Regular Meeting of the EVRPD Board of Directors
Wednesday, July 20, 2022

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
Wednesday, July 20, 2022 – 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.

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1. **CALL TO ORDER**
   - A. Pledge of Allegiance
   - B. Moment of Reflection
   - C. Conflict of Interest Disclosures
2. **CONSENT AGENDA**
   - A. **EVRPD Board of Directors Meeting Minutes:**
     1. June 21, 2022 Regular Board Meeting
   - 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. FMLA -ROBIN (Discussion/Action)
   - B. EVRPD Capital Planning (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

July 20, 2022

Agenda Item: 2

Agenda Title: Consent Agenda

Submitted by: Tom Carosello, Executive Director

The Consent Agenda for the July 20, 2022 Regular Board Meeting includes:

A. **EVRPD Board of Directors Meeting Minutes:**
   1. June 21, 2022 Regular Board Meeting

B.
   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

Attachments:

___ Resolution	___ Letter	___ Other:
_X_ Report	_X_ Minutes	
___ Contract	___ Map	

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, June 21, 2022 –6:00 p.m.
Estes Valley Community Center, Classroom
660 Community Drive, Estes Park, CO 80517

Present:	Scott Dorman, Stan Gengler, Sarah Metz, Heather Gooch, Eric Throne
Absent:	*None*
Staff:	Tom Carosello, Pamela Bross, Heather Drees, Amy Alexander, Robin Fallon, John Feeney
Others:	Sally and Bruce Johnston *(Estes Park Residents),* Todd Plummer *(Estes Park Cycling Coalition)*

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. May 17, 2022 Regular Meeting of the Board of Directors
   2. May 24, 2022 Special Board Meeting

B. Estes Valley Trails Committee:
   1. Committee Meeting Minutes:
      A. September 7, 2021 Regular Committee Meeting *(Approval)*
   2. Trails Committee Member Officer Appointments and Committee Assignments

C. 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

D. Financial Reports:
   1. Period Income Statement
   2. Cash Flow Report
   3. Paid Bills

Moved by Eric Throne, seconded by Sarah Metz, 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
   C. Project Manager Report
6. Old Business
   A. Tennis Courts at Stanley Park (Discussion/Action)
   B. Update on the Estes Park Golf Course Irrigation Project (Discussion)
7. New Business
   A. Disposal of District Property (Discussion/Action)
8. Further Business
   A. Meetings to Schedule
9. Adjournment

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

No discussion. Ayes – 5. Motion carried unanimously.

CITIZEN & BOARD COMMENTS

Citizen Comments:

Todd Plummer, Estes Park Cycling Coalition asked the Board of Directors to consider placing the MacGregor Trail *(also known as Devils Gulch/Dry Gulch Trail*) as a priority project in the 2023 District Capital Planning discussions. Mr. Plummer gave the Board an overview of the proposed trail, noting that there have been some funds donated to be placed towards this trail. Mr. Plummer has also spoken to many clubs including the Town of Estes Park, to ask for additional donations or funds for this trail project.

Discussion:

Board Member Gengler asked what type of surface is proposed by the current plans. Mr. Plummer replied, the current plans are designed for a soft surface trail but added, when the Trails Master Plan was created this trail was designed as a multi-use trail which would require the trail to be concrete. Mr. Plummer then stated that a soft surface trail would be ideal as the use by cyclers would be less than the use by runners and horseback riders.

Board Member Throne asked if this had been presented to the Estes Valley Trail Committee. Mr. Plummer replied yes, the Estes Valley Trails Committee met on June 14, 2022 and will be recommending this trail project to the Board for the upcoming Capital Planning discussions.

***Board Comments*:**

Board President Dorman recommended placing a speedbump at the Estes Park Golf Course entrance, as people continue to speed through the entrance. This is a safety concern as the entrance is also a crossing for golf carts. Mr. Dorman then asked if the District would be placing extra porta-johns out around Lake Estes for the 4th of July. Marina Manager Amy Alexander replied yes, extra porta-johns have been ordered and will be placed by the Marina, Cherokee Draw, Fishermans Nook, and Wapiti.

Board Member Throne commented on merchandise sales at the golf courses – great job!

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, Estes Valley Trails Committee, Capital Projects/Infrastructure, the Estes Valley Recreation and Park Foundation, Resource Management Plan/Bureau of Reclamation, EVRPD Staffing, and Policy.

In addition to his report Mr. Carosello reported that there are currently no COVID-related operational restrictions in effect. However, the risk level for Larimer County recently rose to "high," so we will be monitoring the county health department's COVID dashboard more frequently. Mr. Carosello also stated that roof on the Indoor Gun Range has been replaced.

Mr. Carosello then reported that staff recently received official approval of the fee increases at Lake Estes Golf Course, as well as the reports resulting from facility inspections at the marina, 9-hole golf course and campgrounds from the Bureau of Reclamation. The inspections were conducted last fall, and there were no issues to address in the reports.

Discussion:

Board member Throne asked if there was anything new on the Skate Park. Mr. Carosello replied yes, the school district's CTE class recently completed a new quarter-pipe ramp to be installed at the existing skate park, and the District agreed to purchase approximately $2,300 in surfacing materials to complete the project. The new feature is expected to be installed before the end of the month, utilizing volunteer labor (from high school students and local contractors). Also, Nick Wagner will be holding a fundraiser for the Skate Park at Chippers Lanes on Saturday and is planning a future fundraiser at Stanley Park.

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 May 2022 and 2021. Ms. Bross explained the reasons for the lower revenues for Campgrounds and Marina Fees as we are experiencing more of a normal year compared to the prior record years but noted that she is happy with the revenue increase for the Community/Rec Center Fees as they are only off by 10%.

Discussion:

Board President Dorman asked why the Marina fees are down 50%. Amy Alexander, Marina Manager stated that rentals are down due to no rentals in May due to the delay in the dock installation and they are also seeing less rentals due to the

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economy. Ms. Alexander stated that she is hoping that with a full fleet of working boats during the 4th of July weekend it will help to turn that number around. Board Member Gengler asked if we budget more each year. Ms. Bross replied no, staff tries to stay conservative.

Project Manager Report

Kim Slininger, Project Manager, supplied a written report prior to the meeting.

Mr. Slininger supplied a written report which included the following projects: Mary's Lake Campground Water and Electrical – Phase II, Lake Estes Shoreline Riprap-various locations, ADA Fisherman's Dock Rehabilitation. Executive Director Tom Carosello gave an overview of the report as Mr. Slininger was unable to attend the meeting.

Discussion:
None

OLD BUSINESS

Tennis Courts at Stanley Park (Discussion/Action)

Tom Carosello, Executive Director introduced the action item.

Tom Carosello, Executive Director stated that since last spring, staff has consulted with Loveland-based Evergreen Tennis Courts to develop a budget, engineered drawings and a schedule for the replacement of all four tennis courts in Stanley Park. Based on information provided last fall, we budgeted $275,000 for the project with the understanding that we could "absorb" up to approximately $300,000 if prices fluctuated by allocation of Conservation Trust Funding to cover discrepancies. However, multiple delays in receiving engineered drawings have plagued the project, and Evergreen Tennis Courts recently updated the construction cost for this project to approximately $380,000, citing supply-chain issues and the rising cost of concrete. When checking with other contractors in the area in an effort to keep the project schedule on track for this spring, the estimates for four courts were similar (approximately $90,000 - $100,000 per court). The bottom line is the District is now faced with a decision regarding how to proceed with the project (postponement, tapping reserves to cover the costs for four courts, phased construction beginning with two courts, etc.). Mr. Carosello noted that he would like the Board to authorize him to obtain quotes from other contractors without issuing a new RFP.

Discussion:
Board Member Thorne asked Finance Director, Pamela Bross for her opinion on the Districts standing and using reserves to fund this project. Ms. Bross stated she is comfortable with using reserves as the District currently has about 2.7 million dollars in reserves. Executive Director Tom Carosello noted that he is not usually in favor of "dipping into reserves" but he does not believe the price of the project will likely drop. Mr. Thorne then asked how often Conservation Trust funds are used for projects. Ms. Bross replied not very often recently, as the District had suspended many projects during 2020-2021. Mr. Carosello noted that when applying for GOCO grants, they ask if you do use the Conservation Trust funds, as it is good to show the funds being used for projects.

Board Member Gengler stated that he wished that the quote for two courts was clearer. Mr. Gengler is concerned with the economy and rising prices as the District has other active projects, "his heart wants four courts, but his mind is not sure". Board Members Gooch and Metz are in favor of completing all four courts as long as Finance Director Pamela Bross believes it is financially possible and responsible. Board President Dorman also would like to complete all four courts, as he is afraid prices will go up in the future. Board Member Throne stated that this project is the Districts mission, and he is leaning on the Finance Directors opinion.

Moved by Eric Throne, seconded by Sarah Metz to approve using District reserves to fund the construction of all four tennis courts by Renner Sports.

Discussion:
Mr. Gengler stated he will be voting against, as he is concerned with the financial impact and is not comfortable using District reserves, he would prefer to discuss this project during Capital planning.

No further discussion. Ayes – 4, Nays – 1 (Gengler). Motion carried by majority.

**Bruce and Sally Johnston (District residents) Thanked the Board of Directors.*

NEW BUSINESS

Update on the Estes Park Golf Course Irrigation Project (Discussion)

Tom Carosello, Executive Director introduced the Discussion item.

Tom Carosello, Executive Director introduced John Feeney, Golf Course Superintendent and asked him to give the Board of Directors an update on the project.

Discussion:

Moved by Sarah Metz, seconded by Eric Throne to approve allocating a maximum of $8,000 from the Stanley Park Improvement Fund for replacement of the roof at the indoor shooting range in Stanley Park.

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

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Disposal of District Property (Discussion/Action)

Tom Carosello, Executive Director introduced the Action item.

Tom Carosello, Executive Director explained due to its age, use and constant exposure to the elements, the Barry Lawson Skate Park in Stanley Park has degraded rapidly over the past several years, and local skaters recently sponsored a petition (which garnered over 600 signatures) aimed at increasing public awareness and/or action regarding the condition of the park. Three of the high school students who started the petition contacted him earlier this month to inquire what can be done to improve or replace the park. Mr. Carosello met with the students last week to discuss how the District evaluates, prioritizes and funds capital improvements. In short, Mr. Carosello explained that replacement of the aging the skate park is an element of the Stanley Park Master Plan, but due to financial constraints it had not been assigned a "priority level" or budget, to date. Mr. Carosello also invited them to the April Board meeting so that they could go on record with their concerns, questions and potential for involvement in the effort to develop plans (and a potential budget) for a new skate park. The students did come to the meeting in April but unfortunately, do to not having a quorum the meeting was officially cancelled. The students still presented their concerns, questions and potential for involvement to the Board Members that were present.

Mr. Carosello and staff would like to continue to work with local skaters, the general public and the Town of Estes Park to evaluate options for designing and funding a new skate park, with hopes to bring considerations to the Board during this year's budget cycle/work sessions. Mr. Carosello asked for feedback from the Board regarding permission for staff to work toward more public input, partnerships and funding opportunities regarding the design, funding and construction of a new skate park.

Discussion:

Board President Dorman stated that he would like the Districts Foundation to also be involved. Board Member Gooch stated that she has also spoken to these students and gave them some additional resources to find grant opportunities and such. She is very excited to see students getting involved.

Moved by Sarah Metz, seconded by Stan Gengler to approve Resolution 2022-03 appointing Eric Throne as an additional signatory on, and the removal of AC Jack Holmquist, from all District bank and investment accounts.

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

FURTHER BUSINESS

Meetings to Schedule

- **Next Regular Board Meeting-Rescheduled:**
  Wednesday, July 20, 2022 at 6:00 p.m. – Estes Valley Community Center, Lower-level meeting rooms

- **Trails Committee Meeting:**
  Tuesday, October 4, 2022 at 6:00 p.m. – Estes Valley Community Center, Lower-level meeting rooms

ADJOURNMENT

Meeting adjourned at 7:20 p.m.

Scott Dorman, Board President

Sarah Metz, Board Secretary

Recorded by Heather Drees, EVRPD Senior Administrative Assistant

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July 20, 2022

Agenda Item: 2.B

Agenda Title: Staff Reports

Submitted by: Austin Logan, Manager of Golf Operations
Nolan Oberg, Recreation Manager
Miguel Bernal, EVCC Guest Services Supervisor
Amy Alexander, Aquatics and Marina Manager
John Feeney, District Maintenance Manager
Zenda Smith, Campgrounds Manager
Robin Fallon, HR Manager
Lisa Von Bargen, Marketing and Communications Manager

Attachments:

___ Resolution	___ Letter	___ Other:
_X_ Report	___ Minutes	
___ Contract	___ Map	

July 20, 2022

Agenda Item: 2.B.1

Agenda Title: Staff Reports – Golf Operations

Submitted by: Austin Logan, Golf Operations Manager

June 2022 Golf Operation Board Report

Golf operations has hit full swing with our first major group outings of the year. Annual tournaments returned for their outings and those events are the bread and butter for golf operations. The Wheel tournament was held for its 58th year, 3 other large events returned for their 20+ years, and they were all pleased with the improvements made at both courses. Our junior golf program started and ended in June with sixty total junior golfers participating. The program was a remarkable success with the 6–8-year-old participation being the highest we have seen for five years, which is promising for the future. The course is in great shape, and we have seen many delighted customers that are please with the service and condition of the golf course. July will be the start to wedding season and we will see several smaller wedding parties arrive at both courses, wedding groups are great for business since they usually need everything from food and drink to rental equipment and merchandise. Our single biggest corporate event will be here mid-July, and always provides a great boost. If the weather delivers, we should see a busy month of July. Smokin' Dave's has seen steady consistency throughout the month, and we expect the business to only increase as we extend our hours for the month of July.

-Austin Logan, Golf Operations Manager

18-Hole Financials:

				Month Actual	Month Budget	Month Actual	Month Budget
Revenues		**2022 Year Budget**	**2022 Year Actual**	**May**	May	**June**	June
4-4000-342-9900	Golf Improvement Fund	$127,120	$ 57,220	$ 8,718	$ 9,534	$ 22,903	$ 13,983
4-4000-347-1600	Equipment Rental	$38,000	$ 11,240	$ 3,021	$ 3,800	$ 8,059	$ 8,740
4-4000-347-2200	Golf Cart Rental	$285,000	$ 84,403	$ 17,226	$ 22,943	$ 49,674	$ 54,150
4-4000-347-2400	Daily Green Fees	$625,000	$ 167,197	$ 35,439	$ 37,500	$ 116,416	$ 75,000
4-4000-347-2900	Merchandise Sales	$202,500	$ 66,006	$ 25,298	$ 21,263	$ 40,708	$ 31,388
4-4000-347-3100	Punch Pass	$13,000	$ 10,349	$ 2,218	$ 2,360	$ 1,848	$ 1,344
4-4000-347-3200	Range Income	$53,500	$ 22,664	$ 6,328	$ 5,885	$ 9,775	$ 10,165
4-4000-347-3400	Season Pass	$114,000	$ 122,858	$ 8,111	$ 11,400	$ 1,974	$ 13,680
4-4000-351-2000	Junior Golf Revenue	$12,000	$ 1,047	$ 354	$ 2,000	$ 425	$ 1,500
4-4000-380-2000	Misc Income	$400	$ 5	$ -	$ -	$ 5	$ 100
4-4000-380-2010	Mdse Rebates	$2,000	$ 1,189	$ -	$ 240	$ -	$ 120
4-4300-347-2100	Food Sales	$4,500	$ 1,932	$ 26	$ 450	$ 1,906	$ 1,125
4-4300-347-2200	Liquor Sales	$31,000	$ 12,938	$ 196	$ 3,100	$ 12,743	$ 7,750
4-4300-347-2000	Concession Percentage	$53,600	$ 5,811	$ 4,782	$ 4,288	$ -	$ 10,720
4-4300-347-2700	Misc Revenue	$1,800	$ -	$ -	$ 200	$ -	$ 300
	Total Pass Play		2642	1143		1499	
	Total Green Fees		4035	1010		3025	
	Gift Certificate +/-		$ 5,252.45	$ 1,005		$ 1,014	
$691,455	**Total Operating Revenue**	$1,563,420	$564,859	$ 111,715	$ 124,962	$ 266,436	$ 230,065
		Budget +/-	$ 57,548		$ (13,247)		$ 36,372

18-Hole Historically:

YEAR	MEMBER	GR. FEE	Golf Impr.	GR.FEES	CARTS	MERCH	RANGE	RENTALS	SEASON	PUNCH	FOOD	LIQUOR	TOTALS
2018	1639	2375		$87,231	$32,118	$27,147	$6,178	$5,595	$4,880	$1,800			$164,949
2019	1386	2085		$90,907	$30,041	$18,267	$6,412	$5,300	$4,343	$1,600			$156,870
2020	1757	2792		$123,478	$40,606	$28,901	$7,325	$4,151	$11,009	$1,600			$217,070
2021	1547	3253	$24,510	$122,866	$50,144	$38,937	$11,263	$7,560	$3,993	$1,817			$261,090
2022	1499	3025	$22,903	$116,416	$49,674	$40,708	$9,775	$8,059	$1,974	$1,848	$1,906	$12,743	$266,006

9-Hole Financials:

				Month Actual	Month Budget	Month Actual	Month Budget
Revenues		**2022 Year Budget**	**2022 Year Actual**	**May**	May	**June**	June
3-3000-342-9900	Golf Improvement Fund	$27,400	$ 10,101	$ 1,660	$ 2,314	$ 6,552	$ 5,695
3-3000-347-1600	Equipment Rental	$20,850	$ 6,646	$ 1,282	$ 1,668	$ 4,428	$ 4,796
3-3000-347-2200	Golf Cart Rental	$72,000	$ 23,467	$ 3,976	$ 4,320	$ 16,408	$ 14,400
3-3000-347-2400	Daily Green Fees	$155,000	$ 43,781	$ 7,076	$ 7,750	$ 32,258	$ 27,900
3-3000-347-2500	Disc Golf Green Fees	$8,600	$ 4,480	$ 830	$ 258	$ 2,810	$ 516
3-3000-347-2900	Merchandise Sales	$61,500	$ 23,837	$ 3,260	$ 6,765	$ 9,029	$ 11,685
3-3000-347-3100	Punch Pass	$1,500	$ 672	$ (210)	$ 660	$ 176	$ 300
3-3000-347-3400	Season Pass	$8,500	$ 8,366	$ 1,638	$ 3,740	$ 1,966	$ 1,700
3-3000-380-2000	Miscellaneous Income	$100	$ -	$ -	$ 200	$ -	$ 200
3-3000-380-2010	Merch Rebates/Cash Discounts	$500	$ 5	$ -	$ -	$ -	$ -
3-3300-347-2000	Food Sales	$5,000	$ 1,442	$ 237	$ 500	$ 1,032	$ 700
3-3300-347-2700	Liquor Sales	$13,450	$ 3,800	$ 625	$ 1,345	$ 2,612	$ 1,883
	Total Pass Play		847	119		411	
	Total Green Fees		2700	443		1884	
	Gift Certificate +/-		$ (1,280)	$ (108)		$ (323)	
	Total Operating Revenue	$374,400	$126,596	$ 20,373	$ 29,520	$ 77,271	$ 69,775
		Budget +/-	$ 10,112		$ (9,147)		$ 7,496

9-Hole Historically:

YEAR	MEMBER	GR. FEE	Golf Impr.	GR.FEES	SEASON	MERCH	PUNCH	RENTALS	CARTS	DG GF's	TOTALS	BEV	BEER	TOTAL
2018	663	1636		$24,952	$2,409	$6,538	$780	$2,774	$9,611	$0	$47,064	$777	$1,699	$49,540
2019	476	1546		$26,501	$1,625	$6,240	$1,344	$3,617	$9,763	$775	$49,865	$703	$1,529	$52,097
2020	541	1695		$29,541	$2,325	$5,480	$384	$2,402	$9,112	$880	$50,124	$684	$1,681	$52,489
2021	483	2079	$6,214.00	$31,642	$819	$8,396	$161	$3,627	$15,321	$3,360	$69,540	$1,089	$3,390	$74,019
2022	411	1884	6552	$32,258	$1,966	$9,029	$176	$4,428	$16,408	$2,810	$73,627	$2,612	$1,032	$77,271

July 20, 2022

Agenda Item: 2.B.2

Agenda Title: Staff Reports – Recreation Operations

Submitted by: Nolan Oberg, Recreation Manager

July 2022

Recreation Department-

- Julie Bunton, *Recreation Coordinator – Senior and Adult Rec and Fitness*
- Nolan Oberg, *Recreation Manager*
- Lauren Pavlish, *Recreation Coordinator – Youth and Adult Sports*
- Tonya Russell, *Event Coordinator*

Current Programs

Youth Sports, Fitness and General Rec-

- **Youth Baseball –**
  - **Tee Ball –** The season has been a lot of fun. The last games will be played on Friday, July 15. Thanks to our volunteer coaches and staff that have made it a great experience for Estes Park youth- Greg Overton, Abbi Scott, Rocky Nohl, Caleb Waters, Gus Levario, and Jared and Dani Stafford.
  - **Coach Pitch –** The season has been a lot of fun. The last games will be played on Friday, July 15. Thanks to our volunteer coaches and staff that have made it a great experience for Estes Park youth- Anna Weddle, Amy Spallinger, Justin Kearney, Zac and Jessie Youtz, Javier Martinez, and Gabe Cabrera.

- **Travel Baseball – Rec Division -** The four recreational teams (9u, 10u, 11/12u and HS) finish their seasons this month. The HS team will play their end-of-season tournament on Saturday, July 16. They finished the season with a 10-2 record. The 9u-12u teams will play their end-of-season tournaments on Saturday, July 23. Championship night is Monday, July 25. The All-Star game will be in Longmont on Tuesday, July 26. Congratulations to our Estes Park All-Stars-
  - Dalton Andrews
  - Merek Audette
  - Gus Berg
  - Dominic Carosello
  - Ean Erives
  - Tanner Gladson
  - Truman Moss
  - Izaiah Nagl
  - Boone Oberg
  - Theodore Romig

- **Tennis Lessons** – Our summer tennis program comes to an end on Thursday, July 14. Thanks to all of our participants and for the leadership provided by our instructor, Jeanne Hickson.

- **Mountain Biking (MTB)** – The summer MTB program was an adventure. The program ends on Wednesday, July 13. Both groups spent a lot of time mastering the rock garden, jump line and pump tracks at the Bike Park. The most popular activity was “foot down.” The older kids spent a lot of time on local trails. Thanks to Zac Youtz for his leadership this summer!

- **Outdoor Rec –**
    - **Marina Rec –** The program ends on Tuesday, July 19. Participants have had a blast kayaking, canoeing, standup paddle boarding and paddle boating. The last session will include a boat ride around Lake Estes. Thanks to Anna Weddle and the Marina Staff for their support.
    - **Fishing Club** – The last day of fishing is Thursday, July 21. The group has fished around Fisherman's Nook at Lake Estes and Scott Ponds. Many more fish have been caught this year than last. Thanks to Tom Carosello for helping lead the program.
    - **Hiking Club** – The last hike will be on Friday, July 22. The group has hiked Gem Lake, Bridal Veil Falls, Lily Mountain, Beaver Meadows, MacGregor Falls, and Kruger Mountain. The last hike will be a fun water-play stroll along the river in Glen Haven. Thanks to Anna Weddle and Lauren Pavlish for helping lead the hikes.
- **Bobcats Sports Clinics** – We will be offering six different sessions of sports clinics at the end of July and early August. We will have basketball and soccer for PreK – 8th and football and volleyball for 3rd – 8th. There are currently 27 registrations for our sports clinics.

Adult Sports, Fitness and General Rec-

- **Adult Softball League –**
    - **Men's Open League** – League play will end on Aug. 1 with an end-of-season tournament.
    - **Co-Rec League** – League play will end on July 20 with an end-of-season tournament**.**
- **Tuesday Night Live** – The summer concert series will go through August 9. Concerts are every Tuesday night at the Marina Pavilion. Thanks to Julie Bunton for her leadership.
- **Rockies Game** – The next Rockies day-trip will be on Wednesday, July 27 against the Chicago White Sox.
- **Vintage Verse** – This new class explores venerable and virtuoso poetry in the English language from the 1500s to the present day. The class is taught by Robert Burkhardt and goes from July 14 – August 11 on Thursday mornings.
- **Paint and Sip** – Our next class is Friday, July 29. This is an acrylic art class with Dawn Normali that includes a glass of wine. The class is full with a waitlist.
- **July "Bust Your Butt" Class** – There are 11 participants in this full body workout class, led by Megan Hartzog. The July session goes from July 5 – 28 on Tuesday and Thursday evenings.
- **Brazilian Jiu Jitsu** – This new martial arts class goes from July 6 – 25 on Monday and Wednesday evenings. There are 8 participants and the class is led by instructor, Dylan Smith.
- **July Yoga & Self-Myofascial Release** – This new class is taught by Rachel Waters and will be on the evening of Monday, July 25. The class is a combination of yoga and various rolling, pressure points and movement techniques to help support personal fitness and health.
- **Fitness Inclusion Classes** – We are currently offering Body Sculpt Pilates, ZumbaGold, Total Body+, Candlelight Yoga, SilverSneakers Circuit and Boom (2 classes), Zumba, Cycling, Gentle Yoga, Restorative Yin Yoga and Stretching/Flexibility. These classes are included with an EVCC membership or a day-pass.
- **Elevated Connection** – Our new senior rec club is now at 112 members. The weekly activities currently include Coffee Time, Great Courses, Supreme Court Discussion Group, Mahjong Community Play, Wednesday Art Group, Music Jam with Dana, Wii Bowling, Adult Chess, Stretching/Flexibility Class and Cars and Coffee.

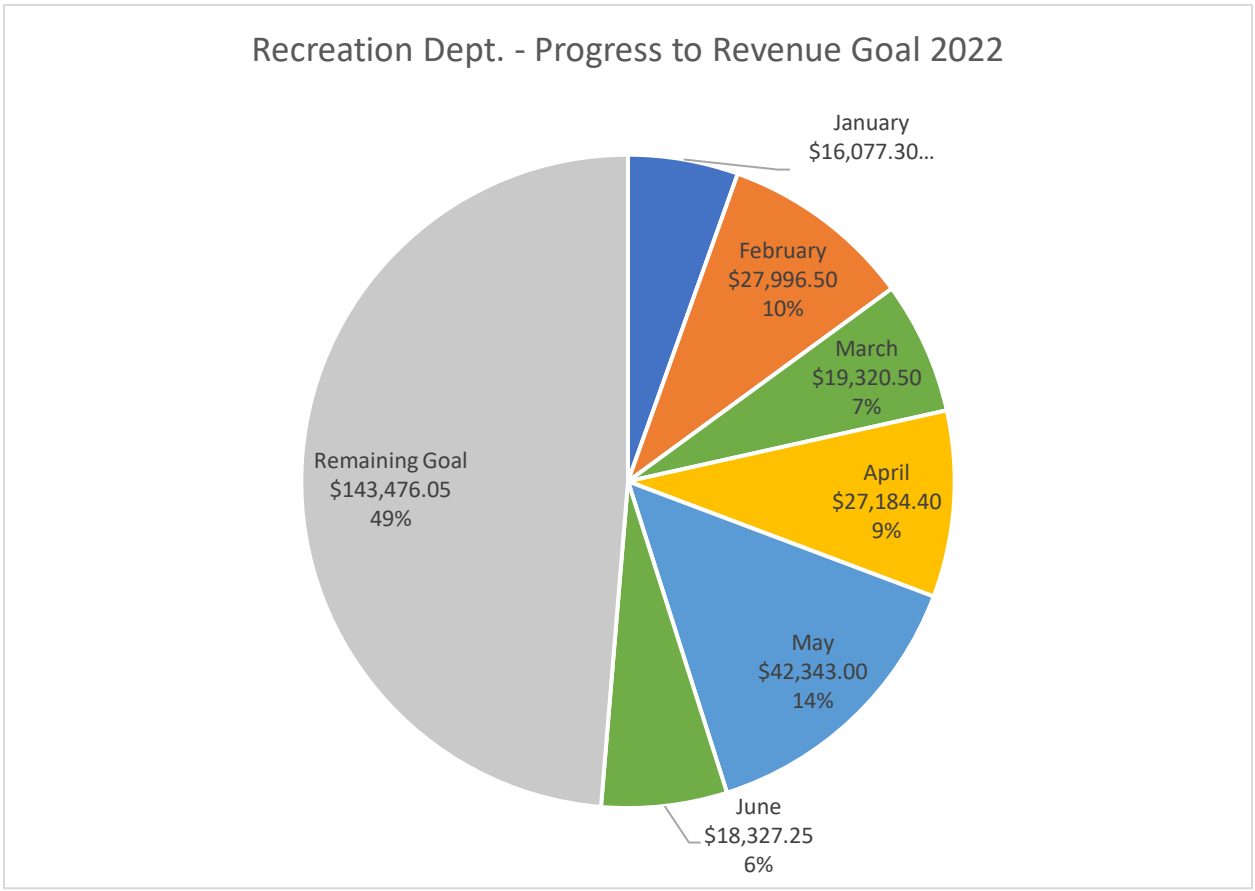
Facility Rentals - June

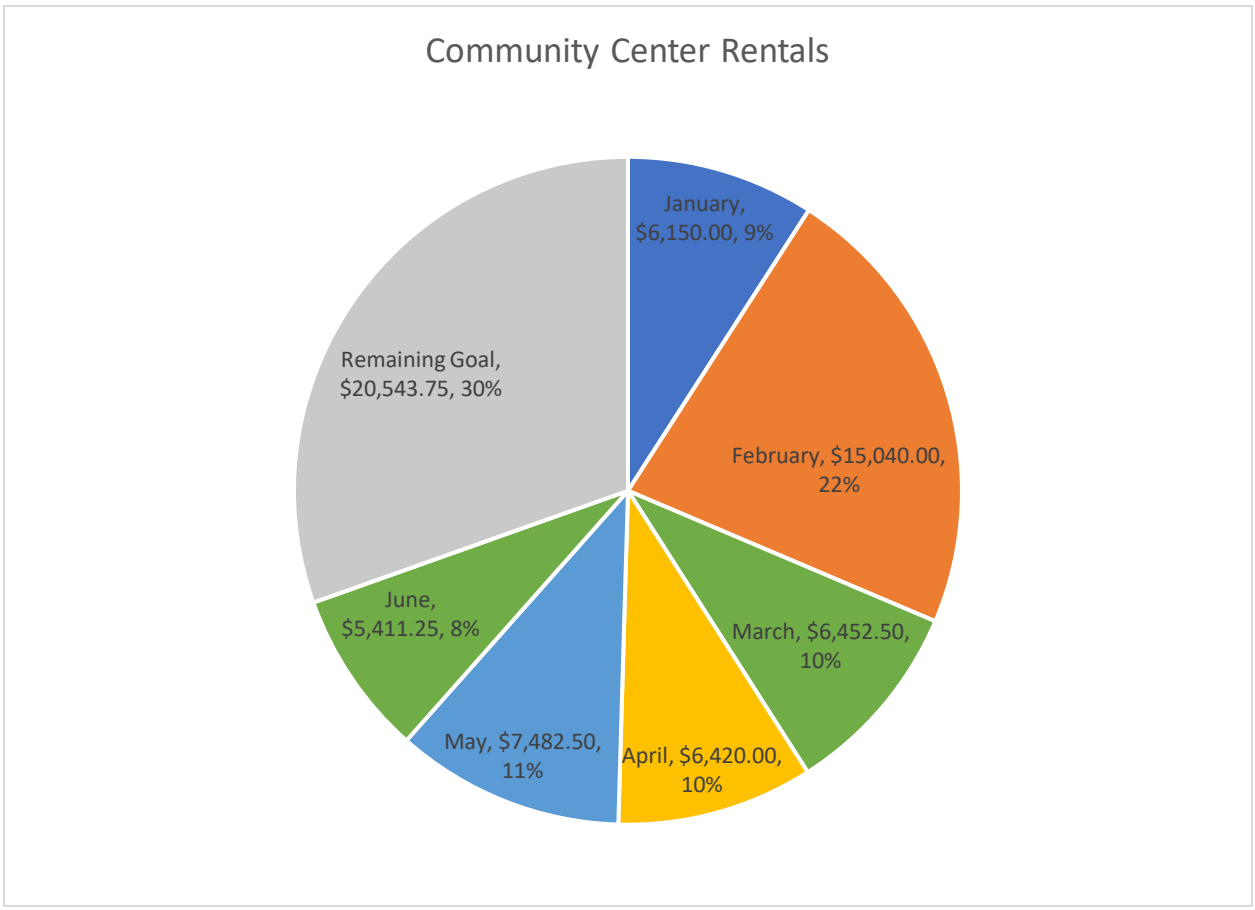
Estes Valley Community Center

- Standing LDS Church Rental – Community Rooms, Game Room, Classroom, Conference Room
- Standing Summit Church Rental – Gym, Party Room, Cubz Den
- July 1 – Wedding Rehearsal Dinner – Community Rooms
- July 2 – Wedding Rehearsal Dinner – Community Room
- July 2 – HOA Meeting – Community Room
- July 4 – Crossroads Pancake Breakfast – Community Rooms
- July 6 – Crossroads Spanish Yoga – Upper Fitness
- July 7 – HOA Meeting – Classroom
- July 11 – Summer Residents Event – Community Rooms
- July 11 – Wedding Rehearsal Dinner – Game Room and Patio
- July 13 – EPH Meeting – Community Room
- July 18 – Summer Residents Event – Community Rooms
- July 20 – EPPD Workshop – Classroom
- July 20 – Crossroads Spanish Yoga – Upper Fitness
- July 21 – Larimer County Meeting – Classroom
- July 21 – EV Watershed Coalition Meeting – Community Room
- July 25 – Summer Residents Event – Community Rooms
- July 27 – Crossroads Spanish Yoga – Upper Fitness
- July 29-30 – Family Reunion – Community Rooms

Stanley Park

- Standing Soccer Rental – Tuesday nights from 10p-12a – Longs Peak Field #1
- July 1 – Party – Bluebird Shelter
- July 8 – Party – Bluebird Shelter
- July 9 – Picnic – Bluebird Shelter
- July 9 – Family Reunion – Osprey Shelter
- July 10 – Party – Bluebird Shelter
- July 11 – Party – Bluebird Shelter
- July 15 – Party – Bluebird Shelter
- July 16 – Family Reunion – Bluebird Shelter
- July 16 – Company BBQ – Osprey Shelter
- July 16 – Birthday Party – Osprey Shelter
- July 19 – Family Reunion – Bluebird Shelter
- July 20 – Fantasy Tours – Osprey Shelter
- July 22 – Family Reunion – Bluebird Shelter
- July 24 – Party – Bluebird Shelter
- July 25 – Party – Bluebird Shelter
- July 27 – Birthday Party – Bluebird Shelter
- July 29-30 – Vacation Races – Bluebird Shelter
- July 29 – Family Reunion – Osprey Shelter
- July 31 – Family Reunion – Bluebird Shelter
- July 31 – Church Service – Osprey Shelter


Recreation Dept. - Progress to Revenue Goal 2022
January
$16,077.30...
February
$27,996.50
10%
March
$19,320.50
7%
April
$27,184.40
9%
May
$42,343.00
14%
June
$18,327.25
6%
Remaining Goal
$143,476.05
49%


Community Center Rentals
January,
$6,150.00, 9%
February, $15,040.00,
22%
March, $6,452.50,
10%
April, $6,420.00,
10%
May, $7,482.50,
11%
June,
$5,411.25, 8%
Remaining Goal,
$20,543.75, 30%

July 20, 2022

Agenda Item: 2.B.3

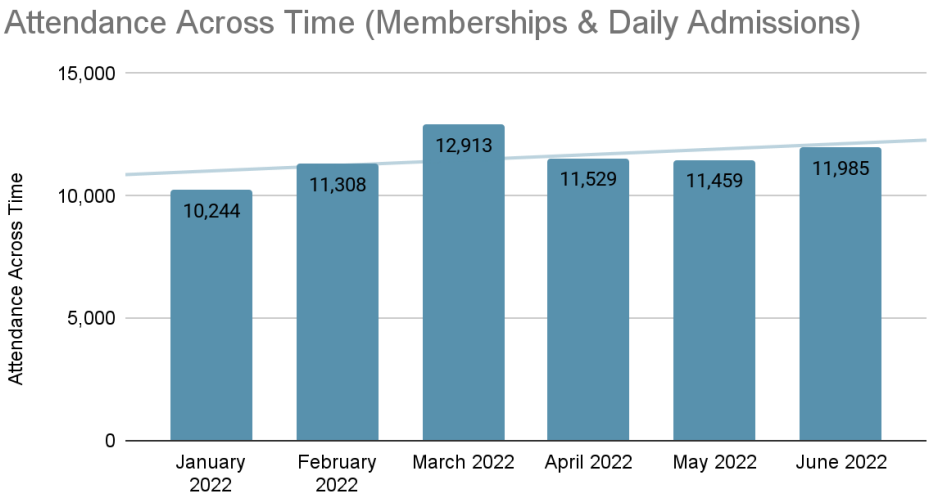
Agenda Title: Staff Reports – Community Center

