



Carbon Valley Parks and Recreation District

Regular Meeting Agenda

Board of Directors

6615 Frederick Way, Frederick

Senior Center

Wednesday, August 17, 2022

6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Meeting Agenda
5. Public Comment *(maximum time permitted for all Public Comment is 30 minutes)
6. Consent Agenda
 - a. July 20, 2022 Regular Meeting Minutes
 - b. July 2022 Financials
7. Public Hearing
8. Discussion
 - a. Approval of the Lease Agreement with the Town of Firestone (old town hall)
 - b. Approval of the financial package of the Lease Purchase Agreement
 - c. Operations Report
9. Monthly Board Member Community Involvement Discussion
10. Guiding Principles Document
11. Board Comments – Future Agenda Items/Suggestions
12. Adjournment

***Individuals that desire to address the Board of Directors are requested to sign up at the table at the entrance to the meeting room. Individuals are allotted 3 minutes of Public Comment during the entirety of the meeting. Maximum time permitted for all Public Comment during a meeting is 30 min.**



Regular Meeting Minutes
July 20, 2022

1. Call to Order

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, July 20, 2022, in person at the Senior Center building. President Haid called the meeting to order at 6:30 PM.

2. Pledge of Allegiance

The Pledge of Allegiance led by President Haid.

3. Swearing in Ceremony

a. Oath of Office

i. Jesse DeYoung (Dacono)

4. Roll Call

Directors: Cody Childers –Vice President
 Jesse DeYoung
 Bill Haid – President
 Tina Martin – Secretary
 Samantha Meiring – Treasurer
 Jason Stolz
 Kristin Stone

Also Present: Dean Rummel, Executive Director
 Brittney Buswell, Administrative Assistant

5. Approval of Meeting Agenda

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

A motion was made to approve the Meeting Agenda by Director Meiring; seconded by Director Stolz. A voice vote was taken:

All in favor, none opposed.

6. Public Comment

There were no public attendance and no public comment.

7. Consent Agenda

President Haid asked the board members if they had any additions, deletions, or changes to Consent Agenda.

A motion was made to approve the Consent Agenda by Director Stone; seconded by Director Martin. A voice vote was taken:

All in favor, none opposed.



Regular Meeting Minutes
July 20, 2022

8. Public Hearing

There were no agenda items requiring public hearing.

9. Discussion

a. Capital Lease & Financing (Senior Center / Firestone Town Hall)

i. Review and Approval

Dean Rummel discussed the financials and details of the Senior Center/Firestone Town Hall lease and renovation plan.

A motion was made to approve the Senior Center/Firestone Town Hall lease/purchase agreement proposed by Truist Financial Corporation by Vice President Childers; seconded by Director Meiring. A vote was taken:

Director DeYoung – yes, Director Childers – yes, Director Haid – Yes, Director Martin – yes, Director Meiring – yes, Director Stone – yes, Director Stolz – yes; the motion was carried.

b. Operations Reports

Dean Rummel discussed current updates on departments at CVPRD and highlighted various programs and activity levels since the last report.

10. Monthly Board Member Community Involvement Discussion

Director Meiring and Director Childers attended city council and town hall meetings and discussed the community events they attended.

11. Guiding Principles Document

Amendment dates and signatures reflecting the new board members need to be updated by the next Board meeting.

A motion was made to amend the Guiding Principles Document changes by Director Childers; seconded by Director Martin. A voice vote was taken:

All in favor, none opposed.

12. Board Comments-Future Agenda Items/Suggestions

Director Stolz continuation of the discussion of goals for future study sessions.

13. Adjournment

A motion was made to adjourn the Board of Directors meeting by Director Childers, seconded by Director Meiring at 7:15 PM. A voice vote was taken:

All in favor, none opposed.



Regular Meeting Minutes
July 20, 2022

READ AND APPROVED THIS _____ DAY OF _____, 2022.

Bill Haid, President

ATTEST:

Tina Martin, Secretary

MONTHLY FINANCIAL STATEMENTS - JULY 2022

DISTRICT HIGHLIGHTS

Below are highlights of the month end financial statements as of July 31, 2022:

Cash and Investments

Total cash and investments for the month end July 31, 2022 were \$7,845,872.98

- General Fund: \$5,951,000.71
- Conservation Trust Fund: \$356,081.50
- Capital Improvements Projects Fund: \$1,538,790.77
- FirstBank Liquid Asset Account is currently earning 0.200% interest, totaling \$100.84 for July 2022
- ColoTrust Plus+ is currently earning 1.6547%, and has yielded \$12,835.21 in total interest for 2022

Property Tax Collections

- In July 2022, the District received the June 2022 property tax collection of \$773,230.34. In 2022 the district has collected 123.19% of the levied amount, compared to 120.34% the same time last year.
- The disbursement of property taxes for July 2022 totals \$51,565.78. The disbursement will be paid to the District in August 2022.

MONTHLY FINANCIAL STATEMENTS - JULY 2022

Carbon Valley Parks & Recreation District
Statement of Revenues, Expenditures and Changes in Fund Balances
General Fund
For the Month Ended July 31, 2022

	Original Total Budget	Current Total Budget	Period Activity	Year-to-date Actual	Remaining Budget	Percentage Used
Revenue						
Administrative revenue	\$ 32,733	\$ 32,733	\$ -	\$ -	\$ 32,733	-
Program revenue	746,552	746,552	33,129	359,783	386,770	48.19%
Recreation revenue	208,880	208,880	9,315	74,118	134,762	35.48%
Operation revenue	693,074	693,074	52,235	424,058	269,016	61.19%
The Cove	231,034	231,034	13,170	69,271	161,762	29.98%
Non-Departmental revenue*	3,621,214	3,621,214	140,706	3,544,343	76,871	97.88%
Total Revenue	5,533,486	5,533,486	248,555	4,471,572	1,061,914	80.81%
Expenditures						
Administrative expenses	1,365,628	1,365,628	88,438	878,321	487,307	64.32%
Program expenses	828,124	828,124	71,911	419,391	408,733	50.64%
Recreation expenses	876,298	876,298	70,524	439,135	437,163	50.11%
Maintenance expenses	698,815	698,815	66,475	400,011	298,804	57.24%
Operation expenses	489,534	489,534	37,949	236,230	253,304	48.26%
The Cove	231,034	231,034	29,143	96,434	134,599	41.74%
Non-Departmental expenses*	978,712	978,712	5,599	162,307	816,405	16.58%
Total Expenditures	5,468,145	5,468,145	370,039	2,631,830	2,836,315	48.13%
Excess Revenues Over (Under)						
Expenditures	65,341	65,341	(121,484)	1,839,742	(1,774,401)	
Fund Balance - Beginning (12/31/2021)				4,171,572		
Fund Balance - Ending				\$ 6,011,315		

*Non-departmental revenue/expenditure includes: property tax, merit/market increases, and General Fund principal/interest

- Total year-to-date revenues for the General Fund are \$4,471,572 with 19.19% of the budget remaining.
- Total year-to-date expenditures for the General Fund are \$2,631,830 with 51.87% of the budget remaining.

MONTHLY FINANCIAL STATEMENTS - JULY 2022

Carbon Valley Parks & Recreation District
Statement of Revenues, Expenditures and Changes in Fund Balances
Conservation Trust Fund
For the Month Ended July 31, 2022

	<u>Original Total Budget</u>	<u>Current Total Budget</u>	<u>Period Activity</u>	<u>Year-to-date Actual</u>	<u>Remaining Budget</u>	<u>Percentage Used</u>
Revenue						
Conservation Trust entitlement	\$ 180,000	\$ 180,000	\$ -	\$ 125,120	\$ 54,880	70%
Interest income	4,426	4,426	511	1,251	3,175	28.26%
Total Revenue	<u>184,426</u>	<u>184,426</u>	<u>511</u>	<u>126,371</u>	<u>58,055</u>	<u>68.52%</u>
Expenditures						
Gymnasium Remodel	115,000	115,000	-	7,190	107,810	6%
Total Expenditures	<u>115,000</u>	<u>115,000</u>	<u>-</u>	<u>7,190</u>	<u>107,810</u>	<u>6%</u>
Excess Revenues Over (Under)						
Expenditures	<u>69,426</u>	<u>69,426</u>	<u>511</u>	<u>119,181</u>	<u>49,755</u>	
Fund Balance - Beginning (12/31/2021)				<u>236,900</u>		
Fund Balance - Ending				<u>\$ 356,082</u>		

MONTHLY FINANCIAL STATEMENTS - JULY 2022

Carbon Valley Parks & Recreation District
Statement of Revenues, Expenditures and Changes in Fund Balances
Capital Improvement Projects Fund
For the Month Ended July 31, 2022

	Original Total Budget	Current Total Budget	Period Activity	Year-to-date Actual	Remaining Budget	Percentage Used
Revenue						
Interest income	2,000	2,000	2,196	5,871	(3,871)	293.53%
Total Revenue	2,000	2,000	2,196	5,871	(3,871)	293.53%
Transfers In						
Transfer from General Fund - Fund Balance	-	-	-	-	-	-
Transfer from General Fund	612,698	612,698	-	-	612,698	0%
Total Transfers In	612,698	612,698	-	-	612,698	-
Expenditures						
Contingency	50,000	50,000	-	-	50,000	0%
Capital Improvements						
Gym/Sr Center Remodel*	-	-	-	1,327	(1,327)	100%
Water Slide Repair	15,000	15,000	-	-	15,000	0%
Exterior Paiting	25,000	25,000	-	18,225	6,775	73%
Fitness/Mind Body Remodel	35,000	35,000	-	-	35,000	0%
Outdoor Lighting	15,000	15,000	-	-	15,000	0%
KidsZone Remodel	70,000	70,000	-	-	70,000	0%
Common Areas and Offices	20,000	20,000	-	-	20,000	0%
Front Entrance	280,000	280,000	-	-	280,000	0%
Perimeter Fence	25,000	25,000	-	-	25,000	0%
Total Expenditures	535,000	535,000	-	19,552	515,448	4%
Excess Revenues Over (Under)						
Expenditures	79,698	79,698	2,196	(13,681)	93,379	
Fund Balance - Beginning CIP (12/31/2021)				1,552,472		
Fund Balance - Ending				\$ 1,538,791		

*Gym/Sr. Center Remodel Expense from 2021 project - Roll off dumpster in early January 2022

MONTHLY FINANCIAL STATEMENTS - JULY 2022

2022 BUDGET - SUMMARY OF SIGNIFICANT ASSUMPTIONS

Services Provided

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized in 1983 and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District operates under a Service Plan approved by the County of Weld County. The District's service area is located in Weld County including the communities of Frederick, Firestone, Dacono and the surrounding rural area. The District was established to construct and maintain parks and recreation facilities.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of the Colorado Revised Statutes C.R.S 29-1-105.

