

Underwood Park and Recreation District

Board of Commissioners Meeting Minutes

4/17/18 at the Underwood Community Center

Commissioners in attendance: Bob Wittenberg (Chair), Alicia Beyer, Tina Gallion, Marc Robins, Ed Lamotte

Attendees: Linda Hardham (recorder), Kathy Lamotte; Jennifer Plummer, Michael Stillman, Sally Stillman, Sue Kusch, John Hardham, Kevin Widener, Melissa Wittenberg, Mike Parsley, Lynn Weyand, Darla Johnston, Mary Kapp

1. Chair Bob Wittenberg welcomed all in attendance at 6 pm.
2. Approval of minutes of previous meetings: 2-20-18 & 3-20-18 & 4-10-18;
Motion to approve all three sets of minutes, Marc Robins; second, Alicia Beyer; carried.
3. Treasurer's Report – Alicia Beyer - **see report**

Balance \$6778.03, as of April 17. Potential grants written on the back of the report.
4. Tax Levy – Resolution 2018-1 – Bob Wittenberg – **see Levy addendum**

Bob distributed copies of the tax levy resolution to the Commissioners which was amended.
Motion to approve resolution as amended, Marc Robins; second, Ed Lamotte; carried.
5. Leases (Cottage and Post Office and UCG update) - Bob Wittenberg
 - JLL out of Denver Colorado handles the contract for the post office. They are proposing a 23% increase in the rental amount. Monthly rate would be \$600/month or \$7200+ per annum. Contractor charges a 3% commission and requests that the contract be signed in the June/July timeframe for a contract that goes into effect September, 2019. Several details remain to be worked out and Bob will pursue.
 - Re the cottage lease, we will convert the old lease to current lessor language. Section 27 of the lease provides that the lessor can terminate the lease on 20 days written notice. We will change this to something more lengthy and the Stillman's are interested in a 365 day notification. Bob will do some research with the County and the State to inform the lease length.
6. Underwood Community Garden (UCG) – Alicia Beyer

New lease agreement drafted by Lisa, UCG Chair, and Alicia on behalf of UPRD – **see addendum.**

Motion to approve lease with the addition of UCG responsibility for maintaining upkeep in front of the garage, and to look into grants on native plants, by Marc Robins; second, Tina Gallion; carried.

6. Newsletter – Bob Wittenberg

We want to do a newsletter and get it out by this Thursday. Sue Kusch will compile and edit the letter. Date for a clean-up party will go into the letter – May 19th at 10 am. Put in a list of donated services or items that are needed. Comments about the Tax Levy and why we are doing this on the November ballot (with care not to be promotional).

7. Marc's loop – Marc Robinson

Will need one or two pickup trucks and a dump trailer; after the fabric is laid, chips will be placed in phased-in portions. Timeframe yet to be established.

8. Bingo – Ed Lamotte

Elk's Bingo was observed – 7 games plus a blackout game. \$100 for each game and the blackout game was about \$1100. Profit was about \$700 including drinks and snacks. They use a couple big screens connected to a laptop. Use a cage with numbered balls. Ed willing to work on this concept for the Center.

9. Emergency Preparedness for the Underwood Community – Tina Gallion

Keven Widener and Tina will create a committee in conjunction with the fire department to determine how to use the UCC in the best possible way during an emergency.

10. Grant projects – deferred.

11. Screen Agers – Tina Gallion.

ScreenAgers (Growing up in the Digital Age) will be coming up on May 9 at the UCC at 630 pm. This documentary is focused on kids, parents and grandparents understanding the behavioral and physiological effects of screen engagement for young people. There will be a moderated panel. Tickets will be sold on-line and we would like a large attendance.

The meeting was adjourned at 7:40.

Approved _____

Bob Wittenberg, Chair

Tina Gallion, Secretary