

RECORD OF PROCEEDINGS

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

*Thursday December 14, 2017 – 7 p.m.
Estes Park 18-Hole Golf Course Club House
1480 Golf Course Road, Estes Park, CO 80517*

Present: Ken Czarnowski, Stanley C. Gengler, Ron Duell, Dave Kiser, Marie Cenac
Absent: None
Staff: Tom Carosello, Mary Davis, Heather Drees
Others: Chuck Jordan (RLH Engineering, Inc.), Les Fernando (A&P Construction), 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 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. November 21, 2017 Regular Board Meeting
- B. Trails Committee Minutes:
 - 1. October 3, 2017
- C. Senior Advisory Committee:
 - 1. November 8, 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 Ron Duell, seconded by Marie Cenac to approve the consent agenda as presented.

No discussion. Ayes – 5 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 – 5 Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments: None

Board Comments: Board Member Duell stated he is disappointed in the negativity from EPSCC Inc., but he is encouraged with the direction the Senior Advisory Committee is moving in. Board Member Cenac agrees, and stated that we need to make sure we do everything we promised, and move forward. Board President Czarnowski added that he appreciated the effort and letter published in both newspapers by Wendy Koenig.

(Board Member Gengler asked for an overview of the EPSCC Inc. membership meeting.) Executive Director Tom Carosello gave an overview of the membership meeting he attended on _____, Mr. Carosello noted that he did stay after the meeting to answer questions about the new center as there is still misinformation out in the community.

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Board Member Gengler stated that he agrees with the other Board Members, we need to move forward. Mr. Carosello agreed and stated that the EVRPD Senior Advisory Committee is energized and working on getting the correct information out into the community.

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: 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 he and Parks and Recreation Director Matt Enrietta met with the new Director of the Boys and Girls Club on Friday, December 1st in which they learned they do not have any intention to build a facility at Stanley Park in the near future, noting the new Director was interested in working together. With this new information, Mr. Carosello contacted Todd Plummer (Estes Park Cycling Coalition) and informed Mr. Plummer that they could move forward with the pump track portion of the Stanley Park Bike Park.

Discussion: Board Member Duell asked what area of Stanley Park would the pump track be constructed. Mr. Carosello replied, their current plans would place the pump track on the north end of Manford, east of the tennis courts.

Board President Czarnowski asked if the District had made plans for the existing building at Stanley Park. Mr. Carosello replied that there is no official plans to date, but noted the District has received some demolition quotes but nothing will be decided until spring.

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 how close to completion is the Mary's Lake sewer line construction project. Mr. Carosello replied the project should be done by the end of the year, except for paving which will take place this spring. Board member Duell then asked if Project Manager Kim Slininger was satisfied with the work completed at the Fish Creek Trail. Mr. Carosello replied, he believes so as he has not heard otherwise. Mr. Carosello then stated that there is one area near Scott Avenue that the District will need to watch, as the material used to rebuild the section of trail is different than what was used previously.

Board Member Gengler asked about the Fall River Trail grant progress, and questioned why a Land and Water fund grant was being pursued for this project. Mr. Carosello replied, the Town of Estes Park is the lead on this project, the Town had applied for a GOCO grant but was not awarded the grant. Now that GOCO has removed the March cycle for grant funding, the Town is looking into other smaller grant opportunities until they can reapply for a larger grant with GOCO.

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 so she is watching cash flow closely. Ms. Davis reported that at she began to receive revenue receipts from the Estes Valley Community Center at the end of November, which will be placed in un-earned revenue.

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 #21." In addition to his written report Mr. Jordan reported that the project is at 90% completion, noting the primer / 1st coat of paint has been applied and mechanical units have been installed on the roof. Mr. Jordan also reported in regards to the color of the stones placed on the building, they continue to look into options to correct it, noting the stone manufacturing company is coming to the jobsite to look at the rock. Some options at this time include placing a decorative item on the rock, or re-blending the stones

Discussion: None

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Contract Change Order #8 (Discussion/Action)

Chuck Jordan, (RLH Engineering, Inc.), introduced the Action Item.

