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

Tuesday April 18, 2017 – 7pm
Estes Park Golf Course Club House
14810 Golf Course Road. Estes Park, CO 80517

Present: Ken Czarnowski, Ron Duell, Dave Kiser, Marie Richardson, Stanley C. Gengler,

Absent: None

Staff: Tom Carosello, Mary Davis, Heather Drees, Kim Slininger, Matt Enrietta

Others: Sharyn Gartner (Estes Park), Debbie Holmes (MedX) Travis Machalek (Town of Estes Park)
David Batey (Estes Park), Jon Nicholas (EDC-Childcare Services Committee)

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 7:01 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. March 21, 2017 Regular Board Meeting

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 Ron Duell, to approve the consent agenda as presented.

No discussion. Ayes – 4  Motion carried unanimously. (Board Member Kiser had not yet arrived)

APPROVAL OF REGULAR (ACTION) AGENDA

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

No discussion. Ayes – 4  Motion carried unanimously. (Board Member Kiser had not yet arrived)

CITIZEN & BOARD COMMENTS

Citizen Comments:
Debbie Holmes Estes Park resident and owner of MedX voiced her concerns in regards to the Estes Valley Community Center. Ms. Holmes stated that she does not supported this project, as it could affect her livelihood. Ms. Holmes requested to see what the District would be purchasing and asked how much money would be spent on equipment. Ms. Holmes also requested a private meeting with members of the Board. Executive Director Tom Carosello responded that the budget for exercise equipment $290,000. Ms. Holmes then stated she would like to know exactly how many treadmills and other exercise machines would be purchased. Mr. Carosello stated he would give her a copy of the RFP (Request for Proposal) and responses when it is available.
Board Comments:
Board Member Duell stated that he has received multiple compliments on the good job Nolan Oberg is doing in the Recreation Department, noting that both parents and kids really like him. Mr. Duell also mentioned that Boyd Williams would be a person Dawn Wilson, Manager of Marketing and Communication should talk to. Mr. Williams could be very helpful by sharing the history of the District with her. Board Member Gengler noted that there is a large wooden book in the Administration Office that has the history of the District up to 1978.

Board Member Richardson stated that she attended the meeting at the Aquatic Center with the Swim Club and believes that they are moving in the right direction.

Board President Czarnowski 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 reported that they have met with Kathy Asche and she is willing to assist the District with establishing a nonprofit foundation. Mr. Carosello noted that the previous Estes Valley 501c has been dissolved. Mr. Carosello and Dawn Wilson attended their 1st Wedding Association meeting, and the District is still receiving referrals from other members of the Wedding Association.

Discussion: Board Member Duell would like to review the landscaping plans for the Community Center. Tom Carosello noted that He and Teresa Jackson are having the Garden Club look into the plans to get a better idea at what would grow the best, and not be a buffet for the elk and deer. Board Member Duell also asked if the District has received any more Senior Advisory applications. Mr. Carosello replied, he has been approached by a few people, but no additional applications have been received. The Senior Advisory Committee is still open, and posted on our website. Board Member Duell then asked the status of both the Library (in regards to their funding) and the Stanley Park-Bike Park. Mr. Carosello replied that he does not know the Library’s funding status, but he is not worried. He also noted in regard to the Bike Park, he and Matt Enrietta have met with the school and they are still working on obtaining a MOU with them.

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

Mr. Slinger in addition to his written report, provided an update on the campground projects. Mr. Slinger reported that at Mary’s Lake Campground they hit bedrock at 350ft. He has completed a blasting plan with Ron Duell, but the BOR would not give us permission to blast. They are now working with a non-explosive expanding grout. They have already used 1 box of this expanding grout and it did break up the rock. He also noted that this a slower process, a job that would have typically taken 1 day is now 3 days. In regards to the East Portal Campground Bath House site work, Rocky Mountain Water Works will be mobilizing soon. This should be a much easier job, as they are not expecting to hit any rock. Mr. Slinger has had to go to the Town of Estes Park – Light and Power Department to work an order to install a 300ft line underground for primary power. This is expected to cost about 9,000, but they have not received a timeline from the Town of Estes Park – Light and Power.

Discussion: Board Member Duell asked why ProTech only bid on the plumbing and not the electrical. Mr. Slinger replied the bid for plumbing alone, without the dirt work came in at $6,500. The cost for Town of Estes Park-Light and Power to run the primary power directly is minimal at $9,000.

Board Member Richardson asked if using the expanding grout is cheaper then blasting. Mr. Slinger replied not really, but it is faster than waiting for a permit from the BOR. The cost for the expanding grout is $100 per box, which 10 boxes have been ordered. Mr. Slinger noted that they will submit information and request permission to the BOR before the next job starts to be on the safe side.

Other projects discussed included the Estes Park Golf Course Club House Stair Replacement and Railing repair, The Fish Creek Trail, and the Stanley Park – Parking lot design.

