

Special Meeting of the EVRPD Board of Directors Tuesday, February 16, 2021

Board President:

1. Calls Meeting to Order

- a. Leads the Pledge of Allegiance
- b. Moment of Reflection
- c. Conflict of Interest Disclosures

Before the meeting commences, the Board President asks:

“Are there any Board Members who need to disclose a conflict of interest related to the agenda items?”

[If there is a conflict, the Board member explains the conflict and then recuses himself/herself from the meeting before the Board discusses that agenda item.]

2. Consent Agenda

The consent agenda is considered a single item on the agenda and is approved by a single vote.

Board member 1: *I move to approve the consent agenda, as presented.*

Board member 2: *I second the motion.*

Board president: *There is a motion and a second to approve the consent agenda.*

All in favor, signify by saying “Aye.”

A request to remove an item from the consent agenda:

Board member: *I would like to request that the Item ‘xx’ be pulled from the Consent Agenda for discussion and placed under the “__” portion of the regular agenda.*

Board president: *All in favor of approving the Consent Agenda, minus Item ‘xx’ signify by saying Aye.*

If the vote passes, Item “xx” is discussed as a regular discussion item after the vote. ONLY items moved off the consent agenda are held out for discussion.

3. Approval of Regular (Action) Agenda

4. Citizen and Board Comments

5. Administrative Reports

6. Old Business

7. New Business

8. Further Business

9. Adjournment



REGULAR BOARD MEETING AGENDA

Tuesday, February 16, 2021 – 6:00 P.M.

660 Community Drive

Estes Park, CO 80517

The mission of the Estes Valley Recreation and Park District is to enrich lives with quality recreation.

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Moment of Reflection
- C. Conflict of Interest Disclosures

2. CONSENT AGENDA

A. Meeting Minutes:

- 1. January 19, 2021 Regular Meeting of the Board of Directors

B. Staff Reports:

- 1. Golf Operations
- 2. Recreation Operations
- 3. Community Center Operations
- 4. District Maintenance
- 5. Marina Operations
- 6. Campground Operations
- 7. Human Resources
- 8. Marketing and Communications

C. Financial Reports

- 1. Period Income Statement
- 2. Cash Flow Report
- 3. Paid Bills

3. APPROVAL OF REGULAR (ACTION) AGENDA

4. CITIZEN & BOARD COMMENTS

5. ADMINISTRATIVE REPORTS

- A. Executive Director Report
- B. Finance Director Report

6. OLD BUSINESS

- A. None

7. NEW BUSINESS

- A. New Point-of Sales (POS) Evaluation (Discussion/Action)
- B. Estes Park Golf Course (18-Hole) Irrigation System (Discussion/Action)

8. FURTHER BUSINESS

- A. Meetings to Schedule

9. ADJOURNMENT

The Board reserves the right to consider other appropriate items not available at the time the agenda was prepared.

Sarah Metz, Board Secretary



February 16, 2021

Agenda Item: 2

Agenda Title: Consent Agenda

Submitted by: Tom Carosello, Executive Director

The Consent Agenda for the February 16, 2021 Regular Board Meeting includes:

A. Meeting Minutes:

1. January 19, 2021 Regular Meeting of the EVRPD Board of Directors

B. Staff Reports:

1. Golf Operations
2. Recreation Operations
3. Community Center Operations
4. District Maintenance
5. Marina Operations
6. Campground Operations
7. Human Resources
8. Marketing and Communications.

C. Financial Reports:

1. Period Income Statements
2. Cash Flow Reports
3. Paid Bills

Attachments:

Resolution
 Report
 Contract

Letter
 Minutes
 Map

Other:

Board Action Needed:

A Motion to (approve or modify) the Consent Agenda as presented.

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS FOR THE ESTES VALLEY RECREATION AND PARK DISTRICT

*Tuesday, January 19, 2021 –6:00 p.m.
Estes Valley Community Center, Conference Room – Virtual Meeting
660 Community Drive, Estes Park, CO 80517*

Present: Scott Dorman, Stan Gengler, Jack Holmquist, Heather Gooch, Sarah Metz

Absent: None

Staff: Tom Carosello, Pamela Bross, Robin Fallon, Heather Drees, John Feeney

Others: None

Prior notice of this meeting was given by posting a notice on the Estes Valley Recreation and Park District Website and posting a notice at the Estes Valley Recreation and Park District's Administration Office.

The meeting was called to order at 6:00 p.m.

Board President Dorman began the meeting with the Pledge of Allegiance and a moment of reflection. Mr. Dorman then asked if any Board members had conflicts of interests related to the agenda. No conflicts of interest were disclosed.

CONSENT AGENDA

The consent agenda for the meeting included:

- A. Board Minutes:
 - 1. December 10, 2020 Special Meeting of the Board of Directors
- B. Staff Reports:
 - 1. Golf Operations
 - 2. Recreation Operations
 - 3. Community Center Operations
 - 4. District Maintenance
 - 5. Campground Operations
 - 6. Human Resources
 - 7. Marketing and Communications
- C. Financial Reports:
 - 1. Period Income Statement
 - 2. Cash Flow Report
 - 3. Paid Bills

Moved by Jack Holmquist, seconded by Stan Gengler, to approve the consent agenda as presented.

No discussion. Ayes – 5. Motion carried unanimously.

APPROVAL OF REGULAR (ACTION) AGENDA

The Regular (Action) agenda for the meeting included:

- 4. Citizen & Board Comments
- 5. Administrative Reports
 - A. Executive Director Report
 - B. Finance Director Report
- 6. Old Business
 - A. None
- 7. New Business
 - A. Administration- 2021 EVRPD Board Meeting Dates/Times (Discussion/Action)
 - B. Stanley Park Master Plan (Discussion/Action)
- 8. Further Business
 - A. Meetings to Schedule
- 9. Adjournment

Moved by Stan Gengler, seconded by Jack Holmquist, to approve the regular (action) agenda as presented.

No discussion. Ayes – 5. Motion carried unanimously.

RECORD OF PROCEEDINGS

CITIZEN & BOARD COMMENTS

Citizen Comments:

None

Board Comments:

None

Board President Dorman closed the Citizen & Board Comments portion of the meeting.

ADMINISTRATIVE REPORTS

Executive Director Report

Tom Carosello, Executive Director, supplied a written report prior to the meeting.

Mr. Carosello gave an overview of his written report which included updates on the following: Operational Updates, Stanley Park Master Plan, Highway 36 and Community Drive Roundabout, Evaluation of New Programming Options, Fall River Trail, the Estes Valley Recreation and Park Foundation, COVID-19 Relief Legislation, Resource Management Plan/Bureau of Reclamation, EVRPD Staffing, New Point-of-Sale (POS) Evaluation, and Policy. In addition to his report, Mr. Carosello stated that he continues to monitor Covid numbers and noted that recreation programs for adult and youth were approved today by Larimer County, adding that staff will be running these programs with safety as a priority. Mr. Carosello then reported that the District does not qualify for the new round of Covid relief from the State of Colorado, but we are patiently waiting for the 2020 Health and Recovery Act which we will qualify for.

Mr. Carosello then stated that we have a new point of contact with the BOR Jake _____. Mr McCuster will still be available for questions during this transition.

In regards to the Districts evaluation of a new Point-of-Sale (POS) system Mr. Carosello stated that our current system Etrak support has not been great. The District was hoping with the recent merger the level of support and overall product would improve, which unfortunately was not the case.

Discussion:

Board President Dorman stated that the newspaper had sent him an email in which he replied as himself, and not for the Board.

Finance Director Report

Pamela Bross, Finance Director, supplied a written report prior to the meeting.

Pamela Bross, Finance Director gave an overview of her written report reviewing the "Operating Revenues & Expenses chart". The chart that was provided was a summary comparison of year to date revenues and operating expenses through December 2020 and 2019 noting that the results are primary as year-end adjustments were not reflected.

Discussion:

Board Member Gengler stated looking at the numbers 2020 does not look as bad as he had feared.

Executive Director Carosello then gave an overview on staffing levels at the community center, noting that part time staff has still not been brought back. Mr. Carosello then asked the Board for direction in regards to staffing levels. The Board agreed with the current staffing levels. Board Member Gengler stated it is best to "hold the line". Mr. Gengler then added we might lose some employees but fortunately unemployment is still available to most. "There is light at the end of the tunnel".

OLD BUSINESS

None

NEW BUSINESS

Administration – 2021 EVRPD Board Meeting Dates/Times (Discussion/Action)

Heather Drees, Senior Administrative Assistant introduced the action item.

Heather Drees, Senior Administrative Assistant stated by law, at the first Board meeting of the new calendar year, the Board must designate the place for posting the Board's agenda notice 24 hours in advance of each Board meeting. This is a requirement of the Open Meetings Law. Due to recent changes to the Title 32 notice provisions, districts are no longer required to post meeting notices at three (3) places plus the Counties Clerk and Recorder's office. As a result, the notice of a meeting and the agenda can be handled in a single posting, 24 hours in advance of the meeting, which includes the date, time, and location of the meeting, as well as specific agenda information. Under the Open Meetings Law, a district has discretion in choosing which location to designate as the official posting place for the notice and agenda. In addition, the Open Meetings Law has been changed to allow a district to designate its website as the official posting place.

RECORD OF PROCEEDINGS

Moved by Stan Gengler, seconded by Jack Holmquist, to approve the 2021 Notice of Regular Meeting dates as the third Tuesday of every month, beginning at 6:00pm and establishing the Districts Website as the official posting place for Board Meetings.

No further discussion. Ayes – 5. Motion carries unanimously.

Stanley Park Master Plan (Discussion/Action)

Tom Carosello, Executive Director introduced the action item.

Tom Carosello, Executive Director reported last year EVRPD approved a contract with Design Workshop to refine several iterations of the Stanley Park Master Plan into a “final” plan so that the focus can be on moving the plan forward in a phased approach, pending Board approval and funding capability.

Design Workshop worked with several departments, project partners and the public over the spring and summer of 2020 to gather feedback and assign priorities, including the preferred “themes,” a suggested order of magnitude and some general cost estimates.

Last fall, a draft plan was produced, and the draft was provided to the Board for review in December. Pending Board comments, staff would like to give Design Workshop the “green light” to put the plan into final format. Mr. Carosello asked the Board to provide additional schematic input which would be forwarded to Design Workshop for implementation.

Discussion:

Board Member Gengler asked when the existing pickleball courts would be moved. Mr. Carosello replied that would be done in a later phase as it is a lower priority.

Board Member Metz stated she like the idea of central parking as she is a mother of small children and added that she would recommend either adding more restrooms or increasing the size of the restrooms. Board Member Gooch also stated parking is very important and echo’s Board Member Metz’s comments in regards to restrooms.

Board President Dorman stated that in his opinion the gun range should not be located near a park or recreational area. Board Member Gengler agreed and noted that the existing gun range needs to be upgraded. The Board discussed the location of the gun range and agreed to look at relocating the gun range if possible. Board President Dorman will reach out to Estes Park Police Chief Wes Kufeld and thinks the District should reach out to other Boards (Sheriff, Police, Park Service) for support.

The Board then discussed the signage options for the Master Plan which will be incorporated throughout the District as signs are replaced. The Board’s consensus was to opt for metal signage due to its longevity.

Executive Director Carosello will forward the input received from the Board to Design Workshop.

FURTHER BUSINESS

Meetings to Schedule

- **Next Regular Board Meeting:**
Tuesday, February 16, 2021 at 6:00 p.m. – Estes Valley Community Center *Lower Level / Virtual Meeting*
- **Trails Committee Meeting:** *To be determined.*

ADJOURNMENT

Meeting adjourned at 6:48 p.m.

Scott Dorman, Board President

Sarah Metz, Board Secretary



February 16, 2021

Agenda Item: 2.B.1

Agenda Title: Staff Reports – Golf Operations

Submitted by: Austin Logan, Golf Operations Manager

January was a good start to 2021. With a fresh start to the year, most of our die-hard pass holders purchased their pass early. We offered a special perk of free rounds to courses along the front range for the first 50 pass full or unlimited season pass holders. This is the second year of the “birdie alliance” which provides the free rounds and a significant boost to January sales. Last year was a record month for January, with 2021 getting very close to breaking that record. We are excited at the amount of buy-in from our community for the 2021 season, with many pass holders upgrading their pass level and excited for the upcoming season. The new unlimited pass has also been mildly successful. We expect a bit of a slowdown in February for season pass sales, but not as significant as 2020.

Winter projects are in full swing for golf operations. We are beginning to develop a new, more refined, and focused training program for returning staff. Getting a plan together for our February Golf Expo (virtual this year). Updating and upgrading our infrastructure with a new internet service provider, a new POS terminal at the 18-hole, and new displays and shop configurations at both courses. Aaron is working with tournament coordinators and event planning at both courses for the summer. Luckily most big groups are taking to the rate increase very well. Merchandise is coming in and we are processing the new items to prepare for both a March sale at the 9-hole as well as opening day at the 18-hole.

Going forward we are going to actively and aggressively pursue personnel to operate both courses. Weather-wise we need significant moisture over the next few months, but it would be at the expense of getting people out at the 9-hole to play golf.

18-Hole Financials:

		2021 Year Budget	2021 Year Actual	Month Actual January	Month Budget January
Revenues					
4-4000-342-9900	Golf Improvement Fund	\$126,304	\$ 7,069	\$ 7,069	\$ 5,123
4-4000-347-1600	Equipment Rental	\$24,950	\$ 40	\$ 40	\$ -
4-4000-347-2200	Golf Cart Rental	\$231,656	\$ 4,530	\$ 4,530	\$ 3,475
4-4000-347-2400	Daily Green Fees	\$543,298	\$ -	\$ -	\$ 272
4-4000-347-2900	Merchandise Sales	\$152,550	\$ -	\$ -	\$ -
4-4000-347-3100	Punch Pass	\$16,000	\$ 336	\$ 336	\$ 672
4-4000-347-3200	Range Income	\$44,867	\$ 3,002	\$ 3,002	\$ 897
4-4000-347-3400	Season Pass	\$103,800	\$ 36,775	\$ 36,775	\$ 25,950
4-4000-351-2000	Junior Golf Revenue	\$11,000	\$ 500	\$ 500	\$ -
4-4000-380-2000	Misc Income	\$1,200	\$ -	\$ -	\$ 100
4-4000-380-2010	Mdse Rebates	\$1,900	\$ -	\$ -	\$ 190
4-4300-347-2000	Concession Percentage	\$49,000	\$ -	\$ -	\$ -
4-4300-347-2700	Misc Revenue	\$1,800	\$ -	\$ -	\$ -
	Total Pass Play		0	0	
	Total Green Fees		0	0	
	Gift Certificate +/-		\$ -	\$ -	
	Total Operating Revenue	\$1,308,325	\$52,252.00	\$ 52,252	\$ 36,678

9-Hole Financials:

Revenues		2021 Year Budget	2021 Year Actual	January	January
3-3000-342-9900	Golf Improvement Fund	\$27,341	\$ 478	\$ 478	\$ 159
3-3000-347-1600	Equipment Rental	\$20,850	\$ 62	\$ 62	\$ 21
3-3000-347-2200	Golf Cart Rental	\$57,960	\$ 68	\$ 68	\$ 29
3-3000-347-2400	Daily Green Fees	\$130,713	\$ 162	\$ 162	\$ 196
3-3000-347-2500	Disc Golf Green Fees	\$7,750	\$ 155	\$ 155	\$ 39
3-3000-347-2900	Merchandise Sales	\$42,550	\$ 2,605	\$ 2,605	\$ 851
3-3000-347-3100	Punch Pass	\$3,628	\$ 161	\$ 161	\$ 181
3-3000-347-3400	Season Pass	\$9,198	\$ 2,184	\$ 2,184	\$ 460
3-3000-380-2000	Miscellaneous Income	\$1,000	\$ -	\$ -	\$ 50
3-3000-380-2010	Merch Rebates/Cash Discounts	\$400	\$ 17	\$ 17	\$ 50
3-3300-347-2000	Food Sales	\$4,500	\$ 4	\$ 4	\$ 5
3-3300-347-2700	Liquor Sales	\$12,900	\$ 29	\$ 29	\$ 13
	Total Pass Play		63	63	
	Total Green Fees		32	32	
	Gift Certificate +/-		\$ 1,477	\$ 1,477	
	Total Operating Revenue	\$318,790	\$ 5,924	\$ 5,924	\$ 2,054

Last 4 Years Total Between Both Courses- 4 years due to change in "Play Card Green Fee changes"

Also factors in golf improvement fund

JANUARY	2021	2020	2019	2018
GR.FEE	\$193	\$1,120	\$0	\$420
CARTS	\$4,598	\$534	\$78	\$120
MERCH	\$2,605	\$1,559	\$1,669	\$670
RANGE	\$3,002	\$2,294	\$435	\$1,146
RENTAL	\$102	\$120	\$0	\$0
SEASON	\$46,380	\$50,685	\$10,325	\$16,085
PUNCH	\$592	\$1,200	\$800	\$0
TOTAL	\$57,472	\$57,512	\$13,307	\$18,441

	2021 Year Budget	2021 Year Actual	Month Actual January	Month Budget January	Month Budget February	Month Budget March	Month Budget April	Month Budget May	Month Budget June	Month Budget July	Month Budget August	Month Budget September	Month Budget October	Month Budget November	Month Budget December
Golf Improvement Fund	\$126,304	\$ 7,069	\$ 7,069	\$ 5,123	\$ 4,774	\$ 2,814	\$ 6,501	\$ 8,780	\$ 15,047	\$ 29,764	\$ 28,665	\$ 20,697	\$ 4,139	\$ -	\$ -
Equipment Rental	\$24,950	\$ 40	\$ 40	\$ -	\$ -	\$ -	\$ 499	\$ 1,996	\$ 5,739	\$ 6,487	\$ 5,489	\$ 3,743	\$ 998	\$ -	\$ -
Golf Cart Rental	\$231,656	\$ 4,530	\$ 4,530	\$ 3,475	\$ 3,706	\$ 2,317	\$ 5,444	\$ 13,204	\$ 44,015	\$ 55,597	\$ 48,648	\$ 40,192	\$ 15,058	\$ -	\$ -
Daily Green Fees	\$543,298	\$ -	\$ -	\$ 272	\$ 8,149	\$ 272	\$ 5,433	\$ 27,165	\$ 65,196	\$ 155,927	\$ 150,494	\$ 108,660	\$ 21,732	\$ -	\$ -
Merchandise Sales	\$152,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,628	\$ 12,204	\$ 19,832	\$ 32,036	\$ 33,561	\$ 38,138	\$ 9,153	\$ -	\$ -
Punch Pass	\$16,000	\$ 336	\$ 336	\$ 672	\$ 1,344	\$ 1,008	\$ 7,936	\$ 3,360	\$ 1,344	\$ 336	\$ -	\$ -	\$ -	\$ -	\$ -
Range Income	\$44,867	\$ 3,002	\$ 3,002	\$ 897	\$ 673	\$ 1,346	\$ 1,795	\$ 4,935	\$ 8,525	\$ 9,871	\$ 8,076	\$ 6,506	\$ 2,243	\$ -	\$ -
Season Pass	\$103,800	\$ 36,775	\$ 36,775	\$ 25,950	\$ 15,570	\$ 13,494	\$ 20,760	\$ 15,570	\$ 12,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Junior Golf Revenue	\$11,000	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ 100	\$ 2,000	\$ 1,500	\$ 1,000	\$ 500	\$ 1,500	\$ 3,900	\$ 500	\$ -
Misc Income	\$1,200	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Mdse Rebates	\$1,900	\$ -	\$ -	\$ 190	\$ 250	\$ 400	\$ 200	\$ 240	\$ 120	\$ 100	\$ 100	\$ 100	\$ 200	\$ -	\$ -
Concession Percentage	\$49,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,960	\$ 3,920	\$ 9,800	\$ 12,250	\$ 12,740	\$ 5,880	\$ 2,450	\$ -	\$ -
Misc Revenue	\$1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 200	\$ 300	\$ 300	\$ 300	\$ 300	\$ 200	\$ -	\$ -
Total Pass Play		0	0												
Total Green Fees		0	0												
Gift Certificate +/-		\$ -	\$ -												
Total Operating Revenue	\$1,308,325	\$52,252.00	\$ 52,252	\$ 36,678	\$ 34,567	\$ 21,750	\$ 58,555	\$ 93,675	\$ 183,972	\$ 303,767	\$ 288,673	\$ 225,815	\$ 60,173	\$ 600	\$ 100

	2021 Year Budget	2021 Year Actual	Month Actual	Month Budget	Month Budget	Month Budget	Month Budget	Month Budget	Month Budget	Month Budget	Month Budget	Month Budget					
			January	January	February	March	April	May	June	July	August	September	October	November	December		
Golf Improvement Fund	\$27,341	\$	478	\$ 478	\$ 159	\$ 253	\$ 351	\$ 613	\$ 2,320	\$ 4,970	\$ 7,718	\$ 7,469	\$ 3,438	\$ -	\$ 25	\$ 22	
Equipment Rental	\$20,850	\$	62	\$ 62	\$ 21	\$ 19	\$ 104	\$ 417	\$ 1,668	\$ 4,796	\$ 5,421	\$ 5,004	\$ 3,390	\$ -	\$ 10	\$ 0	
Golf Cart Rental	\$57,960	\$	68	\$ 68	\$ 29	\$ 116	\$ 128	\$ 580	\$ 3,478	\$ 11,592	\$ 16,229	\$ 17,388	\$ 8,114	\$ -	\$ 290	\$ 17	
Daily Green Fees	\$130,713	\$	162	\$ 162	\$ 196	\$ 876	\$ 889	\$ 654	\$ 6,536	\$ 23,528	\$ 40,521	\$ 39,214	\$ 18,051	\$ -	\$ 131	\$ 118	
Disc Golf Green Fees	\$7,750	\$	155	\$ 155	\$ 39	\$ 47	\$ 78	\$ 155	\$ 233	\$ 465	\$ 3,100	\$ 2,713	\$ 775	\$ -	\$ 147	\$ -	
Merchandise Sales	\$42,550	\$	2,605	\$ 2,605	\$ 851	\$ 638	\$ 1,277	\$ 1,702	\$ 4,681	\$ 8,085	\$ 7,659	\$ 7,234	\$ 2,979	\$ -	\$ 4,042	\$ 3,404	
Punch Pass	\$3,628	\$	161	\$ 161	\$ 181	\$ 363	\$ 36	\$ 726	\$ 1,596	\$ 726	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Season Pass	\$9,198	\$	2,184	\$ 2,184	\$ 460	\$ 92	\$ 920	\$ 1,840	\$ 4,047	\$ 1,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous Income	\$1,000	\$	-	\$ -	\$ 50	\$ 50	\$ 100	\$ 100	\$ 200	\$ 200	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	
Merch Rebates/Cash Discounts	\$400	\$	17	\$ 17	\$ 50	\$ 50	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 100	\$ 50	
Food Sales	\$4,500	\$	4	\$ 4	\$ 5	\$ 9	\$ 23	\$ 45	\$ 450	\$ 630	\$ 1,485	\$ 1,350	\$ 495	\$ -	\$ 5	\$ 4	
Liquor Sales	\$12,900	\$	29	\$ 29	\$ 13	\$ 26	\$ 65	\$ 130	\$ 1,290	\$ 1,806	\$ 4,257	\$ 3,870	\$ 1,419	\$ -	\$ 13	\$ 12	
Total Pass Play			63	63													
Total Green Fees			32	32													
Gift Certificate +/-		\$	1,477	\$ 1,477													
Total Operating Revenue	\$318,790	\$	5,924	\$ 5,924	\$ 2,054	\$ 2,538	\$ 4,019	\$ 6,961	\$ 26,498	\$ 58,637	\$ 86,490	\$ 84,341	\$ 38,862	\$ -	\$ 4,763	\$ 3,627	



February 16, 2021

Agenda Item: 2.B.2

Agenda Title: Staff Reports – Recreation Operations

Submitted by: Nolan Oberg, Recreation Manager

February 2021

Recreation Department-

- Julie Bunton, Rental Coordinator
- Nolan Oberg, Recreation Manager
- Lauren Pavlish, Recreation Coordinator – Senior and Adult Activities and Sports
- Olesya Stadnichuk, Recreation Specialist – Youth Sports and Activities

Current and Upcoming Programs

Youth Sports, Fitness and General Rec-

- **NVAA Travel Basketball** – there are 3 teams with a total of 27 kids playing NVAA basketball. Games start on Feb. 13 and go until March 13. We will be hosting games on Feb. 20, 27 and March 6.
- **Junior Nuggets Youth Basketball** – there are 32 kids playing Junior Nuggets. Practices started on February 1 and the season will go through March 12.
- **Teen Strength Training** – there are 21 teens and tweens taking this new popular program. The class started on February 8 and will go until April 22. Participants are learning the basic movement patterns in strength training and how to effectively set and achieve goals.
- **Zumba for Kids** – registration is open for this popular class, taught by Megan Hartzog. This is a drop-in class on Mondays through May 10.
- **NVAA Soccer** – we are reintroducing spring soccer and will be offering this program to 5th and 6th graders from March 16 – April 24.
- **NJTL** – we are excited to offer another session in partnership with tennis pro, Dave Boon and National Junior Tennis and Learning. The program is from March 29 – May 19 for grades 1st – 5th. This program combines tennis skill development with life skills.
- **NFL Flag Football Skills Clinic** – this program is for 3rd-6th graders and will go from March 29 – April 16.
- **Soccer Skills Clinic** – in an effort to have more outdoor programs this spring, we are offering this program for preK-4th grades and will go from April 19 – May 7.
- **Spring Training (Baseball)** – this is for kids looking for a pre-season “tune-up.” It will be offered to 3rd-8th grades and will go from April 6 – 29.
- **Mountain Biking Club** – this program is to get kids active on their bikes at the Bike Park and to provide a foundation in preparation for the summer program, which includes more advanced trail rides. This is for 3rd - 6th grades and will go from April 26 – May 28.
- **Travel Baseball** – team practices will start the week of May 3rd.

Adult Sports, Fitness and General Rec-

- **Fitness Inclusion Classes** – we have been offering body sculpting, candlelight yoga and Zumba for about one month. Recently we were able to increase capacity limits for these classes. We hope to introduce a few more fitness classes soon.
- **Get it Done in 2021** – This program is off to a great start with 11 participants. Megan Hartzog is coaching them through their fitness goals with weekly check-ins. We expect this program to grow in popularity and hope to offer it several times throughout the year.
- **Virtual Fitness Classes** – a new schedule was released on Monday, January 11. There are a variety of options throughout the week- BodyPump, Barre, BodyFlow, Sprint, Core, RPM, Born to Move and On Demand. The new schedule also includes Sh'Bam, a new dance fitness class. Capacity limits for virtual classes have now expanded to 10.
- **Aerial Yoga** – this new fee-based class is on Wednesday nights from February 10 – March 31. The class quickly filled and has a waitlist. There are already plans to offer another session later in the spring.
- **Spring into Summer Bootcamp** – this new fee-based fitness program is with Julie Bunton and will incorporate a variety of functional training techniques. It will be on Tuesdays and Thursdays from March 30 – April 29.
- **Pickleball** – open gym pickleball is available each weekday from 8 - 10 a.m. and Saturdays from 9 - 11 a.m. It is also available during open gym times as space is available.
- **Basketball** – open gym basketball is available every Monday from 5 - 7 p.m. We also opened a 40+ open gym basketball time on Tuesday nights from 5 - 7 p.m.
- **Basketball and Volleyball League Play** – both leagues were able to resume in mid-January with a State approved variance for organized sports at our facility. The end-of-season tournaments will take place on Feb. 14 and 16. We plan to offer early spring leagues for basketball and volleyball (dates, TBD).
- **Co-Rec Softball** – this league will start on June 2.
- **Men's Softball** – this league will start on June 5.
- **Senior Rec Club** – we are developing a plan to reopen recreational opportunities in the coming months as seniors become more comfortable returning to activities. Our plan is to offer a slate of recreational opportunities on Monday through Friday. Some of the activities will be pool, ping pong, bridge, palette pals, mahjong, great courses and wii bowling. The club will be included with any EVCC pass or may be purchased separately for a nominal fee. Our goal is to reopen on March 15, which coincides with our 3-year anniversary and the one-year mark after closing down from the pandemic. All programs will still follow all current health guidelines.

Facility Rentals

February Rentals (EVCC, Marina, Stanley Park)

- **Standing Sunday Church Rental** – every Sunday morning in Community Rooms at the EVCC
- **Standing Wednesday Church Rental** – 1st and 3rd Wednesday in the Game Room at the EVCC
- **Estes Park School District Testing** – weeks of Feb. 1, 15 and 22 in the Community Rooms at the EVCC.
- **Estes Park Health EMS Training** – week of Feb. 8 in the Community Rooms at the EVCC.
- **North Colorado Health Alliance Meeting** – Feb. 17 and 20 in the Classroom at the EVCC.



February 16, 2021

Agenda Item: 2.B.3

Agenda Title: Staff Reports – Community Center

Submitted by: Miguel Bernal, Guest Services Supervisor
 Amy Alexander, Aquatics Manager
 Brandon McGowen, Facilities Maintenance Manager

Estes Valley Community Center

Guest Services

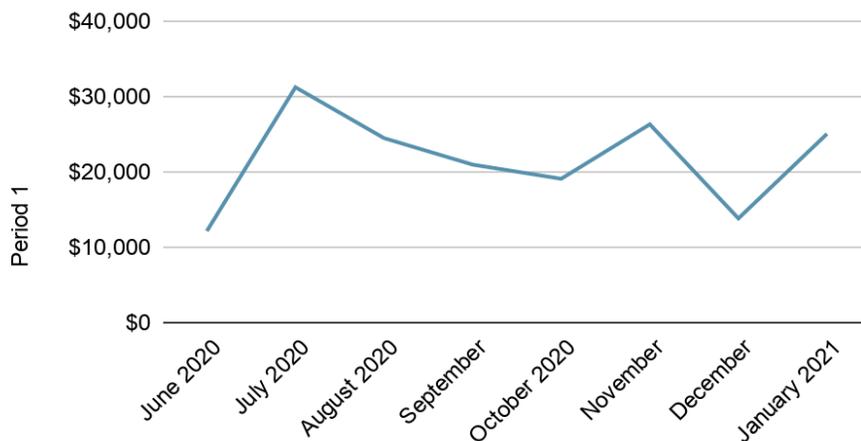
Miguel Bernal, Guest Services Supervisor

Overview of January

Being well aware of the pandemic and the natural disasters in 2020 and all the uncertainty, it is difficult to predict the future of how the operations of the Community and Rec Center will look in the upcoming months. With vaccines coming out and people feeling somewhat comfortable and secure, I am confident operations at the Front Desk will be optimistic for the most part.

For the past 8 months since we reopened from quarantine in June 2020, the amount of fees collected has shifted up and down drastically.

Membership/Drop-In Collection(s)



June 2020	\$12,185.00
July 2020	\$31,257.56
August 2020	\$24,512.68
September 2020	\$20,999.43
October 2020	\$19,119.31
November 2020	\$26,344.83
December 2020	\$13,860.43
January 2021	\$25,075.73

June 2020: The amount collected seems low, but the reality is that people were not sure whether to come back or not, hence the low renewal rate.

July 2020: The amount is high because not all members were aware of the reopening in June and because July was the month that we started rolling forward memberships and started processing payments on all active memberships.

August, September, and October 2020: The amounts decreased because of a high number of cancellations due to people not feeling comfortable and COVID cases spiking in Larimer County. In October we experienced wildfires which caused us to evacuate and close the facility for two weeks.

November 2020: Shifted from Level Yellow to Level Red at the end of the month.

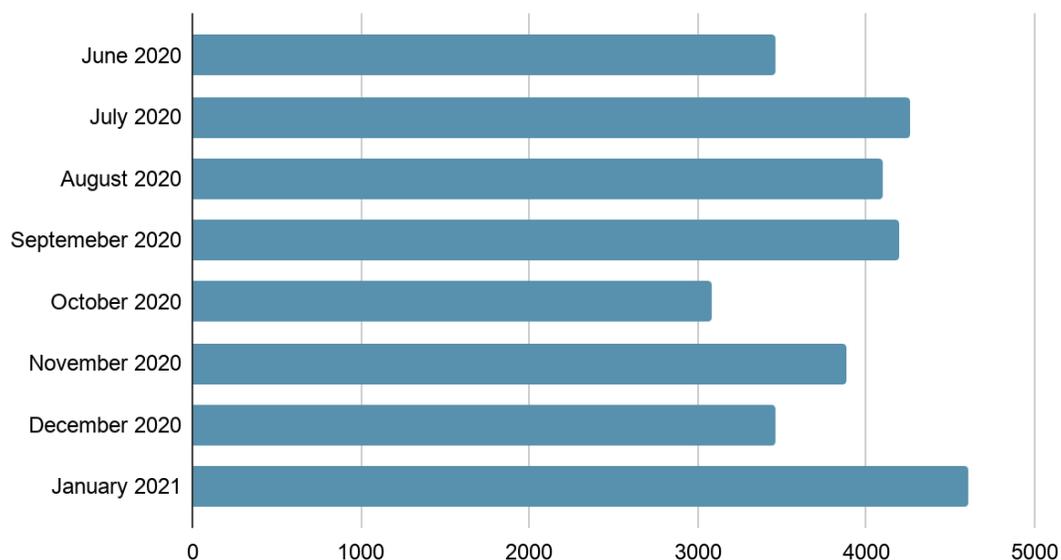
December 2020: We saw a drastic decrease in revenue due to the amount of membership cancellations because of the level shift from Yellow to Red. We also closed Sundays but extended closing hours for Saturdays.

January 2021: For January, the amount almost doubled from December showing that there is more interest in people coming in and people are happy to be rid of the reservation system for the Weights & Cardio Areas.

June 2020	3,459
July 2020	4,259
August 2020	4,103
September 2020	4,194
October 2020	3,084
November 2020	3,882
December 2020	3,458
January 2021	4,609

Comparing all months since the reopening, January 2021 has been the most attended so far, this is mainly due to new members and renewing memberships. As it is in every gym, January is the month where gyms make the most money due to people wanting to work on their New Year's Resolutions. Doing away with the reservation system has helped tremendously with people coming in and working out on their own time rather than sticking to the 90 minute reservation time.

Attendance Across Time



Aquatics

Amy Alexander, Aquatics Manager and Marina Manager

Happy to be operating in YELLOW!

Lap and Leisure pool reservations remain full. COVID safety cleaning protocols are still in place and running smoothly.

On Monday, February 8, we eliminated reservations for adult open water walking. Guests are pleased to come and enjoy their pool time freely from 7:30am-10:30am Monday – Friday. We extended leisure pool open swim reservations from four reservations to seven reservations and added an 11am open swim time slot Monday – Friday. Each reservation includes five guests. We also extended lap swim reservations per time slot from six reservations to eight.

The lifeguard staff successfully completed the American Red Cross Lifeguard Review class on Saturday, January 30. Ten hours of hard work and fun. They are an awesome group and a very well-trained staff. We are activity looking for a few more summer lifeguards to join our team.

Girls high school swim/dive teams began meets on February 4. They have five home meets scheduled – the last home meet will be March 2. It is nice to see them compete.

On Tuesday, February 9, we hired a new Aquatics Coordinator, Nani Couwenberg. She comes from Southern California with a wealth of aquatics experience. We are looking forward to providing some new and unique classes/programs. Nani graduated from California State Polytechnic University, Pomona with a Bachelor of Science in Urban and Regional Planning. Nani will be starting Monday, March 8.

Facility Maintenance

Brandon McGowen, Facility Maintenance Manager

FACILITY MAINTENANCE

Capital Projects: Working with a contractor to add 5 cameras to the existing system. Working with a contractor to replace the lap pool boiler and the flat plate heat exchangers. Working with vendor to purchase a utility vehicle with a snowplow.

Repairs/General Maintenance: Added two mirrors to the leisure pool to prevent blind spots for improved lifeguard visibility and patron safety. Added signage to the lap pool dive well that included rules and polices. Continuing to modify and adapt to the level up cleaning protocols. Repairs were made to the bleachers in the gym. Repairs were made on HVAC systems. Rooftop unit #3 went down and had to have power wires replaced. All the VAV's within RTU#3 were calibrated and reprogrammed to optimize occupied and unoccupied schedules.

Personnel: Some staff are still on furlough and we're looking to increase staff as facility opens more based on COVID-19 restrictions.



February 16, 2021

Agenda Item: 2.B.4

Agenda Title: Staff Reports - District Maintenance

Submitted by: John Feeney, Manager of District Maintenance

Board Report

February 2021

GOLF COURSE MAINTENANCE

The golf course maintenance staff continues to water turf and trees as much as possible. Temperatures should be above freezing and little wind to be most effective. A new water truck will be a huge addition to the fleet. A rare snow fall did occur 1/15/21 which allowed staff to burn slash piles at the 18-hole course. Slash piles will continue to accumulate as tree pruning projects continue throughout the winter.

In addition to the bunker work, A few minor golf course improvement projects are taking place. A new scoring (yellow) tee was constructed on hole 17 with surplus fill material. This will give our less experienced players a fairer tee shot.

Golf maintenance staff continues to work on other projects around the district such as Marina clean up and erosion control around Lake Estes Trail as well as routine bathroom and trash runs.

The Golf Industry Show was virtual this year, which allowed the entire staff to participate. Topics ranged from wetting agents, growth regulators, to staff communication and management.

The Alarado Business Park (new urgent care building) has been required to widen the drainage ditch on the west side of the 9 hole parking lot. On January 12th contractors began this process. Revegetation and debris removal from the culvert has yet to be completed. Management will continue communication with the contractors.

PARKS AND TRAILS MAINTENANCE

Building and playground repairs and maintenance around L.E.T. require constant attention this year. Warm weather and COVID appears to still be contributing to high use around the trail.

In addition to routine maintenance, Zach has also assisted in Marina cleanup and LET erosion control. A bench was donated and installed at the dog park. The Golf Industry Show webinars also had valuable information to be implanted on the ballfields.

Zach continues with planning for spring and summer management of the ball fields and trails.



February 16, 2021

Agenda Item: 2.D.5

Agenda Title: Staff Reports – Marina Operations

Submitted by: Amy Alexander, Marina Manager

We are working hard to get the Marina ready for the 2021 Season. We are actively hiring seasonal marina staff. The Marina store is set up, the boneyard is clean, and we are planning new ideas for programming and boat rentals. More to come in the future.

On Monday, March 1 we will be starting a new Assistant Marina Manager, Keith Williams. He comes from Southern California with experience in marketing/branding, fishing and boating. Keith graduated from California State University, Fullerton with a Bachelor of Arts degree in Communications. Keith is excited to share his love of the outdoors with Estes Park and all our Marina Guests.

We also promoted Lambert "Bert" Chrastil to Seasonal Marina Supervisor. This will be Bert's third year working at the Marina. He has experience in past marina operations, along with great ideas for future marina operations. Currently, Bert is attending Colorado State University working toward a Bachelor of Science in Chemistry.

The Marina will be reopening on Thursday, April 1 to guests. The 2021 Marina hours are listed below. We are all excited about the 2021 Marina season and all the opportunities for the Marina's future.

APRIL 1 – 30

8:00a – 6:30p Thurs/Fri/Sat/Sun

MAY 1 – AUG 15

8:00a – 6:30p Mon/Wed/Thurs

8:00a – 6:30p Tuesday – Marina Store will be open from 8a – 6:30p. Marina lake operations closed. Nolan and Rec team plan to run rec class/camps on Tuesdays.

8:00a – 8:00p Fri/Sat/Sun

AUG 16 – SEPT 12

8:00a – 8:00p Thurs/Fri/Sat/Sun



February 16, 2021

Agenda Item: 2.B.6

Agenda Title: Staff Reports – Campground Operations

Submitted by: Zenda Smith, Campgrounds Manager

Campgrounds Report

February 2021

The mild weather so far in January and February has been a nice change from previous winters. The warm and snow-free conditions have allowed for a few big projects at the campground. At East Portal, the Bureau of Reclamation contracted a tree felling company to remove around 40 trees from the north boundary of the campground. These trees were directly over the penstock and had the potential to compromise its integrity. The crew did a great job hauling away all of the timber and slash. It was a win-win in my book...removing the selected trees has actually improved the view of the Mummy Range for many of our camp sites.

At the Mary's Lake Campground, Bob Pavlish of Cornerstone Concrete and his crew have begun work on the new ADA-accessible trail to the pool and new stairs down the hill connecting the full hookup area to the camp store. So far, the demo and removal of the existing concrete is complete. This project has been a long-time coming and I am excited that it will be ready when we open for the 2021 season.

In addition to these two major projects, I have been busy ordering more picnic table shelters, bear-proof food storage lockers, a new vault from CXT for the west side Mary's Lake day use area, 2 UMAX utility carts from Masek Golf Carts, and have been working with Wagner Equipment to put together an order for a new skid steer and implements. We will also be purchasing a new double-axle dump trailer from Scott Murdock Trailers. Some but not all of the inventory orders have been finalized for the camp stores and will be arriving in the coming weeks.

Our staff selections for the 2021 team were finalized back in September, however, I have had 3 couples in the past month give notice that their plans have changed and that they will not be joining us. It is extremely challenging to locate additional Workampers this late in the game, but I am doing my best to find others to fill the vacant positions as soon as possible.

Other mid-winter tasks that have been completed include:

- updating and ordering campground maps
- updating site descriptions and information on reserveamerica.com
- submitting future project proposals to the Bureau of Reclamation for the annual work plan
- securing a new contract with our cleaning company
- updating staff training materials, safety manual, and other documents
- corresponding with the incoming Workamper staff

The revenue report shows that our year is off to a good start. January 2021 revenue beat all previous years and is up 14% from January 2020 revenue. It looks like it is going to be a very busy season.

Campgrounds Revenue

Mary's Lake Campground

	2016	2017	2018	2019	2020	2021
January	\$ 31,701.45	\$ 42,163.30	\$ 68,608.20	\$ 64,932.58	\$ 72,811.65	\$ 79,296.04
February	\$ 27,777.29	\$ 30,976.70	\$ 42,966.05	\$ 41,029.76	\$ 67,478.42	
March	\$ 47,656.40	\$ 48,730.30	\$ 61,311.71	\$ 63,217.02	\$ 36,826.75	
April	\$ 46,783.13	\$ 39,103.90	\$ 57,531.95	\$ 58,685.87	\$ (3,203.30)	
May	\$ 89,748.31	\$ 72,090.21	\$ 90,190.58	\$ 74,186.12	\$ 72,001.05	
June	\$ 137,350.69	\$ 147,049.71	\$ 129,868.97	\$ 126,954.11	\$ 182,618.18	
July	\$ 127,997.09	\$ 122,604.78	\$ 127,221.40	\$ 143,183.15	\$ 140,483.53	
August	\$ 91,720.92	\$ 93,135.15	\$ 105,255.57	\$ 101,742.67	\$ 116,670.27	
September	\$ 57,857.29	\$ 59,402.29	\$ 76,962.38	\$ 76,832.70	\$ 40,386.35	
October	\$ 4,548.54	\$ 3,186.03	\$ 2,618.29	\$ 3,241.73	\$ 279.32	
November	\$ 928.75	\$ 729.11	\$ 1,228.52	\$ 19.24	\$ 125.40	
December	\$ 7,816.25	\$ 17,367.94	\$ 18,970.10	\$ 18,809.54	\$ 26,848.10	
	\$ 671,886.11	\$ 676,539.42	\$ 782,733.72	\$ 772,834.49	\$ 753,325.72	\$ 79,296.04

Total To Date **\$ 31,701.45** **\$ 42,163.30** **\$ 68,608.20** **\$ 64,932.58** **\$ 72,811.65** **\$ 79,296.04**

East Portal Campground

	2016	2017	2018	2019	2020	2021
January	\$ 17,325.60	\$ 24,704.55	\$ 29,120.50	\$ 37,834.80	\$ 44,241.05	\$ 54,076.00
February	\$ 21,651.10	\$ 19,686.95	\$ 31,698.00	\$ 30,001.70	\$ 31,005.20	
March	\$ 28,516.50	\$ 20,867.35	\$ 29,059.00	\$ 31,749.00	\$ 21,793.45	
April	\$ 31,246.05	\$ 30,757.10	\$ 30,021.25	\$ 32,925.30	\$ 1,186.60	
May	\$ 50,711.23	\$ 28,248.94	\$ 49,573.43	\$ 35,510.75	\$ 17,728.17	
June	\$ 50,634.11	\$ 58,212.59	\$ 49,674.87	\$ 47,167.62	\$ 61,712.07	
July	\$ 50,702.49	\$ 43,318.57	\$ 48,527.22	\$ 49,447.56	\$ 73,695.31	
August	\$ 37,439.86	\$ 36,251.46	\$ 39,837.27	\$ 42,122.84	\$ 46,661.76	
September	\$ 24,293.30	\$ 40,636.62	\$ 29,852.92	\$ 29,266.24	\$ 47,512.40	
October	\$ 2,429.48	\$ 416.94	\$ 30.38	\$ 125.90	\$ -	
November	\$ 466.25	\$ 1,171.35	\$ 1,645.00	\$ 373.36	\$ -	
December	\$ 4,342.50	\$ 5,357.50	\$ 7,833.30	\$ 10,645.73	\$ 13,836.15	
	\$ 319,758.47	\$ 309,629.92	\$ 346,873.14	\$ 347,170.80	\$ 359,372.16	\$ 54,076.00

Total To Date **\$ 17,325.60** **\$ 24,704.55** **\$ 29,120.50** **\$ 37,834.80** **\$ 44,241.05** **\$ 54,076.00**

	2016	2017	2018	2019	2020	2021
Totals To Date	\$ 49,027.05	\$ 66,867.85	\$ 97,728.70	\$ 102,767.38	\$ 117,052.70	\$ 133,372.04
Annual Total	\$ 991,644.58	\$ 986,169.34	\$ 1,129,606.86	\$ 1,120,005.29	\$ 1,112,697.88	\$ 133,372.04
Annual Budget	\$ 741,525.00	\$ 862,305.00	\$ 941,869.00	\$ 967,500.00	\$ 1,074,000.00	\$ 1,128,920.00
over/under	\$ 250,119.58	\$ 123,864.34	\$ 187,737.86	\$ 152,505.29	\$ 38,697.88	\$ (995,547.96)



February 16, 2021
Agenda Item: 2.B.7

Agenda Title: Staff Reports – Human Resources

Submitted by: Robin Fallon, Human Resource Manager

Board Report February 2021

HR Goals/Projects

Employee Engagement-

- Adam Johnsen, CSP, CPSI, Safety Management Consultant for the CSD Property and Liability Pool spoke at our manager’s meeting in February to discuss new programs that can assist with meeting our safety goals.
- Collecting testimonials from employees on “What they like about working for EVRPD”. These will be posted on our employment page on the website.

New Safety Programs -

- Implementation of VectorSolutions online Safety Data Sheet (SDS) program for the District in the spring of 2021.
- Implementation of an incident management tool is scheduled for the fall. The CSD Pool will cover the cost of the incident management tool for the first year to allow for an evaluation of its effectiveness in helping to reduce accidents.
- Safety Committee – Adding additional members to include some hourly staff in order to create more engagement at every level of the organization. Managers have committed to having someone from their departments attend a safety meeting once a month.

Seasonal Staffing Plans –

Working with managers to determine what staff from last year will be returning to finalize the number of new staff needed for the summer season. Sending offers out to rehires in March and reviewing new applicants as they apply.

New Employment Laws for 2021 –

Adding an absence plan for the emergency leave provision on the Colorado Healthy Families Workplace Act (HFWA). This plan will meet the requirement to offer any employee supplemental paid leave during a public health emergency based on the criteria set forth in the HFWA.

Workers Compensation

December 0 claims; 2 claims pending- Aquatics, Campground maintenance.

Recruitment

Aquatics Coordinator – Hired Nani Couwenberg-she will start on March 8, 2021

Assistant Manager Marina– Hired Keith Williams-he will start on March 1, 2021

Part-time Lifeguards– Still looking to fill up to 5 more lifeguard positions.

Seasonal positions- All Seasonal positions are posted on our website for Marina, Golf Operations, Golf Maintenance, Parks & Trails Maintenance. Need to replace one Campgrounds Maintenance Workcamper couple and one Volunteer Workcamper Couple.

Turnover Statistics

We had no turnover in the month of January 2021. Last year the turnover percentage was 9.73% overall and 16.92% turnover for part-time staff. Of the 57 part-time staff, 17 of them are on temporary furlough under an inactive status: leave of absence.

Part-time staff for January 2021, excluding the 17 employees on an inactive leave status, is 51.80% lower than this time last year. Full-time staff is 26.67% lower than last year. All most all of this reduction in staff is directly correlated to the COVID-19 pandemic.

Jan-21	Active Employees	Terms	New Hires	Monthly Turnover	Q1 Turnover	YTD Turnover
FT	22	0	0	0.00%	0.00%	0.00%
PT	57*	0	0	0.00%	0.00%	0.00%
Seasonal	2	0	1	0.00%	0.00%	0.00%
Total	81	0	1	0.00%	0.00%	0.00%

Season End 0

Seasonal Rehire Rate January 100%

**17 part-time employees are on temporary furlough and listed in an inactive status: leave of absence. The number of active part-time employee is 40.*



Was 2020 Challenging?

It's time to take charge and...

Challenge Yourself!

Whether your personal challenge includes fitness, weight loss, stress reduction or just having fun, we have the resources to help you achieve those goals.

Visit evrpd.com to find out more about our personal trainers, wellness coaches, group fitness classes and more!

We're here for you.



ESTES VALLEY
COMMUNITY CENTER
Estes Valley Recreation & Park District

We're here for you

Here's a look at a messaging campaign we are developing to encompass a membership drive, increased active adult programming and an individually created personal challenge to coincide with the anniversary of the Community Center. The main message is to take our learning experiences from the past year and channel it into something positive - whatever that means for each person. My inspiration was the scene in *Big*, when Elizabeth Perkins and Tom Hanks were pitching their concept for a game, in which the player got to choose how the game unfolded. We will put an ala carte selection of activities, sports and learning experiences together for a member to choose which items will support their goals. The message is that the Community Center (and rec district as things open up) is here to support you in the success of your personal challenge. The next article that will be submitted to the local papers will be in conjunction with Brandon M. regarding our state of the art HEPA filtration system. The first article in this messaging campaign is on page 2.

Projects Going Forward

The Rentals section on our website has been re-named "Venues". We had problems with folks trying to rent kayaks when it was named "Rentals", and "Events" seemed to be confusing to people who wanted to book a space or a shelter. The organization of the pages is re-ordered, with tabs for each venue and a linked page for each venue that will continue to be built out with photos added from events as they happen this year.

We will be getting sign orders together for Stanley Park, Trails and the Marina. Thank you for your direction with format and fonts! I added Acumin to our style sheet and really like how it cleans up our monitor slides and ads. Amy and I are working on some interior signage at the Marina, in particular, a "lodgy" replacement with slots for changing information over the cash registers.

EVRPD App Usage

We are up to 301 app users as of February 10, 2021. I have reserved push notifications for specials, like the Valentine's Day Personal Training Special that went out on February 10, and COVID updates. Once we get back to a normal operating schedule, we may consider the practice of sending out a "what's happening this week" push notification.

Estes Valley Recreation and Park District
Lisa VonBargen, Marketing and Communications Manager

Was 2020 challenging? It's time to take charge and challenge yourself!

With 2020 in our rear-view mirror, it's fair to say that it was a challenge. While we are dealing with the same issues in 2021, it feels like there's a light at the end of the tunnel - that isn't the oncoming train!

Webster's dictionary has a few definitions of the word "challenge" that are meaningful right now:

1. To dispute especially as being unjust, invalid or outmoded.
2. To confront or defy boldly
3. To arouse or stimulate, especially by presenting with difficulties

These definitions are meaningful, because none of them render us helpless. On the contrary, they all give us the power to dispute, confront, and to be called to action in a difficult situation.

Rachael Newsham is a fitness professional with LesMills™, who commented about her experiences in 2020, "I've had a huge injection of strength from the experiences of the past 12 months and I'm so grateful. I had to tackle some big challenges, but now they have gone, and in their wake, I've gained resilience. I'm wiser and stronger now – and all the better for it."

Newsham also proposes that challenging yourself is a great way to boost your self-esteem. "It delivers a sense of achievement that feels like rocket fuel for your soul. Your sense of self and strength is being elevated to a greater level – and that's something that can't be bought." We couldn't agree more!

What better way to shake off 2020 than to challenge yourself in 2021? A personal challenge can be a great way to get out of a rut, reach a new goal or just feel better. Whether your challenge is just to walk around our indoor track, swim a few laps, or to start a brand new fitness program with one of our highly qualified personal trainers, the Estes Valley Community Center (The Rec) is ready to help you get started and to support you with your challenge.

We have implemented CDC and Larimer County Health Department guidelines at the Rec to keep you safe:

1. Touch-free check-in procedure, temperature check
2. Mandatory masks
3. Social distancing
4. Stringent cleaning and disinfecting protocols
5. Limiting amenities (no water fountains or shared equipment)
6. Reduced capacity - area occupancy limits
7. Encouraging non-peak hour usage

The Rec was recently certified to "LEVEL UP" status by the Larimer County Health Department, due to our cleaning and safety protocols, but equally in part due to our members' willingness and dedication to cooperate with those guidelines. If you haven't been to the Rec recently, we have added some options that will allow you to test out our facility and programs, such as weekly punch passes.

Due to our “LEVEL UP” status, we were recently able to eliminate time slot reservations for the cardio, weights and gym areas. (Reservations are still required for aquatics and group fitness). Peak usage times are before and after work. Why not stop by during the day and get started with your own personal challenge? We are here for you! For more info on daily and weekly passes as well as operating hours and class schedules, visit evrpd.com.

**Estes Valley Recreation & Park District
Period Income Statement
Compared with Budget and Last Year
For the One Month Ending January 31, 2021**

	Current Year Month Actual	Current Year YTD Actual	Current Year YTD Budget	Last Year YTD Actual	Current Year Annual Budget	Current Year YTD % Budget	Remaining Budget
ADMINISTRATION							
Total Revenues	487	487	2,750	4,544	795,652	0.06	795,165
Operating Expenses	58,136	58,136	69,093	61,657	758,083	7.67	699,947
Non-Operating Exp	0	0	610	0	28,014	0.00	28,014
Total Expenses	<u>58,136</u>	<u>58,136</u>	<u>69,703</u>	<u>61,657</u>	<u>786,097</u>	<u>7.40</u>	<u>727,961</u>
Net Income	<u>(\$ 57,649)</u>	<u>(\$ 57,649)</u>	<u>(\$ 66,953)</u>	<u>(57,113)</u>	<u>9,555</u>	<u>(603.34)</u>	<u>67,204</u>
COMMUNITY CENTER							
Total Revenues	42,479	42,479	124,121	91,251	3,444,216	1.23	3,401,737
Operating Expenses	110,378	110,378	128,244	135,481	1,491,750	7.40	1,381,372
Non-Operating Exp	0	0	3,108	3,420	2,207,221	0.00	2,207,221
Total Expenses	<u>110,378</u>	<u>110,378</u>	<u>131,352</u>	<u>138,901</u>	<u>3,698,971</u>	<u>2.98</u>	<u>3,588,593</u>
Net Income	<u>(\$ 67,899)</u>	<u>(\$ 67,899)</u>	<u>(\$ 7,231)</u>	<u>(47,650)</u>	<u>(254,755)</u>	<u>26.65</u>	<u>(186,856)</u>
LAKE ESTES GOLF							
Total Revenues	5,525	5,525	4,560	4,582	307,449	1.80	301,924
Operating Expenses	25,280	25,280	20,048	21,332	330,699	7.64	305,419
Non-Operating Exp	0	0	689	0	23,267	0.00	23,267
Total Expenses	<u>25,280</u>	<u>25,280</u>	<u>20,737</u>	<u>21,332</u>	<u>353,966</u>	<u>7.14</u>	<u>328,686</u>
Net Income	<u>(\$ 19,755)</u>	<u>(\$ 19,755)</u>	<u>(\$ 16,177)</u>	<u>(16,750)</u>	<u>(46,517)</u>	<u>42.47</u>	<u>(26,762)</u>
ESTES PARK GOLF							
Total Revenues	47,500	47,500	51,073	54,403	1,332,029	3.57	1,284,529
Operating Expenses	56,871	56,871	53,930	52,646	855,044	6.65	798,173
Non-Operating Exp	5,639	5,639	1,782	6,997	256,106	2.20	250,467
Total Expenses	<u>62,510</u>	<u>62,510</u>	<u>55,712</u>	<u>59,643</u>	<u>1,111,150</u>	<u>5.63</u>	<u>1,048,640</u>
Net Income	<u>(\$ 15,010)</u>	<u>(\$ 15,010)</u>	<u>(\$ 4,639)</u>	<u>(5,240)</u>	<u>220,879</u>	<u>(6.80)</u>	<u>235,889</u>
MARINA							
Total Revenues	1,460	1,460	0	1,530	608,250	0.24	606,790
Operating Expenses	29,900	29,900	21,410	11,132	506,606	5.90	476,706
Non-Operating Exp	0	0	1,055	4,152	27,665	0.00	27,665
Total Expenses	<u>29,900</u>	<u>29,900</u>	<u>22,465</u>	<u>15,284</u>	<u>534,271</u>	<u>5.60</u>	<u>504,371</u>
Net Income	<u>(\$ 28,440)</u>	<u>(\$ 28,440)</u>	<u>(\$ 22,465)</u>	<u>(13,754)</u>	<u>73,979</u>	<u>(38.44)</u>	<u>102,419</u>

	Current Year Month Actual	Current Year YTD Actual	Current Year YTD Budget	Last Year YTD Actual	Current Year Annual Budget	Current Year YTD % Budget	Remaining Budget
PARKS/TRAILS							
Total Revenues	80	80	0	330	1,074,545	0.01	1,074,465
Operating Expenses	10,237	10,237	12,602	12,891	188,807	5.42	178,570
Non-Operating Exp	2,927	2,927	580	19,566	962,880	0.30	959,953
Total Expenses	<u>13,164</u>	<u>13,164</u>	<u>13,182</u>	<u>32,457</u>	<u>1,151,687</u>	<u>1.14</u>	<u>1,138,523</u>
Net Income	<u>(\$ 13,084)</u>	<u>(\$ 13,084)</u>	<u>(\$ 13,182)</u>	<u>(32,127)</u>	<u>(77,142)</u>	<u>16.96</u>	<u>(64,058)</u>
CAMPGROUNDS							
Total Revenues	158,225	158,225	134,856	136,208	1,092,800	14.48	934,575
Operating Expenses	19,975	19,975	31,241	17,332	613,585	3.26	593,610
Non-Operating Exp	8,919	8,919	1,307	20,317	220,024	4.05	211,105
Total Expenses	<u>28,894</u>	<u>28,894</u>	<u>32,548</u>	<u>37,649</u>	<u>833,609</u>	<u>3.47</u>	<u>804,715</u>
Net Income	<u>\$ 129,331</u>	<u>\$ 129,331</u>	<u>\$ 102,308</u>	<u>98,559</u>	<u>259,191</u>	<u>49.90</u>	<u>129,860</u>
DISTRICT TOTALS							
Total Revenues	255,756	255,756	317,360	292,848	8,654,941	2.96	8,399,185
Operating Expenses	310,777	310,777	336,568	312,471	4,744,574	6.55	4,433,797
Non-Operating Exp	17,485	17,485	9,131	54,452	3,725,177	0.47	3,707,692
Total Expenses	<u>328,262</u>	<u>328,262</u>	<u>345,699</u>	<u>366,923</u>	<u>8,469,751</u>	<u>3.88</u>	<u>8,141,489</u>
Net Income	<u>(72,506)</u>	<u>(72,506)</u>	<u>(28,339)</u>	<u>(74,075)</u>	<u>185,190</u>		<u>257,696</u>

ESTES VALLEY RECREATION AND PARK DISTRICT
DECEMBER CASH FLOW REPORT
February 9, 2021

	2020	2021
CASH RECEIPTS:	<u>JAN</u>	<u>JAN</u>
General Fund	\$ 4,544	\$ 487
Community Center	91,251	42,477
Lake Estes 9-Hole Golf Course	4,582	5,525
Estes Park 18-Hole Golf Course	54,403	47,500
Marina	1,530	1,462
Parks/Trails	330	80
Campgrounds	136,208	158,225
TOTAL REVENUE	292,848	255,756
(Increase)/Decrease in Receivables/Inv	(25,434)	(44,624)
Total Cash Receipts	\$ 267,414	\$ 211,132
CASH DISBURSEMENTS:		
General Fund	\$ 61,657	\$ 58,136
Community Center	138,901	110,378
Lake Estes 9-Hole Golf Course	21,332	25,280
Estes Park 18-Hole Golf Course	59,643	62,510
Marina	15,284	29,900
Parks/Trails	32,457	13,164
Campgrounds	37,649	28,894
TOTAL EXPENSES	366,923	328,262
(Increase)/Decrease in Payables	(18,945)	(43,334)
Total Cash Disbursements	\$ 347,978	\$ 284,928
NET CASH INFLOW (OUTFLOW)	\$ (80,564)	\$ (73,797)
CASH IN BANK:		
AVAILABLE CASH:		
Bank of Estes Park - Checking	\$ 233,458	\$ 189,062
Bank of Estes Park - Credit Cards	15,451	14,598
Bank of Estes Park - A/P E-Pmts	1,898	3,316
ColoTrust - General Fund	2,667,860	3,252,410
Bank of Estes Park - DOW POS	981	987
Bank of CO - Money Market	154,119	154,176
Petty Cash	1,555	1,555
Sub-Total - Available Cash	\$ 3,075,322	\$ 3,616,103
OTHER CASH:		
ColoTrust - Lottery Funds(CTF)	301,103	360,539
ColoTrust - Comm Ctr Proj Acct	688,001	878,515
CSafe - Tabor Reserve	98,650	99,321
CSafe - Debt Service Fund	174,201	163,689
Sub-Total - Other Cash	\$ 1,261,955	\$ 1,502,064
TOTAL CASH IN BANKS	\$ 4,337,277	\$ 5,118,167

* Includes Jr Golf, Youth Activity & Marina Improvement

Estes Valley Recreation & Park District
Check Register
For the Period From Jan 1, 2021 to Jan 31, 2021

Check #	Date	Payee	Cash Account	Amount
500434	1/5/21	Callaway Golf	1-0000-101-2002	377.74
500435	1/5/21	Symmetry Energy Solutions, LLC	1-0000-101-2002	4,960.11
500436	1/5/21	Verizon Wireless	1-0000-101-2002	85.76
148294	1/7/21	Atlas Disposal & Recycling	1-0000-101-1001	590.00
148295	1/7/21	Avalis Wayfinding Solutions, Inc.	1-0000-101-1001	184.00
148296	1/7/21	Syndeo LLC aka Yiptel	1-0000-101-1001	822.09
148297	1/7/21	Bushnell Outdoor Products	1-0000-101-1001	622.83
148298	1/7/21	Colorado Employer Benefit Trust	1-0000-101-1001	27,576.72
148299	1/7/21	Heather Drees - Petty Cash	1-0000-101-1001	159.96
148300	1/7/21	Estes Park Sanitation	1-0000-101-1001	453.27
148301	1/7/21	Robin Fallon	1-0000-101-1001	26.98
148302	1/7/21	Sarah Hastings	1-0000-101-1001	471.30
148303	1/7/21	Koala T Carpet Cleaning	1-0000-101-1001	3,375.00
148304	1/7/21	Masek Golf Car Company	1-0000-101-1001	99.90
148305	1/7/21	NVAA	1-0000-101-1001	114.00
148306	1/7/21	Western Paper Distributors Inc.	1-0000-101-1001	1,124.08
148307	1/7/21	Special District Association	1-0000-101-1001	1,237.50
500437	1/12/21	Callaway Golf	1-0000-101-2002	445.92
500438	1/12/21	CenturyLink	1-0000-101-2002	997.02
500439	1/12/21	LLC CenturyLink Communication	1-0000-101-2002	1,345.77
500440	1/12/21	The Home Depot Pro	1-0000-101-2002	177.85
500441	1/12/21	Northend Self Storage	1-0000-101-2002	235.00
500442	1/12/21	TDS	1-0000-101-2002	67.95
500443	1/12/21	Xcel Energy	1-0000-101-2002	578.48
148308	1/14/21	Amazon Capital Services	1-0000-101-1001	438.67
148309	1/14/21	Club Prophet Systems	1-0000-101-1001	375.00
148310	1/14/21	CO Dept of Revenue	1-0000-101-1001	96.25
148311	1/14/21	Lauren Holak	1-0000-101-1001	140.40
148312	1/14/21	Matthew Khachaturian	1-0000-101-1001	135.50
148313	1/14/21	Larimer Co Environmental Health	1-0000-101-1001	20.00
148314	1/14/21	NAPA	1-0000-101-1001	1,013.32

Check #	Date	Payee	Cash Account	Amount
148315	1/14/21	Stens Specialty Brands LLC	1-0000-101-1001	1,320.51
148316	1/14/21	TORO NSN	1-0000-101-1001	424.00
148317	1/14/21	Town of Estes Park	1-0000-101-1001	503.00
148318	1/14/21	YourMembership.com, Inc.	1-0000-101-1001	129.00
148310V	1/14/21	CO Dept of Revenue	1-0000-101-1001	-96.25
148317V	1/14/21	Town of Estes Park	1-0000-101-1001	-503.00
500444	1/19/21	PRESTOX	1-0000-101-2002	110.00
500445	1/19/21	Waste Management-Estes Park	1-0000-101-2002	415.63
500446	1/19/21	Xcel Energy	1-0000-101-2002	89.40
500447	1/19/21	Xcel Energy	1-0000-101-2002	444.88
500448	1/19/21	Bank of Colorado - VISA	1-0000-101-2002	7,180.43
148319	1/21/21	Ace Hardware	1-0000-101-1001	138.83
148320	1/21/21	Amazon Capital Services	1-0000-101-1001	200.19
148321	1/21/21	Antigua Group, Inc	1-0000-101-1001	1,124.66
148322	1/21/21	Dynamic Brands	1-0000-101-1001	109.75
148323	1/21/21	Estes True Value/Radioshack	1-0000-101-1001	71.98
148324	1/21/21	Estes Valley Networks, Inc	1-0000-101-1001	130.00
148325	1/21/21	Estes Valley Service Co	1-0000-101-1001	511.78
148326	1/21/21	Etrak Recreation Software	1-0000-101-1001	644.90
148327	1/21/21	Konica Minolta	1-0000-101-1001	40.12
148328	1/21/21	Lyons Gaddis	1-0000-101-1001	195.50
148329	1/21/21	Masek Golf Car Company	1-0000-101-1001	802.14
148330	1/21/21	Prairie Mountain Media	1-0000-101-1001	750.00
148331	1/21/21	Range View Security, Inc.	1-0000-101-1001	210.00
148332	1/21/21	Team Petroleum	1-0000-101-1001	151.50
148333	1/21/21	Un!nk Printworks	1-0000-101-1001	150.00
148334	1/21/21	US Postal Service	1-0000-101-1001	196.00
148335	1/21/21	Original Watermen, Inc.	1-0000-101-1001	550.56
148336	1/21/21	Western Paper Distributors Inc.	1-0000-101-1001	543.24
500449	1/26/21	Eldorado Artesian Springs	1-0000-101-2002	13.50
500450	1/26/21	LL Johnson Distributing Company	1-0000-101-2002	7,582.21
500451	1/26/21	Northend Self Storage	1-0000-101-2002	235.00
500452	1/26/21	Pitney Bowes Postage By Phone	1-0000-101-2002	100.00
500453	1/26/21	Waste Management-Estes Park	1-0000-101-2002	1,457.00

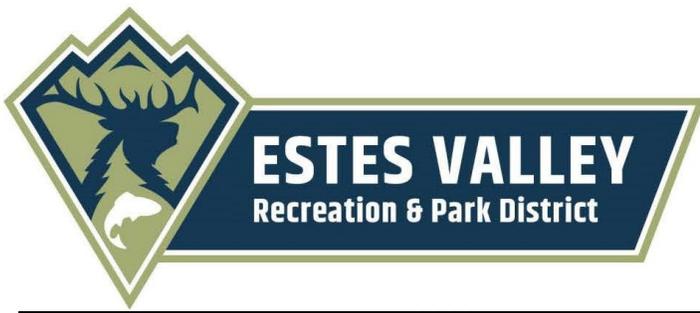
Check #	Date	Payee	Cash Account	Amount
148337	1/28/21	Air-O-Pure	1-0000-101-1001	240.00
148338	1/28/21	ArchiveSocial	1-0000-101-1001	2,388.00
148339	1/28/21	CIT Group/Commerical Sales	1-0000-101-1001	1,933.03
148340	1/28/21	Colorado Employer Benefit Trust	1-0000-101-1001	27,576.72
148341	1/28/21	A Clean Solution	1-0000-101-1001	780.00
148342	1/28/21	CO Spec Districts Prop & Liab Pool	1-0000-101-1001	1,080.91
148343	1/28/21	Connecting Point	1-0000-101-1001	3,885.90
148344	1/28/21	DIRECTV	1-0000-101-1001	160.98
148345	1/28/21	Estes Park Lumber	1-0000-101-1001	399.19
148346	1/28/21	Estes Park Rent All	1-0000-101-1001	48.40
148347	1/28/21	Ewing	1-0000-101-1001	619.73
148348	1/28/21	Kitchen & Company Excavators	1-0000-101-1001	1,950.36
148349	1/28/21	Martin Marietta	1-0000-101-1001	140.50
148350	1/28/21	National Network Services	1-0000-101-1001	250.00
148351	1/28/21	Ping	1-0000-101-1001	460.01
148352	1/28/21	Sam's Club Direct	1-0000-101-1001	75.22
148353	1/28/21	Deborah Aldrich Spurlins	1-0000-101-1001	219.26
148354	1/28/21	Team Petroleum	1-0000-101-1001	1,977.77
148355	1/28/21	Park Supply Co	1-0000-101-1001	348.04
148356	1/28/21	Town of Estes Park	1-0000-101-1001	12,478.14
Total				131,286.99

Electronic/Other Transactions:

Transfer to Csafe Debt Service Account	8,256.45
Transfer to Colotrust Investment Account	0.00
Transfer to A/P Electronic Pymt Account	23,592.31
Transfer to DOW Account	0.00
Payroll & Payroll Taxes	147,135.03
Sales Tax Remittance	339.59
Voided checks	599.25

Total Disbursements from Operating & Electronic Accounts 311,209.62

Check #	Date	Payee	Cash Account	Amount
		Transfer to Csafe Debt Service Account		(8,256.45)
		Transfer to DOW Account		0.00
		Transfer to Colotrust Investment Account		0.00
		Transfer to A/P Electronic Pymt Account		(23,592.31)
		Credit Card Fees withdrawn from CC account		697.83
		Credit Card PayRoc cancellation fees		0.00
		Credit Card EVCC batch error		0.00
		Bond payment to Bank of Colorado wired directly from ColoTrust		0.00
		UMB Bond payments wired directly from CSafe		0.00
		DOW withdrawals for fishing licenses		0.00
			Subtotal Disbursements	280,058.69
		Amortization of prepaid expenses		9,832.46
		Tax collection fees netted from receipt		
		Other changes in liabilities		(4,963.15)
		Total Cash Disbursements per Cash Flow Report		284,928.00



February 16, 2021

Agenda Item: 3

Agenda Title: Regular (Action) Agenda

Submitted by: Tom Carosello, Executive Director

The Action Agenda for the February 16, 2021 Regular Board Meeting includes:

4. Citizen and Board Comments:

5. Administrative Reports:

- A. Executive Director Report
- B. Finance Director Report

6. Old Business:

- A. None

7. New Business:

- A. New Point-of-Sales (POS) Evaluation (Discussion/Action)
- B. Estes Park Golf Course (18-Hole) Irrigation System (Discussion/Action)

8. Further Business:

- A. Meetings to Schedule

9. Adjournment

Attachments:

Resolution
 Report
 Contract

Letter
 Minutes
 Map

Other:

Board Action Needed:

A Motion to (approve or modify) the Action Agenda as presented.



February 16, 2021

Agenda Item: 4

Agenda Title: Citizen and Board Comments

Background Information:

This item is placed on the agenda to give members of the audience an opportunity to comment on any item not on the agenda. It is also an opportunity for the Board to make comments on items that are not covered in the agenda

The Board may either wish to respond to the citizen's comment depending on the background information available or listen to the comments without taking any action. The Board may also table the discussion to a future meeting allowing time for staff to prepare background

Attachments:

Resolution
 Report
 Contract

Letter
 Minutes
 Map

Other:

Board Action Needed:

No action can be taken from citizens or Board comments since such comments were not included on the posted agenda.



February 16, 2021

Agenda Item: 5

Agenda Title: Administrative Reports

Submitted by: Tom Carosello, Executive Director
Pamela Bross, Finance Director

Background Information:

Attached are this month's administrative reports

Attachments:

Resolution
 Report
 Contract

Letter
 Minutes
 Map

Other:

Board Action Needed:

None



Feb. 16, 2021

Agenda Item: 5A

Agenda Title: EXECUTIVE DIRECTOR'S REPORT

Submitted by: Tom Carosello, Executive Director

Operational Update – Recent developments include:

- Larimer County's COVID-19 risk index has been revised and is now in the "yellow" or "concern" category, and numbers have been trending downward slightly over the past two weeks. Community Center staff applied for and received "level up" certification in late December, and the Larimer County Health Department will notify staff when COVID numbers fall into a range permitting a move to "blue" status, which would allow for additional increased capacity and programming in certain areas of the building. Currently, the only two EVRPD facilities that are open are operating according to the following schedules and guidelines:
 - a. Lake Estes Golf Course – Open at reduced pro shop capacity as weather permits; conditions have been spotty over the past month due to intermittent snow and/or ice.
 - b. Community Center – Open with symptom checks and contact tracing (patrons and staff). Capacity limits are generally set at 50-percent of maximum (per fire code) with mask requirements and safety protocols in place. League sports have resumed, and fitness/enrichment classes are being added according to demand; pools still require reservations. Main facility hours are 7 a.m. – 7 p.m. weekdays and 9 a.m. – 7 p.m. Saturdays; pools close earlier than the rest of the facility. We will remain closed Sundays until the COVID index improves further and/or vaccinations hit a safer level.
- Media – Digital/social media efforts via the web site, Facebook page and new mobile application continue to receive positive feedback, and managers continue to limit the production and purchase of printed materials. Google analytics continue to indicate an increase in the use of the District's Facebook and web pages over the same period last year.

Stanley Park Master Plan – Design Workshop will have Board feedback from last month's meeting incorporated into the plan shortly; final adoption will be on the March 2021 agenda.

Evaluation of New Programming Options – EVCC managers and staff continue to develop protocols for programming options which will minimize the risk of exposure to COVID-19. With the risk index now trending in a favorable direction, consideration is being given to offering a few programs in the adult activities area of the building, perhaps in early March and especially if the risk index moves to "blue." Updates on any new programming in this area will be included in future recreation department reports.

Fall River Trail – We have still not received an invoice from the Town of Estes Park for any work done on this project. According to the latest update from the town, construction on the Fall River Trail continues to be focused in the area between Rocky Mountain National Park and the Harmony Foundation.

Estes Valley Recreation and Park Foundation – Per direction from the foundation board, there will be no formal meetings until COVID restrictions are eased further; all fund-raising events have been postponed indefinitely, but the board continues to monitor the availability of COVID-19 mitigation funding for nonprofits and will pursue any opportunities accordingly. The Board also intends to pursue a playground grant from the Colorado Health Foundation, most likely in the summer or fall cycle.

COVID-19 Relief Legislation – The Health & Fitness Recovery Act of 2020 has yet to be considered at the federal level. If approved, the act would provide financial relief to health and fitness businesses affected by the coronavirus pandemic. Loss in revenue, layoffs, permanent closures, and substantial bankruptcies would be potentially covered by the act, though it is still unclear whether government agencies would be able to apply directly for the relief funds.

Resource Management Plan/Bureau of Reclamation Updates – Pat McCusker, Natural Resource Specialist, indicated this week that the Bureau will provide a 50-percent funding match for work to be performed on the Lake Estes ADA fishing pier, bank stabilization on the south side of the Lake Estes Trail adjacent to the lake and for improvements to the Mary's Lake Campground electric system infrastructure.

Mr. McCusker continues to work on updating the 10-year resource management plan, which technically expired in 2018; EVRPD facilities will continue to operate within the guidelines of the 2018 plan until the new plan is completed.

The Bureau is expected to assign a new Natural Resource Specialist (point of contact) to EVRPD in the near future; Mr. McCusker will remain employed with the Bureau in a different capacity and be available for questions during the transition.

Staffing – With a favorable change to the risk index and increases in revenue, staffing at the community center now includes a mix of full-time and part-time personnel (primarily full-time), with exceptions in the aquatics and facility rental departments. Seasonal positions for District facilities set to resume operations this spring are now being posted, and the assistant-manager positions for aquatics and the marina have recently been filled.

New Point-of-Sale (POS) Evaluation – *Separate agenda item.

Policy –The current focus remains on moving application/registration procedures to a paperless format, as well as operational plans and safety protocols (for patrons and employees) in response to the COVID-19 pandemic.

*As always, please do not hesitate to contact me at any time via cell phone at (970) 382-1356 or e-mail (tomc@evrpd.com) with questions, comments, and suggestions.



Agenda Title: Finance Director's Report
Submitted by: Pamela Bross, Finance Director

February 2021

Operating Revenues and Expenses

Below is a summary comparison of year-to-date revenues and operating expenses through January 2021 and 2020.

	2021 YTD 1/31/21	2020 YTD 1/31/20	% Change
Community/Rec Center Fees	39,903	89,963	-55.6%
Golf Fees	53,025	58,984	-10.1%
Marina Fees	1,460	1,530	-4.6%
Campground Fees	158,226	136,208	16.2%
Parks Fees	80	330	-75.8%
Total Fees	252,694	287,015	-12.0%
Operating Expenses	310,776	316,430	-1.8%

Cash Flow

Below is a report of weekly cash in/out-flows by category for the month of January.

Cash Flow Analysis	Actual 1/4/2021	Actual 1/11/2021	Actual 1/18/2021	Actual 1/25/2021
Week Starting				
Beginning bal - operating accounts	318,310	271,749	313,609	237,344
Estimated cash receipts - user fees	73,365	31,556	13,545	12,124
Estimated cash receipts - prop taxes	-	16,013	-	-
Estimated cash receipts - grants, reimb., other	2,079	2,475	620	4,129
Transfers in from investment accts, (out) to debt svc	-	-	(8,256)	19,778
Estimated A/P disbursements	(14,705)	(8,184)	(14,761)	(38,823)
Estimated payroll, including retirement contrib.	(79,723)		(67,412)	
Health, Life and Dental insurance monthly prem	(27,577)			(27,577)
Lease Payments				
Other disbursements (capital purch., etc.)				
Estimated ending balance general operating accts	271,749	313,609	237,344	206,975



Feb. 16, 2021

Agenda Item: 7A

Agenda Title: New Point-of-Sale (POS) Evaluation (Discussion/Action)

Submitted by: Tom Carosello, Executive Director

Background Information:

Over the past five years, the community center has used a system called eTrak for its point-of-sale needs. This system was chosen due to its economic appeal and relevant functionality, which is to say it was significantly less expensive than other mainstream systems offering similar features.

However, with the five-year contract agreement with eTrak set to expire in August, staff is of the opinion a new system should be pursued, as eTrak's service record over the past two years has been in a serious decline. This decline has been causing numerous issues both internally and externally on an increasingly-regular basis, and there appears to be no realistic hope of improvement.

As a result, staff evaluated several POS systems over the past several months, and the unanimous recommendation is to transition to CivicRec for the community center's needs, as well as to perhaps implement CivicRec at other District facilities in future year. The cost to implement this system (or any system) is significant, however the costs for the first year of implementation can be covered with funds from the Community Center Project Account (1A Fund), which is to be used solely to "furnish and equip" the community center; the fund is currently carrying a balance in excess of \$800,000. The costs to maintain the system in future years would then be incorporated into the community center's operational budget.

If a contract with CivicRec can be agreed upon in the next few weeks, the new system can be implemented before eTrak's contract expires in August, eliminating the need to negotiate a month-to-month or similar, temporary agreement with eTrak.

Attachments: CivicRec POS Proposal

Staff Recommendation:

Staff is seeking approval to negotiate a service contract with CivicRec, with first-year expenses to be covered with funds from the Community Center Project Account (1A Fund).

Board Action Needed:

A motion to (approve, deny or table) the negotiation of a contract for point-of-sale services and software with CivicRec, with first-year expenses to be covered with funds from the Community Center Project Account (1A Fund).



CIVICREC

RECREATION MANAGEMENT SYSTEM

Estes Valley Recreation & Park District, Colorado

JANUARY 22, 2021



Cameron Dewaele | CivicRec Account Executive | Cameron.Dewaele@civicplus.com | 785-222-7099

302 S. 4th Street | Manhattan, KS 66502 | 888-228-2233 | www.civicplus.com

CIVICPLUS



Project Cost

Pricing is valid for 60 days from January 22, 2021.

CivicRec Implementation

- Project Coordination
- Branded Public Portal
- CivicPlus Pay™ Approved Payment Gateway Set-Up
- GL Code Import
- Additional Data Imports: Users

Professional Services

- Four Hours of Virtual Consulting
- 16 Hours of Virtual Training

Annual Services

- CivicRec Recreation Management Software Licensing
- AudioEye Enterprise
- Software Maintenance Including Service Patches and System Enhancements
- 24/7 Technical Support and Access to the CivicPlus Community
- Dedicated Client Success Manager
- CivicRec Reserves the Right to Reassess the Historical Data and Transaction Volume Annual to Ensure that the Annual Service Fees Accurately Reflects the Transaction Volume Processed in the Prior Year

Year 1 (one-time + annual)	\$42,665
Year 2 (annual recurring services)	\$30,324

CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in US dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

Standard CivicRec Invoicing

- 50% of Year 1 fees due at contract signing – remaining 50% due at project completion or at the six-month mark in the implementation process – whichever date is earlier
- The first-year Annual Recurring Services fee is included with your Year 1 cost
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a five percent technology fee uplift each year starting Year 2 of your contract. First uplift is shown in the Year 2 Annual Recurring Services fee

Customized Billing/Invoicing

- We can discuss other billing options with you before contract signing and, if feasible, develop a plan that works for all parties
- Not available with all CivicPlus products – please contact your sales representative for more details

CivicPlus Advantage Invoicing

- Zero-interest payments that divide the One-Time Implementation expense of your project over the first three years of your contract
- Each payment will also include your Annual Services and any other fees if applicable
- May not be available with all products offered by CivicPlus

Payment Gateway Account

- Your chosen Payment Gateway will collect and disburse all credit card monies
- If selected, any of our partner Payment Gateway Vendors will conduct a rate analysis upon discovery to provide the most competitive percentage + fee per transaction rate
- CivicPlus Pay integrates with several Payment Gateways to provide maximum flexibility to our clients' needs

CivicPlus wants our clients to succeed in delivering a viable, sustainable, and flexible technology solution to their communities. We will work with you before contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with the Estes Valley Recreation & Park District (the "District").

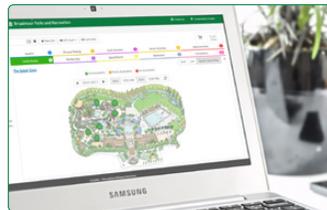


CivicRec RMS

The District is seeking a recreation management system that provides your staff and customers with the greatest service in the industry, both in person and online. CivicRec can provide you with an integrated, web-based and hosted application recreation management system that is comprehensive, efficient, and modern. You'll find our robust set of easy-to-use tools the most comprehensive solution to meet your needs.

Facility Reservations

Easily take in-house and online reservations as well as reserve spaces for classes and sports with an integrated master calendar to avoid double bookings. It's easy to see availability with grid and map-based views with attached photos, descriptions, and rental rates. Generate and email complex permits as well as include waivers, prompts, and forms for a complete checkout process.



Activity Registration

Your staff can quickly create programs, indicate flexible pricing, attach waivers and prompts, and assign instructors. Easily take registrations in-house or allow residents and non-residents to register securely on the device of their choice. Email branded receipts and permits after checkout. Our software utilizes load balanced servers and can be scaled to accommodate any volume.

Volunteer Management

CivicRec's volunteer management tool creates, manages, and organizes the volunteer opportunities. Within the Activity module, you can create volunteer

roles and assignments specific to any events, classes, or activities. Citizens can select and register for volunteer roles from home and CivicRec will assist in tracking the time volunteers spend helping around the community with completely integrated reporting for tracking purposes.

Point of Sales

CivicRec's Point-of-Sale screen makes it easy for staff to quickly sell merchandise, enroll participants, and reserve facilities – all in the same cart! It even plugs right in with your cash drawers, barcode readers, receipt printers, and credit card readers. Integrated inventory control will tell you how many of each item are available at each of your locations.

Citizen Dashboard/Management

With CivicRec's intuitive public dashboard, citizens can conveniently view notifications, upcoming events, tickets, and receipts. Family or organization members can be added with age and resident information for easy activity registrations. Administratively, your staff can manage user accounts in-house with tools like internal notes and flags as well as duplicate account prevention.

Membership Management

Easily sell memberships or punch cards, take member photos, print cards or associate barcode key tags, and check people into a facility. Leave credit and debit cards on file for future and recurring payments. Staff can see a history of the account's transactions.

League Management

Athletics staff can easily create leagues, draft players, assess skills, and generate schedules, Sign-up is easy for teams or individuals. With the "Scores &

Schedules” and “Parent/Player Portal,” your public and league participants will have easy access to current league information.

Ticketing

Easily generate general admission tickets for events.



Public users will receive their tickets and receipt, which are always available in their transaction history. Tickets can then be printed or shown on their phone display to be scanned into our mobile or desktop check-in screens.

Surveys

Participants will automatically receive post-program surveys requesting feedback. This information is captured and presented back to staff to help determine how your programming is being received.

Email/SMS Blasts

There are several links within CivicRec that allow for mail blasts. Many of our reports and roster views allow for mass mailings with just the click of a button. The People Finder report is particularly handy for mailings based on several different filters. SMS messaging is available to facilitate those particularly time-sensitive notifications like cancellations.

Marketing/Brochures

CivicRec can produce an InDesign-friendly export that should facilitate the process of generating a brochure. Further, CivicRec’s social media tools serve as an additional marketing method allowing users to share via their social media with friends and family.

Group Permission Levels

Permissions set up through user groups are used on pages and functions to ensure access is limited based on a user’s role.

Reporting/Financial Accounting

CivicRec has a very powerful reporting engine. There are over 100 canned reports. However, staff can

basically take any report and customize it to their liking. Filters and fields can be added and/or removed. Reports can be sorted, saved, emailed, exported to Excel, or scheduled for regular delivery to any email address. CivicRec will gladly take any reasonable reporting request from a client and ensure that it is made available as requested.

Mobile Ready

When users register through CivicRec, they get the same great experience on their phone/tablet that they’re used to experiencing on their desktops. This mobile responsive experience supports all the same waivers, prompts, discounts, and add-ons that the desktop version does. There’s QR code support as well as social networking integration to make it easy for your users to connect with you.



Hardware Compatibility

Customers may opt for a variety of hardware peripherals to enhance the CivicRec experience. CivicRec can be integrated with magnetic stripe readers, barcode readers, thermal printers, cash drawers and more. While CivicRec does not directly provide hardware, we are happy to assist with procurement and implementation.

Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients’ needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients (no monetary value per feature) and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

Credit Card Processing with CivicPlus Pay™

CivicPlus Pay (“Pay”) is our secure, PCI-compliant, utility application integrated within the CivicPlus Platform. Local governments can use Pay within the CivicEngage®, CivicRec, and CivicOptimize® solutions to enable seamless payment capabilities.

Pay acts as the connector to facilitate a transaction between the CivicPlus solution and the selected payment gateway. Pay offers integrations with several common payment gateways to provide flexible payment solutions. CivicPlus has partnered with several integrated gateways to enhance the client experience through a streamlined relationship between the CivicPlus solution and the gateway that processes the payments.

If a partner payment gateway is utilized by the District, CivicPlus can assist with the facilitation, set-up, support, and troubleshooting services. Pay can also integrate with many other supported gateway providers in addition to our partner network, on a more limited fashion, to assist you in developing a successful system. Contact your sales representative for more details on our approved partner network and other supported gateway providers.

To utilize any of the approved gateways, an agreement will need to be executed directly between the District and the vendor, who will assess separate merchant account and transaction fees. Additional information can be provided upon request.

Because EMV and Card-Swipe devices are encrypted specifically for individual payment gateways, you’ll need to leverage any required devices directly from your selected gateway provider for either purchase or rent. We are happy to assist in your procurement of such devices.



Optional Integration Development

CivicRec has developed integrations with a variety of parks and recreation related software systems. There are several integration capabilities that Prospect may choose to leverage. Integrations may require additional discussion and scoping. Since integrations can require custom development time, additional fees may apply.

- Financial GL extract compatible with your financial system
- ArcGIS for purposes of local resident determination
- Identity Provider (IdP) Integration for secure single sign-on
- Lighting integration with SkyLogix lighting solutions

Project Enhancement

AudioEye Enterprise

AudioEye offers a range of products and services from self-service to turnkey Enterprise solutions. At the core of AudioEye, is the Digital Accessibility Platform (DAP), this powerful tool empowers auditors, designers, and developers to understand issues of accessibility and improve website infrastructure through the use of an innovative and easy-to-use interface. AudioEye enables parks and rec departments to conform to Web Content Accessibility Guidelines (WCAG) by providing:

- Proprietary automated testing suite
- Detect Section 508 & WCAG 2.1 Success Criteria violations
- AudioEye engineers remediate accessibility issues
- Compliance monitoring
- Manual technical analysis & usability testing
- Support, training, & consulting from subject matter experts
- AudioEye Toolbar with Web Personalization Tools

AudioEye



- Provides complete digital accessibility compliance auditing and resolution
- End-to-end digital accessibility compliance testing, resolution, validation, and monitoring
- Combines subject matter experts with technology—a team of engineers and manual testers to ensure issues of accessibility are fixed and stay fixed

Digital Accessibility Platform



- Software as a Services (SaaS), API-first technology
- Offers end-to-end compliance auditing
- Ability to spider, scan, and diagnose entire websites, single blocks of code, and content delivered via API
- Offers flexible resources for proper identification and remediation of the detected issues

AudioEye Toolbar



- Fully customizable user experience
- Tailored to individual needs regardless of device type or preferred method of access
- Users can customize the visual display of the website, listen to the content read aloud, and command the browser using voice controls

The CivicPlus Platform

CivicRec is part of the CivicPlus Platform, the integrated technology platform for local government, which means local governments minimize the need to rely on various third-party providers for multiple technology solutions.

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- Easily access all purchased CivicPlus products and integrated solutions from one dashboard and toolbar
- Access to a continually growing and fully documented set of APIs in order to better connect your organization's processes and applications
- Centralized data store built on the HCMS with robust data automation and integration capabilities

Integration Hub

Now, more than ever before, communication with your communities is vital. Missed information is a missed opportunity to engage your community in what is happening and reaching as many people as possible is critical to a successful parks and recreation offering.



With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus products or with third parties (for an additional fee) without the need for a developer. You can even easily create integrations using manual import, polling, and webhooks (for an additional cost).

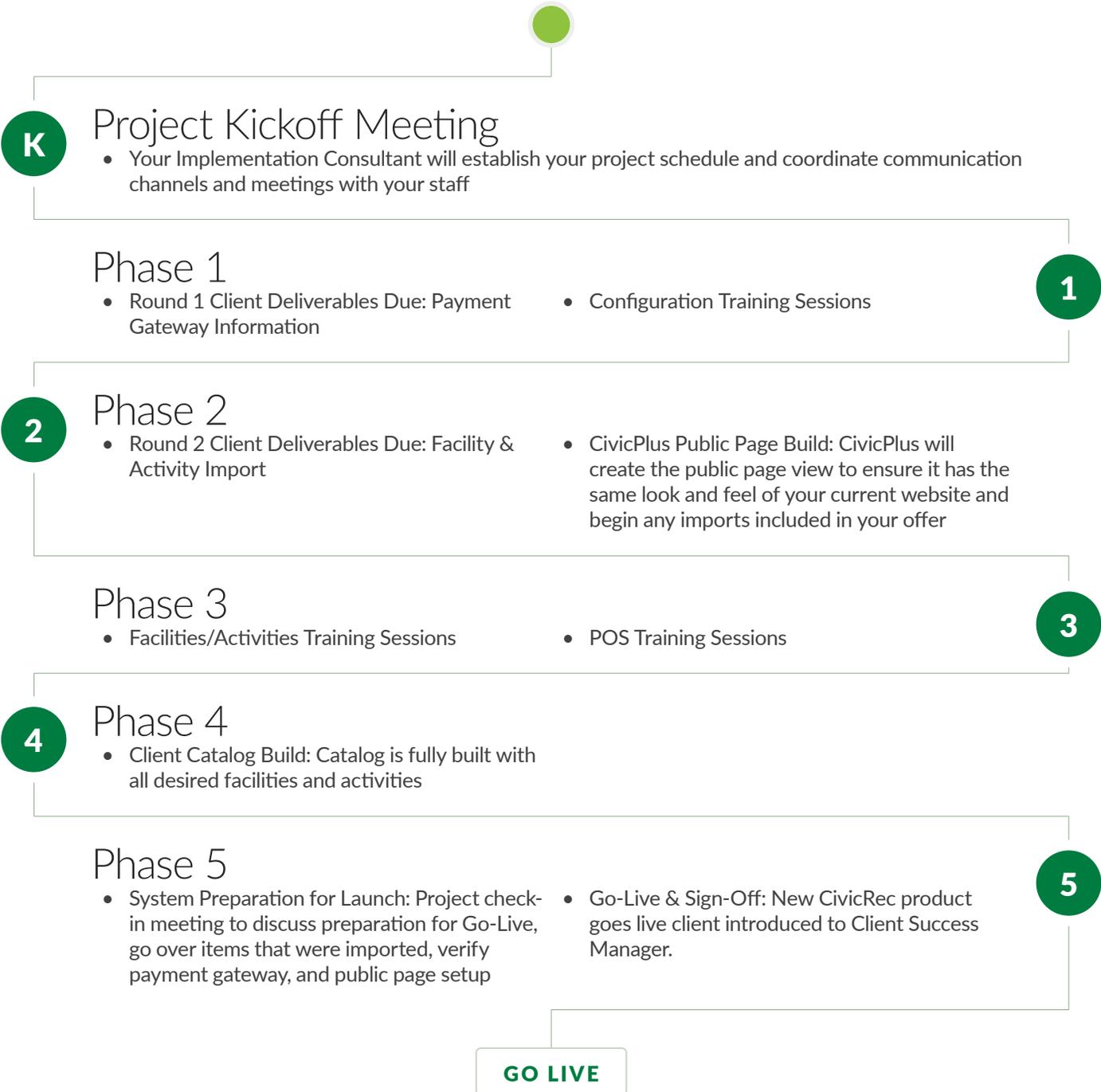
Seamlessly share and publish your CivicRec event information and details using the Integration Hub. Information entered in your CivicRec calendar will populate your CivicEngage calendars and save staff the time and additional steps of entering the same information in multiple places.

The Integration Hub will reduce the amount of manual work your staff needs to do in the course of their daily work. This will save valuable time by automating your most time-consuming manual workflows.



Implementation

The following is a simplified example project plan. A typical CivicRec implementation averages 20-22 weeks. The District's specific timeline can be affected by different training or integration needs as well as your own schedules and availability. However, upon determination of your final scope, we will be able to disclose a complete and more detailed project plan specifically tailored to you.



Implementation Consultant

The District will be assigned an Implementation Consultant who will work closely with you throughout the entire project deployment process. Your Implementation Consultant will act as a liaison between you and CivicRec, ensuring that milestones are met, status calls are conducted, issues/considerations are addressed, and startup is a painless process. Phase checklists as well as a detailed project plan will be utilized to facilitate project activities and track milestones.

Additionally, your Implementation Consultant will guide you through configuring the system and assist the District with any technical questions you may have. The CivicRec Help Center will also be available to you throughout the implementation of your project, as well as after Go-Live, to provide you with self-help resources if desired.

Project Approach

During the implementation period, the District and CivicRec will work together to import and/or configure production data, develop and test integration to third party systems, and complete system training with your lead and frontline staff. You will also have begun your marketing promotion for the new site and online registration. After front line training is complete, CivicRec will complete a final data import (if required) and you will ensure the site is fully configured and ready for launch. Once you have indicated a go for launch, you will place a new link on your site which will redirect your customers to CivicRec. During this time, CivicRec is available to be on site with you or can be available remotely for immediate assistance should you desire.

Data Imports

CivicRec can import certain data from your current database to your new RMS, leveraging our custom developed scripts and libraries. A data import of all



GL Codes is included in all CivicRec implementations. Also included in your project is an import of all Users. Additional data imports include Memberships, Residency, Activities, Facilities, and Future Facility Reservations. To benefit from further data imports options, additional fees will apply.

Training & Consulting Plan

Consulting

Our Implementation Consultants are parks and recreation experts who will make sure you get the most out of the CivicRec RMS. Throughout your implementation, they will be available to offer guidance and best practice guidelines for configuring the CivicRec system to meet your unique practices and offerings. We know that the District's success relies on immersing your processes with the CivicRec RMS. You will receive tips and advice on how to make it work more efficiently for you and your public.

Training

The District's specific virtual training plan will be customized to meet your needs. We recommend a train-the-user approach with hands-on training for participants. Training is typically broken up by modules (Registration, POS, Reporting, etc.). All of your last-minute questions will be answered before Go-Live, so you are confident moving forward with your new system.

Note: We do not offer system administrator training as a separate item as it is included as part of our system development and implementation.

Your Role

You should consider the following roles for a successful project team:

- **Project Executive** – Provides focus and guidance for the overall project. Helps to prioritize key objectives, assists with issue escalation, and acts as project champion.
- **Project Manager** – Works closely with the CivicRec Implementation Consultant to facilitate the execution of project activities and logistics. Organizes training for recreation staff, front desk, supervisors, and managers.
- **Lead Staff** – Activity managers and facility managers within parks and recreation who will be doing the primary configuration and setup within the CivicRec system.
- **Frontline Staff** – Acts as end users of the system and will participate in end user training sessions.
- **Information Technology** – Coordinates with CivicRec on technical aspects of the system and transfer of data.
- **Finance** – Coordinates the payment gateway integration and works with CivicRec to properly configure the necessary accounting setup.
- **Marketing** – Identifies and communicates rollout and adoption process both internally to the public.



Ongoing Services

Award Winning Team

In February 2020, our Technical Support Team was presented with a Silver Stevie® Award in the Front-Line Customer Service Team of the Year - Technology Industries category, and a Bronze Stevie® Award in the Customer Service Training or Coaching Program of the Year - Technology Industries category.

This is the second consecutive year that CivicPlus' Technical Support Team has earned Stevie honors.

The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

Around-the-Clock Service & Support

Technical & Ongoing Support

- Live support personnel based in the U.S.
- Weekday business hours: 7 a.m. – 7 p.m. (CST)
- Contact via phone, email, and live chat
- 4-hour response during business hours
- 24/7 emergency support
- Self-Service CivicPlus Help Center for tutorials and user guides
- Assigned Client Success Manager to ensure your complete and ongoing satisfaction

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades, fixes, enhancements, and OS system patches

Hosting & Security

- Tier III data centers that are SSAE 16 compliant
- 24/7/365 system monitoring, system availability, and performance
- Server firewalls, anti-virus scanning, IP logging and filtering, and application security monitoring
- Software updates and security patches
- Disaster recovery with local, replicated servers and off-site encrypted backups
- PCI Compliance with CivicPlus Pay - a Level 1 PCI DSS certified payment gateway

Company Overview



At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the citizens they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for website design & content management, recreation management, mass communications, agenda & meeting management, employee management, 311 & citizen requests, and digital optimization.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

CivicRec, a CivicPlus company, has 10+ years of experience and is designed specifically to meet the needs of municipal parks and recreation departments. CivicRec strives to provide recreation departments and their customers (the public) with a modern, intuitive interface that is powerful, well-managed, and actively supported.



20+

years of experience with a focus to help local governments

350+

employees, many with experience in local government

4,000+

local government clients across the United States and Canada



10-time Inc. 5000 Honoree



www.govtech.com/100



Optional Enhancements



The following items are not included in your project, but can be added to your scope of work:

Imports

- Activities
- Future Facilities
- Location/Facility
- Membership/Passes
- Residency

Integrations

- Financial Accounting Extract
- ArcGIS Integration
- Musco/Skylogix Lighting Integration



Feb. 16, 2021

Agenda Item: 7B

Agenda Title: Estes Park Golf Course Irrigation System (Discussion/Action)

Submitted by: Tom Carosello, Executive Director

Background Information:

With the irrigation system at the Estes Park Golf Course becoming more outdated and less functional/efficient each year, golf course and administrative staff have been exploring potential options for funding and expediting the installation of a new system. Below is a list of options recently evaluated which take into consideration the fact that some scenarios (or combinations) would likely have to be vetted with the Town of Estes Park since the town owns the property:

- “Straight” commercial loan using the community center as collateral for up to 20 years (or more, if possible); rates vary depending on size and duration of loan, financial institution, etc. Current rates from Bank of Colorado range from 3.5% to 4% with a maximum duration of 20 years (see attached amortization estimate).
Pros: This is the most “straight forward” and expeditious method, and the collateral is more than enough to quickly secure a loan.
Cons: Does not leverage funds and carries a significant loan payment amount each year, regardless of loan duration.
- Employing a professional grant/financing consultant to “map” a grant-application strategy, identify/evaluate new grant opportunities and identify lenders who specialize in infrastructure loans at lower interest rates.
Pros: Has the potential to uncover “non-traditional” grants and/or lenders not easily identified through typical search methods. Initial investment may be easily recovered if successful grant or lending means are utilized.
Cons: Costs can be significant, are usually required up front, and there is no guarantee that any grant application or lending strategy will be successful.
- Ballot measure asking District voters to approve bond sales to cover the cost of the irrigation system (or a combination of District infrastructure improvements).
Pros: Public support or opposition is clearly invited and stated, and funding (if passed) does not directly encumber existing District initiatives.
Cons: Requires comprehensive planning, some up-front costs, a longer timeline, and is not likely to pass given the state of the current local/national economies and the public’s confidence level regarding recovery.