Revenues

Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by September or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

For collection year 2022, the District adopted a mill levy of 4.427 for general operations. The calculation is reflected on page 86 of the 2022 Budget.

Specific Ownership Taxes

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The forecast assumes that the District's share will be equal to approximately 5.0% of the property taxes collected.

Net Investment Income

For interest earned on property tax, the District's available funds has been estimated based on an average interest rate of approximately 0.05%.

For interest earned on all other available funds, the District estimates an average interest rate of approximately 1.00% with an average daily balance of \$2M.

Recreation and Program Revenue

Recreation and program revenues are collected from the users of the recreation facilities and programs. These revenues include access to the recreation center as well as for participation in classes and programs provided by the District

MONTHLY FINANCIAL STATEMENTS - JULY 2022

Conservation Trust (Lottery Proceeds)

The District anticipates receiving revenue from the State Lottery on a per capita basis ratio. The revenue is restricted for recreation purposes under state statute.

Expenditures

Administrative Expenditures

Administrative expenditures include the estimated services necessary to maintain the District's administrative viability such as legal, management, accounting, insurance, IT services and meeting expense.

Recreation Expenditures

Recreation expenditures include the estimated costs necessary to provide these services, including class equipment, aquatics, fitness and wellness.

Program Expenditures

Program expenditures include the estimated costs necessary to provide these services, including adult and youth sports programs, gymnastics, active adult and youth programs.

Maintenance Expenditures

Maintenance expenditures include the estimated services necessary to maintain and operate the Districts facilities and grounds. These expenditures include equipment, repairs and maintenance on facilities, supplies and utilities.

County Treasurer's Fees

County Treasurer's fees have been computed at 2.2% of property tax collections.

Capital Improvement Projects

The District anticipates infrastructure improvements during 2022 as displayed on page 74 of the 2022 Budget.

Capital Leases

Capital Lease – 2009 Building Lease

On May 1, 2009, the District entered into a Lease Agreement with Valley Bank & Trust for the purpose of financing a portion of the acquisition, construction and installation of a Senior Center and Gymnasium. Under the Agreement, the District agrees to sublease property from which Valley Bank & Trust has a leasehold interest in the land, the premises, building and improvements situated or to be situated on the land. The lease agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payment as of the inception date. The lease was capitalized in the amount of \$1,800,000 and bears interest at a rate of 6.00%. The District is required to make semi-annual payments of \$77,472.16 due on September 1, and October 1, beginning on October 1, 2009, and ending on September 1, 2029.

Reserves

Emergency Reserve

The District has provided for an Emergency Reserve fund equal to at least 3% of fiscal year spending for 2022 as defined under TABOR.

MONTHLY FINANCIAL STATEMENTS - JULY 2022

Carbon Valley Park & Recreation District Payment Register For the Month Ended July 31, 2022

