

VAIL PARK AND RECREATION DISTRICT  
d/b/a VAIL RECREATION DISTRICT  
BOARD OF DIRECTORS

5:00 P.M.  
Thursday, January 12, 2017  
Town of Vail, Council Chambers  
AGENDA  
REGULAR MEETING

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1. Call to Order
2. Changes to Agenda;
3. Approval of Minutes;
  - a. December 8, 2016
4. Public Input (for matters not otherwise on Agenda/3 minute time limit/no disrupting, pursuant to § 18-9-108, C.R.S.);
5. New Business and Special Orders;
  - a. 2017 Meeting Dates
  - b. 2017 Meeting Notice Posting Locations
  - c. Ford Park Conditions of Use Policy
6. Unfinished Business;
7. Officers, Committees, Staff, and Professional Consultants;
  - a. Executive Director Input
  - b. Board Member Input
  - c. Site Visit to Vail Gymnastics Center
8. Adjournment

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agenda.doc*

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## RECORD OF PROCEEDINGS

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Minutes of the Regular Meeting  
Of the Board of Directors

Vail Park and Recreation District  
dba Vail Recreation District  
December 8, 2016

A Regular Meeting of the Board of Directors of the Vail Recreation District, Town of Vail, Eagle County, Colorado, was held on December 8, 2016 at 5:00 p.m. at the Vail Town Council Chambers, Town of Vail, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

1. MEMBERS PRESENT

- 1.1. Tom Saalfeld, Bill Suarez, Kevin Foley, Roland Kjesbo, Kim Newbury Rediker  
(arrived during the executive session)

2. MEMBERS ABSENT AND EXCUSED

- 2.1. None

3. STAFF PRESENT

- 3.1. Mike Ortiz, Jessie Klehfoth, Alice Plain

4. OTHERS PRESENT

- 4.1. None

5. CONSULTANTS PRESENT

- 5.1. Eric Weaver, Marchetti & Weaver, LLC

6. CALL TO ORDER

- 6.1. Director Saalfeld called the meeting to order at 5:05 p.m.

7. CHANGES TO AGENDA

- 7.1. None

8. APPROVAL OF MEETING MINUTES

- 8.1. By motion duly made and seconded it was unanimously RESOLVED to approve the minutes of the November 10, 2016 meeting.

9. PUBLIC INPUT FOR MATTERS NOT OTHERWISE ON AGENDA

- 9.1. None.

10. EXECUTIVE SESSION

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## RECORD OF PROCEEDINGS

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### Vail Recreation District November 10, 2016 Meeting Minutes

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- 10.1. By motion duly made and seconded it was RESOLVED to move into Executive Session for the purpose(s):
1. §24-6-402(4) (b), C.R.S., "Conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions" and §24-6-402(4) (e), C.R.S., "Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators."- Negotiations for proposed lease with Town of Vail for Vail Golf Club.
  2. §24-6-402(4) (b), C.R.S., "Conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions"- Related to potential claim.
  3. §24-6-402(4) (e), C.R.S., "Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators"- Related to the Nordic Center Lease.
- 10.2. By motion duly made and seconded it was RESOLVED to move out of Executive Session.
11. FULL TIME HOURLY EMPLOYEE BENEFITS TO BECOME EFFECTIVE JAN. 1, 2017
- 11.1. Mr. Weaver spoke about the restructured personnel policy and how under the new policy full-time, hourly employees have now become eligible for health insurance and full benefits. These employees will become eligible for the VRD 401a retirement plan, a social security replacement plan. These employees will also be eligible to participate in the 457(b) retirement plan.
  - 11.2. Upon a motion duly made and seconded it was RESOLVED, that the First Amendment to the 2016 Restatement of the Vail Recreation District Employees' Pension Plan, which permits participation in the plan by full-time hourly paid employees (in addition to the already eligible full-time salaried employees) effective January 1, 2017, and:  
FURTHER RESOLVED, to approve the ICMA-RC 457 Governmental Deferred Compensation Plan & Trust as the 457(b) plan and trust for Vail Recreation District and that the employees eligible to participate in the 457(b) plan, effective January 1, 2017, include all full-time salaried employees and full-time hourly paid employees as reflected on the District's records.
12. 2016 AUDIT ENGAGEMENT LETTER
- 12.1. Mr. Weaver explained that the VRD annual audit has been performed by an outside firm, McMahan and Associates, LLC, for a number of past years. The

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## RECORD OF PROCEEDINGS

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### Vail Recreation District November 10, 2016 Meeting Minutes

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District's accounting firm of Marchetti and Weaver is not able to do the annual VRD audit due to their active role in the District's accounting.

- 12.2. Upon a motion duly made and seconded, the Board unanimously RESOLVED to hire McMahan and Associates to conduct the 2016 District audit.

#### 13. UNFINISHED BUSINESS

- 13.1. Mr. Ortiz reminded the board that the golf club fees have already been approved and wanted to answer a previous Board question that last year 75 silver passes and 12 gold passes were sold. For 2017, there will be a \$25 difference for the silver pass and a \$100 difference for gold passes. After some discussion, some Board members were in favor of honoring last year's price for passholders who renew for 2017, and others believed the prices have been stagnant for too long and that this pricing model would cause challenged for the golf staff. It was ultimately decided to offer the one-time discount for returning pass holders. Mr. Ortiz thanked the board for their direction.
- 13.2. Mr. Ortiz asked if the Board would be interested in sponsoring the Battle Mountain Cross Country team to go to the regional championships. Mr. Ortiz recommended that \$1,000 would be appropriate. After some discussion and upon a motion duly made and seconded the Board unanimously RESOLVED to sponsor the BMHS Cross Country team's trip to Arizona for \$1,000 in recognition of their time and efforts with VRD programming.

#### 14. OCTOBER FINANCIALS

- 14.1. Mr. Weaver stated that the District financials are in good shape and there is nothing new to report. Any excess funds will be carried forward into 2017.
- 14.2. Director Saalfeld asked if there are any additional expenditures with the clubhouse that hadn't been forecasted.
- 14.3. Mr. Ortiz said not yet, the forecast is up-to-date with current expenses.
- 14.4. Director Saalfeld thanked Mr. Weaver for his work.

#### 15. EXECUTIVE DIRECTOR INPUT

- 15.1. Mr. Ortiz stated that the clubhouse has passed the health inspection and received a TCO. The only outstanding inspection is fire, which should be completed tomorrow.
- 15.2. Mr. Ortiz thanked Mr. Scott O'Connell and Greg Hall for all their work.

#### 16. BOARD MEMBER INPUT

- 16.1. Director Foley is looking forward to a great holiday season. He reminded the public about the Skate Club of Vail holiday show coming up at Dobson Ice Arena.

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## RECORD OF PROCEEDINGS

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### Vail Recreation District November 10, 2016 Meeting Minutes

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- 16.2. Director Suarez encouraged everyone to come ski at the Vail Nordic Center and check out the new beautiful clubhouse.
  - 16.3. Director Rediker was excited to see the tailgate fixed on the sports truck.
  - 16.4. Director Kjesbo stated that he walked through the clubhouse and wanted to thank Mr. Ortiz for putting his heart and soul into this project. He believes that the punch list will be completed in good time.
17. ADJOURNMENT
- 17.1. Upon a motion duly made and seconded it was unanimously RESOLVED to adjourn the Regular Meeting of the Vail Recreation District Board of Directors.

Respectfully Submitted,  
Jessie Klehfoth  
Secretary to the Meeting

## Vail Recreation District 2017 Proposed Meeting Schedule

Month	Meeting	Date
January	Regular Meeting	January 12, 2017
January	Regular Meeting	January 26, 2017
February	Regular Meeting	February 9, 2017
February	Regular Meeting	February 23, 2017
March	Regular Meeting	March 9, 2017
March	Regular Meeting	March 23, 2017
April	Regular Meeting	April 13, 2017
April	Regular Meeting	April 27, 2017
May	Regular Meeting	May 11, 2017
May	Regular Meeting	May 25, 2017
June	Regular Meeting	June 8, 2017
June	Regular Meeting	June 22, 2017
July	Regular Meeting	July 13, 2017
July	Regular Meeting	July 27, 2017
August	Regular Meeting	August 10, 2017
August	Regular Meeting	August 24, 2017
September	Regular Meeting	September 14, 2017
September	Regular Meeting	September 28, 2017
October	Regular Meeting	October 12, 2017
October	Regular Meeting	October 26, 2017
November	Regular Meeting	November 9, 2017
December	Regular Meeting	December 14, 2017

Jan-17						
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Feb-17						
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Mar-17						
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Apr-17						
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May-17						
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Oct-17						
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Nov-17						
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Dec-17						
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**DO NOT REMOVE  
TO REMAIN IN VIEW THROUGHOUT 2017**

NOTICE OF REGULAR MEETINGS  
VAIL PARK AND RECREATION DISTRICT

PUBLIC NOTICE is hereby given that regular meetings of the Board of Directors of Vail Park and Recreation District d/b/a Vail Recreation District, Eagle County, Colorado, will be held at the Vail Town Council Chambers 75 S. Frontage Road West, Vail, Colorado on the second and fourth Thursdays of each month at 5:00 p.m.; at which meeting the Board will take up regular business of the District and any other matters as may come before the Board. Anyone wishing items to be put on the agenda should contact Mike Ortiz at 479-2461. This meeting is open to the public.

By   /s/    
Bill Suarez, Secretary

I hereby certify that a copy of the foregoing Notice of Regular Meetings was, by me personally, posted in three locations within the District's boundaries. (Town of Vail Municipal Building, Vail Golf Course, Vail Recreation District Administration Office.)

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I hereby certify that a copy of the foregoing Notice of Regular Meetings and Special Meeting/Work Sessions was, by me personally, forwarded to the Eagle County Clerk and Recorder's Office, P.O. Box 537, Eagle, Colorado 81631.

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**To:** Vail Recreation District Board of Directors

**From:** Vail Recreation District Staff

**Subject:        APPROVAL OF CONDITIONS OF USE POLICY FOR NON-ATHLETIC  
EVENTS AT FORD PARK SPORTS FACILITIES**

**RECOMMENDATION:**

It is recommended that the Board of Directors review, provide input and approve a **CONDITIONS OF USE POLICY** for field rentals by non-athletic events at Ford Park. This Policy should:

- Authorize the Executive Director and Director of Sports to implement a Conditions of Use Policy when considering field rentals by all non-athletic events;
- Authorize the Directors of Sports and Field Maintenance to adapt said policy with regard to mitigating circumstances during the course of an event (i.e. weather conditions);
- Provide for public hearing(s) during regularly scheduled VRD board meetings prior to issuing a Facility Use Agreement should a proposed event require environmental analysis, neighborhood management plan, displacement of recreation users, paid parking at Ford Park or any other circumstances not covered in the Conditions of Use Policy Statements, to be determined by the VRD Board of Directors;
- Require all event promoters to pay for all costs of any studies or reports by staff or consultants associated with the feasibility of their proposed non-athletic events;
- Provide that all fees and costs associated with a proposed Facility Use Agreement for a non-athletic event will be determined by VRD staff and approved by the VRD Board of Directors depending on use and scope of event and facilities used;
- Provide the Vail Recreation District with the right to withhold approval of any event(s) which are not compatible with the core mission of the VRD and
- Provide the Vail Recreation District with the right to withhold approval of any event(s) which they determine have a negative impact on their program participants, neighborhood residents, other stakeholders in the park as well as the playability and quality of all Ford Park athletic facilities.



## **BACKGROUND AND PURPOSE:**

Vail Recreation District staff is frequently asked to determine the permissibility of uses for non-athletic events at Ford Park. Judgments about these questions can require further study, consultation and public input. In order to provide additional clarity to VRD staff and event promoters about starting points for discussion, a Conditions of Use Policy would be helpful.

One of the many factors affecting the quality of the facilities at Ford Park is how the facilities are used. Use, coupled with facility design and infrastructure, weather, frequency, seasonality, turf recuperation/maintenance and other factors can determine the quality of facilities, especially turf in a high-altitude environment.

The Ford Park athletic facilities host a number of national and world-class sporting events that return to Vail each year. These sporting events require that the facilities be maintained at the highest standards. Careful and considerate planning is required in order to provide quality facilities that are safe and provide memorable experiences to the public.

The athletic facilities at Ford Park are used daily from May through the middle of October and provide a significant economic impact to the Vail economy. During the summer and fall months there are only a handful of days where the park isn't programmed. Should the quality and experience of the facilities be compromised, the return of these outstanding events would be jeopardized.

## VAIL RECREATION DISTRICT DIRECTOR REPORTS

January 12, 2017

### GOLF

- Staff is heading to the annual PGA Merchandise Show on January 23. Alice will meet with the PGA LEAD Group again during the show. As a group, we will be visiting the Golf Channel studios on Wednesday afternoon. The Golf Channel is based in Orlando and was started in Orlando with the help of Arnold Palmer. We have appointments with Puma, Adidas, Travis Matthews, Full Turn and Golf Now.
- The Vail Golf Club will be hosting the USGA Women's Mid Am qualifier in late August. We have not hosted a USGA type event in a long time at Vail. We are excited they contacted us and we are thrilled to host this event.
- We have been working on landing five, six-month PGA PGM Interns for this summer. Four of them are from Campbell University and one from Oklahoma University.
- Staff continues to plan for our spring women's golf yoga weekend. Kathleen Heiney is the LPGA and yoga instructor who Alice coordinated with to start this retreat in 2014. We took last year off because of construction and are happy to bring this great event back to the Vail Golf Club. We are coordinating lodging with the Antlers for 2017.
- Alice plans to attend the G4 Summit in February for the Colorado PGA. This will be a two-day event with speakers from all over the USA.
- The new clubhouse is spectacular! Alice is finally able to be in her office after being patient for the project to be complete. The clubhouse is an amazing new facility for our valley!

### GOLF MAINTENANCE

- Nordic season is going smoothly. Snowpack is in excellent shape with significant storms over the holiday period, and the one that gave us over a foot of snow on Jan. 5.
- Vail Mountain went from 30% of average snowpack on Dec. 1 to well above 100% as of today. The Colorado River basin was at 60% and is now at 130%. More snow is coming next week.
- A new John Deere 1585 snow blower unit was delivered mid-December and is in use at the Nordic Center and Tennis Center. In March it will be utilized to clear greens and next golf season we will utilize it for brushing paths, mowing native grass areas, and other functions.
- Golf Industry Show coming in early February.

### SPORTS REPORT

- Youth volleyball will restart on Mon, Jan. 9 and run through the end of January for youth in grades 3-6. Great turnout with 26 kids signed up.
- Winter adult volleyball league will start Jan. 11. We currently have four teams registered and expect six to nine total.
- Adult basketball starts this weekend with eight teams registered.
- Youth futsal started this week with grades 1-2 on Tuesdays and grades 3-5 on Wednesdays. Programs will run through the second week in February.
- Planning for High Country Hoops and Sports Spectacular.
- Open gyms continue with good attendance.

- Sports Department will time the Battle Mountain HS Nordic race on Jan. 28 and the VSSA Nordic Race on Feb. 4. Both events are at Maloit Park.
- Planning for Winter Race Series
  - Vail Mountain Winter Uphill | Feb. 19 | 7 a.m. | Lionshead
    - Formerly Ellen Miller's race, the event will continue to be a fundraiser for the American Trail Running Assoc. and the US Mountain Running Team and is held in memory of Lyndon Ellefsen, a long-time Vail local and the father of trail running in the Vail Valley.
  - VRD Winter Bike Race | March 4 | 4 p.m. | EagleVail Pavilion
    - First winter bike race produced by the VRD
  - 6<sup>th</sup> Annual Krueger Family Shamrock Shuffle Snowshoe Race | March 18 | 4 p.m. | Vail Nordic Center
  - Participants can register for individual events or all three. If they choose to race in all three, they will qualify for the "Vail Grail," a perpetual trophy that will live in the Nordic Center.
  - Registration is open now and marketing efforts will begin soon.
  - Please feel free to join us as a participant or a volunteer at any of these races!
- Beth will be traveling to Utah next week with her counterpart from the VVMC to meet with existing and potential partners at the Winter Outdoor Retailer tradeshow.

