCSD Board Meeting. The Board discussed the importance of staying connected with the school

district in the planning stages, and making sure that the skate park is included from the very beginning of the design stage.

**ADJOURNMENT:**

Amy Saxton motioned to adjourn the meeting, Sara Soderberg seconded, and the motion passed unanimously. The meeting adjourned at 8:43pm.

**Minutes submitted by:**

**Approved by:**

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