- Refinancing the bond debt for the community center and realizing a “lump” or annual savings due to interest rates being pushed lower as a result of the pandemic and current state of the national economy, then using that savings to fund replacement of the irrigation system (through a loan or directly).
Pros: Provides “unallocated” funding while also lowering the debt schedule for the community center.
Cons: Would likely not result in enough savings to entirely cover the cost of a new system and does not directly address the need to pursue additional funding mechanisms.
- Any combination of the above scenarios

It is worth mentioning that staff will also collaborate with Town of Estes Park personnel to evaluate any “pass-through” funding opportunities that might be more equitable and/or require participation on behalf of the town as a financial sponsor.

Attachments: 20-Year Amortization Schedules for Golf Irrigation Replacement Loan

Staff Recommendation:

Staff is not seeking a final recommendation at this time.

Board Action Needed:

Direction regarding which of the above scenarios (or others) the Board would like to pursue/evaluate further.

Approximate Terms for Irrigation Financing

Amount	Rate	Term / yrs	Annual Pmt
\$1,000,000	4.00%	10	\$121,494
\$1,000,000	4.00%	15	\$88,763
\$1,000,000	4.00%	20	\$72,718
\$1,500,000	4.00%	10	\$182,241
\$1,500,000	4.00%	15	\$133,144
\$1,500,000	4.00%	20	\$109,076
\$2,000,000	4.00%	10	\$242,988
\$2,000,000	4.00%	15	\$177,525
\$2,000,000	4.00%	20	\$145,435
\$2,500,000	4.00%	10	\$303,735
\$2,500,000	4.00%	15	\$221,906
\$2,500,000	4.00%	20	\$181,794
\$2,750,000	4.00%	10	\$334,109
\$2,750,000	4.00%	15	\$244,097
\$2,750,000	4.00%	20	\$199,974
\$3,000,000	4.00%	10	\$364,482
\$3,000,000	4.00%	15	\$266,288
\$3,000,000	4.00%	20	\$218,153

Amount	Rate	Term / yrs	Annual Pmt
\$2,500,000	3.50%	10	\$296,658
\$2,500,000	3.50%	15	\$214,465
\$2,500,000	3.50%	20	\$173,988
\$2,750,000	3.50%	10	\$326,323
\$2,750,000	3.50%	15	\$235,911
\$2,750,000	3.50%	20	\$191,387
\$3,000,000	3.50%	10	\$355,989
\$3,000,000	3.50%	15	\$257,358
\$3,000,000	3.50%	20	\$208,785



Corporate &
Investment Banking

Estes Valley Recreation and Park District

February 12, 2021



Important Information & Disclaimer

Important Information & Disclaimer

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Important Information & Disclaimer (continued)

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In the event that you have provided us with your written representation in form and substance acceptable to WFBNA that you are represented by a “qualified independent representative” as defined in the Commodity Exchange Act (“CEA”) with respect to any municipal derivative or trading strategy involving municipal derivatives described in the Materials, we have provided you with our written disclosure that we are not acting as an advisor to you with respect to the municipal derivative or trading strategy pursuant to Section 4s(h)(4) of the CEA and the rules and regulations thereunder, and have taken certain other steps to establish the “Swap Dealer exemption” under the Muni Advisor Rules.

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In the event the Materials are being provided in connection with a RFP, the SEC exempts from the definition of municipal advisor “any person providing a response in writing or orally to a request for proposals or qualifications from a municipal entity or obligated person for services in connection with a municipal financial product or the issuance of municipal securities; provided however, that such person does not receive separate direct or indirect compensation for advice provided as part of such response” (“RFP exemption”). In such event, we have relied upon the RFP exemption, and on your distribution and execution of this RFP through a competitive process. In the event WFBNA MFG is the party providing the Materials responses to all questions, certifications, attestations, information requests, and similar in the RFP or RFQ to which this response relates are specifically limited to, in context of, and as applied to, WFBNA MFG in its capacity as a separately identifiable department of a national bank that is registered as a municipal securities dealer with the Securities and Exchange Commission, Office of the Comptroller of the Currency, and Municipal Securities Rulemaking Board; and not on behalf of Wells Fargo Bank, N.A., unless specified otherwise in our response.

In the event that you have provided us with your written representation that you are represented by an independent registered municipal advisor (an “IRMA”) within the meaning of the Muni Advisor Rules, with respect to the transaction(s) described in the Materials we have provided you with our written disclosure that we are not a municipal advisor to you and are not subject to the fiduciary duty under the Muni Advisor Rules, if applicable, and have taken certain other steps to establish the “IRMA exemption” under the Muni Advisor Rules.

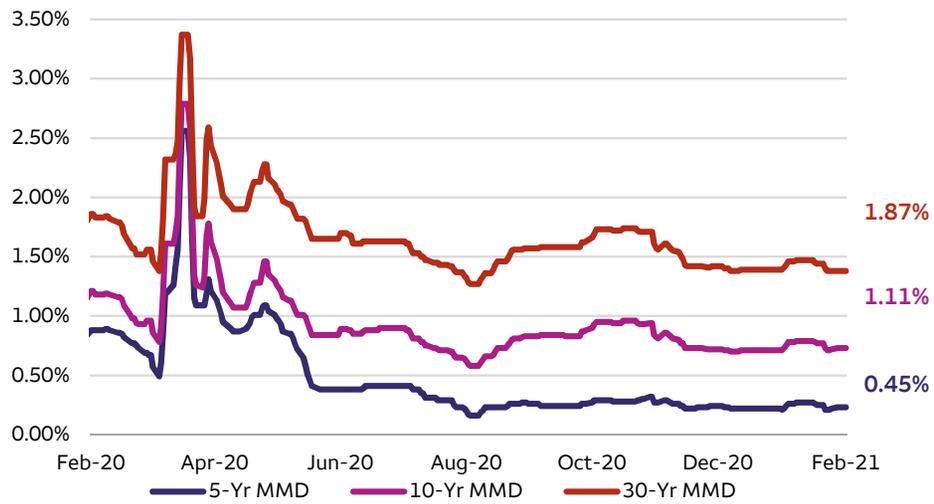
In the event that you have engaged us to serve as an underwriter with respect to the municipal securities issuance described in the Materials we have provided you with our written disclosure regarding our role as an underwriter, that we are not a municipal advisor to you and are not subject to the fiduciary duty under the Muni Advisor Rules, if applicable.

If savings threshold level information is contained herein, please be advised that WFS is not recommending nor providing advice regarding which maturities should be refunded by you.

See additional important disclosures at the end of the Materials.

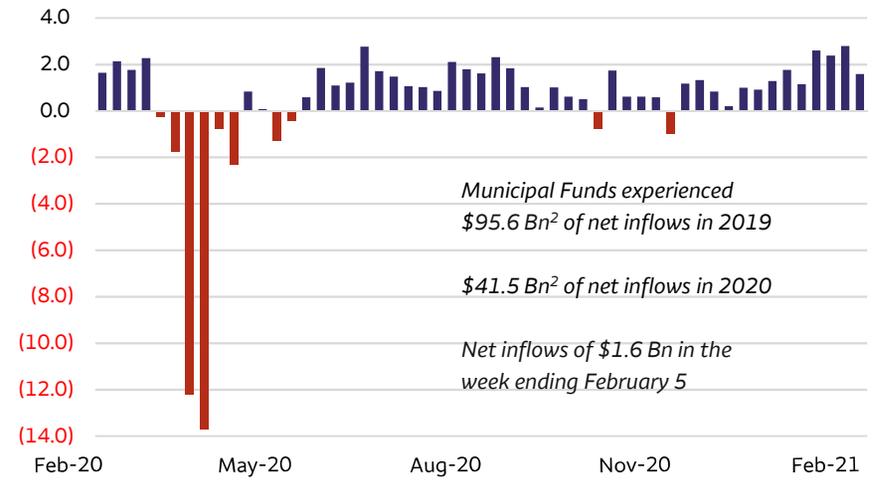
Taxable Interest Rate Movement

Taxable Interest Rates (UST)



Source: Thomson Reuters TM3 as of 2/5/2021

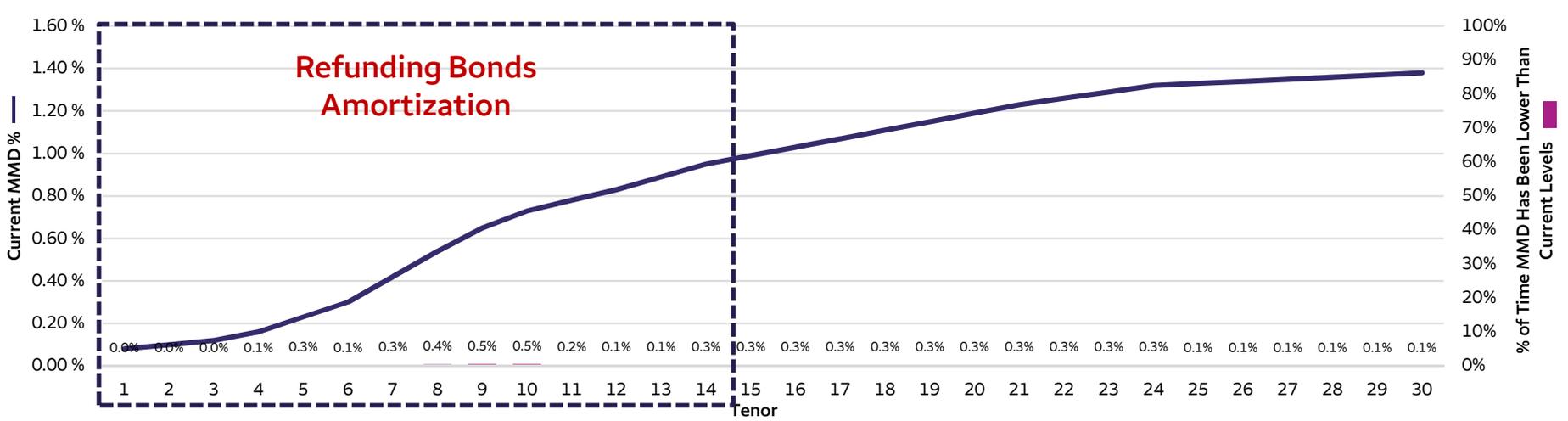
Municipal Bond Fund Flows – Weekly¹ (\$Bn)



Source: Lipper, A Thomson Reuters Company, as of 2/3/2021

Note: 1. Only represents data for funds that report weekly; 2. Includes monthly reports

% of Time UST has been Lower Since 1990



Source: Thomson Reuters TM3 as of 2/5/2021

Refunding of Outstanding Series 2015 and 2016 General Obligation Bonds

General Obligation Bonds Refunding Analysis				Annual Debt Service Savings			
	Base Case-10bps	Base Case	Base Case+10bps	Dec 1	Base Case-10bps	Base Case	Base Case+10bps
Refunding Bonds Stats				2021	\$45,127	\$41,989	\$33,890
Refunded Bonds Call Date	6/1/2024	6/1/2024	6/1/2024	2022	\$90,576	\$84,435	\$73,382
Par Amount of Refunded Bonds	\$13,800,000	\$13,800,000	\$13,800,000	2023	\$91,371	\$80,493	\$69,707
Maturities Refunded	2024-2035	2024-2035	2024-2035	2024	\$92,316	\$81,717	\$71,200
Average Life of Refunded Bonds (yrs)	9.49	9.49	9.49	2025	\$92,753	\$83,322	\$68,963
Refunding Bonds Stats				2026	\$93,841	\$80,571	\$72,408
Delivery Date	6/1/2021	6/1/2021	6/1/2021	2027	\$93,917	\$81,853	\$69,846
Bond Par Amount	\$15,805,000	\$15,805,000	\$15,810,000	2028	\$90,192	\$84,343	\$73,550
All-in TIC	1.77%	1.87%	1.97%	2029	\$92,095	\$82,419	\$72,862
Escrow Yield	0.19%	0.19%	0.19%	2030	\$95,168	\$81,717	\$73,385
Average Life (yrs)	8.78	8.80	8.82	2031	\$92,899	\$80,772	\$73,684
Negative Arbitrage	\$604,153	\$646,881	\$689,345	2032	\$90,403	\$84,623	\$73,801
Average Gross Savings	\$89,532	\$79,762	\$69,721	2033	\$92,606	\$83,111	\$73,672
NPV Savings (est. \$)	\$1,205,841	\$1,150,350	\$931,642	2034	\$94,466	\$81,374	\$73,348
NPV Savings (% of par refunded)	8.71%	7.72%	6.73%	2035	\$95,256	\$83,695	\$72,114
				Total	\$1,342,986	\$1,196,842	\$1,045,811

Assumptions: Taxable "A" insured scale as of 2/10/2021, dated and delivery date of 6/1/2021, make whole call, \$10/bond for underwriter's discount, \$75,000 for cost of issuance, solved for uniform savings, 30 bps for insurance

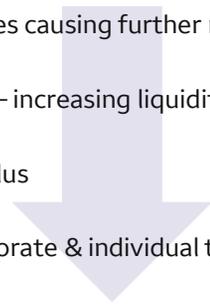
Market Outlook: Treasury Rate Forecast and Themes for 2021

Wells Fargo Economic Outlook – Interest Rate Projections

	2021					2022
	Current	Q1	Q2	Q3	Q4	Q1
Fed Funds Rate	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
3-Month LIBOR	0.22%	0.25%	0.25%	0.25%	0.25%	0.25%
5-Year UST	0.44%	0.55%	0.65%	0.70%	0.75%	0.80%
10-Year UST	1.10%	1.20%	1.35%	1.45%	1.55%	1.65%
30-Year UST	1.85%	2.00%	2.15%	2.30%	2.40%	2.45%

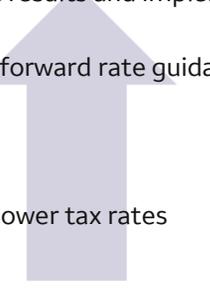
Factors that could lead rates lower

- Slower recovery from COVID-19 and weaker economic data
- Increasing COVID-19 cases causing further restrictions and lockdowns
- Changes to FOMC policy – increasing liquidity to the market
- No additional fiscal stimulus
- Tax Reform – higher corporate & individual taxes
- Heightened geopolitical risk



Factors that could lead rates higher

- Faster recovery from COVID-19 and stronger economic data
- Positive COVID-19 vaccine results and implementation
- Changes to FOMC policy – forward rate guidance
- Additional fiscal stimulus
- Tax Reform – maintaining lower tax rates
- Reduced geopolitical risk



Source: Bloomberg, as of 2/5/2021; Wells Fargo Securities, LLC forecast published 1/13/2021

Wells Fargo is a Leader in Colorado Public Finance

Why Wells Fargo?

