



**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, January 23, 2018, 5:30 pm**  
**Meeting held at the Grand Park Community Recreation Center**

**I. CALL TO ORDER**

*President John Glancey called the meeting to order at 5:30 pm.*

**II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE**

*John Glancey, David McKnight, and Rainie Murdoch were all present. Kimberly Hanna was present via telephone and Roger Hedlund had an excused absence. The Board members present had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Mary Moynihan, Michelle Lawrence, Jordan Rea, Austin DeGarmo, Sarah Marty and Mariah Emmert.*

**Public present (signed-in):** *none*

**III. REVIEW AND APPROVAL OF MINUTES**

- a. *December 12, 2017 Regular Board Meeting Minutes: David McKnight motioned to approve minutes; Rainie Murdoch seconded; all in favor 4-0.*

**IV. OPEN FORUM**

*The Board provides opportunity for the public to comment on items not on the agenda. There were no comments for Open Forum.*

**V. ACTION ITEMS**

- a. *Adopt Resolution 01.23.18.03; A RESOLUTION AUTHORIZING DIRECTOR ELECTION AS POLLING PLACE ELECTION. Scott Ledin informed the Board that the previous Designated Election Official (Sara Rosene) is no longer available to coordinate our District Director election. In addition, due to the large number of second homes in our district there are challenges in identifying a valid mailing address for all eligible electors within the District. As such, staff is recommending that the May election be held as a polling place election as opposed to mail order ballot election. This approach should keep costs for the election in line with the 2018 budget. David McKnight motioned to approve minutes; Rainie Murdoch seconded; all in favor 4-0.*
- b. *Adopt Resolution 01.23.18.02: A RESOLUTION APPOINTING DESIGNATED ELECTION OFFICIAL AND AUTHORIZING DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION. The resolution names Ann McConnell as the Designated Election Official. David McKnight made a motion to adopt Resolution 01.23.18.02; Rainie Murdoch seconded; all in favor 4-0.*

**VI. NEW BUSINESS**

- a. *December Financial Report (Ann McConnell) Ann McConnell gave a summary of the written financial report. The District ended 2017 better than budget as well as better than had been projected. The District ended the year \$150,517 better than budget with a net income of \$334,765 before capital expenditures.*

*Parks and Recreation Combined departments all did better than budget with a net income of \$105,096 before capital. This was \$92,540 better than budget. District Administration ended the year \$11,839 short of budget due to costs incurred related to the refunding of property*

*taxes to the YMCA. General Recreation ended the year \$11,435 better than budget and Parks and Athletics ended the year \$17,132 better than budget. This was mainly due to both departments exceeding their revenue budgets for the year. The Rec Center ended the year \$75,811 better than budget.*

*Pole Creek Golf Club ended the year \$80,130 better than budget with a net income of \$224,310 before capital expenditures. The Pro Shop ended the year \$72,203 better than budget. Bistro 28 ended the year \$13,803 better than budget and Turf Maintenance ended the year \$5,876 short of budget due to legal fees associated with the water due diligence case.*

*Debt Service ended the year \$6,906 better than budget.*

*The District received \$31,091 in Conservation Trust Funds in 2016. \$32,500 was expended for cart path paving and a trail kiosk.*

*The Parks and Recreation operation spent \$50,153 in capital in 2017. This was \$84,697 less than the budget due to not expending the committed funds for the ice rink refrigeration project.*

*The golf course spent \$291,944 in capital in 2017. This was \$14,853 less than the budget.*

*The District ended the year with an overall reduction of \$7,332 in reserve fund balances*

*The Board thanked staff for a job well done on managing the District financials.*

**b. Department Reports (Staff)**

- *Pole Creek Golf Club: Mary gave a verbal summary of the written report. Materials are being updated for the Denver Golf Expo. The expo is held Feb 5-11<sup>th</sup>. All four golf courses are sharing a booth. The POS system in the Pro Shop is being updated with the new rates for the season. Grand Links is reinstating their 501c(3) status which should help with grant opportunities and administration Craig continues to be concerned about the greens due to the warm winter weather and lack of snow cover. Although several of the greens were covered for the first time the fall, Craig and staff are unsure of the outcome. Restaurant remains busy with private events and regular dinner patrons. The first Moonlight Ski and Snowshoe event was a success in spite of the lack of snow and having to cancel the outdoor activities.*
- *Grand Park Community Recreation Center: Mariah Emmert gave the verbal report for the Rec Center. December visits were just over 11,000 and staff was busy promoting the holiday special and selling memberships and punchcards. A new coach for the Peak Swim Team was hired and he is excited to begin to lead the team into the competitive season. A new maintenance lift was purchased earlier this month and is already being put to use to replace light bulbs and retrieve basketballs among other duties. John Ferlita has been staffing up on custodians to help keep the facility clean. John Florkiewicz is working on repairing a couple of machines in the Fitness department.*
- *General Recreation: Michelle added that the Youth Coordinator position has been accepted by Kayla Meyer. This is a part time position in the winter and a full-time position in the summer season. "Ice" the movie is planning a screening at the Foundry in March. Michelle will keep everyone posted on the actual details as they are finalized.*
- *Marketing/Special Events: The 15<sup>th</sup> Annual Daddy Daughter dance will be February 3<sup>rd</sup>.*

- Parks and Athletics: Austin reported that they are planning to offer Curling in February. Curling stones were purchased last year through a partnership with the NSCD. Ann McConnell pointed out that the parks budget for 2018 has been broken out to track memberships and daily admissions.
- District Administration: An updated copy of the Employee Handbook was distributed to the Board Members. The IceBox refrigeration project is getting underway with the help of Jordan Rea. He and Scott are working to identify the true costs for every component of the project budget. The plans have been sent to a couple of general contractors as well as electrician to help provide cost estimates. Met with Tolin Mechanical to look at their proposal and walking the job site. The steel building company that provided the original drawings for the project are working on some modifications to the plans for possible expansions and enclosures. The grant contract from DOLA has been received and will be reviewed by staff and signed by Scott.

Scott received an updated three-party contract for the High Grounds Music Festival (HGMP) between Winter Park Adventure Quest (WPAQ), the FVMRD and HGMP. The contract outlines the agreement for compensation to WPAQ for closing their Aerial Adventure Park during the festival. Financial details are still being worked out.

The 2017 board and staff celebration will be held this Sunday at 6:30 at Smokin' Moes.

## **VII. ADJOURNMENT**

David McKnight made a motion to adjourn the meeting; Kimberly Hanna seconded; all in favor 4-0.