



Regular Meeting Minutes  
February 21, 2024

**1. Call to Order**

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, February 21, 2024, in person at the Community Center building. Vice President Childers called the meeting to order at 6:30 PM.

**2. Pledge of Allegiance**

The Pledge of Allegiance led by Vice President Childers.

**3. Roll Call**

Directors: Samantha Meiring – President - Excused  
Cody Childers - Vice President  
Lauren Gerk - Treasurer  
Steven Colvin – Secretary  
Breannon Carey  
Abbigail Hebert  
Tina Martin

Also Present: Dean Rummel- Executive Director  
Bryan Hostetler- Administrative Director  
Natalie Dodson- Administrative Assistant  
Jenna Oliver- Marketing and Communications Manager

**4. Approval of Meeting Agenda**

Vice President Childers asked if the board had any questions or concerns regarding the meeting agenda.

A motion was made to approve the Meeting Agenda by Director Gerk; seconded by Director Colvin. A voice vote was taken:  
All in favor, none opposed.

**5. Public Comment**

There was no public comment.

**6. Consent Agenda**

Vice President Childers asked if board members had any additions, deletions, or changes to Consent Agenda.

A motion was made to approve the Consent Agenda by Director Carey; seconded by Director Martin. A voice vote was taken:  
All in favor, none opposed.



Regular Meeting Minutes  
February 21, 2024

**7. Public Hearing**

A motion was made to enter Public Hearing by Director Colvin; seconded by Director Hebert. A vote was taken:

All in favor, none opposed.

**a. Petition for Inclusion**

- i. Denmore
  - 1. Resolution 2024-2

A motion was made to approve Resolution 2024-2 by Director Colvin; seconded by Director Hebert. A vote was taken:

Director Carey - yes, Director Childers – yes, Director Colvin – yes, Director Gerk - yes, Director Hebert – yes, Director Martin – yes; the motion was carried.

**b. Petition for Inclusion**

- i. Johnson Farms LLP
  - 1. Resolution 2024-3

A motion was made to approve Resolution 2024-3 by Director Hebert; seconded by Director Martin. A voice vote was taken:

Director Carey - yes, Director Childers – yes, Director Colvin – yes, Director Gerk - yes, Director Hebert – yes, Director Martin – yes; the motion was carried.

**c. Petition for Inclusion**

- i. Columbine Heights
  - 1. Resolution 2024-4

A motion was made to approve Resolution 2024-4 by Director Gerk; seconded by Director Carey. A voice vote was taken:

Director Carey - yes, Director Childers – yes, Director Colvin – yes, Director Gerk - yes, Director Hebert – yes, Director Martin – yes; the motion was carried.

**d. Petition for Inclusion**

- i. Firelight Development
  - 1. Resolution 2024-5

A motion was made to approve Resolution 2024-5 by Director Gerk; seconded by Director Carey. A voice vote was taken:



Regular Meeting Minutes  
February 21, 2024

Director Carey - yes, Director Childers – yes, Director Colvin – yes, Director Gerk - yes, Director Hebert – yes, Director Martin – yes; the motion was carried.

A motion was made to exit Public Hearing by Director Carey; seconded by Director Hebert. A vote was taken:

All in favor, none opposed.

**8. Discussion**

**a. Updates on District – Board Report**

Executive Director, Dean Rummel gave a summary and highlights of the monthly District Updates Report, which was included in the agenda packet for the board.

**a. Guest Presenters- Jenna Oliver- Marketing and Communications Manager**

Marketing and Communications Manager, Jenna Oliver presented to the board about her role here at CVPRD by sharing plans for the upcoming year, future projects, and successes that she’s had. Jenna emphasized that a major goal of hers is to improve communication and has been working on this by creating the marketing playbook for internal use, implementing a system management tool to manage projects, and ensuring that all the outward communication to the community is being done effectively by switching to a new, ADA compliant website.

**c. Calling of the “Designated Election Official” in Coordination of an Election for November 5<sup>th</sup>, 2024**

**i. Resolution 2024-6**

Resolution 2024-6 designates Sue Blair, with Community Resource Services of Colorado, LLC, as the Election Official for the possibility that an election takes place in November 2024.

A motion was made to approve Resolution 2024-6 by Director Hebert; seconded by Director Gerk. A voice vote was taken:

Director Carey - yes, Director Childers – yes, Director Colvin – yes, Director Gerk - yes, Director Hebert – yes, Director Martin – yes; the motion was carried.

**9. Monthly Board Member Community Involvement Discussion**

Director Gerk shared that all the board members were at the Community Meeting hosted at the Community Center and that some also attended the Carbon Valley Chambers of Commerce Casino Night. Director Hebert added that she and Director Martin attended the Frederick Town Meeting. Director Colvin shared that many Board Members were at the Ribbon Cutting Ceremony at the grand opening for the Community Center and that he participated in the first staff workshop for possible election proposals at the Recreation



Regular Meeting Minutes  
February 21, 2024

Center. Vice President Childers shared that he presented at the Dacono city meeting. The board briefly discussed Dacono's participation in the election and how they'd best be informed about various information when discussing the potential of an election.

**10. Guiding Principles Document**

There are no additions, deletions, or changes that need to be made to the Guiding Principles Document at this time.

**11. Board Comments-Future Agenda Items/Suggestions**

A gift card addressed to Tina Martin and sent to the Rec Center from an anonymous source. Since the gift exceeded the value of \$65, it is prohibited for elected officials to accept directly, so it was donated to the Carbon Valley Help Center. Jack Frost, a representative from the Help Center accepted the gift card.

**12. Adjournment**

A motion was made by Director Gerk, seconded by Director Martin to adjourn the Board of Directors meeting at 7:37 PM. A voice vote was taken:

All in favor, none opposed.

READ AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
Samantha Meiring, President

ATTEST:

\_\_\_\_\_  
Steven Colvin, Secretary