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

Tuesday March 21, 2017 – 7pm
Estes Park Golf Course Club House
14810 Golf Course Road. Estes Park, CO 80517

Present: Ron Duell, Dave Kiser, Marie Richardson, Stanley C. Gengler, Ken Czarnowski (By phone)
Absent: None

Staff: Tom Carosello, Mary Davis, Heather Drees, Kim Slininger, Teresa Jackson
David Batey (Estes Park), 

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 Vice President Duell began the meeting with the Pledge of Allegiance and a moment of reflection. Mr. Duell 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 21, 2017 Regular Board Meeting
   2. February 28, 2017 Board Work Session
   3. March 10, 2017 Special Board Meeting
   4. March 7, 2017 Trails Committee Meeting (Review)

B. Staff Reports:
   1. Golf Operations
   2. Recreation Operations
   3. Community Center Operations
   4. Aquatic Operations
   5. Golf Maintenance
   6. Parks/Trails Maintenance
   7. Marina Operations
   8. Campground Operations
   9. Human Resources
   10. Marketing and Communications
   11. Financial Reports
   12. Paid Bills

Moved by Marie Richardson, seconded by Dave Kiser, to approve the consent agenda as presented.

No discussion. Ayes – 5 Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

Moved by Stanley C. Gengler, seconded by Marie Richardson, to approve the regular (action) agenda, as presented.

No discussion. Ayes – 5 Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments: None

Board Comments:
Board Member Duell asked why the indoor play equipment for the community center had been rejected. Les Fernando (A&P Construction) responded that the indoor play equipment was actually still in the design phase. Board Member Duell also asked about the required access road at the community center. Executive Director Tom Carosello stated that this required access road was a fire access road, and the road was actually not needed as we are compliant without it.
Executive Director Tom Carosello noted that Annie Hansen had brought him information on a Toro utility cart that they would like to purchase, which is included in the March Marina Operations report. The Marina had budgeted $16,000.00 for this purchase but the bids came back at $21,000.00. Mr. Carosello just wanted the Board to be aware of this and asked if anyone had any objections or concerns with the District moving forward with this purchase. No Board members had any concerns or objections.

Board Member Gengler asked what a Golf Trouncer was, as it was mentioned in the March Golf Report. Mark Miller, Manager of Golf Operations stated that a Golf Trouncer is a custom made piece of equipment used to clean up after the elk.

Board Member Richardson stated that she has heard many good things about our new Community Center Manager Teresa Jackson from the Seniors, mentioning that Teresa is well prepared.

David Batey (Estes Park), stated that everyone is doing a great job.

Board Vice President Duell closed the Citizen & Board Comments portion of the meeting.

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

Mr. Carosello referred to his written report, and provided updates on the community center project. Mr. Carosello also wanted to point out that EVRPD has been getting a lot of coverage in both newspapers recently because of our new Marketing and Communications Manager Dawn Wilson. Also stating we will continue to issue press releases on a regular basis to highlight milestones and clear up any controversies. Mr. Carosello also reported that the District was accepted into the Estes Park Wedding Association, and is already receiving referrals. In regards to the 501-C included in his report, Mr. Carosello explained in more detail how the District could benefit from establishing one.

Discussion: Board Members agreed that establishing a 501-C is a great idea. Board Member Gengler asked if this would be used for the entire District or just for the community center. Mr. Carosello replied, it would cover the entire District. Board Member Gengler stated that in the in the mid 90’s the District had established one, and believes it was called the “Estes Valley Recreation Foundation” and asked Mr. Carosello to look into the status of it.

Board Member Duell asked with only three Senior Advisory applications received, what happens now. Mr. Carosello replied, we are extending the deadline.

Board Member Gengler asked in regards to the Ballard King study, if we should schedule a Board Work Session. Mr. Carosello responded yes, but at a later date. Teresa Jackson will be presenting the proposed fee schedule later in this meeting, and when the final study produced by Ballard King we will schedule a Board Work Session.

PROJECT MANAGER REPORT
Kim Slininger, Project Manager, supplied a written report prior to the meeting.

Mr. Slininger asked if any of the Board Members had any questions in regards to his written report, which there was none. Mr. Slininger then gave an update on each of the active projects starting with both campgrounds. Mr. Slininger was able to negotiate 14,200 less between both contracts with Rocky Mountain Water Works. Mr. Slininger will build the retaining wall for the dump station at Mary’s Lake Campground. He will use the sandstone rock from the previous Fish Creek Trail. Rocky Mountain Water Works will be mobilizing at Mary’s Lake on Monday. Mr. Slininger also noted that he is expecting a bid from ProTech to do the Electrical Service and under-slab plumbing at East Portal. In regard to the EP Golf Course Clubhouse Stair and Railing repair, Mr. Slininger noted that the contract to Aldrich Construction had to be changed to a Time & Materials contract, as the only bid received came in $5,000 over budget. The stairs will be replaced and the remainder of the $20,000 budget will be used for continued work on railing replacement as funding allows.