Top Tier National and Local Underwriter

- For 2020, WFS was the #6 ranked negotiated and competitive underwriter nationally¹

Top Colorado Underwriter

- Wells Fargo is a leading underwriter in the State of Colorado
- Since January 1, 2016, WFS has served as a senior manager on 39 bond financings for issuers throughout the State, aggregating to approximately \$2.9 billion in par amount²

Broad Distribution Network

- Access to broad base of institutional, middle market, and retail investors, with strong capital base to support pricings

Colorado State University \$115,000,000  March 2021* <i>Direct Purchase</i>	CO High Performance Trans Enterprise \$25,205,000  January 2021 <i>Direct Purchase</i>	University of Colorado Health \$115,282,500  January 2021 <i>Direct Purchase</i>
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Colorado College \$38,350,000  December 2020 <i>Sole Manager</i>	South Adams Co Water & Sanitation District \$7,225,000  November 2020 <i>Direct Purchase</i>	Mountain View Fire Rescue District \$5,170,000  November 2020 <i>Direct Purchase</i>
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Centerra Metropolitan District
\$33,105,000

 October 2020
Sole Manager

Metro Wastewater Reclamation District
\$146,545,000

 October 2020
Sole Manager

State of Colorado
\$112,895,000

 October 2020
Senior Manager

University of Colorado
\$140,885,000

 June 2020
Senior Manager

Colorado Housing and Finance Authority
\$39,375,000

 April 2020
Senior Manager

YMCA of the Rockies
\$34,355,000

 December 2019
Direct Purchase

Metro Wastewater Reclamation District
\$332,770,000

 November 2019
Senior Manager

Metro Wastewater Reclamation District
\$72,830,000

 April 2019
Sole Manager

State of Colorado
\$500,000,000

 September 2018
Senior Manager

State of Colorado
\$132,080,000

 March 2018
Sole Manager

University of Colorado
\$471,390,000

 November 2017
Senior Manager

Tri-State General Transmission Assoc
\$46,800,000

 September 2017
Sole Manager

Colorado Department of Transportation
\$70,000,000

 December 2016
Senior Manager

City of Brighton, Colorado
\$27,270,000

 September 2016
Sole Manager

* Indicates Mandated

¹Source: Thomson Reuters SDC True Economics to Book Runner 01/01/20 to 12/31/20; ² Thomson Reuters SDC True Economics to Book Runner 01/01/16 to 02/10/21; tombstones chosen based on recent Colorado activity

Wells Fargo's Dedicated Team



Ryan Poulsen
Director
Public Finance
Mountain West Region

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Denver, CO 80203
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ryan.poulsen@wellsfargo.com

Ryan Poulsen Bio

- Ryan joined the public finance platform at Wells Fargo Securities in December 2009 as an analyst. He was promoted to Director in 2021.
- Ryan has served on over \$11.0 billion of senior managed financings for issuers in Colorado, Arizona, Utah, Nevada, Idaho, and the southeast
- A sampling of his most recent experience includes serving as senior banker on three separate issuances for Metro Wastewater of Colorado totaling over \$540 million, State of Colorado's issuance of over \$245 million for the National Western Center, and the State of Colorado's issuance of \$500 million of COPs
- Ryan earned a bachelor's degree from Brigham Young University and an M.B.A from Wake Forest University



Bob Kinney
Managing Director
Public Finance
Mountain West Region

Wells Fargo Securities
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MAC U1228-06B
Salt Lake City, UT 84111
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bob.kinney@wellsfargo.com

Bob Kinney Bio

- Bob has managed the Firm's public finance banking coverage of the Mountain West region for the past 7 years
- Bob has over 30 years of public finance investment banking experience, during which time he has worked with issuers on various utility revenue, COP/lease revenue, general obligation, and excise tax revenue structured credits
- A sampling of his most recent experience includes serving as lead banker to the Utah Municipal Power Agency, UAMPS, the State of Utah, Utah Transit Authority, and Colorado Department of Transportation
- Bob received his bachelor's degree from University of Maryland and M.B.A from the University of Chicago

Disclosures (continued)

Disclosures (Continued):

Informational Purposes Only; Important Information Regarding These Materials

The Materials are provided for general information about the transactions described herein. The Materials do not constitute an offer to sell or a solicitation of an offer to buy, or a recommendation or commitment for any transaction involving the securities or financial products named or described herein, and are not intended as investment advice or as a confirmation of any transaction. Assumptions stated herein may or may not be valid. Externally sourced information contained in the Materials has been obtained or derived from sources we reasonably believe to be reliable, but Wells Fargo Securities and WFBNA make no representation or warranty, express or implied, with respect thereto, and do not represent or guarantee that such information is accurate or complete. Wells Fargo Securities and WFBNA do not assume or accept any liability for any loss which may result from reliance thereon. Wells Fargo Securities and/or one or more of its affiliates may provide advice or may from time to time have proprietary positions in, or trade as principal in, any securities or other financial products that may be mentioned in the Materials, or in derivatives related thereto.

Although we believe that market data and other information contained in the Materials is reliable, it is not warranted as to completeness or accuracy, is subject to change without notice, and we accept no responsibility for its use or to update or keep it current. The Materials are not an offer or commitment for any products or transactions. Our willingness to enter into any transaction is subject to final credit approval, agreement on transaction terms and compliance to our satisfaction with all applicable legal and regulatory requirements, including onboarding and swap trading relationship documentation. Terms, rates, prices and structure in the Materials are indicative only, and should not be relied upon as the terms, rates, prices or structure on which we or anyone else would be willing to enter into, terminate or transfer a transaction with you, or relied upon for any other purpose. Actual rates and prices may be higher or lower depending on market conditions at the time of execution. We reserve the right to amend, supplement or replace the Materials at any time, and your use of the Materials constitutes your agreement to update the Materials with any such amendments, supplements or replacements we furnish you. In no event shall Wells Fargo be liable to you or any third party for any direct or indirect, special, incidental, or consequential damages, losses, liabilities, costs or expenses arising directly or indirectly out of or in connection with the Materials. The information in the Materials is confidential and may not be disclosed by you to anyone without our written consent, other than to your advisors, and judicial or other governmental authorities or regulators having jurisdiction over you (including, without limitation, federal, state or local tax authorities).

Applicability of Certain Regulations

One or more transactions described in the Materials may be “swaps” as defined in the CEA and CFTC regulations or foreign exchange (“FX”) products subject to certain CFTC regulations. From time to time, we may furnish you with certain information or request that you furnish us with certain information or representations or take other actions we consider necessary or appropriate to comply with applicable legal or regulatory requirements, including the requirement that, in order to enter into a swap with us, you must be an Eligible Contract Participant (“ECP”) (as defined in CEA Section 1a(18) and CFTC Regulation 1.3). Nothing herein purports to be a complete statement of regulations applicable to swaps, matters which you should address with your own legal advisors. **For purposes of CFTC Regulations 1.71 and 23.605, please note that the Materials are a “solicitation” of a swap and not a “research report” as defined therein.** To the extent the Materials include a scenario analysis, such inclusion shall not supersede your right under CFTC Regulation 23.431(b) to request and consult in the design of a scenario analysis. Nothing in the Materials should be construed as a recommendation or opinion with respect to any swap or trading strategy involving a swap for purposes of CFTC regulations or the CEA. The Materials do not take into account your particular investment objectives, financial condition or needs and are not intended to serve as a basis for entering into a swap or to suggest, through opinion, recommendation, or otherwise, that you should enter into a particular swap or trading strategy involving a swap. In addition to the information furnished herein, you should not enter into any swap or other transaction described in the Materials without reviewing and understanding our “Disclosure of Material Information for Swaps” and accompanying documents available to you at: www.wellsfargo.com/swapdisclosures (“Swap Disclosures”).

If you are a “Special Entity” within the meaning of CFTC Regulation 23.401(c), you are hereby notified that these Materials are not, are not intended to be and should not be interpreted as an expression of an opinion within the meaning of CFTC Regulation 23.440 by any person on behalf of Wells Fargo & Company and its subsidiaries as to whether you should enter into any swap or trading strategy involving a swap.

If these Materials relate to an SBS they are intended only for persons that are ECPs as defined in CEA Section 1a(18) and the regulations issued thereunder. If you are not an ECP and the Materials involve an SBS, please disregard the Materials, delete the Materials without retaining a copy, and immediately notify the sender.

Not Financial, Accounting, Tax or Legal Advice; Arm’s Length Relationship

You should not construe the content of the Materials as financial, accounting, tax, legal or other advice, and you should consult your own financial advisor, accountant, tax advisor and attorney for opinions on whether to enter into any transaction described in the Materials and as to as to financial, accounting, tax, legal and related matters concerning these Materials. Wells Fargo is not acting as your agent or advisor, including pursuant to Section 15B of the SEA or any other applicable regulation, with respect to the transactions described in these Materials, and does not owe you a fiduciary duty. All transactions described in the Materials are arm’s length transactions to be negotiated by each party acting in its own best interests. The price and other terms of any transaction will be individually negotiated, and there is no assurance that they will represent the best price or terms available to you from us or other sources. Whether they are executable, indicative or illustrative, you should assume that any price we offer, quote or otherwise provide to you for entering into, transferring or terminating a transaction with Wells Fargo is strictly a Wells Fargo price and should not be considered a “market price” offered by anyone else in the market. In this regard, Wells Fargo under applicable CFTC regulations may be required to disclose to you a “pre-trade mid-market mark” of the transaction in order for you to assess material incentives and conflicts of interest we may have in connection with the transaction. We may also be required to disclose material economic terms and material risks of such transaction. Information about the pre-trade mid-market mark and other material disclosures regarding swaps can be found at: [Swap Disclosures](http://www.wellsfargo.com/swapdisclosures).

Disclosures (continued)

LIBOR Discontinuation Risk

Due to uncertainty surrounding the sustainability of the London Interbank Offered Rate (“LIBOR”), central banks and global regulators have called for financial market participants to prepare for the discontinuation of LIBOR by the end of 2021. The continuation of LIBOR on the current basis cannot and will not be guaranteed after 2021. While global regulators and financial services industry market participants, including the Alternative Reference Rates Committee in the United States, have been working on developing alternative reference rates (“ARR”) for LIBOR and other interbank offered rates, there is no guarantee that ARR will be widely used by market participants by the end of 2021, that any ARR developed will be suitable for each transaction as a substitute or successor for LIBOR, that the composition or characteristics of ARR will be similar to those of LIBOR, or that ARR will be the economic equivalent of the rate used in your LIBOR-based swap, SBS, or financing transactions. Therefore, if LIBOR is discontinued during the term of your swap or SBS, your payments would be calculated differently and could be higher or more volatile than expected. These risks and others are discussed in greater detail at the IBOR Alternative Reference Rates disclosure at: [Swap Disclosures](#). Other information is available at: <https://www.wellsfargo.com/com/focus/libor/>.

Negative Interest Rates (including disclosures regarding benchmark rate floors)

Even if your financing includes a LIBOR floor, such as a floor set at 0%, express wording in swap transactions is required to place a floor on LIBOR or other floating benchmark rate of a swap transaction. No such 0% floor or other floor is included in an interest rate swap or other swap transaction unless mutually agreed between the parties as reflected in the swap confirmation. Absent such floor in an interest rate swap, if a Floating Amount is negative under the swap, the Floating Rate Payer does not make such payment. Instead, the Fixed Rate Payer pays the absolute value of the negative Floating Amount in addition to the Fixed Amount. See §6.4 of the 2006 ISDA Definitions, as amended. If you wish to acquire a swap with a 0% floor or other floor, this may increase the price of your swap as reflected in a higher Fixed Rate. For further information on negative interest rates, including their effect on swaps and the loans they are hedging, see the Negative Interest Rates Disclosure (including disclosures regarding benchmark rate floors) at: [Swap Disclosures](#).

Risks to Consider

While transactions described in the Materials may be used for hedging purposes to reduce certain risks associated with your assets or liabilities, the effectiveness of hedging may depend upon holding these transactions to maturity and not reducing or disposing of all or any portion of the asset or liability during the term of the hedge. If a transaction is terminated early, or if you reduce or dispose of all or a portion of the underlying asset or liability before the transaction matures (such as prepaying a floating rate loan you hedge with a swap or disposing an FX or commodity liability or asset you have hedged), depending on the nature of the transaction, you may incur a substantial loss or you may receive little or no hedging benefit from any upfront premium payment or any other costs incurred in purchasing the transaction. You may also incur a substantial loss if you enter into a transaction in anticipation of hedging an asset or liability that does not materialize. You should understand that significant potential amounts could become payable by you for modifying a transaction, terminating it early or transferring your position in the transaction to another person or entity, depending upon then existing market conditions and the terms of your transaction. You should also consider that prepaying your loan or disposing of an asset or other liability, including a foreign currency denominated or commodity liability or asset, does not relieve you of your obligations under a hedge transaction, which may be terminated early only in accordance with the terms of the swap trading relationship documentation, other transaction documents, or otherwise by mutual agreement. Such termination may require payment by you of an early termination amount, which may be substantial. Whether you use a transaction for hedging or another purpose, you should satisfy yourself that you understand these and other risks discussed in greater detail in disclosures provided to you at: [Swap Disclosures](#).

Independent Obligation

To the extent any transaction described in the Materials may be used to hedge against FX risks, commodity risks, or interest rate risks, the transaction would be a separate and independent obligation and would not be contingent on whether or not any financing closes, is outstanding or is repaid, in whole or in part, at any time, subject to any contractual requirement to terminate and settle the transaction early upon prepayment of any financing or for other financing-related events. In addition, if you provide any existing or future collateral or other credit support to secure the transaction and any financing, then you would be entitled to the release of such collateral or credit support only if certain conditions contained in the related collateral agreement or credit support document are completely satisfied for both the transaction and any such financing, or we otherwise reach agreement with you on alternative collateral, credit support or other arrangements.

Unmatched Terms & Conventions

If the principal amount or duration of a financing, FX, or commodity asset or liability differs from that of a transaction used to hedge such financing, asset or liability (e.g., a different notional amount), you may be exposed to risk of loss from such over-hedging or under-hedging. If any other economic terms or characteristics of a financing, asset or liability differ from those of the related hedge, then in addition to any losses that you could incur from such differences, the hedge may create unanticipated accounting exposure or tax liability for you. To the extent fair value accounting applies to the hedge, you may have to reflect unrealized gains and losses (i.e., the so-called “mark-to-market” value of the hedge) over the life of the hedge on your balance sheet and/or income statement. If hedge accounting applies, any ineffectiveness in the hedge resulting from such differences may likewise need to be taken into account and reflected in your financial results. These hedge valuation considerations may also be important to you for tax purposes, including any tax laws that may require unrealized gains or losses on hedges to be taken into account in determining your income tax liability.

Disclosures (continued)

Conventions used in the underlying market for the financing, assets or liabilities and the conventions used in the derivatives and FX markets may differ, and we are under no obligation to ensure that any transaction we offer is a perfect hedge even if we provide you with the underlying financing, asset or liability. For example, if the method for determining a loan's floating rate differs from that for a hedge's floating rate, the loan floating rate payments could diverge from those of the hedge. As another example, if the method for determining the applicable exchange rate for a foreign currency denominated liability differs from that for the exchange rate of the hedge, the payments associated with the underlying liability could diverge from the hedge. Such divergence may occur by convention or as the result of contractual differences, such as in the definition of or the reset timing of the exchange rate or for a referenced floating rate benchmark, the dates or times at which the benchmark is set, the number of days in the payment periods, divergent fallback rates upon the temporary or permanent discontinuation of the benchmark (e.g., LIBOR) or the benchmark rate's rounding convention.

Disclaimer Regarding Projections, Forecasts & Other Data

The information in these Materials is subject to change without notice, does not constitute trading or investment advice or research, and has not been prepared in accordance with any laws or regulations designed to promote the independence of research. Historical data, past trends and past performance do not reflect or guarantee future results. Financial projections and economic forecasts are based on hypothetical assumptions about uncertain future market conditions and events and therefore should not be relied upon in connection with any asset, liability, transaction or otherwise, including any decision whether or when to invest or hedge or to acquire or dispose of any asset, liability or transaction. Projections or forecasts may not materialize, and reliance thereon could result in substantial losses. It is impossible to predict whether, when or to what extent rates, values and other economic factors will rise or fall, and there could be sharp differences between projections or forecasts and actual results. Wells Fargo makes no representation or warranty that actual results will conform to any projection or forecast and is not responsible for any loss or damage arising out of any reliance on or use of such information.

Wells Fargo as Counterparty

Transactions described in the Materials are not bank deposits or FDIC insured, may expose you to the credit risk of Wells Fargo, and therefore involve risk of loss to you apart from the market risk associated with the underlying rate, price or other economic measure on which the transaction is based. Financial information concerning Wells Fargo is available at: www.wellsfargo.com/invest_relations/investor_relations.

Additional Information

In addition to the information furnished above, you should not enter into any swap transaction described in the Materials without reviewing and understanding our "Disclosure of Material Information for Swaps" and accompanying documents available to you at: www.wellsfargo.com/swapdisclosures

Updating the Materials

We reserve the right to amend, supplement or replace the Materials at any time, and your use of the Materials constitutes your agreement to update the Materials with any such amendments, supplements or replacements we furnish you.

Confidentiality

The information in the Materials is confidential and may not be disclosed by you to anyone without our written consent, other than to your advisors, and judicial or other governmental authorities or regulators having jurisdiction over you (including, without limitation, federal, state or local tax authorities). Notwithstanding anything to the contrary contained in the Materials, all persons may disclose to any and all persons, without limitations of any kind, the U.S. federal, state or local tax treatment or tax structure of any transaction, any fact that may be relevant to understanding the U.S. federal, state or local tax treatment or tax structure of any transaction, and all materials of any kind (including opinions or other tax analyses) relating to such U.S. federal, state or local tax treatment or tax structure, other than the name of the parties or any other person named herein, or information that would permit identification of the parties or such other persons, and any pricing terms or nonpublic business or financial information that is unrelated to the U.S. federal, state or local tax treatment or tax structure of the transaction to the taxpayer and is not relevant to understanding the U.S. federal, state or local tax treatment or tax structure of the transaction to the taxpayer.

Limitation of Liability

In no event shall Wells Fargo be liable to you or any third party for any direct or indirect, special, incidental, or consequential damages, losses, liabilities, costs or expenses arising directly or indirectly out of or in connection with the Materials.

Wells Fargo does not provide tax advice. Any tax statement herein regarding US federal tax is not intended or written to be used, and cannot be used, by any taxpayer for the purpose of avoiding any penalties. Any such statement herein was written to support the marketing or promotion of a transaction or matter to which the statement relates. Each taxpayer should seek advice based on the taxpayer's particular circumstances from an independent tax advisor.

If you have any questions or concerns about the disclosures presented herein, you should make those questions or concerns known immediately to Wells Fargo.

1Q21 v2



February 16, 2021

Agenda Item: 8.A

Agenda Title: Meetings to Schedule

Submitted by: Tom Carosello, Executive Director

Upcoming Meetings:

- **Next Regular Board Meeting**

Tuesday, March 16th, 2021 at 6:00pm - Estes Valley Community Center

- **Trails Committee Meeting:**

TB