

## RECORD OF PROCEEDINGS

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

*Thursday, June 15, 2017 – 12:00 p.m.  
Estes Park Golf Course  
Estes Park, CO 80517*

Present: Ron Duell, Stan Gengler, Dave Kiser, Marie Richardson  
Absent: Ken Czarnowski (excused absence)  
Staff: Tom Carosello, Mary Davis, Heather Drees, Jeanne Bauer  
Guests: Matt Beerbower (RubinBrown LLP Auditor)

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 12:03 p.m.*

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

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

Moved by Stan Gengler, seconded by Dave Kiser, to approve the agenda, as presented.

No discussion. Ayes – 4. Motion carried unanimously.

#### ***2016 Audit Report and Financial Statements***

Matt Beerbower, RubinBrown, LLP presented the 2016 Audit Report, Financial Statements and ViewPoints Report to Governance.

##### Financial Statements

Mr. Beerbower called the Board members' attention to the Independent Auditor's Report beginning on page 1, noting the unmodified ("clean") opinion. He explained the rule change noted in Emphasis of Matters on page 2 (GASB Statement No. 72). Mr. Beerbower then walked the Board through the financial statements and accompanying note disclosures, focusing on the notable changes in the District's net position, revenues and expenses and capital assets. He commented that the Community Center project in progress had a significant impact on District investments, capital assets, accounts payable and long-term liabilities.

*Discussion:* Members of the Board asked questions regarding recording and valuation of capital assets, including water rights owned by EVRPD and the property contributed by the school district (land and aquatic center building) for the Community Center project. Mr. Beerbower discussed Note 3 – Capital Assets, which provides a summary of changes from the previous year and additional description of contributed assets. He also referred to the table on page i. of the Management Discussion and Analysis, which provides more information on capital additions and work in progress.

Board members inquired about the District's investment accounts at Colotrust and CSafe and the comparative returns for the two investment pools. Members also asked questions about information contained in the Management Discussion and Analysis, including the ongoing goal to add at least \$50,000 to cash reserves each year; and trends (historical and future) in the District's mill levies. This led to a discussion of the potential impact of the change in residential property assessment rate in the coming year.

##### ViewPoints

Mr. Beerbower discussed the "ViewPoints" Report to Governance, which included the status of prior-year observations, and analysis of changes in assets, net position, operating revenues and expenses. He also

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described some of the data analytics used in the audit, pointed out continuing disclosure requirements related to bond issuances, and outlined the required auditor communications contained in the report.

*Discussion:* Board Member Gengler asked about the financial analysis reference to a “full year of expenditures related to the operation of the campground.” Finance Director Mary Davis explained that while campground operations officially began in 2015, there was a learning curve in the first year, especially related to appropriate staffing levels. The increased level of expenses in 2016 were more representative of the ongoing cost of campground operations.

Board member Gengler stated he would like the District to start doing cash audits.

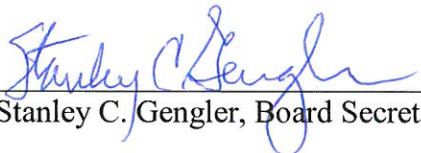
Board members thanked Jeanne Bauer and Mary Davis for their financial management service to the District.

Moved by Stanley C. Gengler, seconded by Marie Cenac to approve the 2016 Audit Report and Financial Statements, as presented.

No discussion. Ayes – 4. Motion carried unanimously.

*Meeting adjourned at 12:40 p.m.*

  
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Ken Czarnowski, Board President

  
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Stanley C. Gengler, Board Secretary

*Recorded by Heather Drees, EVRPD Senior Administrative Assistant*