Payment Date	Vendor Number	Vendor Name	Payment Amount
07/01/2022	1228	Aquatic Chemical Solutions, Inc.	\$ 4,205.59
07/01/2022	1274	Canon Financial Services, Inc.	\$ 890.54
07/01/2022	1019	Comcast Business	\$ 1,455.40
07/01/2022	1022	CorKat Data Solutions	\$ 16,906.00
07/01/2022	1061	Rocky Mountain Officials	\$ 1,043.00
07/01/2022	1066	Staples Business Credit	\$ 229.24
07/01/2022	1067	Stratus Building Solutions	\$ 1,158.00
07/15/2022	1002	AAA Steam & Sauna	\$ 699.60
07/15/2022	1694	Action Man, LLC	\$ 484.53
07/15/2022	1693	Ally Flanagan	\$ 67.81
07/15/2022	1592	BroadPoint Consulting, LLC	\$ 118.75
07/15/2022	1630	Cheer Central Inc	\$ 3,289.30
07/15/2022	1022	CorKat Data Solutions	\$ 5,315.40
07/15/2022	1251	Douglas County Soccer Association	\$ 2,784.00
07/15/2022	1659	Fuzion Field Services LLC	\$ 1,074.48
07/15/2022	1692	LifeMed Safety, Inc	\$ 360.00
07/15/2022	1650	ProSec Integration, LLC	\$ 252.00
07/15/2022	1644	PureWater Dynamics Inc	\$ 501.80
07/15/2022	1061	Rocky Mountain Officials	\$ 780.00
07/15/2022	1061	Rocky Mountain Officials	\$ 518.00
07/15/2022	1096	Sports & Fitness Inc	\$ 135.00
07/15/2022	1068	Swimventory	\$ 62.10
07/15/2022	1162	Team Sideline	\$ 1,499.00
07/15/2022	1070	The Aqueous Solution, Inc	\$ 324.00
07/15/2022	1069	T-Mobile	\$ 212.51
07/15/2022	1191	Volk & Bell HR Services, Inc.	\$ 765.00
07/20/2022	1000	Air Systems Engineering	\$ 9,354.77
07/20/2022	1005	American Red Cross	\$ 933.00
07/20/2022	1690	Arvada Pump Company	\$ 10,284.35
07/20/2022	1183	ATIS Elevator Inspections LLC	\$ 120.00
07/20/2022	1666	Bee Smart LLC	\$ 90.00
07/20/2022	1698	Colorado Ignite Soccer Club	\$ 1,263.60
07/20/2022	1019	Comcast Business	\$ 1,462.14
07/20/2022	1696	Commercial Electronics Systems	\$ 455.00
07/20/2022	1105	Front Range Promotions	\$ 560.00
07/20/2022	1451	Front Range Property, LLC	\$ 5,096.78
07/20/2022	1659	Fuzion Field Services LLC	\$ 471.90
07/20/2022	1058	Prairie Mountain Media	\$ 5,275.00
07/20/2022	1061	Rocky Mountain Officials	\$ 926.00
07/20/2022	1096	Sports & Fitness Inc	\$ 524.94
07/20/2022	1067	Stratus Building Solutions	\$ 1,158.00
07/20/2022	1339	Susan Chestek	\$ 17.00
07/20/2022	1697	Terry Bison Ranch Resort	\$ 490.00
07/20/2022	1072	TK Elevator Corporation	\$ 1,024.05
07/05/2022	1009	PERA	\$ 25,360.02
07/20/2022	1008	Colorado Department of Revenue	\$ 118.12
07/05/2022	1047	Marketplace Metropolitan District	\$ 120.00
07/13/2022	1015	Cintas	\$ 192.75
07/11/2022	1015	Cintas	\$ 52.51
07/11/2022	1043	Les Mills United States Trading Inc	\$ 549.00
07/18/2022	1006	AFLAC	\$ 407.34
07/19/2022	1009	PERA	\$ 24,984.29
07/29/2022	1009	PERA	\$ 26,942.90
07/21/2022	1015	Cintas	\$ 52.51
07/21/2022	1124	Hillyard	\$ 820.39
07/27/2022	1077	United Power	\$ 10,508.37
07/26/2022	1013	Black Hills Energy	\$ 34.45

MONTHLY FINANCIAL STATEMENTS - JULY 2022

07/26/2022	1013	Black Hills Energy	\$	4,475.03
07/27/2022	1013	Black Hills Energy	\$	40.68
07/05/2022	1699	Delta Dental	\$	719.60
07/01/2022	1048	Metlife - Group Benefits	\$	451.70
07/12/2022	1124	Hillyard	\$	1,006.32
07/12/2022	1192	Safe Systems	\$	396.54
07/27/2022	1691	Rocky Mountain Hospital and Medical Services, Inc	\$	14,126.14
07/17/2022	1032	Firstbank	\$	24,051.95
		Total	\$	220,048.19

Carbon Valley Parks & Recreation District
Open Invoices
For the Month Ended July 31, 2022

Invoice Number	Description	Vendor	Post Date	Payable Amount
INV0002004	Elizabeth Lopez - Customer Refund - Annual Member	Elizabeth Lopez	07/07/2022	\$ 183.01
INV0002005	Doris Skura - Customer Refund - Annual Senior	Doris Skura	07/11/2022	\$ 96.66
187335	Treatment Technologies - Cholrine	Treatment Technology	07/13/2022	\$ 517.50
28874179	INV #28874179 - Contract Charge/B&W/Colored Copies	Canon Financial Services, Inc.	07/13/2022	\$ 866.49
4071 - 1	Rocky Mountain Off - AD Softball Contracted Serv	Rocky Mountain Officials	07/19/2022	\$ 148.00
22464935	CUST #P0001140 - CPR Certifications	American Red Cross	07/20/2022	\$ 224.00
4074	Rocky Mountain Off - Y Baseball Contract Services	Rocky Mountain Officials	07/25/2022	\$ 630.00
INV0002003	Cynthia Christensen - Customer Refund - Annual	Cynthia Christensen	07/26/2022	\$ 367.33
			Total	\$ 3,032.99

JULY BOARD REPORT

Marketing

The marketing team held a patriotic bike parade at The Cove on July 2. Residents from the neighborhood went all out decorating golf carts, scooters, wagons, bikes, dogs, and more. The parade ended at The Cove with popsicles, music, dancing, and fun.

On July 4, CVPRD brought the shred, white, and blue to the annual Firestone 4th of July parade. The District was awarded 3rd place for their fitness-themed float which featured a gigantic red, white, and blue bald eagle on top of the truck and a huge barbell, patriotic decorations, and spin bikes on the trailer. Patrons joined staff in the parade by either marching with barbells, passing out candy, doing gymnastics tricks, or riding spin bikes on the float.

Marketing staff kept busy in July creating the fall activities guide which will arrive in homes the second week of August. More than 17,000 copies are printed with over 14,000 mailed to every household in Carbon Valley. The remainder are distributed in CVPRD facilities, in town offices, at the Chamber of Commerce, and at special events.

Food Truck Thursdays have been in full swing every Thursday this summer at The Cove and marketing staff have stayed busy managing the trucks and ensuring they're licensed, insured, and bringing quality food to residents. Neighbors are welcome to stay and socialize with their neighbors while they eat or they can take their food to go. Participation has been great and the food truck vendors have been very happy with the turnout every week and have requested to come back for more dates in September.



Guest Services

Guest Services ended the month of July with a patron count of 13,157 guests.

			Daily Admissions												
Month			POS Admission Adult	POS Admission Youth	POS Admission Senior	POS Admission Adult Non District	POS Admission Youth Non District	POS Admission Senior Non District	Punches Redeemed	Pass Swipes	Silver Sneakers Pass Swipes	Renew Active Pass Swipes	Prime Active Pass Swipes	Comp Visits	Total Visits
															0
April			585	802	65	23	68	0	928	6799	1035	410	48		10,763
May			1,218	2,049	112	59	79	4	930	6278	934	409	45		12,117
June			1,502	2944	117	75	190	10	786	6166	944	465	38		13,237
July			1,728	2894	192	71	76	12	741	6059	946	402	36		13,157
August															0
September															0
October															0
November															0
December															0
Totals	Totals		5033	8689	486	228	413	26	3385	25302	3859	1686	167	0	49,274

Jordan Wood will join our team in August, filling the full-time guest specialist position. She comes to us with experience working for the City of Northglenn as the front desk specialist there. In addition, she has experience in sports programming.

Facilities

Sports leagues are slowly starting to wind down for the summer allowing our grounds crew to shift focus on maintenance tasks. This month 210 field rentals, practices, games and tournaments were taken care of by our athletics field crew. In addition to scheduled grounds maintenance our crews have increased our preventative maintenance tasks using dude solutions to include floor cleaning, janitorial inventory. In addition to preventative maintenance tasks 51 requests for work (work orders) were completed. The facilities division has also scheduled all work to complete during our maintenance week coming up in August. The projects planned for maintenance week aside from deep cleaning include, refinishing the gymnasium floor, painting the entire gymnasium, installing a new walking track, painting the Kidzone and installing a new floor in that space. We will also clean all the tile and carpet floors in the recreation and the gymnastics/senior building.

Aquatics

Aquatics was in full summer swing with huge crowds for open swim times, summer camp groups, swim lessons and swim team. We had 314 participants in swim lessons for July with 83 people on the waitlists. We host an all-staff in-service where we practiced proper rotation and rule enforcement. Longmont Redtails continue to rental lap lane from us and will continue this in the fall.





Fitness and Wellness

July was a fun month as we launched our new Les Mills programming which consists of Bodypump, CORE, GRIT and Combat. This is release number 121, our 22nd Bodypump release since starting the program in 2017. Attendees won raffle prizes, either a medal or gift certificate to use for any purchase at Carbon Valley Recreation Center. Our Fitness Patron of the Month continues to bring positive feedback as we highlight a dedicated member each month who consistently works out and stays dedicated to their health and wellbeing. Janine, our very own Marketing Specialist, did a modified version of The Murph workout in her Power Circuit class to honor Michael Murphy, the first service member to receive the Medal of Honor for service in Afghanistan.



Donna Bezdek
Fitness Patron of the Month



Bodypump bringing it in release 121



Janine's class – The Murph Workout

Total Group Fitness Attendees: 1529

The Cove at Barefoot Lakes

We hosted a 4th of July bike parade for the community that started at The Cove and went around the neighborhood. Participants were encouraged to decorate their bikes for the holiday. We continued to be the host of Food Truck Thursdays and had Edge Gourmet Street Kitchen and Butcher and the Blonde as

some of the options. Fitness class are still going strong and we will be added some more land fitness in the coming month. We had 47 participants in our weekday and Saturday morning swim lessons.

Total Visits: 2910



Active Adults Center

July has been another amazing month for the Seniors of Carbon Valley. Some of the seniors decorated the Senior Center for the summer holidays and they enjoyed all bringing in salad dishes to share. We went on adventures to Doug's Day Diner, Rockies Game, The Lazy-B Ranch in Estes Park, Blackhawk Casinos and we even met to have a meal at Casa Cortez in Dacono. Our silver sneakers classes (Balance and Beyond Tuesdays at 10:45 and Tai Chi Wednesday at 10:30 am) are thriving and we are running out of room for Balance and Beyond! White Elephant Bingo has also been a huge hit and we will continue to have it monthly.

We are looking forward to lots of August fun including the Ice cream social.

Total Senior Center sign ins: 523 (we are also working on having everyone scan in)



Gary Harper- Chainsaws & Chuckwagons



Shirl Garcia- Rockies Game



Seniors at the Lazy B Chuckwagon Show

Adult Sports

Fall Registration is currently Open.

- Coed Softball
 - Fall Coed League
 - Fall Men's League
- Outdoor Grass Volleyball
 - Fall Coed League
 - Fall Women's League
- NEW! Kickball
 - Fall Coed League
- NEW! Backyard Sports League
 - Fall League
 - Gather a team and join us for some backyard games! Teams will compete in Horseshoes, Cornhole, Ladder Ball and more!

Information about adult sports leagues and to register can be found at <https://cvprd.com/>

Youth Sports

Fall Sports registration is currently open for softball, soccer, volleyball, NOCO flag football, Track & Field, and Cross Country.

- NEW! NOCO 5/5 NFL Flag Football
- NEW! Track & Field (Ages 5-10) and Cross Country (Ages 8-13)
 - CVPRD has proudly partnered with Rock Creek Track Club (RCTC) to offer recreational Track & Field as well as Cross Country to the Carbon valley area. RCTC offers development and training for versatile student-athletes to prepare them for life, sports & beyond. Our goals are to focus on running form mechanics, speed, agility, and sports movement to improve athletic performance and fitness.

Youth Softball

- 2022 Spring/Summer season 155 participants
- 2021 Spring/Summer season 130 participants
- 2022 Fall season TBD
- 2021 Fall season 131 participants

Summer Baseball

Youth baseball season is complete!



10U: The Mean Green Machine team went undefeated the entire season and won the championship. 12U had 2 teams make the top 8 tournament bracket, finishing 5th and 8th overall.

- Mini-Sluggers: 126
- T-Ball: 120
- Coach Pitch: 100
- 10U: 74
- 12U: 64
- Total 2022 Participants: 482
- 2021 Total Participants: 353

Volunteer Coaches

The number of volunteer coaches keeps increasing with the increase of participation numbers! More kids=more teams=more coaches!

- Baseball
 - 2022 Summer Coaches: 46
 - 2021 Summer Coaches: 28
- Soccer
 - 2022 Spring Coaches: 52
 - 2021 Fall Coaches: 38
 - 2022 Fall Coaches: TBD
- Softball
 - 2022 Spring/Summer Coaches: 12
 - 2021 Fall Coaches: 11
 - 2022 Fall Coaches:
- Volleyball

- 2022 Spring Coaches: 18
- 2021 Fall Coaches 10

Registration is open now! This includes soccer, softball, volleyball, and NoCo Football.

We have partnered with Rock Creek Track Club to offer Track and Cross Country this fall! Registrations are already coming in.

Information about fall sports and registration links can be found at <https://cvprd.com/>

Cheer

We partnered with Cheer Central Suns in fall of 2021, and we have had a total of 274 participants in cheer so far! We love working with them and they continue to add new programs and offerings!

For more information, please check out the cheer page on the website <https://cvprd.com/2511/Cheer>

Skyhawks/Supertots

We partner with Skyhawks and Supertots to offer sports camps throughout the year and in the summer.

Those camps have been going well and have seen an increase in participation since 2019. They have a great summer line up planned for our community. Our first camp “Beginning Tennis Camp” is at capacity! To see the full summer line up check out the sports camp page on the

website. <https://cvprd.com/2431/Sports-Camps>

Youth Programs

Carbon Valley Camp has not slowed down during the month of July! We have traveled to many destinations for field trips, created a ton of crafts, and shared many laughs. Each week, we have hosted approximately 29-30 campers.

Camp ended for the summer on 8/5, but we have enjoyed our time with the campers and have created memories that will last a lifetime!





Gymnastics

Session 3 gymnastics started this month with about 354 participants for the summer. Participation for Session 3 varies year to year. Sometimes we are running a normal count for the session (comparable to the other sessions), and sometimes our numbers drop. Typical reasons for low participation during this session are vacations, summer sports, and just taking a break for the summer. This summer we have brought on 5 new staff to accommodate our high school seniors/college students going back to school in the fall. These new staff are ready to start teaching classes on their own and are ready for the fall.

Our team gymnastics program has finished their competition season for the year. Out of 21 gymnasts, all but one placed at State. Our last competitions for the season were held at Gymstarz (Johnstown) for the Boys Team, and South Suburban for the Optional and Compulsory teams. We finished off the season with our annual end of the year banquet which was held at the Senior Center. We passed out awards and enjoyed food and great company. In addition to the end of season our team gymnasts participated in the 4th at Firestone Parade. Our kids walked while performing tricks and jumps for the parade viewers.



CVPRD Board of Directors Guiding Principles

7-20-2022

GUIDING PRINCIPLES OF THE CARBON VALLEY PARKS AND RECREATION DISTRICT BOARD OF DIRECTORS
As Revised and Reorganized 04-21-2021, and amended 7-21-2021, and again on 7-20-2022

ARTICLE I – DECLARATION

The purpose of these Guiding Principles (aka Board Guiding Principles, aka Bylaws) shall be to provide operational direction for the Board of Directors consistent with Colorado law applicable to the District, including without limitation the Colorado Special District Act (the “Act”) (C.R.S. §32-1-101, et seq.).

ARTICLE II – DEFINITIONS

1. Board of Directors (Board) – The Board of Directors for the Carbon Valley Parks and Recreation District is the governing body of seven individuals representing the communities served by the District and formally elected or appointed in accordance with the Colorado Election Code, and C.R.S. §32-1-801 et seq. The Board is comprised of two individuals each from Dacono, Frederick, and Firestone, and one At-Large representative from the District.
2. Carbon Valley Parks and Recreation District (CVPRD) (District) – Carbon Valley Parks and Recreation District is a Colorado special district governed by the Act. The purpose of CVPRD is to provide public recreational facilities and activities, within the District’s economic means, to benefit both the taxpayers of the District and visitors thereto.
3. Directors – Directors are elected or appointed Board members of the CVPRD Board of Directors.
4. Employees – Employees are individuals employed by CVPRD.
5. Fiscal Year – The fiscal year of CVPRD is the calendar year, January 1 to December 31.
6. Guiding Principles – Guiding Principles is this document which may also be referred to as Board Guiding Principles and Bylaws. The purpose of these Guiding Principles shall be to provide operational direction for the Board of Directors.
7. Official Location – The official location and principal office of the District shall be 8350 Colorado Boulevard, Suite 170, Firestone, Colorado 80504.
8. Quorum – A quorum is more than one-half of the number of directors serving on the board of a special district. A quorum of the Board of Directors for CVPRD is four or more Directors.

ARTICLE III – POWERS

The Carbon Valley Parks and Recreation District, a quasi-governmental agency, shall have all powers, direct and implied, as provided by Colorado law.

ARTICLE IV – BOARD OF DIRECTORS

1. Meetings

- a. Regular meetings of the Board of Directors shall be in accordance with the annual published schedule of Board meetings, which is generally the third (3rd) Wednesday of each month beginning at 6:30 p.m. Official business of the Board shall be conducted only during regular or special meetings at which a quorum is present. All meetings of the Board shall be open to the public and subject to open meeting requirements.
 - b. Special meetings of the Board of Directors may be requested, scheduled and held if done in accordance with the requirements for conducting an official meeting of the Board.
 - c. A Study Session to provide the Board of Directors the opportunity to receive updates on business and community events will generally be held on the second (2nd) Wednesday of each month beginning at 6:30 p.m. Official business shall not be conducted at a designated Study Session and minutes are not required to be kept. Study Sessions are open to the public and are subject to open meeting requirements. Study Session dates are included on the official website schedule.
 - d. Notice of time and place of all regular, special and study session meetings shall be in accordance with §24-6-402(2)(c)(III), C.R.S and §32-1-903(2), C.R.S., and posted at the official CVPRD website (www.cvprd.com) at least 24 hours in advance of the meeting.
 - e. Meetings shall be held at the Carbon Valley Parks and Recreation District Senior Center located at 6615 Frederick Way, Frederick, Colorado, 80530, or as otherwise properly posted, effective beginning August 2021. (Amended 7-21-2021)
2. Community Involvement – Board members are encouraged to be active in the District’s communities.
- a. Council and Town meetings – Members of the Board of Directors are encouraged to attend the municipality’s Council or Town meeting from which they were elected for the purpose of liaison and visibility to that community on behalf of the District. As there are two (2) Board members elected/or appointed from each of the three (3) communities in the District, each Board member should alternately attend one town or city meeting every other month. The Board member elected At-Large should attend each of the municipality’s Council or Town meetings at least once each year.
 - b. Chamber of Commerce Events – Board members are encouraged to attend events held or sponsored by the Chambers of Commerce in the District.
 - c. Other/Additional Events – Board members should be aware of and are encouraged to make reasonable attempts to be present at other community events in the District to further CVPRD’s public image of involvement in our community.
 - d. Board members are encouraged to report on the meetings and events attended during Board meetings for the record.

3. Compensation and Benefits

- a. Board members shall be entitled to receive such compensation as provided by law and approved by budget allocation. Directors serving as Board members for CVPRD will receive \$100 per regular Board meeting attended not to exceed two thousand four hundred dollars per annum.
- b. While serving on the Board of Directors, Board members, their spouse/significant other and up to four (4) dependent children under the age of 21 in their household will receive a membership during time served. Board members will be charged \$5.00 per year for this membership.

4. Vacancies – In the event of a Board member vacancy as defined by §32-1-905(1), C.R.S., the remaining Directors shall fill the vacant seat by appointment and in accordance with §32-1-905(1), C.R.S.

- a. Discussions regarding the appointment of an applicant and his or her qualifications to fill a vacancy on the Board will take place in a regularly scheduled meeting, or special meeting if needed. The appointment will occur by official action of the Board at a properly convened meeting and will be recorded in the minutes of the Board meeting. A notice of appointment shall be delivered to the person appointed, and the notice along with the mailing address of the person so appointed will be filed with the DOLA. §32-1-905(3), C.R.S.
- b. The Director appointed to fill a vacancy shall serve until the next regular election, at which time the vacancy shall be filled by election for the remainder, if any, of the originally vacated term. §32-1-905(2)(a), C.R.S.

ARTICLE V— OFFICERS

1. After taking oaths and filing bonds, the Board of Directors shall elect one of its members to each of the following Officer positions, President, Vice President, Treasurer, and Secretary of the District. Experience and/or desire to learn will be acceptable qualifications. Such Officers shall fulfill any obligations set forth under Colorado law.

