



**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, November 27, 2018, 5:30 pm**  
**Meeting held at the Grand Park Community Recreation Center**

**I. CALL TO ORDER**

*President Roger Hedlund called the meeting to order at 5:30 pm.*

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

*Roger Hedlund, David McKnight, Rainie Murdoch, Kelley Glancey and Al White were all present. The Board members present had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Mary Moynihan, Jesse Dickinson, Craig Cahalane, Michelle Lawrence, Jordan Rea, Mariah Emmert, Graham Paschke, Sergio Melgar*

**Public present (signed-in):** *Bob Williams.*

**III. REVIEW AND APPROVAL OF MINUTES**

- a. *October 23, 2018 Regular Board Meeting Minutes: Al White motioned to approve minutes; David McKnight seconded; all in favor 5-0.*

**IV. OPEN FORUM**

*The Board provides opportunity for the public to comment on items not on the agenda. Al White brought to staff's attention that the sound is not working on channel 30. Bob Williams (arriving late) asked the board members if they were aware of any marijuana business seeking to establish operations between the Foundry and the Rec Center. None of the members present had heard anything.*

**V. NEW BUSINESS**

- a. *October Financial Report (Ann McConnell) Ann McConnell gave a summary of the written financial report. Two month and year-end projections were added to the financial report. District wide revenues for October exceeded budget and are \$295,415 better than budget year to date. Expenses are over budget \$26,486 year to date. The District is projecting to end the year with a net income before capital expenditures of \$554,778 which is \$269,552 better than budget.*

*The Parks and Recreation Combined departments revenue for October was better than budget and expenses were under budget. Year to date revenues for District Administration are \$23,891 better than budget due to Specific Ownership Taxes. General Rec is projecting to end the year \$6,706 better than budget and Parks and Athletics is projecting to be \$16,884 better than budget at the end of the year. Year to date Rec Center revenues are \$85,824 better than budget and expenses are \$23,559 under budget. Parks and Recreation is projecting to end the year with a net income of \$280,099 before capital which is \$160,505 better than budget.*

*Golf Course revenues fell short of budget for October mainly in the Pro Shop due to the early winter weather conditions. Year to date revenues at the Pro Shop are \$112,533 better than budget. Turf Maintenance expenses were under budget for the month with savings in Equipment Rental and Utilities. Food and Beverage revenues were also under budget for the month but are tracking \$34,218 better than budget year to date. The Golf Course is projected to end the year with \$275,922 in net income before capital which is \$108,515 better than budget.*

*Roger Hedlund asked what were the total number of golf rounds. Mary replied that there were 25,350 rounds. Although this was not a record, it was strong for having a late opening and losing most of October due to weather.*

*The Bond Principal and Interest payment of \$935,247 was made in October.*

*Capital expenditures for the month was \$47,611 mostly with the ice rink refrigeration project. Year to date \$306,822 has been spent on the Ice Rink Refrigerator Project. The District is projecting to spend a total of \$458,444 on capital.*

- b. *Second 2019 Budget Hearing. Roger Hedlund opened the second budget hearing. A written summary of the changes made to the budget since the first hearing was included in the meeting materials along with the draft budget.*

*Scott Ledin reviewed the summary of changes made to the 2019 draft budget since the first budget hearing in October. Based on the 2018-year end projections, the beginning reserve fund balances decreased \$23,888. 2019 budgeted revenues were increased \$3,450 as a result of small changes in the three-year averages. Expenses were increased \$46,607 mainly based on increases to salaries and related payroll expenses as directed by the board. Capital expenditures were decreased \$6,100. The swimsuit spinners and wastewater pump for the golf course were both purchased in 2018 instead of 2019. There were no changes to Debt Service or Conservation Trust Fund budgets. The second 2018 draft budget addresses the operational as well as capital replacement and improvement needs of the district with an overall reduction to the District Reserve Funds of \$336,236 resulting in an ending balance of \$1,293,762.*

*Scott reminded the board that the final budget hearing will be December 11<sup>th</sup>. Scott recommended that the board members review the details of the budget and direct any specific questions regarding the budget to staff for clarification and discussion at the final budget hearing. Roger Hedlund closed the second budget hearing for 2019. The draft budget will be posted on the District website.*

