

RECORD OF PROCEEDINGS

MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF ESTES VALLEY RECREATION AND PARK DISTRICT

*Tuesday, March 20, 2018 – 7 p.m.
Estes Valley Community Center Classroom
660 Community Drive, Estes Park, CO 80517*

Present: Ken Czarnowski, Stan Gengler, Ron Duell, Dave Kiser
Absent: Marie Cenac (*Excused Absence*)
Staff: Tom Carosello, Mary Davis, Heather Drees
Others: None

Prior notice of this meeting was given by posting a notice at the Town of Estes Park's Municipal Building, the Estes Park Public Library, Estes Valley Recreation and Park District's Administration Office, the Larimer County Clerk's Office in Estes Park, and the Boulder County Clerk's Office in Boulder.

The meeting was called to order at 7:00 p.m.

Board President Czarnowski began the meeting with the Pledge of Allegiance and a moment of reflection. Mr. Czarnowski asked if any Board members had conflict of interests related to the agenda. No conflicts of interest were disclosed.

CONSENT AGENDA

The consent agenda for the meeting included:

- A. Board Minutes:
 - 1. February 20, 2018 Regular Board Meeting
- B. Trails Committee Minutes:
 - 1. None
- C. Senior Advisory Committee:
 - 1. None
- D. Staff Reports:
 - 1. Golf Operations
 - 2. Recreation Operations
 - 3. Community Center Operations
 - 4. Golf Maintenance
 - 5. Parks/Trails Maintenance
 - 6. Marina Operations
 - 7. Campground Operations
 - 8. Human Resources
 - 9. Marketing and Communications
 - 10. Financial Reports
 - 11. Paid Bills

Moved by Ron Duell, seconded by Dave Kiser, to approve the consent agenda as presented.

No discussion. Ayes – 4 Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

Moved by Ron Duell, seconded by Stan Gengler, to approve the regular (action) agenda as presented.

No discussion. Ayes – 4 Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments: None

Board Comments:

Board Member Duell asked what an indoor triathlon was. Mr. Carosello explained that indoor triathlons are based on time rather than distance. Participants receive points for going further in a specific period of time, not going faster over a fixed distance. This event will last for 60 minutes, which will consist of swimming for 10 minutes in the lap pool, biking for 30 minutes on the indoor bikes, and running for 20 minutes on the treadmill. Participants will compete for in waves of six people starting on the half hour.

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Board member Duell then asked about the recruitment of a new Aquatics Manager (was the current manager leaving?). Mr. Carosello replied no, the current manager is not leaving and explained that the District had budgeted for the additional manager. Noting that adding an additional manager is helpful with having two bodies of water and having extended hours of operations. Board member Gengler asked if this position is on the same salary level. Mr. Carosello replied yes, it is in the same ballpark.

Board member Duell stated he was very disappointed and asked why there was not a report for Community Center Operations. Mr. Carosello apologized and explained that the EVCC staff has been extremely busy with the opening of the center but assured the Board that a report would be submitted for April. Board member Duell then asked if the District was going to have ALICE training. Mr. Carosello replied yes, staff has been working on an internal EAP (Emergency Action Plan) and he has been in contact with both Officer Plassmeyer and Dave Colson. They are both ALICE trainers.

Board member Duell thanked both the Golf Maintenance and Marketing staff for including pictures in their reports.

Board member Gengler thanked the staff for a great grand opening. Board member Duell complimented Mary Davis on her speech and Board Member Kiser commented that having so many staff included on the dedication plaque was very nice. Executive Director Tom Carosello added that things did not die down until 4:30pm or so, and thousands of people came through the building and we have been receiving a lot of good feedback. Board President Czarnowski added he was happy that we were able to show a finished product on time. Board member Kiser thanked both Tom Carosello and Mary Davis for keeping this project on track and on budget. Mr. Carosello thanked the members of the Board for all their help, and for being a dedicated Board.

Board President Czarnowski closed the Citizen & Board Comments portion of the meeting.

ADMINISTRATIVE REPORTS

Executive Director Report

Tom Carosello, Executive Director, supplied a written report prior to the meeting.

Mr. Carosello supplied a written report which included, recent developments at the Community Center, updates on the following: Stanley Park Master Plan Re-evaluation, Stanley Bike Park, Fall River Trail, and the Estes Valley Recreation and Park Foundation. In addition to his report Mr. Carosello reported that the community center is 99% complete and now the project is moving from construction progress to warranty progress. Mr. Carosello noted that we are still operating under the temporary C.O. and will be until the project is at 100%. Mr. Carosello also reported that he and Matt Enrietta had meet with the Town of Estes Park to discuss the re-evaluation of the Stanley Park Master Plan and has been assured that the town has no interest in altering or eliminating the athletics fields, playgrounds, the community garden or Lake Estes Trail.