ARTICLE VI – ELECTIONS

1. The Officers of the District shall be elected annually by the Board of Directors. Officers shall hold office until their successors are chosen or their term of office has expired or is otherwise vacated.
2. Elections of Officers will be held in the month of June, at a regularly called meeting of the Board of Directors, or as soon thereafter as possible. The term of office of any newly elected officer(s) shall commence immediately upon election. The Executive Director shall preside over the election.
3. Nominations and Voting for Officers:
 - a. The President or presiding officer at the meeting of the Board of Directors to elect Officers shall call for nominations. The nominations for Officers of the District shall be either by self-nomination or nomination by another Board member. A non-self-nomination is valid if

accepted by the Director nominated. After all nominations have been made and the nominations have been closed, voting shall begin.

- b. All elections for Officers of the District will be conducted in a secret ballot. The Executive Director will be the facilitator of the elections with assistance from a District staff member.
 - c. The Executive Director will count ballots with a District staff member as the validating witness. The Executive Director will announce the candidate with the most votes for each position, who will be declared elected.
4. Delegation of Duties: All Officers of the District, as between themselves and the District, shall have such authority and shall perform such duties in the management of the District as may be provided by statute and these Guiding Principles, or as may be determined by action of the Board of Directors not inconsistent with statute or this Guiding Principles document. Whenever an Officer is absent, or whenever for any reason, the Board of Directors may deem it desirable, the Board may temporarily delegate the powers and duties of an Officer to any other Director, except that the duties of the Treasurer may not be delegated.

ARTICLE VII – COMMITTEES

Standing or special committees made up of Board members and/or non-members may be appointed by the President and approved by the Board of Directors. Committees will serve to investigate and make recommendations to the Board. No committee shall have any power to act in the name of the District, to expend any District funds or to enter any obligation for expenditure thereof.

1. The Evaluation Committee is a standing committee established to conduct an annual performance evaluation of the Executive Director. The Evaluation Committee will consist of: the Board President, who will chair the committee, and two additional members of the Board of Directors. The Evaluation Committee will formulate a recommendation regarding the Executive Director's evaluation and will present that recommendation to all members of the Board. Every member of the Board of Directors is expected to participate in the evaluation process through careful consideration of the committee's recommendation. Input from non-Board member stakeholders may be included in the evaluation process as determined desirable by the committee, though non-Board members may not serve as committee members. The Evaluation Committee will present the recommendation to the full Board in executive session no later than April of each year. The Board of Directors will discuss compensation awards and continuation of employment for the Executive Director based on the evaluation.
2. Special committees may be established for any purpose.

ARTICLE VIII – EMPLOYEES

1. Executive Director: The Board of Directors shall hire an Executive Director for the District, and set the salary and employment guidelines, including a job description thereof. The Executive Director reports to the Board of Directors and supports the Board as follows.
 - a. The Executive Director is responsible for providing the monthly agenda and agenda packet for each Board meeting at the direction of or in consultation with the President of the Board.

- b. The Executive Director is responsible for providing monthly financial statements and reports to the Board members in advance of each Board meeting.
 - c. The Executive Director is responsible for maintaining official Board documents at the principal location of the District including minutes, proceedings, and actions of the Board. The Executive Director may coordinate with the President and other Officers of the Board for recording of Board meetings and may assign a District employee for assistance.
 - d. The Executive Director is authorized to expend up to \$10,000 of District funds within the approved budget without additional Board authorization.
2. The Board of Directors shall adopt or approve the employee handbook for the District employees.

ARTICLE IX – EXECUTION OF INSTRUMENTS

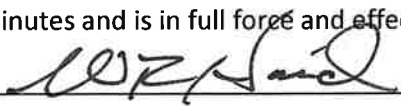
The President and the Executive Director shall sign all legal documents on behalf of the Carbon Valley Parks and Recreation District, which document execution is authorized by the Board of Directors and affix the District seal thereto; or both the Treasurer and Secretary as required by law. The President, Vice President, Treasurer, and Executive Director shall be signatories for the issuance of checks and drafts on the District’s bank accounts. It is the directive and requirement of the Board of Directors that there be two (2) signatures for checks over the amount of \$10,000 with one (1) of the signatures being either the Board President or Vice President. For checks \$10,000 or less, one signature from the Executive Director or the President, Vice President, or Treasurer is acceptable.

ARTICLE X– AMENDMENTS

These Guiding Principles may be amended by affirmative vote of a majority of the Board of Directors at any regular Board meeting.

CERTIFICATION

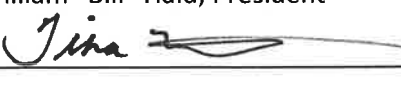
We, the undersigned, constituting a quorum, hereby certify that Carbon Valley Parks and Recreation District Board of Directors were present at a regularly called meeting on THIS 20th DAY OF July, 2022; and the foregoing Guiding Principles have been revised, amended, and adopted at said meeting by the affirmative majority vote of the Board and has been duly recorded in the Board of Directors regular meeting minutes and is in full force and effect.



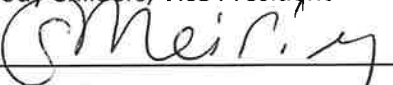
William "Bill" Haid, President



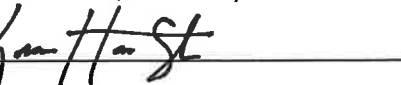
Cody Childers, Vice President



Tina Martin, Secretary




Samantha Meiring, Treasurer



Kristin Stone



Jason Stolz



Jesse DeYoung