Chuck Jordan, of RLH Engineering, stated that as reported last month the pump room equipment in the existing aquatics facility is functional but not great. EVCC contract contingency amounts remain at levels allowing for the “buy-back” of alternates and scope changes necessary for improvements to the facility. Prioritized alternates and desired scope changes for Owner Change Order No 8 includes the pump room equipment that needs to be replaced. Mr. Jordan explained each item listed on the “Owner Change Order NO. 8” in detail, and asked for any questions.

Discussion: Board Member Gengler asked Mr. Jordan to explain what construction contingency money is. Mr. Jordan explained both owner’s contingency and construction contingency money in detail.

Moved by Stanley C. Gengler, seconded by Marie Cenac to approve “Owner Change Order NO. 8”, increasing the guaranteed maximum price of the Estes Valley Community Center to \$24,020,722.

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

NEW BUSINESS

2018 Budget and 2017 Supplemental Budget (Discussion/Action)

Mary Davis, Financial Director and Budget Officer reported that staff has converted the 2018 Proposed Budget from the working document to the legal requirements of the Colorado Division of Local Government. The required documentation for implementation of the 2018 Budget are as follows:

- Resolution 2017-03 to Adopt the Budget
- Resolution 2017-04 to Appropriate Sums of Money
- Resolution 2017-05 to Set Mill Levies for Larimer County
- Resolution 2017-06 to Set Mill Levies for Boulder County
- Resolution 2017-07 to Adopt the Supplemental Budget for 2017

Overview of the Budget Process

A staff-prepared budget was delivered to the Board on October 10, 2017 and a budget work session was held with the Board and managers on October 12, 2017. The Public Hearing was held at the October 17, 2017 Regular Board Meeting. One written citizen comment was received and was taken into consideration in the final budget.

The Board can approve each budget resolution individually or the Board can approve all the budget resolutions presented at the meeting as one group if there are no questions or further discussion regarding the budget or the resolutions. The Board decided to approve all resolutions by one motion.

Discussion: Board Member Duell stated that the cost for the new monument signs seemed high. Executive Director Tom Carosello agreed, and stated that all of the bids received came in higher than they expected. Board Member Duell then asked what the new blade would be used for. Ms. Davis replied, the blade would be used for trail maintenance.

Moved by Stanley Gengler, seconded by Ron Duell to approve Resolutions 2017-3, 2017-4, 2017-5, and 2017-6, to Adopt the 2018 Budget, Appropriate Sums of Money, and Set the Mill Levies for Larimer and Boulder Counties; and Resolution 2017-7 to Adopt the Supplemental Budget for 2017.

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

Member Support of Lottery Renewal and the Protection of GOCO Funds (Discussion/Action)

Tom Carosello, Executive Director introduced the action item. Mr. Carosello explained that after Colorado voters approved a state lottery in 1980, the General Assembly created a Lottery Division in the State Department of Revenue to administer the program. In 1992, voters adopted the Great Outdoor Colorado (GOCO) amendment to the state constitution, earmarking up to 50% of annual Lottery proceeds to the trust.

Colorado's Lottery Division is constitutionally required. When Colorado voters approved a state lottery in 1980, the General Assembly created a Lottery Division in the State Department of Revenue to administer the program. The Lottery Division is set to expire in 2024 unless extended by the General Assembly, which will consider the extension during its 2018 session.

The reauthorization of the Colorado Lottery Division during the 2018 legislative session will allow Colorado Lottery's proceeds partners to continue to plan proactively, manage budgets effectively, and put Lottery dollars to great use.

Discussion: None

Moved by Stanley C. Gengler, seconded by Marie Cenac to approve Resolution 2017-8 to support the Reauthorization by the General Assembly of the Colorado Lottery Division in 2018.

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


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FURTHER BUSINESS

Meetings to Schedule

- **Next Regular Board Meeting:**
Tuesday, January 16, 2018 – 7:00 p.m. – 18-hole Golf Course Clubhouse
- **Trails Committee Meeting:**
Tuesday, January 2, 2017 – 6:00 p.m. – 18-hole Golf Course Clubhouse
- **Senior Advisory Committee Meeting:**
Wednesday, January 10, 2017 – 10:00 a.m. – EVRPD Recreation Office

Meeting adjourned at 8:20 p.m.



Ronald I. Duell, Board Vice President



Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant