



**Minutes of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, September 23, 2021 at 11:30am
Montrose Community Recreation Center
16350 Woodgate Road
Montrose CO 81401**

MINUTES:

- I. Call to Order, Roll Call** – Meeting called to order at 11:30am.
Attendees; Director Mark Plantz, Director Christina Files, Director Amy Warthen, Director Megan Maddy, Director Paul Weisner, Director Allison Howe. ED Mari Steinbach, Recreation Leader Jeremy Master, AOA, Debby Harrison Zarkis, Facilities Manager Justin Mashburn, Adult Recreation Coordinator Wade Ploussard, Aquatics Director Liz Gracesun,
- II. Open Forum:** Call for Public Comment (limit of 3 minutes per person)
 - a. No public comment was presented
- III. Staff Recognition:**
 - a. Anniversaries: Lorie Orme 22 years, Wade Ploussard 14 years, Mari Steinbach 2 years. Employee Anniversaries were recognized.
 - b. Employee Awards: August Core Staff of the Month – Miguel was recognized for the August Core Staff award of the month.
- IV. Capital Projects and Purchases**
 - a. Comprehensive Master Plan – Growth Committee meets this afternoon. The Statistically Valid Survey has been mailed out to random households in Montrose, Olathe and Ridgway. Within 2 weeks, the link to this survey will be launched. The HAPPiFEET app.: Signs have been posted in our parks as well as MRD facilities and in City parks. We have received input, about 8 comments this week. November 17 and 18, Pros Consulting will be in town to meet with the Board and staff. They will need about 2 hours to meet with the Board. It was decided that November 18 Board meeting will be held from 3:30pm to around 6:30pm. ETC will begin compiling results of the survey at the end of October but starting the end of September we will start getting monthly updates.
 - b. ADA Access Audit and Transition Plan – An ADA Transition plan is required by the Federal Government. An RFP has gone out to bid as the MRD is wanting a contractor to assist us in writing this plan. The bides are due October 6. Once the bids are received, staff will score them and determine who will receive the contract. We will get, as a result, an audit of our facilities and programs as well as a plan to implement. The budget that we have for this is \$35,000. We believe we can pay for the majority of the service with this budget. The Board asked if there is a chance that a Colorado company will apply. The answer was yes there are several Colorado companies that specialize in this service.
 - c. Air & surface technology – CRC/FH. The MRD is working with our Big Fan Company to increase use of fans in the Field House. COVID relief funding will be used to purchase additional fans. The Board agreed that we want to improve equipment at the Field House and keep it a “top notch” facility as well as the CRC.
- V. Budget Planning**
 - a. Receipt of 2020 Audit. Don Moreland, Accountant, will be in attendance at the October Board meeting to talk us through this audit. Instructions to staff for the development of the 2022 budget is that there is no be no growth in programming. A budget amendment based on refined revenues will be presented to the Board in October. Staff projections as well as new programs and initiatives will also be put forward in October. The Board needs to have long term strategies to fund long term expenses and growth. This can include:
 - b. 2021 Budget Planning: Property tax levy: capital projects funding philosophy, operating goals.

VI. Request for Executive Session: Per C.R.S. Section 24-6-40(4)(e), executive session for the purposes of discussing negotiations. Motion to go into Executive Session was made by Director Christina, Seconded by Director Amy and unanimously approved by the Board. At 1:20pm the Board went into Executive Session. Role Call: Director Mark Plantz, Miguel Lopez, Justin Mashburn, Director Megan Maddy, Director Amy Warthen, Director Allison Howe, Director Christina Files, Director Paul Weisner, Executive Director Mari Steinbach, Debby Zarkis, Jeremy Master.

- a. The Board left executive session at 2:17pm. Pursuant to C.R.S. 24-6-402(4)(b) and (4)(e) for the purpose of receiving legal advice, and for matters subject to negotiation. The recording of the meeting, as held by the District, will be held for 90 days.

VII. Committee Updates and Assignments

- a. **Exec. Committee of Board** (Board: Mark, Christina, Amy. Staff: Mari, Jeremy) – reminder that any board member can always send agenda items.
- b. **Administrative** (Board: Megan, Alli. Staff: Mari, Jeremy, Lorie, Lisa) – Improved employee review process has been implemented which the admin team is in favor of. The employee handbook is also being revised.
- c. **Foundation** (Board: Amy, Kylee, Megan. Staff: Mari, Cindy) – Director stated that they met last week and talked about the upcoming triathlon. A check was received from the Realtor Association and donated \$2,000 to the scholarship fund.
- d. **Growth** (Board: Christina, Amy. Staff: Mari, Liz, Justin, Miguel) – Meeting today.
- e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy) – Director Allison Howe presented a rough draft of a Finance plan for the future of the recreation district which includes a Capital Improvement Plan. The Committee wants to ensure that we are able to finance many of the improvements that will be recommended by the Master Planning process. Director Paul emphasized that we need to plan today for those needed improvements. Director Paul stated that it is unlikely that we will be getting any funds from the City. Director Mark stated that we will have specific needs addressed by the Master Plan and we must choose how to fund these needs. He also stated that the Board must decide how to spend any additional money that comes in from tax funds. Director Allison asked what sales tax must be used for, Bo Nerlin, council, stated the goal of the initial ballot was to pay down the CRC and related facilities. Director Amy asked raising the current Mill Levy has to be unanimously approved when it is voted on. Bo stated that it does not have to be unanimous. Director Christina asked what is our max mill levy? Mari answered that it is 5.5% limit. Director Mark suggested that we assign a “name” to the dollars, what will they be going to? Director Amy stated that the Master Plan results are not yet in, so we don’t know where the money will need to be allocated yet. Director Amy stated she does not want to raise the Mill Levy. She also stated that the MRD is highly looked upon and she is worried that this may affect our grant asks. Director Christina asked if we already have capital projects in mind rather than waiting on the Master Planning process to be completed. Jeremy stated that there are only hypothetical ideas of what will be identified in the Master Planning process, they have not been identified. Director Allison pointed out that the Cost Recovery process has identified the cost of each program. Director Mark asked if we could refinance without voter approval. Bo stated that he does think so but he would like to consult our Bond Council. Director Christina stated that as of 2039 this funding stream will be over. Director Allison suggested that our Bond Council come and educate the Board about this issue. The Board decided that we will invite the Bond Council come and speak to the board so they know their options in the future. It was suggested that it be a short presentation at the next Board meeting.

VIII. Executive Director’s Update –

- a. MRD was voted Best of the West for Montrose Valley of 2021, best Health Club
- b. Justin reported that the MRD is about 70% of average volume for this time of year. We will be making a big push getting new members in the door as this time is our slow time of year.
- c. NRPA – has rebranded with a new logo. The National Conference is going on this week.

IX. Approval of BOD Meeting Minutes:

- a. 08.26.21 Regular Meeting of the Board – Director Allison made a motion to approved, Christina seconded the motion, board unanimously approved the minutes.

X. **Adjourn – 2:26pm.**

Next BOD Regular Meeting
Thursday, October 28, 2021 at 11:30am
Community Recreation Center
16350 Woodgate Road
Montrose CO 81401