Regular Meeting of the EVRPD Board of Directors Tuesday, May 21, 2019

Board President:

1. Calls Meeting to Order
   a. Leads the Pledge of Allegiance
   b. Moment of Reflection
   c. Conflict of Interest Disclosures
      Before the meeting commences, the Board President asks:
      “Are there any Board Members who need to disclose a conflict of interest related to the agenda items?”
      [If there is a conflict, the Board member explains the conflict and then recuses himself/herself from the meeting before the Board discusses that agenda item.]

2. Consent Agenda
   The consent agenda is considered a single item on the agenda and is approved by a single vote.
   Board member 1: I move to approve the consent agenda, as presented.
   Board member 2: I second the motion.
   Board president: There is a motion and a second to approve the consent agenda.
   All in favor, signify by saying “Aye.”
   A request to remove an item from the consent agenda:
   Board member: I would like to request that the Item ‘xx’ be pulled from the Consent Agenda for discussion and placed under the “__” portion of the regular agenda.
   Board president: All in favor of approving the Consent Agenda, minus Item ‘xx’ signify by saying Aye.

   If the vote passes, Item “xx” is discussed as a regular discussion item after the vote. ONLY items moved off the consent agenda are held out for discussion.

3. Approval of Regular (Action) Agenda
4. Citizen and Board Comments
5. Administrative Reports
6. Old Business
7. New Business
8. Further Business
9. Adjournment
1. CALL TO ORDER
   A. Pledge of Allegiance
   B. Moment of Reflection
   C. Conflict of Interest Disclosures

2. CONSENT AGENDA
   A. EVRPD Board of Directors Meeting Minutes:
      1. April 16, 2019 Regular Board Meeting
   B. Estes Valley Trails Committee Meeting Minutes:
      1. None
   C. Senior Advisory Committee Meeting Minutes:
      1. None
   D. Staff Reports:
      1. Golf Operations
      2. Recreation Operations
      3. Community Center Operations
      4. Golf Maintenance
      5. Parks/Trails Maintenance
      6. Marina Operations
      7. Campground Operations
      8. Human Resources
      9. Marketing and Communications
      10. Financial Reports
      11. Paid Bills

3. REGULAR (ACTION) AGENDA

4. BOARD ORGANIZATION
   A. Election of Officers
   B. Committee Appointments
   C. Conflict of Interest Forms
   D. Board Attendance Sheets

5. CITIZEN & BOARD COMMENTS

6. ADMINISTRATIVE REPORTS
   A. Executive Director Report
   B. Finance Director Report

7. OLD BUSINESS
   A. None

8. NEW BUSINESS
   A. Proposal to Authorize Electronic Payments of Expenses (Discussion/Action)

9. FURTHER BUSINESS
   A. Meetings to Schedule

10. ADJOURNMENT

The Board reserves the right to consider other appropriate items not available at the time the agenda was prepared.

Stanley C. Gengler, Board Secretary
Agenda Title: Consent Agenda

Submitted by: Tom Carosello, Executive Director

The Consent Agenda for the May 21, 2019 Regular Board Meeting includes:

A. Board Minutes:
   1. April 16, 2019 Regular Board Meeting

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

Attachments:

___ Resolution  ___ Letter  ___ Other:
X  Report  X  Minutes
___ Contract  ___ Map

Board Action Needed:
A Motion to (approve or modify) the Consent Agenda as presented.
MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS
OF
ESTES VALLEY RECREATION AND PARK DISTRICT

Tuesday, April 16, 2019– 6 p.m.
Estes Valley Community Center – Chiquita Room
660 Community Drive, Estes Park, CO 80517

Present: Ron Duell, Dave Kiser, Stan Gengler, Jack Holmquist
Absent: Scott Dorman (Excused absence)
Staff: Tom Carosello, Mary Davis, Heather Drees, Ivana Knudson
Others: Petitioners; Walter L. and Mary Ellen Plese, Margaret J. Parker, Gary L. and Janet M. Havener, Aaron P. Samuels and Robyn J. Lake, Joshua W. and Josephine F. Tobey, Victor Zvonek, Dave Phegley and Deborah Decker, Joseph M. and Debra J. Pugliese, Gloria S. Preuss, Stephen L. Occhiuto, Joshua Campbell.
David C. Walker (Petitioners Legal Counsel), Diane D. Miller (Miller & Associates), Geneva T. Hansen (Court reporter/transcriptionist).

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 6:01 p.m.

Board President Duell began the meeting with the Pledge of Allegiance and a moment of reflection. Mr. Duell asked if any Board members had a 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 19, 2019 Regular Board Meeting
B. Staff Reports:
   1. Golf Operations
   2. Recreation Operations
   3. Community Center Operations
   4. Golf Maintenance
   5. Parks/Trails Maintenance
   6. Marina Operations
   7. Campground Operations
   8. Human Resources
   9. Marketing and Communications
   10. Financial Reports
   11. Paid Bills

Moved by Dave Kiser, seconded by Jack Holmquist, to approve the consent agenda as presented.

No discussion. Ayes – 4, Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

Moved by Stan Gengler, seconded by Jack Holmquist, to approve the regular (action) agenda as presented.

No discussion. Ayes – 4 Motion carried unanimously.
RECORD OF PROCEEDINGS

CITIZEN & BOARD COMMENTS

Citizen Comments: None

Board Comments:
Board President Duell stated he is glad to see recreation programs going so well. Board Member Kiser agreed, and added Nolan Oberg is doing very well.

Board 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: Common Point Gun Range Project, Pole Hill Homeowners’ Association, Stanley Park Master Plan Re-evaluation, Evaluation of New Programming Options, Stanley Bike Park, Fall River Trail, the Estes Valley Recreation and Park Foundation, Resource Management Plan/Bureau of Reclamation, EVRPD Staffing, and Policies. Mr. Carosello gave a brief overview of his report, highlighting the Stanley Park Master Plan. Mr. Carosello reported that he will attend a town board study session on April 23 to provide comments on the recently-unveiled version of the plan which includes a 5-acre “placeholder” for a childcare campus in the southwest corner of Stanley Park. The placeholder envelopes the pickleball courts, tennis courts, community garden and large shelter, among other items. Mr. Carosello invited the Board Members to attend.

Mr. Carosello then introduced Ivana Knudson, EVCC Guest Services Manager and asked the Board for questions.

Discussion: Board President Duell asked (in regards to the Stanley Park Bike Park) what a jump line was. Mr. Carosello explained what is was.

Finance Director Report
Mary Davis, Finance Director, supplied a written report prior to the meeting.

Mary Davis, Finance Director gave an overview of the written report reviewing status of the year-to-date actual vs. budgeted revenues and expenses, and cash flow. Ms. Davis stated the Audit field work is over and it went well. Staff is gearing up for the season noting Golf and Campgrounds are on track.

Discussion: None

OLD BUSINESS

Estes Valley Community Center Fee Discussion (Discussion/Action)
Ivana Knudson, EVCC Guest Services Manager supplied a copy of her PowerPoint presentation prior to the meeting.

Tom Carosello, Executive Director stated at both the February and March 2019 Board meetings, the Board and staff continued a discussion regarding whether to lower the non-resident, daily admission rates for the community center to a level consistent with the percentage (resident vs. non-resident) rates are charged at other District facilities and adding family rates.

Ivana Knudson presented her proposal to update the EVCC cost structure. The proposal included; Maintaining current pricing for current offerings, Adding monthly memberships offerings, and Adding group rates for groups of 4, 6, and 8. Ms. Knudson provided background information noting that customer feedback has indicated that the current membership structure is to rigid, and people are willing to pay a premium for flexibility in memberships. Ms. Knudson would like to try this new membership/pricing model for two weeks.

Discussion: Board President Duell stated he appreciates the input and the work put into this pricing structure.

Board Member Kiser stated that he likes having a monthly membership option and agrees with not decreasing rates but to add more inclusive programing. Board Member Holmquist agrees. Board Member Gengler also agrees but asked if two weeks would be enough time to evaluate these options. Ms. Knudson appreciates the feedback and is open to extending the trial time. Board President Duell agrees with Board Member Gengler, he is worried two weeks would not be a long enough time to evaluate the options.

Moved by Stan Gengler, seconded by Jack Holmquist, to adopt the new pricing structure and strategy as proposed.

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

Fall River Trail Funding (Discussion/Action)
Heather Drees, Senior Administrative Assistant introduced the Action Item.

Heather Drees, Senior Administrative Assistant stated that during a Board work session, it was noted that adopting a Code of Ethics is a best practice for effective Boards. District staff researched and located example Codes of Ethics and developed
a draft for consideration. A motion was made to adopt the EVRPD Board Code of Ethics at the October 2018 Regular Meeting with legal approval. The Board was provided a draft which contained the edits from the EVRPD legal team.

Discussion: None

Moved by Dave Kiser, seconded by Stan Gengler, to adopt the EVRPD Board Code of Ethics as presented.

No Discussion. Ayes – 4. Motion carried unanimously.

NEW BUSINESS

None

FURTHER BUSINESS

Meetings to Schedule

- Next Regular Board Meeting:
  Tuesday, May 21, 2019 – 6:00 p.m. – Estes Park Golf Course Clubhouse, Downstairs Meeting Room

- Special Meeting - 2018 EVRPD Audit:
  TBD

- Trails Committee Meeting:
  Tuesday, June 4, 2019 – 6:00 p.m. – Estes Valley Community Center, Room C

- Senior Advisory Committee Meeting:
  Wednesday, May 8, 2019 – 10:00 a.m. – Estes Valley Community Center, Conference Room

The Regular Meeting of the Estes Valley Recreation and Park District Board of Directors recessed for a short break at 6:25 p.m.

PUBLIC HEARING

Notice of the public hearing was published on April 5th, 2019 in the Estes Park Trail Gazette.

The meeting was called back to order at 6:35 p.m.

Board President Duell opened the public hearing on the exclusion petition by the attorney for the property owners within the Pole Hill area consisting of 32 properties.

Complete transcript attached

Moved by Stan Gengler, seconded by Jack Holmquist to deny the Petition for Exclusion filed on behalf of 32 Pole Hill area properties.

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

Meeting adjourned at 7:12 p.m.

Ron Duell, Board President
Stanley C. Gengler, Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant
REGULAR BOARD MEETING

ESTES VALLEY RECREATION AND PARK DISTRICT

BOARD OF DIRECTORS

PUBLIC HEARING

660 Community Drive

Estes Park, Colorado

Tuesday, April 16, 2019

6:35 p.m.

Re: No. 9(a) on the Agenda: Petition for Exclusion

APPEARANCES:

Board Members Present:
Chairman Ron Duell
Dave Kiser
Stan Gengler
Jack Holmquist

Staff Present:
Heather Drees, Senior Administrative Assistant
Mary Davis, Finance Director
Tom Carosello, Executive Director

PROFESSIONAL COURT REPORTING & TRANSCRIPTION SERVICES
(303) 465-9004
APPEARANCES:

For the Petitioners:

David Walker, Esq.
Brown Dunning Walker, P.C.
2000 South Colorado Boulevard
Tower Two, Suite 700
Denver, Colorado 80222
(303) 329-3363

Also present: Dianne Miller, Esq.

For the Estes Valley Recreation and Park District:

John Chmil, Esq.
Lyons Gaddis
515 Kimbark Street
2nd Floor
P.O. Box 978
Longmont, Colorado 80502
(303) 776-9900
CHAIRMAN DUELL: I'm going to call this meeting back to order. I hereby open the Public Hearing on the Exclusion Petition by the attorney for the property owners within the Pole Hill area consisting of 32 properties.

MR. CAROSELLO: Thank you, Ron. We received this Petition for Exclusion. It is in the proper legal format as required by state statute.

Notice of the Public Hearing was published on April 5th, 2019 in the Estes Park Trail-Gazette and no public comments were received prior to hearing.

For the Staff recommendation for the following reasons I recommend that the Board deny the Proposed Order of Exclusion, while the property is being in the best interest of the District pursuant to Section 32-1-501(3)(a) of the Colorado Revised Statutes.

Um, denial of the Petition is in the best interest of the property seeking exclusion because the District provides access to high quality recreational services.

Exclusion of the properties would impact the access to those services by future owners of the properties and the tax burden on the properties is
minimal compared to the available services.

Also, the denial of the Petition is in the best interest of the District because the District would organize and provide recreational services throughout a mountainous area and granting exclusions based on the property's proximity to the District facilities would not serve the public good and could lead to adverse impacts on the District's ability to fulfill its purpose in providing high quality recreational services to its citizens and visitors.

Also, that the denial of the Petition is in the best interest of Larimer County because the District provides the key services to the citizens and the visitors to the mountainous area of Larimer County. An exclusion could lead to adverse impacts on the District's ability to continue providing this critical public service.

Furthermore, that the costs and benefits to the property seeking exclusion of the provision of the District services are that the properties would be removed from the District's regular property tax burden, it's still liable -- uh, lose the ability to use District services, but it would still remain liable for the District's bond-related property tax
burden, primarily this facility.

The District is capable of and has historically been providing economic and sufficient service to the property seeking exclusion as well as all the remaining properties in the District.

The District is conscious of the cost of services and provides recreational services at a reasonable cost compared to other entities providing similar services in the surrounding area.

Also, that denying this Petition would have no employment or economic impacts to the District or surrounding area.

Furthermore, that denying this Petition would create no negative economic impacts on the region, district, surrounding area, county or state, as a whole, arising from the denial of the exclusion.

While there may be economically feasible alternative services available to the property seeking exclusion, the District provides exceptional recreational facilities for a number of different activities and finds the continued benefit of remaining in the District outweighs any alternative services.

And, in conclusion, there is no additional
cost to be levied on the other properties within the District, as the Board, if it finds and agrees with my recommendation that it is not in the District, County's or the properties' best interest to grant the Petition.

CHAIRMAN DUELL: Thank you, Tom. Are there any comments from the public here today?

MR. WALKER: My name is Dave, Members of the Board. My name is Dave Walker. I'm an attorney for the property owners. And I've been designated to speak on their behalf.

With me is Dianne Miller. She's also counsel for the property owners. And if I could get a show of hands of everyone here in support of the Petition?

(Complying.)

I think it's unanimous that everyone here is in support. And you'll be shocked to learn that we disagree with the Director's comments. I appreciate those, but I have just a few comments to make to push back on those a little bit, if you don't mind.

We expected to be here a lot later. We were intimidated by your agenda but it's going quickly. So we'll go through our stuff and try to
wrap this up as quickly as we can. But we appreciate your time and your consideration of these comments.

Before we begin, I do want to just point out, we do have a court reporter here. She's going to take a digital record and transcribe this.

I'm going to speak, make an offer of proof to the Board and make a record if, uh, in the event that it becomes necessary down the road.

So, with that said, you've had a chance to review the Petition. I won't go through it verbatim. But I will sort of take a step back and go through the history.

We submitted this Petition on behalf of the owners of 32 properties in the Pole Hill Road area.

If any of you are not familiar with the geographic area that we're talking about, I did pass out some maps and a few photos on the second page, if you don't mind taking a look at those.

According to Google, and according to everyone here, the only way to drive from this neighborhood to Estes Park is over a 30-mile drive.

You take the highway -- from here going to the neighborhood, you would take Highway 34 East, to County Road 29 South to Pole Hill Road and you make
a left -- a left-hand or a right-hand turn and head west on Pole Hill Road.

      It's a rugged area. It's remote. It becomes a private road the further west that you go. It's blocked off by a gate. You can see that in one of the photos.

      The road is not well maintained in certain areas and it is not a thruway to get from this area to Estes Park and there are no plans or ability for it to become an accessible road from there all the way to Estes Park.

      So even in the best of conditions the drive takes, at the very least, an hour to an hour and a half. In winter conditions, you can imagine, it takes quite a bit longer and, again, at times becomes impassible.

      Most of the people here came up from there tonight. And everyone unanimously said it takes an hour to an hour and a half to get from their neighborhood to where we are tonight.

As the Board may be aware, this particular neighborhood was affected by a motion that was filed by the District in 2014 to correct an error in the District's legal description.

      The owners were not provided notice of that
They were not provided notice of the Court's order granting that motion. And as a result of the error in the legal description, which goes back all the way to 1955, when the District was formed, these properties were never taxed.

They had no notice that they were part of the District, going to become part of the District. In fact, when these owners bought their properties, they had no way to know that they would later become part of the District.

Their title work showed nothing. Their closing documents showed nothing. They don't receive written correspondence from the District. They're not on the mailing list. They don't receive notices.

They don't vote on District matters. They've never been included in a District ballot, including voting for members of this Board.

And from what I learned tonight, they don't qualify for a pass to the Community Center at resident rates.

MR. CAROSELLO: Yes, they do. We'll discuss that later.

MR. WALKER: Okay, sure. Um, once the error in the legal description was corrected by the
District in 2014, the owners then became aware that they had been brought in the District. They started being assessed taxes. And they pay anywhere from $500, or approximately $500, up to several thousand dollars a year depending on the property, to the District.

The owners dispute that they were ever properly included in the District all the way back to the District's inception in 1955. They don't think these properties -- these properties were properly included. And they don't think they were properly included by the action taken in 2014.

We're not here to talk solely about that issue. But we did want to say they don't waive that issue or any arguments about inclusion. But we are here to respectfully ask that you consider excluding them under the procedures under the statute.

The property owners think it's more efficient, it's economical, it's in the best interest of the District and these parties to just part ways, to grant the Petition for Exclusion, to not have any further steps required and then that will be a more cost effective, amicable solution than having to appeal to the Board of County Commissioners and take further steps beyond that.
Because of the location of these properties and the lack of any roads connecting the neighborhood to Estes Park, the District really cannot serve them.

These property owners can't partake in any of the services that the District offers without a substantial drive.

