



Recreation Board Meeting Minutes

December 6, 2016

5:30pm

Outdoor Program Meeting Room

- I. Call to Order
 - a. 5:37 pm
- II. Roll Call
 - a. Molly Dignan, John Lurquin, Jess Adkisson, Spencer Murphy, Allen Dehoff, Scott Schubert, Diba Mani, Colton Lyons, Nicole Leon-Molina, Gary Chadwick, Patty McConnell, Dan Rummel, Annie Mulvany
- III. Changes/Approval of Agenda Items
 - a. Scott Schubert: Motion to approve the agenda for December 6, 2016.
 - b. Spencer Murphy: Second.
 - c. John Lurquin: Discussion.
 - d. Colton Lyons: Call to question?
 - e. John Lurquin: Acclamation. Motion carries. Agenda is approved.
- IV. Public Forum
 - a. **Bun H.** came to say hi! She was a tri-executive with John and environmental board chair and a member of the snowboard club.
- V. Reading & Approval of Minutes of 11/8/2016
 - a. Diba Mani: Motion to approve the minutes from November 8, 2016.
 - b. Colton Lyons: Second.
 - c. Spencer Murphy: Discussion.

- d. Scott Schubert: Call to question?
- e. Spencer Murphy: Acclamation.
- f. John Lurquin: Motion passes. Minutes are approved.

VI. New Business

- a. Facility reservation request
 - i. Patty McConnell: I am passing around a handout of the facility reservation requests. The first request is for the Boettcher Semifinalist Visit Day hosted by the Admission's Office. They are requesting the Upper Gyms, but will settle for the Lower Gyms if their request for the Upper Gyms is denied, for Saturday, January 21, 2017. The event would be from 10am to 12pm, but they would be setting up the night before and have the teardown complete by 2pm on Saturday. The event is a brunch for the semifinalists of the Boettcher Scholarship. They are expecting around 330 participants in attendance. This is the first year for this event to be hosted in the Rec Center. The following four events are all recurring events from last year. Saturday, March 4, 2017 CU ROTC Navy is requesting to host their Invitational Competition from 7am-3pm in the Indoor Turf field. They are expecting 80 attendees. On Saturday, March 11, 2017 the US Navy would like to host their Denver SeaPerch Regional Competition from 9am-2:30pm in the Comp Pool. Set up would begin at 7am and teardown would begin at 3pm. They are expecting 300 attendees. On Saturday, March 18, 2017, the South Asian Student Association would like to host their Annual SASA Show from 7pm-10pm. Setup would begin at 3pm and 10:30pm would begin teardown.
 - ii. Allen Dehoff: Motion to bundle the Admission's Office facility request for Saturday, January 21, 2017, the CU Navy

ROTC facility request for Saturday, March 4, 2017, the US Navy Denver SeaPerch Regional Competition request for Saturday, March 11, 2017, South Asian Student Association request for March 18, 2017, and the African Students Association facility request for Friday, April 14, 2017.

- iii. Colton Lyons: Second.
- iv. Spencer Murphy: Discussion.
- v. Scott Schubert: Call to question?
- vi. Colton Lyons: Acclamation!
- vii. John Lurquin: Is there a motion to bundle the facility reservation requests to approve?
- viii. Scott Schubert: Motion to approve the bundled facility reservation requests.
- ix. Colton Lyons: Second.
- x. Spencer Murphy: Discussion.
- xi. Allen Dehoff: Call to question?
- xii. John Lurquin: Acclamation! The motion carries and the facility reservation requests are approved.

b. Capital budget

- i. John Lurquin: This is the first reading of the capital budget. We need to do two readings of the capital budget to approve it, so we will do the second reading of the capital budget next semester.
- ii. Gary Chadwick: This capital budget is a list of items requested as part of the budget. The items following are items that are non-operational from year to year. The list includes items outside of operating like personnel, utilities and other expenses. The list is not in priority order. This request sits at the same base level as last year. The total capital items requested are \$433,305.00 and the total capital items that were approved for the current fiscal year

(FY1617) are \$433,733.00. So the first item on the capital budget proposal for the 2017-2018 fiscal year is the 30 ft. Genie Aerial Work Platform. It will help address maintenance and cleaning needs. It will help in accessing smaller and higher areas for repairs. The estimate is \$12,000.

