



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, July 23, 2024, 5:30 pm

Meeting held at Grand Park Community Recreation Center and via Zoom

I. CALL TO ORDER

President Tim Gagnon called the meeting to order at 5:40pm.

II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE

Tim Gagnon, Rick Holden, Tom Overton, and Elle Ennis were in attendance. Piper Ehlen had an excused absence. The Board members had no conflicts to disclose.

Staff present: *Scott Ledin, Kristen Webb, Avalon Mays, Stephanie Ferguson, Ellen Crosby, Craig Cahalane, Jesse Dickinson, Brenna Kirk, Jeremy Shaver, Brian Brigance*

Public present (signed-in): *Paul Arnold, Noah Amidon, Jacob Schneider*

III. REVIEW AND APPROVAL OF MINUTES

- a. *June 25, 2024 Regular Board Meeting Minutes: Tim Gagnon motioned to approve the minutes as presented; Tom Overton seconded; all in favor 3-0.*

IV. OPEN FORUM

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

Elle Ennis joined the meeting via Zoom at 5:50pm.

- V. GPCRC Expansion Project Update – PG Arnold:** *Noah Amidon presented a project update that included photos of the progress that has been made on the project. Phase 1 of demo (roof over the pool area) was completed today. The hot tub was closed earlier today during the demo but is now reopen. Lerch Bates will be on-site Monday to determine if there are any roof issues that need to be addressed. Electricians were on-site today and continue to work on electrical installation. Coming up – masonry will be completed next week, HVAC work will take place, and steel joists and roof deck will be installed early September.*

Jacob Schneider and Paul Arnold presented a project budget update. Discussion focused on the Initial Guaranteed Maximum Price (IGMP) and the necessary budgetary changes that have been made to arrive at the Final Guaranteed Maximum Price (FGMP). The FGMP is approximately 25% higher than the IGMP. Jacob reviewed the project budget line by line, noting any budgetary increases or decreases. These budgetary changes are largely due to additional engineering information, more accurate proposals from subcontractors, and for building materials. PG Arnold has requested Board approval for a change order of approximately \$375,000 to update the budget.

The current budget does not include builder's risk insurance or payment & performance bonding. The Board will vote on the change order via e-mail after District counsel provides feedback regarding the inclusion of these two items.

VI. ACTION ITEMS

- a. **Exchange Bank Lease –** *Review and approval of the 5-year lease for the purchase of Turf Maintenance equipment as approved in the 2024 budget. Rick Holden motioned to approve the lease; Tom Overton seconded; all in favor 4-0.*

VII. DEPARTMENT REPORTS

- a. Financial Report – June 2024: *District wide revenues in June were \$23,593 short of budget. District wide costs of goods sold and District wide expenses were under budget for the month. The District ended June \$8,860 short of budget and is \$95,594 better than budget year to date.*

Parks and Rec Combined June revenues were \$7,722 better than budget. Costs were in line with budget and expenses were \$5,750 over budget. Parks and Rec Combined ended the month \$2,661 better than budget and is \$163,377 better than budget year to date.

Pole Creek Combined June revenues were \$23,804 short of budget. Costs of goods sold and expenses were \$22,107 under budget. Pole Creek Combined ended June \$1,697 short of budget and is \$22,474 short of budget year to date.

The Foundry June revenues were \$5,457 short of budget. Costs of goods sold were in line with budget and expenses were slightly over budget. The Foundry ended the month \$7,677 short of budget and is \$42,487 short of budget year to date with a net income of \$39,409.

GPCRC Expansion Project revenues for June were \$8,917. Year to date expenditures are \$348,446 for architectural, engineering, permitting, and building costs.

District wide capital expenditures for June were \$54,316 and include lease payments, Foundry kitchen equipment and security cameras, new tennis court wind screens, final payment for the Bistro dishwasher, and golf course cart path paving.

- b. Pole Creek Golf Club: *Golf course rounds remain higher compared to last year though revenue is slightly down. This is due in part to flat season pass sales and decreased all-inclusive pass sales, among other reasons. Jesse will continue to monitor the numbers and is working on possible changes to the fee structure for next season. Craig is reviewing and revising the Turf asset management plan. The Bistro is staying busy, especially on the weekends. The Bistro passed the most recent health inspection with flying colors!*
- c. Grand Park Community Recreation Center: *The Rec Center had 9,449 daily visits in June. Several staff members attended the Mental Health First Aid class hosted at the Rec Center. Fall programs will launch in mid-August. Rec Center maintenance closure week will be 9/22-9/27. The Fraser Valley Rec Foundation scholarship program sub-committee has been working towards creating a new application form and application process.*
- d. Recreation Programming: *Summer Rec Camp has transitioned to the Fraser Valley Elementary and is going well. The first Theatre Camp of the summer, Alice in Wonderland, was successful and the performance finale was well attended. Circus Camp is in session now and the participants will be performing this Friday. The Rec Center hosted a CARA Gymnastics meet earlier in the month – thanks to Kristin Erickson and other staff members for all their work to make the meet run smoothly. Aquatics will be looking to hire additional lifeguards as several staff members return to school in the fall. The RecTrac app has been submitted to Apple and is awaiting final review.*
- e. Fraser Valley Sports Complex: *Park staff are in the process of planting 10 trees that were donated by a generous community member.*
- f. Facilities Maintenance: *At the Rec Center, maintenance staff have been focused on exterior maintenance and landscaping. The HVAC rooftop unit repairs are complete which has resolved the Rec Center humidity issues. Staff continue to perform ongoing pinsetter preventative maintenance at the Foundry, which helps to keep the bowling lanes open.*
- g. Foundry Cinema & Bowl: *Installation of the new Brunswick POS software system started today. The Foundry hosted a wedding party (125 people) last week that bought out the bowling lanes for an entire evening.*

- h. District Administration: Scott and Avalon met with Cassidi from 10 Pound Gorilla to review the District's marketing and communications needs and goals. Cassidi will continue to have a monthly check-in with District staff. At this time Cassidi is recommending paid ads on Facebook and Instagram and cleaning up the District email contact list.

Scott provided information on several state legislative issues and one federal legislative issue related to special districts. Proposition 50 and Initiative 108 would impact special districts through reductions of property tax revenue and may end up on the November 2024 ballot. SB24-233 would place a limit on property tax revenue. The federal Special District Grant Accessibility Act is working its way through Congress and would allow special districts to be eligible for federal level grants. FVMRD signed on as a supporter of this bill.

The FVSC Water Augmentation Plan diligence application was filed on June 28th. This process is required every 6 years to continue the conditional water rights granted to the FVSC.

Scott will update the Board members via email after he speaks with District counsel regarding the GPCRC Expansion Project.

VIII. ADJOURNMENT

Tim Gagnon motioned to adjourn the meeting; Tom Overton seconded; all in favor 4-0. The meeting was adjourned at 7:15pm.