



Carbon Valley Parks and Recreation District
Regular Meeting Agenda
Board of Directors
6615 Frederick Way,
Frederick, CO. 80530

Wednesday, March 18, 2020
6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment

(Individuals that desire to address the Board of Directors are requested to sign up at the table at the entrance to the meeting room. Each individual will be provided an opportunity to speak (limited to three minutes) during Public Comment. Maximum time permitted for all Public Comment is 30-minutes).

5. Consent Agenda
 - a. Approval of the February 2020 Financials
 - b. Approval of the February19, 2020 Regular Meeting Minutes
6. Discussion
 - a. Approval for Executive Director to be signor for the Turn Corps Consulting Agreement
 - b. District Closure-Coronavirus
7. Reports
 - a. Employee Newsletter
 - i. March 2020
 - b. Monthly Report
 - i. February 2020
8. Monthly Board member Community Involvement Discussion
9. Board Comments – Future Agenda Items/Suggestions
10. Executive Session
 - a. Discussion of personnel matter under C.R.S. §24-6-402(4)(f) – Executive Director Evaluation
11. Adjournment



Regular Meeting Minutes
February 19, 2020

1. Call to Order

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, February 19, 2020 at the Active Adult 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
 Duane Day
 Gary Mares
 Jason Stolz

Also Present: Dean Rummel, Executive Director
 Hannah Wardlow, Administrative Specialist

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.

- a. Approval of the January 2020 Financials** – President Childers asked if the Board members had any questions in reviewing the January 2020 Financials. There were no questions or comments about the January 2020 Financials.

A motion was made to approve the January 2020 Financials by Vice President Grinstead; seconded by Treasurer McBee. A vote was taken:

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

- b. Approval of the January 15, 2020 Regular Meeting Minutes** – President Childers asked if the Board members had any changes, additions or deletions to the January 15, 2020 Regular Meeting Minutes. There were no changes, additions or deletions to the January 15, 2020 Regular Meeting Minutes.

Regular Meeting Minutes
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A motion was made to approve the January 15, 2020 Regular Meeting Minutes by Vice President Grinstead; seconded by Treasurer McBee. A vote was taken:

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

6. Discussion

a. Annual Report

Vice President Grinstead recommended posting the annual report more places for the community to see since 2020 is going to be a big year following everything we accomplished in 2019. Director Mares mentioned that his annual report was printed wrong and had repeating pages throughout the report he was given. Abigail Hebert later went through the box of reports and checked to make sure others were printed correctly.

b. State of the District 2020 Update

Executive Director, Dean Rummel, gave a presentation on the State of the District. Throughout his presentation, he covered the 2019 Action Plan, the 2019 Annual Report, the 2020 Action Plan, the 2020 Election Plan, an update on the feasibility study, CIP Projects, and sponsorship opportunities for the district.

Dean Rummel informed the board that the locker rooms are back open, and the project is finished. The board asked questions and Dean Rummel answered to the best of his knowledge.

c. Action Plan Update

Director Mares asked if there was any possibility that batting cages would be added to the feasibility study. Executive Director Rummel responded that will come later with the conceptual drawings and finer details.

d. Election Update

Dean Rummel discussed with the Board members about the Town of Mead inclusion did not pass. Following, he discussed that the next board election will be May 5, 2020 and the bond election will be November 3, 2020.

President Childers gave a reminder that when the new admin building opens, we need to change our meeting space. Treasurer McBee added that she would like to see specific equipment in the cardio room stay, as we replace a majority of our machines with new ones later this year.

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7. Reports

a. Employee Newsletter

i. February 2020

Treasurer McBee asked if the employee newsletters were physically given to staff or if they received them electronically. Dean Rummel replied by informing her that the employee newsletters are emailed to staff every month.

b. Monthly Report

i. January 2020

Treasurer McBee made a comment stating that she would like to see the comparison of our annual January pass sale between 2019 and 2020.

President Childers mentioned that there will be an executive session next month and we will have the resolution made for meeting.

8. Monthly Board member Community Involvement Discussion

Dean Rummel reminded the Board that the Daddy Daughter Dance will take place at the rec center on February 21, 2020. Dean Rummel also added that in the next couple months he will be going around and updating the towns about the feasibility study.

9. Board Comments

a. Guiding Principles Document – There were no changes, additions or deletions to the Guiding Principles Document.

Executive Director Rummel informed the board about Debbie Howard's transition from Guest Service Coordinator to Custodial Specialist. He also mentioned that our new Guest Service Coordinator will be starting in the next couple weeks.

President Childers reminded the board that Dean Rommel's evaluation is coming up next month in Executive Session.

10. Adjournment

A motion was made to adjourn the Board of Directors meeting by Vice President Grinstead; seconded by Treasurer McBee at 8: 07 PM.