Submitted by: Miguel Bernal, Guest Services Supervisor
Amy Alexander, Aquatics Manager
Zachary Zeschin, Facilities Maintenance Manager

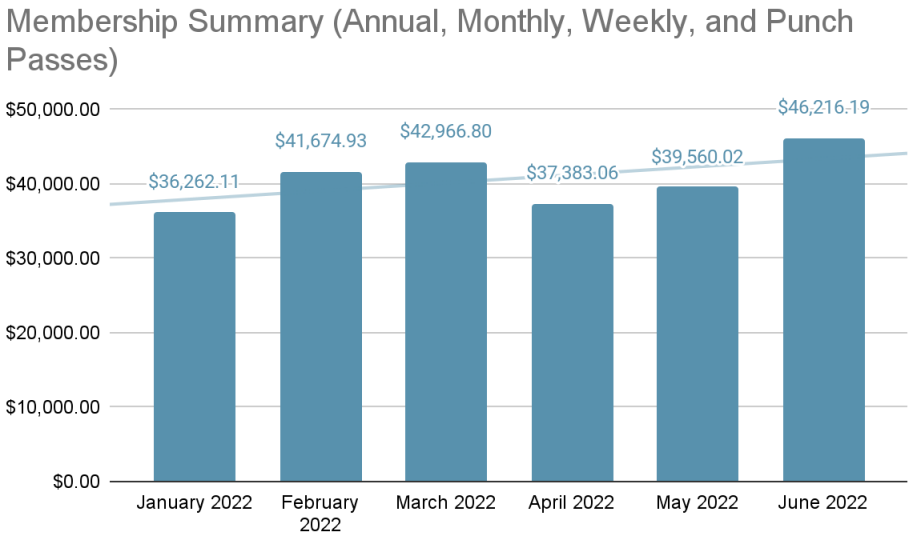
Guest Services

Miguel Bernal, Guest Services Supervisor

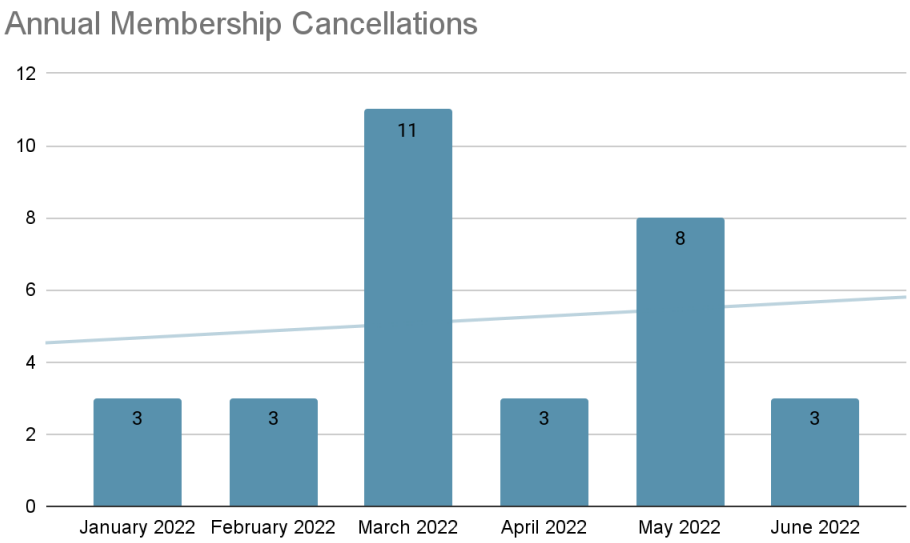
For this month's report, I prepared graphs and charts as a biannual summary of Attendance, Membership recaps, Cubz Den, among other information for the 6 months of this year.



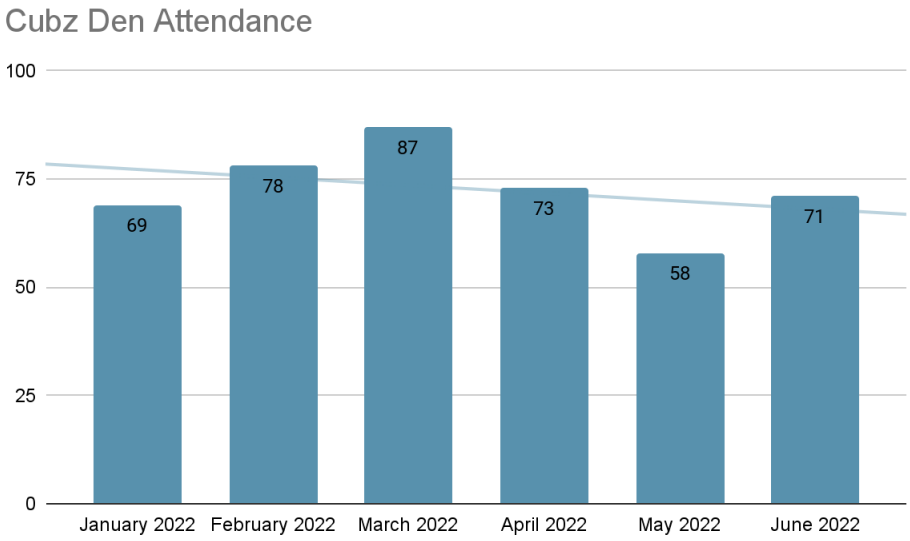
The attendance has been constant since April. So far, as the year goes, the average of guests and members combined together has been at 11,000.



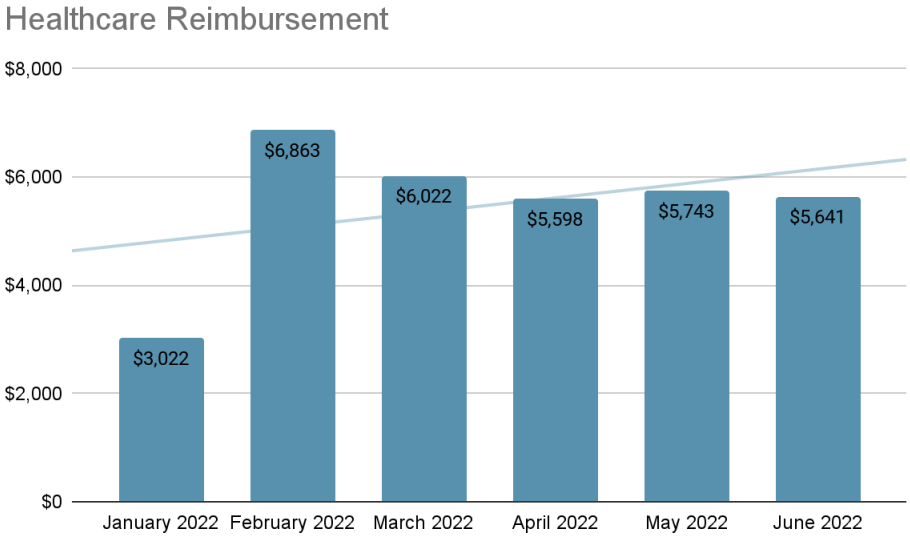
As we moved towards summer, we saw a drastic increase in memberships. Lots of these new members are in town seasonally employed by various companies and businesses in town.



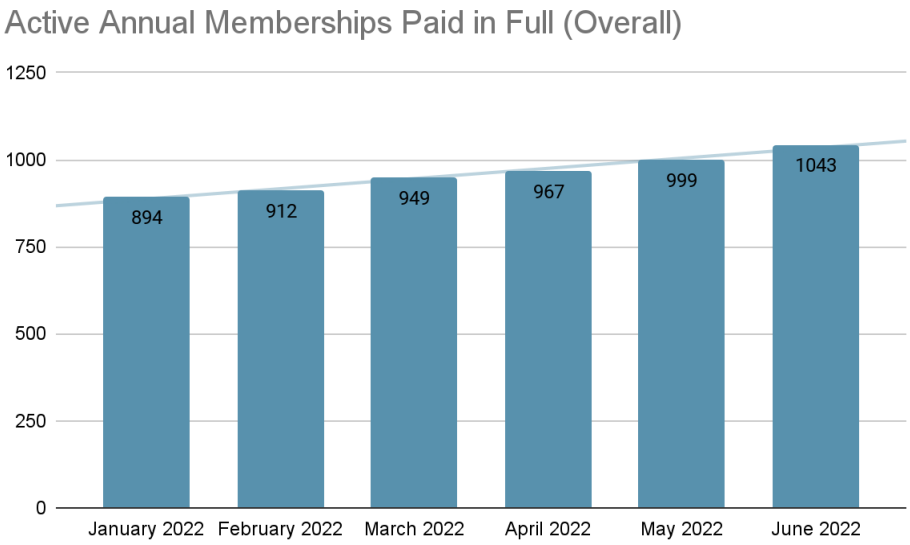
It is always nice to see a low cancellation rate.



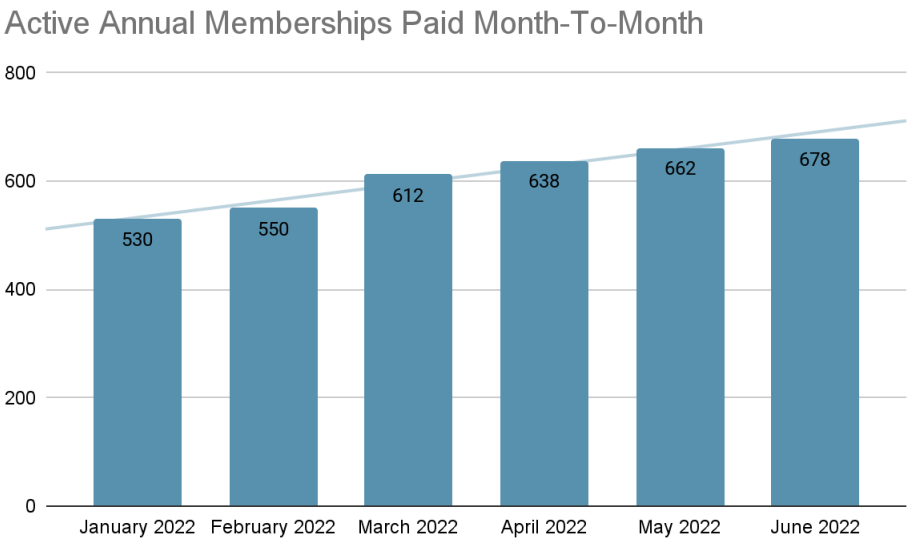
As per usual, the Cubz Den has not been doing too well this year. For June, it is safe to assume that the low attendance is because many parents and kids are spending their summer outdoors. Though this is just an assumption.

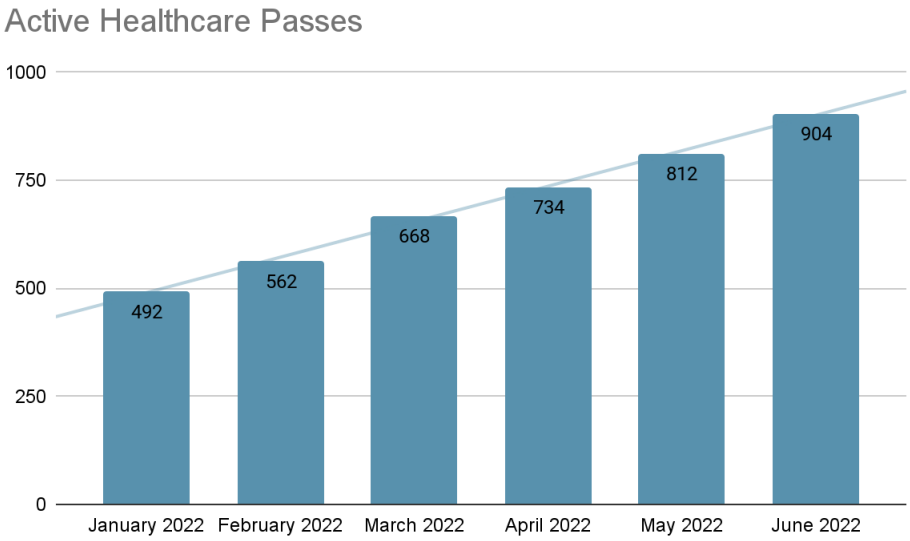


Our Healthcare Reimbursement seems to stay steady throughout the months.

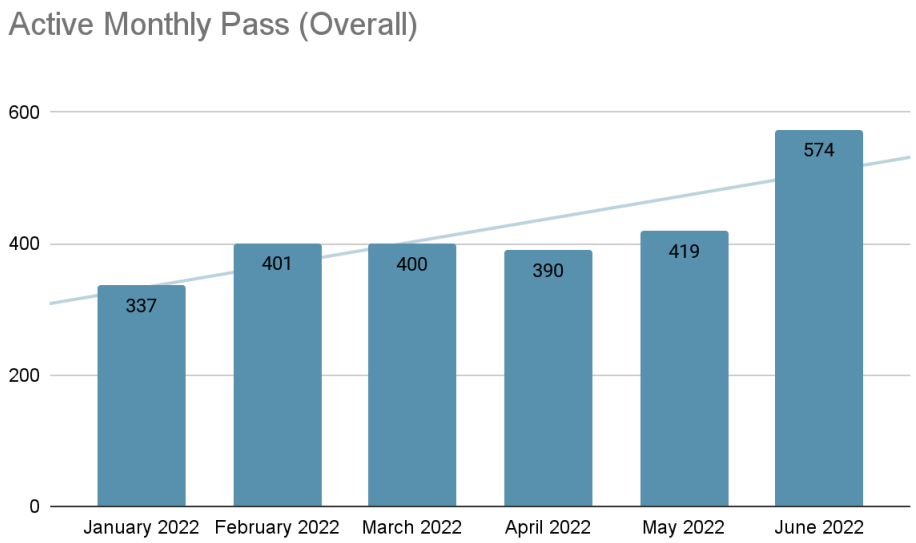


This graph is an overall recap of the Annual Memberships that are paid in full. These memberships are Single, Couple, and Family Memberships.

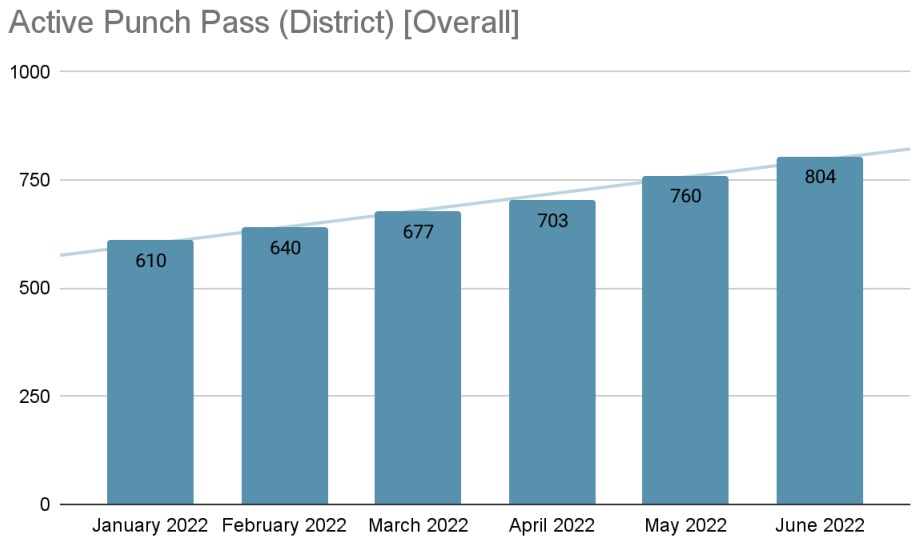


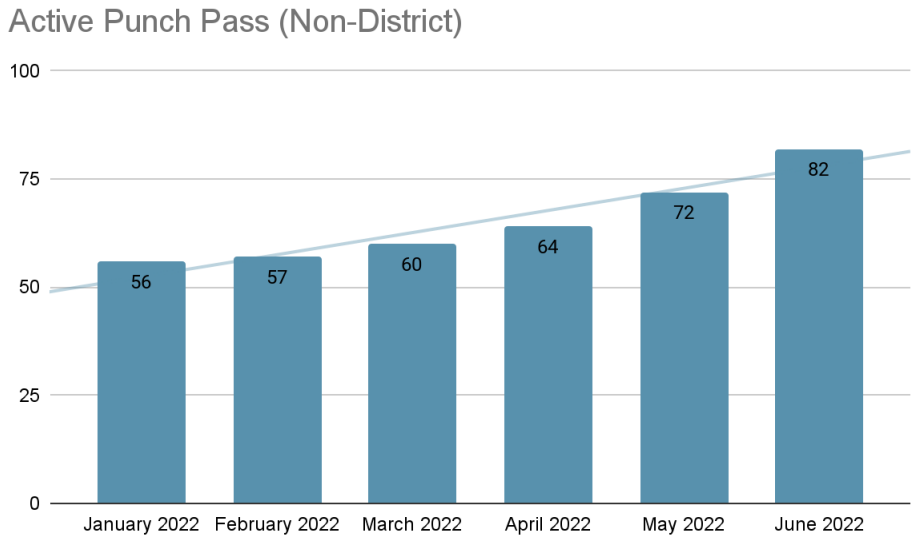


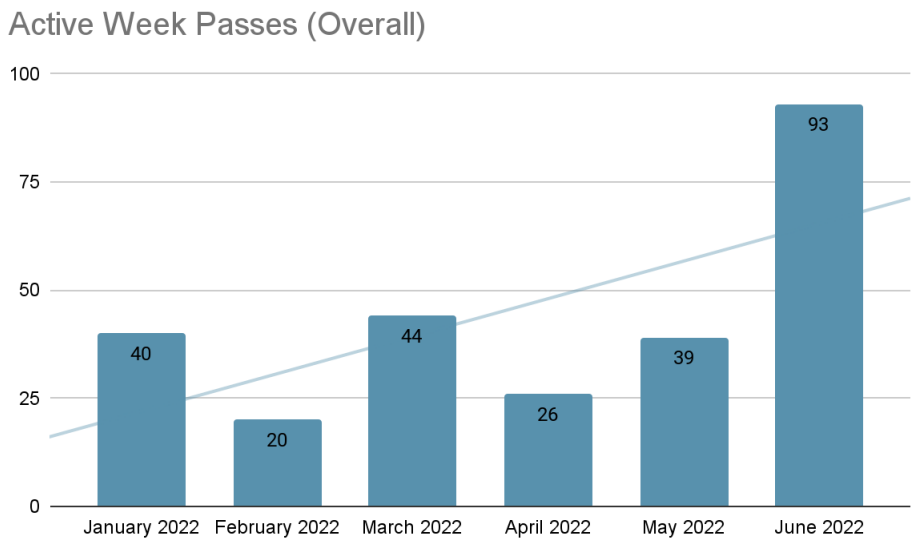
Many members of our community are electing to obtain a Healthcare Pass when they become eligible. The Healthcare Pass is purchased as a supplemental benefit through their insurance. Currently, we offer Memberships to those who qualify through our partners: Active & Fit, Fitness Your Way, One Pass, RenewActive, Silver & Fit, and Silver Sneakers.



As mentioned before, for June there was a 30.54% increase in memberships from May due to seasonal personnel coming into town.







Weekly passes were really popular to both Resident and Non-Residents, for June there was an 138.46% increase than that from May.

Active Annual Passes Paid In Full

	Adult - R	Adult - NR	Couple - R	Couple - NR	Family - R	Family - NR	Senior - R	Senior - NR	Youth - R	Youth - NR
Jan	88	0	166	0	509	0	110	0	21	0
Feb	91	0	178	0	508	0	113	0	22	0
Mar	90	1	189	0	518	0	125	3	23	0
Apr	97	1	191	2	534	0	115	3	24	0
May	96	2	193	18	542	0	117	5	26	0
Jun	99	4	205	18	555	0	126	8	27	0

Active Annual Passes Paid Month-To-Month

	Adult - R	Adult - NR	Couple - R	Couple - NR	Family - R	Family - NR	Senior - R	Senior - NR	Youth - R	Youth - NR
Jan	86	0	77	4	338	0	17	2	6	0
Feb	86	0	87	4	348	0	17	2	6	0
Mar	92	0	84	4	405	0	19	2	6	0
Apr	101	0	91	3	415	0	21	1	6	0
May	109	0	95	3	424	0	24	1	6	0
Jun	110	0	98	3	435	0	24	1	7	0

Active Monthly Passes

	Adult - R	Adult - NR	Couple - R	Couple - NR	Family - R	Family - NR	Senior - R	Senior - NR	Youth - R	Youth - NR
Jan	120	0	44	0	106	0	40	2	25	0
Feb	120	1	57	0	145	0	46	3	29	0
Mar	114	5	62	0	142	0	46	3	27	1
Apr	108	9	62	2	139	0	37	2	30	1
May	119	8	72	2	131	5	35	2	45	0
Jun	133	6	107	0	216	17	48	1	43	0

Active Weekly Passes

	Adult - R	Adult - NR	Couple - R	Couple - NR	Family - R	Family - NR	Senior - R	Senior - NR	Youth - R	Youth - NR
Jan	6	3	6	0	15	8	2	0	0	0
Feb	3	2	0	0	10	4	1	0	0	0
Mar	4	3	4	6	16	9	0	1	1	0
Apr	7	0	0	2	1	12	3	0	1	0
May	7	6	2	6	3	7	5	3	0	0
Jun	4	4	1	4	23	44	3	4	4	1

Active Punch Passes

	Adult - R	Non-Resident	Senior - R	Youth - R
Jan	248	56	278	84
Feb	249	57	300	91
Mar	255	60	323	99
Apr	266	64	339	98
May	291	72	360	109
Jun	303	82	386	115

Active Healthcare Passes

	Active & Fit	Fitness Your	One Pass	RenewActiv	Silver & Fit	Silver
Jan	4	5	2	210	14	257
Feb	6	6	2	225	16	307
Mar	7	6	3	244	19	389
Apr	8	6	4	262	20	434
May	11	8	5	282	21	485
Jun	12	9	5	312	26	540

I am pleased to update the Board of Directors, that the Guest Services Department has been doing an amazing job by performing at a professional level.

Aquatics

Amy Alexander, Aquatics Manager and Marina Manager

AQUATICS OVERVIEW

Swim lessons continue to be a huge success and members are very happy with the instruction their children are receiving.

In honor of lifeguard appreciation day, the Marina is hosting a day on the lake for the lifeguard staff. Staff is very excited to relax and enjoy the great outdoors on July 19 from 1p – 4p (pictures in next months board report).

We are activity recruiting off-season lifeguards to work two or three shifts per week. For information on becoming a lifeguard, please contact swim@evrpd.com

YTD FINANCIALS | As of May 10, 2022

	BUDGET	YTD REVENUE	PERCENTAGE
Swim Lessons	$35,000	$17,235	49% of budget
Aquatic Classes	$2,500	$410	30% of budget
Aquatic Rentals	$3,050	$6,627	**215% of budget**

WHATS HAPPENING IN AQUATICS

July 18 – 22 the lap pool will be closed due to annual maintenance.

PROGRAMMING | https://evrpd.colorado.gov/estes-valley-community-center/aquatics

We offer membership inclusion fitness classes, lap swim hours and adult open water walking sessions throughout the week, as well as specialty classes for an additional program fee. Below is our current programing.

INCLUSIVE PROGRAMS | NO PROGRAM FEE

Inclusive Open Swim

- Monday – Friday 12p – 6:00p
- Saturday 1p – 5p
- Sunday 12p – 4p

Inclusive Fitness

- Adult Water Walking Class | https://evrpd.colorado.gov/water-walking
  Monday/Wednesday/Friday 8a – 8:50a
- Deep Water Aerobics Class | https://evrpd.colorado.gov/deep-water-aerobics
  Tuesday/Thursday 12p – 12:50p
- Free Swim Clinic | https://evrpd.colorado.gov/swim-stroke-clinic
  Tuesday 10:30a – 11a

Inclusive Adult Open Water Walking

- Monday/Wednesday/Friday 9a – 12p
- Tuesday/Thursday 7:30a – 12p

Inclusive Lap Swim

- Monday – Friday 6a – 1p
- Saturday 9a – 1p
- Sunday 12p – 4pm

SPECIALTY CLASSES | ADDITIONAL PROGRAM FEE

Swim Lessons | https://evrpd.colorado.gov/estes-valley-community-center/swim-lessons

- Monday-Thursday 9a – 12p
- Saturday 9a – 1pm
- 6months – 110 yrs. Old

Paddleboard Yoga | https://evrpd.colorado.gov/paddleboard-yoga

- $96/8 classes
- Tues/Thurs
- 6p – 6:50p
- May 17 – June 9

POOL PARTY RENTALS | https://evrpd.colorado.gov/pool-parties

- Non-Private Pool | 90-Minutes | $85.00
  Includes 90 minutes during public Open Swim times, shared use of the leisure pool for the first 60 minutes, and private use of the party room for the last 30 minutes.
- Private Pool Party | 90-Minutes | $285.00
  Includes 90 minutes outside of public Open Swim times, private use of the leisure pool for the first 60 minutes, and private use of the party room for the last 30 minutes.
- PARTY INCLUDES
  - 10 guests, plus an additional 2 parents/guardians
  - Each additional guest is $4.00/per – regardless of club membership status
  - Non-swimming guests are included in the total number of guests
- Parties can be reserved one year prior to the party date. Payment must be received to reserve a date. If you have questions or would like to schedule a party, please contact swim@evrpd.com

Facility Maintenance

Zachary Zeschin, Facilities Maintenance Manager

Overview

The last month required a bit of creativity and flexibility due to staffing challenges. Management and staff have been impacted by COVID quarantines, but we continue to follow CDC guidance on protocols and sanitization practices. Also, a few vacations and PTO requests required a bit of schedule shuffling. While continuing to prioritize upcoming projects we will also continue a focus on landscaping, interior improvements, general maintenance, and future project planning.

Projects

- Continual progress is being made on maintaining the EVCC grounds. The includes irrigation system servicing, cutting grass, trimming, pulling weeds, cutting down dead trees, adding fence to live trees, removing all old construction wattle and wood stakes, cleaning gravel and rocks, and making any repairs as necessary. We have also had multiple volunteer groups in to assist with this.
- All materials have been ordered for the July lap pool closure including paint, switch covers, e-stop covers, and key-barrel light switches.
- Larimer County successful ran their last voting session in the downstairs community rooms. This went through with no issues.
- Push, Pedal, Pull has successfully repaired all our fitness equipment. We only have a few minor repairs to be done but all our equipment is serviced, operational, and functioning very well.

Repairs/General Maintenance

- Air Systems Engineering was brought into to service our aquatic facility boilers. Zach worked with Phil from ASE to take the units apart, clean, service, reassemble, and verify functionality.
- A chemical dispenser pump and motor assembly was consistently failing in the spa. A constantly tripped breaker was a good indication that there was an issue with the motor. Resistance readings indicated that possibly the motor windings were damaged. A replacement unit was ordered and installed. Unfortunately, the same pump in the Leisure pool system also failed. In a quick operational decision, we decided to reinstall the new pump on the leisure pool side to keep it open while we wait for the replacement to install on the spa side.
- The vent tube installed to provide ventilation to the acid storage cabinet in the pool corroded, broke, and was no longer able to provide adequate outdoor ventilation. A second cabinet/vent tube are installed but not being used right now. The new, unused vent tube was moved over to the cabinet that is operational.
- Greg took time to re-glue loose stair tread throughout the facility.
- RTU-3 had a failed pressure transducer. This component allows the unit to detect pressures within the unit to regulate heat and cooling. When these components go out, often, the unit will completely lose functionality. This time we were lucky and only experience small intermittent failures.
- One of the swimming suit spinners is currently broken. This is due to misuse, and a plan for replacing has been developed.

Personnel

- Noah O, our high school aged custodian, has decided to solely focus his efforts on his other position at the KOA campground. He made this decision with our blessing, and we are glad that he spent the time here that he did.
- Zach unfortunately was out for over a week due to testing positive for COVID. Fortunately, there were no major exposures at EVCC and Zach was able to recoup at home before coming back. Custodial staff did an excellent job maintaining the building during the absence.

Administration

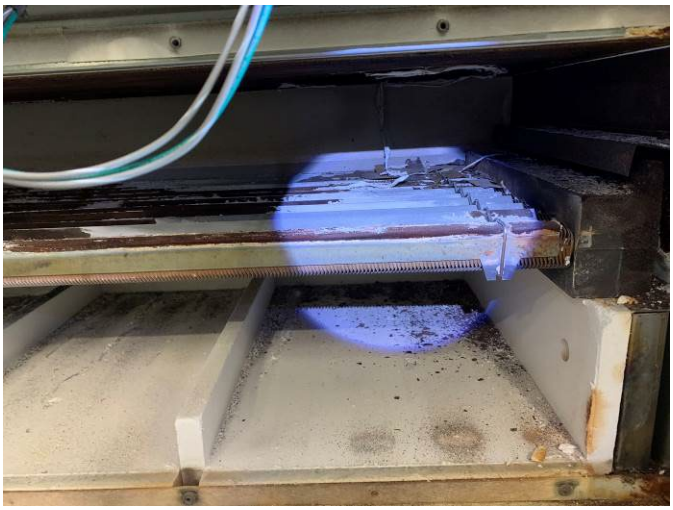
- In working through the capital planning phase of budgeting, we are getting quotes for some major projects around the building to help us build an accurate budget. This includes refinishing the lap pool deck, new bleachers, and refreshed paint among other projects.
- We are working through the 2022 capital expense of adding additional security cameras. Areas of need were defined, communicated to NNSI, and a quote is currently being developed.

- Zach has worked with various departments in the building including Recreation, Aquatics, Front Desk, and Admin in developing a spring-cleaning list and regimen. Zach was able to supply extra labor and help coordinate the process.
- We are investigating incentives to convert our grounds maintenance equipment to battery powered and electric. We are currently following the Regional Air Quality Council, the Town of EP, and other entities as they approach a program to rollout grant and incentives for these conversions.

What to Watch Out For

The next month is comprised both of large projects and continual maintenance. We are working through getting the entire parking lot seal coated and closing the lap pool for one week for scheduled maintenance. We will continue to work through other tasks including greasing backboard systems, continual wildfire preparedness, inspection deficiencies, and roof leak repairs.

This Month in Pictures:



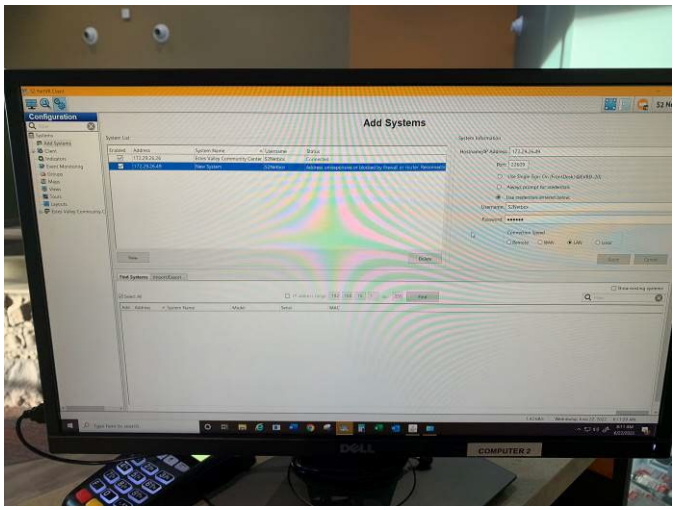
Air Systems Engineering worked with Zach to conduct an annual boiler service. This includes tasks like cleaning flame rods, vacuuming the casework, checking igniters, and observing combustion specifications. All pool boilers were serviced.

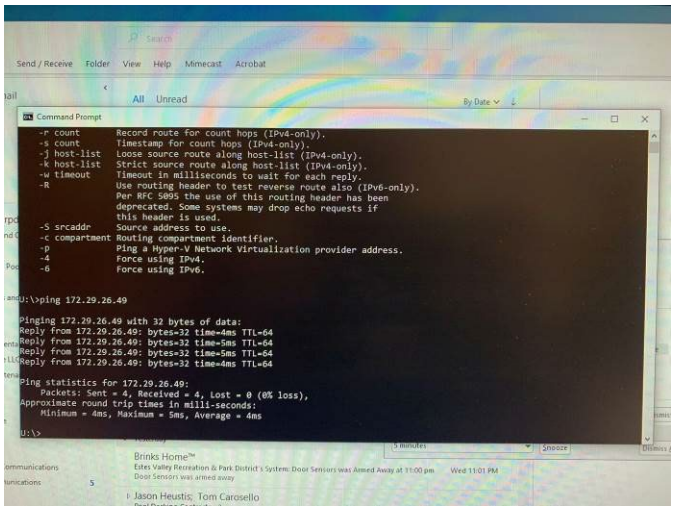
A leaking vent tube from the acid storage cabinet required replacement. We utilized a new vent tube on a secondary cabinet that is mainly used for storage purposes.

After the recent spa chlorinator pump replacement, some deep cleaning was done to the surface. This included using the Maxi-sweep pool vacuum, flushing the main drain lines, refilling, and balancing the water.

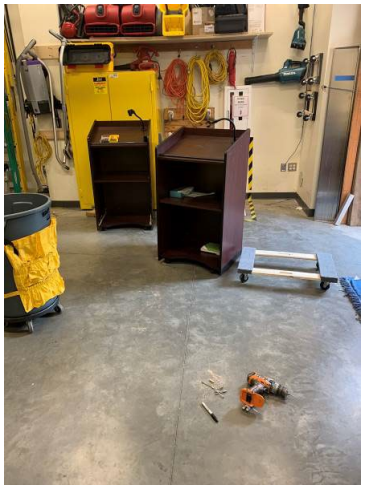
One set of electric blinds required some adjustments after the middle section was pinched and misaligned.

Tracking error codes on our fitness equipment allows us to troubleshoot, diagnose, replicate, and call-in needed repairs.





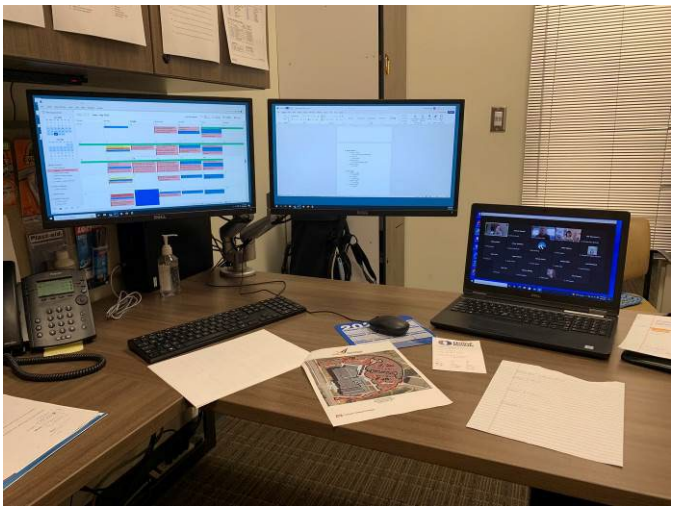
Often, we are required to work on-site with our contractors/vendors who work remotely when looking to resolve issues. Solving IT issues never looks the same but often requires resetting physical hardware, adjusting, and verifying settings, and electronic communication to resolve the issues.



Greg, our full-time evening custodian, worked with Zach to rehab and repair our podiums, which have taken some abuse over the years.

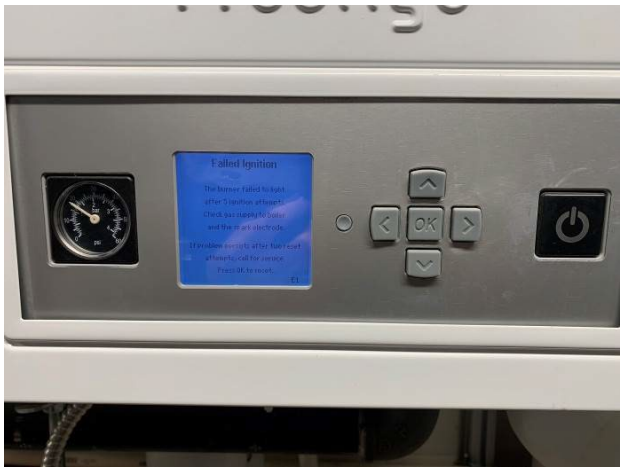
Noah and Greg have been putting significant hours into landscaping and grounds maintenance over the past month, using tools such as a lawn tractor, blower, string trimmer, and hand tools.

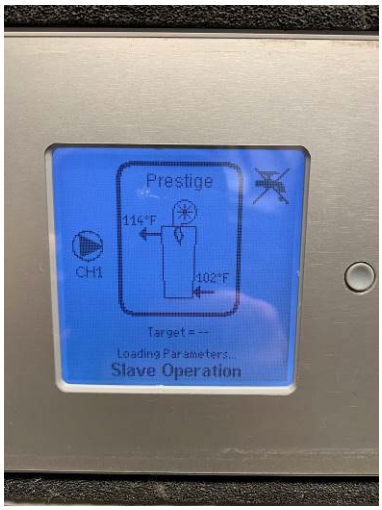
Maintenance and Custodial paired with all other departments in the building in working through a deep cleaning schedule. Zach developed a list of all the storage areas at EVCC, coordinated with each corresponding department, assigned a custodian to each area, and worked with building staff to deep clean over the past few weeks.



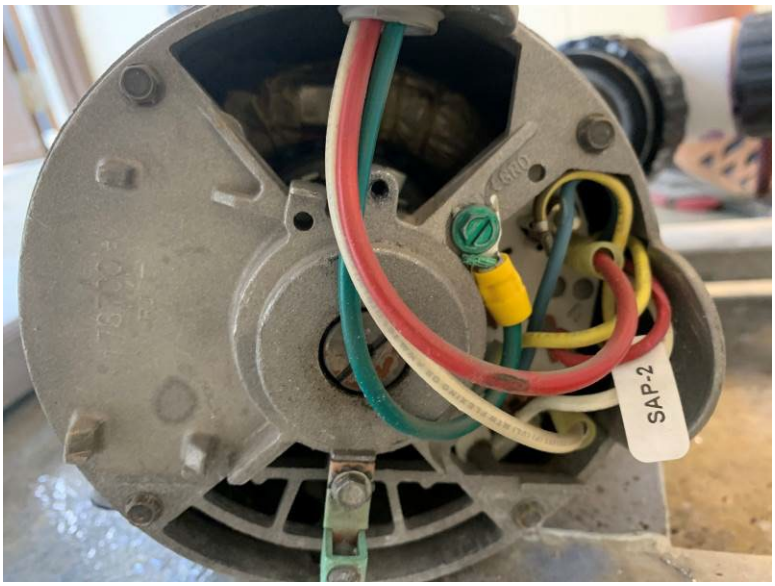
Zach and John Feeney attended an online zoom meeting about "Resources for Electrifying Outdoor Lawn Equipment" in conjunction with the Regional Air Quality Council.

Identifying specifications of certain hardware allows us to upgrade to different systems while meeting electrical requirements. Some fixtures like this will be changed for a "barrel and key" system.





Servicing and repair of our building systems usually starts off with troubleshooting in-house. Through a call to Air Systems Engineering and some guidance, it was determined that the igniter for one of our hydronic heating boilers was failing. The igniter was removed, cleaned, and replaced. After this process, the boiler ignited multiple times and was back to normal operations.



Not infrequent but coincidentally, parts often “fail in pairs”. Both chlorination systems were installed at the same time. Recently, the pump and motor assembly for the spa failed. This was replaced. The Leisure pool one failed but not a few weeks after due to a major leak from the pump. To keep operations as normal as possible, the working pump from the spa was moved to the leisure pool keeping it open for the weekend. The other new replacement will be received and installed shortly.

July 20, 2022

Agenda Item: 2.B.4

Agenda Title: Staff Reports - District Maintenance

Submitted by: John Feeney, Manager of District Maintenance

Board Report July 2022

GOLF COURSES/ PARKS AND TRAILS

Golf Course Maintenance

After a challenging spring, both courses are very playable and in good shape. Longer days and a few monsoon rains have helped improved turfgrass health and germinate new seed. the turfgrass recovery program of sand, seed, fertilizer, aerification, and light/frequent irrigation has produced a very fair, playable surface.

18-hole greens are in good shape and rolling smooth despite a lack of manpower. Ideally the greens roller would be used on a regular basis this time of year but staffing hasn't allowed this practice to take place.

Management implemented a "Minimum Level of Sustainable Nutrients" (MLSN) practice on the putting surfaces in 2019. This practice was developed in the golf industry in reaction to increased economic and environmental pressures several years ago with the goal of reducing inputs for golf course maintenance. EVRPD has reduced Nitrogen, Phosphorous and Potassium inputs by 50% on putting surfaces since adopting this program in 2018. The new irrigation system will allow management to implement this practice on a larger scale.

The 9-Hole course has seen similar improvement. The fairways and tees remain in good condition. The putting surfaces continue to improve. The winter desiccation (on greens) is treated on a weekly basis with a sand, seed, and hand watering with wetting agent. The phytotoxicity caused by elk urine has been slower to recover. Elk control on 9-hole greens will be reviewed late summer. Heavy topdressing and fencing in early fall may improve playing conditions next spring.

Irrigation Project Update

ACC completed mainline installation for phase two of the project on 6/30. The road cut through golf course road is all that remains for mainline. The method of connection (trenching or boring) has not yet been decided. The town of Estes Park will not allow a speed bump in this area due to snow removal operations. The contractor began punch list items on holes 1-5 and 15 as well as drainage installation on hole #5. This drainage work was necessary to help direct a natural spring to the pond on hole 4. Historically, this area has been wet with standing water. As the contractor installed new pipe on hole 5 it seemed to exacerbate the issue and made the left side of #5 green complex and # 4 red tee much too wet and unplayable. This work will result in a $14,000 change order. There are many more change orders to come that will result in credits to EVRPD. Management is confident the project will come in at the contract price. ACC will return September 6th to continue punch list items, installing driving range laterals and sprinkler heads, then returning to the golf holes October 1st. It will be difficult to complete the project by November 1st, but ACC is optimistic. Warranty items and charging the new system will require the contractor to return in spring of 2023 regardless of progress this fall.

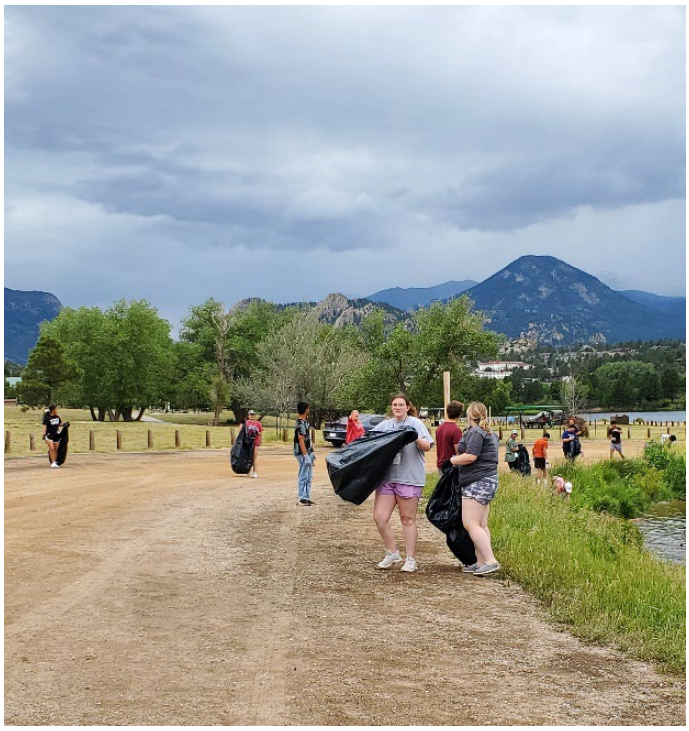
Parks and Trails Maintenance

The Park and Trail Maintenance team have met the challenges of the busy summer schedule. Mike Barringer, Steve Bugno, Thomas Reynolds, and Magic Rose LLC are maintaining all of Lake Estes Trail, Cherokee Draw, Stanley Park and surrounding areas.

Playing surfaces at the ball fields are in very good condition. Pump station upgrades, fall fertilizer/wetting agent applications and cultural practices contribute to the healthy turf conditions this summer. Staff has been challenged with two mainline irrigation breaks in early July, but timely rains and the District water trucks were able to keep healthy turf and flowers.
The perennial beds and drip irrigation project is finished and receiving many compliments.

Staff has been able to keep up with the busy shelter and ball field reservations thanks to superb communication between Mike and Tonya.
Mike Barringer organized 3 youth volunteer groups from the YMCA this summer. They were able to tackle four labor intensive tasks for the District.

- 4th of July cleanup at Cherokee Draw
- Vegetation management at EVCC
- Filling potholes at SP parking lot
- Staining/sealing bird sanctuary fence



Volunteers assisting in July 4th clean up

Golf staff assisting in July 4th clean up.

Verti-cutting and topdressing 9-hole greens.

The new system passed the pressure test as per specs. No Leaks!

Electric trouble shooting training on the new system.

Pamela approves of the new rough mower.

July 20, 2022

Agenda Item: 2.B.5

Agenda Title: Staff Reports – Marina Operations

Submitted by: Amy Alexander, Marina Manager

MARINA OVERVIEW

Halfway through our season and the staff is still doing an Awesome Job! Guests comment on staff's "friendliness, patience, knowledge, and efficiency" every day. We are proud to work with such great young individuals.

The July 4th holiday ran very smooth at the marina and guests were happy to be enjoying the mountains. We hosted our annual staff BBQ and then enjoyed the firework show together.

●●●●●

Great

Couples

Booked a tandem kayak for an hour. We really enjoyed the relaxing time on the water with beautiful views. The guys at the marina were great to work with. All around wonderful experience.

Written July 12, 2022

This review is the subjective opinion of a Tripadvisor member and not of Tripadvisor LLC. Tripadvisor performs checks on reviews.

Jennifer W
Mansfield, TX • 6 contributions

1

●●●●●

Fun mountain water activity

Family

Very friendly staff, fun water activities w/ amazing Mountain Views! You will pay $5 permit to park. Check the weather!

Written July 7, 2022

This review is the subjective opinion of a Tripadvisor member and not of Tripadvisor LLC. Tripadvisor performs checks on reviews.

Cerissa H
los angeles • 4 contributions

0

●●●●●

Great marina!

Family

Rented pontoon boats twice over the 4th weekend and a peddle boat. Love this marina and the staff is wonderful!

MARINA FINANCIALS

YTD FINANCIALS | As of June 30, 2022

	BUDGET	YTD REVENUE	PERCENTAGE OF BUDGET
Pavilion Rentals	$20,000	$7,049	35%
Boat Rentals	$386,000	$108,910	28%
Bike Rentals	$58,500	$15,039	26%
Merchandise	$85,000	$24,607	29%
Parking | Marina	$66,700	$21,128	32%
Parking | Cherokee	$57,000	$9,782	17%
Parking | Wapiti Meadows	$10,500	$4,049	38%

2022 MARINA OPERATION DATES/HOURS

MAY 1 – AUG 14

- Monday/Wednesday/Thursday 8a – 7p
- Tues 8a – 5p – Store and Bike rentals only
- Fri – Sun 8am – 8pm

AUG 15 – SEPT 11

- Friday 8am – 5pm
- Saturday/Sunday 8am – 8pm

July 20, 2022

Agenda Item: 2.B.6

Agenda Title: Staff Reports – Campground Operations

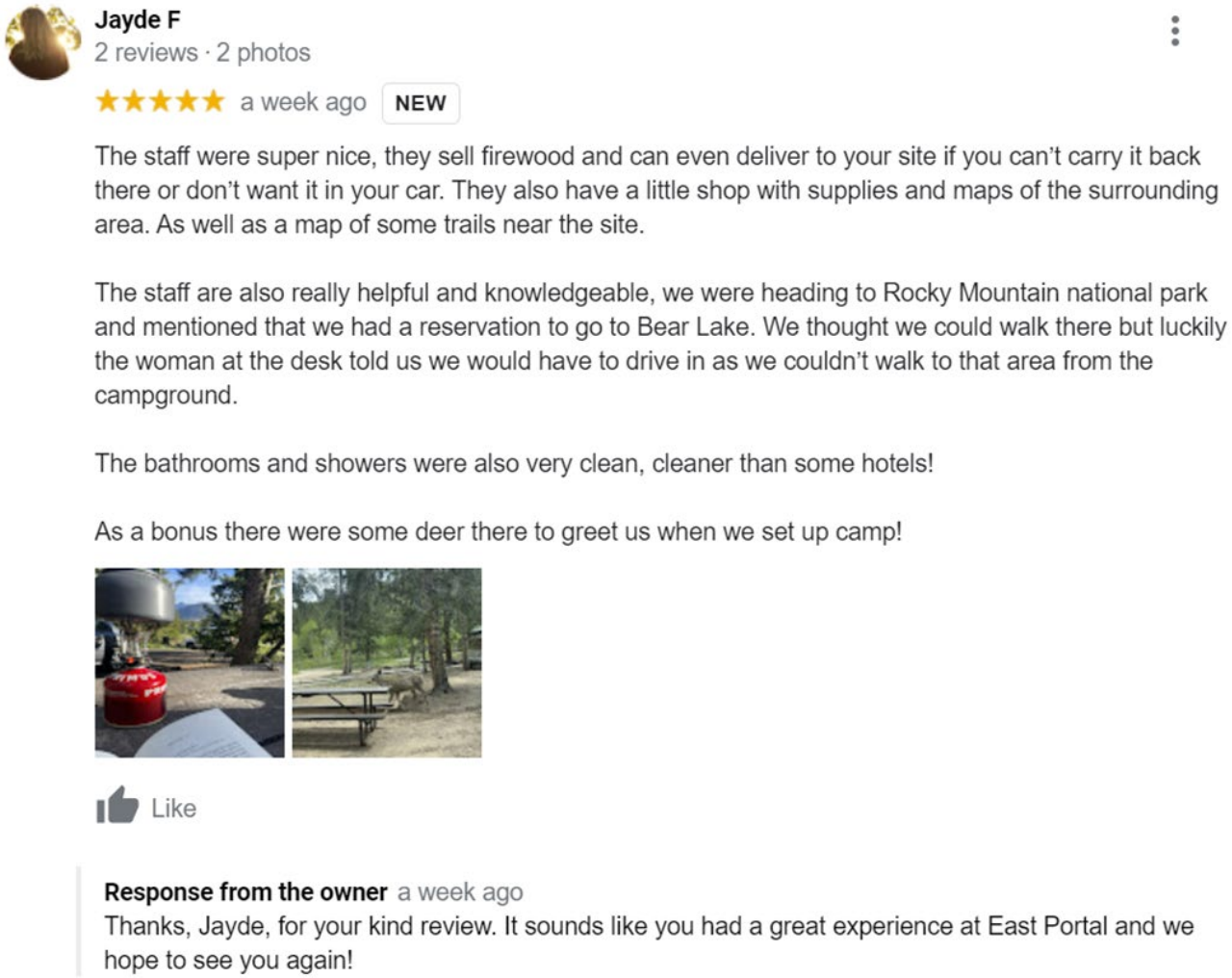
Submitted by: Zenda Smith, Campgrounds Manager

Campgrounds Report

July 2022

Hard to believe that we are already past the 4th of July. Although reservations are slightly down so far, possibly due to higher gas prices, the recent sunny, dry days have helped us fill the sites. I anticipate that we will gradually make up for the slow start and will hit our revenue budget target by the end of the year. Looking back over the past 8 seasons under the management of EVRPD, 2022 is currently our 2nd highest grossing season behind 2021.

Our staff, which is comprised of 24 Workampers, 4 seasonal employees, 2 contracted cleaners, and the management staff of 3, has been working hard to ensure that our guests experiences are the best they can possibly be. The guests are recognizing their efforts and have left numerous 5-star reviews on Google. Here are a few examples:



Jayde F
2 reviews · 2 photos

★★★★★ a week ago NEW

The staff were super nice, they sell firewood and can even deliver to your site if you can't carry it back there or don't want it in your car. They also have a little shop with supplies and maps of the surrounding area. As well as a map of some trails near the site.

The staff are also really helpful and knowledgeable, we were heading to Rocky Mountain national park and mentioned that we had a reservation to go to Bear Lake. We thought we could walk there but luckily the woman at the desk told us we would have to drive in as we couldn't walk to that area from the campground.

The bathrooms and showers were also very clean, cleaner than some hotels!

As a bonus there were some deer there to greet us when we set up camp!

Like

Response from the owner a week ago
Thanks, Jayde, for your kind review. It sounds like you had a great experience at East Portal and we hope to see you again!

Annie Herman 5/5

a week ago on Google

This is a gorgeous campground with beautiful sites and amazing views! It looks like it's been newly renovated and the pool and playground are awesome. But none of this compares with the top notch staff they have there. Everyone from the assistant manager to all of the volunteers we met were incredibly friendly and helpful. We had a mix up with our rv length (note - those length restrictions are enforced and accurate) they worked really hard to get us into a space and saved our vacation. I couldn't believe not only how much trouble they went to to help us out, but also how nice they were about it. This was by far the nicest campground we saw while we were at Estes Park. Highly recommend!!

1

Response from the owner a week ago

Thanks so much for the 5 star rating and great review. Our staff works really hard to ensure that each and every guest has a wonderful stay and they will appreciate your kind recognition. We hope your stay is memorable!

Angela Updike 5/5

18 hours ago on Google

We were evacuated from Yellowstone while camping and decided to drive to the Rocky Mountains instead. What a blessing im disguise that ended up being. My three kids could not stop raving about this campground and how much nicer it was. The pool was so nice and warm, the bathrooms and showers were incredible clean, and the staff was so very nice. We also were able to pick up some pretty nice stuff at their gift shop. I HIGHLY recommend. Oh by the way...the views are amazing too...you can see the mountains:)

Like

Response from the owner an hour ago

Thanks so much, Angela, for the 5 star rating and kind review! WE are glad to hear that you had a wonderful stay at the Mary's Lake Campground and hope to see you again in the future. Happy Camping!

We are all focused on providing exceptional customer service … whether it is face-to-face interactions with the guests or the behind-the-scenes repairs and maintenance tasks that keep everything working properly. It takes a great staff made up of the right kind of people to keep it all running smoothly. It is indeed quite a big job keeping 700 campers happy on a daily basis! The reward for all of the hard work is knowing that we all played a part in making someone's vacation in Estes Park memorable.

EVRPD's mission to "enrich lives with quality recreation" is what we do!

Campgrounds Revenue

Mary's Lake Campground

	2017	2018	2019	2020	2021	2021
January	$ 42,163.30	$ 68,608.20	$ 64,932.58	$ 72,811.65	$ 79,296.04	$ 89,107.65
February	$ 30,976.70	$ 42,966.05	$ 41,029.76	$ 67,478.42	$ 75,666.75	$ 65,751.10
March	$ 48,730.30	$ 61,311.71	$ 63,217.02	$ 36,826.75	$ 118,048.15	$ 62,040.27
April	$ 39,103.90	$ 57,531.95	$ 58,685.87	$ (3,203.30)	$ 85,758.60	$ 57,145.90
May	$ 72,090.21	$ 90,190.58	$ 74,186.12	$ 72,001.05	$ 81,600.42	$ 65,169.58
June	$ 147,049.71	$ 129,868.97	$ 126,954.11	$ 182,618.18	$ 115,697.00	$ 125,615.91
July	$ 122,604.78	$ 127,221.40	$ 143,183.15	$ 140,483.53	$ 116,665.83	
August	$ 93,135.15	$ 105,255.57	$ 101,742.67	$ 116,670.27	$ 98,481.52	
September	$ 59,402.29	$ 76,962.38	$ 76,832.70	$ 40,386.35	$ 52,928.05	
October	$ 3,186.03	$ 2,618.29	$ 3,241.73	$ 279.32	$ 368.43	
November	$ 729.11	$ 1,228.52	$ 19.24	$ 125.40	$ 4,826.16	
December	$ 17,367.94	$ 18,970.10	$ 18,809.54	$ 26,848.10	$ 36,180.30	
	$ 676,539.42	**$ 782,733.72**	**$ 772,834.49**	**$ 753,325.72**	**$ 865,517.25**	**$ 464,830.41**
Total To Date	**$ 380,114.12**	**$ 450,477.46**	**$ 429,005.46**	**$ 428,532.75**	**$ 556,066.96**	**$ 464,830.41**

East Portal Campground

	2017	2018	2019	2020	2021	2022
January	$ 24,704.55	$ 29,120.50	$ 37,834.80	$ 44,241.05	$ 54,076.00	$ 51,568.50
February	$ 19,686.95	$ 31,698.00	$ 30,001.70	$ 31,005.20	$ 56,717.30	$ 37,848.70
March	$ 20,867.35	$ 29,059.00	$ 31,749.00	$ 21,793.45	$ 45,390.85	$ 41,430.80
April	$ 30,757.10	$ 30,021.25	$ 32,925.30	$ 1,186.60	$ 37,108.60	$ 39,173.85
May	$ 28,248.94	$ 49,573.43	$ 35,510.75	$ 17,728.17	$ 36,203.67	$ 37,603.85
June	$ 58,212.59	$ 49,674.87	$ 47,167.62	$ 61,712.07	$ 42,533.87	$ 42,410.45
July	$ 43,318.57	$ 48,527.22	$ 49,447.56	$ 73,695.31	$ 40,195.81	
August	$ 36,251.46	$ 39,837.27	$ 42,122.84	$ 46,661.76	$ 38,490.45	
September	$ 40,636.62	$ 29,852.92	$ 29,266.24	$ 47,512.40	$ 17,559.78	
October	$ 416.94	$ 30.38	$ 125.90	$ -	$ (122.40)	
November	$ 1,171.35	$ 1,645.00	$ 373.36	$ -	$ 1,288.15	
December	$ 5,357.50	$ 7,833.30	$ 10,645.73	$ 13,836.15	$ 12,297.35	
	$ 309,629.92	**$ 346,873.14**	**$ 347,170.80**	**$ 359,372.16**	**$ 381,739.43**	**$ 250,036.15**
Total To Date	**$ 182,477.48**	**$ 219,147.05**	**$ 215,189.17**	**$ 177,666.54**	**$ 272,030.29**	**$ 250,036.15**

	2017	2018	2019	2020	2021	2022
Totals To Date	$ 562,591.60	$ 669,624.51	$ 644,194.63	$ 606,199.29	$ 828,097.25	$ 714,866.56
Annual Total	$ 986,169.34	$ 1,129,606.86	$ 1,120,005.29	$ 1,112,697.88	$ 1,247,256.68	$ 714,866.56
Annual Budget	$ 862,305.00	$ 941,869.00	$ 967,500.00	$ 1,074,000.00	$ 1,128,920.00	$ 1,222,260.00
over/under	$ 123,864.34	$ 187,737.86	$ 152,505.29	$ 38,697.88	$ 118,336.68	$ (507,393.44)

July 20, 2022

Agenda Item: 2.B.7

Agenda Title: Staff Reports – Human Resources

Submitted by: Robin Fallon, Human Resource Manager

July 2022

HR Goals/Projects

Employee Engagement

- Marina staff had a 4th of July BBQ.

Safety

- There was no May Safety Meeting. Instead of a June meeting, safety members have paired off and will complete a safety walk with their partner at each other's facility.

Other Projects for 2022

- Create development/training activities for Assistant Managers and Coordinators to help them continue their professional development. *Update: Working on meeting content. If staff is too busy to leave their locations during the summer season, we will start meetings in August or September.*
- 2022 Employee Wage Survey scheduled for July/August 2022.
- 2022 Employee Handbook revision scheduled for September 2022.

Workers Compensation

June no reported injuries: 3 additional claims pending- Aquatics and Campgrounds.

Staffing/Turnover Summary

Full-time turnover is still at 0% (zero) for 2022 and that is 8.22% lower than in 2021. Total year to date turnover for 2022 is at 14.29% compared to 23.62% for 2021, which is a 9.33% decrease.

Part-time year to date turnover for 2022 is at 21.43% compared to 40.79% for 2021. This is a 19.36% decrease. Year to date Seasonal off-cycle turnover is at 14.04% compared to 3.23% for 2021. This is a 10.81% increase. We had a seasonal campground employee retire mid-season, a workcamper couple that had to leave unexpectedly due to an injury while off-duty, and a golf maintenance employee that stopped showing up for work.

Turnover Statistics

Jun-22	Active Employees	Terms	New Hires	Monthly Turnover	Q2 Turnover	YTD Turnover
FT	28	0	0	0	0.00%	0.00%
PT	57	3	10	5.00%	17.34%	21.43%
Seasonal Off-cycle	72	4	9	5.26%	7.50%	14.04%
Total	157	7	19	4.27%	10.07%	14.29%
Seasonal End Terms 0						
Seasonal Rehire rate June 33.33 % Season to date 66.67 %						

Recruitment

Part-time Lifeguards – no lifeguard classes scheduled at this time; 2 hired
Cubz Den – 1 hired
Recreation – Hired 2 Youth Instructors, 2 Youth Rec Attendants, 1 Group Fitness Instructor, 1 Youth Sports Official, and 1 Personal Trainer
Seasonal positions – Hired 5 staff for Marina, 2 staff for Golf Operations and 2 staff for Golf Maintenance and Custodial; 3 were returning staff and 6 were new hires

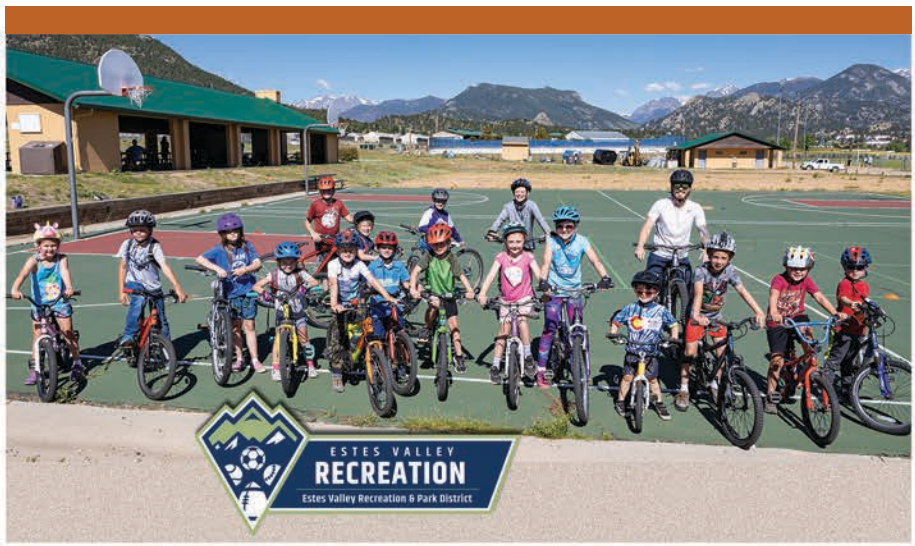
ESTES VALLEY
Recreation & Park District

Marketing and Communications Department Report - July 2022

Lisa Von Bargen
Marketing and Communications Manager

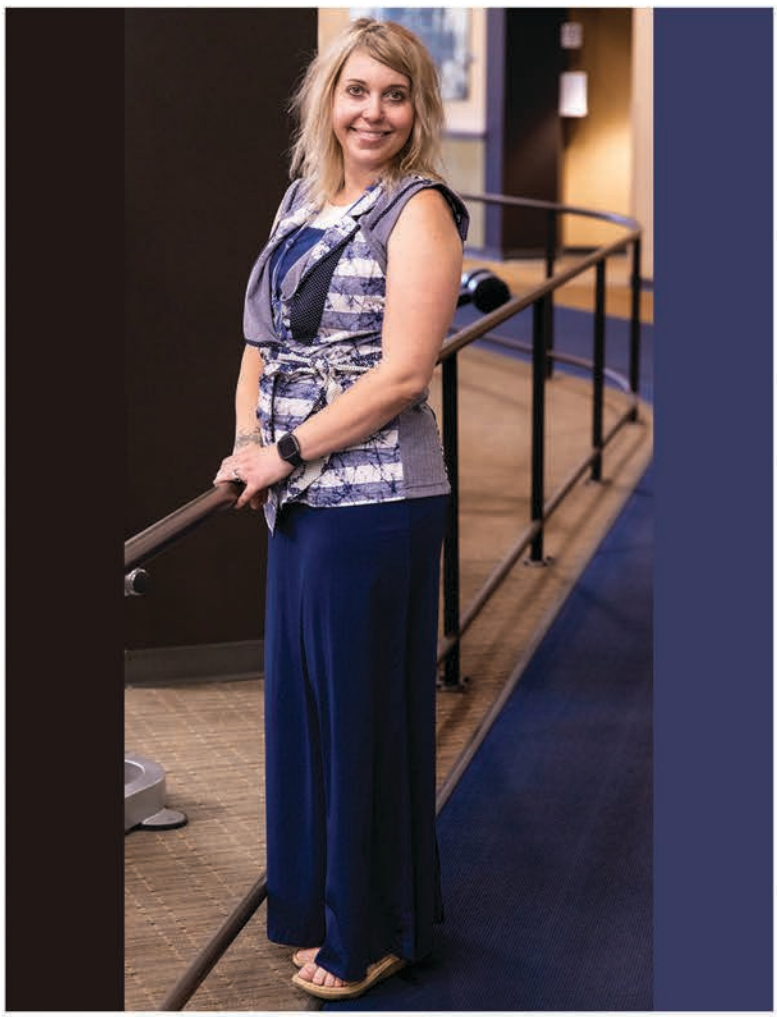
Photos around EVRPD:

While the weather is great and kids are outside, I've been taking photos what's happening around the District. It's one of the best things about my job!



MEMBER SPOTLIGHT

Deidra Hues is our member feature this month. She suffered a stroke last year and attributes her time at The Rec as an important component in her recovery. The post on Facebook currently has a reach of 1848, 483 engagements, 46 glowing comments and ranks 3.9 times higher than an average post on our page. You can read more about Deidra at evrpd.com on the Community Center page.



YELP, GOOGLE, APPLE

I have been working daily on the project of getting correct information out on the search engine websites. Google is up to date and we are working on account access issues. Yelp has an old EVCC entry with incorrect info that I send in a deletion request a few times a week, and edit requests to the current version. Apple is a whole other can of worms :-)

ESTES VALLEY
Recreation & Park District

Marketing and Communications Department Report - July 2022

Lisa Von Bargen
Marketing and Communications Manager

Webpage for the Estes Park Gun and Archery Club:

Jay Jacobsmeyer sent me a request to build a page on our website for the Gun and Archery Club that manages our Noel's Draw and Stanley Park shooting ranges. I have it up and running; but it also requires me to build pages for the ball fields, Homer Rouse and Lake Estes Trails as well as the Dog Park. I'll be shooting photos for those in the next few weeks.
Check out the Parks and Trails webpage!

ESTES VALLEY
Recreation & Park District

July 20, 2022

Agenda Item: 2.

Agenda Title: Financial Reports

2. .1 Period Income Statement

2. .2 Cash Flow

2. .3 Paid Bills

Attachments:

___ Resolution
___ Report
___ Contract
___ Letter
___ Minutes
___ Map
___ Other:

Estes Valley Recreation & Park District
Period Income Statement
Compared with Budget and Last Year
For the Six Months Ending June 30, 2022

	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	143,179	1,143,435	1,117,469	1,068,849	913,218	125.21	(230,217)
Operating Expenses	61,209	403,337	416,520	382,215	792,073	50.92	388,736
Non-Operating Exp	270	17,138	54,219	1,973	72,437	23.66	55,299
Total Expenses	61,479	420,475	470,739	384,188	864,510	48.64	444,035
Net Income	$ 81,700	$ 722,960	$ 646,730	684,661	48,708	1,484.27	(674,252)
COMMUNITY CENTER							
Total Revenues	290,026	1,915,924	1,710,637	1,700,007	3,474,922	55.14	1,558,998
Operating Expenses	134,313	806,447	824,381	709,916	1,598,665	50.45	792,218
Non-Operating Exp	2,477	471,691	528,285	672,665	2,090,957	22.56	1,619,266
Total Expenses	136,790	1,278,138	1,352,666	1,382,581	3,689,622	34.64	2,411,484
Net Income	$ 153,236	$ 637,786	$ 357,971	317,426	(214,700)	(297.06)	(852,486)
LAKE ESTES GOLF							
Total Revenues	77,332	126,129	122,623	123,613	439,000	28.73	312,871
Operating Expenses	45,779	184,826	180,958	162,497	387,290	47.72	202,464
Non-Operating Exp	76,254	76,254	96,841	0	101,682	74.99	25,428
Total Expenses	122,033	261,080	277,799	162,497	488,972	53.39	227,892
Net Income	($ 44,701)	($ 134,951)	($ 155,176)	(38,884)	(49,972)	270.05	84,979
ESTES PARK GOLF							
Total Revenues	270,096	564,606	544,124	573,191	1,735,368	32.54	1,170,762
Operating Expenses	125,415	524,885	512,373	462,226	1,039,193	50.51	514,308
Non-Operating Exp	0	135,526	117,668	40,246	303,048	44.72	167,522
Total Expenses	125,415	660,411	630,041	502,472	1,342,241	49.20	681,830
Net Income	$ 144,681	($ 95,805)	($ 85,917)	70,719	393,127	(24.37)	488,932

	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
MARINA							
Total Revenues	164,793	236,922	366,023	357,269	944,400	25.09	707,478
Operating Expenses	76,323	270,427	310,198	279,514	619,404	43.66	348,977
Non-Operating Exp	19,366	243,433	242,743	5,134	250,485	97.18	7,052
Total Expenses	95,689	513,860	552,941	284,648	869,889	59.07	356,029
Net Income	$ 69,104	($ 276,938)	($ 186,918)	72,621	74,511	(371.67)	351,449
PARKS/TRAILS							
Total Revenues	2,275	7,666	8,393	8,025	676,875	1.13	669,209
Operating Expenses	24,714	95,539	97,866	78,371	200,279	47.70	104,740
Non-Operating Exp	0	32,696	33,260	552,927	516,522	6.33	483,826
Total Expenses	24,714	128,235	131,126	631,298	716,801	17.89	588,566
Net Income	($ 22,439)	($ 120,569)	($ 122,733)	(623,273)	(39,926)	301.98	80,643
CAMPGROUNDS							
Total Revenues	157,599	713,738	873,988	793,880	1,496,260	47.70	782,522
Operating Expenses	72,283	310,502	300,448	262,814	684,061	45.39	373,559
Non-Operating Exp	25,398	465,949	435,564	109,988	535,129	87.07	69,180
Total Expenses	97,681	776,451	736,012	372,802	1,219,190	63.69	442,739
Net Income	$ 59,918	($ 62,713)	$ 137,976	421,078	277,070	(22.63)	339,783
DISTRICT TOTALS							
Total Revenues	1,105,300	4,708,420	4,743,257	4,624,834	9,680,043	48.64	4,971,623
Operating Expenses	540,036	2,595,963	2,642,744	2,337,553	5,320,965	48.79	2,725,002
Non-Operating Exp	123,765	1,442,687	1,508,580	1,382,933	3,870,260	37.28	2,427,573
Total Expenses	663,801	4,038,650	4,151,324	3,720,486	9,191,225	43.94	5,152,575
Net Income	441,499	669,770	591,933	904,348	488,818		(180,952)

ESTES VALLEY RECREATION AND PARK DISTRICT
JUNE CASH FLOW REPORT

		2021 June	2022 June
CASH RECEIPTS:			
	Administration	$ 95,771	$ 143,179
	Community Center	252,481	290,026
	Lake Estes 9-Hole Golf Course	74,024	77,332
	Estes Park 18-Hole Golf Course	266,671	270,096
	Marina	213,491	164,793
	Parks/Trails	2,705	2,275
	Campgrounds	141,818	157,599
TOTAL REVENUE		1,046,961	1,105,300
(Increase)/Decrease in Receivables/Inv		(10,031)	(44,156)
	Total Cash Receipts	$ 1,036,930	$ 1,061,144
CASH DISBURSEMENTS:			
	Administration	$ 60,599	$ 61,479
	Community Center	131,184	136,790
	Lake Estes 9-Hole Golf Course	38,636	122,033
	Estes Park 18-Hole Golf Course	107,888	125,415
	Marina	91,443	95,689
	Parks/Trails	20,549	24,714
	Campgrounds	110,446	97,681
TOTAL EXPENSES		560,745	663,801
(Increase)/Decrease in Payables		(23,821)	217,983
	Total Cash Disbursements	$ 536,924	$ 881,784
	NET CASH INFLOW (OUTFLOW)	**$ 500,006**	**$ 179,360**
CASH IN BANK:			
	AVAILABLE CASH:		
	Bank of Estes Park - Checking	$ 225,486	504,003
	Bank of Estes Park - Credit Cards	148,059	70,274
	Bank of Estes Park - A/P E-Pmts	1,000	10,743
	ColoTrust - General Fund	3,653,222	3,637,383
	Bank of Estes Park - DOW POS	11,018	15,604
	Bank of CO - Money Market	154,195	154,241
	Petty Cash	4,905	5,205
	Sub-Total - Available Cash	$ 4,197,886	$ 4,397,453
	OTHER CASH:		
	ColoTrust - Lottery Funds(CTF)	338,027	407,922
	ColoTrust - Comm Ctr Proj Acct	818,820	1,291,723
	CSafe - Tabor Reserve	99,369	102,226
	CSafe - Debt Service Fund	910,601	1,050,153
	Sub-Total - Other Cash	$ 2,166,817	$ 2,852,024
	TOTAL CASH IN BANKS	**$ 6,364,703**	**$ 7,249,477**