- iii. Dan Rummel: This machine will allow us to can clean, move and repair easier in hard to reach places. Staff will be able to repair ceiling tiles, clean the ceiling, etc. It is a machine that will allow maintenance to reach higher areas.
- iv. John Lurquin: How often do we rent this piece of equipment? How much does it cost to rent?
- v. Dan Rummel: So right now we have to rent that equipment sparingly since it costs about \$700/week. We would use it more if we owned it. It will last about 15-20 years and we would just need to replace the batteries every five years or so.
- vi. Gary: The next item on the capital budget proposal list is moving the existing CCure door from its current location to in front of office A206, which is the Facility Supervisor's office. This would cost about \$18,258.
- vii. Patty McConnell: Basically this will allow for the Facility Supervisor office, the Assistant Director of Building Services office, the Telecom closet, the custodial closet and the key box to be located in a secured area which the public would not have access to.
- viii. Gary Chadwick: The restroom near the entrance of the building would still be accessible, though. The next item on the capital budget proposal list is the water spigots for Williams Village fields, the Business fields and the lower fields. This is so we have access to water that is domestic

water for filling up jugs and bottles for athletes because right now there is no access to water in those areas. Staff has to fill water containers at the Rec Center and drive to the fields. This will cost approximately \$36,000.

- ix. Patty McConnell: Previously a water spigot was installed on Kittredge North fields and on the ropes course.
- x. Gary Chadwick: Adding these spigots at the three fields would complete the water supply for outdoor fields.
- xi. John Lurquin: So this request will add three water spigots?
- xii. Gary: Yes, the lower fields are right down by the sports bubble. Those fields are irrigated by ditch water right now.
- xiii. John Lurquin: Can anyone access it?
- xiv. Dan Rummel: Yes, but it doesn't look like a traditional water fountain.
- xv. Gary Chadwick: The fourth item on the capital proposal list concerns replacing the locker room lounge furniture. The current furniture will be moved to the ice rink to allow patrons to change their ice skates. This will cost around \$11,413 for the new furniture. The current locker room lounge furniture is showing obvious wear and tear and needs replacing. We are wanting to make the space more inviting.
- xvi. Patty McConnell: Requesting to add cocktail height tables with stools and installing outlets to encourage patrons to recharge computers, phones, etc. in this space. We want to be welcoming and inviting so it will start to become a hang out space. We are not planning on providing charging cords, but patrons will still have access to the outlets so they can use their own chargers.
- xvii. Nicole: It seems to me like it's a fairly dark space so is the lighting going to change?

- xviii. Gary Chadwick: That's a good point to take into consideration.
- xix. Patty McConnell: We haven't considered the lighting as of yet but can evaluate this.
- xx. Gary Chadwick: There are some inexpensive things we could look at to help solve the lighting issue. The next item on the capital budget proposal is a Gator with a 6 ft. bed. We don't have anything with a 6 foot bed that allows us to move around equipment like goal posts, tables, chairs, etc. Right now we only have an older Gator in inventory. No one uses this Gator because it's a stick shift and few staff know how to drive it. This Gator runs, but it's ancient. This will cost about \$10, 634 to replace.
- xxi. Dan Rummel: The new Gator would be used for intramurals, sport clubs and event staff.
- xxii. Gary Chadwick: The next item on the capital proposal is "Contribution to the Building Repurposing Project." The Finance Board approved a \$617, 767 fund balance earmark for the building repurpose and this proposed \$20,000 would add to that amount. We would like to add to the repurpose because we have some unknown needs still forthcoming, especially after conducting the third party review of the ice rink and the need to replace dry wall. The \$20,000 would help add to the budget for things that we didn't necessarily anticipate when we first talked about the repurpose. The seventh item on the FY1718 capital proposal includes \$300,000 for the annual strength, cardio, and weight equipment renewal and replacement. This equipment is on a depreciation schedule of around 10 years. The last item on the capital proposal is a proposed \$25,000 annual and recurring item for IT hardware and

software renewal and replacement. This is on a four year depreciation schedule. With this reading concluded, think about what additional information you might want for the next reading. For example, what questions you might have in regards to prioritization of the items for Finance Board.