And I would ask the Directors to consider, would you do a 3-hour roundtrip drive to go use the rec center, to go to the gym, to go play golf, to go use the marina? Any of the services are not available to them. They're not going to be served by this Rec District.

It's a beautiful center. Everybody acknowledges that. They don't want to be part of it. They can't participate in it. The District cannot provide meaningful services to them or to future property owners.

As the Board considers the factors in Section 501(3) that the Director went through, we think, quite the opposite. We think they weigh heavily in favor of granting the Petition.

These owners provide de minimis revenues. In light of the District's $7.8 million budget, the District is not going to feel an impact from the
loss of these 32 properties.

But to these owners, it's a big deal. To some of them, they're on fixed incomes. Many of them pay several thousand dollars a year in assessments and that's a big deal for something that you get no benefit of and can't get a benefit of.

In contrast, the District will feel a negligible impact from the loss of their revenue.

The cost to the property owners versus the cost to the District weighs strongly in favor of granting the Petition.

Under Section (3)(c), the District is not able to provide economical and sufficient service to these properties.

Under (3)(d), the District is not able to provide services to these owners at a reasonable cost to them.

Under (3)(f), we agree, there will be little to no economic impact because there is no economic impact now. They don't travel here to use any of the services because it's too far.

Under (3)(g), there is no economically feasible alternative service available to these owners. The area that we're talking about is just simply too remote. So that issue is sort of a moot
point.

And finally, under (3)(h), the additional costs to be levied on all of the District's other users and participants and people who reside within the District and are able to use the District's services, if you spread out the cost to these 32 owners among everybody else, that's going to be de minimis to them. Whereas, it's a substantial impact for no benefit to these owners.

We've also reviewed the District's 2019 budget and the District has a great mission statement with values and key objectives. And those are admirable goals. And we can go through those.

So, if you look at the factors under the statute and you look at the District's own desires, what the District wants to be, what it wants to provide, it's not able to do that for these owners.

The budget indicates a mission statement with values including excellent customer service, being responsive to community needs, providing access for everyone, being a public resource with stewardship and transparency.

We don’t think there was transparency in how these owners were included in the District.

Environmental stewardship and conservation.
Thinking that these owners are going to drive three hours every time they want to use the District services is not environmental stewardship. There's an impact on air quality. There's an impact on roads. There's an impact on traffic.

The District's budget also includes key objectives that include active participation in use in programs. They can't do that. They want happy, loyal customers. These are not happy, loyal customers.

They want responsible and proactive management. And we're asking that you do that, that you be that responsible proactive management and do what's right for these people, not necessarily what's in the best interest of the District.

The District's vision statement includes the following: You want to be the preferred go-to source in Estes Valley of affordable family fun.

These folks don't live in Estes Valley. It's not affordable family fun for them to make a 3-hour roundtrip drive to come and use the District's services.

The District wants to be a good steward of public resources, parenthesis, with value returned for taxes and grant funding.
There is no value returned to these property owners in exchange for the thousands of dollars for the taxes that they are paying to a District that they had no notice that they could ever be included in.

So the District's values and objectives and mission statement and vision statement are all admirable. And we're asking that you be consistent with those with respect to these property owners.

In conclusion, these owners simply don't think it's fair. They don't think it's equitable. And as a practical matter, they can't use what you're offering. And we respectfully ask that they be excluded.

This seems like a classic case where the exclusion statute applies and can be exercised for an amicable common sense solution for property owners that are being negatively impacted by the District.

We're aware the District has outstanding bonds and that granting the Petition may involve some interaction and some negotiations and settlement with the bondholders.

If that's the case, we would ask that the Board grant a conditional exclusion while
negotiations with the bondholders be had so that the exclusion can take place. And we're happy to participate and help out with those negotiations, if that's the case, if that would be necessary.

So, respectfully, we would ask that the exclusion of the owners be granted and that it's in the best interest of both parties here to part ways amicably, cost effectively and in keeping with the District's own mission statement.

Thank you. And I did want to open it up. If anybody would like to make a comment, you're welcome to. It was my understanding that nobody was going to do so and they were going to rely on me but --

UNIDENTIFIED FEMALE: Are you showing something else?

MR. WALKER: No.

VICTOR ZVONEK: I think you hit the nail on the head. The Director on the right mentioned serving the mountainous community. And there's a big difference between living in beautiful Estes Valley within the mountainous community versus being several mountain ridges away from reaching the Valley community.

MS. DREES: Can I get your name? I'm
sorry.

VICTOR ZVONEK: Victor Zvonek.

MS. DREES: Thank you.

JOSH CAMPBELL: My name is Josh Campbell.

I live --

MS. DREES: I'm sorry. Yeah, if you can come up and tell me your name.

JOSH CAMPBELL: Um, thank you. He described exactly what we experience in --

CHAIRMAN DUELL: Name?

JOSH CAMPBELL: My name is Josh Campbell.

MS. DREES: Okay. Thank you.

JOSH CAMPBELL: He described exactly what we experience as homeowners up there. There's no way for us to get here.

There is a dirt road that connects our community to Estes Park but it's a private road and there's a gate on both sides, both the Loveland side and the Estes Park side. We don't have access to that.

That road is an hour travel, according to Google Maps, as well. So, for me to get here tonight, it took me probably an hour and 15 minutes from my home to go down into Loveland, up 34 to come to Estes Park.
It's a long drive. It's a lot of gas and it just really doesn't make any sense for any of us to do that for a recreation center to workout or to go swimming. It's just not feasible for us. So he pretty much nailed everything on the head. Thank you.

MS. DREES: Thank you.

MR. WALKER: Anybody else? Come on up.

JAN HAVENER: My name is Jan Havener. I would like to confirm with our attorney. He spoke to you about no notification. I was the one that called you the day that I received the document from the Elections Office at the same time receiving the Special District Ballot.

We had no previous notification that we were included in the District. And I did speak to you that day.

What concerned me was, we had no input in that. We were not aware of it until the Special District Ballot came. That was disconcerting.

CHAIRMAN DUELL: Anybody else?

(No response.)

MR. WALKER: Any questions from the Board Members?

BOARD MEMBER KISER: (Inaudible) full
amount (inaudible) tax (inaudible) of the amount of money.

MR. WALKER: You're talking now about by all 32 owners?

BOARD MEMBER KISER: Yes.

MR. WALKER: I don't. We can get that for you. It's easy. We can supplement the record with that, as well.

MR. CAROSELLO: So, just a few clarifications. My job is to direct the policy of a District as stipulated by the Board of Directors. And I do look out for the best interests of the District.

My argument here, and I empathize with what Jan just said. And that was a shock to us too, uh, the notification from the Election Office. But I think we're talking about different things.

The Motion that the District filed, to correct the boundary error, did not affect these properties. Those properties were in the District whether or not that error was ever corrected or not. And I can pull it up and show you exactly what we're talking about.

(Eastern boundary map displayed on screen.)

This area here, if you're following my
little cursor, that's more or less where the
properties are located and have been located,
obviously, since the inception of the District.
The blue line here on the eastern portion,
especially this one right here, that was the one
that was confused, Section 2 and Section 5.
So, in effect, um, the boundary jumped over
here and excluded, really, Drake in the original
decree and then jumped back over here and went down.
So that was the hiccup that actually the local
marketing district discovered.
So, again, whether or not that boundary --
why the County didn't notice or why they drew the
taxing boundary the way they did, I don't know, and
that's a question probably for them.
But I could see where the folks would be
upset and we were kind of blown away too. The
County sent a letter out basically saying, due to a
boundary modification, which again, makes it sound
like we just took a grease pencil and expanded the
District.
And I can empathize with the layout of the
land and everything but it doesn't change the fact
that the properties have been in the District since
its inception and it was not discovered until a
couple years ago.

So the way -- the way I look at it -- um, and if there was some confusion on the -- the inclusion I think in the letter to the Board, it said you have to be an Estes Park resident within the boundaries of the Town of Estes Park. That's erroneous and it can be easily confused.

You just have to be a member of the District, not only to get a membership here to the Community Center, but also to receive the discounts for the two campgrounds, the two golf courses, to the marina, to the lake, to the parks, um, everything that's provided.

But, for me, looking out for the best interests of the District, I totally can empathize with what the sentiments are on your side.

But this -- the danger, when you look at the statute and what the statute has you review, is a potential -- also there's a line in there that's key potential impacts on the District.

And the way I look at it, the potential impacts to the District is, uh, this sets a precedent. And we haven't established -- you know, well, if you're in the District and you have to drive an hour and a half -- I don't want to sound --
I'm sure I do, but insensitive to their concerns but that -- that is not something that was established upon the District's inception.

It sets a precedent, not only to let folks out of our District but any other special District based on this decision.

And that's really -- if I had to circle one thing in the review of the statute, that's where I would circle it.

And, again, without conceding, you know, that -- that, you know, there's a (inaudible) to get to Estes Park and all that, I get that, but the properties have always been there.

It's more of an error of discovery or omission, I would say, that has to do with the way the County drew the taxing boundary rather than how they were affected by the Motion.

Um, it sounds like if you read the County letter or if you listen to your argument, that the District included them newly into the District a couple years ago when, in fact, they were undiscovered property since 1955.

MR. WALKER: Well, I appreciate that. And we're not going to do a legal argument back and forth and try the case here. But if I could just
comment on a few things.

There are several issues going on. One is the inclusion. One is the 2014 action. And one is the exclusion statute. The exclusion statute really has nothing to do with what happened in 2014.

So there's multiple issues we're talking about. We've primarily talked about the exclusion statute and the factors for the Board to consider. But with respect to -- and we do note, the legal description error, it made those lines jump around in an illogical fashion that nobody can actually follow, if you pull up a map and -- but the fact remains that when the District took that action, and whatever the reason is, their title insurance companies didn't pick up that they were in the District because of the legal description.

The closing documents that they all received when they bought their properties didn't pick up on the fact that they were in the District.

So their position is, no, they were not in the District. They had no notice. They had no reason to have notice. And whatever happened after 2014, that triggered them being included in the District and picked up on the tax rules by the assessor.
So, um, we're not going to concede that point, but what took place in 2014 was an inclusion. Be that as it may, we're also talking about the request and the Petition to be excluded.

And we think if the Board gives those factors a fair review, and I skimmed that Code of Ethics as quickly as I could, and I am going to hold you to it and ask that you give this a fair consideration because you're required to balance not only the best interests of the District, but consider the best interests of these parties individually.

And I understand that there are concerns about precedent but, frankly, that's none of their concern and it shouldn't be.

Ask yourselves, if you were in their shoes, if you owned those properties, if you bought those properties under these circumstances, would you get in your car and drive three hours to come and take a swim? No, you wouldn't.

And so I'm asking for a fair consideration of a balancing test despite the comments of the Director to the right and give this Petitioner a fair consideration. And also consider, we're not done here if it's denied, and that will have an
impact on the District as well.

   VICTOR ZVONEK: And, excuse me, I'm not a legal mind, but wasn't there a de facto precedent set from 1955 to 2014?

   JAN HAVENER: That we weren't in it.

   VICTOR ZVONEK: Right, no benefits, no notifications?

   CHAIRMAN DUELL: Excuse me. Would you mind coming up to the podium?

   VICTOR ZVONEK: That's all I had to say.

   MR. WALKER: I'll just review. He said that there's a precedent that's been set from the fact that they've not been included from 1955 forward.

   And I would say, (inaudible) legal arguments but there's a due process concern with the fact that they've not been given the vote, including the chance to vote for members of this Board or any other District-related matters as a result of that issue.

   If there's nothing else, I'll thank you for your time.

   CHAIRMAN DUELL: Thank you.

   MR. WALKER: Thank you.

   CHAIRMAN DUELL: If there's nothing further
from the public, I close the public hearing. And I will entertain a motion on the Petition for Exclusion.

BOARD MEMBER GENGLER: I have a question for the legal counsel. Um, are we going to make a decision based on state statutes that guide us in terms of making a decision, um, such as driving time? I don't know. Is that in there? Is it indirect or anything or is --

MR. CHMIL: So the primary language of the statute is much more general. It doesn't go into the specifics of what the particular considerations could or could not be.

Ultimately, the balancing factors are -- the primary three really are at the top of the subsection (3)(a) in the statute which is best interests of the property owners or the property seeking an exclusion, the best interests of the District and best interests of the County.

So, generally speaking, the Board has leeway to consider, you know, what they feel is appropriate to weigh the best interests' argument. Um, so there's no specific, you know, what you could or could not find.

Um, I think that it's, you know, a
reasonableness test based on your position as Board Members, of course, having a duty of loyalty to the District and, you know, your actions must be in the best interests of the District.

But in doing that, following the statute and providing, you know, a fair balancing for the best interests of all those involved.

BOARD MEMBER KISER: I have a question also. I have a real concern about nothing showed up in their title work when they purchased their property. I mean, it has a potential to be a little messy in my opinion.

I mean, if I was in their shoes, I'd be really unhappy. And I think we all get that from this side.

Can we get a comment on that? Like, if I buy a piece of property -- I mean, I'm a realtor. So if I buy a piece of property and I get my title work and I'm granted a title policy and there's nothing in there, what are the ramifications of that at this point in this situation? Do you have any idea?

MR. CHMIL: Well, I think at this point, you know, that ultimately would probably be an issue that would have to be resolved legally depending on
the approach that's followed after this.

Um, the issue primarily being clearly that within whatever error occurred in the County records is why it would not have shown up within the assessment rules. So that's why, you know, the error occurred.

So, I mean, there -- there is the potential, and I believe this has been discussed with previous Boards. You know, from a taxing entity perspective, if that's corrected, you know, there's potential arguments both ways of either pursuing some kind of back tax issue.

Of course, then, the due process and notice provisions would come up. So I think that ultimately it would be a balancing act of what notice would be seen as proficient.

And, essentially, our position has always been that in reviewing the original documentation which, granted, was from 1955, um, when you had this, um, the original metropolitan district organized, the proper procedure to establish that metropolitan district was, you know, successfully moved through both with the Petition and in the court system to establish the District.

And, unfortunately, what we would consider
a transposition error is what caused that gap in the records. So there's really, you know, no direct answer to saying, you know, why or why not? You know, it could have shown up.

Really, it's purely the error of that assessor role that, you know, there would be no reason for it to show up because, you know, that line was drawn the way it was.

Um, so I think from a notice perspective, it ultimately goes back to the appropriate procedure for establishing the District in that the intent was clear in establishing the District where the boundaries were supposed to fall.

So, I think it would be an interesting issue with title insurance specifically, but that would most likely have to depend on the holder of the policy.

BOARD MEMBER KISER: Interesting and expensive it looks like. All right. Thank you.

CHAIRMAN DUELL: Any other comments from the Board?

BOARD MEMBER GENGLER: Well, I sit here struggling. It's -- and I certainly am concerned about any precedent recruited, you know, what's the appropriate -- we are in a mountainous area and we
do have some outlying areas and it is clear that the
Estes Valley --

MS. DREES: Can you speak up?

BOARD MEMBER GENGLER: Sure.

(Mr. Gengler was handed the microphone.)

I said I'm sitting here struggling because, um, I certainly want to do the best interest for the District. And I certainly hear what you were saying.

Precedent is a concern that I have in future decisions that the Board may make or have to make in terms of exclusions.

What is the proper distance? I don't know if that's even been covered. It's what is the best interest of the District is what I'm struggling with.

So on one side of me, I feel like denying, but at the same time I can certainly understand your concerns and your thoughts. And I do appreciate you telling us about those things.

So that's where I'm at, I guess, with -- I don't know if anybody else has any comments.

BOARD MEMBER KISER: I have a question. So no matter what happens, these folks are essentially on the hook for this building?
MR. CHMIL: Yes.

BOARD MEMBER KISER: No matter what? So they're probably really happy about that. So if we were to -- so it would be essentially -- when does that come due, that bond?

MR. CHMIL: The furthest maturity date, I believe, is 2032, if my memory serves me correctly. There's a Series. There's 2015 Series and 2016 Series and they have varying degrees of maturity dates within both Bond Series. But I believe it's 2032.

BOARD MEMBER KISER: So that's not an issue of contention at this point?

MR. CHMIL: That's -- and that's also part of the statutory structure. So, um, as part of the exclusion process, um, the Board would be required to acknowledge any outstanding bonded indebtedness. And primarily that function is, you know, you don't want to set up, talking about a precedent or ability. The problem is to have a vote and have a bond passed based on a certain amount and then have people wanting to exclude out which would then harm the bond, you know, holders?

So you have to make a specific finding in the exclusion process about bond indebtedness which
is separate from the operational mill levy. That's actually its own separate mill levy that the voters have approved that go to the bond payments.

CHAIRMAN DUELL: You know, this is a tough one. I understand you folks completely. I know we briefly talked about back taxes. And I don't think anybody on this Board would ever -- want to ever think about going back, obviously.

I struggle with this as well. Um, I do, like Stan said, I worry about setting a precedent, not only for this District, but other special Districts in the state. So this is tough, it really is.

BOARD MEMBER GENGLER: I'm going to make a motion if the discussion is ended. Is that okay?

CHAIRMAN DUELL: Mm-hmm.

BOARD MEMBER GENGLER: Um, I move -- I move that we deny the Petition for Exclusion filed on behalf of 32 Pole Hill area properties. That's my motion. And the reason for that is that I'm concerned about precedence. I do think that -- you know, I think about the District.

While you say we have lots of money, uh, or other people may consider we have lots of money, we certainly have lots of new debts as well. And with
that mind, that's why I made that motion with the
District in mind.

BOARD MEMBER HOLMQUIST: I will second it.

CHAIRMAN DUELL: I have a motion and a
second. Any further discussion on the Petition for
Exclusion? Board Members?