Regular Meeting Minutes
February 19, 2020

READ AND APPROVED THIS _____ DAY OF _____, 2020

Cody Childers, President

ATTEST:

Tina Cunningham, Secretary

CVPRD Monthly Report

Aquatics

February was a month of training. In the month in-service training staff worked on their emergency response skills like CPR and choking. Aquatics Coordinator, RJ Porfilio, went to a training in Thornton and received his Certified Pool Operator certification. He plans to use this certification to help better train the Aquatics staff with proper pool functionality. We taught a CPR/AED/First Aid class to staff in February and added 4 more trained employees to Carbon Valley! Aquatics will be offering a staff CPR/AED/First Aid class every month for new hires to get certified. We also hosted a Water Safety Instructor course, so we got more Aquatics staff members got certified as Water Safety Instructors.

For swim lessons, we had 105 people register in our weekday swim lessons and in our Saturday swim lessons had 104 people registered.

Fitness and Wellness

February was an exciting and busy month in fitness. Our Junior Trainers program has been full every session with more 11 and 12-year-old kids attending. The weight and cardio rooms continue to stay busy even during our typical slow times throughout the day. This month we launched another CXWORX class offered on Tuesdays at noon targeting the lunch crowd with a quick and challenging 30-minute core workout. With this addition, we now offer even more of a variety during the noon classes Monday-Friday.

The monthly fitness challenges continue and Maintenance Specialist, Adam Golden, was the sole winner of the Flat Abs February challenge. Way to go Adam!



February 2020 - Group Fitness Participant Numbers		
	2020	2019
Total	2604	2196

Guest Services and Kid Zone

Staff have been busy this month with the facilities continuing to get busier every day. Staff was busy helping support programming with summer camp registration opening, managing the facility during



youth basketball every Saturday and adult sports every Sunday, handling the welcoming and registration of Daddy Daughter Dance participants and hosting 31 party rentals in the multi-purpose room. We have also hired a new Guest Service Coordinator, Ryan Ellis, and his first official start day will March 9th.

Carbon Valley Camp

Even with snow still on the ground, youth programs are really gearing up for camp! Summer camp registration opened this February bringing in \$29,865 of paid fees already filling 46% of available slots. Bryce attended the monthly Guest Services meeting before the registration opened to give all representatives and specialists a brief overview of camp FAQs as well as how to properly register patrons. The Front Desk has been well equipped and is continuing to take care of common questions and registrations. Marketing deserves a shout out as well for creating and posting a beautiful sign for summer camp registration in the Rec Center Lobby.

Carbon Valley Network

February 7th Bryce attended the Carbon Valley Network meeting held at the library. This group is a local group that exists to share information and enhance collaboration between human services groups, faith-based organizations, the school district, municipalities, Weld County and nonprofits serving the Carbon Valley region and the communities of Firestone, Frederick and Dacono. The meeting furthered connections between Youth Programs and a few community organizations (The I Have A Dream Foundation, SVVSD, Firestone Police Department, etc.).

American Camp Association National Conference 2020

Bryce represented CVPRD and went to San Diego to the ACA National Conference. The American Camp Association is a community of camp professionals who, for over 100 years, have joined together to share their knowledge and experience and to ensure the quality of camp programs. As a leading authority in youth development, ACA works to preserve, promote, and improve the camp experience. ACA accredits over 2,400 camps and meets up to 300 standards for health, safety, and program quality. Attending four-plus packed days of quality education, social and issues-based networking, professional trade-show access and special events Bryce brought back new staff training concepts, camp connections here in Colorado, risk management skills, answers to common Day Camp problems and more!

Everything You Need to Know About Sports

Winter youth sports is entering the final 2 weeks of the season. This season, Carbon Valley partnered with the Frederick High School basketball team to have the boys' basketball players officiate the 1st and 2nd grade basketball games. The volunteers have been doing a great job of officiating the games and instructing the players on how to improve their game. We are looking forward to making this an annual partnership and possibly expanding it into other areas of youth sports.

Spring soccer practices for the U10 and U12 divisions are scheduled to start the week of 03/02. These divisions will be playing in the St. Vrain FC league for the 2nd season. The U7 and U8 soccer divisions will start practicing the week of March 15th. This season we have split up the U7 and U8 divisions. They will now play in their own separate divisions to keep the players playing with kids that are the same age.

Spring youth volleyball has been an unexpected success. We have a total of 5 teams that will play in the Longmont spring volleyball league.



Adult Winter Volleyball will be having its tournament on March 8th.

Don't forget to check out our upcoming Horseshoe tournament!

Youth Sports

The U12 soccer division has 4 teams total with two boys' teams and two girls' teams. There are 28 boys' participants and 25 girl participants. The U10 soccer division has 6 teams with 3 boys' teams and 3 girls' teams. There are 38 boys in the division and 36 girls in the division. The U7 division has 6 teams with 50 participants. The U8 division has 6 teams with 59 participants.

Adult Sports

Men's basketball league will be ending on 3/29. Coed volleyball will be ending on 3/8. Racquetball league will be ending 3/16.

Active Adults

February was an awesome month that was filled with a lot of fun activities, events and trips for the seniors. We started off the month with a trip to Estes for a Wine and Chocolate Festival where the seniors were able to taste several different wines and chocolates. We will offer this trip again as it was popular with our seniors. We then took a trip to Beau Jo's Pizza in Longmont where the seniors enjoyed mountain style pizza and the salad bar. Unfortunately, the Beer and Grilled Cheese Festival didn't go as we did not have enough interest. On the 20th we sent a group to the Acorn restaurant where they tried modern day food with a touch of unique fashion. The seniors said they enjoyed the food, but the environment of the restaurant was a little too unique for them. The 21st was a pretty special day with movie night happening where we watched "Despicable Me" and enjoyed snacks and beverages. A few days later we sent a full bus to the Sherpa House and Cultural Center where they got to try Himalayan food and explore the culture of the Himalayan people. The group of seniors enjoyed the experience and expressed how they would like to do it again. We finished the month with Mardi Gras Casino trip which is always popular. More fun coming in March!

Feb. 2020	Participants	Revenue
Trips	43	\$603.50

Feb. 2019	Participants	Revenue
Trips	31	\$194

Community Events 2020

January

February

- February 24th Daddy Daughter Dance (Carbon Valley Recreation Center) 7PM-9PM

March

- March 7th Annual Member Appreciation Dinner and All That Jazz in the New 20s (Heritage Todd Creek Golf Club) 5PM-9PM
- March 20th Annual Firestone Police Department Meet and Greet (Firestone Police Department) 6PM-8PM

April

- April 11th Carbon Valley Rotary Easter Egg Hunt (Hart Park) 12:30PM-2:30PM
- April 25th Annual Clean Up Day (Firestone Public Works, 7500 Pinecone Ave.) 6AM-2PM

May

- May 16th DIY Day and Fishing Clinic (Frederick Recreation Area) 8AM-12PM
- May 20th Community Tour and Talk (Wyndham Hill Clubhouse) 6PM
- May 29th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- May 29th Food and Flick Friday! Frozen 2 (Settlers Park) 6:30PM-9PM

June

- June 3rd Community Tour and Talk (Prairie Greens Clubhouse) 6PM
- June 6th City Wide Garage Sale Day
- June 12th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- June 12th Food and Flick Friday! Honey I Shrank the Kids (Harney Park) 6:30PM-9PM
- June 17th Community Tour and Talk (Crist Park) 6PM
- June 26th Food and Flick Friday! Doolittle (Harney Park) 6:30PM-9PM
- June 26th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- June 26th, 27th, and 28th Frederick in Flight (Centennial Park)

July

- July 4th 4th at Firestone – Parade 10AM-Noon – Main Event (Miner's Park) 4PM- 10:30 PM
- July 4th Firecracker 5K (High Plains Library) 7AM
- July 8th Community Tour and Talk (Johnson Farm Park) 6PM

- July 24th Food and Flick Friday! Jurassic Park (Hart Park) 6:30PM-9PM
- July 15th, 16th, 17th, and 18th Chainsaw Carving Competition (Crist Park)
- July 17th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- July 22nd Community Tour and Talk (Rinn Valley Park) 6PM
- July 31st Finale Fridays & Frederick Market (Crist Park) 4PM-8PM

August

- August 4th National Night Out (Hart Park) 6PM-8PM
- August 5th Community Tour and Talk (Eagle Valley Park) 6PM
- August 9th Food and Flick Friday! Dirty Dancing (Firestone Sports Complex) 6:30PM-9PM
- August 14th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- August 19th Community Tour and Talk (Savannah Park) 6PM
- August 28th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM
- August 28th Chamber Open Golf Tournament (Saddleback Golf Club) 1PM

September

- September 2nd Community Tour and Talk (Countryside Park) 6PM
- September 18th Miners Day (Centennial Park) 10AM-9PM
- September 25th Finale Fridays & Frederick Market (Crist Park) 4PM-8PM

October

- October 4th Art and Music Show (Carbon Valley Regional Library) 1PM-4PM
- October 24th Tiny Terror Town (Crist Park) 4PM-8PM
- October 30th Halloween Safe Night (Firestone Regional Sports Complex) 5PM-8PM

November

- November 14th Holiday Marketplace (Carbon Valley Recreation Center) 9AM-2PM

December

- December 5th Annual Carbon Valley Holiday Festival (Coal Ridge Middle School) 1PM-4PM
- December 5th Tree Lighting and Festival of Lights (Crist Park) 6PM-8PM

- **CVPRD Board Meetings every 3rd Wednesday of the Month 6:30PM**
- **Dacono City Council Meetings every 2nd and 4th Monday of the month 6PM**
- **Firestone Board of Trustee Meetings every 2nd and 4th Wednesday of the month 7PM**
- **Frederick Board of Trustee Meetings every 2nd and 4th Tuesday of the month 7PM**