



Clear Creek Metropolitan Recreation District

RECORD OF PROCEEDINGS **REGULAR MEETING OF THE BOARD OF DIRECTORS** **WEDNESDAY, OCTOBER 22, 2025** *(HOSTED IN PERSON AND VIA GOOGLE MEET)*

PRESENT

Board members present: Tom Harvey - Vice President, Scott Yard - Treasurer, Ben Shay - Secretary (joined virtually), Neale Gibbons - Director at Large.

Meghan Vickers - President was absent (excused)

Staff present: Cameron Marlin - General Manager, Jesse Peros- Director of Facilities Operations, Jessi Steele - Sports Coordinator

CALL TO ORDER

Tom Harvey called the Regular Meeting of the Board of Directors to order at 6:01pm on the 22nd day of October, 2025.

APPROVAL OF AGENDA

Tom Harvey asked for a motion to approve the agenda. Scott Yard made the motion, Neale Gibbons seconded. Cameron Marlin asked that all New Business be moved to follow Public Comment. The Board voted all in favor to approve the agenda as amended.

PUBLIC COMMENT

No public comment.

NEW BUSINESS

Youth Scholarship Policy

Jessi Steele, Sports Coordinator presented the proposed updates to the Youth Scholarship Policy pointing out that CCMRD does not currently have a policy in place. Jessi proposed a shift of the scholarship fund to a flat fee scholarship program due to the limited availability of funds and the inconsistencies in awarded amounts. More specifically, when scholarships are requested at the highest tier of registration prices, scholarship awards are greater than when registration fees are lowest, which is counterproductive to the incentives for early registration than what the tiered system is designed to accomplish. (There is no incentive to register early, and CCMRD scholarship funds are consumed at a greater rate, serving less local youth.)

Alternatively, Jessi proposed a flat fee scholarship policy. The policy gives a precise amount to each activity/sport in scholarship funds. This will standardize scholarship distribution, while incentivizing early registration. It will help improve efforts to maintain a sense of consistency across programs in which scholarships can be utilized (all youth programs, excluding childcare and youth rec center memberships.)



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Youth Sports leagues, Youth Programs (dance, cooking classes) and Swim Lessons are currently covered under the scholarship program. Jessi proposed that the scholarship policy cover \$75 of the registration rather than the entire fee. The registrant will be responsible for the remaining amount (if any). Youth Sports Camps and Youth Activities would be fully covered because the registration fees are below \$75.

Jessi shared some history on scholarships usage for 2024 Youth Sports. She used the data and applied it to the proposed policy. The comparison of current policy versus proposed policy resulted in a savings of over \$700 that can instead be reallocated to future scholarship recipients, due to the elimination of late fees as an allowable scholarship expense.

Jessi also shared that the proposed flat \$75 scholarship will fully cover the registration for Youth Sports Camps and Youth Programs, however swim lessons will require a \$10 payment beyond the \$75 scholarship.

There was discussion among the attendees about a payment plan, and the benefit of instituting a registration system that allows for a 25% initial payment at registration to be collected at the time of registration with the final amount (with or without scholarship) due before the season/activity begins. This system would encourage early registration and allow parents the option to make payments and budget accordingly. This system also supports the planning process.

The scholarship application process was reviewed and will stay the same. The process asks that applicants provide an answer to the following questions:

1. Why does your child want to participate?
2. How does a scholarship help?

There was additional discussion about tshirts and challenges around getting the shirts returned at the end of the season, getting proper sizes for growing children, ensuring appropriate sponsor recognition, and meeting the various specifications for each sport. It was determined that ordering shirts for each season remains the best option at this time.

Scott Yard made a motion to approve the proposed Scholarship Fund Policy as presented. Neale Gibbons seconded the motion. The Board voted all in favor to approve the updated Scholarship Policy.

Registration Fee Increase

Jessi Steele proposed a small fee increase that would only impact Youth Sports leagues (basketball, baseball, soccer). No other programs will be impacted by the increase. She shared that the last increase in registration fees was in 2023, applying only to the lowest pricing tier. Which was at a \$5.00 increase.

Jessi stated that since that time the cost for CCMRD has significantly increased. Not only have hard costs (supplies, balls, helmets, bats, etc.) increased, but the cost for officials has significantly increased as well. The pay rate for officials with CCMRD does not match with pay of other local rec centers. This



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really impacts the ability to find officials. Jessi noted that increasing the pay for Adult Sports officials has really helped with finding officials.

Jessi proposed a \$5.00 price increase for each tier of the pricing structure for Youth Sports Leagues. This increase would assist in cost recovery and produce an additional \$750 annually for the department without putting a significant burden on parents and families.

Jessi shared data comparing CCMRD registration information with surrounding communities. She stated that CCMRD youth programs are unique from other programs in that we allow players to keep the shirts, coaches get free registration, and we don't charge a late fee (as opposed to the tiered registration fee that we use). She stated that CCMRD fees are still below surrounding communities, even with the price increase.

There was discussion about late fees. Jessi stated that CCMRD parents are notorious for late registrations which creates more work for her but that she wants any child who wants to play to be able to participate, regardless of the late notice.

Scott Yard made a motion to increase Youth Sports Leagues by \$5.00 as presented. Neale Gibbons seconded the motion. There was discussion about registration fees and late fees. The Board of Directors voted to approve the \$5 price increase to Youth Sports Leagues.

Clear Creek County Sports Shooting Park

Jesse Peros, CCMRD Director of Facility Operations, presented the proposed opportunity for CCMRD to become the concessionaire of the future Clear Creek County Sports Shooting Park. After sharing information on his background, he stated that the park will include a retail space, classroom space, and range space. He reported that there will be multiple lanes of differing distances, a law enforcement space, and some flex spaces that could accommodate expansion and/or archery ranges. Jesse shared a map of the area and explained the features of the range. He also showed photos of the classroom, parking area and the construction process.

Jesse stated that the Board of County Commissioners will be signing off on the final construction budget before Tru Horizon can begin the construction of the shooting platforms with top quality sound dampening technology.

Jesse Peros shared that he has worked closely with the Clear Creek County team, local law enforcement, and expects to connect with the members of the former Sportsmens Club as progress is made. He has also begun the process of developing a local committee to help refine operational plans and goals.

Jesse stated that the opportunity could present considerable value for CCMRD, through the generation of revenue through memberships and day pass sales. He also stated that the classroom could also bring in revenue through hunter safety classes, concealed carry classes, outdoor education classes, and



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CPR/First Aid classes, as an example. He also stated that the Shooting Park supports the CCMRD mission as a popular form of recreation.

The Board discussed the terms of the lease agreement with Clear Creek County. The lease is \$5,000 per year plus 20% revenue sharing. Jesse shared that he hoped that the revenue sharing would not start until revenue streams were established (in year 2 or 3).

There was additional discussion about insurance coverage - the County would cover the physical building, but CCMRD would be required to cover operational and furnishing/material coverage. Cameron Marlin noted that Clear Creek County will maintain paying the utility costs, HVAC, and facility maintenance.

Jesse shared some history on surrounding shooting ranges and the closure of ranges on National Forest Land, potential fire ban impacts, and the 5 year growth the range could see.

Jesse outlined the following financial information for 2026:

- Lease - \$5,000 per year plus 20% revenue sharing with the county to assume building maintenance costs.
- Staff costs - approx one third of his salary (Director of Facility Operations) and part time employees.
- Furnishings and resale inventory
- Operating expenses
- Janitorial costs

He shared the following timeline:

- Spring 2026 - Range opening, pending lease approval.
- Year 1 - start slow and work out any kinks in the systems.
- Year 2 - grow membership base, expand into the tourism market, expand retail offerings to include ammunition sales, shooting accessories, gun cleaning kits, and safety equipment. He also shared expenses to consider in year two (i.e. those related to ammunition security and storage and other investment costs).
- Year 3 and 4 - Expand to firearms rentals (dependent on ATF Certification). Jesse spoke about firearm sales and the cost associated with secure storage and security.

He shared additional expansion ideas that include revenue diversification like fishing, axe throwing, and membership packages.

The Board members discussed county fire bans and fire suppression systems at the range. Jesse stated that the plan includes a wild land fire suppression system and that fire ban language allows shooting during a stage 1 fire ban but requires closure under a stage 2 fire ban.



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There was additional discussion around community optics. Jesse stated that we ultimately want to increase firearm safety within the community. The Board agreed that the focus should be on firearm safety in the community.

The Board reviewed costs and revenues for the park as well as the lease terms.

Tom Harvey called for a motion to include the Clear Creek County Shooting Park in the 2026 CCMRD budget. Neale Gibbons made a motion and Scott Yard seconded the motion. The Board of Directors stated a desire for the budget to be very conservative since there is no hard data to guide the budget. They also discussed the operating hours and staffing needs for the park. The Board voted and approved the addition of the Shooting Park to the 2026 budget.

Cameron Marlin spoke about the need to get the lease approved by the Board of Directors at the November 2025 meeting. It was determined that Lisa Leben would be invited to the November Board of Directors meeting to answer any additional questions.

The Board thanked Jesse for everything he does for CCMRD.

APPROVAL OF MINUTES - Meeting (September 24 , 2025)

Tom Harvey asked for a motion to approve the minutes from the Regular Meeting of the Board of Directors on September 24th, 2025. Scott Yard made a motion to approve the minutes from the September 24th, 2025 Regular Meeting of the Board of Directors. Neale Gibbons seconded the motion. The Board voted to accept the minutes as written and the motion passed unanimously.

AREA REPORTS/STAFF UPDATES:

Cameron Marlin shared organizational restructuring information for 2026. She spoke about Jessi Steele taking on administrative support for aquatic programs, pickleball, and special events (particularly related to registration and marketing). Cameron stated that Accounts Receivable and Accounts Payable will be combined and added to the Payroll Manager position and that the Assistant to the General Manager will likely become more of a Marketing Manager as that is the direction that the position has evolved. She also referenced that with Jesse Peros's additional scope of duties, there is a need for a Rec Center Manager. This position will support general facility maintenance operation, managers on duty, obtain CPO certification, and assist with aquatic maintenance.

