
RECORD OF PROCEEDINGS

Minutes of the Regular Meeting Of the Board of Directors

Vail Park and Recreation District dba Vail Recreation District June 26, 2014

A Regular Meeting of the Board of Directors of the Vail Recreation District, Town of Vail, Eagle County, Colorado, was held on June 26, 2014 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. Kim Newbury, Tom Saalfeld, Kevin Foley, Jeff Wiles, Billy Suarez
2. MEMBERS ABSENT AND EXCUSED
 - 2.1. None
3. STAFF PRESENT
 - 3.1. Mike Ortiz, Scott O'Connell
4. OTHERS PRESENT
 - 4.1. Steven Klehfoth and Andy Stewart
5. CONSULTANTS PRESENT
 - 5.1. Eric Weaver, Robertson & Marchetti, P.C.
 - 5.2. Dan Cudahy, McMahan and Associates, LLC
6. CALL TO ORDER
 - 6.1. Director Wiles called the meeting to order at 5 p.m.
7. APPROVAL OF MEETING MINUTES
 - 7.1. By motion duly made and seconded it was RESOLVED to approve the minutes of the June 12, 2014 regularly scheduled meeting.
8. PUBLIC INPUT OF ITEMS NOT ON THE AGENDA
 - 8.1. None
9. 2013 AUDIT REPORT PRESENTATION
 - 9.1. Mr. Dan Cudahy with McMahan and Associates, LLC reviewed the 2013 audit. He explained the district received a clean opinion on the District's 2013 audit. They reviewed internal controls as part of the audit. Everything was in good

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order. The financial position of the district is good with approximately \$3 million in available funding. Of that \$1.2 million is for the Vail Golf Clubhouse remodel and \$800,000 is assigned to capital projects. This leaves \$1 million in operating reserves. There was increase in net position of \$480,000, meaning the district is doing well financially.

9.1.1. Director Saalfeld asked how in depth the audit is. Mr. Cudahy explained they use a risk-based approach and look at which areas are in need of further examination and testing. The evaluation shows that the district is financially stable following this review.

9.1.2. Director Saalfeld asked Mr. Weaver the process for invoicing and reconciliation. Mr. Weaver explained April Heredia, Financial Manager for the District, collects processes the mail and invoicing/billing. Invoices go to the directors who code these and then April writes the checks which can be signed by Director Mike Ortiz and Marketing Director Jamie Gunion. Monthly reconciliation is done by Mrs. Heredia and reviewed by Mr. Weaver. Following this, Mr. Weaver prepares and reviews financial reports on a monthly basis and requests variance reports from the departments.

9.1.3. Mr. Weaver explained that in general the VRD is not building a reserve for capital projects, but addressing projects year-by-year. The VRD is not in the position to have money set aside to work on large projects.

9.2. By motion duly made and seconded it was RESOLVED to accept the 2013 Audit Report.

10. ADOPTION OF RESOLUTION FOR THE POLICY ON RESPONDING TO OPEN RECORDS REQUEST (CORA)

10.1. Mr. Ortiz explained that when the district receives an open records request, the district had not had a policy of how to address these requests. The policy names Mr. Ortiz as the custodian for open records requests. Requests must be made in writing to Mr. Ortiz and be very specific. If there are any questions to the request, the VRD will utilize their legal counsel for advice. Pursuant to CORA, the VRD has three days to respond to requests. If there is a large amount of information needed, the VRD can request an extension of up to seven days. If more time is needed, the VRD will confer with the requesting parties. The VRD typically does not charge for open records requests. However, if there are large requests, there is an option for Mr. Ortiz to charge for such for time collecting information.

10.2. Mr. Weaver explained this is a new mandate by the state and the policy will be placed on the website for requesting parties to follow as needed.

10.3. Director Foley questioned emails that can be turned over as part of the request. Mr. Ortiz explained that emails permanently deleted prior to a request are not required to be included. Once a request is made, emails after that requests not deleted or created are to be maintained and turned over.

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- 10.4. Director Newbury encouraged Mr. Ortiz to follow the policy and be fair when charging if it's necessary. It can take a lot of time to respond to such requests.
- 10.5. By motion duly made and seconded it was RESOLVED to adopt the Open Records Request (CORA) Policy.

11. MAY 2014 FINANCIAL REPORT

- 11.1. Mr. Eric Weaver reviewed the profit and loss portion of the financials through May. Overall, revenues are slightly favorable with most departments favorable.
 - 11.1.1. Through June 22, the Vail Golf Club pass sales were down 5 percent due to discounts, slower start to the season and construction taking place. Numbers are relatively consistent and being monitored.
 - 11.1.2. On the expense side, almost every department is favorable with savings in administration from legal fees, plus timing. A later start in golf also results in favorable variances for spending.
 - 11.1.3. Capital is on track.
 - 11.1.4. Director Suarez questioned rounds. Mr. Weaver explained it has varied through the summer, being down 1,300 rounds, then up and tracking, and then down. Once the peak season prices take place July 1, Mr. Weaver said it will be easier to compare.
 - 11.1.5. Director Saalfeld questioned if rounds do not pick up, is there a process to encourage play. Mr. Ortiz says there are options to create discounts and opportunities for increase play, as well as working with the business community and marketing.
 - 11.1.6. Mr. Ortiz also explained the 18th hole will open on July 1.

12. REVIEW OF DISC GOLF FINDINGS

- 12.1. Mr. Scott O'Connell explained he has contacted Town of Vail staff, a wetland consultant and disc golf course designer to discuss and review options to design of a disc golf course in the area known as Katsos Ranch, located near East Vail. Staff has begun pricing equipment needs that are necessary to create a course, such as tee boxes, holes and trails. He said it's early in the process, but progress is being made.
- 12.2. Director Foley asked what the town's recommendation was for creation of a disc golf course and parking requirements.
 - 12.2.1. Mr. O'Connell said there are four different use options, with a recommendation for "passive recreation." Much of this will depend on intersecting with wetlands in the area and how to avoid such areas. Mr. O'Connell explained town staff will provide an opinion on parking areas, such as the East Vail lot just off the interstate.
- 12.3. Mr. O'Connell also said following review, more information and budget creation, a presentation and discussion should occur with the Vail Town Council, the community and recreation subcommittee.

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- 12.4. Mr. Steven Klehfoth with Flying Eagle Disc Society spoke to the board. He explained the society has approximately 100 members in its club. The club would like to work with the VRD on creation of the course that is easily accessible to the public. He explained the sport attracts a large number of travelers and would bring disc golfers from not only across the county but from throughout Colorado.
- 12.5. Director Saalfeld questioned maintenance of the course.
- 12.5.1. Mr. Klehfoth explained the club acts as stewards for the Eagle County Fairgrounds Course including trimming, weeding, etc. They appreciate the natural aspect of Vail, so maintenance would be limited.
- 12.5.2. Mr. Andy Stewart, also a member of the Flying Eagle Disc Society who designed a course for the Katsos area, explained the course would be an ideal location as a mountain course.
- 12.5.3. Director Suarez questioned what would make the course world class?
- 12.5.3.1. Mr. Klehfoth, explained for amenities would be limited but could include signage, scorecards, potentially a restroom-type facility, large tee pads, erosion control, nice tees and baskets. Many are traditional things you see at a golf course.
- 12.5.4. Director Newbury expressed concerns about using what is considered a very native area. She asked for specifics for maintenance.
- 12.5.4.1. Mr. Klehfoth explained long grass makes it difficult to find discs. Ideally, you would need reasonable maintenance for disc golfers for all levels with minimal vegetation removed. There are options for walking to and from baskets to tee boxes such as trails that fit with the natural surroundings.
- 12.6. Mr. O'Connell explained that cost estimates for both permanent and removable structures/tee boxes/holes have been done. Pending further review, the VRD would most likely look at a hybrid of permanent and removable structures. However more information is required before costs are announced.
- 12.7. Director Wiles questioned liability.
- 12.7.1.1. Mr. Stewart explained their club has its members sign liability forms; however, Eagle County holds the liability coverage for the fairground's course.
- 12.7.1.2. Mr. Ortiz explained it will operate like an open park.
- 12.8. Director Foley explained it would be an inexpensive recreation option for the community and visiting guests. Input from the community will be an important part of the process as the VRD moves forward.
- 12.9. Director Wiles questioned the popularity of disc golf courses and if there is a statewide program.
- 12.9.1. Mr. Klehfoth said there is a Colorado Disc Golf Association; however most communities have their own clubs. Many clubs travel to courses throughout the state and nation and turn these trips in to vacations and "daycations."

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12.10. Mr. O'Connell said next step is to meet with the recreation subcommittee and move forward with further research, discussions with the town and appropriate consultants.

13. RECREATION SUBCOMITTEE UPDATE

13.1. Mr. Ortiz provided a recap from the most recent recreation subcommittee meeting.

13.1.1. Discussion about Booth Creek Park redesign included keeping the park as natural as feasible. Those at the meeting talked about acceptable amenities such as tennis courts, a refurbish playground and restrooms. Mr. Ortiz said Pickleball courts are not to be included and will be located at the Golden Peak. Improvements will be made to the Golden Peak tennis courts. Mr. Ortiz was directed by the subcommittee to take inventory of all the tennis courts available in town to research needs for hard-court tennis. There will be another neighborhood meeting to discuss the project and gather further public input.

13.1.2. Director Foley said they also discussed disc golf in the meeting. The VRD will bring information back to the subcommittee following public input and more research.

13.1.3. Mr. Ortiz said Greg Hall with the town of Vail is looking at improving signage for the Community Programming space.

13.1.4. Director Saalfeld commented that the VRD should not be responsible for maintenance of tennis courts at Booth Creek Park if it is not programming there.

14. EXECUTIVE DIRECTOR'S INPUT

14.1. Mr. Ortiz provided a brief recap from the Director's Report.

14.1.1. The 18th hole will open on July 1. A portion of the tee boxes have been releveled throughout the course. The golf bikes have arrived. The Golf and Yoga Retreat was a success with 18 participants.

14.1.2. The Kids Adventure Games is sold out on Friday and Saturday with 40 spaces for Sunday.

14.1.3. King of the Mountain Volleyball Tournament went well with coordination in both Vail and EagleVail. A special thanks to Sports Director Joel Rabinowitz for organizing parking in EagleVail and working with the tournament director.

14.1.4. Bike races are going well. The Vail HillClimb running race will take place July 5.

14.1.5. The Vail Girl's Soccer Academy took place this week, coached by local athletes. Lots of sports programs are underway.

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- 14.1.6. Jamie had a live radio interview with a large radio station in Houston and spoke about the Kids Adventure Games, golf bikes and other VRD programs. This was coordinated with the VLMDAC.
- 14.1.7. Julie Cotter, the new head coach at the Vail Gymnastics Center is now coaching and working in Vail. We're excited to have her.
- 14.1.8. Parks department are busy maintaining the Vail Athletic Field, EagleVail fields and other fields throughout Vail.
- 14.1.9. Imagination Station traffic is picking back up, as well as fitness classes. Community Programming is offering a Parkinson's Dance Class.
- 14.1.10. Adult leagues at Dobson Ice Arena are full. Dobson also is hosting a Hispanic Dance at Dobson on July 5.
- 14.1.11. Director Foley questioned Ford Park progress. Mr. Ortiz said the contractor is behind. Originally turf was to be installed July 1 and now it is estimating Aug. 1. Town and VRD staff have expressed concerns with turf being installed after Aug. 1 and the contractor is working on getting that timeline moved up.

15. BOARD MEMBER INPUT

- 15.1. Director Saalfeld said he used the new golf bike yesterday and reviewed the new hole 18. He said the hole looks challenging and fun. The bike was fun.
- 15.2. Director Suarez commented on the Ford Park parking lot is moving along. Director Suarez questioned who maintains restrooms as he has received comments that the restrooms are not being maintained properly during busy times.
- 15.3. Director Foley said the maintenance of the sand volleyball courts is great and he appreciates the care of the courts. He questioned 18th opening. Mr. Ortiz said a celebration will take place for the hole including recognition of Terry with golf maintenance.
- 15.4. Director Wiles questioned a fly over piece for the 18th. He said he received comments from guests of Vail Mountain and were appreciative of golf staff and the views. He also rode the golf bike for nine holes. He encouraged installing cup holders and GPS, but had a great time. Additionally, he commented on the Summer Solstice race and how professionally the race is operated. There were runners from all over the country and world. He encouraged board members come and help at upcoming races.

16. ADJOURNMENT

- 16.1. Upon a motion duly made and seconded it was unanimously RESOLVED to adjourn the Regular Meeting of the Vail Recreation District Board of Directors.

17. FACILITY SITE VISIT TO VAIL TENNIS CENTER

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17.1. The board visited the Vail Tennis Center to meet with staff and discuss concerns, opportunities and facility needs.

Respectfully Submitted,

Jamie Gunion
Secretary to the Meeting