Discussion: Board President Czarnowski asked with new Town Trustees in the future, how would we protect those areas in the Stanley Park Master Plan. Mr. Carosello replied if the Town is successful in obtaining a Quit Title on the area, the Town and District would draft a new MOU to protect these areas.

Board Member Duell asked where the School District wanted to place the proposed Vo-tech building. Mr. Carosello replied by the large pile of dirt, noting that having the building there could affect a portion of the new Stanley Park Bike Park, but it would be minimal, and the Biking Coalition has been notified. Board member Duell then asked about Senior Services. Mr. Carosello replied Senior Services has been going well and noted the Thursday lunches have been sold out at 70 people so far, he believes this will level out to about 50 per week. With the success of the lunch program, with that many people we are going through the grant faster than expected, but the new 501C foundation could help fund the pilot program. Board Member Duell asked about the costs and the caterer for the Senior Lunch. Mr. Carosello replied the caterer is Jubilations (Sandy and Waldo Paul) and the meal is \$5.00 for seniors and \$7.00 for all others. Noting the caterer charges the District \$15.00 per meal which means the District subsidizes \$10.00 per senior meal. Board President Czarnowski asked if there was another location for seniors through the Estes Park Senior Center Inc. Mr. Carosello replied no.

Mr. Carosello gave an update on the Estes Valley Recreation and Park Foundation, stating that he will be reaching out to a few potential Board members in the next few weeks, and staff is working on a new logo and letterhead for the foundation. Mr. Carosello added that in April the District will officially announce the foundation.

Board Member Duell asked how the lazy river and hot tub were guarded, with the boulders in the lazy river and the hot tub outside it is not easy to see. Mr. Carosello replied the guards walk around all areas of the river and periodically check on the hot tub, as the hot tub is "use at your own risk" with age restrictions.

Board President Czarnowski asked if Kim Slininger (Previous EVRPD Project Manager) would be coming back. Mr. Carosello replied he is currently taking care of his elderly in-laws in California, but Mr. Slininger would be returning to Estes Park at some point and would like him to come back to the District.

Finance Director Report

Mary Davis, Finance Director, supplied a written report prior to the meeting.

Mary Davis, Finance Director briefly reviewed the status of the year-to-date actual vs. budgeted revenues and expenses, and cash flow. Ms. Davis included an EVRPD Operating Reserves Analysis as a follow up to the discussion during last month's Board meeting.

Discussion: Board Member Duell asked about the 1A sales tax. Ms. Davis replied it was tracking ahead, noting January was at 15%. Mr. Duell then asked if Ms. Davis was comfortable with what she is seeing with the new center. Ms. Davis replied she was keeping a close eye on everything and did have some staffing concerns. Mr. Carosello added that facility monitors /

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ambassadors are needed, as guest service staff is not able to leave their desks. is tracking. c asked if the District should increase its amount of reserves with the addition of the new community center.

Board Member Duell stated that he really appreciates all that Ms. Davis does.

OLD BUSINESS

Community Center Project - Owner's Rep Update (Discussion)

Executive Director Tom Carosello reported Chuck Jordan (RLH Engineering) was unable to attend the meeting and with the end of the project approaching, there was no longer a need for progress reports.

Discussion: Board Member Duell asked if Mr. Gordan was happy with the project overall. Mr. Carosello replied yes.

NEW BUSINESS

Attestation of the Estes Valley Community Center IGA

Tom Carosello, Executive Director introduced the action item.

When the Town of Estes Park made the announcement of its intent to discontinue its "in-house" meal program and shift certain senior programs to the District, staff and legal counsel from both entities started developing an intergovernmental agreement to facilitate the transition, including specifics regarding the transfer of Ballot Measure 1A funds to the District for use in the construction of the community center. On August 16, 2016 at the EVRPD Regular Board Meeting the following motion was made: Moved by Stanley Gengler, seconded by Ron Duell to approve the intergovernmental agreement specifying the scope of senior programming and transfer of Ballot Measure IA funding for the Estes Valley Community Center. No further discussion. Ayes - 5. Motion carried unanimously. The IGA was signed by EVRPD Board President Ken Czarnowski but was not dated or attested. The attached document would complete the attestation of the IGA.

Moved by Stanley C. Gengler, seconded by Dave Kiser, to approve the completion of the attestation for the Estes Valley Community Center IGA.

No discussion. Ayes – 4 Motion carried unanimously.

FURTHER BUSINESS

Meetings to Schedule

- **Next Regular Board Meeting:**
Tuesday, April 17, 2018 – 7:00 p.m. – Estes Valley Community Center Classroom
- **Trails Committee Meeting:**
Tuesday, June 5, 2018 – 6:00 p.m. – Estes Valley Community Center Classroom
- **Senior Advisory Committee Meeting:**
Wednesday, April 11, 2018 – 10:00 a.m. – Estes Valley Community Center Conference Room

Meeting adjourned at 7:50 p.m.

Ken Czarnowski, Board President

Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant

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