

**CLEAR CREEK METROPOLITAN RECREATION DISTRICT
CLEAR CREEK COUNTY, COLORADO
BOARD OF DIRECTORS RECORD OF PROCEEDINGS
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, SEPTEMBER 28, 2022
HOSTED IN PERSON AND VIA ZOOM**

PRESENT:

Board members present were Tom Harvey - President, Meghan Vickers - Vice President, Scott Yard - Treasurer, Sara Soderberg - Secretary, and Amy Saxton - Director at Large. Staff present were Cameron Marlin - General Manager, Samantha Dhyne - Director of Programming and Communications, Gwen LaGrow - Administration Manager, and Caitlin Morris - Director of Childcare. Members of the public present were Olivia Jewell Love, and Kyle Logan of Logan and Associates, LLC.

CALL TO ORDER:

President, Tom Harvey, called the regular meeting of the Clear Creek Metropolitan Recreation District Board of Directors to order at 6:01 pm on the 28th day of September, 2022.

APPROVAL OF AGENDA:

Amy Saxton motioned to approve the agenda, Sara Soderberg seconded. Cameron Marlin asked that the discussion on the 2022 Audit be moved to after Public Comment. The motion passed unanimously.

PUBLIC COMMENT:

No Public Comment.

APPROVAL AND ACCEPTANCE OF 2021 AUDITED FINANCIAL STATEMENT (KYLE LOGAN, CPA):

Kyle Logan of Logan and Associates, LLC provided an overview of the Districts 2021 Audited Financial Statements. Kyle explained how the audit process works, including that samples of varied work are pulled, plus minutes and agreements are reviewed. The District received an unmodified opinion on the report. Amy Saxton moved to approve the auditors report as presented, Meghan Vickers seconded, and the motion passed unanimously.

APPROVAL OF MINUTES

Regular Meeting of the Board of Directors (August 24, 2022)

Meghan Vickers motioned to approve the minutes from the Regular Meeting on August 24, 2022, and Sara Soderberg seconded. Tom Harvey asked that it be noted on the minutes that when the Board came out of executive sessions, that no decisions were made. The motion passed unanimously.

AREA REPORTS

Cameron Marlin noted that due to all staff completing online training through Target Solutions, the District will receive a 10% discount on the liability insurance again in 2023. In addition, the locker rooms were deep cleaned during the building closure the previous week for staff appreciation. Samantha Dhyne noted that following the closures, additional work is being completed on the communication policy, to help ensure people are aware of closures such as

these. Cameron relayed that the night before was the Clear Creek School District Board of Education Meeting, and it was decided that the top ideas that will be pursued at the new building include a Center for Arts and early childcare. Both the skatepark and the multi use fields fell off the radar.

Cameron also informed the Board that the Seresco unit went down last Friday, which resulted in Legacy making a visit to take a look at the unit. It turned out that a fuse had blown, so Xcel has collected the meters that are monitoring electric use in the building, and evaluated it. Tom Harvey asked if Cameron is looking at switching PM visits to Legacy. Cameron relates that given that Legacy is responsive, completes good work, and costs less money than Long, then Cameron will be looking at the contract. Cameron also updated the Board that the day before, she had attended a meeting with Four Points Funding in regards to the bus barn project. The School District is leasing the property through 2023, so no work will begin until 2024. There will be a meeting with staff to talk about design, with a goal of mainly open space, natural elements, all of which will be a huge upgrade of outdoor play space for childcare. Four Points also conveyed that the water for the site will be paid for by them, and CCMRD will work to keep maintenance costs low.

Following a query from Tom, Samantha gave a quick update on Rapidgrass financials, noting that a profit of about \$1,000 was made on the event. The goal is to increase this next year, as based on the work required, increased revenue is required to justify the amount of time spent on it.

Finally, Cameron updated the Board that the DOLA grant is being closed out, and that the staff had attended a training held by the Safety Committee. The training included conversations on slips, trips, and falls, facility exits, and chemicals.

[Staff Presentation – Caitlin Morris](#)

Caitlin Morris provided her staff presentation, giving an overview of Summer Camp, including all the outdoor activities and community involvement that took place. In addition, Caitlin gave an update on COMPASS Days, relaying that the AM session offered is free, with paid childcare available in the afternoon. Money to cover costs of payroll and materials for the AM session are provided by the 21st Century Grant. Caitlin noted that after completing budget for 2023, it has been discovered that around \$13k in potential revenue has been lost due to COMPASS Days. Caitlin also updated the Board that the CDHS Stabilization & Workforce grant will be done at the end of October. Caitlin has received a new grant, for Mental Health in the amount of \$6,000, that needs to be used by September 2023. Caitlin is currently looking at a mental health first aid class that possibly all staff could take.

FINANCIAL REPORT

Treasurer's Report

Scott Yard provided the Treasurer's Report, stating the taxes operational are at 96% and \$581,163, total general fund revenue is at 75% and \$1,071,372, and total expenditures are at 70% and \$994,927, with a total profit of \$76,444 for the month of August. Meghan Vickers motioned to approve the Treasurer's Report, Amy Saxton seconded, and the motion passed unanimously.

Approval of Check Register

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

Budget Committee Update

Cameron Marlin relayed that the first budget committee meeting was held prior to the Board Meeting today, and that the Aquatics, Childcare, and Programs budgets were reviewed. Childcare is breaking even, and there will be minimal profit in some areas. Aquatics as normal appears to run at a loss. Programs are still being worked on, and final numbers will be clear once special events are added in. However, as the District continues to expand in capacity, staff capacity also needs to be increased, which has led to the decision to include a full time recreation generalist. While this is needed, it is costly and the Program budget is currently at a loss. Sara Soderberg noted that going into the budget, the team is trying to hone in on what we are good at, what is going well, and where do we need to focus.

NEW BUSINESS/ACTION ITEMS

FAMLI Benefit

The FAMLI Benefit was passed in 2020 to ensure that Colorado workers have access to paid leave. Cameron attended a session at the SDA Conference on this, and found that the rules surrounding this have not yet been confirmed, so there is an option to opt out. Following conversations with the Districts insurance, Cameron recommends that at this time the District opts out. Amy Saxton relayed that Clear Creek County has opted out, as has the School District and the City of Idaho Springs. The District will need to offer an alternative, but this will not need to be finalized until October of 2023. Meghan Vickers moved that the District opt out of FAMLI, Amy Saxton seconded, and the motion passed unanimously.

CCMRD Values

Cameron Marlin updated the Board on the work being done to create the CCMRD Values. All staff have been invited to add their thoughts to various boards, with the goal to work with the Board as well, and eventually vote on the top 3. Hopefully this can take place in December.

OLD BUSINESS

Skatepark Update

Cameron Marlin provided an update to the Board in regards to the meetings that have taken place with the City of Idaho Springs in regards to the master plan for the sports complex and skate park. Cameron relayed that the first meeting with the Districts GOCO regional director is taking place the next day, and discussions will take place at that time in regards to submitting a GOCO grant for the sports complex project in November. The School District has approved the request to have a skatepark intern to help with fundraising and community awareness.

Slacker Half-Marathon

Beth Luther is out of town, however will attend the Board Meeting in October to give the 2022 closeout of the Slacker, and provide accurate numbers. Cameron asked the Board to try and have specific questions to ask Beth at the next meeting.

ADJOURNMENT

Sara Soderberg motioned to adjourn, Tom Harvey seconded, and the meeting adjourned at 8:29pm.