Discussion: Board Member Gengler asked questions about the budget for the stair replacement and railing repair at the Golf Course Clubhouse, stating he was concerned with safety issues if the railing was not also replaced. Mr. Slininger replied that the will do some of the work himself to save money, and they will work hard to try to do the railings. Board Member Gengler also asked why there was such a big cost variance in regards to the Homer Rouse trail crew. Mr. Slininger replied, the cost depends on how long the crew is there, 2 weeks would be $14,000 – 1 month would be $24,000. Mr. Slininger also mentioned that Estes Park Light and Power left the road at Homer Rouse in good condition.

Board Member Kiser asked if there are any buyers for the rock at Common Point. Mr. Slininger replied not yet, but it is still for sale.

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 vs. budgeted revenues and expenses, and cash flow. Mrs. Davis also noted that they are continuing preparation for the upcoming audit which is scheduled for the first week in April, and then they would be focusing on FEMA Project Closeouts.

Discussion: None
OLD BUSINESS

Community Center Project - Owner’s Rep Update (Discussion)
Chuck Jordan, (RLH Engineering, Inc.) supplied a written report prior to the meeting.

Mr. Jordan referred to his written report. Mr. Jordan’s written report “Progress Report #12” detailing meetings and design activities that have happened from February 21st, 2017 to March 21st, 2017. Mr. Jordan noted that the on the Agenda (7.C) there is an action item for an additional change order in regards to the existing aquatics facility, and asked if the Board had any questions is regards to the written report provided. Executive Director Tom Carosello, asked that we change the order of the Agenda and go directly to Agenda 7.C.

Discussion: None – will defer discussion to Action Item (Consideration of EVCC Alternates Owner Change Order #004)

NEW BUSINESS

Consideration of EVCC Alternates (Owner Change Order #004) (Discussion/Action)
Executive Director Tom Carosello, along with Chuck Jordan, Travis Guerette (RLH Engineering), Jason Heustis, and Les Fernando (A&P Construction) presented the Owner Change Order #004. Noting that back in February, the Board agreed to a process of systematically “buying back” EVCC alternates and performing extensive improvements on the existing aquatics facility. This change order (“Owner Change Order #004”) is necessary to pursue the next step replacement of stucco with Hardie plank siding and new insulation. The team of presenters went over the items listed in the Aquatic Facility maintenance table.

Discussion: Board Member Duell asked what is Hardie siding and Kalwall. Both Travis Guerette and Les Fernando answered his questions in detail, explaining each product. Board Member Duell also voiced his concerns stating, I am worried we could be “opening a can of worms” in regards to find more problems at the existing Aquatics Center.

Board Member Richardson stated that the price for exterior skin repair/replacement stucco seems very high. Les Fernando (A&P Construction), explained the process from start to finish, including what they would need to do before placing the new Hardie siding onto the existing building, to mimic the new building.

Board Member Duell asked, what the life span of the proposed new roof would be. Chuck Jordan (RLH Engineering) replied the entire roof, which includes the new and old building would have a 25 year warranty.

Board Member Gengler asked questions in regards to #5 in the Aquatic Center required maintenance, which is “Repair or replace existing roof drain leaks & relocate lambs tongue”. Les Fernando (A&P Construction), went over the item in detail answering all of Mr. Gengler’s questions.

Moved by Stanley G. Gengler, seconded by Dave Kiser, to approve owner change order No. 4, increasing the guaranteed maximum price of the Estes Valley Community Center to $23,535,517, for the interior and exterior Level 1 Alternates, renovations and improvements to the existing aquatic facility.

No further discussion. Ayes - 5. Motion carried unanimously.

Discussion Regarding Potential Changes to Golf Course Name(s)
Tom Carosello, Executive Director stated at the Board Special Meeting on March 10th, 2017, President Czarnowski had ask to add this as a discussion item at the next Regular Meeting of the Board of Directors. Board President Czarnowski (joined by phone) stated that he would like to add “Elk” to the name of the 18-hole golf course. He believes that we should capitalize on our unique elk presence on our courses, and dress up our name. He would like to change the name from Estes Park Golf Course to Elk Run at Estes Park.

Discussion: Mark Miller Manager of Golf Operations, stated that he had actually proposed this same name change in the early 90’s and was met with much resistance. The Estes Park Golf Course will be celebrating 100 years of operation this year which makes the golf course the 2nd or 3rd oldest golf course in Colorado. Mr. Miller does not feel like a name change is needed or would be welcomed. Mr. Miller has done some research, and has reached out to other golf courses that have gone through a name recently. The first example Mr. Miller gave was The Heritage at Westminster Golf Course, it is a City of Westminster facility that is part of their Parks, Recreation, and Libraries division. They are in the process of changing their name to Walnut Creek Golf Preserve. The main reason for rebranding was multiple golf courses in the Denver area with Heritage in their name, which caused confusion for golfers. Mr. Miller stated that the cost for this name change was $120,000. Costs incurred included advertising, replacement/update of product, staff clothing, signage at golf course and street signage. Another example given was Adam’s Rib Mountain Golf Course in Eagle Vail, they changed their name to Frost Creek. Their budget for the name change was $250,000 in 2015.

Board Member Gengler, stated that he likes the name change, noting that the Town of Estes Park would most likely want to keep “Estes Park” in the name of the course. Board Member Richardson noted that also like the name, but looking at the expense she does not believe changing the name is a priority. Board Member Czarnowski stated he was looking to make money, not lose money as he was not aware of the cost to change the name. Board Member Kiser noted that he too like the name, but he does not see any gain at this time. Board Member Duell would like to see a survey done, but noted he is opposed to spending that amount of money. Board Member Richardson replied she doesn’t think we should do a survey, staff time should not be wasted if the Board is not willing to commit financially to a name change. Mark Miller agreed with
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Board Member Richardson stating if we did do a survey it came back with a people wanting to change the name, then it would force us more to commit financially to a name change. Board Member Duell stated that because this was not a budgeted item, we need to wait. Board Member Gengler agreed, and asked Board Member Czarnowski his thoughts as he asked for this discussion. Board Member Czarnowski agrees, stating that when we go to the public we need to have an open mind and be willing to commit funds to make the change, and thinks that we should place this on the back burner at this time.

Review of Proposed Community Center Fee Schedule (Discussion)

Teresa Jackson, Manager of Community Operation, presented the most recent proposed fees and hours of operations for the Estes Valley Community Center. Theses proposed hours of operations, fees, member benefits and Cub’s Den hours/fees have been compared and contrasted against 7 communities with similar dynamics, or facilities. Mrs. Jackson stated that this early proposal has been presented to various community members over the last month and posted on the EVRPD web-site. Slight adjustments, based on community feedback, have been made; however, the overall response to this early proposal has been positive. We will continue to present this proposal with community members over the next month.

Discussion: Board Member Richardson asked if there was a non-resident family daily pass available for tourists to purchase. Mrs. Jackson replied not at this time, but she will look at other tourist communities to see what they are doing for non-resident families. Board Member Gengler asked for more detail in regards to resident and non-resident and children in the School District, in which Mrs. Jackson explained each in more detail. Board Member Gengler then asked if we had explored selling punch passes to hotels or other lodging accommodations. Tom Carosello replied he and Dawn Wilson have discussed this and how they want to bundle it, but they haven’t made any final decisions but will by the fall. Board Member Gengler asked if the Board would get a copy of the Ballard King report. Tom Carosello replied yes, he could give them a copy of the draft now but would rather wait and schedule a Board Work Session to go over the final report, as they are still making adjustments to the current draft.

Stanley Park – Parking lot design plan progress (Discussion)

Kim Slininger, Project Manager gave an update to the Board in regards to the Stanley Park parking lot design plan. Noting that the work by Van Horn Engineering is nearly complete. The design work will have engineering stamp and will be 100% complete by end of March. The only variable for design is drainage swale on north side of Manford Drive. Locates will need to be called in for communications line running in ditch. Potholing and field verification needs to be completed in order to get 100% plans for construction.

Discussion: Board Members reviewed the parking lot plans and thanked Mr. Slininger for the work he has done.

FURTHER BUSINESS

Meetings to Schedule

• Next regular Board Meeting:
  Tuesday, April 18, 2017 – 7:00 p.m. – 18-hole Golf Course Clubhouse

• Trails Committee Meeting:
  Tuesday, May 2, 2017 – 6:00 p.m. – 18-hole Golf Course Clubhouse

Meeting adjourned at 8:49 p.m.

Ken Czarnowski, Board President
Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant