



Regular Meeting Minutes
January 18, 2017

1. Call to Order

The Carbon Valley Parks and Recreation District (CVPRD) Board of Directors meeting was held on Wednesday, January 18, 2017 at the Carbon Valley Recreation Center Administrative Building. President Wingerberg called the meeting to order at 6:30 PM.

2. Pledge of Allegiance

The Pledge of Allegiance led by President Wingerberg.

3. Roll Call

Directors: Roger Wingerberg – President
 Tracie Crites – Vice President
 Todd Schoenleber – Treasurer
 Cody Childers – Secretary
 Sean Lacefield

Excused: Madelyn Tippin
 Lita Reser

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

4. Approval of Agenda

- a. President Wingerberg commented there were three (3) changes to the agenda tonight. First, add number 12. Executive Session, letter a. Personnel Matter under C.R.S. Section 24-6-402(4)(f) – in regards to personnel. Second, add number 8. Discussions, d. Transcriber and Update on Meeting Software. Third, add number 8. Discussions, letter b, ii. Update on Chamber of Commerce Annual Dinner.

5. Consent of Agenda

a. Review of December 2016 Financials – Ross Blackmer informed the Board of Directors the District is still collecting invoices from the 2016 year from vendors. They have yet to be applied. We have not closed the books out as of yet. He has given staff until the end of January to get that all in so that we can close out 2016.

Vice President Crites commented one of her questions is to date, where are we at and what the outstanding balance looks like? In numbers that we owe vendors? Ross Blackmer informed Vice President Crites that it is less than \$10,000. We have a couple that we are disputing as far as companies that have come out without permission and have done work. Therefore, we are investigating those. The rest are contractual things because they are always billed one-month after.

Regular Meeting Minutes
January 18, 2017

Vice President Crites asked what ratio of vendor bills that are they send you an invoice and we pay versus ACH or HAS? Ross Blackmer commented the bulk, right now, are invoices. This allows us to keep our money for a little bit longer.

Vice President Crites asked Ross Blackmer what the process of that is? Ross Blackmer informed Vice President Crites staff receives and invoice, staff fills out an invoice payment form, put the account number that is associated with the payment, it is then signed by Supervisor/Superintendent and turned into Finance. Ross Blackmer informed the Board of Directors we have payroll that is two (2) weeks out of the month and we try to pay invoices on the other two (2) weeks that we do not have payroll. This is to make sure that we have a steady flow of money going out instead of a huge pile going out. Each payroll is in the neighborhood of \$65,000 to \$75,000 dollars and invoices can vary.

President Wingerberg commented given that it is the first of the year, do we have enough money to pay the bills until March? Ross Blackmer commented absolutely. He has more detail for the board members later on. President Wingerberg commented he knows that these are lean months until we receive property tax monies.

b. Approval of December 14, 2016 Special Meeting Minutes – The Board of Directors decided to Table the December 14, 2016 Special Meeting Minutes. Director Reser commented she told board members that she was unable to attend the December 14, 2016 Special Meeting and she was put as unexcused on the minutes. Board of Directors all agreed that Executive Administrative Assistant, Abbigail Hebert would review the audio from the last meeting to determine if Director Reser informed the Board of Directors that she would not be at the December 14, 2016 Special Meeting.

c. Approval of December 21, 2016 Regular Meeting Minutes – A motion was made to accept the Board Minutes by Secretary Childers; seconded by Treasurer Schoenleber. A vote was taken:

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

6. Presentations

a. Staff Introductions

i. Blaine Shirley, Maintenance Coordinator – Recreation Superintendent, Dana Bellomy introduced Blaine Shirley, the new Maintenance Coordinator. Blaine comes to us from a variety of different recreation departments. We are very excited to have him. He has a lot of experience in parks, park maintenance, parks lighting, and planning for the future. He is already looking at the processes that we are doing and asking questions; why are we doing this? Are we making this harder for ourselves? When we were looking at cleaning the steam room and replacing some tiles, he jumped right in and gave us some ideas, cleaned

Regular Meeting Minutes
January 18, 2017

up some things and did not even bat an eye. With the wealth of his knowledge and his very positive attitude of a go getter, we are very excited to have him. Dana Bellomy commented when the summer comes and we start on ballfields and we start getting more involved in our sports, he already has some ideas with maintaining our facilities, buildings, parks and programs; she thinks that we are going to see a bigger change and hopefully that should transpire into the community really positively. Additionally, Blaine is the head coach at Frederick High School baseball team. That is also nice because we are hoping to see if we can get some teams together and involved in volunteer work. He is a great asset to the community. Hopefully there will be new avenues and doors that he knows of, so we are excited to see if we can team up and get us set up with connections.

The Board of Directors welcomed Blaine Shirley. Vice President Crites asked what is your first impression on being here? Blaine Shirley commented he likes the direction that it is headed. It definitely lacks some things that you can see, but we exhaust it. Paying for snow removal, honestly he does not see why it was an issue. With three (3) people, it's a small area and we can take care of it. He took care of Lakewood parks and Golden parks, which are three (3) times the size of this and we did it with half the staff sometimes. There are some challenges, but there are some good ladies that want to head in the right direction so they are easy to work with. There is a good direction and he likes the direction that it is headed, he likes the way that it is forming up, the ladies are gong-ho about it and he is excited about that.

- ii. **Suzi Shankweiler, Fitness & Wellness Coordinator** – Recreation Superintendent, Dana Bellomy introduced Suzi Shankweiler, the new Fitness & Wellness Coordinator. Suzi comes to us from the City of Thornton. She has multiple years with Fitness and she has an extensive amount of experience. Since she started, she has brought in Body Pump, we have increased Zumba, Pilates, and put in more yoga. We have revamped our whole schedule to be more adaptable to school schedules and things of that nature. Suzi immediately looked at the schedule and noticed that we maybe that we weren't scheduling right away. So you may have seen a lot of changes. The good news is that we have not heard any complaints about it.

Dana Bellomy informed the Board of Directors she has pulled out the comments from the comments box and has found that people love Suzi's classes and they want more, as well as great comments about our staff. She is super excited to have Suzi because she sees her taking the fitness area in a great direction.

Regular Meeting Minutes
January 18, 2017

The Board of Directors welcomed Suzi Shankweiler. The board members commented it is nice to have her here. The board members asked if Suzi liked it here. Suzi Shankweiler commented she does like it here and has taught three (3) Body Pump classes in a row this week.

Vice President Crites commented she has been petitioning for you for a very long time for the Body Pump class to come to the District. Dana Bellomy commented there is a lot of men that come to the Body Pump classes. Vice President Crites asked how big was her first class? Suzi Shankweiler commented to Vice President Crites on Monday she had about 10 people, Wednesday she had about 14 and 19 people is the limit in the class.

Vice President Crites commented she saw that there was a new number system that is going on. So if there are 19 people in the class, does that mean you get to be on the waitlist for the next class? Can you sign up ahead of time? Suzi Shankweiler commented no. The numbers are for each class. There is no continuing on or waitlist for the next class, this is because of size. When we have only so much equipment for Body Pump. There are 20 sets of equipment and the instructor needs to have one set, also because of the size of the room – the same thing with Zumba, Silver Sneakers and some of our Aqua Fitness classes, which is a good problem to have because they are getting full – but we can only allow so many in the classes that we have. She is trying to add more classes too.

Secretary Childers commented so it is equipment and size restrictive. Is there any more equipment in a bigger room? Suzi Shankweiler commented no. Dana Bellomy informed the Board of Directors there are other centers that so this number system. To explain this, a lot of people who come in try to warm up before the class, they are then allowed to get their number to hold their spot when they are there. The number don't go out early in the day, it has a limit of one hour before the class. That way when someone shows up to class and finding out there is no room and the people that come in early to work out do not make the room. It is going to be a learning curve for the community but it is pretty common now amongst other centers.

Treasurer Schoenleber commented he had a question for both Blaine Shirley and Suzi Shankweiler. What is, from the short time that you both have been here, the biggest asset we have going for us in your department and what is the biggest concern that you have?

Blaine Shirley commented he likes the smallness of it. He thinks there are more one-on-one people here. Your customers always want to be number one. They want to know that they are seen. He thinks that is a

Regular Meeting Minutes
January 18, 2017

big thing. Like he said, he can from big cities where everyone is just a number and they do not matter. He watches the ladies as the people come in and everyone is saying hello to everyone and they are in and out there all day long. The kinds of things that he sees is that we do three (3) steps to do one (1) thing and there are other avenues. Not short cuts, but just doing it the right way the first time and not having to go back and keep doing things over and over again. Treasurer Schoenleber asked if he was talking about maintenance? Blaine Shirley commented yes.

Suzi Shankweiler commented the biggest asset that she has to give the instructor staff credit for what they do. She came in pretty gung-ho and had some pretty good ideas on the changes that she wanted to make. Not to just fitness, instructors, or classes but to the personal training program as well. They have been open and really flexible, no pun intended, but they have just been great. They deserve a lot of credit because they could have really given her some flag for that and they have not. She has had four (4) instructors trained in Body Pump already and it is a tough program to learn and they were very open to learning that. She would say the flexibility and the willingness to grow with her and the rest of the programs. Credit to our instructors. The frustrating part is, of course, money is always an issue. Specifically, to have a great fitness program you have to have every aspect of the grey as well, so one of the frustrating things that we have right now is the stereo systems. Your music is the fitness magic that drives your classes and she has had probably five (5) times where the stereo just stops in the middle of class. That would be detrimental in the Body Pump class because you follow the choreography, but other classes too where you have to run back there and try to fix the stereo in the middle of a class. That is probably the most frustrating as far as the fitness program.

Treasurer Schoenleber commented thank you. Treasurer Schoenleber asked Suzi Shankweiler what kind of certifications the trainers have? Suzi Shankweiler commented as long as they are nationally credited. Treasurer Schoenleber asked about our personal training versus our fitness classes, does she like where the balance is there? Or if she thinks that we need to be working towards one? Suzi Shankweiler commented the balance as far as? Treasurer Schoenleber rephrased his question emphasis on personal training versus our group classes, as far as what the trainers put their time in to and what we are putting on paper for the classrooms? Suzi Shankweiler commented she believes there has been a little more focus on the group fitness because that has so many holes on the schedule and she was focusing a lot on adding classes. The personal training program, maybe just more advertising and specials and making sure that people know what we have to offer, as far as trainings

Regular Meeting Minutes
January 18, 2017

go. Suzi Shankweiler commented she believes that it is a pretty good balance of both.

Vice President Crites asked Suzi Shankweiler how many personal trainers do we have right now? Suzi Shankweiler commented currently we have four (4) and she has added a gal that works in the aquatics department that is now an aquatics personal trainer. She does training in the water.

Dana Bellomy commented she would like to follow up with the board members about the stereo issues. When we discussed to stereo, Suzi Shankweiler did get the mic's and things of that nature. Unfortunately, as Ross Blackmer mentioned, we did get some bills that just came in that are quite extensive and then we got more that came in back to back. We will be getting Suzi Shankweiler a sound system, but we need to be sure that we have enough to cover – as you said January through March is our lean months – make sure that we have enough to take care of all the outstanding bills before we accrue another one. Suzi Shankweiler has done her due diligence of getting bids for her, so she wanted to follow up with the board members to let them know; but we need to make sure that we got all these bills that we weren't expecting taken care of and covered before we purchase a stereo.

Vice President Crites asked if that was a 30-day or 60-day project? Dana Bellomy commented it would be less than 60-days. As we get more clarity of having all the information come in at the end of January, is to make sure that we can close out those books for 2016. Dana Bellomy also commented she knows that District Services Supervisor, Debbie St. Michel has a bunch of inspections coming up, so she is looking at the big picture of what we have in our hands, then we can get to the nitty-gritty.

President Wingerberg asked if these are charged classes or membership? Dana Bellomy commented they are all membership. President Wingerberg commented there is no revenues from the classes at all? Just membership? Suzi Shankweiler commented correct. Dana Bellomy commented drop-in's as well. Majority of them are memberships and we are watching our numbers on memberships. She has challenged Suzi Shankweiler to look into what our revenues for personal training for 2016 wise and we are going to start tracking it against 2017. Obviously January through April is our big months and hopefully we will be able to continue it by offering you classes, great customer service, etc.

Vice President Crites asked if she could comment on the music/sound? Does the District provide fitness instructors with an allotment for music? Or do you have a budget for that? Suzi Shankweiler commented not for

Regular Meeting Minutes
January 18, 2017

music. Most of them have iPod's, so they download their music onto them. Vice President Crites commented they pay for those songs individually. Suzi Shankweiler commented they do. Suzi Shankweiler commented where she used to work and what she has heard, it is the same all the way across the board. Well, let's take Body Pump for example, every three (3) months a new release comes out. The instructor, including myself, has to pay for that. It is almost +/- \$40.00 dollars every quarter, but that is their choreography and their music for that new release. Also, that is how they keep their certification, so it is like paying for continuing education credits by renewing. Suzi Shankweiler commented she does not have anything budgeted to pay for music, that would be nice to offer that for our instructors. She was at City of Thornton for almost 20 years and not once did they pay for her music. Vice President Crites commented she is just curious if we can provide iTunes cards at some point, just knowing that she takes the classes and has noted that sometimes the music is a bit dated, and that is okay, but she knows how you feel about sound. How it makes you excited, it makes you not watch the clock and when you hear the same one over and over, you start to feel that way. Suzi Shankweiler commented we do have \$100 dollars per instructor/per year allotted or budgeted for reimbursements for education. Dana Bellomy commented this is pretty standard as well.

The Board of Directors thanked both Suzi Shankweiler and Blaine Shirley for introducing themselves tonight, for being here and welcome!

- b. Don Sandoval, DOLA** – Ross Blackmer informed the Board of Directors Don Sandoval. For those who are new board members, Mr. Sandoval is involved working for Colorado Depart of Local Affairs. He was also very involved when the District went through huge transition period in 2013 to 2014. Mr. Sandoval has been involved with the state for a very long time, very knowledgeable and one of the huge assets for the District. He is more on the state level, but he is recognized throughout this area and a real advocate for us as well.

The Board of Directors thanked and welcomed Mr. Sandoval for coming tonight to speak to them.

Mr. Sandoval congratulated the board members for being on the board and it is a great responsibility and he sees that the board members are taking it very seriously and it is fabulous. Mr. Sandoval asked the board members who was new or fairly new? Vice President Crites commented most of us.

Mr. Sandoval commented he wanted to talk to them about the Colorado Department of Local Affairs and then open it up for questions that they might have. Mr. Sandoval commented he was not sure what institution that we had,

Regular Meeting Minutes
January 18, 2017

but he likes the admin building. Mr. Sandoval commented he was going to hand out a PowerPoint for the board members to reference.

Mr. Sandoval informed the Board of Directors the Colorado Department of Local Affairs is an advocacy agency for local governments. It is an executive cabinet level department for the state and set up to help local governments in particular. We work with municipalities, counties and special districts. The department is a small department, comparatively. We have about 170 employees. Our main situation though, is to provide technical assistance to local governments. The Department of Local Affairs is divided up in four (4) divisions; the Division of Housing, Division of Property Taxation, Board of Assessment Appeals and the Division of Local Government.

Mr. Sandoval informed the Board of Directors about the Division of Housing. The Division of Housing is an agency that our department provides funding for affordable housing. They also provide vouchers, such as Section 8 vouchers and give them to different non-profit organizations and housing authorities to provide housing for low income persons. That is their main role. They work with Housing and Urban Development to get funds to provide to housing authorities or even private developers to produce housing for a modern low income person, including seniors. That is their primary role and they work hard at it. They put out in their last report, he thinks that they were somewhere in the neighborhood of over 3,000 developments that was for modern low income housing throughout the state. In Weld County, Weld County Housing Authority is the one that works most with the low income modern housing in this area. We work with them quite a bit.

Our other division is the Division of Property Taxation. The Division of Property Taxation is really the one who administers the property tax law throughout the state. As you rely on property tax as one of your major sources of income. Every two (2) years there is an assessment of housing units and as you know, in this area, prices and values are going way up. That impacts how the property taxes are collected. You will see a lot of information in the Denver Post that will be talked about the state having to back fill school districts because basically this change in housing assessed valuations. This is all a part of the Gallagher Amendment and other things. For those of you who don't know, the Gallagher Amendment is straight forward. It says housing that are residential units will pay state wide/system wide 45 percent of the property taxes collected and commercial/industrial pay 55 percent. As values of housing goes up, but especially in these last two (2) years, industrial/commercial did not rise quickly or in many cases in some area stayed fairly flat, in comparison to the housing markets. This is going to impact the little amount of revenue you would have received; he is sure that we will be going over that in our budget.

Regular Meeting Minutes
January 18, 2017

Vice President Crites asked if she could clarify what Mr. Sandoval had said. She was wondering if he said the home value is taxed at 45 percent and the state takes? Mr. Sandoval commented no. System wide, 45 percent of the tax revenue comes from residential. Vice President Crites commented thank you. Mr. Sandoval commented that is tax revenue, tax revenue. Maybe to make it more clear, you have an actual evaluation and assessed valuation. The assessed evaluation of your property is going to be taxed at 6.6 percent, approximately, of its assessed value. Where over the last couple of years, it was assessed at 7.91 percent of the assessed value. That is a difference. In this area, you will still get more revenue because it varies from state flat drop in revenue, but it's not. You will get as much as you were when you were at 7.91 percent.

Vice President Crites asked who governs that? Mr. Sandoval commented it is in the Gallagher Amendment in the state constitution that says, 55 percent of the revenues from property taxes comes from commercial/industrial and 45 percent comes from residential. They put that all together and that is how it comes out. Then because of TABOR, that can't be raised next year. So then it would stay the same, 6.56 percent. It stays there until an amendment and a state wide vote to make a change. That is a part of the whole process.

Mr. Sandoval informed the Board of Directors that the Division of Property Taxation makes all the calculations. They work with the Assessors' Offices' to make sure that there is consistency in what the assessors' are doing state wide so we don't have one assessor going too far down on another assessor in property. That is a part of their role.

Then there is the Board of Assessment Appeals. The Board of Assessment Appeals is an agency that is for appealing your property tax valuation, you can go through a process to get to this point. The process that you go through, of course, you go to the county first. You would go through a process with them (the county) and if they do not agree with you, you may go to the Board of Assessment Appeals. They have meetings throughout the state on a very regular basis.

Then there is the Division of Local Government. The Division of Local Government is the one that basically works with you most often. It acts as a liaison with other state agencies for local government issues. We also provide technical assistance and provide information to governments to do lots of workshops. We also provide information to the Governor and the General Assembly on local government issues and provide and do other research. That is the general pieces of what the division does. The division is made up of General Managers, which he is one (1) of eight (8). We have 12 folks that are out in the field throughout the state. His office happens to be in Loveland. We

Regular Meeting Minutes
January 18, 2017

have a local government services section, a state demographer section, financial services section and a community development and planning section.

Like he previously stated, his office is in Loveland. He will provide the board members his card so that they will be able to have his information handy. One of the things that he will mention, more than once, we have a wonderful website that has a lot of information. If you wanted to compare your services to another recreation special district that is your size or a little bit larger or a bit smaller, you can find their budgets on our website. You send us your budgets and audits and we use that for lots of different types of information. He oversees counties of Weld, Larimer, Gilpin, Broomfield, Boulder, and Adams. He is the connection to DOLA for these areas. If you have questions, commented, issues, need information or want to do workshops, please contact him. He will make sure that they bring someone down here whether to do planning issues, budget issues, finance issues, all the pieces that you may need. If we do not have the information in front of us, we will go get someone that will help you out. We like to do peer to peer as much as we can because you are listening to someone who is in your seat. He thinks this is important because it is just a little bit better for communication. As a Regional Manager, his job is to do a lot of workshops, he works with local governments under project development, help them with different finance issues, budget issues, new town clerks, new budget folks, administrators and so on and so forth. He used to be a city manager, so he hopes that he can sit down peer to peer with folks to help them out in the best way possible.

Local government services, they are a great service to us out here in the field because they are the experts that feed us the information to make sure that we are up to date on budget issues, finance, and a special district specialist that deals with elections and other special district issues. There are over 3,000 of you that are special districts versus 274 municipalities and 64 counties. There are a lot of special districts out there. There is a lot of different types of expertise. As he said, you can get your finances, budgets, and audits and we are able to take and look at trend analysis with budgets and finance issues that you could have; including a local government. Especially, when you are looking at special districts looking at taking in sales taxes, we can take a look at those trends that are going on there as well as property taxes and other types of trends that are available.

Our state demographer is fabulous. She is wonderful and her staff is great. What they do is of course, you get conservation trust funds, and so what they do is they do the projections and population estimates that deal with that. They have all the data that a demographer has.

Vice President Crites commented knowing that you have all this information on other special districts, can we get access to our own district's statistics? So that

Regular Meeting Minutes
January 18, 2017

we can find out what our average household incomes are here and we could target market them? Mr. Sandoval commented yes, except for one aspect. We do it generally by block data. Sometimes in communities like yours, we won't have the specific boundary that you have, but we will have the majority of the block data for you so that you can pick out the information around Frederick, Firestone and Dacono area, for the most part. That is pretty straight forward and simple, but if you are out in the unincorporated area, that information is based off the census track because it might be a little bit bigger than block data. A lot of special districts, recreation districts in particular, take a look at trends. On our website, we have a dashboard for our state demographer and you can click on a certain city or town and you can see the population distribution of that. You can see how the projections are going to look overtime too. You can see 'hey, yes, recreation districts that are spent for kids is going to get way bigger, faster, than it almost is for people that are my age'. As we get older in that baby boomer section, it starts to taper off, so it will show you that distribution of how kids are coming up and where your middle aged folks are and you may have to look at how you may deal with your programming that way. It is based on block data, county wide data and they will also look up other specific data, if you are unable to find the data you are looking for because you can't combine reports, they will do it for you. They are amazing, they have fabulous data and are able to put together data for folks. In fact, most of the mid-sized and large businesses will come to them for not only the demographic data but their economic data and labor data. That information helps to determine what can be located and where, is it proper, do you have the right workforce education wise and so on and so forth. This information is updated annually; those are projections annually. They use the 2010 census right now and they use the American Census System data and that is updated every five (5) years. They do a mid-year census using all this type of data rather than going through the regular census piece. You will start seeing information already coming out the 2020 census. They are starting to make those preparations right now for that. They do make projections and they make projections based on utilities, new permitting, life and death and that is how they get their projections for the conservation trust fund.

Vice President Crites asked what portion do we get? Ross Blackmer commented it is based on your population. Vice President Crites commented it's not your districts' population, it is the Town/City population? Ross Blackmer commented it is district population. Vice President Crites commented we are running at about? Ross Blackmer commented about 20,000 to 30,000. Vice President Crites commented she does not feel that is right. Ross Blackmer commented that Town of Firestone is about 12,000, Town of Frederick is about 10,000 and City of Dacono is about 5,000 to 7,000 residents.

Mr. Sandoval informed the Board of Directors then you have the financial services section. A lot of times, the Department of Local Affairs is looked at as 'the money guys'. There are two (2) different ways which is formulaic, this is your

Regular Meeting Minutes
January 18, 2017

conservation trust fund that is based on your population; and then we have other ones that are grants that our funds go through. These are all the different programs that we utilized in the past such as Search and Rescue. If you have a lot of hikers, you may have hiking programs and stuff, well there is a card that you can buy that is called S.A.R. (Search and Rescue) card. Most fisherman and hunters get this automatically with their licenses. What this card does is if you get lost and someone has to come and find you and they have to use a helicopter or something else, and you do not have a card, you may have to pay that amount for that \$5,000 dollar an hour helicopter or the Sherriff and their search and rescue crew going out there and maybe having to use their equipment to save you; so there is a charge for being rescued. The S.A.R card says that you have this and you do not have to pay because you made your contribution. State wide, we sell that card so then the search and rescue folks can come to us and say 'it cost us \$10,000 dollars to rescue Todd' and they can get a check for that amount.

Vice President Crites commented we currently get conservation trust funds through DOLA then? Mr. Sandoval commented yes, you receive that from DOLA. We will distribute that to you as a board.

Mr. Sandoval informed the Board of Directors they also have the Volunteer Fireman's Pension program that we distribute funds based on a formula. We have a marijuana program that is an education program. We get money from marijuana, about \$1,000,000 dollars to help with someone who is trying to apply educational pieces to keep kids/adults from utilizing marijuana and other drugs. Most of the programs use the Energy Impact Assistance Program. The state gets funds from the severance of coal, oil, natural gas and heavy metal such as gold, silver, and so on; and they pay tax to the State of Colorado. Half of that tax goes to the Department of Natural Resources and the other half comes to the Department of Local Affairs. DOLA then takes their half and they give two (2) municipalities and counties – not special district's – a direct distribution based on a formula, so 30 percent of that goes to that direct distribution formula to municipalities and counties. Then we have 70 percent of that fund remaining and we give those out in grants to special districts, counties and municipalities. These are highly competitive and we receive our money on a cash flow basis based on what happened 18 months ago. Right now, 18 months ago the oil and gas was pretty low. We have three (3) application cycles per year, April 1, August 1 and December 1. The funding varies and it goes up and down, but most of the time it is around \$18,000,000 dollars per cycle. We have had it as high as \$35,000,000 dollars per cycle when oil was \$100.00 a barrel. Now we are looking at oil coming out of \$20.00 dollar per barrel. We are anticipating that we are going to be in the \$12,000,000 - \$14,000,000-dollar cycle in 2017. Our funds go for infrastructure type projects, buildings, we do some planning and its pretty wide ranging. Whenever local governments would like to do and we have funded a number of pieces of your recreation buildings, several from the very

Regular Meeting Minutes
January 18, 2017

beginning. One was your original building to some of the newer ones. We have helped in assisting in that. Typically, what we do with that program, it's based on the amount of impact that energy production has such as a coal mine in the area or lots of oil and gas. Weld County is a highly impacted.

Vice President Crites asked when he means highly competitive, what does that mean? Mr. Sandoval commented we usually get anywhere from two (2) to three (3) times more requests than we have funds to give out. It's highly competitive that way. One of my jobs is to help every applicant to be as competitive as possible so he can say 'hey, your project needs this and that to be more competitive', so that you have the opportunity to make that happen. We look at energy impact, we look at cash dollars which usually we look at cash 50/50 match and go up from there and if your project is ready to go. We have three (3) cycles per year and if your project is going to not start until the following year, it won't be as competitive as someone who will be starting fairly quickly. What is the need for the project? Do you have a documented need for the project? Now, we do rate projects a little bit on the scale of health and safety, community development types of projects and amenity projects. This is a rating of top to lower. We have funded recreation centers and we have funded community buildings and town halls and other types of public types of facilities, as well as water and sewer and so on and so forth.

Vice President Crites asked if we have ever applied for this particular grant, this Energy Impact program grant? Mr. Sandoval commented yes. Over time your original building was through this grant. Your three (3) other buildings, we have helped fund portions of those too. Yes, you guys have come in from time to time, as needed, over the years.

Mr. Sandoval commented that is our big program. That is a brief portion of the Colorado Department of Local Affairs and the things that we do. He thinks that it is important to know that you should go to our website and get familiar with the opportunities that it offers. There is a lot of resources. If you have any questions on budgets or working with other local governments, he will do a lot of facilitation between local governments on issues. Also, sometimes we have issues between board and staff and we will look at some facilitation on how to overcome some of those issues to work together. Therefore, there are a lot of facilitation opportunities that we do, that he does, with local governments. Again, whatever you do, he may not have the answer, but he knows who to contact to give you an answer at that point.

The Board of Directors thanked Mr. Sandoval for coming to speak to them at the board meeting.

7. Public Hearing

Regular Meeting Minutes
January 18, 2017

- a. **Petition for Inclusion** – A motion was made to go into Public Hearing at 7:34 PM by Secretary Childers; seconded by Director Lacefield. A vote was taken:

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

- i. **Sand Land Properties, LLC and Sand Land, Inc.**
ii. **Resolution 2017-1** – A motion was made by Vice President Crites to approve and adopt Resolution 2017-1, Sand Land Properties, LLC and Sand Land, Inc. into the District boundaries; seconded by Treasurer Schoenleber. A vote was taken:

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

A motion was made to go out of Public Hearing and back into Regular Meeting at 7:37 PM by Vice President Crites; seconded by Secretary Childers. A vote was taken:

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

Ross Blackmer informed the Board of Directors since we are on the topic of inclusions, there was some discussion on the inclusion that included Barefoot Lakes and a couple others that were 250 pages, not 250 inclusions but 250 pages of various potential inclusions. Director Lacefield reached out to our legal counsel and he had not followed up on some of those. There seems to be some confusion on the Brookfield property. There are three (3) different inclusions on the Brookfield property. The first inclusion was the actual property that they are building homes on right now along 9 ½. The other two (2) inclusions that are labeled 'Brookfield' are the actual roads that we have included into the district and approved those. The reason that they are described as 'nonrevenue' is because they are roads and they help define the Districts' boundaries. Therefore, they are not revenue producing because they are roads, but they needed to be included into the District to define our boundaries going forward.

President Wingerberg asked if that was the nonrevenue information that Director Lacefield had written in his email to the board members today? Director Lacefield commented yes. Therefore, this goes in concert with your email? Director Lacefield commented yes. Executive Administrative Assistant, Abbigail Hebert commented to the board members the actual inclusion for the Brookfield properties has not been included on the Weld County Assessor's portal. We have filed the inclusion, but it is her understanding that it has been sitting in Weld County for however long.

Regular Meeting Minutes
January 18, 2017

Treasurer Schoenleber asked about the 250 pages of potential inclusions, how many inclusions does it actually run? Ross Blackmer commented it could be close to 200. One of the issues there is that you have to go through each one and make sure that if it is zoned agricultural right now, that it is less than 40 acres. If it happens to be 41 acres, it cannot be included on our tax rolls. Therefore, going through those individually does take some time. Our legal counsel has fallen through on that. Our legal counsel went to Weld County yesterday and he has not heard results.

Vice President Crites asked how long does this typically take? Once filed, do you receive news or application it has been filed? Do you have an average? Ross Blackmer commented as Director Lacefield pointed out, what happened years ago when the previous administration was here, administration sent these in but they have to be put in the newspaper. When that documentation was not supplied, Weld County commented if you are not going to do your jobs, then we are not going to do ours. That no longer happens, but he thinks that it is based on how many that they get and it does take some time. He spoke with the Chief of the Fire District and the Chief commented there are times where it takes them forever as well. He does not believe that we are being singled out because in speaking with the Chief, the same thing happens to them.

President Wingerberg commented the house that he sold six (6) months ago is still in his name in Weld County. They have been way, way behind and they have been since he has been selling houses in Weld County. It has been at least six (6) to eight (8) months they record past.

Ross Blackmer commented if you follow any of the Weld County Commissioners pages, there is some discussion about one of the commissioner's daughter-in-law is the Clerk and Recorder and they are upset with the length and slowness of what is going on at the Weld County Clerk and Recorder's office.

Vice President Crites asked in any way does he feel that the delay is because of a particular party? Or are you satisfied with our attorney in managing these? Ross Blackmer commented he is satisfied because there is a drop dead date. In other words, if this came to you on May 18, you approved it and we got it to our legal counsel, but because we missed that April 30 deadline. We could submit on May 1 and miss the deadline according to the state statutes and it would be applied to the following year.

Vice President Crites asked if he could remind her of our legal counsel's contract with us or his working relationship. Is he hourly or by project? Ross Blackmer commented he is hourly. Vice President Crites asked if he provide a report to you? Ross Blackmer commented yes. What you are not aware of is two (2) years ago, he attended every board meeting and he would come up. He would drive an hour from his office, he would sit here throughout the meeting and drive back. Often times, since this administration took over, he wouldn't offer a word or ask a question and we would have a bill from every board meeting. When we contact him, there is only one person that can contact

Regular Meeting Minutes
January 18, 2017

him and that is me because those bills have gone from \$65,000 - \$70,000 dollars to less than \$30,000. There are times, for instance, he has clarified the open carry act and to be sure that we are in compliance with those state statutes.

Treasurer Schoenleber commented now that we have fixed the inclusions from the previous administration, there are those 250 pages that date how far back? Executive Administrative Assistant commented these were specifically sent to her from Weld County Clerk and Recorder. They said here is this letter, by this state statute, these properties are less than 40 acres, and here is the list. She forwarded this onto our legal counsel hoping that he would do his due diligence on the paperwork.

President Wingerberg asked on our end, are we up to date on our end on paperwork like this? Ross Blackmer commented yes. President Wingerberg commented our legal counsel, as he saw in Director Lacefield's note, that he will be going up to Weld County to see where all this is going? Ross Blackmer commented yes. He has not heard if our legal counsel has made it yesterday. President Wingerberg asked Director Lacefield if our legal counsel would be following up with him at all? Director Lacefield commented he has asked our legal counsel to let us know when these are filed with the court and if he was going up to the court to check on the status of this still pending ones and to let us know about that too.

President Wingerberg asked if they have to go through a court proceeding before they go to the Clerk and Recorder? Ross Blackmer commented the judge has to sign the paperwork and the judge send it to the Clerk and Recorder for recording. President Wingerberg commented we think that some of those are still sitting with the judge? Ross Blackmer commented yes. President Wingerberg asked do you think that some of them are sitting with the Clerk and Recorder? Ross Blackmer commented he has no answer for that. President Wingerberg commented we don't know if these are strewn all over Weld County? Ross Blackmer commented we have no idea.

Vice Presidents Crites commented she does not understand the legality of that sort of thing. Since you have had a conversation with our legal counsel, how do you feel about it? Is there something that you feel comfortable knowing now after clarifications? Director Lacefield commented the two (2) things that concerned him the most in his conversation with him were, one (1) he mentioned this backlog from around 2005 to 2012 that we were not submitting this proof of publication of notice of hearing without them being included and he was not sure why he was not bringing that to our attention. Executive Administrative Assistant, Abbigail Hebert commented our legal counsel had brought it to our attention when Ross Blackmer first started. Our legal counsel commented to her that these inclusions were not submitted properly and we needed to find documentation that they were submitted properly. We contacted all newspapers asking if they could provide us with documentation for these filings. We are able to find some of them, but some we did not. Some of those properties were then taken off the taxing rolls for the District because of lack of documentation. Director Lacefield commented the concern that he has is that they were filed with the court and they were

Regular Meeting Minutes
January 18, 2017

not moving through the review process in the court because they did not have these notices. His question was, why were they filed with the court without these being included. The problem is that the holdup occurred post filing with the court. Then he would like to know from our legal counsel why this deficiency was not caught before they were filed and why there was not some follow up by him with the court? There is a seven (7) year time frame from filing to resolution. Even if this is not exact for all of them, we still have a window of several years where some or all of these are pending and it is unclear why nothing was done by our legal counsel during that time to move the matters forward. We filed on this date, we still don't have approval, we are here so many months/years later and what is the deficiency?

President Wingerberg asked if we have a process that he has to get back to us in a certain amount of time? Is there some closed loop process because it seems that is what Director Lacefield is pointing at? Do we have one now, did we have one then? Ross Blackmer commented generally he checks with our legal counsel and see if it is being submitted to Weld County. President Wingerberg asked how long does he give our legal counsel? Ross Blackmer commented two (2) weeks. President Wingerberg asked if he has not? Ross Blackmer commented he reminds our legal counsel that we need to get them submitted. President Wingerberg asked at which point does he drive up to our legal counsel's office? Ross Blackmer commented he does not.

Director Lacefield commented the other concern that he has is that he was working under the impression of and it seems as though you guys were under the impression that a lot of these were filed and they have not been. His concern is that if these had not been filed with the court, but our legal counsel made it seem as though they were and the holdup is purely within the court as opposed to his office preparing the petitions, then that is a concern.

Vice President Crites commented the last time that we checked in on study sessions, in particular, it was told to us that it was low priority and it was on the judge's desk. Was it really on a judge's desk? Ross Blackmer commented that is what he was told. Vice President Crites asked if there was no way to hold them accountable to that? Ross Blackmer commented he thinks that Director Lacefield's point is number one, he needs to check to see when our legal counsel started with the District. If the 2005 to 2012 dates, was our legal counsel our legal counsel during that time; and as Director Lacefield indicates if the problem was that our legal counsel forward those without the proper paperwork that the courts won't accept, then that falls on our legal counsel. If our legal counsel was not our legal counsel and somehow it was being submitted, that is another story all together. Ross Blackmer commented he does not know the time frame when the District hired or went into an agreement our legal counsel.

President Wingerberg commented what he is hearing is that from the time that we give these to our legal counsel, we have a time stamp or a box where we have to get it to the court? Ross Blackmer commented no. The time frame is if you do not make the deadline on April 30, you basically have 11 months to collect. For instance, this petition

Regular Meeting Minutes
January 18, 2017

for inclusion can be submitted in 2017 and if today was May 18, then you missed the deadline. Property taxes will not be levied until the following year. President Wingerberg commented the next thing that we see is a court document that comes to us? Ross Blackmer commented yes. President Wingerberg commented the process to confirm that these were submitted is that we call our legal counsel? Ross Blackmer commented yes.

Treasurer Schoenleber commented we have to clean that up somehow. He does not like the way that we are doing it now. There needs to be some sort of clarification from him on this is how it is done, this is what we expect, this is what will happen from here on out because there is a lot of if's and 'we think'.

Vice President Crites commented she thinks that it would be our legal counsel's responsibility to reach out and say 'today is January 18 and I filed this inclusion and it will most likely be in the mail to you within 30 days' or whatever. Ross Blackmer commented he would most certainly request that of our legal counsel. Treasurer Schoenleber commented the board members would like to see it put on paper how this process is done because it would be a lot easier for them to understand the process.

President Wingerberg commented except for the dates that Director Lacefield commented about, from 2005 to 2012, is just missed revenue? Correct? Therefore, if you could not validate those, then those are missed revenue? Ross Blackmer commented correct. President Wingerberg asked if we are missing any revenue? How do we track that we are not missing revenue? Ross Blackmer commented that we are missing revenue because we have the swiss cheese in Frederick. President Wingerberg commented no, what he meant was just about our inclusions. When we propose an inclusion, how do we know that we are getting that revenue? Ross Blackmer commented we get notification from Weld County. President Wingerberg commented he hates to ask this, but can this be tracked on a spreadsheet? Ross Blackmer commented Executive Administrative Assistant, Abbigail Hebert already has one. President Wingerberg commented he and the board members would like to see that quarterly, just to see it from time to time. Treasurer Schoenleber asked if they could get one now? Abbigail Hebert commented she needed to put this last inclusion into the spreadsheet and she could get it to the board members tomorrow.

Director Lacefield commented it was his understanding when he talked with the legal counsel that the importance of time is strictly based on getting them filed with the court far enough in advanced that the court can process them by the April deadline. There is no filing date that is operative. In other words, if it is filed by the deadline, it doesn't matter if it is not approved by the April deadline, it was filed then and it gets approved sometime after that deadline and we meet it because we filed. Our legal counsel said no, what is important is getting it to the court in time so that the court has time to process and approve it by the April 30 deadline. Is that your understanding of it? Ross Blackmer commented correct.

Regular Meeting Minutes
January 18, 2017

Treasurer Schoenleber commented that all seems fine. We just have not received the best communication. President Wingerberg commented he is curious about fine because if you are saying that we have to get it to them in time so that they can process it, is that a time frame that we know? Director Lacefield commented he asked our legal counsel how much time does he think that is reasonable for this to take to the courts? Our legal counsel told Director Lacefield from a couple of weeks to two (2) to three (3) months. We are pushing that outer time frame of that now as far as the time frame of that deadline. If he has not gotten those filed, then it becomes a problem.

President Wingerberg asked if there were any on the horizon? Ross Blackmer commented Town of Frederick called him and said that they had a couple and they wanted our new forms and we got it to them. Sometimes the developer can get the inclusion form that day and the next day there is an inclusion in an email. Sometimes they get the inclusion form and months or years can go by and then we would get those inclusions.

Treasurer Schoenleber commented he would like to go back and talk about the missed revenue ones from a decade ago. Is there anything that we can do about that? Ross Blackmer commented no. You cannot go back and the only thing that we can do is this, we could go knock on doors and asked for people to petition into the district.

President Wingerberg asked if this is what enabled the swiss cheese? Ross Blackmer commented yes. When you are a developer, you have to go through the Towns/City. The Towns/City provide the developer for the paperwork to all entities for multiple services, such as the fire department, recreation district, school district, etc. If the developer decided that they don't want to include in the recreation district, that inclusion form was not included because they could sell a home for cheaper than if it were to be included. Then keep in mind the Towns/City, and he is speculating at some degree here, when you have a brand new planner and the developer walks in there, they may not have included us in the past. Some of that is alluded to the past administration where they angered the Towns/City, why would the Towns/City stand around and help the recreation district out?

President Wingerberg commented Ross Blackmer mentioned about knocking on doors, can we reach out to the HOA's, just as a group thing? Ross Blackmer commented that he has had several HOA's reach out and contact him and ask how come they were not in the recreation district. We are more than welcome to provide you the information and go to your HOA meetings and discuss this. They do not reach out and let us know if they want us to come and explain inclusion process to them or invite us to their meetings.

President Wingerberg asked when our new prices would go into effect? Ross Blackmer commented January 1, 2017. President Wingerberg commented there should an additional motivation to some of these people that are not included right now? Ross Blackmer commented yes. President Wingerberg commented maybe we should visit a

Regular Meeting Minutes
January 18, 2017

test HOA and letting them know that their non-district rates have went up and ask if they would consider inclusion now?

Treasurer Schoenleber asked if we could get a list of those who are not included in the District and what revenue that may be? This way we can see what potential HOA's we could be reaching out to? Ross Blackmer commented this would be the 250 pages that we received from Weld County. Treasurer Schoenleber asked which ones would we be missing revenue on? Ross Blackmer commented all of them.

President Wingerberg asked if we have the names of the subdivisions? Ross Blackmer commented yes, it tells you what subdivision and where they are located. President Wingerberg commented we could make a list and put it in the newspaper with an explanation of the price differentials and see how many step up? It seems like this would be the easiest thing to do.

Treasurer Schoenleber asked if Ross Blackmer had a list of HOA emails? Ross Blackmer commented he has a list of emails from the HOA's when we went through 5A and he reached out to 99 percent of them and they were not interested in hearing us. President Wingerberg asked if we could put a little something together in the paper that reinforces our new pricing schedule and that they should check, where ever they should check, to see if they are in-district because there may be a better opportunity for pricing? He is just saying, let's put the information together and see if we can bring anyone into the District. We put out that price differential in place for a reason, to motivate nonmembers to become part of the district. Ross Blackmer commented yes, we can do that.

Treasurer Schoenleber commented would it even make a difference? If Ross Blackmer has already reached out to them and they have no desire. Ross Blackmer commented that we could post it in the newspaper.

Director Lacefield asked Ross Blackmer if he believed our legal counsel is being candid with you? Ross Blackmer commented yes, he does. Our legal counsel has admitted to him that, and he is not sure which on that Director Lacefield is referring to, he had not done and inclusion and it had not been submitted in a timely fashion. He does not recall the one in particular that he was referring to. This one, because of the volume of it, we mailed to him. Generally, once there is an approval of a petition for inclusion, it is mailed to our legal counsel the day after. The 250 paged one had to be photocopied and mailed to our legal counsel because it was such an enormous file to send through email. He is comfortable that our legal counsel has been honest and straight forward with him on almost every single issue since he has been here. This is the first time that he is aware of there has been a time period of lapse between what was sent to him and documents going forward. He has always been informed that our legal counsel has gone up to Weld County and it's on a desk. Now, being 100 percent forthright, if someone knows how he could follow up on that, he is more than willing to do it. He is

Regular Meeting Minutes
January 18, 2017

not sure how that would go from a District going up to a court, finding out which court and which judge is doing that and signing it.

Vice President Crites commented at a minimum, we are requesting that our legal counsel be more efficient with his communication in saying 'I have received it, I have filed it on this date'. We are expecting that from our legal counsel and if that needs to be reiterated, hopefully Ross Blackmer can take on that role and let him know that is our expectation. Ross Blackmer commented he will be in contact with our legal counsel in the morning.

President Wingerberg asked if our legal counsel emails our inclusions into the judge or does he have to run them up to Weld County? Ross Blackmer commented he believes that he just emails them. President Wingerberg asked if he could just copy Ross Blackmer in the emails? Ross Blackmer commented he would ask. President Wingerberg commented that would close the loop right there. Secretary Childers commented unless it is e-file system and its closed. Director Lacefield commented if it is anything like the other civil cases, he should receive a receipt from the e-filing system saying 'this has been accepted for filing' that he could send to Ross Blackmer. Ross Blackmer commented he would ask our legal counsel to copy him in and close the loop. President Wingerberg commented this is just to make sure that we are closing that loop and to let them know what our legal counsel says next time.

Secretary Childers commented he had a question. He would like it to be clarified. It is his understanding that there have been inclusions filed without the proof that it has been notified to the public. Ross Blackmer commented correct. Secretary Childers commented these were the documents that were submitted between 2005 and 2013. Ross Blackmer commented correct. Secretary Childers commented this could have happened before our legal counsel was on our retainer? Ross Blackmer commented maybe. Secretary Childers commented his concern would be if a professional knew what they needed to file and they did it anyways, that is negligent. If he has a negligent contract employee, he does not want him here anymore. Like he said, if it was before him, good he will correct it.

President Wingerberg commented we will find out if that was before our legal counsel or not. Ross Blackmer commented part two (2) of that we have to take into consideration and he is not defending our legal counsel, he could not file something that he did not get. Secretary Childers commented correct, but as a professional, if he does not get what he needs to do the job that you would be paying him for, he would call. President Wingerberg asked if Ross Blackmer was saying that some of these were not turned into our legal counsel? Ross Blackmer commented he thinks that some were just sent to Weld County. Executive Administrative Assistant, Abbigail Hebert commented she had gotten a few phone calls from Weld County a couple years back saying that they had not received proper documentation on some inclusions that were submitted. President Wingerberg commented someone from here sent these from here to Weld County? Abbigail Hebert commented she believed so.

Regular Meeting Minutes
January 18, 2017

8. Discussion

a. Transparency Notices – Ross Blackmer informed the Board of Directors we have included in your packets and as Mr. Sandoval let them know, all of our transparency notices that needs to go to every elected official in Weld County and the state. These have been submitted. As you can tell, this letter is dated December 27, 2016 and the deadline was January 15, 2017. This is just to let you know that those have been filed and we are in good standing and submitted in a timely fashion.

b. Chamber of Commerce Annual Dinner

i. Todd Creek Golf Course

ii. Update on Chamber of Commerce Annual Dinner

Ross Blackmer informed the Board of Directors he has commitments from everyone on the board except President Wingerberg. Ross Blackmer asked President Wingerberg is he was interested in attending the Annual Dinner? President Wingerberg asked when this was. Ross Blackmer commented February 18 at 5:00 PM. President Wingerberg commented he would get an answer to Ross Blackmer.

c. Approval and adoption of Personnel Manual

i. Resolution 2017-2

Vice President Crites commented she has a couple of questions on the Personnel Manual and she was going to ask to Table it. Her question is in reviewing it are, has this been sent to Mountain States? Ross Blackmer commented yes it has. Vice President Crites asked what their response was? Did they ask for a revision? Ross Blackmer commented they have approved it and they have been through it twice. Vice President Crites asked about staff feedback because she is wondering who wrote this? Ross Blackmer commented Human Resources and himself, as well as Mountain States reviewing it as we went. Vice President Crites asked if he had other staff input on this, or you probably have not shown it to anyone. Ross Blackmer commented no he has not.

Vice President Crites commented she had a concern with the Personnel Manual and she would like to make those comments at a Study Session.

The Board of Directors made a motion that they would Table the Approval and Adoption of the Personnel Manual discussion until the next study session.

d. Transcriber and Update on Meeting Software – Ross Blackmer informed the Board of Directors that Executive Administrative Assistant, Abbigail Hebert continues to look for

Regular Meeting Minutes
January 18, 2017

equipment and avenues that would allow her to take the minutes as she writes them and transcribes them. Abigail Hebert commented she has a meeting with a gentleman from Granicus, Inc., which Vice President Crites had provided the information for, on January 25, 2017.

President Wingerberg asked if that was a hardware and software solution. Abigail Hebert commented she believed so. President Wingerberg commented without microphones, it will not work.

Vice President Crites commented what they are going to try and push you on a pay in full or we will offer you a deal on hardware or something.

President Wingerberg commented the only thing that he is interested in is if it is a lot of equipment? Does it lease? Is there a payment plan and what is it to buy it outright? What kind of support do you get, such as phone support or 24 hours? Financially that is what he would like to know. Vice President Crites also included what kind of warranty does it have? If it is software driven, then it is cloud driven and she would like to know the security of that? That would be all the questions that we would ask.

Ross Blackmer commented he forget to have this included when board members were adding/deleting to the Consent of Agenda. Ross Blackmer informed the Board of Directors he would like to let them know that he was invited to the Quarterly Update for the Town of Firestone. He would request that the board members would attend with him to this update. This will be Wednesday night on January 23, 2017 at 7:00 PM.

Vice President Crites commented she would encourage these Quarterly Report to the Towns/City and expects Ross Blackmer to reach out to them. Ross Blackmer commented that he has reached out. Vice President Crites commented do they respond? Ross Blackmer commented no. Vice President Crites commented it does not appear in their meetings that they are inviting people to these meetings. People just show up and give reports. She is confused if they are telling Ross Blackmer that he needs to get on some sort of agenda or something because she is not seeing that. Ross Blackmer commented he generally reaches out to Meghan and asks her when he can get on the agenda and it is never a quick answer. Usually he is told that he can get on the agenda in three (3) to four (4) months.

President Wingerberg asked if they generally put a time box around public comment? Vice President Crites commented about three (3) minutes or so. Ross Blackmer commented he presented to City of Dacono in December. President Wingerberg commented he knows that we have trouble with the Town of Frederick because they don't ever seem to find time.

9. Reports

a. Executive Director Monthly Report Q & A (report contained in packet) – Ross Blackmer informed the Board of Directors the original report that was in their packets

Regular Meeting Minutes
January 18, 2017

has the wrong information. Most of the report had November numbers on it. The report that was given did not save the changes that were made. There is a revised Board of Director Report that was handed out at the beginning of the meeting.

Vice President Crites commented she heard one of the guest services people say that the passes were almost to \$100,000. Ross Blackmer commented we received a report today that we are at \$78,000 dollars.

b. Monthly Employee Newsletter – January – Ross Blackmer asked if the Board of Directors had any questions or comments on the Employee Newsletter. Again, Marketing and Communications, Heather Hammarstrom has done a remarkable job on it and it is well received.

Director Lacefield asked Heather Hammarstrom if she came up with the I am Serious..and Don't Call Me Shirley. Heather Hammarstrom commented yes and she said that some people have not caught it because she thinks that they are too young to remember that movie.

The Board of Directors congratulated Abigail Hebert on her engagement to her fiancé A.J. Eberly.

Vice President Crites commented her favorite is when she was at the gym the other day and there was a gentleman there that did not know that the treadmill belt actually moves, so he was walking really, really hard to get the belt to move. He was older and he was very prideful and he would not look around, but you could tell.

10. Public Comments

a. None.

11. Board Comments

Vice President Crites informed the board members she had a request from Director Reser. She as well as I are wondering about posting for the forum and where it has been posted or advertised and how long it has been advertised? Heather Hammarstrom commented she has posted it on Facebook. Vice President Crites asked if it is printed at all in the paper. Heather Hammarstrom commented no.

Ross Blackmer commented he personally took some to the two (2) grocery stores and had it posted. Also, each Town/City has posted some for me. He has put it at Valley Bank, Adams Bank and ENT Bank.

Heather Hammarstrom commented it has been put on our calendar timeline that is at the bottom of our website and she will do another blast tomorrow.

Regular Meeting Minutes
January 18, 2017

Vice President Crites commented Director Reser's comment was to Table and cancel that forum because there was some feedback that there was not enough advertisement for it. She does not know how the other board members feel.

Director Lacefield asked if Director Reser's concern was about the advertising or because of the survey? Vice President Crites commented she believed that Director Reser's concerns were both. Director Reser's comments were there has not been adequate time for the survey that would have been posted, recently, between that and having the forum on January 28, 2017. She did not feel like there has been enough time.

President Wingerberg asked what function would the survey have at this meeting? Vice President Crites commented she believes that Director Reser has a valid concern. If we have three (3) people show up to the forum, that does not really help us; but if more people take a survey than those who show up at the forum, then that is ok.

President Wingerberg commented he thought this forum was for the board members to talk to them this time, instead of the other way around. Director Lacefield commented he believes that Director Reser's concern was if this is us telling them presumably this would be based on information to them and if this was a portal of gathering information and it has not been set up. Vice President Crites commented right. Right now, we have 14 different opinions from people who have attended our board forums in the past. So really, that is your census and that is not a lot of opinions. Vice President Crites commented what she believes Director Reser is trying to say, frankly so, more eyes on that survey and getting more surveys in would help us to be able to tell the public what we intend to do. As of right now, it looks like we are choosing for ourselves, not based on what the public has told us.

President Wingerberg commented we have had several forums where they have come to us. Vice President Crites commented two (2) and only about 14 people came to those forums. President Wingerberg asked how long are we going to postpone this? Vice President Crites commented she does not know. Director Reser did not give her dates, she just feels uncomfortable that we haven't tallied up the information. President Wingerberg commented he understands, but from a discussion standpoint as a board, how much input do we want to see before we tell them where we are headed? Vice President Crites commented she would like to see the survey online for a good six (6) weeks. That is her opinion. She is not saying that we need to cancel this, but she agrees with Director Reser that the survey is important. We need to show that we care about what other people think.

Director Lacefield commented if nothing else, it is perception that whatever we decide on and whatever we go to the community with, we want to be able to go to the community and say 'here is what we came up with based on your input'. If they say 'well you did not hear from us' we can say that we held a community forum on this date and we had a survey online for six (6) weeks that was posted to our website, that we have sent out to social media and so on. Eventually we have to move forward.

Regular Meeting Minutes
January 18, 2017

Treasurer Schoenleber commented we are still ahead of the curve with that are we not? President Wingerberg commented no. President Wingerberg asked Vice President Crites when she wants to break ground? Vice President Crites commented she is on Aaron Grant's time. He wants to break ground in April. President Wingerberg commented we are getting pretty thin then. His timeline does not dictate, the price does. We make him build one and make him come back and build the other one, that gets a little pricy. He just wants to be sure that is on the floor so that everyone understands.

Vice President Crites commented if you remember, we have had this conversation a lot, we have stressed the importance of this survey. We have asked that this survey be a physical survey when you come into the recreation center and have an area for people to comment as recreation members and we felt like the digital survey was important for those people who are not members. We speak on their behalf too. She supposes, for a lack of way to describe it, we are covering our hinnies by providing many outlets.

President Wingerberg asked the board members if they want to postpone for six (6) weeks. Secretary Childers commented no. Treasurer Schoenleber commented why don't we keep a stack of survey's at the front desk and when members come in have guest services ask if anyone would like to fill them out. President Wingerberg commented that is fine.

President Wingerberg commented let's get back to time. How far back do you all want to push it out? Secretary Childers commented here is my suggestion. Let's keep the forum, let's do the survey. The survey results after we do the forum will retell and inform the community what we want to so. The survey results would have changed before what they knew we were going to do. Then let's compile it again and do one more that we tell based what we found on the surveys. We might have to adjust or we might have to come up with another plan. So, a timeline from the forum, he would say about four (4) weeks.

President Wingerberg asked if the community forum is for information gathering? Secretary Childers commented no, the forum we are telling. Then we give them the opportunity to give their opinion on what we told them. President Wingerberg commented let him give the board members one piece of information, we tried to do something like this with 5A and what we got was snotty comments of 'you already know what you are going to do so why are you asking us?'

Vice President Crites commented she thinks that cancelling this event is valid because President Wingerberg is saying the exact same thing from experience that if you tell the public before you give them ample time to tell us, we are doing the same thing and we are making the same mistake. President Wingerberg commented that is why we cannot do January 28. Vice President Crites commented unless you keep the 28th and change the agenda and it is more of a Q&A, maybe we can get a bunch of new members that

Regular Meeting Minutes
January 18, 2017

have just signed up to come and tell us. Vice President Crites commented it is not her preference to cancel it, but to change the preference of the agenda on the 28th.

The Board of Directors collectively agreed that they would keep the January 28, 2017 Community Forum and would change the agenda items.

Ross Blackmer informed the Board of Directors that in front them they have a copy of three (3) sheets. One says Sales, Passes and Drop-ins. He wanted to demonstrate on a smaller microscope scale of how good staff is doing. He has on their 2015 and 2016 monthly sales and drop-in fees, so you can see, without a doubt, month to month that staff continues to do a better job. Below that is the monthly drop-in numbers. Those are the number of users that come in whether they walk in for a class or to walk in and watch T.V. We continue to set increasing numbers each month. On the second sheet, what he has done for them is month to month, year to year budget comparison. So you can see what each month, it is cumulative, what year, and how we spent the money and the totals monthly where we are at.

Treasurer Schoenleber asked about page 1. The increase month to month in revenue and in numbers, do we have anyway to compare or centralize the increase in population growth area to see if it is holding steady with it or climbing. Ross Blackmer commented he is sure that he can. Treasurer Schoenleber commented he is assuming that it is climbing by our area is going. Ross Blackmer commented it will take some time but he will get it done.

Ross Blackmer commented before we go to page 3, he has reached out to the three (3) communities and said 'in their planning department to give him what they consider the median price of your homes in your community'. He has sent three (3) emails out and he is 0 of 3. The last sheet he is very proud of. From December 31 of 2014 into 2015, the District carried over \$7,167 dollars for the next three (3) months of operations. President Wingerberg commented that is our thin months correct? Ross Blackmer commented yes. President Wingerberg commented are you telling me that right now we are carrying over a million two? Ross Blackmer commented that is what he is telling the board members. President Wingerberg commented in the bank? Ross Blackmer commented yes. It is slightly less now because we paid bills but we are over one-million-dollars. Ross Blackmer commented from December 31, 2015 into 2016 we carried over \$261,000 dollars. We did not borrow money to make payroll and as you can see 2016 into 2017, at the time that he did this, we had \$1,200,000 dollars. He can tell you that one week, which was the last week in December, we wrote two (2) invoices of \$160,000 dollars. This did not include payroll.

12. Executive Session

A motion was made by Secretary Childers to from Regular Meeting into Executive Session, for Personnel Matters 24-6-402(4)(f), at 8:45 PM; this was seconded by Treasurer Schoenleber.



Regular Meeting Minutes
January 18, 2017

President Wingerberg advised there were no decision made during Executive Session only discussions.

13. Adjournment

A motion was made by Secretary Childers; this was seconded by Treasurer Schoenleber to adjourn the meeting at 9:30 PM.

READ AND APPROVED THIS _____ DAY OF _____, 2017

Roger Wingerberg, President

ATTEST:

Cody Childers, Secretary