



## **THOMPSON RIVERS PARKS & RECREATION DISTRICT**

2100 Country Club Parkway

April 1st, 2024 7:00pm

### ***Board Meeting Minutes***

#### **CALL TO ORDER**

President Jill Smith called the meeting to order at 7:04 P.M.

#### **ROLL CALL**

The following Directors were present: President, Jill Smith, Vice President, Michelle Moles, Secretary/Treasurer, Debbie Winner, Trustee Katy Roberts, and Trustee Tom Fajardo

TRPR Employees, Crystal Robbins, Cameron Dudley, Jackson Dudley, Kathelne Woltemath, Shae Lind and Clint Dudley were also present.

#### **PLEDGE OF ALLEGIANCE**

President Jill Smith led the Pledge of Allegiance.

#### **CONSENT AGENDA**

Smith made a motion to approve the consent agenda, seconded by Moles. Motion passed 5-0

#### **PUBLIC COMMENT**

There was no public comment.

#### **TROOPER OF THE MONTH**

HR Manager Shae Lind presented awards for the previous five Trooper of the Month employees. Those employees included Cameron Dudley, Kathlene Woltemath, Al Lind, Jackson Dudley, and Crystal Robbins.

#### **STAFF PRESENTATIONS**

Crystal Robbins, Facility Manager updated the board on facility operations with an emphasis on the upgrades

and new inventory at the pro shop. Hunter Smarr, Facility Coordinator updated the board on facility programs, summer pool preparation and pickleball court construction.

### **BUSINESS LINE OF CREDIT FINANCING**

Dudley presented the board with the terms of a potential business line of credit. The funds would be used to cover the costs of operations and capital equipment purchases that occur prior receiving a majority of our budgeted revenue. Dudley talked about the process of obtaining the credit as well as how he envisioned it being used.

Smith made a motion to approve the business line of credit, seconded by Roberts. Motion passed 5-0

### **ELWELL ELEMENTARY SCHOOL AGREEMENT**

Dudley presented the board for approval the final draft of the Elwell Elementary School agreement. Dudley explained that the agreement was the same as had been presented at previous meetings. The board had questions about our current use of the facility as well as possible use of the outside of the facility.

Smith made a motion to approve the consent agenda, seconded by Moles. Motion passed 5-0

### **SOUTH LAKE EASEMENT AGREEMENT**

Dudley outlined the practical purpose of the easement with the Town of Milliken. Dudley explained that the agreement requires the Town to perform maintenance on certain areas of the property. The easement also allows the Town to store water in the lake on the property allowing the District options for using the lake in the future. The board asked if the Town had the ability to build structures on the property, Dudley explained they don't. The board also asked if the Town could choose not to store water in the lake. Dudley explained that due to legal obligations this was unlikely.

Smith made a motion to approve the consent agenda, seconded by Moles. Motion passed 5-0

### **EXECUTIVE DIRECTOR UPDATE**

Dudley updated the board on District activities including the print shop, easter egg hunt, staff annual spring kick off, upcoming soccer season, Sticker Stadium upgrades, pool warranty walk, pickleball courts, roof leaks at the MAC, pool upgrades, the need for lifeguards, new marketing coordinator, golf course winter upgrades, MAC security system, lighting at the JAC, ADA website compliance, and the need for additional office space for staff.

### **ADJOURNMENT**

President Smith adjourned the meeting at 7:59PM.

Minutes prepared by Clint Dudley, Executive Director