



**Notice of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, April 27 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 11:32am. Present, Allison Howe, Paul Wiesner, Barb Sharrow, Ken Otto, Christina Files, Megan Maddy.**
- II. Open Forum: Call for Public Comment (limit of 3 minutes per person)**
- a. **Patron Michael Carroll had a public comment.** He stated he thinks we should lower vending machine prices for children. Director Christina stated his comment was noted.
- III. Staff Recognition:**
- a. **Anniversaries:** Lisa Lopez 2 years, Amy Russell 4 years, James Tanner 1 year, Jessica Workman 5 years. Anniversary certificates were presented to the Core staff present.
 - b. **Awards:**
 - i. Patron of the Quarter – Matt Boison and family
 - ii. Volunteer of the Quarter – Lynn Bartling
 - iii. PT Staff of the Quarter – Landon Farley
 - iv. Core Staff of the Month – Miller Bowles
- IV. Proclamation to celebrate Arbor Day, April 28th and to support and collaborate with the City of Montrose**
- a. Debby showed the presentation that will be given at Buckley Park on April 28 to elementary and middle school children. She spoke about why trees are important to our planet and how we can protect trees.
- V. Committee Updates and Assignments**
- a. **Exec. Committee of Board** (Board: Christina, Amy. Staff: Mari, Jeremy) – Did not meet this month.
 - b. **Administrative** (Board: Alli, Barb. Staff: Mari, Jeremy, Lisa, Debby) - will be meeting May 18
 - c. **Foundation** (Board: Amy, Megan. Staff: Mari, Cindy, Jeremy) – Did not have a meeting this month. Director Megan stated that planning for the upcoming triathlon is coming along well. Permits have been received, food trucks have been reserved. They are waiting on permission to use tunnels that go under the highway for safe travel. The event is being marketed but Megan encouraged all board members and staff members to let their friends and neighbors know as they would like more participants. The MRF has rolled out the new Family Fee Assistance Program for memberships to the CRC. This program will provide great discounts to families who qualify. The MRD will be doing surveys before and after their memberships to see if this program is working.
 - d. **Growth** (Board: Christina, Ken. Staff: Mari, Liz, Justin, Miguel, Jeremy) - Did not meet this month.
 - e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy) – Director Paul stated that the Finance Committee does want to meet with the Growth Committee to discuss long range planning. A meeting will be scheduled. The Finance Committee stated there have not been any financial reports from the City for the past 4 months. ED Mari stated that there are issues such as errors and omissions in reports.

She stated that the MRD stays engaged with the City and is trying to get line items corrected. The MRD's final reconciliation for year-end 2022 was given to the City from the MRD yesterday. We are expecting to get a January and February report by the end of next week. Staff believe we are on track on our revenues and expenses. The translation to our payroll system is not matching the City's system, the MRD is needing to restructure to match to the City's system. Director Paul said that it is not acceptable to not have financial records for 4 months. Director Paul stated that the Finance Committee needs to meet before the next Board meeting to discuss solving this issue. Director Allison stated that the process needs to be addressed. ED Mari stated that lag time has been a continuous issue. Director Barbara asked if it would be helpful for a Board member to talk with the City Management about this issue. Director Paul asked about the computer programmer that was brought in to make the two systems work together. Director Ally suggested that an email based report will be pushed out to the rest of the board as soon as possible. ED Mari stated that this will be done. Chair Christina asked that Directors Ally and Paul give their input on the finance documents once they are released. ED Mari said that Sales Tax receipts have shown an increase of 4%. Director Alli stated that an email was sent to Don Moreland, who does our year end audits thanking him for his service. It is best practice to change auditors regularly, or at least to review the contracts. There will be an RFP that will go out for auditing services.

- f. **MURA** (Alli) – Did not meet this month. Next meeting will be in June. The last meeting was in January.

VI. **Executive Director Update -**

- a. Finance report - It's noted that 2023 sales tax receipts for the first two months were 3.8% higher than 2022.
- b. HR report – Staff will meet with local law enforcement in April to define methods to enhance background check results. We will also enhance the policy and procedures for ensuring that staff who remain continuously on payroll have new background checks processed routinely. Staff continues to build enhancements / formalizing new activities to on-boarding and separating employees. There are current openings for a Parks & Facilities Maintenance Technician and a Parks Supervisor, and Recreation Leader – Field House. Great news on recruitments that the caliber / qualifications of the candidates are rising.
- c. Special Projects - **Employee Retention Credits:** We are signing a professional services agreement with Dalby, Wendland & Co., P.C. for the Employee Retention Credit Consulting. The ERC covers the period between March 13, 2020 and September 30, 2021. DWC has already determined our eligibility, and will help us to identify the ERC-eligible wages and other expenses paid / incurred during the claim period, to provide the Qualified Wage Amounts and supporting documentation to us, and prepare the draft IRS Forms as needed.
- d. **Elections:**
The Fire District had a candidate withdraw, enabling the Fire District to cancel its election (candidates are automatically elected and will be sworn in after May 2). This means that the MRD will hold a stand-alone election and will bear the full cost of that election, which we expect to be in excess of \$7,000. An elections page has been added to the new Web site, complete with Board candidate bios and statements of purpose, vote fliers have been made and posted at all three facilities, and a candidate questionnaire is in process development.
- e. Discussion - Director Paul stated he is getting a lot of comments about pool temperatures. ED Mari stated that January's natural gas bill was \$152,000. To that end, the temperature of the pools was turned down by 1 degree. Liz showed that the temp was taken 4 times a day. Some patrons who have inflammation issues have commented. The therapy pool was turned up during the cold spell this winter. Director Megan has also stated that she has heard the leisure pool is cold. Director Paul also heard a comment about oil on the pickleball courts. Justin said there was an oil leak from the basketball hoop one morning but it was fixed immediately. Director Paul asked if we need to rethink our budget next year for natural gas. ED Mari stated the state legislature is expected to look at energy costs overall for the state. Also, the MRD has locked in a monthly rate with our natural gas provider. Director

Christina stated she is seeing a lot of Facebook posts on our innovative new programs. The MRD has a fleet of bikes and camping gear that can be rented out.

VII. **Approval of BOD Meeting Minutes: 03.23.23** – Director Paul moved to approve the meeting minutes. Director Ken seconded the motion. The motion passed unanimously.

VIII. **ADJOURN - The meeting was adjourned at 12:48pm.**

Next BOD Meeting
May 25, 2023 at 11:30am
Montrose Community Recreation Center
16350 Woodgate Road
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