



**BOARD OF DIRECTORS MEETING MINUTES**  
**Tuesday, November 16, 2021, 5:30 pm**  
**Meeting held at GPCRC and via Zoom**

**I. CALL TO ORDER**

*President Roger Hedlund called the meeting to order at 5:31pm.*

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

*Roger Hedlund, Kelley Glancey, Rainie Murdoch, Al White, and David McKnight (late arrival) were all in attendance. The Board members had no conflicts to disclose.*

**Staff present:** *Scott Ledin, Ann McConnell, Laura Pappal, Kristen Webb, Michelle Lawrence, Emily Weida, Dan Weida, Giuliana Sheldon, Craig Cahalane, Jesse Dickinson, Blaine Unicume,*

**Public present (signed-in):** *Scott Mahronic*

**III. REVIEW AND APPROVAL OF MINUTES**

- a. *October 26, 2021 Regular Board Meeting Minutes: Rainie Murdoch motioned to approve the minutes as presented; Kelley Glancey 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. NEW BUSINESS**

- a. *Second 2022 Budget Hearing – Roger Hedlund opened the second budget hearing. A detailed line-item written summary was included in the meeting materials along with the draft budget.*

*Ann McConnell reviewed the written summary of the updated 2022 draft budget. A number of revisions have taken place since the first budget hearing. These revisions include updated 2021-year end projections, revenue and expense adjustments, salary and wage adjustments, health insurance costs increase, utility costs increase, and various cost adjustments for maintenance and equipment items. Due to the increase in overall 2022 expenses the General Reserve Fund projected ending balance has decreased.*

*Budgeted capital expenditures for 2022 have increased by \$20,000. The Conservation Trust Fund budget has increased by \$24,000 with these funds allocated to reseal the GPCRC parking lot. The Parks & Rec Capital Budget increased \$9,000 due to updated price quotes for equipment and vehicles. The Golf Course Capital Budget decreased by \$13,000 mainly due to updated price quotes related to the Gaylord Reservoir repairs.*

*Scott Ledin discussed the opportunity to save on capital expenses by contracting with an existing aquatic supplier for new chlorinator units and maintenance of those units.*

*Ann McConnell continued with reviewing the budgeted 2022 ending reserves, with an expected overall reduction of \$121,943 in District Reserve Funds.*

*Scott Ledin explained that the capital expense line item for computer servers has not been finalized. Additional research is being done to determine if servers will be*

*purchased in 2022 or 2023, or if the District will convert to a cloud-based system and no longer have the need for as many servers.*

*Jesse Dickinson added that new POS software will most likely be needed at Bistro 28 and this purchase will affect the Golf Course Capital budget.*

*The final 2022 Budget Hearing will take place at the next Board meeting on December 7, 2021.*

*Roger Hedlund closed the Second 2022 Budget Hearing.*

- b. *Draft Lease Agreement Addendum with U9200 LLC for The Foundry Cinema and Bowl – Review, discussion, and possible approval – Scott Ledin reviewed the lease agreement addendum which includes a \$5,000/month rent abatement for 2022. Scott Mahronic from U9200 LLC along with their counsel, will review the lease agreement addendum. The finalized lease agreement addendum will be presented at the next BOD meeting in December.*

## **VI. DEPARTMENT REPORTS**

- a. *October 2021 Financial Report: Ann McConnell gave a verbal summary of the written financial report. District wide revenues continue to be strong and exceeded budget by \$45,444 for the month of October. District net income for 2021 is projected to be \$884,284 which is \$828,765 better than budget. This is primarily due to the very successful 2021 golf season at Pole Creek Golf Course.*

*Parks & Recreation combined revenues exceeded budget for the month of October and expenses were under budget for the month. Parks & Rec 2021 net income is projected to be \$43,044 before capital expenditures which is \$219,085 better than budget.*

*District Administration continues to do well and is seeing savings in expenses due to lower consulting fees, maintenance costs that were budgeted for the TV translator, and payroll expense savings. DA is projected to end the year \$61,730 better than budget.*

*General Rec revenues fell short of budget in October mainly due to the Grand Classic generating \$6,000 less than was budgeted.*

*(David McKnight arrives at 5:55pm)*

*Parks & Athletics continue to do well. Expenses were over budget in October due to youth soccer league and the opening of the Ice Box. P&A is projected to end the year a bit short of budget but that may change with increased revenues over the upcoming winter holidays.*

*Rec Center is doing well with revenues exceeding budget for the month of October. Gymnastics continues to be a strong program. The Rec Center is projected to end the year with an 84% cost recovery.*

*Pole Creek revenues continued to exceed budget in October. Pole Creek combined is projected to end the year with \$732,438 of net income. The pro shop is projected to end the year \$568,810 better than budget. Turf Maintenance is projected to end the year \$2,512 better than budget. Food & Beverage continue to have strong revenues. Savings in kitchen wages helped to offset additional maintenance and repair costs.*

*The Foundry revenues exceeded budget in October! Movies and concessions were slightly short of budget but facility rentals, bowling, and beverage sales all had strong revenues. Expenses were better than budget mainly due to savings in wage costs. The Foundry ended October \$18,762 better than budget and is projected to end the year with a net income of \$76,068.*

- b. Pole Creek Golf Club: *Jesse Dickinson gave a verbal update to the written report. The Bistro is gearing up to open on Thanksgiving Day. Summer kitchen staff are returning for the winter season but a few servers still need to be hired. There are currently 51 reservations for Thanksgiving dinner, with the hopes of 100-120 reservations. Full moon snowshoe and ski events are returning this winter. Turf Maintenance may need to water the greens next week due to lack of snow but are otherwise keeping busy with winter projects.*
- c. Grand Park Community Recreation Center: *Michelle Lawrence gave a verbal update to the written report. Ryan Graham, Aquatics Supervisor, gave his two week notice and his last day of employment will be November 24<sup>th</sup>. Samantha Pritchard has been hired to fill the Aquatics position and will be leaving her Programs Coordinator position.*
- d. Recreation Programming: *Michelle Lawrence gave a verbal update to the written report. Michelle is preparing to start the FVMRD Winter Guide and is planning on having it completed by December 15<sup>th</sup>. The gymnastics, aerials, and cheer show is being held on December 14<sup>th</sup> at 5:30pm.*
- e. Fraser Valley Sports Complex & Ice Box: *Dan Weida gave a verbal update to the written report. The IceBox ice rink has been busy with new memberships and drop ins and is fully staffed.*
- f. Facility Maintenance: *Scott Ledin gave a verbal update to the written report. R&R Electric was here this week and was able to get the lazy river up and running again. The roof repair patch in the upstairs fitness area is holding and hopefully will continue to hold with additional snow on the roof. Tolin completed preventative maintenance on the HVAC units at The Foundry and the units are in good shape for the winter.*
- g. District Administration: *Scott Ledin gave a verbal summary and update to the written report. Scott reviewed the Swanson Ditch water rights issue discussed at the October 26<sup>th</sup> BOD meeting. Scott and Craig had a follow up conference call with Erik Swanson last week and Erik has offered to do additional research related to the historical water rights ownership. Scott will update the Board on any new information regarding the Swanson Ditch at the December 7<sup>th</sup> BOD meeting.*

*Scott submitted the GPCRC Fitness Expansion Project grant application to the Grand County BOCC donor advised fund. Another grant application was previously submitted to the Town of Winter Park. Both grant requests are in the amount of \$20,000 each. Expansion project marketing materials have been placed in the GPCRC front lobby and in the upstairs fitness area. Current donations raised so far are approximately \$39,000 (including \$8000 from the FVMRD Capital Improvement Fee).*

*Scott provided the HTA 2021 accomplishment information to the Board. HTA had a successful summer season and with volunteer help were able to complete a large amount of trail building and maintenance in Grand County.*

*The Foundry hosted the Sky Hi-News "Best of Grand" event and it went very well. GPCRC received "Best Fitness Center", Pole Creek received "Best Golf Course", FVSC received "Best Playground", and The Foundry received second place for "Best Indoor Activity".*

*At this point in the meeting Roger Hedlund thanked staff for their contributions. In addition, Roger brought up the topic of FVMRD's long term philosophy for reserve funds and the potential idea of revenue sharing throughout the District. Scott added that he has contacted a few other Parks and Recreation agencies to find out how they handle this situation and has discovered that each agency handles these funding decisions a little differently. Scott also shared historical information regarding District funding through the years. Scott's primary concern is*

*how do we set up the District for long term success and what is the best way to support all of our facilities and programs. Additional research will be done regarding these questions and discussions will continue at upcoming meetings.*

**VII. ADJOURNMENT**

*Rainie Murdoch made a motion to adjourn the meeting; Kelley Glancey seconded; all in favor 5-0. The meeting was adjourned at 6:31pm.*