

RECORD OF PROCEEDINGS

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

*Tuesday, August 21, 2018 – 7 p.m.
Estes Valley Community Center – Chiquita Room
660 Community Drive, Estes Park, CO 80517*

Present: Ron Duell, Dave Kiser, Stan Gengler, Jack Holmquist, Scott Dorman
Absent: None
Staff: Tom Carosello, Mary Davis, Heather Drees
Others: Claire Woodstock (Trail Gazette Reporter).

Prior notice of this meeting was given by posting a notice at the Town of Estes Park's Municipal Building, the Estes Park Public Library, Estes Valley Recreation and Park District's Administration Office, the Larimer County Clerk's Office in Estes Park, and the Boulder County Clerk's Office in Boulder.

The meeting was called to order at 7:00 p.m.

Board President 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. July 17, 2018 Regular Board Meeting
- B. Trails Committee Minutes:
 - 1. July 10, 2018 (Review)
- C. Senior Advisory Committee:
 - 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

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

No discussion. Ayes – 5 Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

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

No discussion. Ayes – 5 Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments: None

Board Comments:

Board President Duell thanked all the District Managers for their monthly reports.

Board Member Kiser thanked the recently departed Parks and Recreation Director Matt Enrietta, for his hard work turning the recreation department around, both Tom Carosello and Board President Duell agreed.

Board President Duell closed the Citizen & Board Comments portion of the meeting.

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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, 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, and EVRPD Staffing. In addition, Mr. Carosello stated that he is meeting weekly with Teresa Jackson, EVCC Operations Manager to insure the facility and operations stay within budget. Adjustments to staffing and/or hours will be expedited in the coming months. Mr. Carosello also noted that with the departure of Parks and Recreation Director Matt Enrietta, he will lead the recreation department as the District reconfigures the department. In regards to updates regarding the Bureau of Reclamation, Mr. Carosello reported that current management will be retiring soon.

Discussion: Mary Lou Sumioka (Estes Park Resident) asked about the new net at the tennis courts and thanked the District for the new surface on the courts. Mr. Carosello replied the new net is to divide the two courts.

Finance Director Report

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

Mary Davis, Finance Director briefly reviewed the status of the year-to-date actual vs. budgeted revenues and expenses, and cash flow. Ms. Davis noted that the District is on track with the budget.

The 2019 Budget process is officially underway, beginning with an update to our 5-year Capital Plan. We will continue to work on refining specific goals and metrics to incorporate into our 2019 Budget and our longer-term strategic plan.

Discussion: None

OLD BUSINESS

None

NEW BUSINESS

Homer Rouse Signage (Discussion/Action)

Tom Carosello, Executive Director introduced the action item.

Tom Carosello, Executive Director stated as part of the effort to educate the public regarding the recent thinning project on the Homer Rouse Trail, the Big Thompson Conservation District (BTCD) would like to install interpretive signage at the north end of the trail. Larry Lempka, District Manager for the BTCD, attended the Aug. 7 Trails Committee meeting to provide updates on the thinning project and requested that the committee consider including District information on the signage, as well as a funding contribution toward the sign and installation costs.

The Trails Committee unanimously voted to recommend a funding contribution from the Trails Fund in an amount not to exceed \$1,000 and to include promotional/informational District content on the sign.

Discussion: Board President Duell stated that he attended the August 7th Trails Committee Meeting and agreed with the Committees recommendation, noting the sign would explain the project well. Board Member Gengler stated the addition of a sign is a good idea and he would like the sign to include information about the District, and other things such as the altitude.

Moved by Stan Gengler, seconded by Dave Kiser, to approve the funding contribution from the Trails Fund to the Homer Rouse Signage Project in an amount not to exceed \$1,000.

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

2019 Budget / Capital Discussion (Discussion)

Mary Davis, Finance Director started the Discussion.

The Board of Directors had been provided a list of EVRPD Capital Projects Priorities for 2019-2023 in their meeting packet. Ms. Davis asked for Board questions or comments.

Discussion: Board President Duell stated that again, he is not in favor of the Dog Park water project, or the purchase of water trailers.

Board Member Dorman stated that it is hard to prioritize projects without an estimated cost. Mr. Carosello replied he understood, but to receive actual cost estimates for some projects is difficult without accruing costly engineering fees.

Board Member Gengler questioned if it was worth thinking about replacing the buildings at Mary's Lake Campground rather than repairing the buildings. Board President Duell agreed and stated that he is afraid that the District could run into the same troubles that occurred when refurbishing the existing pool at EVCC. Board Member Kiser asked if it would be difficult to request information from the B.O.R to see if any of the buildings in question are historical. Mr. Carosello stated

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he would like to replace the buildings rather than repair them but noted that it would be very expensive. Mr. Carosello also stated the District could go in that direction with approval from the Board, he could start with a request (pitch a plan) to the B.O.R and place the project in a que. Board Member Gengler noted the potential project could be included in the new Resource Management Plan.

Board Members then discussed capital projects at the 18-hole golf course. Board Member Gengler believes that the bunker renovation is a higher priority then other projects, Board member Holmquist agreed stating that the sand traps are very poor. Finance Director Mary Davis asked members what was poor. Board Member Gengler replied the bunkers had many rocks in them. Board President Duell asked how many bunkers were at the golf course. Board Member Holmquist replied about 15 to 18 and believed the cost to repair them would be about \$10,000 per bunker. Ms. Davis noted that John Feeney had estimated the cost to repair the bunkers would be about \$250,000.

Board Members then discussed capital projects at Stanley Park. Board Member Gengler asked if the Town of Estes Park would help with the removal cost of the old recreation offices located at the park. Tom Carosello replied the Town might have an interest in the building.

Board President Duell asked what the next step in the budget process is. Mary Davis stated that a Board Work Session with both the Board of Directors and EVRPD Staff will be scheduled, she will reorganize this list and re-present the list at the Work Session.

Steve Sumioka (Estes Park Citizen) asked if there were any specific plans for the lower 2 tennis courts. Tom Carosello replied the District would like to repurpose those courts. Possibilities include converting those courts into outdoor sand volleyball courts.

Finance Director Mary Davis asked for the Board to provide any additional feed back to her by September 7th.

No action was taken as this was a discussion item only

FURTHER BUSINESS

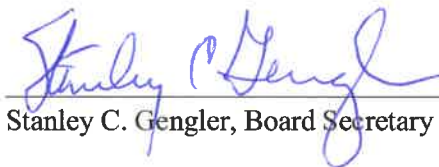
Meetings to Schedule

- **Next Regular Board Meeting:**
Tuesday, September 18, 2018 – 7:00 p.m. – Estes Valley Community Center *Room C*
- **Trails Committee Meeting:**
Tuesday, October 2, 2018 – 6:00 p.m. – Estes Valley Community Center *Classroom*
- **Senior Advisory Committee Meeting:**
Wednesday, September 12, 2018 – 10:00 a.m. – Estes Valley Community Center *Conference Room*

Meeting adjourned at 7:50 p.m.



Ron Duell, Board President



Stanley C. Gengler, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant