



## **BOARD OF DIRECTORS MEETING MINUTES**

**Tuesday, November 19, 2024, 5:30 pm**

**Meeting held at Grand Park Community Recreation Center and via Zoom**

### **I. CALL TO ORDER**

*President Tim Gagnon called the meeting to order at 5:31pm.*

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

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

**Staff present:** *Scott Ledin, Ann McConnell, Laura Pappal, Kristen Webb, Tony Allegretti, Avalon Mays, Samantha Pritchard, Jules Sheldon, Ellen Crosby, Kelton Schmitz, Tony McGinnis, Brenna Kirk, Jesse Dickinson, Craig Cahalane*

**Public present (signed-in):** *Thomas Elliott*

### **III. REVIEW AND APPROVAL OF MINUTES**

- a. *October 21, 2024 Regular Board Meeting Minutes: Tom Overton motioned to approve the minutes as presented; Rick Holden seconded; all in favor 4-0.*

### **IV. OPEN FORUM**

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

- V. GPCRC Expansion Project Update – PG Arnold:** *Thomas Elliott presented a project update which included project timelines and photos. Significant upcoming dates include the week of December 9<sup>th</sup> (punch list creation) and December 20<sup>th</sup> (final inspections and Certificate of Occupancy). HVAC, insulation, and drywall are complete. Painting is underway and flooring installation will begin tomorrow. Several beam pockets were not fully grouted during the original construction and structural engineer contractor JVA advised that these pockets need to be filled. The original builder, Big Valley Construction, has agreed to cover half the cost of filling the beam pockets. Scott Ledin thanked the on-site team, Noah and Ben, for their communication and flexibility during the project.*

### **VI. ACTION ITEMS**

- a. *Review and possible approval of 2025 Fee Structure changes at Pole Creek Golf Course: Jesse Dickinson reviewed the proposed 2025 Fee Structure at Pole Creek Golf Course. Elle Ennis motioned to approve the 2025 Pole Creek Golf Course Fee Structure; Rick Holden seconded; all in favor 4-0.*
- b. *Review and possible approval of the updated FVMRD Strategic Plan: The Strategic Plan includes the District's mission, vision, values, goals, and culture statement. Elle Ennis motioned to approve the updated FVMRD Strategic Plan; Tom Overton seconded; all in favor 4-0.*

### **VII. NEW BUSINESS**

- a. *2024 Draft Amended Budget: Ann McConnell presented the 2024 Draft Amended Budget. The Board will vote on the 2024 Amended Budget at the December Board meeting.*
- b. *Review Second Draft of the 2025 Budget: A detailed draft budget was included in the meeting materials. Ann McConnell reviewed the second draft of the 2025 budget. Revisions to the 2025 draft budget include updated 2024-year end projections, 2025 beginning balances, updated reserve funds balances, as well as slight revenue and expense adjustments.*

## VIII. DEPARTMENT REPORTS

- a. Financial Report – October 2024: Ann McConnell gave a verbal summary of the written financial report. District wide revenues in October were \$86,499 better than budget and are \$191,889 better than budget year to date. District wide costs of goods sold were \$36,109 over budget, and District wide expenses were \$11,048 under budget for the month. Year to date net income for the District is \$2,820,244 which is \$75,570 better than budget. The District is projected to end the year with a net income of \$1,293,116 before capital expenditures, which is \$52,131 better than budget.

Parks and Rec Combined October revenues were \$10,480 better than budget and are \$222,053 better than budget year to date. Costs of goods sold were \$2,052 over budget and expenses were \$3,450 under budget. Parks and Rec Combined is projected to end the year with a net income of \$698,437 before capital expenditures, which is \$158,120 better than budget.

Pole Creek Combined October revenues were \$38,295 better than budget. Costs of goods sold and expenses were \$16,082 over budget for the month but are \$37,932 under budget year to date. Pole Creek Combined is projected to end the year with a net income of \$557,729 before capital expenditures, which is \$51,930 short of budget.

The Foundry revenues in October were \$19,149 better than budget. The Foundry is projected to end the year with a net income of \$31,650, which is \$24,250 short of budget.

GPCRC Expansion Project revenues for October were \$448,570 and include interest income, capital improvement fees, and a DOLA reimbursement of \$435,938. Year to date expenditures are \$1,901,076 for architectural, engineering, permitting, and building costs.

District wide capital expenditures for October were \$2,548 and include lease payments. The District has spent \$1,021,720 on capital expenditures year to date and is projected to spend \$1,245,535 in 2024.
- b. Pole Creek Golf Club: Craig Cahalane, Jesse Dickinson, and Brenna Kirk gave a verbal update to the written report. Jesse has been working with Leigh Neeson to install a new webcam at the clubhouse. Craig and the Turf team may start clearing ice from the greens tomorrow due to weather. Brenna added that the Bistro Thanksgiving menu is posted, and a few holiday parties are scheduled for December. The Bistro will be open for the winter season Thursday through Saturday, 3-8pm. New supplies have been ordered for a kitchen refresh, and the bar top has been refinished and looks great – thanks Craig and team for your help with this!
- c. Grand Park Community Recreation Center: Avalon Mays gave a verbal update to the written report. Fundraising continues for the expansion project with over \$3000 in donations received this past month. Avalon thanked the staff that helped with the Holiday Craft Fair and moving the fitness equipment to the gymnasium after the craft fair. The Rec Center is hosting the Lions Club Festival of Trees on December 6<sup>th</sup>.
- d. Recreation Programming: Samantha Pritchard, Ellen Crosby, and Jules Sheldon gave a verbal update to the written report. The Holiday Craft Fair was a success with 40 happy vendors and great attendance. The vendor fee may be increased next year due to the current low vendor fee and vendor waitlist. Thanks to Stephanie Ferguson's parents for playing Santa and Mrs. Claus again this year. Youth bowling at the Foundry has started and is going well. Be on the lookout for Adult Nerf Wars and Adult Dodgeball in the next few months. The Aquatics team is gearing up for the next round of swim lessons and has received feedback from parents, swim instructors, and lifeguards regarding swim lesson updates. The Fitness Coordinator position will be filled in the next few weeks. The youth Climbing Team participated in their first climbing competition. The team traveled to Steamboat Springs for the competition and one member of our team placed. The Aerial and Gymnastics show will be held in December.

- e. Fraser Valley Sports Complex: *Kelton Schmitz gave a verbal update to the written report. Adult Mixer League ended yesterday and was a success with 8 teams, 130 participants, and 54 games played. Curling League has started with 20 teams participating. Youth hockey continues to grow, it's been a bit challenging to find ice time for everyone. Adult C and D League starts in early December. Youth basketball registration is open and starts in January.*
- f. Facilities Maintenance: *Scott Ledin gave a verbal update to the written report. The rooftop pool unit is down again, causing heat and humidity issues in the building. Fans have been placed in the pool area to mitigate the humidity until parts are received and repairs are made.*
- g. Foundry Cinema & Bowl: *No update to the written report.*
- h. District Administration: *Scott Ledin gave a verbal update to the written report. The Town of Winter Park Urban Renewal Authority committee will hold its first meeting in January.*

*Ann McConnell introduced Tony Allegretti who has been hired as the new Administration and Accounting Specialist – welcome Tony!*

*Congratulations to Scott on being awarded the CPRA Fellow Award which recognizes a statewide leader in the Parks & Recreation profession – what a great honor!*

## **IX. ADJOURNMENT**

*Tom Overton motioned to adjourn the meeting; Rick Holden seconded; all in favor 4-0. The meeting was adjourned at 6:48pm.*