



**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, December 11, 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. The agenda was amended to remove the executive session.*

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

*Roger Hedlund, David McKnight, Rainie Murdoch, Kelley Glancey and Al White were all present. David McKnight disclosed that his company has been hired to perform plumbing work on the gas line at the Fraser Valley Sports Complex for the refrigeration project. The remaining board members had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Mary Moynihan, Jesse Dickinson, Craig Cahalane, Michelle Lawrence, Mariah Emmert, Austin DeGarmo*

**Public present (signed-in):** *Makenna Harford*

**III. REVIEW AND APPROVAL OF MINUTES**

- a. *November 27, 2018 Regular Board Meeting Minutes: Al White motioned to approve minutes; Rainie Murdoch seconded; all in favor 5-0.*

**IV. OPEN FORUM**

*The Board provides opportunity for the public to comment on items not on the agenda. There were no comments during open forum.*

**V. OLD BUSINESS**

*Discussion regarding assuming operations of The Foundry Cinema and Bowl. Scott Ledin reported that he was hoping to have a draft lease for review, however, the attorney representing the Foundry owners is still working on a draft and hopes to have something available for review at the end of the week. Scott will keep the board informed of the status of a draft lease. Scott continues to work on finalizing a business plan for the operation.*

**VI. ACTION ITEMS**

- a. *Final Budget Hearing for Fiscal Year 2018: Roger Hedlund opened the third and final budget hearing for the 2019 budget. Ann McConnell provided the board with a summary of the small changes made to the budget since the last hearing. Based on year-end projections, beginning reserves fund balances were increased \$6,124 to an overall balance of \$1,636,117. Revenues were updated based on three-year averages and expenses were increased mainly due to changes in salaries and wages based on the board's direction at the second budget hearing and the new pay ranges approved by the board. Small changes were made to property taxes collections based on the final certification of valuations from the county. Parks and Recreation capital expenditures were decreased \$3,000 based on updated cost estimates and removing the pool grating replacement cost from the budget. The 2019 ending reserve balance is budgeted to be \$1,288,676 which is a decrease of \$347,441 in overall reserve funds. The 2019 draft budget incorporates a total tax levy of 6.731 mills which is a decrease of .62 mills from 2018.*
- b. *Adopt Resolution 12-11-18-01; A resolution summarizing revenues and expenditures for each fund, adopting a budget, levying general property taxes for the year 2019 to help defray the*

costs of government, and appropriating sums of money to the general fund in the amounts and for the purposes set forth herein for the Fraser Valley Metropolitan Recreation District, Grand County, Colorado, for the calendar year beginning on the first day of January, 2019, and ending on the last day of December, 2019. *Al White made a motion to adopt Resolution 12-11-18-01; Kelly Glancey seconded. David McKnight asked how the Foundry operations would impact the budget. Scott Ledin replied that should we assume operations of the Foundry; the budget would have to be amended. The board voted all in favor 5-0. Rainie Murdoch, as Treasurer for the Board, certified the proceedings and the adoption of the 2019 budget.*

- c. Adopt Resolution 12-11-18-02; A resolution to set board of directors regular meeting schedule for the fiscal year 2019. *Roger Hedlund made a motion to adopt Resolution 12-11-18-02; David McKnight seconded; all in favor 5-0. Rainie Murdoch, as Treasurer for the Board, certified the proceedings and the adoption of the meeting schedule and agenda posting places for 2019.*

## **VII. NEW BUSINESS**

- a. November Draft Financial Report (Ann McConnell) *Ann McConnell gave a summary of the written financial report. One month and year-end projections were added to the financial report. District wide revenues for November exceeded budget and are \$309,981 better than budget year to date. Expenses are over budget \$36,076 year to date. The District is projecting to end the year with a net income before capital expenditures of \$557,209 which is \$271,983 better than budget.*

*The Parks and Recreation Combined departments are projecting to end the year \$171,754 better than budget. District Administration is projected to end the year \$37,398 better than budget mainly due to Specific Ownership Taxes coming in better than budget along with savings in election costs. General Rec and Parks and Athletics are also projecting to end the year better than budget. Year to date Rec Center revenues exceeded budget for November. The Rec Center is projecting to end the year \$115,478 better than budget with a 98% cost recovery.*

*Golf Course revenues exceeded budget for November. The Golf Course is projected to end the year with \$266,875 in net income before capital which is \$99,468 better than budget.*

*Capital expenditures for the month were \$30,496. In addition to \$1,511 in lease payments, \$18,982 was spent on the ice rink refrigeration project; \$3,758 on two new swimsuit spinners at the Rec Center; \$2,589 for functional fitness equipment; and \$3,657 on new carpet at the Pro Shop. The District is projecting to spend a total of \$458,548 on capital.*

- b. Department Reports (Verbal - Staff)
- Pole Creek Golf Club: *Mary Moynihan gave the verbal report. The restaurant is hosting several holiday parties this month. The first Moonlight Ski and Snowshoe event will be the 22<sup>nd</sup> of December. Craig Cahalane reported that the greens look good and there are no ice issues at this time. Jesse Dickinson added that the restaurant is looking for some additional front of the house staff.*
  - Grand Park Community Recreation Center: *Mariah gave the verbal report. The Rec Center is staffed up and ready for the holiday season. David Gant, a long-time lifeguard for the District, has accepted another position closer to home. Mariah invited the board members to the Rec Center holiday party this Sunday evening at the Winter Park Pub.*

*Roger asked how the Health and Wellness Fair went. Mariah replied that participation was light, but the vendors who attended were encouraged about the event. We will work on tweaking this event for the future.*

- General Recreation: *Michelle Lawrence reported that they have applied for an additional \$1,000 grant from the Cornerstone Foundation to provide STEM based supplies for the After-School Program. The Festival of Trees fundraiser brought in \$441 for our Youth*

*Programs. The New Slope and Rec Camp, a half day ski program at Granby Ranch has met its minimum enrollment requirements and is a go. The chairlift, painted by our rec kids, has been placed in front of the Rec Center.*

- *Marketing: Michelle Lawrence reported that we will meet with Greg Hoover from Wildride Productions to review the second draft of the onboarding video.*
- *Parks and Athletics: Austin DeGarmo gave the Parks and Athletic report. The Ice Rink officially opened on November 28<sup>th</sup>. There has not been a need recently to run the new compressor with the cold temperatures. Through today, we have hosted 11 youth and 6 adult hockey games. Youth basketball starts tonight with 42 kids participating. There will be an adult volleyball captain's meeting tomorrow at the Rec Center. The TV translator is operating and all sound is working. Michelle added that Madison Bullock, the star of Ice, the Movie, will host a skating clinic at the rink on December 23<sup>rd</sup> at 1:00pm.*
- *District Administration: Scott Ledin gave the board an update on the ice rink refrigeration project. We have scheduled the work to extend the gas line in order to get the heaters above the bleachers operational. The installation of the new bleachers is partially completed. The State electrical inspection has been completed and we are ready for the final building inspection. There are a few punch list items in the mechanical room that will need to be addressed.*

*Scott and Ann met with Winter Park Adventure Quest. We discussed how the year went as well as some areas where we can work more closely together on marketing efforts and group sales. The Aerial Adventure Park saw an increase in usage over last year and was open an extra month this year. They continue to be interested in adding an ice climbing component to the park in the winter and are putting together a plan for water accessibility.*

*Scott received a phone call from Higher Grounds Music Festival who are interested in revisiting hosting the music festival event in 2019. They have downsized the size of the festival to approximately 2,500 people per day. This would reduce the load in and load out time needed and therefore have requested a reduced rental fee for the venue.*

*Scott added that as part of the recent compensation analysis, we also reviewed benefits offered by the other benchmark agencies. We found some differences especially as it relates to our sick leave policy. The current sick leave policy for the District is available to full time exempt employees only; accrues at a rate of 3.69 hours per pay period in a calendar year; may not be carried forward from year to year; and is not paid out upon separation of employment.*

*Staff is recommending that the board adjust this policy to allow employees to carry forward up to 80 hours of sick leave from one calendar year to the next with the maximum of 320 accumulated hours. All other components of the policy would remain in place. Al White made a motion to change the sick leave policy as recommended by staff effective January 1, 2019. Kelly Glancey seconded; all in favor 5-0.*

## **VIII. ADJOURNMENT**

*Rainie Murdoch made a motion to adjourn the meeting at 6:15pm; Al White seconded; all in favor 5-0.*