



BOARD OF DIRECTORS MEETING MINUTES
Tuesday, August 27, 2019, 5:30 pm
Meeting held at the Grand Park Community Recreation Center

I. CALL TO ORDER

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

II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE

A quorum was declared with Roger Hedlund, Al White, David McKnight and Kelley Glancey present. Rainie Murdoch had an excused absence. The Board members present had no conflicts to disclose.

Staff present: *Scott Ledin, Ann McConnell, Mary Moynihan, Craig Cahalane and Samantha Pritchard.*

Public present (signed-in): *Pat Rupert*

III. REVIEW AND APPROVAL OF MINUTES

- a. *July 23, 2019 Regular Board Meeting Minutes: Al White motioned to approve minutes; Kelley Glancey seconded; the motion passed 4-0.*

IV. OPEN FORUM

The Board provides opportunity for the public to comment on items not on the agenda. Pat Rupert asked how the theater was going and is there a simple exit strategy if needed. Roger Hedlund replied that the lease requires a six-month notification of termination. Al White added that if the operation falls below enterprise status as defined by state statute, the District can terminate without notice or financial penalty.

V. ACTION ITEMS

- a. *Review and possible adoption of changes to the Administrative Policies and Procedures; Personnel / HR Policies. A memo outlining the recommended changes to the health benefits policy was distributed to the board members. Scott Ledin added that these changes are part of our ongoing effort to attract and retain quality employees. The recommended changes would reduce the vesting period required for year-round exempt and non-exempt employees to receive District paid coverage for the employee and/or the employee spouse / family. Ann McConnell added that the District will most likely be designated as an Applicable Large Employer as defined in the Affordable Care Act effective January 1, 2020 which may require further changes to the health benefits policy. Roger Hedlund felt the recommended changes were reasonable. Al White added that health benefits are important to employees and made a motion to adopt the changes to the Administrative Policies and Procedures; Personnel/HR Policies related to the vesting period for insurance benefits as recommended by staff, David McKnight seconded; all in favor 4-0.*
- b. *Discussion and possible action to change the September Board of Director's meeting to Tuesday, September 17, 2019. Scott informed the board that the reason for the request to change the meeting is because several staff members will be attending the National Recreation and Parks Association conference in Baltimore Maryland the fourth week of September. Al White made a motion to move the September Board of Directors meeting to Tuesday September 17th. Kelley Glancey seconded; all in favor 4-0.*

VI. NEW BUSINESS

- a. *July Financial Report (Ann McConnell) Ann McConnell gave a verbal summary of the written financial report. District revenues exceeded budget in July by \$48,848 and are \$97,775 better than budget year to date. Cost of goods sold were over budget, however, expenses were kept under*

budget for the month. The District ended July \$46,481 better than budget and is \$75,343 better year to date.

Revenue for the Parks and Recreation departments was \$22,039 better than budget in July and are \$145,503 better year to date. Revenues are budgeted based on a three-year average. Property and Specific Ownership taxes and Interest Income were \$8,723 better than budget for the month. Rec Center revenues also exceeded budget in July by \$11,790 and are \$89,480 better year to date mainly due to strong Membership and Daily Admission revenue. Department expenses were over budget for the month and are over by \$38,640 for the year. The Parks and Recreation departments are \$106,100 better than budget through July.

Revenues at the Golf Course were \$1,866 better than budget, but are \$43,998 short year to date. Expenses were kept under budget for the month and savings in Turf Maintenance expenses is helping to offset the shortage in revenues. Through July, the golf course is \$29,407 short of budget.

Revenues at The Foundry Cinema and Bowl exceeded budget by \$20,386 for the month but are \$10,496 short through the end of July. Costs of Goods Sold were over budget by \$8,713 due to the additional sales and higher movie costs. Expenses were kept under budget for the month. Net income at The Foundry is \$80,625 through the end of July which is \$7,921 short of budget.

