



Regular Meeting Minutes
March 15, 2017

1. Call to Order

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, March 15, 2017 at the Carbon Valley Recreation Center Administrative Building. Vice President Crites called the meeting to order at 6:30 PM.

2. Pledge of Allegiance

The Pledge of Allegiance led by Vice President Crites.

3. Roll Call

Directors: Tracie Crites – Vice President
Cody Childers – Secretary
Todd Schoenleber – Treasurer
Sean Lacefield
Lita Reser

Excused: Roger Wingerberg – President
Madelyn Tippin

Also Present: Ross Blackmer, Executive Director
Abbigail Hebert, Executive Administrative Assistant

4. Approval of Agenda

Ross Blackmer requested that the Board of Directors consider a motion to approve an Executive Session following Number 8, Reports.

A motion was made to add an Executive Session to the March 15, 2017 Regular Meeting Agenda by Director Lacefield; seconded by Treasurer Schoenleber. A vote was taken:

Secretary Childers – yes, Vice President Crites – yes, Director Lacefield – yes, Director Reser – yes, Treasurer Schoenleber – yes, Director Tippin – excused, President Wingerberg – excused; the motion was carried.

5. Consent of Agenda

a. Review of February 2017 Financials – Ross Blackmer informed the Board of Directors of the February 2017 Financials and asked if the Board of Directors had any other follow up comments, questions, or concerns.

Vice President Crites commented she appreciated the February 2017 Financials being presented to the Board of Directors on March 8, 2017 Study Session.

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b. Approval of February 2017 Financials – A motion was made to approve the copy of the February 2017 Financials by Director Reser; seconded by Director Lacefield. A vote was taken:

Secretary Childers – yes, Vice President Crites – yes, Director Lacefield – yes, Director Reser – yes, Treasurer Schoenleber – yes, Director Tippin – excused, President Wingerberg – excused; the motion was carried.

c. Approval of December 14, 2016 Special Meeting Minutes – Executive Administrative Assistant, Abigail Hebert informed the Board of Directors about the December 14, 2016 Special Meeting Minutes needing to be approved. The reason why they were not approved was because the board members had asked her to check into the meeting minutes to determine if Director Reser had indicated she would not be able to attend this meeting. Abigail Hebert informed the board members she had listened to the meeting minutes audio and Director Reser did not make a formal announcement that she was unable to come to this meeting.

A motion was made to accept the December 14, 2016 Special Meeting Minutes as written by Director Reser; seconded by Director Lacefield. A vote was taken:

Secretary Childers – yes, Vice President Crites – yes, Director Lacefield – yes, Director Reser – yes, Treasurer Schoenleber – yes, Director Tippin – excused, President Wingerberg – excused; the motion was carried.

d. Approval of February 15, 2017 Regular Meeting Minutes – A motion was made to accept the February 15, 2017 Regular Meeting Minutes by Director Reser; seconded by Director Lacefield. A vote was taken:

Secretary Childers – yes, Vice President Crites – yes, Director Lacefield – yes, Director Reser – yes, Treasurer Schoenleber – yes, Director Tippin – excused, President Wingerberg – excused; the motion was carried.

6. Presentations

a. Matt LeCerf

i. Town of Frederick Town Manager

Ross Blackmer introduced Town of Frederick Town Manager, Matt LeCerf to the Board of Directors. Mr. LeCerf thanked the Board of Directors for allowing him to have a few minutes of their time.

Mr. LeCerf informed the Board of Directors Ross Blackmer would be coming to present to the Town of Frederick Board of Trustee Meeting here soon.

Mr. LeCerf informed the Board of Directors he would be presenting a PowerPoint Presentation on what has been going around in Frederick. He will start with what happened in 2016. Also, he will be talking about what project details will be happening in 2017 that they should be aware of.

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In 2016, they have finally finished all of their flood recovery projects. This was a pretty big deal. For a community as small as us, it was catastrophic. It took the Town of Frederick roughly three (3) years to get it done. In October, they met with the Director for the Community Development Block Grant Recovery Assistance Program related to the flood. Mr. LeCerf commented to the Director 'you must be pretty close to being done with all the flood damage projects'. The Director commented back to him saying 'we are not even close; it will be 10 years'. Therefore, for the Town of Frederick to get theirs done in three (3) years, is testament to the Board, testament to the staff and their hard work to push through and get these projects done. A number of projects that were completed in 2014 were the Frederick way retention pond, WCR 7 and the two larger projects; Godding Hollow Parkway and Wetland Loop. Godding Hollow Parkway was the reconstruction project where they redid the entire two (2) miles from the Frontage Road to Silver Birch and the section from Silver Birch to Colorado Blvd. Wetland Loop was damaged significantly.

Mr. LeCerf informed the Board of Directors the one (1) thing that we did notably was to improve the infrastructure to a 100-year storm event. We were able to update a lot of our infrastructure a lot faster than they had anticipated. Even though they had these on their Capital Improvement Programs for the next 10 years, however it was accelerated by the flood and done within three (3) years.

Mr. LeCerf informed the Board of Directors the Board of Trustees has two (2) new board members. They still have their Mayor, Tony Carey and five (5) board members that were incumbents.

Mr. LeCerf informed the Board of Directors Town of Frederick installed the traffic signal at Hwy 52 and WCR 7 and Aggregate Blvd. This was a partnership between the Town of Frederick and the Metro District that is there. The way that Town of Frederick measures things in the Town is by safety. That is our focus and there was a need to install that traffic signal there.

Mr. LeCerf informed the Board of Directors they have completed the construction on the new plaza at Hwy 52 and Colorado Blvd.

Mr. LeCerf informed the Board of Directors of the Agilent Technologies announcement. This is a big project for a community of our size. This will be located at Tiple Parkway, between Silver Birch and the Frontage Road. They are under construction right now. What they are bringing to this community is 170 jobs. They are paying an average wage of \$77,000 dollars per employee. This does not include the benefits and bonuses because they work in the private sector. They will have an 180,000 sq. foot facility and maybe have manufacturing and lab facility there as well. They do pharmaceuticals manufacturing. Agilent is, overall, life sciences company that does about 4 billion

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dollars' worth of business a year. This is significant for us. They put it in an Urban Renewal Area as part of this development and what this is going to allow them to do is capture (and they are estimating) \$25,000,000 dollars' worth of new incremental revenue over 25 years. For us, that is significant. What we plan to do with that is to improve our infrastructure, acquire water, and repay costs to the Town for administrative permitting and legal costs, etc.

Mr. LeCerf informed the Board of Directors they have expanded some of the raw water pump systems. There was a new pump house that was built on the west side of Milivac Lake and that will allow them to expand the raw water system to a lot of our parks that are on the west side of town and east of I-25, rather than relying on the potable resources that are there.

Mr. LeCerf informed the Board of Directors they have started a Restorative Justice Program. They received a JAG Grant and this is for the children and youth. They are trying to educate them about the ramifications of things that happen rather than going through the extreme process of incarceration, which eventually happens over time. We are trying to lead them in a certain direction that is more positive.

Mr. LeCerf informed the Board of Directors about the roundabout project. This is located at 5th Street and Colorado Blvd. This has been controversial project. However, just like the light signal at Hwy 7 and 52, it's extremely safe. There is no longer the potential of T-Bone accidents. Since we have had this installed, we have only had one (1) accident and it was a single vehicle accident where the individual was drunk and texting at the same time. From a safety perspective, it may cause some frustration, but it is a significant improvement from a traffic flow standpoint. Also, more importantly, that safety improvement.

Mr. LeCerf informed the Board of Directors they have placed way-finding signs around town. There is one in the roundabout and there are smaller ones around town as well. These signs will help people locate places and businesses around town.

Mr. LeCerf informed the Board of Directors the Town of Frederick has completed their first Strategic Plan. The town has never had a strategic plan before, now they have a vision and plan for what they want to do and where they want to go. They have also done a lot of work within their organization culturally to make it more sustainable. This will help improve the overall atmosphere in their work place.

