

## RECORD OF PROCEEDINGS

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### MINUTES OF BOARD WORK SESSION OF THE BOARD OF DIRECTORS OF ESTES VALLEY RECREATION AND PARK DISTRICT

*Wednesday, May 4, 2016 – 1:00 p.m.  
Lake Estes Golf Course Pro Shop  
690 Big Thompson Avenue, Estes Park, CO 80517*

Present: Kathy Asche, Ken Czarnowski, Ron Duell, Dave Kiser  
Staff: Tom Carosello (Executive Director), Janet Carabell (Administrative Assistant)  
Guests: Stan Gengler, Jason Huestis (Adolfson & Peterson), Michelle Hiland (1767 Wildfire Road, Estes Park), Arthur Messal (1767 Wildfire Road, 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 1:01 p.m.*

Board President Asche began the meeting with the Pledge of Allegiance. Ms. Asche asked if any Board members had conflict of interests related to the agenda. No conflicts of interest were disclosed.

#### ***Approval of Agenda***

Moved by Ron Duell, seconded by Ken Czarnowski, to approve the agenda, as presented.

No discussion. Ayes – 4. Motion carried unanimously.

#### ***Community Center General Contractor/ Construction Manager Contract (Approval)***

Tom Carosello and Chuck Jordan, Owner's Rep for the Estes Valley Community Center (EVCC), led the discussion. In response to the RFQ issued by RLH Engineering to solicit qualified construction management/general contractor companies for the community center project in early March, the District received submittals from four firms, then conducted interviews with three firms on March 28.

At the April 19, 2016, regular Board meeting, the Board acted on a recommendation from the interview committee and authorized staff and RLH Engineering to begin contract negotiations with Adolfson and Peterson Construction for construction management and general contractor services for the EVCC project. A standard AIA contract was used after being reviewed and edited by EVRPD's law firm. Based on appropriate fee structure, relevant project experience and contract terms approval by EVRPD legal counsel, staff recommended that the contract for construction management and general contractor services for the Estes Valley Community Center project be awarded to Adolfson and Peterson Construction.

#### ***Discussion:***

*Citizen comments:* Stan Gengler asked: Were Exhibits A & B in the contract included as part of the interview process? [Yes.]; Can local contractors do a project of this size? [Not GC work; locals will be considered for some sub work.]; Sales tax wording is vague in contract. [Standard AIA contract wording; A&P comptroller ensures that taxes are handled correctly; some taxes have to be paid by GC and subs.]; How is "sufficient amount" for retainage listed in contract determined? [Defined by state statute.] Art Messal, district resident and president of Vista Ridge HOA, provided written comments (*included at end of these minutes*). A summary of Mr. Messal's comments include: solidifying the GC/CM contract is premature without solidifying the building design; that senior center is not integrated into the community center and has limited operation hours; there are seventeen restrooms with multiple stalls in the building design (too many); he would like hot tubs added to the design; the design should be based on community input rather than on stakeholder's interests; he fears the community center will compete with MedEx and Rocky Mountain Health Club. Michelle Hiland stated that although a lot of public input was solicited, she does not feel this research and data was included in the building design. She cited the senior center as an example. Ms. Hiland read quotes from previous EVCC reports and studies.

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*Board comments:* Board president Asche responded to public comments and suggested that Mr. Messal and Ms. Hiland provide their written comments to the Town Trustees. Ms. Asche stated that the Town's master plan lists the first alternative for a senior center to be a standalone facility and that the Town expects their preferred alternative to be placed within a community center, that the Town is not helping financially with any other part of the community center, that EVRPD's original plan was to include senior services in the community center and not as a separate senior center, and that the Town wants a separate senior center facility inside the community center. Ms. Asche also noted that when the senior center is not operating, the senior center space will be used for other community programming. Other discussion included: When will a Community Center Director and Maintenance Supervisor be hired? [Jobs will be advertised this fall.] How will change orders be handled? [RLH establishes baselines and allowances for equipment and materials to be used. Construction contingencies are built into Owner's Rep and GC/CM contracts, and a guaranteed maximum price exists for the project. Adolfson and Peterson will bid out and vet all sub-contractors; A&P is responsible for creating bid table and items missed in bids, etc.] Chuck Jordan noted that the design schematics are ~one-third complete.

Moved by Dave Kiser, seconded by Ken Czarnowski, to award the contracts for construction management and general contractor services for the Estes Valley Community Center project to Adolfson and Peterson Construction.

No discussion. Ayes – 4. Motion carried unanimously.

### ***Shared Parking MOU with School District (Approval)***

As part of the submittal requirements for the Estes Valley Community Center (EVCC) development-review process, EVRPD must submit a statement regarding how it intends to "mitigate" the potential need for additional parking at peak periods of operation and during large events. The current EVCC site plan accommodates approximately 262 parking spaces; town codes could potentially call for over 300 spaces. There is no additional room or budget for more parking spaces in the site plan. However, EVRPD can seek "relief" from the town codes by formally stating how adjacent parking lots can be utilized to satisfy the town requirements. At the suggestion of RLH Engineering and Ohlson Lavoie Collaborative Designs, legal counsel for the school district and EVRPD drafted a brief MOU to address the issue. The MOU will be included as an addendum to the existing facility-use agreement with the school district.

Moved by Ken Czarnowski, seconded by Ron Duell, to approve the shared parking memorandum of understanding between the Estes Valley Recreation and Park District and Estes Park School District R-3.

No discussion. Ayes – 4. Motion carried unanimously.

### ***Appointment to Fill Board Vacancy through May 2018 (Approval)***

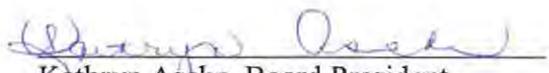
In response to the announcement of Ben Greer's resignation from the Board in March, the Board received six letters of interest from District residents and interviewed the top four candidates during an April 25 Board Work Session: Marie Richardson, David Batey, Chuck Scott and Kristen Berg. The selected candidate will serve the remaining two years of Mr. Greer's term, which will expire in May of 2018.

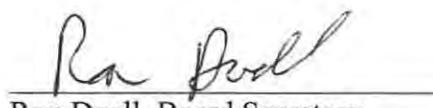
Moved by Ron Duell, seconded by Dave Kiser, to approve the appointment of Marie Richardson to the Estes Valley Recreation and Park District Board of Directors for a two-year term expiring in May of 2018.

*Discussion:* It was a tough decision. All candidates are encouraged to run for the Board in a future election.

No further discussion. Ayes – 4. Motion carried unanimously.

*Meeting adjourned at 2:02 p.m.*

  
Kathryn Asche, Board President

  
Ron Duell, Board Secretary

*Recorded by Janet Carabell*

EVRPD Board,  
Estes Park Town Board,  
Various other stakeholders,  
Residents of the Estes Valley,

Below I present some significant problems with the current Community Center project. I also present the beginnings of a solution, intended to help show a seemingly obvious alternative that is a win-win. This project has the potential to be an incredibly valuable addition to our small community.

Members of the EVRPD board, town board, and other stakeholders: we expect action to be taken immediately and this situation corrected. We will be contacting you individually and collectively to follow up. We expect prompt attention to this issue.

## The Problem

The Community Center project is in a bad state.

Here are a few selected issues to illustrate that:

- There are 17 bathrooms! Not 17 toilets, 17 full bathrooms, many of them have multiple stalls.
- There is a golf simulator but no hot tub or sauna.
- There are 4 locker rooms, 2 additional "changing rooms" and what appears to be an extraordinarily large family change area.
- There are many areas designated for a certain function or stakeholder but there are no details available regarding what they'll actually be used for or if they will even be used.
- There is a large commercial kitchen that will cost several hundred thousand dollars, the only planned purpose is for the meals the Senior Center serves. The Senior Center currently provides about 27 meals per day on average (based on 2015 numbers).
- Managing two connected facilities with different entrances, fees, and hours presents some incredible logistical problems.

Most worrisome is that the current design is not a Community Center, it's essentially a stand alone Recreation Center and a stand alone Senior Center. There is little to no integration as was suggested during the discussions before and after the 1A campaign. Some background: The Senior Center offers meals, classes, activities, fitness classes, and a place to socialize, to the entire community. They are considering ending the meal program. A Community Center offers a recreation center, classes, activities, fitness classes, and a place to socialize, to the entire community. Because of the separation, the current plan duplicates fitness areas, office space, changing areas, flex space, bathrooms, programs, staff, community areas, etc. This duplication takes up resources that are needed to make this a great facility. The current plan is an incredibly inefficient duplication of resources and not in the spirit of community.

It's clear that the project is the result of "design by committee" and not the result of a common vision. *If this project doesn't radically change we run the risk of another underutilized facility and miss an opportunity to make a fantastic place for the community to gather, get fit, learn, mingle, and enjoy.*

## A Solution

I will present some common sense changes as a beginning, it's up to various staff and boards to make this and more happen.

- We need a common vision and a more reasonable design process. Various stakeholders need to realize that this facility is for the community, not their interests.
- The Senior Center and Community Center must be one in the same. In a small town with majority seniors it just doesn't make sense to maintain two separate facilities, staff, programs, etc. A single facility will be bigger and better equipped to handle future growth.
- Sanity needs to be brought to the design: We live in the cold mountains, add a hot tub and sauna. Racquetball courts need to be considered. Virtual golf? Well, it'd be awesome, but let's get the basics first. Fewer bathrooms, a single office space, ditch the extra change rooms, remove spaces that don't have a clear purpose, etc...

- The programming needs to be thought through. One option is for the Senior Center staff to move into a Community Center programming role, enhancing the Senior focused classes, events, trips, etc, but also adding the same that are oriented towards the community as a whole.
- Skip the kitchen. The Senior Center is considering ending their meal program anyway, it's just not utilized enough to justify such a cost.
- The current design is lacking enough lounge/working area. This is critical for the Community aspect.
- The fee structure needs to be simplified. I suggest that there be two areas, a Community area with free entrance and a Recreation area where the fee is charged.
- Classes, events, fitness opportunities, etc, for both Seniors and the Community should utilize the same areas and be managed by the same staff.

### Important Considerations

- The Community Center will offer all of what the Senior Center offers, and far more.
- A combined facility will allow for far more growth than two smaller facilities.
- Based on talking to many seniors, they are more concerned about the recreation aspect of the Community Center than the senior aspect.
- Regarding the hesitation to compete with local businesses. We currently have two businesses that this might apply to, one is very limited in what it offers and the other is very expensive and becoming tourist focused. It's absolutely irresponsible to limit this facility for the sake of these businesses.

### Previous Community Input

The town held many public presentations, focus groups, open public forums, surveys, etc. The community has spoken, we want a Community Center with integrated Senior Services, not two separate facilities. Here are some excerpts from related publications over the past few years to illustrate this point:

- "Community members conveyed that they would like a new multi-purpose facility that can be flexible, accommodate a wide range of activities, and have multi-generational appeal."
- "The new facility must be flexible and serve as a hub for the community that brings people together and continues to build on the positive vibe in the area."
- "From a recreation standpoint, the most highly sought after amenities for the new center should include an indoor walking / jogging track, fitness space, and ample gym space. Due to the current lack of appropriate space, the new facility should also double as a community meeting space that can host a variety of events and activities for Estes Park residents and local businesses."
- From the Town Administrator: These funds are being set aside and saved for the future Community Center and integrated Senior Services provided by the Town.

The basic idea of a Community Center is not particularly ambiguous, just consider what most of these types of facilities have in common: a gymnasium, racquetball courts, lane pool, family pool, hot tub, sauna, wide variety of free weights, circuit training equipment, locker rooms with showers, family change rooms, a variety of small, medium, and large multi use rooms, fitness rooms, lounge area, large multi purpose room. An indoor track, small kitchen, steam room, climbing wall, and group cycling are very common while golf simulators, skating rinks, tennis, etc, are awesome to have but depend on budget and relevance. Let's at least start with the basics and go from there.

I look forward to working with everyone to make the best Community Center possible!

Arthur Messal