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

Mary Davis, Finance Director gave an overview of her written report, and also noted that she really appreciates how Mr. Slinger closely watches the budget on all of his projects. Mrs. Davis stated that the Auditors came the 1st week of April and we should be receiving a draft report soon. Once the report is received, a Board Work Session will be scheduled. They are currently working on updating polices and focusing on FEMA Project Closeouts, which they will need to re-submit all the unpaid invoices.

Discussion:
Board Member Duell asked what FEMA project had not yet been paid. Mrs. Davis replied the one for she is concerned is the additional work on the 17th hole at the Estes Park Golf Course, as expenses of $40,000 have yet to be reimbursed.

Board Member Gengler asked, what the current balance of the Trails Fund is, as he is only seeing $400,000 in the line item. Mrs. Davis replied, the Trails Fund has a balance of $822, 000 the other amount of $422,000 is not listed as a line item as it is in ColoTrust. Mr. Gengler asked why it is in ColoTrust. Mrs. Davis replied, the interest is at a higher rate.

The Board thanked Mrs. Davis.
OLD BUSINESS

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

Chuck Jordan, (RLH Engineering, Inc.) supplied a written report prior to the meeting.

Executive Director Tom Carosello gave an overview of Mr. Jordan’s written report “Progress Report #13” as Mr. Jordan was unable to attend the meeting. Mr. Carosello invited everyone to take a tour of the EVCC construction site. Mr. Carosello also reported that the plans have been submitted to the Town of Estes Park for the alterations to the existing Aquatics Center. He also noted that the “Signing the final beam” will be scheduled soon, as the center should be roughed in by the end of May or beginning of June.

*Discussion:* Board Member Richardson stated the she believes we need more P.R. focused on the Community Center. Mr. Carosello responded by saying he will talk to Dawn Wilson, Manager of Marketing and Communications to see if she has more ideas. We will continue posting to Facebook and doing presentations, as many have been done and are scheduled.

Board Member Richardson then asked how the recent presentation at the Senior Center went. Mr. Carosello replied it went very well.

Board Member Genglcr recommended re-contacting the Pre-Campaign groups and offer to present.

NEW BUSINESS

*Contribution to Childcare Needs Assessment*

Executive Director Tom Carosello introduced the agenda item stating the Childcare Services Committee of the Estes Park Economic Development Corporation is conducting a fund-raising effort in order to hire a consulting firm to perform a childcare needs assessment study. Members of the committee contacted him earlier this month to gauge the District’s interest in contributing to this effort. Since the District does not have a line item in the 2017 budget which would correspond to this type of request, a contribution in any amount would have to come from District reserves.

Jon Nicholas was asked to speak, and answer any questions the Board may have. Mr. Nicholas stated that Estes Park EDC had not budgeted for this study either but the study is needed. The Childcare Services Committee has met every week since January 2017, noting that Travis Machalek is spearheading the committee. The Committee has approached EVICS, the Estes Park School District, the YMCA, Estes Valley Partners for Commerce, and the Town of Estes Park to also help fund this study. Mr. Nichols believes this study would provide a detailed understanding of what the problem is. This assessment would give the community a clear picture of our childcare problem.

*Discussion:* Board Member Genglcr asked if the total cost was not $40,000 would they refund each organization. Mr. Nicholas replied yes. Board Member Duell commented that the study sounds very expensive for a problem we already know we have. Board Member Richardson mentioned the problems the YMCA has encountered financially in regards to providing childcare. Board Member Duell stated that his opinion is he would rather give $5,000 in free basketballs to children in the District.

Board Member Kiser believes that this is a community problem and the District should be involved. Board Member Richardson asked Finance Director Mary Davis if we had the $5,000 to pledge. Mrs. Davis replied we would have to take it out of the Districts reserves.

Moved by Stanley G. Genglcr, seconded by Dave Kiser, to authorize a pledge of $5,000 to the Childcare Needs Assessment Study.

No further discussion. Ayes – 4  Nays -1 (Duell) Motion carried by majority.

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
Board President Czarnowski asked what the District was doing to celebrate the 100 year anniversary of the Estes Park Golf Course. Mr. Czarnowski believes that we should join with the Town of Estes Park, and celebrate. Executive Director Tom Carosello replied that Dawn Wilson has been talking to Mark Miller to find out what he would like to do. Mr. Czarnowski would like Dawn Wilson to give the Board an update in regards to what is being planned for the 100 year anniversary.

Executive Director Tom Carosello stated that we might need to schedule a Special Board Meeting before the end of May to establish fees and hours of operations for the Estes Valley Community Center. A Board Work Session would also be needed once the audit report is received. Mary Davis will reach out to the Auditors and get a list of dates they would be available to join the Work Session.

Meeting adjourned at 8:11 p.m.

Ken Czarnowski, Board President

Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant