

RECORD OF PROCEEDINGS

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

*Tuesday November 21, 2017 – 7 p.m.
Estes Park 18-Hole Golf Course Club House
14810 Golf Course Road, Estes Park, CO 80517*

Present: Ron Duell, Dave Kiser, Marie Cenac
Absent: Ken Czarnowski, Stanley C. Gengler, (Excused Absence)
Staff: Tom Carosello, Mary Davis, Heather Drees
Others: Mike Bryson (Estes Park), Chuck Jordan, (RLH Engineering, Inc.), Sharyn Gartner (EPGAC-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. October 17, 2017 Regular Board Meeting
- B. Trails Committee Minutes:
 1. October 3, 2017
- C. Senior Advisory Committee:
 1. October 11, 2017
- D. Staff Reports:
 1. Golf Operations
 2. Recreation Operations
 3. Community Center Operations
 4. Golf Maintenance
 5. Parks/Trails Maintenance
 6. Campground Operations
 7. Human Resources
 8. Marketing and Communications
 9. Financial Reports
 10. Paid Bills

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

No discussion. Ayes – 3 Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

Moved by Marie Cenac, seconded by Dave Kiser to approve the regular (action) agenda as presented.

No discussion. Ayes – 3 Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments: Sharyn Gartner, District resident and Estes Park Gun & Archery Club (EPGAC) President, supplied a written report prior to the Board Meeting which included usage at the indoor and outdoor shooting ranges, and Public Days at Common Point. Ms. Gartner gave an overview of the written reports and future plans in regards to the the Shot Barrier Curtains. Ms. Gartner also reported that the gutters will be replaced at the indoor range when the other gutters are replaced at Stanley Park. Ms. Gartner invited the Board to the yearly EPGAC meeting, which will be held at the American Legion on January 18th starting at 6:00p.m. Ms. Gartner noted that there are currently 4-term limited officers and they are seeking volunteers to fill the vacancies. Executive Director Tom Carosello asked if the outdoor range was still assessable. Ms. Gartner replied yes, and noted she remains in contact with Kiewit and CDOT.

RECORD OF PROCEEDINGS

Board Comments: Board Member Duell stated he is concerned with the new parking lot at the community center. He believes with all of the islands it will be a nightmare to plow. Executive Director Tom Carosello noted that John Feeney and Jason Lykins have reviewed the plans and they believe the best way to remove the snow will be to push the snow to the north, Mr. Carosello also noted plow markers will be installed soon.

Board Member Cenac asked why the stone on the community center looks like two different colors. Board Member Duell added, the stone looks like two separate lots. Executive Director Tom Carosello reported that they will be power washing the stone soon in hopes that it will look better. If this does not work they will look into adding an architectural element to hide the difference.

Board Vice President Duell 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: Childcare Assessment/Boys and Girls Club of Larimer County, Stanley Park Master Plan, Stanley Bike Park, Devils Gulch Trail, Fall River Trail, and the Establishment of a District Foundation/501c. In addition to his written report Mr. Carosello reported that a temporary CO has been obtained for the existing aquatics facility. Workers continue to work on the punch list as the facility is currently at 90% completion. Mr. Carosello noted the facility can be accessed by using the southeast entrance. Mr. Carosello also reported that he and Parks and Recreation Director Matt Enrietta will meet with the new Director of the Boys and Girls Club on Friday, December 1st.

Discussion: Board Member Duell asked what area of Stanley Park would be affected by the Boys and Girls Club plans for a new building. Mr. Carosello replied, their current plans would place the new building east of the tennis courts, which would affect the proposed pump track for the Stanley Park-Bike Park. Board Member Kiser asked if Mr. Carosello was surprised that this project has gotten this far. Mr. Carosello replied yes and no, noting the District would still like to have a partnership with the Boys and Girls Club.

Project Manager Report

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

Mr. Slininger supplied a written report which included the following projects; East Portal Campground Shower/Restroom, Devil's Gulch Multi-Use Trail, Mary's Lake Campground Sewer Line Rehab/Construction, Fish Creek Trail, and the Stanley Park- Parking Lot design. Executive Director Tom Carosello gave an overview of the report as Mr. Slininger was unable to attend the meeting.

Discussion: Board Member Duell noted the price for the Devils Gulch Multi-Use Trail is going up, and asked what the next step was. Executive Director Tom Carosello noted that the District has committed \$200,000 for the Fall River Trail and is hesitant to start a second trail project. Board Member Duell agreed and stated he would like to see the District look for a grant before starting another trail project. Board Member Duell also asked how much it would cost to remove the existing recreation building in Stanley Park. Mr. Carosello replied, he believes it would be about \$5,000 to \$10,000.

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 noted that revenue is slow this time of year, but Trail Blazer memberships for the new community center will be available starting Monday, November 27th. Ms. Davis noted that she continues to work on the 2018 Budget and encourages Board members to email any comments, questions, or concerns.

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.

Chuck Jordan, of RLH Engineering, gave an overview of the "Progress Report #20." In addition to his written report Mr. Jordan reported that the pump room equipment in the existing aquatics facility is functional but not great. Contingency money could be used to replace the pump room equipment, which would be presented to the Board at a future meeting.

Discussion: Board Member Duell stated he thought the pump room equipment was going to be replaced. Executive Director Tom Carosello replied that the pump room equipment was not scoped in the project. Having boilers and pumps and such sitting for 5 to 6 months can ruin valves, diaphragms, and other parts. Board members agreed that replacing this equipment is needed and will look at the cost and duration/schedule when it is available. Board Member Duell then asked what the completion percentage of the project was. Mr. Jordan replied they hit 88% today, and noted that they will start pouring concrete for the new pool next Tuesday.

RECORD OF PROCEEDINGS

NEW BUSINESS

None

FURTHER BUSINESS

Meetings to Schedule

Moved by Marie Cenac, seconded by Dave Kiser to reschedule the December Regular Board Meeting from Tuesday, December 19th to Thursday, December 14th, 2017.

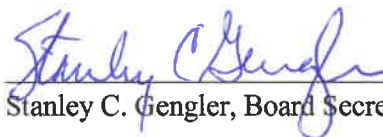
No discussion. Ayes – 3 Motion carried unanimously.

- **Next Regular Board Meeting:**
Thursday, December 14, 2017 – 7:00 p.m. – 18-hole Golf Course Clubhouse
- **Trails Committee Meeting:**
Tuesday, December 5, 2017 – 6:00 p.m. – 18-hole Golf Course Clubhouse
- **Senior Advisory Committee Meeting:**
Wednesday, December 13, 2017 – 10:00 a.m. – EVRPD Recreation Office

Meeting adjourned at 7:37 p.m.



Ken Czarnowski, Board President



Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant