



Regular Meeting Minutes
September 18, 2019

1. Call to Order

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, September 18, 2019 at the Senior Center located at 6615 Frederick Way. President Childers called the meeting to order at 6:30 PM.

2. Pledge of Allegiance

The Pledge of Allegiance led by President Childers.

3. Roll Call

Directors: Cody Childers – President
 Kevin Grinstead – Vice President
 Tina Cunningham – Secretary
 Tracy McBee – Treasurer
 Jason Stolz

Excused: Duane Day
 Gary Mares

Also Present: Dean Rummel, Executive Director
 Abigail Hebert, Administrative Assistant
 Paul Rufien, District Legal Counsel
 Kathy Lind, Recreation Manager

4. Public Comment

There was no Public Comment.

5. Consent of Agenda

President Childers asked the Board of Directors if there were any additions/deletions or changes to the Agenda.

There were no additions/deletions to the agenda.

- a. **August 2019 Financials** – President Childers asked if the Board members had any questions in reviewing the August 2019 Financials. The Board members had a few questions regarding the August 2019 Financials. Dean Rummel answered the questions to the best of his knowledge.

A motion was made to approve the August 2019 Financials by Vice President Grinstead; seconded by Secretary Cunningham. A vote was taken:

President Childers – yes, Secretary Cunningham – yes, Director Day – excused, Vice President Grinstead – yes, Director Mares – excused, Treasurer McBee – yes, Director Stolz – yes; the motion was carried.

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- b. Approval of August 21, 2019 Regular Meeting Minutes** – President Childers asked the Board members if anyone had any changes, additions or deletions to the August 21, 2019 Regular Meeting Minutes. There was a typo mistake that needed to be fixed in the August 21, 2019 Regular Meeting minutes.

A motion was made to approve the August 21, 2019 Regular Meeting Minutes with amendments to the document by Vice President Grinstead; seconded by Treasurer McBee. A vote was taken:

President Childers – yes, Secretary Cunningham – yes, Director Day – excused, Vice President Grinstead – yes, Director Mares – excused, Treasurer McBee – yes, Director Stolz – yes; the motion was carried.

6. Discussion

a. Updates on District

Recreation Manger, Kathy Lind informed the Board members that our aquatics division was presented with the Gold Level Learn to Swim Provider Award by the American Red Cross. Our swimming lessons are considered to be a Gold Swim provider because we are 1 in 10 organizations in the state that has provided over 1,000 participants each year. The Board members gave kudos to Kathy Lind and her aquatic staff for such an accomplishment.

Dean Rummel commented that Marketing & Communication, Heather Hammarstrom had presented the sponsorship packet to the Board members during the Study Session this month. He asked the Board members if they had any other comments or changes to the sponsorship packet. The Board members all agreed that the sponsorship packet was good to publish to the community.

Dean Rummel commented the Design Advisory Group (D.A.G.) will be meeting on September 24, 2019 at the Senior Center. BarkerRinkerSeacat will be in attendance to present feedback from the last meetings and surveys to the group.

Dean Rummel commented the district projects are moving forward and are on schedule. The HVAC system is going good. Demolition is done in the locker rooms. They are beginning in the family locker room and then will move on to the men's and women's locker rooms. The projected November date is still on schedule.

Dean Rummel commented that The Studio now has permitting! Work is starting back up and should be six (6) weeks until completion.

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b. Informational update with the Town of Mead

Dean Rummel reminded the Board members that he attended the Town of Mead's Board of Trustee meeting on September 9, 2019. He talked about the District and our desires of moving forward. Seven (7) out of seven (7) trustees are 100 percent in agreeance and approve of us moving this conversation forward. District Legal Counsel, Paul Rufien, the Town of Mead Administrator, and their legal counsel have been talking about what this might look like. This includes the process and the timeline where Town of Mead will need to hold a special election and have it completed in enough time, if they do include, that they could be a part of our May 2020 Board of Director Election. This might change the way that we go to the voters for a bond initiative. Dean Rummel's goal is to go for a bond measure in November 2020.