- xxiii. Diba Mani: What happens to all the old equipment? Do we donate it? Sell it? Are we selling the old Gator?
- xxiv. Gary Chadwick: We had long discussion about selling back or trading in the Gator, but we weren't sure we would really be recovering our money so we will just use it till it dies.
- xxv. Diba Mani: What about the strength, cardio, and weight equipment?
- xxvi. Gary Chadwick: Some vendors give trade-ins, but sometimes the equipment isn't even in good enough shape to donate. A lot of equipment doesn't get donated because of liability issues. The furniture goes back to the distribution center and they re-sell it. If you want us to research anything additional, please let us know.
- xxvii. John Lurquin: Would you be able to get together and bring a prioritized list of the items to the second reading of the capital budget?
- xxviii. Gary Chadwick: We will do that.
- xxix. Colton Lyons: Motion to approve Capital Budget Request Proposal for fiscal year 2017-2018.
- xxx. Spencer Murphy: Second.
- xxxi. Scott Schubert: Discussion.
- xxxii. Colton Lyons: Call to question?
- xxxiii. John Lurquin: We will solidify with a hand vote from the voting members. All those in favor please raise your hand.

Now, all those opposed please raise your hand. All those that abstain? The vote is 4-0-1. The motion passes.

VII. Chair's Report

- a. None.

VIII. Director's Report

- a. Gary Chadwick: A quick repurpose update. We had our first preconstruction meeting on December 1, 2016. We will be having weekly construction meetings on Thursdays at 1:30pm. Krische Contruction from Longmont and 24 sub-contractors are on the schedule and began mobilizing work yesterday. They were talking about a 12 week work schedule which seems aggressive to me, so I am guessing this particular project will be completed more towards the end of March. We are on budget and moving forward on the layout and equipment. With regards to type of equipment, we will give you more information as it gets closer and more solidified.
- b. Dan Rummel: The contractors began removing cabinets in the East entry at the old Checkout. The Club Sports and Intramural storage is combined since Troy's workshop will be the first area demolished and constructed. Krische is not touching studio 4 or rowing room until December 19, 2016, when school is out. All of the walls, flooring, HVAC, and other heavy demolition will be completed when students are gone for winter break.
- c. Gary Chadwick: Minimum wage goes up 95 cents per hour on January 1, 2017 so we are absorbing it internally for this fiscal year since we weren't expecting it. Next year it will be built into the budget with a 95 cent increase at every level. Tri-exec has asked for a list of future needs for 3-5 years. So those future needs will include dry wall repair, replacement metal and LED lighting, replacing the Zamboni, challenge course pole replacement or entire challenge course relocation.

IX. Executive Team Reports

- a. Patty McConnell: We are in the process of renewing memberships and lockers right now. Current memberships and lockers expire January 14, 2017. Those with lockers will be sent two reminders via email before break and two over break as reminders. New lockers and new memberships will open Tuesday January 17. The building hours for finals week are on the main web page and once finals are over, there will be altered building hours for break that will be posted on the main web page.
- b. Annie Mulvany: The Rec Center was given the Platinum Certification by Leeds so we got our plaque! We are going to put out all of the media for it tomorrow on the website and social media. The “way finding” signage is up or will all be up by December 19. The buffalo in the entrance/atrium area is a mock-up to see if we like the style, design, and color and to get an idea of what it could look like if we did a theming project around that.
- c. Nan Lu: Scott Schubert will be doing the budget training at beginning of next semester. I also have an accounting internship open starting in December so put the word out!
- d. Gary Chadwick: We have our first quarter report with Finance Board tonight.
- e. Dan Rummel: Winter break will be busy for us with the repurpose, new lights going up in pool, all LED, and wall paneling in racquetball courts are being replaced.

X. CUSG Report

- a. Colton Lyons: Jesse is getting ratified on Rec Board on Thursday to replace Quyncc Johnson. We had a Leadership Banquet with 250 students. It was very successful. We will do another in the spring to recognize all the student leaders on our campus.

XI. Announcements

- a. None.

XII. Adjournment

- a. Spencer Murphy: Motion to adjourn.
- b. Allen Dehoff: Second.
- c. Scott Schubert: Discussion.
- d. Colton Lyons: Call to question?
- e. Allen Dehoff: Acclamation.
- f. John Lurquin: Motion carries. Meeting adjourned. 6:57 pm.