## **MARKETING**

- Press releases and emails were created for youth futsal, volleyball and basketball league, paper lantern workshop, Santa's Workshop, winter break camp and more.
- Summer advertising for 2017 is already in swing, with ads and dates for the trail running series going out in upcoming running guides.
- Jessie and Nell have created a new Nordic Center map and brochure, now available.
- Jessie and Nell are working on the VRD year in review and a new winter brochure to pass out to local concierge and guests.
- Jessie has created a new website for the Vail Golf & Nordic Clubhouse. It also includes Nordic and Grill on the Gore information and menu. Check it out at [vailclubhouse.com](http://vailclubhouse.com). Coming soon will be an interactive floorplan of the clubhouse with 360 degree photos and tours.
- A new wedding brochure is almost complete, designed to complement the other Town of Vail wedding venues.
- The VRD has been featured in the Vail Daily recently, including the round up on Christmas activities and the new Glow magazine. We also have daily calendar events running. Jessie continues to do weekly interviews live on KZYR radio during the morning show promoting all things VRD.
- Marketing helped out at the recent Santa's Workshop with Jessie taking the photos and Nell printing them. They had a great time hanging out with Santa and all the excited kids. Check out the photos on Facebook.
- Jessie is working with Suzanne Silverthorn and the Town of Vail to plan the clubhouse grand opening and ribbon cutting on January 12. She is also preparing for professional photos and videos to be taken of the clubhouse at the end of the month, to compliment all current and future marketing efforts. She also

has a photo shoot scheduled with Chef Sanchez for F&B images from the Grill on the Gore and headshots of the F&B staff.

## **PARKS**

- Crew is in winter mode, grooming and snow removal.

## **DOBSON**

- The Skating Club of Vail hosted its annual skating show Dec. 28 and 29. We have approximately 250-300 people attend each night. The SCV did a great job with the presentation of the show.
- Our VRD youth hockey kids got to skate at the Avalanche game on Dec. 27. We had 50+ kids skate. The tickets purchased by our group have a kick back of \$5 per ticket which goes back to the VRD. We do not have a final number on tickets sold yet. It's typically around 100.
- All skating programs started back up the week of Jan. 2. Hockey numbers are high again. LTS numbers are average. Adult hockey carries over from December and all ice slots are accounted for.
- Staff is working on summer programs and camps which are just about all accounted for. We have our annual three hockey camps, one each month with Bob Johnson being our main event.
- Some upcoming events with pending contracts include Burton US Open party in March, an April Hispanic dance, Project Funway April 8, and Mountain Melee Roller Derby at the end of April.

## **COMMUNITY PROGRAMMING**

### Community Programming

- Imagination Station has been busy the entire month of December (five-eight families). It was particularly busy over the holidays (10-15 families). We had over 500 visits (children and parents) in the month; and that does not include folks that came in while we are at KidZone (M-F 2-5 p.m.). We were grateful to Coco that she could cover Imagination Station and Paint Your Own Pottery over the holidays.
- We continue Gentle Yoga, TRX and Aikido. We have a new yoga instructor, Phoebe, who took over Jill's classes on Thursdays. Since then, Anne, the Tuesday instructor offered her class to Phoebe and should want to take it on. All of our previous participants enjoy Phoebe and the new energy she brings to the classes.
- We had Santa's Workshop on Fri, Dec. 16. This was a perfect crowd of about 80 children and their parents. Thanks to Jessie, Nell and Beth for assisting Santa. As usual, Tom and Sandy showed up just after Santa and Mrs. Claus had left for the evening.
- The Dec. 20 Cocktails & Canvas was a large crowd of 50 participants with many additional family members in attendance as well. The Lantern Walk the next night was quite a success as well.
- We have the first of four in an AcroYoga series on Tue, Jan. 17.
- Birthdays were light over December, but we have three scheduled over the next two weekends.

### KidZone

- The program is running smoothly and gaining customers as children and families hear about the quality of the program.
- We hosted 10 days of School's Out Camp over the holidays. Tue, Dec. 20 was a late addition by request from a group of VMS and ECCA parents. The following nine days were part of the plan from the beginning. We were full all days with the exception of Mondays - Dec. 26 and Jan. 2. Children and parents were happy with our offerings. Sara, Jerrica and Chad worked some long days, but we were thankful for help from Amanda. Also thanks to Beth and Kip for helping to shuttle children so we could stay in ratio.
- We are providing enrichment to the PwrHrs program in partnership with Youth Power 365/Youth Foundation. Nordic began Tue, Jan. 2.

### Other

#### Marketing/Photos

- Santa's Workshop was all over Facebook.
- We took a number of photos with School's Out Camp, and those are posted to Facebook.
- We advertised for the yoga position in the Vail Daily. We got some interest from potential yoga students through this.