



**Notice of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, August 27 at 11:30am
Field House, 25 Colorado Avenue
Montrose CO 81401**

MINUTES

- I.** **Call to Order, Roll Call** – meeting was called to order at 11:35am. Barb Sharrow, Alli Howe Suzi King, Megan Maddy, Ken Otto, Christina Files and Paul Wiesner were present.
- II.** **Open Forum:** Call for Public Comment (limit of 3 minutes per person) – there was no public comment
- III.** **Staff Recognition:**
- a. **Anniversaries:** Justin Mashburn 18 years, Melissa Lords 14 years
 - b. **New Employee Introduction/Announcement:** Laysa Quijano, Lead Customer Service Representative; Dwain Sherriff, Maintenance Supervisor - Parks
 - c. **Employee Awards:**
 - i. **Core Staff of the Month** – Julie Laube
 - ii. **PT Staff of the Month** – Alex Sutton
- IV.** **Resolution 2023 – 5 Resolution to Adopt the ADA Notice -**
- a. Jeremy reported that the MRD has developed an ADA Notice that will be posted on our website as well as in one activity guide a year. The notice states the intent to meet accommodation requests that come before us. It also discusses the ways community members can request accommodations. Director Alli asked if we are prepared to provide accommodations if requested. Jeremy responded that the MRD has one week to accommodate reasonable requests, as detailed in the document. Director Suzi stated that the school district has some resources for accommodations that the MRD may access. Director Barb asked if the MRD has received any requests. Jeremy said there was an individual who indirectly asked for accommodation recently but did not say what the accommodation was that was requested. This request is being researched. Director Alli asked if there may be any expense related to providing accommodations. Jeremy stated that there may be minimal cost associated with requests but there is money in the budget for this. Director Alli made a motion to adopt Resolution 2023-5 and Barb seconded the motion. The motion passed unanimously.
- V.** **Special Projects Update**
- a. **Status of Classification and Compensation Plan project**
 - i. ED Mari stated that a contractor has been hired to assess wages and job descriptions.
 - ii. Lisa, HR Generalist, stated that full time staff job descriptions are being looked at by the contractor as well as the organization chart, which was phase 1 of the project. Phase 2 will consist of evaluating jobs and providing a wage range for those specific jobs. ED Mari stated that the admin staff will then review the budget taking into consideration the recommended wage ranges. Director Suzi asked why the study was being done. Lisa stated that COLA increased every year and part time staff get these increases which causes compression. ED Mari stated that inconsistent job descriptions have been used and were developed in house. Lisa stated that pay equity is important, so compliance also drives the study.
- VI.** **Program Status Update**
- a. **Youth Programs – Abby Glaysher, Miller Bowles**
 - i. Director Christina asked that programmers present to the board so the board can learn more about the individual programs. Abby and Miller presented on Youth Programs. Some new programs that are in

process are: intro to pickleball and a trail running club for kids. Ways this department is being innovative include new technology for better communication. Abby stated that they are looking into an app which would serve as a tool for coordinators to communicate with coaches and parents. The ref app is now being used, giving referees their assignments the abilities to log in to see. . Using Rectrac tp sendout mass text messages is also being considered. The Turf Tank robot is now being used which is a great tool used to paint lines on the fields, which is a great time saver for staff. Rock climbing, mountain biking, parkour, are all activities that are in motion. Miller stated that many of the baseball rules in place were not consistent so these rules are being standardized. He is also developing a system where rules change as kids get more skilled so they will be able to adapt to rules used elsewhere. . Some additional equipment has been ordered such as mats that serve as pitching mounds that are easily movable. Coach surveys are now being done. Some really good ideas have come from this survey. Abby stated that this program is typically retaining players from kindergarten until the 6th grade level and then they are dropping off. Director Christina asked if kids are walking away from traditional sports moving to some of the newer programs. Abby stated this happens some with the older kids. Miller said that team sports are typically maxed out, meaning they are typically full. Abby stated that Lacrosse has been very popular with the youth and the MRD program is less expensive than some other areas who offer this sport.

- ii. Adult Recreation Programs will present next month.

VII. Capital Improvement Plan Update

a. Review discussion items from 8.22.2023 joint Growth / Finance Committee meeting

- i. The pool audit report was reviewed at the joint Growth/Finance Committee meeting. ED Mari stated that staff have put together a 3 year plan that will can enable the Field House (FH) pool to stay open for that time period. The CIP was reviewed and priorities were also discussed at that meeting where all but one board member attended. Director Ken stated that the board wants to ensure there is adequate funding for facilities and staff. CIP projects that were discussed included Ute/McNeil as a priority, as well as the Field House and the outdoor pool. It was also discussed how funding will be raised. The board discussed if the pool at the FH will be rebuilt or if it will be moved to the CRC. Director Paul stated that the outdoor pool can stay open with the caveat that it needs renovations. Funds can be appropriated to correct deficiencies on the outdoor pool until money is secured for a capital project. Director Barbara stated that the City of Montrose is planning to remodel the River Bottom area and the MRD would like to move on Ute/McNeill renovations at the same time. The City has slowed down a bit on their plan to master plan River Bottom. It was mentioned that the FH site master plan has shifted to first priority and Ute McNeil has turned to the second priority because of timing. The third priority is the aquatics component. Plant operating costs exist to ensure maintenance at facilities and parks is being done as needed. The financing for the CIP projects was discussed as well. Director Paul noted that sales tax funds that are raised are earmarked “for capital improvements and facilities” according to the resolution/bond that passed in 2014. There are excess funds because sales tax revenues have increased. This money is in Colotrust and can be used for improvements. The Conservation Trust is another account and funds comes from the Colorado Lottery. These funds can be used for just about anything including improvements to facilities. Capital reserves are also available for anything but are earmarked for capital improvements. The General/operating fund includes property tax income. Some of these funds are in the Operating Reserve and will cover at least 90-180 days of operations if needed. There are still excess funds in this account so some of this can be used for improvements/capital projects. In short there are funds available that can be used for the projects discussed. Board and staff will need to have discussions about what our next steps are. Director Christina also stated there was surplus revenue this year and last year as well. Director Alli said the board needs to determine if they feel comfortable using these funds for capital improvements. Director Christina stated that spending money on the priorities discussed is allowed, in her reading of the resolution. Director Paul stated that there are 2 paths, either the afore-mentioned funds can be used to pay off the CRC building and use mortgage savings to direct toward the capital projects, or use the funds directly to support these capital projects. ED Mari stated that DOLA and GOGO grants will be pursued as well. Director Alli also stated that the board needs to reach a consensus of how much reserve needs to be saved. Director Paul stated that the MRD is entering budget season so this can be discussed further.

VIII. Committee Updates and Assignments

- a. **Exec. Committee of Board** (Board: Christina, Alli, Barb. Staff: Mari, Jeremy) – This committee met in August. Christina asked that any questions for Mari’s performance review process be sent to her. She needs feedback by the end of next week. She will send out a summary to the board before the review.
- b. **Administrative** (Board: Barb, Alli. Staff: Mari, Jeremy, Debby, Lisa) – This committee did not meet this month
- c. **Foundation** (Board: Megan, Barb. Staff: Mari, Cindy) – The Foundation did not meet this month
- d. **Growth** (Board: Ken, Suzi. Staff: Mari, Jeremy, Justin, Miguel) – The joint Growth/Finance Committee meeting was discussed, above.
- e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy) – The Finance Committee met August 8.23.2023. It was noted that as of July we are at 58% of the budget year. Revenues are at 81% so far. It was noted that the recreation programs are where the biggest growth is reflected. It was also noted that for Flex Rec there is consistent growth although it is small. The hope is that once there is more development in the area, it may result in more members/revenue. Director Christina asked if finance documents are on the Google Drive, Mari said they will be added. There is a lag time in getting reports from the City of Montrose.
- f. **MURA** – Director Alli stated there was not an August meeting.

IX. Executive Director’s Update

- a. ED Mari said the outdoor sign should be on the Flex Rec building soon. Mari said revenues have been increasing, part of this is because of the Weehawken programs that are held at Flex Rec. Director Ken asked if any other groups have approached us asking if they can use the facility. Wade said baseball teams have asked if they can get some time at Flex Rec as well as an enduro training group (dirt bikes) group. Some outside groups are using the community room for meetings.
- b. Mari stated a notice of claim has been given to the MRD regarding an ADA complaint and this is being reviewed.
- c. Youth Appreciation Day – Justin reported that the MRD gave away 1,000 hot dogs and at least 1,200 people attended. More than 25 vendors attended. MADA Fest – Wade attended and handed out CRC passes and visited with various attendees and organizations there. He is hoping next year we can attend as well and have some activities for the kids.

X. Approval of BOD Meeting Minutes

- a. **07.27.2023 Regular Meeting of the Board** – Director Paul moved that the minutes from the 7.27.2023 board meeting be approved as written. Alli seconded the motion and the motion passed unanimously.

XI. Adjourn – the meeting adjourned 1:24pm.

Next BOD Regular Meeting
September 21 at 11:30am
CRC, 16350 Woodgate Road, Montrose CO 81401