Paul Rufien informed the Board members the process for including a Town is similar to that of an inclusion of a household or property, but much larger. It comes with hard deadlines and soft deadlines, all of which are going to impact our ability to get this done with a May 2020 deadline. If the Board members do decide to shift the bond election to November 2020, then the motivation for May 2020 is the make-up of this Board. When Town of Mead becomes a part of the District, the current Board structure will have to be restructured, which does require Court approval. There are a variety of options that you can do to restructure the Board, and if Town of Mead joins, they will have to be a part of the Board. This has to be done in sufficient amount of time and to do that.

Paul Rufien informed the Board members the biggest piece of getting Town of Mead included into the District is an election within the Town of Mead. He would like to emphasize the key is the vote has to pass. Town of Mead will have to publish this, educate this, and advocate for this so when the election takes place it passes. Having a failed election does nothing for anyone. Assuming that the vote will be successful, ideally, we would have that election take place in January 2020.

Paul Rufien explained to the Board members the trigger to start the entire process is a resolution from our board. Once this has been decided he would draft up a resolution, we would hold a public hearing meeting, and the board would adopt a resolution. He would then go the Weld County, process the inclusion through the courts, and the County will order an election. This could be a two (2) week process. If you were to go October, maybe November that gives a very short window for Town of Mead to get a successful election done. This would need to be talked over with the Town of Mead to see if they can get this done or not in that time frame.

Paul Rufien explained the January 2020 deadline is necessary because once the election passes, there will be another two (2) week window to certify the election

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results, go to the court, represent what happened, and then have the court order the election. This may take us into February where Town of Mead will be a part of the District. The reason that this is an important time frame because that is when the residents have to fill out the self-nomination forms and make themselves eligible to be elected. If we hear that this will not be a successful election triggered up by January and they will need till March or April, which is when he would make necessary arrangements with the County, State of Colorado Secretary, and with DOLA on self-nomination forms and the election.

Secretary Cunningham commented in the best case scenario, since we have discussed this in our Study Sessions, is to move forward with the resolution tonight? Paul Rufien commented we could not do it tonight because we have to give the public notice first. If you did not want to wait until October, the Board members could hold a special meeting, adopt and approve the resolution, and get things rolling that way. Secretary Cunningham asked how much time we have to provide notice. Paul Rufien commented at least 72 hours before the special meeting, however it needs to be published in the paper first. Administrative Assistant, Abbigail Hebert commented the general buffer for the newspaper is two (2) weeks. This also depends on when they publish their newspaper as well. She will double check with the newspapers on dates of publication and let Dean Rummel know.

7. Reports

a. Monthly Report

i. August 2019

President Childers asked the Board members if they had any questions or comments concerning the Monthly Report for August 2019. The Board members did not have any questions or comments regarding the Monthly Report for August 2019.

b. Employee Monthly Newsletter

i. September

President Childers asked the Board members if they had any questions or comments concerning the Employee Monthly Newsletter for the month of September. The Board members congratulated Debbie Howard on her summer wedding. The Board members commented kudos to the Safety Committee and the Frederick Police Department Community Resource officers for their hard work on the Active Shooter training they provided.

8. Monthly Board member Community Involvement Discussion

Dean Rummel asked the Board members who would be able to join the Design Advisory Group (D.A.G.) meeting that is on September 24, 2019 at the Senior Center. Treasurer McBee and Director Stolz will be in attendance.



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Dean Rummel commented that the District set up a booth at Town of Mead's Beat Festival on Saturday, September 14.

Dean Rummel reminded the Board members that this Saturday, September 21 will be the Miner's Day Parade and the District will have a booth in attendance.

9. Board Comments – Future Agenda Items

Dean Rummel commented to the Board of Directors that he would like to propose a Study Session on October 2nd. What is going to happen in that October 9th meeting will be budget approval, employee handbook revisions because of policy and procedure changes, and he is hoping to have preliminary results of our staffing analysis, and some updates on Intergovernmental Agreements (I.G.A.s). The Board member agreed if the publication of the newspaper is within reasonable time frame of notice to the public, they will hold a Special Meeting to adopt and approve the resolution and then have their Study Session after.

a. Revisions to the Guiding Principles Document

There were no revisions to the Guiding Principles Document.

10. Adjournment

A motion was made to adjourn the Board of Directors meeting by Secretary Cunningham; seconded by Director Stolz at 7:34 PM.

READ AND APPROVED THIS _____ DAY OF _____, 2019

Cody Childers, President

ATTEST:

Tina Cunningham, Secretary