Capital expenditures for the month were \$45,296 for the month and included the Cable Crossover Fitness unit as well as equipment lease expenses.

b. Department Reports (Staff)

- Pole Creek Golf Club: Mary gave a verbal summary of the written report. August has been busy and revenues are running about 3% ahead of last year. Tournaments have historically been any group of 12 or more golfers, however, ringing these small groups in the system as tournaments is difficult for staff especially on busy days. Moving forward small groups will be recoded as Greens Fees and only large groups truly organized as a tournament will be recorded under Tournaments in the financials. Bistro 28 has remained busy during August as well. Tee times are being adjusted due to frost and the restaurant will be opening later after Labor Day. Staff continues to receive lots of compliments on the landscaping and flowers around the clubhouse. Craig added that they contracted High Altitude Gardens this year which has made a real difference in the landscaping.*
- Grand Park Community Recreation Center: Scott Ledin gave the verbal report for the Rec Center. Ann McConnell put together an analysis of memberships compared to last year. Both new and renewed memberships are up as compared to last year. Membership revenue is currently \$37,600 more than 2018. The Aquatics Department held an in-service earlier this month. We are adding more Aquatics programming this fall. The American Red Cross Lifeguard Instructors class has been rescheduled for September and Daniel will plan to attend then.*
- Parks and Athletics: Scott Ledin gave the verbal report. The Adult Softball Tournament was held this past weekend and everything went well. The old traveling Softball Trophy was repaired and refinished and winning team names dating back to 1973 were added to the trophy. The trophy was on display for the tournament. Soccer practice has begun. The large Volleyball Tournament will be held this weekend and the Kickin' it To Cancer kickball tournament is scheduled for September 8th.*
- General Recreation: Scott reported that summer camp participation was up 23 % over last year. Samantha Pritchard added that the teachers from the elementary school have been sharing the positive comments they have heard from the kids about summer day camp. The backpacking trip was a big success. Eagle Wind Studios has added recording classes this fall and the general rec staff is working together with the aquatics staff to offer combined programming in the pool.*

- Marketing and Special Event: *The new Fall Activity Guide was distributed to the Board members and includes activities through early December.*
- Facility Maintenance: *Scott added that there is a small leak in the fire suppression system in the natatorium. Repairs including a full inspection of the system are scheduled I the near future. Maintenance week is scheduled for September 15th through the 20th*
- District Administration: *Ann McConnell distributed Benefit Cards to the board members. These cards are provided to all employees and volunteers of the District. They will identify the place of work, job title and employment classification and serve as proof of employment and eligibility for recreation benefits at each of our facilities. The cards will be issued twice a year; for the summer season and again for the winter season.*

A concept drawing for the expansion of the fitness area of the Rec Center was distributed to the Board. The expansion includes a High Intensity Training Area as well as a second group fitness studio.

Scott along with our architect from Perkins +Will met with Grand Park's land planners Terracina to discuss land use and possible program elements in an area northwest of the recreation center. A conceptual drawing was distributed to the board which included a fieldhouse type facility, adjacent tennis or pickle ball courts, possible artificial turf fields. No cost estimates were included in the concept.

Scott met with Martha and James Miller to discuss the two parcels they currently own in Tabernash. The first parcel includes a water access on Ranch Creek to raft the Fraser River Canyon. The second parcel is larger and encompasses "Tab Rock". Both parcels have a conservation easement attached to them. The Millers are asking the District to consider leasing the parcels for a 5-year term with a nominal fee. Scott contacted Colorado Headwaters Land Trust and they agreed that the recreational components we are proposing to offer are well within the guidelines of the conservation easement. Scott also contacted the District insurance provider, Colorado Special Districts Property and Liability Pool and they have expressed no immediate concerns with absorbing the liability related to public access and would not expect there to be any related increases to our insurance premium.

David McKnight asked if there would be improvements needed and what the associated costs might be. Scott replied that they are still discussing improvements with the Millers, but anticipates some type of trail system including trail maintenance possibly in partnership with Headwaters Trails Alliance. There may also be some improvements needed at the "put-in" area. He added that the conservation easement does not allow any commercial utilization of the parcels.

The board gave direction for Scott to pursue a lease agreement with the Miller family while trying to determine what, if any, unforeseen expenses there might be.

Pat Rupert asked when the fitness center expansion was projected to happen. Roger replied there is no projection as this is conceptual only at this point.

VII. ADJOURNMENT

David McKnight made a motion to adjourn the meeting; Kelly Glancey seconded; all in favor 4-0. The meeting was adjourned at 6:25 pm.