She stated that this information is just to keep the Board of Directors informed on what is to come. She said that the Budget Committee will be doing a deep dive on salaries and restructure of the organization.

There was discussion about a Mill Levy in the future and when that should happen.

Cameron Marlin shared that Colleen Duke unexpectedly resigned on October 18th, effective immediately. Cameron shared that there are two remaining events this season: the Zombie Fun Run and the Pumpkin SMASH. Colleen was the point of contact for the Zombie Fun Run and Amy Fletcher



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(Special Events Assistant) is the point person for Pumpkin SMASH. Cameron reported that she has stepped into the vacated role for the Zombie Fun Run and that her and Amy would work together to ensure both events are successful. Cameron reported that there were more Zombie Fun Run registrations than ever before, plenty of volunteers, and zombie makeup for volunteers. She stated that Colleen had done a good job coordinating the event prior to resigning.

Cameron stated that she is working closely with Amy Fletcher (Special Events) to be sure she feels supported and not overwhelmed. Amy has communicated that she is doing well and feels good about building out a production schedule for 2026 events and the plan to hire another Special Events Assistant at the beginning of 2026.

Cameron reported that next month there will be reports on Rapidgrass and Skatepark Grand Opening. She also extended an invitation to the Board to attend or volunteer at the Zombie Fun Run on Saturday, October 25th.

Skatepark Update

Cameron Marlin reported that she reached out to the Skate Board regarding a desire to establish a Code of Conduct and create signage for the park. She stated that she has not heard back from anyone yet. She stated that she would like to recommend that a draft of human centric park rules be developed to promote the behaviors we wish to see at the new facility. Once developed, the Skate Board and the CCMRD Board of Directors will be asked to weigh in and approve them prior to sign creation.

Cameron stated that she has reached out to the City of Idaho Springs about naming rights and sponsorships, to which she discovered that the City had recently approved a similar concept with COMBA and the Virginia Canyon Mountain Park. The City recommends that CCMRD consider doing the same. She shared that with this model the sponsorship money goes directly to a trail/park maintenance fund which is managed by the overseeing organization (COMBA in the case of VCMP, CCMRD for the skatepark).

Cameron Marlin informed the Board of Directors that the City of Idaho Springs will be pausing future investment in the Ballfield Project in 2026. She explained that the City of Idaho Springs needs to prioritize funding of the reconstruction of the Police Department. That project, when originally planned, was budgeted for \$500,000 and it is now a \$3,000,000 project. Idaho Springs needs to direct all available financial resources towards that project for 2026.

Cameron expressed concern about how this could impose a time constraint on the requirement to expend all LWCF grant funds by September of 2027.

There was additional discussion among Board members about community optics and if CCMRD should be more aggressive about getting funding/sponsorships. They discussed identifying large companies to be sponsors and approaching it as a tax write off, especially considering the exposure to millions of vehicles on I-70. The plan that was discussed was to get in front of the City Council to approve



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something similar to the Virginia Canyon agreement and to then develop a plan to approach companies about naming rights.

Cameron Marlin shared that the Alpine Restaurant in Georgetown is developing a Skatepark Scholarship Fund to provide boards to skaters in need.

Cameron also reported that the City of Idaho Springs has received a lot of crushed asphalt that has been spread at the skatepark parking lot, but that a significant amount remains. The City is working to get it resolved and relocated.

Cameron followed up on items that were budgeted for but have not been spent including IT. She also reported that the Corporate Membership Agreement with Loveland is still being negotiated. She will keep the Board updated.

Field House Apartments/ Proposition 123

Cameron shared that Proposition 123 has been approved by the state of Colorado to give \$8.5 million to make all of the units of Field House Apartments deed restricted for tenants that earn 70%-100% of the average/median household income in Clear Creek County. This will help to make sure that the units go to future community members (as opposed to second home buyers). This could be good for the Rec Center memberships. According to the website, leasing dates are set for January of 2026. Cameron stated that in addition to memberships, the new complex will likely have an impact on Rec Center parking. There was additional discussion about getting a membership drive organized for the new residents.

Cameron Marlin brought up the date for the November and December Board of Directors meetings because of the upcoming holidays. There was discussion and it was determined that the November meeting will take place on November 19th and the December budget meeting will be on December 10th.

FINANCIAL UPDATE

Cameron Marlin spoke about the Financial Reports from Betty, the bookkeeper. Cameron shared that operations are in a good place this month. She reported that the transactions have been entered, matched and accounts have been reconciled. The Board of Directors asked if the bookkeeper would come or join virtually for the November meeting. They would like to touch base on CCMRDs financial situation and discuss how to get a financial report similar to the reports that have been provided in the past.

OLD BUSINESS

Skatepark Update

The Skatepark update was reported on above in the Area Reports.

ADJOURNMENT



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Tom Harvey asked for a motion to adjourn. Scott Yard made a motion to adjourn. Neale Gibbons seconded motion. The Board voted unanimously to adjourn the meeting at 8:44pm.