Mr. LeCerf informed the Board of Directors they have a National Night Out Award for the subdivisions within the town. They have planted about 100 trees around various communities and parks. It is something that we are proud of and it's called Tree City Program. This is where you have to invest a certain amount of

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money (per capita) in your tree program, such as tree maintenance and tree installation to receive that award.

Mr. LeCerf informed the Board of Directors of 2017 and the projects they would be doing this year. There will be Tipple Parkway road construction from the frontage road to Silver Birch. They will be paving the road and it will be three (3) lanes.

Mr. LeCerf informed the Board of Directors they would be doing trail development and upgrades to Milivac Lake Trail. Milivac Lake will have a new chat surface to it; it will not be a hard surface and will be ADA compliant. Some of the other locations they will be putting in trails will be sections between Majestic and Iris to Salude clinic. There have been many calls about that. Me. LeCerf believes that Town of Firestone is planning on, next year, to connect through to McClure onto Colorado Blvd. There will be a signal at that intersection there at McClure and Majestic. There will be a trail section in No Name Creek and Miller Farms that will connect to Milivac Lake.

Mr. LeCerf informed the Board of Directors they will be doing improvements to Hwy 52 and west of Colorado Blvd. They will be expanding the acceleration lane as people travel west bound, it will be a full movement intersection signal at Flying Circle and William Bailey Drive. It will be completed by the Metro District as part of our public/private partnership for the roundabout and that is their obligation. We hope that this will establish a hard commercial corner and therefore, we can pursue economic development.

Mr. LeCerf informed the Board of Directors they are continuing to pursue grants. He has not received verification, but they have been recommended for approval from CDot for the Safe Routes to School Grant. We pursue DUI Grants and Highway Safety Improvement Programming Grants. One grant that they did not receive at this point was the GOCO Grant. This was going to be for the skate park. We are going to have to look for another funding source to identify how we are going to make that a reality.

Mr. LeCerf informed the Board of Directors they have promoted one (1) officer to sergeant. They will be doing street maintenance and alleyway improvements and expanding our raw water systems to various parks. They have changed their Electric O&M agreement. MLine is now their Electric O&M Operator. They have also brought some employees in internally and they hope to bring in an apprentice for the electric distribution system, moving forward. They are in pursuit of possibly a piece of development space. The Open Space Fund will be acquired if we find a negotiable and reasonable price.

Mr. LeCerf informed the Board of Directors the Town of Frederick is internally looking at succession planning. Two (2) of our strongest leaders in our

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organization are considering retirement. It is a serious concern and we need to make sure that we meet that transition that is going to happen this year. Johnson Park will be completed this year. Staff is continuing to work on certifications this year for water, officers, statutory training requirements and we are continuing to build our culture. We actually have a culture council that does many initiatives to build the culture from inside our organization.

Mr. LeCerf informed the Board of Directors of Town of Frederick's 2017 Budget Review. This year, they are pursuing a Government's Officers Association Distinguished Budget Award presentation. Their budget is now online. The Town of Frederick is still AA Bond rated as a general fund. They have a healthy unreserved fund balance where they are carrying at least 150 days unreserved fund balance in all of their funds, except for streets and that is at 90 days. He attributes the bulk of that to the amount of capital improvements they had to do associated with flood repair over the past three (3) years. When you look at this budget compared to others, it is more focused on operations and maintenance rather than capital improvements.

Mr. LeCerf commented back to the previous conversation about Safe Routes to School project. He believes that they are going to be accepted for the grant. What they are planning on doing is having a section of trail that starts at the southern end of Savannah and will travel all the way north to the entrance of Angel View. There will be a flashing signal for students to walk across the road and the trail will allow them to get to Thunder Valley. He believes that this will be about 4,600 linear feet of new trail that will be installed. This will allow for safe travel to school instead of having children walking down WCR 15. This will be more connectivity to downtown, but most importantly, having alternative methods to getting to school.

Mr. LeCerf commented he touched a little bit on the Highway Safety Improvement Program. The City of Dacono and Town of Frederick jointly applied for a grant through the Highway Safety Improvement Program and surprisingly, we both were recipients. The grant provides for 90 percent of this project. We are responsible for 10 percent of it. Our proposal was the northbound off ramp at Hwy 52 and I-25 is to put an acceleration lane in. The criteria in which we qualified for this grant was because of the question 'how many accidents have you had'. What they did was say 'an accident was worth \$9,000 dollars, an injury accident was worth +/- \$100,000 dollars, and a death is worth \$1.5 million dollars'. They aggregate all the accidents, evaluate, and put it in a formula that rate probability. We did not submit any deaths, we did not submit any sever accidents, but we submitted five (5) years (200) accidents. He also believes that another 200 accidents probably were not reported. We were shocked because there were 20 applicants for this grant and only \$2,000,000 dollars in funding. He believes that they have received between +/- \$240,000 to +/- \$260,000 from

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the grant. The time line on this, Federal Funding comes at the federal fiscal year; from there we will begin the design and go from there.

Mr. LeCerf thanked the Board of Directors for a few minutes of their time tonight. He commented the Town of Frederick and himself are appreciative of the recreation district, what we do and working with us. The Board of Directors thanked Mr. LeCerf for coming and presenting at tonight's meeting.

7. Discussion

a. Barefoot Lakes – Second Filing No. 2, Revised Development Plan

i. Inclusion and Resolution on April 19, 2017

Ross Blackmer informed the Board of Directors the District received a second filing to Barefoot Lakes. We are reviewing the packet and asking our Legal Counsel if this needs to be filed with the original Barefoot Lakes inclusion paperwork.

b. Sweetgrass Investors, LLC

i. Inclusion and Resolution on April 19, 2017

Ross Blackmer informed the Board of Directors the District received another Petition for Inclusion for Sweetgrass Investors. This two (2) parcels have been submitted to the District for approval. This will take up to five (5) to 10 year to build out according to their paperwork.

c. Glacier Business Park, Block 1, Lots 1 – 4

i. Inclusion and Resolution on April 19, 2017

Ross Blackmer informed the Board of Directors the District received this Petition for Inclusion as well. This will be located in Frederick, in front of the Starbucks and Subway, as well as next to McDonald's off Hwy52 and Glacier business park.

d. Summit View Estates

i. Petitions for Exclusions and Resolutions on April 19, 2017

Ross Blackmer informed the Board of Directors our Legal Counsel has sent out an email description to those who wish to exclude from the District on how to properly file this exclusion. These will be brought in front of the Board of Directors in April for approval and will be sent in to be excluded.

e. St. Vrain Valley School District

i. Joint User Agreement (JUA)

ii. Lease Agreement

Ross Blackmer informed the Board of Directors he and staff had met to go over these two (2) agreements to be sure that the District was able to get the best offer for these agreements. The only thing that the District was not able to acquire was use of Fredrick High School because they have too many of their

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own programs and not enough space. Ross Blackmer commented to the board members that the agreements should be ready by the next board meeting date.

8. Reports

a. Executive Director Monthly Report Q & A (report contained in packet) – Ross Blackmer asked the Board of Directors if they had any questions or comments on the Executive Director Monthly Report.

b. Monthly Employee Newsletter – March – The Board of Directors commented Marketing and Communications, Heather Hammarstrom did a wonderful job on the Monthly Employee Newsletter.

9. Executive Session

The board members collectively agreed to take a 5 to 10 minute break before going into Executive Session.

A motion was made by Vice President Crites to go from Regular Meeting into Executive Session, for Personnel Matters 24-6-402(4)(f), at 7:25 PM; this was seconded by Secretary Childers.

Vice President Crites advised there were no decisions made during Executive Session, only discussions. The Board of Directors informed Executive Administrative Assistant, Abigail Hebert the Executive Session ended at 7:45 PM.

10. Public Comment

None.

11. Board Comments

None.

12. Adjournment

A motion was made to adjourn the Board of Directors meeting by Treasurer Schoenleber; seconded by Secretary Childers at 7:50 PM.

READ AND APPROVED THIS _____ DAY OF _____, 2017

Roger Wingerberg, President

ATTEST:



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Cody Childers, Secretary