BOARD MEMBER KISER: I would like to
clarify. So that -- if it goes through, we go to
the next level which is?

MR. CHMIL: From the Board's perspective?
This would be the final action from the Board's --

BOARD MEMBER KISER: And then --

MR. CHMIL: -- formal action and then it
would be ultimately up to, um, the property owners
and their attorney as to what next steps would
occur. And we would, of course, report back to the
Board on any invocations moving forward.

BOARD MEMBER KISER: Do we have any
estimate of costs, I mean, at the next level?

Probably not, huh, impossible.

MR. CHMIL: Yeah, I mean, I think that
again from the next level in the exclusion
proceeding would be to -- an appeal by the property
owners to the County Commissioners.

So it would be similarly set up as an
administrative style hearing in front of the County Commissioners. And then the subsequent appeal would be to the district court.

So, you know, clearly, litigation is kind of a tricky beast in and of itself as to, you know, how much time can be involved. It's very much a (inaudible).

Um, I think, under the circumstances from getting through the 501 exclusion process, um, you know, if we would be able to keep costs minimal, um, it's based on the record created here.

And I think that, you know, in regards to that piece, you know, really the decision point, you know, right now is ultimately the Petition and best interests under the statute and really we would take that as it comes afterwards depending on the Board's decision.

CHAIRMAN DUELL: Any further discussion?

(No response.)

This is not an easy one. I don't think any of us really like this. Hearing no further comments, all in favor of denying the Petition for Exclusion?

BOARD MEMBER HOLMQUIST: Aye.

BOARD MEMBER GENGLER: Aye.
BOARD MEMBER KISER: Aye.

CHAIRMAN DUELL: Aye. Motion passes. I guess that's it.

MS. MILLER: May I just clarify? Was that a unanimous vote to deny?

CHAIRMAN DUELL: That's unanimous, yes, ma'am.

BOARD MEMBER KISER: Barely.

CHAIRMAN DUELL: Any further business?

Tom?

UNIDENTIFIED FEMALE: Can I just say one thing? Which one of you --

CHAIRMAN DUELL: Please come up to the front of the room.

UNIDENTIFIED FEMALE: No. Which one of you would get with your family and drive to Denver?

That is just -- picture this.

UNIDENTIFIED FEMALE STAFF: All the time.

UNIDENTIFIED FEMALE: You would every weekend use the pool?

CHAIRMAN DUELL: If you have any comments, ma'am, please come up.

UNIDENTIFIED FEMALE: No, it's just --

MR. CAROSELLO: The meeting is over.

CHAIRMAN DUELL: The meeting is over. I'm
going to adjourn the meeting.

(The meeting was adjourned.)
REPORTER'S CERTIFICATE

STATE OF COLORADO )
) ss.
COUNTY OF ADAMS )

I, Geneva T. Hansen, do hereby certify that I am a Professional Court Reporter and Notary Public within the State of Colorado.

I further certify that the foregoing transcript constitutes a true and correct transcript to the best of my ability to hear and understand the audiotaped recording.

I further certify that I am not related to, employed by, nor of counsel for any of the parties or attorneys herein, nor otherwise interested in the result of the within action.

IN WITNESS WHEREOF, I have affixed my signature and seal this 6th day of May 2019.

My commission expires 11-18-19.

GENEVA T. HANSEN
(303) 465-9004
Professional Court Reporting & Transcription Services
## Hangar Restaurant Net Sales History & Concession Percentage

<table>
<thead>
<tr>
<th>Year</th>
<th>Jan</th>
<th>Feb</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>Aug.</th>
<th>Sept.</th>
<th>Oct.</th>
<th>Nov.</th>
<th>Dec.</th>
<th>Year Total To Date</th>
<th>EVRDP’s % To Date</th>
<th>Total Play</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>$0</td>
<td>$0</td>
<td>$9,539</td>
<td>$16,600</td>
<td>$26,360</td>
<td>$45,511</td>
<td>$49,453</td>
<td>$52,281</td>
<td>$32,180</td>
<td>$16,036</td>
<td>$470</td>
<td>$335</td>
<td>$248,765</td>
<td>$37,315</td>
<td>29,178</td>
</tr>
<tr>
<td>2005</td>
<td>$0</td>
<td>$0</td>
<td>$10,229</td>
<td>$22,418</td>
<td>$44,295</td>
<td>$60,347</td>
<td>$53,710</td>
<td>$35,791</td>
<td>$19,567</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$246,357</td>
<td>$36,954</td>
<td>31,122</td>
</tr>
<tr>
<td>2006</td>
<td>$0</td>
<td>$0</td>
<td>$10,253</td>
<td>$24,796</td>
<td>$46,977</td>
<td>$56,778</td>
<td>$53,627</td>
<td>$37,741</td>
<td>$14,253</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$244,425</td>
<td>$36,664</td>
<td>29,545</td>
</tr>
<tr>
<td>2007</td>
<td>$0</td>
<td>$0</td>
<td>$11,273</td>
<td>$21,268</td>
<td>$44,980</td>
<td>$59,153</td>
<td>$55,240</td>
<td>$36,753</td>
<td>$13,880</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$242,547</td>
<td>$36,382</td>
<td>30,475</td>
</tr>
<tr>
<td>2008</td>
<td>$0</td>
<td>$0</td>
<td>$10,627</td>
<td>$26,647</td>
<td>$47,553</td>
<td>$60,080</td>
<td>$57,553</td>
<td>$36,587</td>
<td>$17,687</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$256,734</td>
<td>$38,510</td>
<td>29,620</td>
</tr>
<tr>
<td>2009</td>
<td>$0</td>
<td>$0</td>
<td>$6,033</td>
<td>$21,833</td>
<td>$39,513</td>
<td>$52,075</td>
<td>$56,267</td>
<td>$36,740</td>
<td>$10,607</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$223,728</td>
<td>$33,559</td>
<td>27,281</td>
</tr>
<tr>
<td>2010</td>
<td>$0</td>
<td>$0</td>
<td>$8,613</td>
<td>$18,269</td>
<td>$39,208</td>
<td>$56,563</td>
<td>$51,701</td>
<td>$40,550</td>
<td>$16,053</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$230,957</td>
<td>$34,644</td>
<td>27,051</td>
</tr>
<tr>
<td>2011</td>
<td>$0</td>
<td>$0</td>
<td>$3,717</td>
<td>$17,431</td>
<td>$42,050</td>
<td>$57,893</td>
<td>$58,027</td>
<td>$45,271</td>
<td>$17,653</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$246,696</td>
<td>$37,004</td>
<td>26,539</td>
</tr>
<tr>
<td>2012</td>
<td>$0</td>
<td>$0</td>
<td>$12,122</td>
<td>$22,708</td>
<td>$45,844</td>
<td>$57,268</td>
<td>$56,206</td>
<td>$48,133</td>
<td>$16,713</td>
<td>$5,944</td>
<td>$4,500</td>
<td>$269,438</td>
<td>$40,416</td>
<td>$26,686</td>
<td>26,686</td>
</tr>
<tr>
<td>2013</td>
<td>$6,278</td>
<td>$4,714</td>
<td>$5,946</td>
<td>$8,835</td>
<td>$21,819</td>
<td>$49,418</td>
<td>$59,052</td>
<td>$59,910</td>
<td>$16,961</td>
<td>$8,924</td>
<td>$3,577</td>
<td>$3,844</td>
<td>$248,818</td>
<td>$35,985</td>
<td>20,000*</td>
</tr>
<tr>
<td>2014</td>
<td>$5,240</td>
<td>$5,169</td>
<td>$3,916</td>
<td>$12,701</td>
<td>$23,154</td>
<td>$43,460</td>
<td>$52,515</td>
<td>$58,047</td>
<td>$43,077</td>
<td>$21,408</td>
<td>$0</td>
<td>$0</td>
<td>$268,686</td>
<td>$40,303</td>
<td>23,465</td>
</tr>
<tr>
<td>2015</td>
<td>$0</td>
<td>$0</td>
<td>$8,649</td>
<td>$19,820</td>
<td>$47,598</td>
<td>$56,261</td>
<td>$53,591</td>
<td>$40,386</td>
<td>$16,562</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$242,867</td>
<td>$36,430</td>
<td>23,864</td>
</tr>
<tr>
<td>2016</td>
<td>$0</td>
<td>$0</td>
<td>$6,221</td>
<td>$15,692</td>
<td>$42,404</td>
<td>$55,314</td>
<td>$42,293</td>
<td>$33,386</td>
<td>$14,373</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$209,683</td>
<td>$31,452</td>
<td>20,318</td>
</tr>
<tr>
<td>2017</td>
<td>$0</td>
<td>$0</td>
<td>$29,127</td>
<td>$42,139</td>
<td>$109,309</td>
<td>$148,653</td>
<td>$121,741</td>
<td>$100,420</td>
<td>$38,709</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$590,098</td>
<td>$59,010</td>
<td>21,043</td>
</tr>
<tr>
<td>2018</td>
<td>$0</td>
<td>$0</td>
<td>$23,309</td>
<td>$51,828</td>
<td>$112,303</td>
<td>$142,842</td>
<td>$116,678</td>
<td>$103,189</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$550,149</td>
<td>$49,513</td>
<td>22,981**</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>$0</td>
<td>$0</td>
<td>$15,942</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$15,942</td>
<td>$1,435</td>
<td>0</td>
<td>**</td>
</tr>
</tbody>
</table>

*Does not include 15% from last two weeks of September and all of October, per Board decision to wave contract obligations for that time period because of flood.
**EVRDP % is now 9%

Golf Report: April was a fair month, the weather did give us a couple of nice weekends that helped both courses. The multiple spring storms will help in the long run! The greens at the 18-hole came through the winter in good condition but the fairways again have struggled. John Feeney and his staff have done a remarkable job getting both courses ready for the season.

The disc golf at the 9-hole has shown promise in the early stages. So far we have had more than 30 disc golf green fees in only a handful of days it has been available. We are planning the hold our first disc golf tournament on May 25th of Memorial weekend, our goal is to have 40 to 60 participants.
<table>
<thead>
<tr>
<th>REVENUES AND PLAY</th>
<th>2019</th>
<th>% REALIZED</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>DEC</th>
<th>RUNNING TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PASSES</td>
<td>2,895</td>
<td>4.91%</td>
<td>27</td>
<td>31</td>
<td>32</td>
<td>52</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>142</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>26</td>
<td>34</td>
<td>88</td>
<td>85</td>
<td>211</td>
<td>624</td>
<td>711</td>
<td>641</td>
<td>283</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>GR. FEE</td>
<td>3,152</td>
<td>5.35%</td>
<td>14</td>
<td>20</td>
<td>25</td>
<td>51</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>110</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>18</td>
<td>27</td>
<td>121</td>
<td>76</td>
<td>376</td>
<td>1,619</td>
<td>2,480</td>
<td>2,150</td>
<td>1,146</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>11,047</td>
<td>19.26%</td>
<td>41</td>
<td>51</td>
<td>57</td>
<td>103</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>-8,026</td>
</tr>
<tr>
<td>+ OR (-)</td>
<td>-10,795</td>
<td></td>
<td>(3)</td>
<td>(10)</td>
<td>(152)</td>
<td>(58)</td>
<td>(587)</td>
<td>(2,243)</td>
<td>(3,191)</td>
<td>(2,791)</td>
<td>(1,429)</td>
<td>0</td>
<td>(274)</td>
<td>(57)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REVENUE GR. FEE</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$141,877</td>
<td>1.46%</td>
<td></td>
<td>$95</td>
<td>$835</td>
<td>$303</td>
<td>$833</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$151</td>
<td>$796</td>
<td>$1,891</td>
<td>$1,157</td>
<td>$8,208</td>
<td>$28,334</td>
<td>$43,844</td>
<td>$37,114</td>
<td>$19,588</td>
<td>$0</td>
<td>$880</td>
<td>$112</td>
</tr>
<tr>
<td>CARTS</td>
<td>$52,910</td>
<td></td>
<td>$58</td>
<td>$258</td>
<td>$200</td>
<td>$608</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$84</td>
<td>$65</td>
<td>$625</td>
<td>$442</td>
<td>$3,213</td>
<td>$11,121</td>
<td>$13,787</td>
<td>$14,754</td>
<td>$7,734</td>
<td>$0</td>
<td>$1,085</td>
<td>$0</td>
</tr>
<tr>
<td>MERCH</td>
<td>$54,140</td>
<td>14.29%</td>
<td>$1,669</td>
<td>$2,457</td>
<td>$3,175</td>
<td>$435</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$1,949</td>
<td>$3,442</td>
<td>$7,436</td>
<td>$518</td>
<td>$4,481</td>
<td>$7,530</td>
<td>$9,296</td>
<td>$7,317</td>
<td>$4,734</td>
<td>$0</td>
<td>$3,385</td>
<td>$4,052</td>
</tr>
<tr>
<td>RENTALS</td>
<td>$16,579</td>
<td>0.90%</td>
<td>$47</td>
<td>$36</td>
<td>$36</td>
<td>$67</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$47</td>
<td>$36</td>
<td>$36</td>
<td>$67</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>S. PASS</td>
<td>$11,873</td>
<td>57.45%</td>
<td>$1,625</td>
<td>$975</td>
<td>$2,275</td>
<td>$1,950</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$150</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$1,710</td>
<td>$1,235</td>
<td>$1,805</td>
<td>$2,907</td>
<td>$1,805</td>
<td>$2,140</td>
<td>$285</td>
<td>$43</td>
<td>-57</td>
<td>$0</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>P. PASS</td>
<td>$5,459</td>
<td>49.24%</td>
<td>$162</td>
<td>$0</td>
<td>$960</td>
<td>$1,538</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$6,825</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$270</td>
<td>$27</td>
<td>$45</td>
<td>$28</td>
<td>$203</td>
<td>$110</td>
<td>$1,319</td>
<td>$888</td>
<td>$432</td>
<td>$0</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>FOOD</td>
<td>$3,890</td>
<td>1.26%</td>
<td>$2</td>
<td>$7</td>
<td>$8</td>
<td>$32</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$26</td>
<td>$27</td>
<td>$45</td>
<td>$28</td>
<td>$203</td>
<td>$110</td>
<td>$1,319</td>
<td>$888</td>
<td>$432</td>
<td>$0</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>BEER</td>
<td>$8,113</td>
<td>0.39%</td>
<td>$0</td>
<td>$6</td>
<td>$2</td>
<td>$17</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$5</td>
<td>$9</td>
<td>$106</td>
<td>$55</td>
<td>$230</td>
<td>$1,565</td>
<td>$1,507</td>
<td>$1,500</td>
<td>$1,060</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>DISKGolf</td>
<td>$890</td>
<td>11.80%</td>
<td>$0</td>
<td>$105</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td></td>
<td></td>
<td>$20</td>
<td>$20</td>
<td>$50</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$100</td>
<td>$50</td>
<td>$50</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$292,841</td>
<td>7.05%</td>
<td>$3,633</td>
<td>$4,595</td>
<td>$6,959</td>
<td>$5,478</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$20,859</td>
</tr>
<tr>
<td>+ OR (-)</td>
<td>-$272,182</td>
<td></td>
<td>($706)</td>
<td>($1,259)</td>
<td>($6,109)</td>
<td>($1,795)</td>
<td>($19,915)</td>
<td>($35,416)</td>
<td>($76,222)</td>
<td>($65,424)</td>
<td>($35,385)</td>
<td>$0</td>
<td>($5,880)</td>
<td>($4,265)</td>
</tr>
</tbody>
</table>
## 18 HOLE PRO SHOP — 2019
### REVENUES AND PLAY

<table>
<thead>
<tr>
<th></th>
<th>2018 BUDGET</th>
<th>% REALIZED</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>RUNNING TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PLAY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PASSES</td>
<td>8,731</td>
<td>4.32%</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>377</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>377</td>
</tr>
<tr>
<td>MONTHLY BUDGET</td>
<td>$13,749</td>
<td>4.32%</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>258</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>258</td>
</tr>
<tr>
<td>TOTAL</td>
<td>22,480</td>
<td>2.82%</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>635</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>635</td>
</tr>
<tr>
<td>+ OR (-)</td>
<td>-21,845</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>68</td>
<td>0</td>
<td>0</td>
<td>(1,340)</td>
<td>(4,019)</td>
<td>(5,287)</td>
<td>(4,712)</td>
<td>(4,066)</td>
<td>(1,869)</td>
<td>0</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td><strong>GR. FEE</strong></td>
<td><strong>% REALIZED</strong></td>
<td><strong>RUNNING TOTALS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REVENUES</td>
<td>$554,071</td>
<td>3.30%</td>
<td>$0</td>
<td>$9,176</td>
<td>$480</td>
<td>$8,639</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>CARTS</td>
<td>$134,630</td>
<td>5.60%</td>
<td>$78</td>
<td>$4,498</td>
<td>$438</td>
<td>$5,326</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>MERCH</td>
<td>$154,552</td>
<td>3.65%</td>
<td>$176</td>
<td>$1,540</td>
<td>$479</td>
<td>$5,147</td>
<td>$11,806</td>
<td>$32,205</td>
<td>$46,648</td>
<td>$42,518</td>
<td>$33,098</td>
<td>$11,010</td>
<td>$0</td>
<td>$0</td>
<td>$174,290</td>
</tr>
<tr>
<td>RANGE</td>
<td>$38,463</td>
<td>13.72%</td>
<td>$439</td>
<td>$319</td>
<td>$1,439</td>
<td>$3,083</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>RENTALS</td>
<td>$28,824</td>
<td>2.05%</td>
<td>$537</td>
<td>$612</td>
<td>$1,040</td>
<td>$3,295</td>
<td>$3,867</td>
<td>$6,548</td>
<td>$8,620</td>
<td>$6,935</td>
<td>$5,236</td>
<td>$1,556</td>
<td>$192</td>
<td>$25</td>
<td>$5,276</td>
</tr>
<tr>
<td>S. PASS</td>
<td>$135,041</td>
<td>86.17%</td>
<td>$10,326</td>
<td>$9,015</td>
<td>$43,473</td>
<td>$53,549</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>P. PASS</td>
<td>$24,400</td>
<td>90.25%</td>
<td>$800</td>
<td>$2,000</td>
<td>$1,800</td>
<td>$10,300</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>LOCKERS</td>
<td>$135</td>
<td>118.52%</td>
<td>$40</td>
<td>$80</td>
<td>$80</td>
<td>$80</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**TOTAL** | $1,119,676 | 15.30% | $11,638 | $25,046 | $47,470 | $87,195 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $168,760 |

Board Report  May 2019

Recreation Department

- Kelly Claypool, Recreation Coordinator – Senior Services and Adult Activities
- Nolan Oberg, Recreation Manager
- Lauren Pavlish, Recreation Specialist – Youth and Adult Programs
- O. Stadnichuk, Recreation Specialist – Youth and Adult Programs

What’s going on…

Youth Activities

- Junior Bobcat Volleyball is on Tuesdays and Thursdays. The program is led by Coach Katie Plassmeyer. There are 39 participants. Practices are held on Tuesdays and matches are on Thursdays (through May 16).
- NFL Flag Football is on Tuesdays and Thursdays. The program is led by Nolan Oberg, Greg Overton, Rocky Knohl, Adam Boehler, David Hocker and Geoff Adams. There are 47 participants. Practices are on Tuesdays and games are on Thursdays (through May 16).
- Travel Baseball – there are 42 kids (ages 9-12) on 3 different teams. This will be our first year moving from 4-Star Baseball League to Longmont Baseball League. Each team has 6 home games and 6 away games. All away games are in Longmont. Big thanks to head coaches Justin Kearney, Tony Salerno, Brian Berg and Mark Baudino. Practices started on May 6. Our first games will be after Memorial Day and go through June 22.
- Kids Nite Out will continue through May 18. This program is held every Saturday night from 7-10:30p for ages 7-14.

Senior and Adult Activities

- New Belgium Brewing Tour day trip is April 17.
- Spanish Classes end the week of April 15. There are 38 participants in 3 different levels (beginner, intermediate, advanced).
- Guitar and Banjo lessons continue weekly with David Potter. There are 8 regular participants (youth and adults).
- First Thursday Meditation – April 4
• Cultivating Well-Being – April 5
• Why do we need bees? – April 9
• Low Vision Support Group – April 9
• Family Caregiver Support – April 10
• What’s your plan? – April 12
• Blood Drive – April 15
• Blood Pressure Clinic – April 15
• US Census Bureau – April 15-16
• Living Well with Diabetes – April 17 – May 22
• Medicare Counseling – April 24
• AARP Driver Safety – April 25
• Palette Pals – Mondays
• Supreme Court Group – Tuesdays
• Cards and Games
  o Bridge
  o Mah-Jongg
  o Rocky Rollers Wii Bowling
  o Backgammon
  o Cribbage
  o Chess
• Social Hour with Baked Goods – Tuesdays

What’s coming up...

Youth Activities

• Bobcat Camp – May 6 from 7:45a – 3:45p
• Travel Baseball – May 6 – July 22
• School of Breaking Workshops – June 1 and June 15
• Coach Pitch and TeeBall – June 1 – July 22
• Youth Mountain Biking – June 3 – July 17
• Youth Tennis Lessons - June 10-21 and July 8-19
• CARA Track – June 4 – July 20
• Summer Camps
  o Outdoor Recreation
  o Gymnastics
  o Circus
  o Acrobatics
  o Tennis
  o Cheerleading
  o Sports Sampler (Basketball and Soccer)
Senior and Adult Activities

- **Fun with Gardening** – May 2 and May 7
- **High Tea and Tell** – May 9 (see more info below)
- **How to Organically Care for Plants** – May 14
- **Lifelong Learning**
  - Our Wonderful World Summer Travel Series – June 4 – July 30
  - Larimer County Search and Rescue Hiker Safety Workshop – June 4
  - Poetry of Robert Frost – July 2 – 30
  - Great Courses
- **Butterfly Pavilion Day Trip** – May 22
- **Softball League** - May 29 – July 24 (Men’s Open, Upper Competitive and Lower Leisure)
- **Rockies Games Day Trips** – June 2, July 17, August 14, September 12
- **Watercolor-Batik Art Class** – June 26
- **Summer Sizzler Softball Tournament** – August 3-4
- **Dream Circle** – August 15
- **Outdoor Pickleball Tournament** – August 17-18

Other Important Info…

- **“High Tea and Tell” Special Event** - Senior Services/ Adult Activities will facilitate a “High Tea and Tell” Special event on Thursday, May 9 from 2 – 4 pm. The sit-down event will encourage participants to bring their own family’s fine china to have their tea in and tell others at the table the story of where the items came from or who it belonged to before them. The idea is to get those pretty things that we never use out of the boxes and cupboards to remember them, and have some fun sharing them with friends.

  The event cost is $12 per person. The menu will include a variety of teas donated by Celestial Seasoning, egg salad, ham salad and cucumber tea sandwiches, scones, mini muffins, cinnamon buns, cookies and chocolates. Table service will be provided by Sunrise Rotary. The Senior Advisory Committee will also be helping with the event.

- **Olesya “O” Stadnichuk** will be interim Recreation Specialist from April 8 – July 31, 2019. She will oversee summer camps, CARA Track, Day Trips, Dance Classes, Tumbling and Outdoor Education/Recreation. Welcome, O!

- **Laura Reece** was hired to instruct our N’Balance program. The certification course was postponed, but we hope to be able to offer the course again in Fall 2019. Welcome, Laura!
Guest Services
Ivana Knudson, Guest Services Manager

TOP PRIORITIES RIGHT NOW

#1 Stabilize front desk staffing- completion date May 24th
#2 Hire FT Health & Fitness Coordinator- completion date June 1, 2019
#3 Implement new cost structure – completion date May 27th, 2019
#4 Establish and normalize events and reservations department – TBD
#5 Monitor Cubz Den usage- completion date Fall 2019

1. Front Desk Operation (Staffing, Hiring & Restructuring)
Front Desk, under the Guest Services Department (GSD), has undergone significant restructuring changes in an effort to bring consistency; institutional knowledge and competency to the EVCC front line; to bring the training capabilities in house and to improve the turnover rate. We brought two full time Guest Services Attendants.

Serena Hennig – start date May 10th, 2019
Miguel Bernal- start date May 13th, 2019

Hiring of the two FT employees allows me to recreate the schedule and significantly reduce the number of shifts that currently takes us to get through the week. It takes 28 part time shifts at the front desk to cover a week of EVCC operation. Effective May 24th (the last day of closure), my team will transition to a new schedule consisting of eight 10 hour long shifts and 12 part time shifts on weekly basis.

Our FT employees will benefit from the four-day work week (4 x 10 hours/week), this was offered in an effort to create a healthy work-life balance environment.

We will continue to work with 4/5 PT employees, each working 3 shifts/week on average.

Monday- Friday (6AM-9PM)
1. Opening shift 5:30AM- 12:00PM
2. Day FT shift 9AM- 7/8PM (depends on lunch break)
3. Closing shift 3PM- 9:15PM

Saturday (8AM-9PM)
1. Opening FT shift 7:30AM – 6:30PM (depends on lunch break)
2. Closing shift 3PM- 9:15PM

Sunday (9AM-8PM)
1. Opening FT shift 8:30AM- 7:30AM (depends on lunch break)
2. Closing shift 3PM – 8:15PM
2. **Cubz Den expanded hours effective May 13th (Mother’s Day delivery)**

Effective May 13th, our Cubz Den service hours have expanded. We went from initially 7 sessions/week (4 morning and 3 afternoon sessions) to total of 12 sessions per week. We are now open every day of the week in the AM, and five days a week in the PM.

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AM</strong></td>
<td>8:00AM-12:00PM</td>
<td>8:00AM-12:00PM</td>
<td>8:00AM-12:00PM</td>
<td>8:00AM-12:00PM</td>
<td>8:00AM-12:00PM</td>
<td>8:00AM-12:00PM</td>
<td>9:00AM-12:00PM</td>
</tr>
<tr>
<td><strong>PM</strong></td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
<td>4:00PM-8:00PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CubzDen Punch Passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 Pack</td>
</tr>
<tr>
<td>30 Pack</td>
</tr>
<tr>
<td>40 Pak</td>
</tr>
</tbody>
</table>

We have designed the Cubz Den punch passes to make the kids transition to Cubz Den facility more efficient and simpler. It helped us significantly reduce the congestion at the front desk as those who purchased the pass do not need to stop for transaction at the FD. 7 packs sold in the first week (May 7-May 15) generating $570 revenue.

3. **EVCC Closure May 20-24**

The Guest Services staff will be in training on May 20-22 (during the closure time) from 9AM-1PM in preparation for our big Memorial Day launch (new cost structure, policies, procedure, finalizing new front desk schedule@ individual level)

4. **Corporate Membership Agreements.** We continue to partner (support) various organization in the community. We are currently working on corporate membership agreements with the organizations listed below. This will bring the total number of corporate partnerships with EVCC to 11.
   a. RMNP
   b. Rocky Mountain Conservancy
   c. Bank of Estes
Fitness and Enrichment “Special Interest”

Group Fitness/Programming and Personal Training is still managed by Ivana, however, we are currently in the process of hiring for the full-time Health & Fitness Coordinator position. We have received 47 applications since the announcement date, only 5 are CO applicants (none from Estes Park). The goal is to get the new Health & Fitness Coordinator on board by June 1st, 2019.

We have hired an additional personal trainer, Julie Bunton. Julie will join us at EVCC on June 1, 2019.

Laurie DeLuca will be joining our team as the Wellness Coach, effective June 1, 2019. Our team of personal trainer and coaches will consist of 7 health and fitness professionals.

All independent contractors with EVCC will be converting to EVCC employees. EVCC is moving towards the employee-based structure (away from contracting). Currently we are developing new salary ranges and the conversion completion date is set to Sep 1, 2019.

What’s new in health & fitness programming?

- Group Fitness Summer program is in session effective May 6th and will run until Sep 1
- We have introduced new class -Barre- as a part of the Summer group fitness schedule
- We offer new, 4 week long session of Pilates Ball classes
- We added an extra HIIT class on Tuesday@6:30pm
- We added Vinyasa Yoga class on Sunday@9:00am
- We added 2 spin classes on Tuesday@7:30am/Friday@5:30pm
- The Private Pilates Reformer program with Laurie Wood has been cancelled. Laurie’s privately owned and operated Pilates Reformer (machine) will be removed from the public EVCC premises before May 20th.

New equipment arrived on May 4th– about $2,500 worth of fitness and personal training equipment

Aquatics

Tiffany Barson, Aquatics Manager

<table>
<thead>
<tr>
<th>Aquatics- May 2019</th>
<th>2018</th>
<th>2019</th>
<th>Variance '18 to '19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Swim Lessons</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parent &amp; Tot Swim Lessons</td>
<td>12</td>
<td>3</td>
<td>-9</td>
</tr>
<tr>
<td>Preschool Lessons</td>
<td>13</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>School- Age</td>
<td>31</td>
<td>39</td>
<td>8</td>
</tr>
<tr>
<td><strong>Private Lessons</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Privates</td>
<td>219</td>
<td>362</td>
<td>143</td>
</tr>
<tr>
<td>Semi Private</td>
<td>23</td>
<td>39</td>
<td>16</td>
</tr>
<tr>
<td><strong>Specialty Classes</strong></td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong>:</td>
<td>298</td>
<td>462</td>
<td>164</td>
</tr>
<tr>
<td><strong>YTD 1/1 - 4/30</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
News:

- Staff is gearing up for the Lap pool scrub down which is part of regular maintenance during the week of May 20
- Summer Lifeguard training has been scheduled and will begin June 5
- Shepherds of Love Camp will be enjoying the Aquatic Facility June 12
- Summer pool hours have been extended to match the Community Center hours
- Swim Lessons will resume June 10. Registration has begun for swim lessons and specialty classes.
- The last night for Kids Night Out will be May 18, 2019
- The Aquatic Staff is working to develop special events to encourage pool attendance.
- Due to low staffing levels at the YMCA over Mother’s Day weekend, the Estes Valley Community Center has entered into an agreement to allow their members to visit the facility. The YMCA will reimburse the EVCC the resident rates for each visit.
- Care 4 Kids has been enjoying an afternoon swim on Mondays for a reduce rate of $3.75. Between 10-15 children participate in the program weekly. Three additional dates were added to the month of May

Upcoming Events:

- May 1, 8, 15, 29 – EVICS
- May 2 – Senior Night for High School Boys
- May 4, 10, 11, 17 – Birthday Parties
- May 4, 11, 18 – Kids Night out pool use
- May 6 – BobCat Camp
- May 7, 9, 13, 14 - Care for Kids (C4K)
- May 9 – Boy Scout Merit Badge Night
- May 10, 15, 17 – Grade school Parties

Facility Maintenance

Jason Lykins, Facility Maintenance Supervisor

We are preparing for the facility-wide closure May 20th through May 24th. This closure is for deep cleaning and maintenance, especially for areas not accessible during normal operating hours.

In addition to deep cleaning of all tiled areas and paint touch-ups throughout the building, the lap pool will be drained Monday and painted, where needed. The leisure pool will not be drained, but work in the leisure pool area will include replacement of a cracked exterior window on the west side (warranty item), as well as replacement of a portion of defective siding above the hot tub.

The parking lot is scheduled to be re-striped Monday and Tuesday if weather permits, the maple flooring in the upper fitness room and gymnasium will be lightly sanded and re-lacquered during the early part of the week, and all carpeting will be shampooed Thursday and Friday. Dead landscaping items will also be replaced (warranty items), turf areas that did not fare well last year will be drill seeded with an upgraded seed mix, and exterior patio furniture and planters will be delivered and arranged during the week, as well.

The intent is to have the bulk of the work done in time for the fitness areas, offices, Cubz Den, lower lobby and leisure pool to be open to the public by Saturday, May 25. However, the lap pool and gymnasium areas may take a little longer to cure, so they may be off limits through May 26.
Board Report     May 2019

GOLF COURSE MAINTENANCE

Mother Nature has dealt the golf course maintenance staff another challenging spring. As predicted, most of the Poa Annua was lost in the fairways at the 18-hole course. The following letter was sent out to pass holders...

As many have realized, the dry fall and winter has taken its toll on our fairways at the 18-hole course. Much like summer drought, these conditions cause grass plants to die of dehydration and desiccation. Our irrigation system relies heavily on help from Mother Nature to keep plants healthy going into winter. Snow is great insulation and protection, and snow melt throughout winter helps keep the grass hydrated. The lack of moisture last summer, fall and winter left the grass plants weak and unprotected. It became evident in late December that this spring was going to be a challenge.

Our fairways consist of a blend of Kentucky bluegrass, Perennial ryegrass and Annual bluegrass. Annual bluegrass, with its shallow root system, is most susceptible to damage during a typical Estes Park winter. Some of these areas will recover with warm temperatures and timely rains. Other areas will require inputs from our golf maintenance staff to speed the recovery. This will include approximately 8,000 lbs of seed, extra fertilizer applications, light and frequent irrigation cycles as well as some help from Mother Nature. In addition to Mother Nature, we are also asking for help from you, the golfer. New seedlings can easily be killed by cart or foot traffic. Patience now will accelerate the recovery. Most of the recovery efforts will be on fairways 1, 3, 4, 9, 12 and 18 fairways. We are asking ALL cart traffic to stay off these fairways. Please respect all cart rules, signs and roped off areas throughout the course. Staff will monitor the recovery and resume normal cart traffic soon as possible.

Please contact me with any questions and thank you for your patience.

The recent moisture has helped. We are seeing signs of improvement. The cooler temperatures have slowed the recovery efforts in the fairways. The week of 3/13 finally had some relatively consistent ground temperatures above 50 degrees F which is necessary for seed germination.

The putting surfaces at the 18-hole course are very good. The greens underwent the aerification process and are fully recovered. Staff will continue to smooth the surface to achieve consistent green speeds.

The 9-hole course survived winter well. #4 and #5 fairways have the highest population of Poa Annua and did experience some desiccation, but minor compared to the 18-hole course. The recovery efforts at the 9-hole will be minor compared to the 18-hole.
On April 23rd, golf maintenance staff had the pleasure of hosting a First Green field trip for 80 Estes Park Elementary school fifth graders. The First Green program focuses on STEM (Science, Technology, Engineering and Math) principles in a real-life setting where the students can experience first-hand how their classroom knowledge is applied in the management of a golf course. Eight groups of students rotated through five stations covering composting, putting, tools used on a golf course, the mathematics of golf, and soils. This environmental learning lab program is a national initiative by the Golf Course Superintendents Association of America and was initiated for Estes Park students by John Feeney, Golf Course Superintendent for Estes Valley Recreation and Park District. Mark Miller and staff ran a putting contest. Prizes included JR golf program scholarships. In addition to the educational benefits, the field trip will also expose kids to the game of golf. A big thank you goes out to Jordan McCormick, Mitch Savage, and Dennis Kling from Mariana Butte, Broken Tee and The Olde Course golf courses, respectively, for helping out with the event.

**PARKS AND TRAILS MAINTENANCE**

Parks staff is busy improving playing surfaces on the 3 ball fields. Aerification, irrigation maintenance, fertilization and infield maintenance have comprised of most of staffs time. Zach Zeschin has attended 2 ball field maintenance seminars and meetings and has is implementing this information into some new practices on the Stanley Park ball fields.

Dog park improvements continue with more rock features, and mounding. The district has contracted Michener Mountain Construction to install a gate (closer to the parking area), and a fenced in small dog area with in the west end of the dog park. The work is scheduled to begin the first week of July. A big thank you to John Guthrie who has volunteered time and equipment to help complete these projects.

The much anticipated laser level project began on the ball fields the week of 5/13. A full report will be in next month’s board report.
Asphalt crackfill, repair, sealcoat, and line striping is complete at the 18 hole Parking lot.

Edging bunkers is a very labor intensive process but greatly improves playability and aesthetics.
The new top dresser helped reduce time spent during our greens aerification process.

Approximately 6000 lbs of seed has been planted on the 18 hole golf course.
First Green Field Trip
A new irrigation controller with radio control for Stanley Park will increase control over watering cycles and make trouble shooting more efficient.

Recycling years of unused steel will reduce clutter in and around the maintenance facility.
The new 7 Passenger pontoon boat arrived Saturday May 4. Will be a great addition.

The Community Cleanup was held Saturday April 27. We coordinated efforts with the Estes Park Rotary Club (Noon Rotary), again this year. Atlas/Rocky Mountain Dumpsters donated a dumpster; the Town crew picked up full bags. We had about 120 people sign in at the Visitors Center. Other groups picked up bags earlier and coordinated their groups, for pickup at the same time. About 23 yards of trash was hauled away. A job well done.

We have opened all the restrooms in the parks.

We began boat and vehicle use fees May 3.

ANS Inspections will be available during our operation hours. The launch ramp will close ½ hour before our operations closing time.

The Marina Store is open each day of the week, from 9am-5pm, at this time.

We started renting boats Saturday May 4. Pontoon boats, the Lund fishing boats, paddle boats, canoes, kayaks, are available. No Stand-Up Paddleboards at this time, probably by the end of the month.

Our NEW pontoon boat should be here within the next two weeks.

33rd Annual Lake Estes Fishing Derby will be held June 1, 2019
Saturday June 1 and Sunday June 2 are free fishing days, statewide. No license is required. all other regulations still apply.
Campgrounds Report

May 2019

Every year gets a bit easier when preparing for the arrival of the Workamper staff, stocking the camp store, and performing spring cleaning duties around the campgrounds before the opening day. Opening the water systems was significantly easier than last year … The only excavating was a planned waterline to the camp store at Mary’s Lake which is a permanent replacement to the previous supply line that was damaged last spring. The system was super chlorinated and flushed before our last freeze and is now fully functional. Although we are again up and running, the current distribution system is extremely fragile and is due for replacement. In addition, the tedious process to sanitize well water, maintain a well pump, chlorinator, and storage tank is a full-time job in itself. It would be great to move forward and explore the possibility of tying the Mary’s Lake Campground in to the city water supply which is just over the property line in the adjacent neighborhood.

East Portal is also up and running just in time for the arrival of this season’s Workampers. Besides a meter that suffered freeze damage and a few leaking plumbing connections in a shower house, the property fared well considering our harsh winter temperatures.

Some very visible improvements to the Mary’s Lake Campground wrapped up this past week … the new firewood storage shed received a fresh coat of paint, and the new decks, pergola, and roof on the store were completed. New asphalt will hopefully be added to the entry area before the end of the month. Picnic table shelters and bear boxes have been delivered and will be installed in the coming weeks. Road base has been added to problematic areas in roadways at East Portal and all restrooms have been cleaned and stocked.

Other than working on the capital improvement projects, we have put the final touches on the camp stores and have spent a full week training our incoming staff of 24 Workampers. Utilizing the Community Center for our training sessions has been awesome. These individuals are the key to the success of the campgrounds and are committed to doing their very best to “enrich lives with quality recreation”.

The campgrounds are scheduled to open on May 20th.
## Campgrounds Revenue

### Mary's Lake Campground

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$4,243.56</td>
<td>$13,476.45</td>
<td>$31,701.45</td>
<td>$42,163.30</td>
<td>$68,608.20</td>
<td>$64,932.58</td>
</tr>
<tr>
<td>February</td>
<td>$7,870.75</td>
<td>$14,736.00</td>
<td>$27,777.29</td>
<td>$30,976.70</td>
<td>$42,966.05</td>
<td>$41,029.76</td>
</tr>
<tr>
<td>March</td>
<td>$10,753.05</td>
<td>$27,780.70</td>
<td>$47,656.40</td>
<td>$48,730.30</td>
<td>$61,311.71</td>
<td>$63,217.02</td>
</tr>
<tr>
<td>April</td>
<td>$14,769.58</td>
<td>$36,958.38</td>
<td>$46,783.13</td>
<td>$39,103.90</td>
<td>$57,531.95</td>
<td>$58,685.87</td>
</tr>
<tr>
<td>May</td>
<td>$38,329.39</td>
<td>$54,422.81</td>
<td>$89,748.31</td>
<td>$72,090.21</td>
<td>$90,190.58</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>$66,657.92</td>
<td>$110,045.52</td>
<td>$137,350.69</td>
<td>$147,049.71</td>
<td>$129,868.97</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>$77,292.78</td>
<td>$133,147.70</td>
<td>$127,997.09</td>
<td>$122,604.78</td>
<td>$127,221.40</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>$48,574.83</td>
<td>$110,921.09</td>
<td>$91,720.92</td>
<td>$93,135.15</td>
<td>$105,255.57</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>$27,822.94</td>
<td>$63,155.12</td>
<td>$57,857.29</td>
<td>$59,402.29</td>
<td>$76,962.38</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>$4,216.11</td>
<td>$14,441.27</td>
<td>$4,548.54</td>
<td>$3,186.03</td>
<td>$2,618.29</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>$128.75</td>
<td>$533.85</td>
<td>$928.75</td>
<td>$729.11</td>
<td>$1,228.52</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>$762.50</td>
<td>$5,845.10</td>
<td>$7,816.25</td>
<td>$17,367.94</td>
<td>$18,970.10</td>
<td></td>
</tr>
</tbody>
</table>

Total To Date  | $301,422.16 | $585,463.99 | $671,886.11| $676,539.42| $782,733.72| $227,865.23|

### East Portal Campground

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>$7,754.74</td>
<td>$12,111.45</td>
<td>$17,325.60</td>
<td>$24,704.55</td>
<td>$29,120.50</td>
<td>$37,834.80</td>
</tr>
<tr>
<td>February</td>
<td>$10,144.93</td>
<td>$16,069.15</td>
<td>$21,651.10</td>
<td>$19,686.95</td>
<td>$31,698.00</td>
<td>$30,011.70</td>
</tr>
<tr>
<td>March</td>
<td>$10,318.29</td>
<td>$18,721.95</td>
<td>$28,516.50</td>
<td>$20,867.35</td>
<td>$29,059.00</td>
<td>$31,749.00</td>
</tr>
<tr>
<td>April</td>
<td>$14,086.61</td>
<td>$28,629.70</td>
<td>$31,246.05</td>
<td>$30,757.10</td>
<td>$30,211.25</td>
<td>$32,925.30</td>
</tr>
<tr>
<td>May</td>
<td>$26,474.62</td>
<td>$39,975.76</td>
<td>$50,711.23</td>
<td>$28,248.94</td>
<td>$49,573.43</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>$40,261.90</td>
<td>$57,407.94</td>
<td>$50,634.11</td>
<td>$58,212.59</td>
<td>$49,674.87</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>$42,256.59</td>
<td>$44,332.01</td>
<td>$50,702.49</td>
<td>$43,318.57</td>
<td>$48,527.22</td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>$29,531.64</td>
<td>$36,992.33</td>
<td>$37,439.86</td>
<td>$36,212.59</td>
<td>$39,837.27</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>$17,149.30</td>
<td>$26,035.06</td>
<td>$24,933.30</td>
<td>$40,636.62</td>
<td>$29,852.92</td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>$3,641.94</td>
<td>$3,982.13</td>
<td>$2,429.48</td>
<td>$416.94</td>
<td>$30.38</td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>$-</td>
<td>$362.60</td>
<td>$466.25</td>
<td>$1,171.35</td>
<td>$1,645.00</td>
<td></td>
</tr>
<tr>
<td>December</td>
<td>$2,327.50</td>
<td>$3,546.25</td>
<td>$4,342.50</td>
<td>$5,357.50</td>
<td>$7,833.30</td>
<td></td>
</tr>
</tbody>
</table>

Total To Date  | $203,948.06 | $288,166.33| $319,758.47| $309,629.92| $346,873.14| $132,510.80|

### Totals To Date

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Totals To Date</td>
<td>$79,941.51</td>
<td>$168,483.78</td>
<td>$252,657.52</td>
<td>$256,990.15</td>
<td>$350,316.66</td>
<td>$360,376.03</td>
</tr>
<tr>
<td>Annual Total</td>
<td>$505,370.22</td>
<td>$873,630.32</td>
<td>$991,644.58</td>
<td>$986,169.34</td>
<td>$1,129,606.86</td>
<td>$360,376.03</td>
</tr>
<tr>
<td>Annual Budget</td>
<td>$401,910.00</td>
<td>$473,993.00</td>
<td>$741,525.00</td>
<td>$862,305.00</td>
<td>$941,869.00</td>
<td>$967,500.00</td>
</tr>
<tr>
<td>Over/Under</td>
<td>$103,460.22</td>
<td>$399,637.32</td>
<td>$250,119.58</td>
<td>$123,864.34</td>
<td>$187,737.86</td>
<td></td>
</tr>
</tbody>
</table>
HR Goals/Projects

- **Sentric System Upgrade**: Sentric will be launching the new interface for employees and managers on June 3, 2019. Sentric sent roll-out information on May 16, 2019. An announcement about the upgrade will be sent May 17, 2019 to employees and managers with information on how the new interface works. For the first payroll processing, I’ll be following up with each manager to ensure they can navigate the system and approve their payroll.

- **Employee Engagement activities**: Pulse surveys; Employee activities calendar by month; *Update: Welcome BBQ is scheduled for June 6 at 6pm at the Community Center. Save the Date!*

- **Leadership development plan** to continue to break down silos and improve teamwork and enhance performance management skills- With summer around the corner, managers will be focused on their respective businesses. I’ll be working on topics for our fall meetings to include and updates to the Employee Handbook and Safety Manual, training for enhancements to Sentric, electronic on-boarding for next summer and leadership topics.

- **Lifeguard Retention/Hiring** Revised pay ranges for Lifeguards/Headguards to be more competitive in order to retain and attract more lifeguards.

HR Statistics

<table>
<thead>
<tr>
<th>Apr-19</th>
<th>Active Employees</th>
<th>Terms</th>
<th>New Hires</th>
<th>Monthly Turnover</th>
<th>Q2Turnover</th>
<th>YTD Turnover</th>
</tr>
</thead>
<tbody>
<tr>
<td>FT</td>
<td>24</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>0.00%</td>
<td>8.25%</td>
</tr>
<tr>
<td>PT</td>
<td>67</td>
<td>5</td>
<td>3</td>
<td>6.94%</td>
<td>6.94%</td>
<td>13.09%</td>
</tr>
<tr>
<td>Seasonal</td>
<td>36</td>
<td>0</td>
<td>13</td>
<td>0.00%</td>
<td>0.00%</td>
<td>0.00%</td>
</tr>
<tr>
<td>Total</td>
<td>127</td>
<td>5</td>
<td>16</td>
<td>3.79%</td>
<td>3.79%</td>
<td>9.76%</td>
</tr>
<tr>
<td>Seasonal End Terms</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Seasonal Rehire rate April 84.62%; Season to date: 74.07%
Workers Compensation
April 2019: 1 injury- Parks and Trails, Employee back to work on light duty. January claim still pending awaiting doctor’s review.

Recruitment
Full-Time /Part-Time Regular Staff Openings
Two Full-time Regular Guest Services Front Desk Attendants- Hired Serena Hennig and Miguel Bernal. Will hire 1 more PT Regular- offer going out next week.
Full-time Regular Fitness Coordinator position- Conducting interviews. Looking to have position on-board by mid-June.
Lead Custodian- Interviews starting last week of May
Part-time Regular Custodian positions- on-hold while we consider hiring a Full-time Custodian Lead

All Seasonal Ads are up for Campgrounds, Golf, Parks & Trails and Marina
Golf Operations and Golf Maintenance hiring completed- still have new hires that will start within the next two weeks; Parks and Trails-offer pending for 1 Full-time Seasonal; need to hire 1 PT Seasonal; Campgrounds- still need 1-2 more full-time Seasonal employees ; Marina – hired 9, need to hire 6-8 more.; Lifeguards- still need several more seasonal hires.
Social Media

Our current number of followers on Facebook is at 1,536 people, a 1.6% increase from last month. We also had a 63% increase in post engagement, meaning more folks were commenting and liking our posts than the previous month. This is a great number because it means we have the interaction we want. Now we need to turn that into a closed sale.

We continue to hear that Facebook is one of the best places to obtain info about the district and our activities. Although not all Estes Park residents are linked to our page, posts are shared by other businesses and individuals, helping us to spread the word.

We will be updating our Facebook page the week of the closure to switch it over to a banner about the closure. The week of Memorial Day will go to a header that features various activities to do throughout the district during the summer. Posts have been scheduled already for various activities—disc golf tournament, sports registration deadlines, classes at the rec center—through July but more will continue to be added.

Email and Newsletters

Our 23rd District e-newsletter was sent out since the last report. The April newsletter went out on Friday, April 26 to 1,684 recipients. There was a 26.3% open rate of the email and a 2.7% click rate. As an fyi for industry reference, the industry click rate (for sports) is 2.6%. This rate is down a little. That could be due to the day of the week and time of day it was sent or the content. The top links were:

- Special Interest page (could have been from a couple of topics in the newsletter)
- EVRPD home page
- EVRPD jobs page
- Senior and Adult Activities programming page
- Softball page

The next newsletter is scheduled to go out May 20.

Our email campaign for wedding parties has been postponed as we determine the best course of action for handling the scheduling and customer service of wedding planning.

Website

The website has had a few updates, with new stories under District News and Featured Story as well as a regular update under What’s New.

The headers have been updated as well to include the Disc Golf Tournament, new hours in the CUBZ Den and the Fishing Derby. The next month will see new headers for summer hours at the rec center, new pricing at the rec center and Park and Rec Month.

![NEW CUBZ Den Hours!](image)

Enjoy a class with the peace of mind that your child is having fun too.
$4 for first child • $2 each additional child
Monday to Saturday: 8 a.m. to 12 p.m.
Monday to Friday: 4 to 8 p.m.
Sunday: 9 a.m. to noon
For more information, visit evrpdp.com/cubzden

Public Relations

We continue to submit weekly Things to Do With EVRPD for EP News. This format seems to be working well for summarizing our large list of programs and has continues to fill a full page in the newspaper. This weekly release is also sent to Visit Estes Park, the Trail Gazette, the Town of Estes Park, and EPTV8 for their new Rocky Mountain app.

Several other releases were distributed in the past month, including the Fishing Derby, Disc Golf Tournament, new pricing options at the rec center, the receipt of the grant from Village Thrift Shop, thank you to the volunteers for the Estes
park Community Cleanup Day, the High Tea and Tell event announcement, thank you for the volunteers and donors for the High Tea and Tell, Meet and Greet Party for the Foundation announcement, and closure of the rec center for cleaning.

We have several new releases coming in the next couple of months:

- Park and Rec Month launch
- Senior Resource Fair announcement
- Thank you for the volunteers and donors for the Fishing Derby

**Marketing Collateral and Advertising**

We have no new coupons but the Safeway receipt coupon will launch this week.

**EVCC Closed May 20 to 24**

There will be no:
- classes · programs · public entry · aquatics programs · senior or adult programs

EVCC will reopen at 8 a.m. on Saturday, May 25. We apologize for any inconvenience.

For more info, visit evrpd.com/estes-valley-communitycenter

We have increased the number of ads running in EP News over the last few weeks as our activities ramp up with the nice weather. These included:

- Now Hiring Lifeguards
- Now Hiring throughout District
- Youth baseball registration
- High Tea and Tell event
- Meet and Greet party for the Foundation
- Buy a Duck for the Foundation (Duck Race)
- EVCC closure
- Softball leagues
- Fishing Derby
- Get Golf Ready
- Disc Golf Tournament

Flyers continue to be updated at the community center to feature the spring programs, new events and latest classes. In particular, juggling class, CARA Track, day trips to see the Colorado Rockies, hiring fairs, break dancing class, and many more.
The monitor ads continue to be popular, with an average number of now 26 slides each week, about a third of which are new content. Just some of the programs we have promoted since the last report on these visual aids are summer camps (there are seven), Disc Golf Tournament, EVCC closure, new CUBZ Den hours, the opening of the marina and golf courses for the summer, and more.

The sandwich board sign content was switched out in the last couple of weeks. The sign now features the disc golf course and the Fishing Derby.

**Foundation Marketing**

Over the last month, several activities were initiated or produced to help raise funds for the Estes Valley Recreation and Park Foundation. One was being a recipient in the Duck Race. This activity raised $475 for the Foundation. Another was the Meet and Greet Party on May 9. Various promotion activities were conducted to attract attendees. We had about 50 attendees who enjoyed dancing, food and info about the Foundation. There was at least one donation that came out of the event.

Flyers with a donation form have been completed and are distributed throughout the district as well.

**Current and Future Projects**

The new monument signs have been installed at the 9-hole and 18-hole golf courses. The 9-hole sign has been updated with the digital component. We had to go back to square one on the electrical line due to new construction and some concerns about where the line would be located. The base of the 9-hole sign also needs to be cleaned, sealed and painted but will be completed by John Feeney’s team after completing the digital portion of the sign.
The mini-monument sign currently features many of the same events and topics as the monitors and web banners and seems to be a good visual for quick messages that don’t change frequently, such as High Tea and Tell, graduation parties, new CUBZ Den hours and more.

We received our first inquiry from WeddingWire.com. A response was sent and a follow up is in the couple’s court now. We also received more than 100 inquiries through Visit Estes Park in the past month for various group activities and large space reservations. Responses were supplied for all of these and hopefully a few will turn into confirmed bookings.
## Estes Valley Recreation & Park District
### Period Income Statement
Compared with Budget and Last Year
For the Four Months Ending April 30, 2019

<table>
<thead>
<tr>
<th></th>
<th>Current Year Month Actual</th>
<th>Current Year YTD Actual</th>
<th>Current Year YTD Budget</th>
<th>Last Year YTD Actual</th>
<th>Current Year Annual Budget</th>
<th>Current Year YTD % Budget</th>
<th>Remaining Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADMINISTRATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues</td>
<td>97,988</td>
<td>621,594</td>
<td>249,030</td>
<td>630,981</td>
<td>747,094</td>
<td>83.20</td>
<td>125,500</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>78,325</td>
<td>271,586</td>
<td>260,098</td>
<td>254,436</td>
<td>780,371</td>
<td>34.80</td>
<td>508,785</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>0</td>
<td>0</td>
<td>7,517</td>
<td>0</td>
<td>22,541</td>
<td>0.00</td>
<td>22,541</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>78,325</td>
<td>271,586</td>
<td>267,615</td>
<td>254,436</td>
<td>802,912</td>
<td>33.83</td>
<td>531,326</td>
</tr>
<tr>
<td>Net Income</td>
<td>19,663</td>
<td>350,008</td>
<td>376,545</td>
<td>(55,818)</td>
<td>(627.05)</td>
<td>(405,826)</td>
<td></td>
</tr>
<tr>
<td><strong>RECREATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues</td>
<td>12,075</td>
<td>31,410</td>
<td>38,072</td>
<td>28,054</td>
<td>114,200</td>
<td>27.50</td>
<td>82,790</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>15,023</td>
<td>62,646</td>
<td>73,947</td>
<td>86,305</td>
<td>243,463</td>
<td>25.73</td>
<td>180,817</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>0</td>
<td>0</td>
<td>2,031</td>
<td>0</td>
<td>6,087</td>
<td>0.00</td>
<td>6,087</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>15,023</td>
<td>62,646</td>
<td>75,978</td>
<td>86,305</td>
<td>249,550</td>
<td>25.10</td>
<td>186,904</td>
</tr>
<tr>
<td>Net Income</td>
<td>(2,948)</td>
<td>(31,236)</td>
<td>(37,906)</td>
<td>(58,251)</td>
<td>(135,350)</td>
<td>23.08</td>
<td>(104,114)</td>
</tr>
<tr>
<td><strong>COMMUNITY CENTER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues</td>
<td>214,474</td>
<td>1,135,989</td>
<td>1,179,237</td>
<td>1,117,638</td>
<td>3,537,741</td>
<td>32.11</td>
<td>2,401,752</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>113,675</td>
<td>434,920</td>
<td>435,827</td>
<td>425,416</td>
<td>1,307,523</td>
<td>33.26</td>
<td>872,603</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>383,011</td>
<td>537,442</td>
<td>726,056</td>
<td>3,706,605</td>
<td>2,178,160</td>
<td>24.67</td>
<td>1,640,718</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>496,686</td>
<td>972,362</td>
<td>1,161,883</td>
<td>4,132,021</td>
<td>3,485,683</td>
<td>27.90</td>
<td>2,513,321</td>
</tr>
<tr>
<td>Net Income</td>
<td>(282,212)</td>
<td>163,627</td>
<td>17,354</td>
<td>(3,014,383)</td>
<td>52,058</td>
<td>314.32</td>
<td>(111,569)</td>
</tr>
<tr>
<td><strong>LAKE ESTES GOLF</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues</td>
<td>5,583</td>
<td>21,027</td>
<td>25,977</td>
<td>23,279</td>
<td>295,335</td>
<td>7.12</td>
<td>274,308</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>22,027</td>
<td>81,778</td>
<td>106,458</td>
<td>89,403</td>
<td>369,943</td>
<td>22.11</td>
<td>288,165</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>0</td>
<td>0</td>
<td>3,088</td>
<td>0</td>
<td>9,248</td>
<td>0.00</td>
<td>9,248</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>22,027</td>
<td>81,778</td>
<td>109,546</td>
<td>89,403</td>
<td>379,191</td>
<td>21.57</td>
<td>297,413</td>
</tr>
<tr>
<td>Net Income</td>
<td>(16,444)</td>
<td>(60,751)</td>
<td>(83,569)</td>
<td>(66,124)</td>
<td>(83,856)</td>
<td>72.45</td>
<td>(23,105)</td>
</tr>
<tr>
<td><strong>ESTES PARK GOLF</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues</td>
<td>87,646</td>
<td>173,147</td>
<td>187,437</td>
<td>168,919</td>
<td>1,225,342</td>
<td>14.13</td>
<td>1,052,195</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>72,116</td>
<td>240,623</td>
<td>233,933</td>
<td>278,766</td>
<td>853,575</td>
<td>28.19</td>
<td>612,952</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>6,998</td>
<td>49,587</td>
<td>61,875</td>
<td>75,174</td>
<td>185,611</td>
<td>26.72</td>
<td>136,024</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>79,114</td>
<td>290,210</td>
<td>295,808</td>
<td>353,940</td>
<td>1,039,186</td>
<td>27.93</td>
<td>748,976</td>
</tr>
<tr>
<td>Net Income</td>
<td>8,532</td>
<td>(117,063)</td>
<td>(108,371)</td>
<td>(185,021)</td>
<td>186,156</td>
<td>(62.88)</td>
<td>303,219</td>
</tr>
</tbody>
</table>
### MARINA

<table>
<thead>
<tr>
<th></th>
<th>Current Year Month Actual</th>
<th>Current Year YTD Actual</th>
<th>Current Year YTD Budget</th>
<th>Last Year YTD Actual</th>
<th>Current Year Annual Budget</th>
<th>Current Year YTD % Budget</th>
<th>Remaining Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>5,516</td>
<td>12,726</td>
<td>11,752</td>
<td>8,864</td>
<td>552,200</td>
<td>2.30</td>
<td>539,474</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>23,506</td>
<td>84,841</td>
<td>98,525</td>
<td>67,331</td>
<td>396,896</td>
<td>21.38</td>
<td>312,055</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>15,980</td>
<td>19,800</td>
<td>14,974</td>
<td>23,721</td>
<td>44,922</td>
<td>44.08</td>
<td>25,122</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>39,486</td>
<td>104,641</td>
<td>113,499</td>
<td>91,052</td>
<td>441,818</td>
<td>23.68</td>
<td>337,177</td>
</tr>
</tbody>
</table>

| Net Income           | (33,970)                  | (91,915)                | (101,747)               | (82,188)             | 110,382                   | (83.27)                   | 202,297         |

### PARKS/TRAILS

<table>
<thead>
<tr>
<th></th>
<th>Current Year Month Actual</th>
<th>Current Year YTD Actual</th>
<th>Current Year YTD Budget</th>
<th>Last Year YTD Actual</th>
<th>Current Year Annual Budget</th>
<th>Current Year YTD % Budget</th>
<th>Remaining Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>19,480</td>
<td>31,470</td>
<td>146,287</td>
<td>2,097</td>
<td>514,276</td>
<td>6.12</td>
<td>482,806</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>15,971</td>
<td>64,548</td>
<td>84,600</td>
<td>96,424</td>
<td>275,684</td>
<td>23.41</td>
<td>211,136</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>26,060</td>
<td>38,654</td>
<td>114,516</td>
<td>89,596</td>
<td>343,540</td>
<td>11.25</td>
<td>304,886</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>42,031</td>
<td>103,202</td>
<td>199,116</td>
<td>186,020</td>
<td>619,224</td>
<td>16.67</td>
<td>516,022</td>
</tr>
</tbody>
</table>

| Net Income           | (22,551)                  | (71,732)                | (52,829)                | (183,923)            | (104,948)                 | 68.35                     | (33,216)        |

### CAMPGROUNDS

<table>
<thead>
<tr>
<th></th>
<th>Current Year Month Actual</th>
<th>Current Year YTD Actual</th>
<th>Current Year YTD Budget</th>
<th>Last Year YTD Actual</th>
<th>Current Year Annual Budget</th>
<th>Current Year YTD % Budget</th>
<th>Remaining Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>85,463</td>
<td>354,703</td>
<td>304,419</td>
<td>345,170</td>
<td>884,250</td>
<td>40.11</td>
<td>529,547</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>62,754</td>
<td>139,503</td>
<td>172,282</td>
<td>133,741</td>
<td>595,061</td>
<td>23.44</td>
<td>455,558</td>
</tr>
<tr>
<td>Non-Operating Exp</td>
<td>30,939</td>
<td>103,628</td>
<td>56,247</td>
<td>58,854</td>
<td>168,727</td>
<td>61.42</td>
<td>65,099</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>93,693</td>
<td>243,131</td>
<td>228,529</td>
<td>192,595</td>
<td>763,788</td>
<td>31.83</td>
<td>520,657</td>
</tr>
</tbody>
</table>

| Net Income           | (8,230)                   | 111,572                 | 75,890                  | 152,575              | 120,462                   | 92.62                     | 8,890           |

### DISTRICT TOTALS

<table>
<thead>
<tr>
<th></th>
<th>Current Year Month Actual</th>
<th>Current Year YTD Actual</th>
<th>Current Year YTD Budget</th>
<th>Last Year YTD Actual</th>
<th>Current Year Annual Budget</th>
<th>Current Year YTD % Budget</th>
<th>Remaining Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>528,225</td>
<td>2,382,066</td>
<td>2,142,211</td>
<td>2,325,002</td>
<td>7,870,438</td>
<td>30.27</td>
<td>5,488,372</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>403,397</td>
<td>1,380,445</td>
<td>1,465,670</td>
<td>1,431,822</td>
<td>4,822,516</td>
<td>28.62</td>
<td>3,442,071</td>
</tr>
<tr>
<td>Non-operating Exp</td>
<td>462,988</td>
<td>749,111</td>
<td>986,304</td>
<td>3,953,950</td>
<td>2,958,836</td>
<td>25.32</td>
<td>2,209,725</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>866,385</td>
<td>2,129,556</td>
<td>2,451,974</td>
<td>5,385,772</td>
<td>7,781,352</td>
<td>27.37</td>
<td>5,651,796</td>
</tr>
</tbody>
</table>

| Net Income           | (338,160)                 | 252,510                 | (309,763)               | (3,060,770)          | 89,086                    | (163,424)                 |                 |
## CASH RECEIPTS:

<table>
<thead>
<tr>
<th>Fund/Division</th>
<th>2018 April</th>
<th>2019 April</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$114,411</td>
<td>$97,988</td>
</tr>
<tr>
<td>Recreation</td>
<td>5,390</td>
<td>12,075</td>
</tr>
<tr>
<td>Community Center</td>
<td>269,129</td>
<td>214,474</td>
</tr>
<tr>
<td>Lake Estes 9-Hole Golf Course</td>
<td>5,228</td>
<td>5,583</td>
</tr>
<tr>
<td>Estes Park 18-Hole Golf Course</td>
<td>84,703</td>
<td>87,646</td>
</tr>
<tr>
<td>Marina</td>
<td>3,830</td>
<td>5,516</td>
</tr>
<tr>
<td>Parks/Trails</td>
<td>980</td>
<td>19,480</td>
</tr>
<tr>
<td>Campgrounds</td>
<td>79,629</td>
<td>85,463</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>563,300</strong></td>
<td><strong>528,225</strong></td>
</tr>
<tr>
<td><strong>(Increase)/Decrease in Receivables/Inv</strong></td>
<td><strong>(20,129)</strong></td>
<td><strong>6,178</strong></td>
</tr>
<tr>
<td><strong>Total Cash Receipts</strong></td>
<td><strong>$543,171</strong></td>
<td><strong>$534,403</strong></td>
</tr>
</tbody>
</table>

## CASH DISBURSEMENTS:

<table>
<thead>
<tr>
<th>Fund/Division</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$58,577</td>
<td>$78,325</td>
</tr>
<tr>
<td>Recreation</td>
<td>23,086</td>
<td>15,023</td>
</tr>
<tr>
<td>Community Center</td>
<td>722,182</td>
<td>496,686</td>
</tr>
<tr>
<td>Lake Estes 9-Hole Golf Course</td>
<td>24,848</td>
<td>22,027</td>
</tr>
<tr>
<td>Estes Park 18-Hole Golf Course</td>
<td>108,842</td>
<td>79,114</td>
</tr>
<tr>
<td>Marina</td>
<td>45,200</td>
<td>39,486</td>
</tr>
<tr>
<td>Parks/Trails</td>
<td>77,106</td>
<td>42,031</td>
</tr>
<tr>
<td>Campgrounds</td>
<td>73,206</td>
<td>93,693</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>1,133,047</strong></td>
<td><strong>866,385</strong></td>
</tr>
<tr>
<td><strong>(Increase)/Decrease in Payables</strong></td>
<td><strong>(439,674)</strong></td>
<td><strong>(446,383)</strong></td>
</tr>
<tr>
<td><strong>Total Cash Disbursements</strong></td>
<td><strong>$693,373</strong></td>
<td><strong>$420,002</strong></td>
</tr>
</tbody>
</table>

## NET CASH INFLOW (OUTFLOW)

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>(150,202)</strong></td>
<td><strong>114,401</strong></td>
</tr>
</tbody>
</table>

## CASH IN BANK:

### AVAILABLE CASH:

<table>
<thead>
<tr>
<th>Account</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank of Estes Park - Checking</td>
<td>$297,866</td>
<td>$497,305</td>
</tr>
<tr>
<td>Bank of Estes Park - Credit Cards</td>
<td>32,457</td>
<td>14,409</td>
</tr>
<tr>
<td>ColoTrust - General Fund</td>
<td>1,803,266</td>
<td>2,099,650</td>
</tr>
<tr>
<td>Bank of Estes Park - DOW POS</td>
<td>5,402</td>
<td>4,842</td>
</tr>
<tr>
<td>Bank of CO - Money Market</td>
<td>153,977</td>
<td>154,061</td>
</tr>
<tr>
<td>Petty Cash</td>
<td>3,445</td>
<td>3,445</td>
</tr>
<tr>
<td><strong>Sub-Total - Available Cash</strong></td>
<td><strong>$2,296,413</strong></td>
<td><strong>$2,773,712</strong></td>
</tr>
</tbody>
</table>

### OTHER CASH:

<table>
<thead>
<tr>
<th>Account</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>ColoTrust - Lottery Funds(CTF)</td>
<td>262,501</td>
<td>277,927</td>
</tr>
<tr>
<td>ColoTrust - Comm Ctr Proj Acct</td>
<td>1,766,800</td>
<td>442,637</td>
</tr>
<tr>
<td>CSafe - Tabor Reserve</td>
<td>48,790</td>
<td>97,031</td>
</tr>
<tr>
<td>CSafe - Debt Service Fund</td>
<td>759,909</td>
<td>784,764</td>
</tr>
<tr>
<td><strong>Sub-Total - Other Cash</strong></td>
<td><strong>$2,838,000</strong></td>
<td><strong>$1,602,358</strong></td>
</tr>
</tbody>
</table>

## TOTAL CASH IN BANKS

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL CASH IN BANKS</strong></td>
<td><strong>$5,134,413</strong></td>
<td><strong>$4,376,070</strong></td>
</tr>
<tr>
<td>Check #</td>
<td>Date</td>
<td>Payee</td>
</tr>
<tr>
<td>---------</td>
<td>---------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>145888</td>
<td>4/4/19</td>
<td>American Dry Goods</td>
</tr>
<tr>
<td>145889</td>
<td>4/4/19</td>
<td>Jeff Arnold</td>
</tr>
<tr>
<td>145890</td>
<td>4/4/19</td>
<td>Atlas Disposal &amp; Recycling</td>
</tr>
<tr>
<td>145891</td>
<td>4/4/19</td>
<td>Colorado Employer Benefit Trust</td>
</tr>
<tr>
<td>145892</td>
<td>4/4/19</td>
<td>CenturyLink</td>
</tr>
<tr>
<td>145893</td>
<td>4/4/19</td>
<td>LLC CenturyLink Communication</td>
</tr>
<tr>
<td>145894</td>
<td>4/4/19</td>
<td>Club Prophet Systems</td>
</tr>
<tr>
<td>145895</td>
<td>4/4/19</td>
<td>CO Spec Districts Prop &amp; Liab Pool</td>
</tr>
<tr>
<td>145896</td>
<td>4/4/19</td>
<td>Swire Coca-Cola, USA</td>
</tr>
<tr>
<td>145897</td>
<td>4/4/19</td>
<td>Colorado Storage Systems</td>
</tr>
<tr>
<td>145898</td>
<td>4/4/19</td>
<td>Cornell Home Improvement</td>
</tr>
<tr>
<td>145899</td>
<td>4/4/19</td>
<td>Patrick Cramer</td>
</tr>
<tr>
<td>145900</td>
<td>4/4/19</td>
<td>Michael Curtiss</td>
</tr>
<tr>
<td>145901</td>
<td>4/4/19</td>
<td>EMI Sportswear, Inc.</td>
</tr>
<tr>
<td>145902</td>
<td>4/4/19</td>
<td>Estes Valley Networks, Inc</td>
</tr>
<tr>
<td>145903</td>
<td>4/4/19</td>
<td>Estes Valley Service Co</td>
</tr>
<tr>
<td>145904</td>
<td>4/4/19</td>
<td>Ford Motor Credit Company</td>
</tr>
<tr>
<td>145905</td>
<td>4/4/19</td>
<td>GuestGuide Publications, LLC</td>
</tr>
<tr>
<td>145906</td>
<td>4/4/19</td>
<td>Megan Hartzog</td>
</tr>
<tr>
<td>145907</td>
<td>4/4/19</td>
<td>Michelle Hurni</td>
</tr>
<tr>
<td>145908</td>
<td>4/4/19</td>
<td>Imperial Sportswear</td>
</tr>
<tr>
<td>145909</td>
<td>4/4/19</td>
<td>JC Golf Accessories</td>
</tr>
<tr>
<td>145910</td>
<td>4/4/19</td>
<td>Larimer County Engineering Dept</td>
</tr>
<tr>
<td>145911</td>
<td>4/4/19</td>
<td>LL Johnson Distributing Company</td>
</tr>
<tr>
<td>145912</td>
<td>4/4/19</td>
<td>Kristina Naldjian</td>
</tr>
<tr>
<td>145913</td>
<td>4/4/19</td>
<td>Northern Colorado Water Conservancy</td>
</tr>
<tr>
<td>145914</td>
<td>4/4/19</td>
<td>Park Supply Co</td>
</tr>
<tr>
<td>145915</td>
<td>4/4/19</td>
<td>Pioneer Athletics</td>
</tr>
<tr>
<td>145916</td>
<td>4/4/19</td>
<td>Prestige Flag</td>
</tr>
<tr>
<td>145917</td>
<td>4/4/19</td>
<td>Protect Youth Sports</td>
</tr>
<tr>
<td>145918</td>
<td>4/4/19</td>
<td>Spikes Golf Supplies, Inc.</td>
</tr>
<tr>
<td>145919</td>
<td>4/4/19</td>
<td>Supplyworks</td>
</tr>
<tr>
<td>145920</td>
<td>4/4/19</td>
<td>TDS</td>
</tr>
<tr>
<td>145921</td>
<td>4/4/19</td>
<td>Team Petroleum</td>
</tr>
<tr>
<td>145922</td>
<td>4/4/19</td>
<td>The Lifeguard Store, Inc.</td>
</tr>
<tr>
<td>145923</td>
<td>4/4/19</td>
<td>Trail Ridge Printing Co, LLC</td>
</tr>
<tr>
<td>145924</td>
<td>4/4/19</td>
<td>Un!nk Printworks</td>
</tr>
<tr>
<td>145925</td>
<td>4/4/19</td>
<td>Laurie Wood</td>
</tr>
<tr>
<td>145926</td>
<td>4/4/19</td>
<td>Xcel Energy</td>
</tr>
<tr>
<td>145927</td>
<td>4/4/19</td>
<td>Zep Sales &amp; Service</td>
</tr>
<tr>
<td>12428</td>
<td>4/5/19</td>
<td>Employee Paycheck</td>
</tr>
<tr>
<td>145928</td>
<td>4/11/19</td>
<td>Air-O-Pure</td>
</tr>
<tr>
<td>145929</td>
<td>4/11/19</td>
<td>Atlas Disposal &amp; Recycling</td>
</tr>
<tr>
<td>145930</td>
<td>4/11/19</td>
<td>Big Rock Sports, LLC</td>
</tr>
<tr>
<td>Check #</td>
<td>Date</td>
<td>Payee</td>
</tr>
<tr>
<td>---------</td>
<td>----------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>145931</td>
<td>4/11/19</td>
<td>Robert Burkhardt</td>
</tr>
<tr>
<td>145932</td>
<td>4/11/19</td>
<td>CenturyLink</td>
</tr>
<tr>
<td>145933</td>
<td>4/11/19</td>
<td>Colorado Dept of Rev</td>
</tr>
<tr>
<td>145934</td>
<td>4/11/19</td>
<td>CO Spec Districts Prop &amp; Liab Pool</td>
</tr>
<tr>
<td>145935</td>
<td>4/11/19</td>
<td>Enviropest</td>
</tr>
<tr>
<td>145936</td>
<td>4/11/19</td>
<td>Estes Park Rent All</td>
</tr>
<tr>
<td>145937</td>
<td>4/11/19</td>
<td>Estes Park Sanitation</td>
</tr>
<tr>
<td>145938</td>
<td>4/11/19</td>
<td>Christina Florence</td>
</tr>
<tr>
<td>145939</td>
<td>4/11/19</td>
<td>Hobert Office Services</td>
</tr>
<tr>
<td>145940</td>
<td>4/11/19</td>
<td>LL Johnson Distributing Company</td>
</tr>
<tr>
<td>145941</td>
<td>4/11/19</td>
<td>Mountain States Specialties</td>
</tr>
<tr>
<td>145942</td>
<td>4/11/19</td>
<td>NAPA</td>
</tr>
<tr>
<td>145943</td>
<td>4/11/19</td>
<td>Pitney Bowes Postage By Phone</td>
</tr>
<tr>
<td>145944</td>
<td>4/11/19</td>
<td>Safeway Stores, Inc</td>
</tr>
<tr>
<td>145945</td>
<td>4/11/19</td>
<td>Smith Sign Studio</td>
</tr>
<tr>
<td>145946</td>
<td>4/11/19</td>
<td>Erin Tice</td>
</tr>
<tr>
<td>145947</td>
<td>4/11/19</td>
<td>Trail Ridge Printing Co, LLC</td>
</tr>
<tr>
<td>145948</td>
<td>4/11/19</td>
<td>Valley Fire Extinguisher</td>
</tr>
<tr>
<td>145949</td>
<td>4/11/19</td>
<td>Xcel Energy</td>
</tr>
<tr>
<td>145950</td>
<td>4/11/19</td>
<td>YipTel, LLC</td>
</tr>
<tr>
<td>145951</td>
<td>4/11/19</td>
<td>Bank of Colorado - VISA</td>
</tr>
<tr>
<td>145952</td>
<td>4/18/19</td>
<td>Ace Hardware</td>
</tr>
<tr>
<td>145953</td>
<td>4/18/19</td>
<td>American Dry Goods</td>
</tr>
<tr>
<td>145954</td>
<td>4/18/19</td>
<td>Callaway Golf</td>
</tr>
<tr>
<td>145955</td>
<td>4/18/19</td>
<td>CO Spec Districts Prop &amp; Liab Pool</td>
</tr>
<tr>
<td>145956</td>
<td>4/18/19</td>
<td>Michael Curtiss</td>
</tr>
<tr>
<td>145957</td>
<td>4/18/19</td>
<td>Destination Travel Network</td>
</tr>
<tr>
<td>145958</td>
<td>4/18/19</td>
<td>Eldorado Artesian Springs</td>
</tr>
<tr>
<td>145959</td>
<td>4/18/19</td>
<td>EPTV Channel 8</td>
</tr>
<tr>
<td>145960</td>
<td>4/18/19</td>
<td>Estes True Value/Radioshack</td>
</tr>
<tr>
<td>145961</td>
<td>4/18/19</td>
<td>Robin Fallon</td>
</tr>
<tr>
<td>145962</td>
<td>4/18/19</td>
<td>Guido Finocchiaro</td>
</tr>
<tr>
<td>145963</td>
<td>4/18/19</td>
<td>Gear for Sports</td>
</tr>
<tr>
<td>145964</td>
<td>4/18/19</td>
<td>Handy Glass, Inc.</td>
</tr>
<tr>
<td>145965</td>
<td>4/18/19</td>
<td>Jim's Prop Shop, Inc.</td>
</tr>
<tr>
<td>145966</td>
<td>4/18/19</td>
<td>Konica Minolta</td>
</tr>
<tr>
<td>145967</td>
<td>4/18/19</td>
<td>Lyons Gaddis</td>
</tr>
<tr>
<td>145968</td>
<td>4/18/19</td>
<td>Masek Golf Car Company</td>
</tr>
<tr>
<td>145969</td>
<td>4/18/19</td>
<td>Bethany Matthias</td>
</tr>
<tr>
<td>145970</td>
<td>4/18/19</td>
<td>Ravit Michener</td>
</tr>
<tr>
<td>145971</td>
<td>4/18/19</td>
<td>Maggie Moran</td>
</tr>
<tr>
<td>145972</td>
<td>4/18/19</td>
<td>Ouray Sportswear</td>
</tr>
<tr>
<td>145973</td>
<td>4/18/19</td>
<td>Piranha Propellers</td>
</tr>
<tr>
<td>145974</td>
<td>4/18/19</td>
<td>Register Tape Unlimited</td>
</tr>
<tr>
<td>145975</td>
<td>4/18/19</td>
<td>RubinBrown LLC</td>
</tr>
<tr>
<td>145976</td>
<td>4/18/19</td>
<td>Supplyworks</td>
</tr>
<tr>
<td>145977</td>
<td>4/18/19</td>
<td>TDS</td>
</tr>
<tr>
<td>Check #</td>
<td>Date</td>
<td>Payee</td>
</tr>
<tr>
<td>----------</td>
<td>----------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>145978</td>
<td>4/18/19</td>
<td>Un!nk Printworks</td>
</tr>
<tr>
<td>145979</td>
<td>4/18/19</td>
<td>Lisa Von Bargen</td>
</tr>
<tr>
<td>145980</td>
<td>4/18/19</td>
<td>Waste Management-Estes Park</td>
</tr>
<tr>
<td>145981</td>
<td>4/18/19</td>
<td>Sally Whyard</td>
</tr>
<tr>
<td>145982</td>
<td>4/18/19</td>
<td>Dawn Wilson</td>
</tr>
<tr>
<td>145983</td>
<td>4/18/19</td>
<td>Laurie Wood</td>
</tr>
<tr>
<td>12429</td>
<td>4/19/19</td>
<td>Employee Paycheck</td>
</tr>
<tr>
<td>145984</td>
<td>4/25/19</td>
<td>Employee Paycheck</td>
</tr>
<tr>
<td>145985</td>
<td>4/25/19</td>
<td>4 Rivers Equipment, LLC</td>
</tr>
<tr>
<td>145986</td>
<td>4/25/19</td>
<td>Samantha Andersen</td>
</tr>
<tr>
<td>145987</td>
<td>4/25/19</td>
<td>Kim Anderson</td>
</tr>
<tr>
<td>145988</td>
<td>4/25/19</td>
<td>Bank of Colorado</td>
</tr>
<tr>
<td>145989</td>
<td>4/25/19</td>
<td>Connecting Point</td>
</tr>
<tr>
<td>145990</td>
<td>4/25/19</td>
<td>EMI Sportswear, Inc.</td>
</tr>
<tr>
<td>145991</td>
<td>4/25/19</td>
<td>Enviropest</td>
</tr>
<tr>
<td>145992</td>
<td>4/25/19</td>
<td>Estes Park Gun &amp; Archery Club</td>
</tr>
<tr>
<td>145993</td>
<td>4/25/19</td>
<td>Estes Park News</td>
</tr>
<tr>
<td>145994</td>
<td>4/25/19</td>
<td>The Trail Gazette</td>
</tr>
<tr>
<td>145995</td>
<td>4/25/19</td>
<td>Home Depot Credit Services</td>
</tr>
<tr>
<td>145996</td>
<td>4/25/19</td>
<td>Michelle Hurni</td>
</tr>
<tr>
<td>145997</td>
<td>4/25/19</td>
<td>David James</td>
</tr>
<tr>
<td>145998</td>
<td>4/25/19</td>
<td>Kitchen &amp; Company Excavators</td>
</tr>
<tr>
<td>145999</td>
<td>4/25/19</td>
<td>Ravit Michener</td>
</tr>
<tr>
<td>146000</td>
<td>4/25/19</td>
<td>Newcomers Club</td>
</tr>
<tr>
<td>146001</td>
<td>4/25/19</td>
<td>Northend Self Storage</td>
</tr>
<tr>
<td>146002</td>
<td>4/25/19</td>
<td>Range View Security, Inc.</td>
</tr>
<tr>
<td>146003</td>
<td>4/25/19</td>
<td>Titleist</td>
</tr>
<tr>
<td>146004</td>
<td>4/25/19</td>
<td>Town of Estes Park</td>
</tr>
<tr>
<td>146005</td>
<td>4/25/19</td>
<td>Uline, Inc.</td>
</tr>
<tr>
<td>146006</td>
<td>4/25/19</td>
<td>Verizon Wireless</td>
</tr>
<tr>
<td>146007</td>
<td>4/25/19</td>
<td>Wickham Tractor Co.</td>
</tr>
<tr>
<td>146008</td>
<td>4/25/19</td>
<td>Wilcor International Inc.</td>
</tr>
<tr>
<td>146009</td>
<td>4/25/19</td>
<td>Xcel Energy</td>
</tr>
<tr>
<td>146010</td>
<td>4/25/19</td>
<td>Yamaha Motor Finance Corp., USA</td>
</tr>
</tbody>
</table>

**Total**                                           **218,559.65**

Electronic/Other Transactions:
Transfer to Csafe Debt Service Account
Transfer to Colotrust Investment Account
Transfer to DOW Account
Payroll & Payroll Taxes
Sales Tax Remittance

**Total Disbursements from Operating Account**   **500,400.55**
<table>
<thead>
<tr>
<th>Check #</th>
<th>Date</th>
<th>Payee</th>
<th>Cash Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Transfer to Csafe Debt Service Account</td>
<td></td>
<td>(105,456.10)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Transfer to DOW Account</td>
<td></td>
<td>(5,000.00)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee Payroll Check in Clearing at Month End</td>
<td></td>
<td>(3,000.00)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Credit Card Fees withdrawn from CC account</td>
<td></td>
<td>3,249.22</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DOW withdrawals for fishing licenses</td>
<td></td>
<td>1,008.02</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Subtotal Disbursements</td>
<td></td>
<td>391,201.69</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Amortization of prepaid expenses</td>
<td></td>
<td>8,354.20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tax collection fees netted from receipt</td>
<td></td>
<td>3,582.84</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other changes in liabilities</td>
<td></td>
<td>16,863.62</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Cash Disbursements per Cash Flow Report</strong></td>
<td></td>
<td><strong>420,002.35</strong></td>
</tr>
</tbody>
</table>
Agenda Title: Regular (Action) Agenda

Submitted by: Tom Carosello, Executive Director

The Action Agenda for the May 21, 2019 Regular Board Meeting includes:

4. Board Organization:
   A. Election of Officers
   B. Committee Appointments
   C. Conflict of Interest Forms
   D. Board Attendance Sheets

5. Citizen and Board Comments:

6. Administrative Reports:
   A. Executive Director Report
   B. Finance Director Report

7. Old Business:
   A. None

8. New Business:
   A. Proposal to Authorize Electronic Payments of Expenses (Discussion/Action)

9. Further Business:
   A. Meetings to Schedule

Board Action Needed:
A Motion to (approve or modify) the Action Agenda as presented.
Agenda Title: Board Organization – Election of Officers

Submitted by: Heather Drees, Administrative Assistant and Board Clerk

Background Information:
This is the Annual Meeting as per our By-Laws and it is time when new officers of the Board are elected for the next year. Attached is a list of officers’ duties as outlined in the By-Laws.

<table>
<thead>
<tr>
<th>Office of the Board of Directors</th>
<th>Current</th>
<th>2019 Officers</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Ron Duell</td>
<td>Jack Holmquist</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Dave Kiser</td>
<td></td>
</tr>
<tr>
<td>Secretary</td>
<td>Stanley C. Gengler</td>
<td></td>
</tr>
<tr>
<td>Treasurer</td>
<td>Scott Dorman</td>
<td></td>
</tr>
<tr>
<td>Director</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Roberts Rules of Order* states that if the nominated person is present and consents to the nomination, duties begin immediately.

Attachments:

- [ ] Resolution
- [ ] Report
- [ ] Contract
- [ ] Letter
- [ ] Minutes
- [ ] Map
- [X] Other: Officer Duties

Board Action Needed:

A motion for each position is needed:

I nominate ________________ to the office of ________________ of the Board of Directors.

(*A similar motion is needed for each office.*)
Agenda Title: Committee Appointments
Submitted by: Heather Drees, Administrative Assistant and Board Clerk

Background Information:
The District has several working committees on which Board appoints. Committee appointments should be reaffirmed or newly appointed by the new President.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Current Representative</th>
<th>Appointed Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Trails Committee</td>
<td>Ron Duell</td>
<td></td>
</tr>
<tr>
<td>2. Senior Advisory Committee</td>
<td>Stan Gengler</td>
<td></td>
</tr>
<tr>
<td>3. Goals/Evaluation</td>
<td>Stan Gengler</td>
<td></td>
</tr>
<tr>
<td>4. Intergovernmental</td>
<td>Dave Kiser</td>
<td></td>
</tr>
<tr>
<td>5. Stanley Park</td>
<td>Scott Dorman</td>
<td></td>
</tr>
<tr>
<td>6. Community Center</td>
<td>Jack Holmquist</td>
<td></td>
</tr>
</tbody>
</table>

Attachments:

- Resolution
- Report
- Contract
- Letter
- Minutes
- Map
- Other:

Staff Recommendation:

Board Action Needed:
No formal action is needed. Appointees are designated by the incoming President.
Agenda Title: Board Organization – Conflict of Interest Forms

Submitted by: Heather Drees, Administrative Assistant - Board Clerk

Background Information:
Due to federal regulations, Board members are required to complete a conflict of interest form annually. Board members and officers are elected in May of any given year and thus this housekeeping item is also best accomplished at the May regular Board meeting.

Attachments:

___ Resolution
___ Report
___ Contract

___ Letter
___ Minutes
___ Map

X Other: Conflict of Interest Form

Board Action Needed:

Board Members must sign and date Conflict of Interest Board Disclosure Form and return to the form to Board Clerk by the end of the meeting.
Due to Federal regulations, on an annual basis Board members are required to complete this form.

The appearance of conflict of interest can have damaging effects to the integrity of the Estes Valley Recreation and Park District (EVRPD). In some situations, a relationship with another entity may alter a Board member’s perspective without any awareness of a loss of objectivity. Therefore, any significant relationship between a Board member and a for-profit, nonprofit, or governmental entity must be disclosed.

A potential conflict of interest arises when an EVRPD Board member or their spouse/significant other:
- Is an officer, Board member or trustee or owner of a for-profit, nonprofit, or governmental entity, that does business with EVRPD; or
- Holds under personal supervision, ownership (stocks or bonds) in stocks or bonds in a for-profit or nonprofit entity that does business with EVRPD; or
- Receives consulting fees from a for-profit, nonprofit, or governmental entity that does business with EVRPD.

Board members shall:
1. Not derive any personal profit or gain, directly or indirectly due to their relationship with EVRPD.
2. Not be a participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party, doing business with EVRPD that has resulted or could result in a personal benefit.
3. Not be a recipient, directly or indirectly, of any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with EVRPD.
4. Refrain from obtaining any list of EVRPD clients for personal or private solicitation purposes at any time during the term of their affiliation.
5. Disclose to EVRPD any personal interest which they might have in any matter pending before EVRPD and shall refrain from participation in any decision on such matter.
6. Disclose associations even if there is no obvious conflict of interest, but especially if these interests might negatively impact or compete with EVRPD.

Board members must execute a Conflict of Interest Board Disclosure Form at the beginning of each year of their term on the Board and to disclose any additional conflicts of interest which may arise during the year with respect to issues brought before the Board. Complete the following statement, sign and return this document to the EVRPD Office along with any explanation, as it may apply, as noted in the first statement below.

_____ I, my spouse or significant other, HAS a financial or other relationship that may pose a potential conflict of interest. (Exceptions to 1–6 above must be accompanied with a full description of the interest, whether direct or indirect.)

_____ I, my spouse or significant other, DO NOT HAVE a financial or other relationship that may pose a potential conflict of interest.

Name (Please Print): ____________________________________________________________

Signature: _____________________________ Date: ___________________________
## Board Attendance Sheet May 2018 - April 2019

<table>
<thead>
<tr>
<th>Board Member</th>
<th>5/17/18</th>
<th>6/1/18</th>
<th>6/19/18</th>
<th>7/17/18</th>
<th>8/21/18</th>
<th>9/18/18</th>
<th>10/1/18</th>
<th>10/23/18</th>
<th>12/11/18</th>
<th>1/15/19</th>
<th>2/19/19</th>
<th>3/19/19</th>
<th>4/16/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Duell</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Dave Kiser</td>
<td>P</td>
<td>EA</td>
<td>EA</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Scott Dorman</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>EA</td>
<td>P</td>
</tr>
<tr>
<td>Jack Holmquist</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>EA</td>
</tr>
<tr>
<td>EVRPD Administrative Staff</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tom Carosello</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Mary Davis</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Heather Drees</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
</tbody>
</table>

**LEGEND:**

- **P** = Present
- **EA** = Excused Absence
- **UA** = Unexcused Absence
- **N/A** -- Not Applicable
May 21, 2019

Agenda Item: 5

_____________________________________________________________________________________

Agenda Title: Citizen and Board Comments

Submitted by: Tom Carosello, Executive Director

Background Information:
This item is placed on the agenda to give members of the audience an opportunity to comment on any item not on the agenda. It is also an opportunity for the Board to make comments on items that are not covered in the agenda.

The Board may either wish to respond to the citizen’s comment depending on the background information available or listen to the comments without taking any action. The Board may also table the discussion to a future meeting allowing time for staff to prepare background.

Attachments:

___ Resolution
___ Report
___ Contract
___ Letter
___ Minutes
___ Map
___ Other:

Board Action Needed:
No action can be taken from citizens or Board comments since such comments were not included on the posted agenda.
Agenda Title: Administrative Reports

Submitted by: Tom Carosello, Executive Director
Mary Davis, Finance Director

Background Information:
Attached are this month’s administrative reports

Attachments:

___ Resolution
___ Report
___ Contract
___ Letter
___ Minutes
___ Map
___ Other:

Board Action Needed:
None
Agenda Title:  **EXECUTIVE DIRECTOR’S REPORT**

**Submitted by:**  Tom Carosello, Executive Director

**Community Center** – Recent developments include:

- Warranty Items – Jason Lykins and A&P Construction continue to coordinate minor warranty work with subcontractors, including landscaping items, but there are no major issues at this time. The community center will be closed to the public from May 20-24 for annual maintenance, including paint touch-ups, parking lot re-striping, floor re-finishing, carpet scrubbing and general deep cleaning of the facility.
- SilverSneakers – As of May 13, there were 857 patrons enrolled in the SilverSneakers program, with new members signing up weekly.
- Operational Analysis – Revenue from membership and punch-passes remains strong, and “walk-in” traffic has been steady, but not at the rates required to achieve budget goals. Rentals have been slowly increasing, however, an increase in overall revenue is still the goal. The new pricing structure and options will take effect May 27, and program offerings and times, as well as adjustments to staffing levels and responsibilities are continually being evaluated.
- Media – Efforts to enhance the center’s presence within digital media will continue throughout the year; traditional print media efforts will be slowly reduced in favor of more effective means.

**Common Point Gun Range Project Update** – Construction of the range shelters has been completed; photos of the shelters, upgraded signage, bridge railings and archery range below:
CAUTION
Entering Live-Fire
Shooting Range

Entering EVRPD
Property

Welcome to the
Parkland Range and Rifle Range.

1. NO Drugs or Alcohol
2. NO Smoking
3. Use only appropriate
   targets attached to the
   target boards
4. Shooting at trees, rocks,
   bottles, etc. may result in
   a fine, or suspension of
   range privileges.

Rifle Range

Archery Only
No Firearms
Allowed

Violators will be permanently banned
from the club on first offense.

Gate Must Be Closed

Notice Range
Closed In Winter.
Pole Hill Homeowners’ Association Update – Our legal counsel is drafting a response to the recent appeal (from the homeowners’ counsel) of last month’s Board decision to the Larimer County Board of Commissioners. I will pass along further updates on this topic as they become available.

Stanley Park Master Plan Re-evaluation – EVRPD staff continues to participate in the re-evaluation of the combined Stanley Park master plans. I attended a town board study session April 23 to provide comments on the recently-unveiled version of the plan which includes a 4-acre “placeholder” for a childcare campus in the southwest corner of Stanley Park. There was no discussion regarding the feasibility or timeline for a future childcare center during the work session, but the town board of trustees is expected to adopt the new master plan May 28, so there may be details provided at that meeting. I will attend to hear discussion and provide feedback, if necessary.
I am also scheduled to meet with Travis Machalek, Assistant Town Administrator, May 30 to discuss options on partnering with the town on a plan to move forward with needed improvements to the park.

Evaluation of New Programming Options – Disc golf is gaining popularity at the Lake Estes Golf Course, and an inaugural disc golf tournament will be held May 25. Also, the SNAG (Starting New At Golf) program recently offered for 7-12 year-olds was well received. However, in the future this program will be offered during a different timeframe so that it does not overlap with youth volleyball and/or baseball camps.
In addition, an outdoor adventure camp and several new mini-camps (gymnastics, mountain biking and sports skills) will be offered this summer by the recreation department. EVCC staff, recreation staff and adult activities staff will continue to collaborate on the pursuit and implementation of new programming and special events for the upcoming summer season.

Stanley Bike Park Update – The Estes Park Cycling Coalition continues to work with parks staff to evaluate the next improvements for the bike park, which include a jump line, additional signage, irrigation/dust mitigation measures and a picnic shelter. Cost estimates for the jump
line sit at approximately $17,000. Estimates for the other desired elements are being pursued and should be available before summer. Items qualifying as maintenance efforts will be addressed this year; capital improvements will be considered during this year’s budget cycle.

**Fall River Trail** – The town will reportedly pursue additional funding for this initiative through an application for grant funding from the Federal Lands Access Program (FLAP). Further updates on this project will be provided as they become available.

**Estes Valley Recreation and Park Foundation** – The Foundation’s “kickoff” event held May 9 drew approximately 40 people to the community center for a meet-and-greet style introduction to the Foundation Board. The next meeting for the Foundation Board is tentatively set for mid-July. In addition, the Foundation was recently awarded a grant from the Village Thrift Shop for the installation of a water fountain at the dog park; funds for dog park improvements now total approximately $39,000.

**Resource Management Plan/Bureau of Reclamation Updates** – An update on the status of the revised, draft Resource Management Plan was provided by BOR staff during a meeting with EVRPD facility managers earlier this month. BOR staff are still incorporating comments into the plan, and the plan is to have the resulting draft prepared for Board and public comments later this year. During this meeting, staff also learned the BOR natural resource specialist responsible for working on the new plan is leaving the regional office; there was no timeline given regarding when a replacement might be hired.

As a result, EVRPD staff will refer to the 2008 Resource Management Plan for guidance on projects and management until further direction is received from Reclamation. The plan currently in development will apparently not move forward until a new natural resource specialist is hired by the Bureau (the Bureau cited an option for EVRPD to hire a firm to complete the new plan, but staff does not view this as preferable).

**Staffing** – The recent focus has been on community center staffing needs, and Ivana Knudson, Guest Services Manager, has hired two full-time front desk attendants in an effort to improve and stabilize the front-desk experience for patrons and employees. In addition, Ivana is accepting applications for a full-time Fitness and Wellness Coordinator and hopes to have the position filled ASAP. There is also still a need for part-time help for aquatics (lifeguards), and Jason Lykins, Facilities Maintenance Manager, is currently evaluating applications for a full-time lead custodian.

**Policy** – The current focus is on implementing the newly-approved EVCC membership and fee structures, as well as digital onboarding policies and payroll; policies requiring Board approval will be presented in draft form on a regular basis as they become finalized.

**Thumb and Needle Property Update** - I recently toured the “thumb and needle” property with representatives from the Town of Estes Park, the Estes Valley Land Trust, The Access Fund and other interested parties to evaluate potential parking areas, trail development/options, signage and acquisition efforts. To date, there has been no presentation given to the town trustees regarding the plan to acquire the property.

A secondary goal of the tour was to address concerns raised by residents of Curry Drive, who oppose the potential acquisition and management of the property as a public park. A copy of the letter from the homeowners to the interested parties is below:
Prospect Highlands Homeowners Association
201 Curry Drive
Estes Park, Colorado 80517

April 29, 2019

Estes Valley Land Trust
Estes Valley Recreation and Park District
Town of Estes Park
Family of Jerry Solomon

The homeowners on Curry Drive in Estes Park, Colorado, recently became aware that the Estes Valley Land Trust is working with the Solomon family to sell the approximately 65 acres that are in three conservation easements located adjacent to and directly behind the residents on Curry Drive.

On March 6, 2019, several of the residents on Curry Drive met with the executive director and two representatives of the Land Trust who gave their overview of why they believe changing the existing restrictions to the conservation easements would preserve the area more effectively than it is currently. The rationale given by the Land Trust was that a single family residence on a 32.9-acre parcel (Lot 13, Prospect Highlands Subdivision, a portion of Tract A) would disturb the wildlife and surrounding area. It appears the idea of selling the 65 acres was to prevent construction of a home currently allowed on Lot 13 and to open it up to the public for hiking and climbing. This contradicts the true mission of the Land Trust and conservation easement. Numerous questions were asked by Curry Drive residents (i.e., increased traffic, trash removal, parking, policing, trespassing on private property, bathroom facilities, road maintenance) that went unanswered.

The Deeds of Conservation Easements on the parcels and the covenants for the homes on Curry Drive were reviewed by several of the residents on Curry Drive. After reading the various legal documents with these parcels, we have observed (some do not apply to the one building allowed on the one parcel):
- No topographical changes; no excavation. That would include no trails built.
- No commercial signs, only no trespassing signs. That would include no trail signs, parking signs, or restroom signs.
- The property owner is responsible for liability insurance. With public access, where does the liability lie?
- No right of access by the general public with the exception of the Historic Trail that crosses Lot 13.
- No retail or commercial use. This infers no paid hikes or climbs are allowed.
- No motorized vehicles.

While it is unclear who the actual future owner might be of all the parcels, the implication from the Land Trust is the conservation easements would somehow be improved by allowing public access. Based upon the documents we reviewed, there are no improvements allowed except for the one home and outbuildings on two designated acres on Lot 13.

As taxpayers to the Estes Valley Recreation and Park District and the Town of Estes Park, we don’t believe the District or Town should be investing the asking price of approximately $800,000 or maintaining additional properties which generate no income with minimal usage. These parcels are already in the Land Trust. We believe Land Trusts are perpetual and generally not changeable. Changing the easements, including the parcel with the thumb and needle, to allow public access does not seem to preserve and enhance the original intent of conservation.

Respectfully,

Alan Fraundorf, President
Rick Brisbin, Vice-President
Teri Babcock, Secretary

*As always, please do not hesitate to contact me at any time via cell phone at (970) 382-1356 or e-mail (tomc@evrpdp.com) with questions, comments and suggestions.*
May 2019

Operating Revenues and Expenses

Below is a summary comparison of fees and operating expenses for 2018-19.

<table>
<thead>
<tr>
<th></th>
<th>2019 YTD 4/30/19</th>
<th>2018 YTD 4/30/18</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation Fees</td>
<td>31,410</td>
<td>28,054</td>
<td>12.0%</td>
</tr>
<tr>
<td>Community Center Fees</td>
<td>373,864</td>
<td>347,354</td>
<td>7.6%</td>
</tr>
<tr>
<td>Golf Fees</td>
<td>194,175</td>
<td>192,198</td>
<td>1.0%</td>
</tr>
<tr>
<td>Marina Fees</td>
<td>12,726</td>
<td>8,863</td>
<td>43.6%</td>
</tr>
<tr>
<td>Campground Fees</td>
<td>354,704</td>
<td>345,172</td>
<td>2.8%</td>
</tr>
<tr>
<td>Parks Fees</td>
<td>2,935</td>
<td>2,097</td>
<td>40.0%</td>
</tr>
<tr>
<td><strong>Total Fees</strong></td>
<td><strong>969,813</strong></td>
<td><strong>923,738</strong></td>
<td><strong>5.0%</strong></td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>1,380,445</td>
<td>1,431,822</td>
<td>-3.6%</td>
</tr>
</tbody>
</table>

Operating revenue is up by 5% compared to 2018. All departments are showing at least a modest increase, with the most notable in terms of dollars being the Community Center. Overall operating expenses are down by 3.6% compared to last year. Operating expenses are 28.6% of annual budget as of 4/30/19.

Because of the seasonal nature of District operations – and in recent years, flood recovery and adding new operations – we developed a spreadsheet to track and project cash flow on a weekly basis. With almost 5 years of weekly data, this has become a useful tool for analyzing the impact of the changes in operations. The following charts show a couple of relevant data sets to highlight these changes (and the very seasonal nature of our business). The grey line on both charts is the trendline.
Other Updates

The audit report should be complete within the next week. It will be distributed to Board members prior to our Special Meeting on June 13.

As we start thinking about next year’s budget, it’s relevant to note the residential assessment rate was set at 7.15% versus the much lower earlier predictions. In addition, Larimer County has completed 2019 assessed valuations which reflect an estimated overall property value increase in Estes Park of about 23%. Because of our TABOR limitations, I don’t anticipate either factor will have a significant positive impact on our tax revenue next year – however, the good news is that we shouldn’t experience a negative impact either.
Agenda Title: Proposal to Authorize Electronic Payments of Expenses
Submitted by: Mary Davis, Finance Director

Background Information:
In 2018, the District issued a little over 1,800 accounts payable checks and had 43 vendors which were paid at least once per month. In an effort to save on the costs of checks, mailing envelopes and postage; and the time involved in following up on payments lost in the mail, accounting staff propose the use of electronic payments. Electronic payments will be initiated for routine bills such as utilities, and payments to regular suppliers, merchandise vendors, insurance carriers, service providers, etc.

The electronic payments will be processed through an accounts payable (A/P) “imprest” account set up for only that purpose. A minimum balance ($1,000) will be maintained in the account, and funds will be transferred from the regular operating account to the A/P account to cover the bill payments each week or month.

To facilitate the ability to conduct these transactions electronically, the A/P account will not require 2 signatures. However, a pre-process listing of payments to be made, along with supporting invoices, will be presented to the Executive Director and the Board member signing checks. This pre-process listing will be signed by the 2 signers and retained as documentation of authorization of the payments. In addition, these payments will be included in the regular monthly listing of paid bills provided to the full Board for approval as part of the regular consent agenda.

Attachments:

___ Resolution     ___ Letter    ___ Other:
___ Report         ___ Minutes   ___ Map
___ Contract

Staff Recommendation:

Board Action Needed:
Motion to (approve, deny, modify) the use of electronic payments to vendors, and to set up a separate bank account at Bank of Estes Park specifically for this purpose.
Agenda Title: Meetings to Schedule
Submitted by: Tom Carosello, Executive Director

Background Information:
- **Special Meeting: EVRPD 2018 AUDIT**
  
  Thursday June 13, 2019 at 6:00pm - Estes Valley Community Center

- **Next Regular Board Meeting:**
  
  Tuesday June 18, 2019 at 6:00pm - Estes Valley Community Center

- **Trails Committee Meeting:**
  
  Tuesday, June 4, 2019 at 6:00pm - Estes Valley Community Center

- **Senior Advisory Committee Meeting:**
  
  Wednesday, June 12, 2019 at 10:00am - Estes Valley Community Center