Estes Valley Recreation & Park District
Check Register
For the Period From Jun 1, 2022 to Jun 30, 2022

Check #	Date	Payee	Cash Account	Amount
150087	6/2/22	Air Systems Engineering, Inc.	1-0000-101-1001	598.28
150088	6/2/22	Amazon Capital Services	1-0000-101-1001	786.43
150089	6/2/22	American Dry Goods	1-0000-101-1001	693.01
150090	6/2/22	BSN Sports Inc.	1-0000-101-1001	2,326.63
150091	6/2/22	CO Spec Districts Prop & Liab Pool	1-0000-101-1001	90.00
150092	6/2/22	Coal Creek Excavation	1-0000-101-1001	91,544.50
150093	6/2/22	Swire Coca-Cola, USA	1-0000-101-1001	86.32
150094	6/2/22	CPS Distributors Inc	1-0000-101-1001	152.80
150095	6/2/22	DIRECTV	1-0000-101-1001	174.24
150096	6/2/22	Estes Park Lumber	1-0000-101-1001	717.28
150097	6/2/22	Estes Park Rent All	1-0000-101-1001	60.79
150098	6/2/22	Estes Valley Networks, Inc	1-0000-101-1001	50.00
150099	6/2/22	Robin Fallon	1-0000-101-1001	574.30
150100	6/2/22	Samantha Fitz	1-0000-101-1001	370.00
150101	6/2/22	High Country Beverage	1-0000-101-1001	313.45
150102	6/2/22	iii	1-0000-101-1001	136.00
150103	6/2/22	Kitchen & Company Excavators	1-0000-101-1001	206.10
150104	6/2/22	Magic Rose Commercial Cleaning LLC	1-0000-101-1001	4,275.00
150105	6/2/22	Masek Golf Car Company	1-0000-101-1001	5,050.50
150106	6/2/22	Mountain Wigglers	1-0000-101-1001	30.00
150107	6/2/22	Karen Nicholson	1-0000-101-1001	200.00
150108	6/2/22	Park Village Construction	1-0000-101-1001	4,843.22
150109	6/2/22	Ping	1-0000-101-1001	580.08
150110	6/2/22	Polar Gas	1-0000-101-1001	1,076.17
150111	6/2/22	Sam's Club Direct	1-0000-101-1001	606.13
150112	6/2/22	Greg Shipman	1-0000-101-1001	900.00
150113	6/2/22	Shreiner Enterprises, Inc.	1-0000-101-1001	1,572.48
150114	6/2/22	Siteone Landscape Supply, LLC	1-0000-101-1001	1,299.50
150115	6/2/22	Team Petroleum	1-0000-101-1001	2,391.15
150116	6/2/22	The Lifeguard Store, Inc.	1-0000-101-1001	118.50
150117	6/2/22	Jenett Tillotson	1-0000-101-1001	50.00
150118	6/2/22	Upper Venner Ranch Estates POA	1-0000-101-1001	45.00
150119	6/2/22	Winfield Solutions, LLC	1-0000-101-1001	4,052.14
150120	6/2/22	Park Supply Co	1-0000-101-1001	1,124.41
150121	6/2/22	Town of Estes Park	1-0000-101-1001	16,133.13
150122	6/2/22	All Copy Products Inc.	1-0000-101-1001	41.24
150123	6/2/22	Amazon Capital Services	1-0000-101-1001	636.12
150124	6/2/22	Club Prophet Systems	1-0000-101-1001	962.57
150125	6/2/22	Dynamic Brands	1-0000-101-1001	2,269.75
150126	6/2/22	Eagle Rock Colorado	1-0000-101-1001	156.05
150127	6/2/22	Steve Ertl	1-0000-101-1001	500.00
150128	6/2/22	Frito-Lay	1-0000-101-1001	572.92
150129	6/2/22	Grainger	1-0000-101-1001	1,448.50

Check #	Date	Payee	Cash Account	Amount
150130	6/2/22	Gulley Greenhouse and Nursery	1-0000-101-1001	471.90
150131	6/2/22	Hobert Office Services	1-0000-101-1001	250.00
150132	6/2/22	Loveland Steam Laundry	1-0000-101-1001	192.92
150133	6/2/22	Manny's Pro Service LLC	1-0000-101-1001	150.00
150134	6/2/22	Meeco Sullivan, LLC	1-0000-101-1001	107,767.20
150135	6/2/22	PRG Americas, LLC	1-0000-101-1001	1,263.94
150136	6/2/22	Richardson	1-0000-101-1001	688.92
150137	6/2/22	Skechers USA, Inc.	1-0000-101-1001	2,548.65
150138	6/2/22	Titleist	1-0000-101-1001	11,653.25
150139	6/2/22	Volvik	1-0000-101-1001	1,005.05
150140	6/2/22	Winfield Solutions, LLC	1-0000-101-1001	27,901.41
500898	6/8/22	Syndeo LLC aka Yiptel	1-0000-101-2002	777.25
500899	6/8/22	Syndeo LLC aka Yiptel	1-0000-101-2002	65.26
500900	6/8/22	Callaway Golf	1-0000-101-2002	1,070.76
500901	6/8/22	CenturyLink	1-0000-101-2002	204.24
500902	6/8/22	Connecting Point	1-0000-101-2002	474.90
500903	6/8/22	The Home Depot Pro	1-0000-101-2002	644.44
500904	6/8/22	LL Johnson Distributing Company	1-0000-101-2002	1,733.22
500905	6/8/22	Symmetry Energy Solutions, LLC	1-0000-101-2002	7,802.34
500906	6/8/22	Taylor Made Golf Co	1-0000-101-2002	222.74
500907	6/8/22	Western Paper Distributors Inc.	1-0000-101-2002	304.46
500908	6/8/22	Xcel Energy	1-0000-101-2002	93.83
150141	6/9/22	All Around Electric, LLC	1-0000-101-1001	2,100.00
150142	6/9/22	Matthew C Barnett	1-0000-101-1001	300.00
150143	6/9/22	BluGuard Security LLC	1-0000-101-1001	34.99
150144	6/9/22	CO Spec Districts Prop & Liab Pool	1-0000-101-1001	260.00
150145	6/9/22	Colorado Correctional Industries	1-0000-101-1001	29,224.50
150146	6/9/22	DIRECTV	1-0000-101-1001	112.38
150147	6/9/22	Eagle Rock Colorado	1-0000-101-1001	21.55
150148	6/9/22	Enviropest	1-0000-101-1001	105.00
150149	6/9/22	Patricia Gaultier Owen	1-0000-101-1001	70.00
150150	6/9/22	Ice Of Estes Park	1-0000-101-1001	160.00
150151	6/9/22	Phillip Jarzen	1-0000-101-1001	38.75
150152	6/9/22	Mike Mallard	1-0000-101-1001	52.65
150153	6/9/22	Mountain Wigglers	1-0000-101-1001	75.00
150154	6/9/22	NAPA	1-0000-101-1001	53.81
150155	6/9/22	Lois Pepino	1-0000-101-1001	370.00
150156	6/9/22	Polar Gas	1-0000-101-1001	334.78
150157	6/9/22	Prairie Mountain Media	1-0000-101-1001	750.00
150158	6/9/22	Shreiner Enterprises, Inc.	1-0000-101-1001	2,096.64
150159	6/9/22	TDS	1-0000-101-1001	113.70
150160	6/9/22	Trail Ridge Printing Co, LLC	1-0000-101-1001	276.99
150161	6/9/22	Un!nk Printworks	1-0000-101-1001	225.00
150162	6/9/22	USA Bluebook	1-0000-101-1001	939.23
150163	6/9/22	Yamaha Motor Finance Corp., USA	1-0000-101-1001	2,231.36
150164	6/9/22	Zachary Zeschin	1-0000-101-1001	31.50

Check #	Date	Payee	Cash Account	Amount
500909	6/15/22	Callaway Golf	1-0000-101-2002	6,565.23
500910	6/15/22	Connecting Point	1-0000-101-2002	3,701.63
500911	6/15/22	The Home Depot Pro	1-0000-101-2002	160.06
500912	6/15/22	LL Johnson Distributing Company	1-0000-101-2002	365.74
500913	6/15/22	US Bancorp Government Leasing and Fin	1-0000-101-2002	16,900.35
500914	6/15/22	Xcel Energy	1-0000-101-2002	541.03
500915	6/15/22	Xcel Energy	1-0000-101-2002	123.60
150165	6/16/22	Ace Hardware	1-0000-101-1001	732.41
150166	6/16/22	M.D. Adams	1-0000-101-1001	720.00
150167	6/16/22	Air-O-Pure	1-0000-101-1001	528.00
150168	6/16/22	Airbits	1-0000-101-1001	45.00
150169	6/16/22	Amazon Capital Services	1-0000-101-1001	948.41
150170	6/16/22	Matthew C Barnett	1-0000-101-1001	300.00
150171	6/16/22	Breakthru Beverage	1-0000-101-1001	2,034.93
150172	6/16/22	Clean Solution	1-0000-101-1001	750.00
150173	6/16/22	Cleveland Golf/SRIXON	1-0000-101-1001	427.35
150174	6/16/22	Cobra Golf Inc	1-0000-101-1001	214.73
150175	6/16/22	Swire Coca-Cola, USA	1-0000-101-1001	801.76
150176	6/16/22	Colorado Correctional Industries	1-0000-101-1001	13,032.50
150177	6/16/22	Curtis-Straub Plumbing & Heating LLC	1-0000-101-1001	130.00
150178	6/16/22	Enviropest	1-0000-101-1001	105.00
150179	6/16/22	Estes Park News	1-0000-101-1001	594.40
150180	6/16/22	Estes Park Rent All	1-0000-101-1001	349.99
150181	6/16/22	Garretson's Sport Center	1-0000-101-1001	414.63
150182	6/16/22	Grainger	1-0000-101-1001	845.51
150183	6/16/22	High Country Beverage	1-0000-101-1001	5,501.60
150184	6/16/22	Ice Of Estes Park	1-0000-101-1001	336.00
150185	6/16/22	K & K Supply	1-0000-101-1001	147.54
150186	6/16/22	Kris Kelly	1-0000-101-1001	100.00
150187	6/16/22	Larry Rodgers Design Group Inc	1-0000-101-1001	7,622.00
150188	6/16/22	Lyons Portable Welding LLC	1-0000-101-1001	5,325.00
150189	6/16/22	DFA Dairy Brands	1-0000-101-1001	53.90
150190	6/16/22	Mountain Wigglers	1-0000-101-1001	90.00
150191	6/16/22	Odell Brewing Co.	1-0000-101-1001	680.90
150192	6/16/22	PGA of America	1-0000-101-1001	495.00
150193	6/16/22	Polar Gas	1-0000-101-1001	571.55
150194	6/16/22	Protect Youth Sports	1-0000-101-1001	442.10
150195	6/16/22	Republic National Distributing Co.	1-0000-101-1001	2,515.55
150196	6/16/22	Richardson	1-0000-101-1001	187.28
150197	6/16/22	Rock Creek Bait & Tackle	1-0000-101-1001	253.00
150198	6/16/22	Rocky Mountain Dumpsters	1-0000-101-1001	2,245.00
150199	6/16/22	RubinBrown LLC	1-0000-101-1001	4,154.91
150200	6/16/22	Shreiner Enterprises, Inc.	1-0000-101-1001	1,048.32
150201	6/16/22	Summit Golf Brands	1-0000-101-1001	1,831.33
150202	6/16/22	The Aqueous Solution, Inc.	1-0000-101-1001	821.01
150203	6/16/22	Titleist	1-0000-101-1001	6,196.50

Check #	Date	Payee	Cash Account	Amount
150204	6/16/22	Keith Williams	1-0000-101-1001	96.06
500916	6/22/22	Callaway Golf	1-0000-101-2002	596.60
500917	6/22/22	CenturyLink	1-0000-101-2002	460.50
500918	6/22/22	Eldorado Artesian Springs	1-0000-101-2002	13.50
500919	6/22/22	The Home Depot Pro	1-0000-101-2002	238.96
500920	6/22/22	LL Johnson Distributing Company	1-0000-101-2002	1,576.83
500921	6/22/22	PRESTOX	1-0000-101-2002	59.00
500922	6/22/22	Waste Management-Estes Park	1-0000-101-2002	602.74
500923	6/22/22	Xcel Energy	1-0000-101-2002	495.69
150205	6/23/22	Amazon Capital Services	1-0000-101-1001	2,977.80
150206	6/23/22	BSN Sports Inc.	1-0000-101-1001	367.38
150207	6/23/22	Cart Golf GPS	1-0000-101-1001	625.25
150208	6/23/22	Colorado Materials, Inc	1-0000-101-1001	888.52
150209	6/23/22	Dimension Graphics LLC	1-0000-101-1001	68.00
150210	6/23/22	Eagle Rock Colorado	1-0000-101-1001	3,640.77
150211	6/23/22	Estes Park Plumbers	1-0000-101-1001	1,446.00
150212	6/23/22	Estes True Value/Radioshack	1-0000-101-1001	39.56
150213	6/23/22	Robin Fallon	1-0000-101-1001	62.98
150214	6/23/22	Grainger	1-0000-101-1001	70.60
150215	6/23/22	Ice Of Estes Park	1-0000-101-1001	352.00
150216	6/23/22	In The Swim	1-0000-101-1001	185.70
150217	6/23/22	Loveland Steam Laundry	1-0000-101-1001	193.72
150218	6/23/22	Masek Golf Car Company	1-0000-101-1001	25,067.86
150219	6/23/22	DFA Dairy Brands	1-0000-101-1001	97.99
150220	6/23/22	Mile High Golf Carts, LLC	1-0000-101-1001	179.95
150221	6/23/22	Ping	1-0000-101-1001	374.30
150222	6/23/22	Quality of Colorado	1-0000-101-1001	223.15
150223	6/23/22	QuickScores LLC	1-0000-101-1001	98.00
150224	6/23/22	Safeway Stores, Inc	1-0000-101-1001	236.42
150225	6/23/22	Shreiner Enterprises, Inc.	1-0000-101-1001	1,048.32
150226	6/23/22	Virginia Taulane	1-0000-101-1001	100.00
150227	6/23/22	Titleist	1-0000-101-1001	2,666.79
150228	6/23/22	TORO NSN	1-0000-101-1001	229.00
150229	6/23/22	Trailblazer Broadband	1-0000-101-1001	1,665.71
150230	6/23/22	Upstream Enterprises, LLC	1-0000-101-1001	500.00
150231	6/23/22	Verizon Wireless	1-0000-101-1001	85.91
150232	6/23/22	Wilcor International Inc.	1-0000-101-1001	1,082.69
150233	6/23/22	Winfield Solutions, LLC	1-0000-101-1001	948.70
150234	6/23/22	Zbox Global, LLC	1-0000-101-1001	14.99
150235	6/23/22	Home Depot Credit Services	1-0000-101-1001	903.97
500924	6/26/22	Bank of Colorado - VISA	1-0000-101-2002	13,486.57
500925	6/28/22	Syndeo LLC aka Yiptel	1-0000-101-2002	174.24
500926	6/28/22	Callaway Golf	1-0000-101-2002	1,168.20
500927	6/28/22	Connecting Point	1-0000-101-2002	395.00
500928	6/28/22	Eldorado Artesian Springs	1-0000-101-2002	71.80
500929	6/28/22	Northend Self Storage	1-0000-101-2002	255.00

Check #	Date	Payee	Cash Account	Amount
500930	6/28/22	Pitney Bowes Postage By Phone	1-0000-101-2002	210.97
500931	6/28/22	PRESTOX	1-0000-101-2002	210.42
500932	6/28/22	PRESTOX	1-0000-101-2002	179.67
500933	6/28/22	Western Paper Distributors Inc.	1-0000-101-2002	2,231.80
500928V	6/28/22	Eldorado Artesian Springs	1-0000-101-2002	-71.80
500928-1	6/28/22	Eldorado Artesian Springs	1-0000-101-2002	19.20
500928-2	6/28/22	Eldorado Artesian Springs	1-0000-101-2002	52.60
150118V	6/30/22	Upper Venner Ranch Estates POA	1-0000-101-1001	-45.00
150236	6/30/22	Sandra K Loeffelholz	1-0000-101-1001	794.77
150237	6/30/22	Amazon Capital Services	1-0000-101-1001	804.88
150238	6/30/22	Matthew C Barnett	1-0000-101-1001	300.00
150239	6/30/22	CIT Group/Commericial Sales	1-0000-101-1001	2,760.35
150240	6/30/22	Big Rock Sports, LLC	1-0000-101-1001	4,272.02
150241	6/30/22	Cheley Colorado Camps	1-0000-101-1001	600.00
150242	6/30/22	Cleveland Golf/SRIXON	1-0000-101-1001	3,839.36
150243	6/30/22	CO Dept of Revenue	1-0000-101-1001	550.00
150244	6/30/22	Swire Coca-Cola, USA	1-0000-101-1001	108.92
150245	6/30/22	Cold Front Distribution	1-0000-101-1001	303.44
150246	6/30/22	Colorado Materials, Inc	1-0000-101-1001	136.60
150247	6/30/22	Crystal Landscape Supplies	1-0000-101-1001	610.00
150248	6/30/22	DIRECTV	1-0000-101-1001	160.98
150249	6/30/22	Estes Park Gun & Archery Club	1-0000-101-1001	8,000.00
150250	6/30/22	Estes Park Lumber	1-0000-101-1001	1,768.05
150251	6/30/22	Everest Mechanical Estes Park LLC	1-0000-101-1001	255.00
150252	6/30/22	Golf Safety	1-0000-101-1001	95.00
150253	6/30/22	High Country Beverage	1-0000-101-1001	201.85
150254	6/30/22	Ice Of Estes Park	1-0000-101-1001	400.00
150255	6/30/22	In The Swim	1-0000-101-1001	466.34
150256	6/30/22	John's Well Service	1-0000-101-1001	385.00
150257	6/30/22	Kitchen & Company Excavators	1-0000-101-1001	299.75
150258	6/30/22	Dina Kline	1-0000-101-1001	370.00
150259	6/30/22	Koala T Carpet Cleaning	1-0000-101-1001	3,724.00
150260	6/30/22	Loveland Steam Laundry	1-0000-101-1001	114.06
150261	6/30/22	Magic Rose Commercial Cleaning LLC	1-0000-101-1001	6,300.00
150262	6/30/22	DFA Dairy Brands	1-0000-101-1001	166.01
150263	6/30/22	Meeco Sullivan, LLC	1-0000-101-1001	1,405.00
150264	6/30/22	Karen Nicholson	1-0000-101-1001	1,000.00
150265	6/30/22	NLD Graphics & Printing	1-0000-101-1001	970.00
150266	6/30/22	Plantorium Greenhouse & Nursery	1-0000-101-1001	1,926.93
150267	6/30/22	Polar Gas	1-0000-101-1001	407.15
150268	6/30/22	Premier Draft Beer Services	1-0000-101-1001	50.00
150269	6/30/22	R&R Products, Inc	1-0000-101-1001	455.55
150270	6/30/22	Richardson	1-0000-101-1001	3,540.84
150271	6/30/22	Rock Creek Bait & Tackle	1-0000-101-1001	165.00
150272	6/30/22	Sam's Club Direct	1-0000-101-1001	1,080.05
150273	6/30/22	Shreiner Enterprises, Inc.	1-0000-101-1001	1,572.48

Check #	Date	Payee	Cash Account	Amount
150274	6/30/22	Team Petroleum	1-0000-101-1001	5,740.84
150275	6/30/22	Titleist	1-0000-101-1001	3,280.59
150276	6/30/22	Town of Estes Park	1-0000-101-1001	869.00
150277	6/30/22	Upper Venner Ranch Estates POA	1-0000-101-1001	45.00
150278	6/30/22	Lisa Von Bargen	1-0000-101-1001	269.62
150279	6/30/22	Winfield Solutions, LLC	1-0000-101-1001	565.00
150280	6/30/22	Park Supply Co	1-0000-101-1001	2,104.84
150281	6/30/22	Town of Estes Park	1-0000-101-1001	20,369.19
150282	6/30/22	Town of Estes Park	1-0000-101-1001	100.00
Total				**601,653.99**

Electronic/Other Transactions:	
Transfer to Csafe Debt Service Account	133,571.35
Transfer to Colotrust Investment Account	0.00
Transfer to A/P Electronic Pymt Account	74,401.33
Transfer to DOW Account	15,000.00
Payroll & Payroll Taxes	254,954.03
Consumer Use Tax Remittance	146.00
Sales Tax Remittance	3,098.79
Marketing Tax Remittance	1,433.00
Reconciling item-bank statement	
Voided Checks	116.80
Total Disbursements from Operating & Electronic Accounts	**1,084,375.29**
Transfer to Csafe Debt Service Account	(133,571.35)
Transfer to DOW Account	(15,000.00)
Transfer to Colotrust Investment Account	0.00
Transfer to A/P Electronic Pymt Account	(74,401.33)
Credit Card Fees withdrawn from CC account	5,064.12
Credit Card chargeback	300.00
Bond payment to Bank of Colorado wired directly from ColoTrust	
UMB Bond payments wired directly from CSafe	
DOW withdrawals for fishing licenses	7,649.18
Subtotal Disbursements	874,415.91
Amortization of prepaid expenses	13,407.11
Tax collection fees netted from receipt	5,074.30
Other changes in liabilities	(11,113.32)
Total Cash Disbursements per Cash Flow Report	**881,784.00**

July 20, 2022

Agenda Item:

Agenda Title: Regular (Action Agenda)

Submitted by: Tom Carosello, Executive Director

The Action Agenda for the July 20, 2022 Regular Board Meeting includes:

. **Citizen and Board Comments:**

5. **Administrative Reports:**
   A. Executive Director Report
   B. Finance Director Report

. **Old Business:**
   A. None

. **New Business:**
   A. EVRPD Capital Planning (Discussion/Action)

. **u Bu**
   A. Meetings to Schedule

Attachments:

____ Resolution	_____ Letter	_____ Other:
__x__ Report	_____ Minutes	
____ Contract	_____ Map	

Board Action Needed:
A Motion to (approve or modify) the Consent Agenda as presented.

ESTES VALLEY
Recreation & Park District

July 20, 2022
Agenda Item:

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.

ESTES VALLEY
Recreation & Park District

July 20, 2022

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
_X_ Report
___ Contract
___ Letter
___ Minutes
___ Map
___ Other:

Board Action Needed:
None

July 20, 2022

Agenda Item: 5A

Agenda Title: EXECUTIVE DIRECTOR'S REPORT

Submitted by: Tom Carosello, Executive Director

Operational Update – Recent developments include:

- There are currently no COVID-related operational restrictions in effect. However, the risk level for Larimer County is now at "high," so we will be monitoring the county health department's COVID dashboard daily and respond accordingly to any public health orders. EVRPD facilities continue to operate according to the following schedules and guidelines:
    a. Lake Estes Golf Course – Open seven days per week as weather permits.
    b. Estes Park Golf Course – Open seven days per week, weather permitting.
    c. Community Center – Open with capacity limits at 100 percent. Main facility hours are 6 a.m. – 8 p.m. weekdays and 9 a.m. – 6 p.m. Saturdays; hours are noon to 5 p.m. on Sundays. Pools close an hour earlier than the rest of the facility.
    d. Lake Estes Marina – Open Monday, Wednesday and Thursday from 8 a.m. – 7 p.m., open Tuesday 8 a.m. – 5 p.m. (bike and cart rentals only), open Friday – Sunday 8 a.m. – 8 p.m.
    e. Mary's Lake and East Portal campgrounds will remain open seven days per week through early September.

- Media/IT – Community Center staff will be evaluating a supplemental, emergency-response/management application in conjunction with joint emergency-action plan training with the school district over the next several weeks.
  All EVRPD facilities now have broadband capability, and the results continue to be positive for staff and patrons. Upgrades to the community center and marina POS systems continue to be well-received.

Estes Valley Trails Committee – The Trails Committee's continues to seek new candidates to fill vacant seats. The next meeting is scheduled for early October.

Capital Projects/Infrastructure – Renner Sports is working with subcontractors and the Town of Estes Park to complete engineered drawings, a drainage study and required permits for the tennis court project in Stanley Park. The schedule calls for concrete and new fencing to be installed late this summer (or early fall), with final surfacing to be completed next spring.

The Estes Park Cycling Coalition (primarily Todd Plummer) continues to solicit donations to the Estes Valley Recreation and Park Foundation for construction of the Devil's Gulch/Dry Gulch Trail. A recent estimate from the Town of Estes Park indicates preliminary utility work along the first portion of the trail extension will cost approximately $37,000, and the cycling coalition has requested financial participation on behalf of the town and EVRPD.

American Civil Constructors (ACC) has demobilized at the 18-hole golf course and will return this fall to complete the remainder of the irrigation system project. To date, change orders have been minor and necessary to ensure continued progress.

Coal Creek Excavating has completed the installation of new water and electric lines at Mary's Lake Campground. Some minor change orders were encountered, but overall the project went smoothly and did not exceed the level of funding appropriated.

Discussions continue to be held with town administration regarding the potential to partner on a GOCO grant to construct a new skate park and have centered on the potential for each entity to commit $100K toward the initiative.
Also, a new quarter-pipe ramp which was built by the high school CTE class has been installed at the existing skate park, EVRPD purchased approximately $2,300 in surfacing materials to complete the project, which entailed a high level of volunteer labor. The new feature is getting heavy use, especially during weekends.

Estes Valley Recreation and Park Foundation – The Foundation continues to seek candidates to fill two additional seats on the Board and will meet in mid-September.

Resource Management Plan/Bureau of Reclamation Updates –Staff recently received official approval for the installation of new kayak/canoe racks at the marina; marina management is currently compiling documents which will support a proposal to increase rental fees next year to keep pace with rising fuel and merchandise costs.

The Federal Highway Administration was on site (at all Bureau locations) in late May to conduct a roads/parking lots conditions survey. Staff will pursue any grant-funding opportunities aimed at maintenance which may arise from the study.

The updated version of the Resource Management Plan remains "in development," with no updates available regarding a timeline for completion.

Staffing –Staffing levels across most of the District remain at satisfactory levels, with the exceptions being in the golf/grounds maintenance and aquatics (lifeguards) departments.

Policy – Focus areas include updating community center emergency-action planning, "lowering the mod" for workers' compensation claims/incidents and updating FMLA policy.

*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.

July 20, 2022
Agenda Item:5.B

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

June 2022

Operating Revenues and Expenses

Below is a summary comparison of year-to-date revenues and operating expenses through June 2022 and 2021.

	2022 YTD 6/30/22	2021 YTD 6/30/21	% Change
Community/Rec Center Fees	539,138	362,537	48.7%
Golf Fees	690,735	696,802	-0.9%
Marina Fees	236,921	357,268	-33.7%
Campground Fees	713,738	793,880	-10.1%
Parks Fees	7,375	8,025	-8.1%
Total Fees	**2,187,908**	**2,218,513**	**-1.4%**
Operating Expenses	2,595,963	2,337,547	11.1%

Improvement Fund Balances

Below is a report of Improvement Fund Balances as of June 30, 2022.

Maintenance Fund	165,141.09
Trails Fund	841,975.77
Conservation Trust Fund (Lottery)	407,922.15
Golf Improvement Fund	346,440.91
Marina Improvement Fund	30,275.48
Campground Improvement Fund	194,283.09
Stanley Park Improvement Fund	3,965.86
Junior Golf Fund	57,363.04

ESTES VALLEY
Recreation & Park District

July 20, 2022

Agenda Item: 7.A

Agenda Title: Capital Planning (Discussion/Action)

Submitted by: Pamela Bross, Finance Director

Background Information: An integral part of the District budget process is updating the 5-year Capital Improvement Plan. Department Managers have submitted requests and cost estimates where applicable; and met with the Executive Director and Finance Director to discuss alternatives and timing. The attached report is a summary of this activity and will serve as a starting point for gathering Board and public input for District Capital Improvements over the next 5 years.

Attachments:

___ Resolution	___ Letter	___ Other:
_X_ Report	___ Minutes	
___ Contract	___ Map	

Staff Recommendation:

Board Action Needed:
Discussion and guidance to District Managers for priorities and next steps in the 5-year Capital Improvement Plan.

EVRPD 2023-27 Capital Improvement Plan DRAFT - For Discussion Purposes	2022 Budget	2023	2024	2025	2026	2027
All	**64,795**	**86,591**	**51,591**	**44,624**	**42,302**	
Maintenance Shop Updates	26,000	35,000				
Replace/Upgrade District Signs with New Logo(s)	30,000					
Shared Equip. Capital Leases: 2021 Water Truck (used); 2023 Tractor $90K, Ford F350 $60K	8,795	51,591	51,591	44,624	42,302	
Campgrounds East Portal		**55,000**	**35,000**	**550,000**		
Day Use Parking Area Development (Timing/Costs TBD)						
Office Replacement (Timing/Costs TBD)						
Trail Loop (Timing/Costs TBD)						
Water Line Improvements & Sewer Upgrades (Procure engineering drawings in 2023)(Timing/Costs TBD)		20,000		550,000		
Vault Toilet on West Loop (only if BOR Cost Share)			35,000			
Vault Toilet in Day Use Area (only if BOR Cost Share)		35,000				
Campgrounds Mary's Lake	**518,027**	**82,266**	**80,766**	**220,192**	**432,000**	
4 Bay Equipment Storage Garage (Timing/Costs TBD)				90,000		
Connect to City Water					432,000	
Cornhole Play Area: pergolas, adirondack chairs, and artificial turf (Timing/Costs TBD)				50,000		
Electric Infrastructure Improvements (Timing/Costs TBD)	400,000					
ML Day Use: Asphalt Parking Area				75,000		
ML West Side Day-Use Area Development (Timing/Costs TBD)			25,000			
New Stairs & Railing	18,500					
Peripheral and Connector Trail Development (Timing/Costs TBD)						
Repair Day Use Parking Area	15,000					
Site Shade Shelters	37,500	33,500				
Utility Vehicles (golf carts)	23,000	28,000				
Vehicle and Equipment Capital Leases - 2021 skidsteer	24,027	20,766	20,766	5,192		
CXT Single Room Vault Toilet -North (only if BOR Cost Share)			35,000			
Community Center	**53,000**	**97,500**	**95,000**			
Bleachers in Lap Pool (Timing/Costs TBD)						
Cameras	15,000		15,000			
Diving Board (Timing/Costs TBD)						
Gate/Fence outside Lap Pool (West) (Timing/Costs TBD)						
Landscaping	20,000					
Lap Pool Boiler Replacement			80,000			
Lap Pool Decking (1A)		57,500				
New Flooring in ABC Meeting Rooms (Timing/Costs TBD)						
New Server (1A)		27,500				
Paint Walls in Lap Pool (1A)		12,500				
Sidewalk Sealing (Timing/Costs TBD)						
Roof Guards (1A)	18,000					
Golf 18H	**260,701**	**294,967**	**221,967**	**293,918**	**161,235**	**161,235**
Aerifier				26,000		
Hangar Bathrooms		30,000				
Hangar Restaurant Equipment Upgrade and Replacement						
Irrigation System Replacement	85,000	161,235	161,235	161,235	161,235	161,235
New Furnace		7,000				
New Restaurant Indoor Furniture				25,000		
Outdoor Furniture on Patio			24,000			

Pro Shop Facelift - Counter tops & Front desk	20,000					
Pro Shop Facelift - Floor	25,000					
Replace Driving Range fence				17,500		
Replace Fence Behind 10th Green (Timing/Costs TBD)						
Rough Mower	80,000					
Royer Soil Grinder		35,000				
Turf Equip Leases - 2021 added rough & fairway mowers	50,701	36,732	36,732	9,183		
Utility Vehicles						
Women's Locker Room				15,000		
Events Pavilion/Tent (Timing/Costs TBD)				40,000		
Construct Fence Along 16th Fairway		25,000				
Golf 9H	**12,000**	**25,000**	**20,000**			
Outdoor Furniture (Timing/Costs TBD)			20,000			
Parking Lot repair	12,000					
Pro Shop - Front Desk		15,000				
Pro Shop - Lighting & Ceiling (Timing/Costs TBD)						
Pro Shop Carpet - Floor & Tile		10,000				
Pro Shop Snack Bar Area (Timing/Costs TBD)						
Marina	**235,000**	**83,000**	**56,500**	**62,000**		**27,000**
Dock Repair/Replace	180,000					
Kayak Racks		21,000	21,500			
Monument Sign (Timing/Cost TBD)						
Parking Lot repair		35,000	35,000	35,000		
Pontoon Boats	55,000	27,000		27,000		27,000
Replace Storage Area Fence (Timing/Cost TBD)						
Parks and Trails	**239,000**	**32,000**	**20,000**			
Bear Proof Trash Containers	9,000					
Cherokee Draw Pavilion Plaza and Playground (Timing/Costs TBD)						
Fall River Trail Connection (District Cost Share with Town/GOCO)	150,000					
Lake Estes Day-Use Restroom Impr/Repl (Timing/Costs TBD)						
Lake Estes Shoreline & Trail Repair/Stabilization	46,000					
Lake Estes Trail Fishing Pier Repair	14,000					
Paint Bluebird & Osprey Shelters		12,000				
Parking Lot Repairs/Maintenance	20,000	20,000	20,000			
Trails Master Plan Priority Projects (Timing/Costs TBD)						
Upgrade/Replace Picnic Shelters Wapiti, Cherokee (Timing/Costs TBD)						
Stanley Park	**275,000**	**100,000**	**25,000**			
Master Plan Implementation (Timing/Costs TBD)						
Monument Sign			25,000			
Skate Park Renovation (Master Plan Implementation)		100,000				
Upper Tennis Court Reconstruction	275,000					
Grand Total	**1,657,523**	**856,324**	**605,824**	**1,170,734**	**635,537**	**188,235**

EVRPD 2023 Capital Expenditure Budget by Funding Source

Location	Project Title	2023	Golf Impr	Marina Impr	CG Impr	SPIF	Maint	CTF/Lottery	2008 levy - Equip	2008 levy - Trails	CY Operating Income or Other Reserves	Grants and External Funding
All	Shared Equipment Leases	51,591							51,591			
All	Maintenance Shop Updates	35,000					35,000					
Campgrounds East P	Water/Sewer Upgrade Engineering Drawings	20,000			20,000							
Campgrounds East P	Vault Toilet in Day Use (only if BOR cost share)	35,000									17,500	17,500
Campgrounds Mary's Lk	Site Shade Shelters	33,500			33,500							
Campgrounds Mary's Lk	Equipment Lease (skidsteer 2021)	20,766									20,766	
Campgrounds Mary's Lk	Utility Vehicles (golf carts)	28,000									28,000	
Community Center	Lap Pool Decking	57,500										57,500
Community Center	Paint Walls in Lap Pool	12,500										12,500
Community Center	New Server	27,500										27,500
Golf 18H	Irrigation System Loan payment	161,235	100,000					20,000		41,235		
Golf 18H	Turf Equip Leases	36,732	36,732									
Golf 18H	Royer Soil Grinder	35,000	35,000									
Golf 18H	Hangar Bathrooms	30,000	30,000									
Golf 18H	Hangar Furnace	7,000									7,000	
Golf 18H	Construct Fence Along 16th Fairway	25,000	25,000									
Golf 9H	Pro Shop - Floor & Tile	10,000					10,000					
Golf 9H	Pro Shop - Front Desk	15,000	15,000									
Marina	Pontoon Boat	27,000									27,000	
Marina	Parking Lot Repair	35,000		35,000								
Marina	Kayak Racks	21,000		21,000								
Parks and Trails	Paint Bluebird & Osprey Shelters	12,000				12,000						
Parks and Trails	Parking Lot Repair	20,000								20,000		
Stanley Park	Skate Park Renovation	100,000								100,000		
	Totals	856,324	241,732	56,000	53,500	12,000	45,000	20,000	51,591	161,235	100,266	115,000
	Total Excluding Lease Payments	586,000										
	2023 estimated beginning balance		380,000	54,000	192,000	11,000	160,000	30,000		655,000		
	2023 additions		165,000	41,000	160,000	7,000	58,000	60,000	90,000	205,000		
	2023 estimated ending balance		303,268	39,000	298,500	6,000	173,000	70,000	38,409	698,765		
	Lease payments	270,324										

ESTES VALLEY
Recreation & Park District

July 20, 2022

Agenda Item: .A

Agenda Title: Meetings to Schedule

Submitted by: Tom Carosello, Executive Director

Upcoming Meetings:

- Next Regular Board Meeting:
  Tuesday, August 16, 2022 at 6:00pm – Estes Valley Community Center (Lower Level)
- Trails Committee Meeting:
  Tuesday, October 4, 2022 at 6:00pm – Estes Valley Community Center (Lower Level)