- c. *Department Reports (Staff)*

- Pole Creek Golf Club: Mary gave a verbal summary of the written report. October was slower than expected. The course officially closed on October 21, 2018. The kitchen and pro shop have been deep cleaned and new carpet has been installed in the Pro Shop. Mary introduced Jesse Dickinson who accepted the Food and Beverage Manager position and his first day was November 12<sup>th</sup>. The Bistro had 116 covers for Thanksgiving which is 23 more than last year.*
- Grand Park Community Recreation Center: Mariah gave a summary of the written report. This Friday, November 30<sup>th</sup>, is the Fraser River Valley Lions Club Festival of Trees. The Orientation Express will be stopping at the Rec Center during Festival of Trees. December 9<sup>th</sup> the Rec Center is hosting the first annual Health and Wellness Fair. Roger asked if a Peak Swim Team coach had been hired. Mariah replied that Ted Williams is returning to volunteer to coach the team.*
- Parks and Athletics: Scott Ledin gave the Parks and Athletic report. Staff began making natural ice on Sunday. There were no other additions to the written report.*
- Marketing: Michelle Lawrence reported that the Holiday Craft Fair was successful again this year. There were no additions to the written report.*
- General Recreation: The General Rec staff will have a tree in the Festival of Trees to support the After-School Program. She added that a \$5 fee increase has been added to all rec center programs, however, if the participant signs up for the program on line, they will receive a \$5 discount. This new program is designed to encourage participants to register*

online. General Rec received a grant from Cornerstone LLC for \$1,000. The funds were used to purchase snowshoes for kids and staff as well as storage containers.

- Facility Maintenance: Jordan Rea gave the verbal report. Tolin Mechanical has completed all preventative inspections at both the rec center and the golf course. Tri County fire is scheduled to perform their inspections mid-December. Staff changed out 80+ lights at the golf course to LED lights. Jordan found a bad gauge on one of the leisure filters. This may cause us to close on of the pools for a day or two to rectify the problem Golden Eagle Snow Removal was awarded the plowing contract for the Rec Center.
- District Administration: Scott Ledin gave the board an update on the ice rink refrigeration project. The building itself is pretty much completed. The radiant heat and fire suppression system still need to be hooked up. We hosted a hockey referee officials' clinic for about 10 people in the new meeting room last week.

Scott distributed a memo from Tolin Mechanical to the board members regarding some of the recent issues with the project. The new chiller unit arrived November 6<sup>th</sup> and was missing a pressure reducing valve that was supposed to be factory installed. Trane, Tolin Mechanical and Everything Ice are working together to establish a timeline to pull the refrigeration out and install the PRV. They are planning to start up the system this Saturday. The system has been pressure tested and the glycol was circulated for a couple of days and therefore is pressurized. They will continue to monitor the system and if there are any issues over the next year, they will install the pro seal, a product designed to seal any leaks in the refrigeration tubing. This delay has set the season back by about two weeks. However, staff has begun making ice, with mother nature's help, and the rink will open and practices begin tomorrow.

Scott and Roger continue to work with Grand County regarding funding of Headwaters Trails Alliance.

The County Commissioners gave approval for the District to consider assuming operations of the Foundry Cinema and bowl on October 23<sup>rd</sup>. Ann and Scott had a conference call with the District attorney last week and will be further discussed during executive session.

Staff has put together a recommendation for updated salary and hourly wage ranges for review during executive session. The managers met yesterday and provided feedback on the updated ranges and those recommendations were incorporated in the analysis.

Kelly Glancey found information about the topic Bob Williams brought up regarding marijuana businesses. It appears that the Town of Fraser, back in September, approved marijuana business or cultivators to operate within planned developments.

Al White distributed a copy of an article from the Denver Post related to Governor Hickenlooper asking Colorado's Supreme Court to review the Tabor and Gallagher Amendments to determine if there is a conflict between the two and if so should one of the amendments be removed.

## **VI. EXECUTIVE SESSION**

Roger Hedlund made a motion to move into Executive Session pursuant to C.R.S. 24-6-402(4)e for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and pursuant to C.R.S. 24-6-402(4)(f) For discussion of personnel matters – Wage and Salary Analysis. Al White seconded, all in favor 5-0. Scott added that he and Ann McConnell along with the board members will attend the Executive Session

**VII. REGULAR SESSION**

*Roger Hedlund reconvened the public meeting at 7:00 pm.*

*The board gave direction for Scott Ledin to continue lease negotiations with The Foundry Cinema and Bowl operations.*

*David McKnight made a motion to increase the salaries in the 2019 budget by 6% in order to give management the ability to merit based increases as well as salary range adjustments where applicable. Kelley Glancey seconded; all in favor 5-0. David McKnight made a motion to approve the updated salary and hourly wage ranges as recommended by staff. Rainie Murdoch seconded; all in favor 5-0.*

**VIII. ADJOURNMENT**

*Al White made a motion to adjourn the meeting at 7:35pm; Rainie Murdoch seconded; all in favor 5-0.*