

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, January 23rd, 2020**

**Board Members**

Kylee Smith  
Martin Lutz  
Amy Warthen excused  
Jason Ullmann  
Mark Plantz excused  
Mike Brown  
Christina Files

**Staff Members**

Mari Steinbach  
Jeremy Master  
Justin Mashburn  
Tracie Rief  
Liz Gracesun

Samantha Vallejos  
John Wagner  
Wade Ploussard  
Melissa Lords

**Guests**

Bo Nerlin  
Kendal Cramer  
Lindsay Wylie

**Call to Order**

Board President, Director Ullmann, called the January 23<sup>rd</sup>, 2020 Board of Directors meeting to order at 11:32 a.m. Roll was taken. All Board members excused: Director Warthen and Director Plantz.

**Open Forum**

Nothing was brought forth at Open Forum

**Staff Anniversaries: Tracie Rief, 14 years; Cindy Marino, 11 years; John Wagner 3 years**

Jeremy awarded staff members with a Certificate of Appreciation for their years of service

**Employee of the Month Award: Tracie Rief; Volunteer of the Quarter Award: Josh Gurule**

Jeremy awarded Tracie with a certificate for Above and Beyond award, Josh was unable to attend the meeting today.

**Intergovernmental Agreement between the City of Montrose and MRD Regarding Shared Services**

MRD and The City have been working on the IGA for a couple of months, Kendal, Grant Coordinator and the City team have worked on some refinements as per the letter included in the packet. In 2020 the review and changes will begin in the fall and be voted on by the New Year. Other changes and refinements were discussed. Director Lutz made a motion to approve the Intergovernmental Agreement between the City of Montrose and MRD regarding the Shared Services. The motion was seconded by Director Files. Without further discussion the motion carried with a vote 5 – 0.

**2020 Election:**

**A. MRD Board Resolution 2020-1, Resolution for Regular District Election for 2020**

**B. MRD Board Resolution 2020-2, Resolution Designating a DEO for the 2020 Regular Election**

Executive Director, Mari, introduced Lindsay Wiley from the Montrose Fire District. Lindsay directs the Fire District's election and in the past has also directed the Montrose Recreation District's elections, due to costs of an election, holding them together will save the districts money. Director Ullman is term limited and Director Warthen wants to remain on the board. Open date for enrollment to file self-nomination forms for the board is February 28.

Director Smith made a motion to approve MRD Board Resolution 2020-1, for Regular District Election 2020, seconded by Director Files. Without further discussion the motion carries 5 – 0.

Director Files made a motion to approve MRD Board Resolution 2020-2, Designating Lindsay Wiley as the Designated Election Official (DEO) for the Regular District Election 2020, seconded by Director Smith. Without further discussion the motion carries 5 – 0.

**Holly Park Construction Award**

Board President Director Ullman and Executive Director Mari Steinbach reviewed the previously signed contract with Stryker and Company, Inc. for the General Contractor of Holly Park Renovation Project. Director Lutz mad a motion to ratify the construction contract with Stryker & Co., Inc. as presented, seconded by Director Smith. Without further discussion the motion carries 5 – 0.

**Holly Park Lighting Contract Award**

Executive Director Steinbach reviewed the two quotes, and recommends MUSCO Lighting. Noting that the price is lower, she believes MUSCO provides higher quality, as does the electrical engineer, with confidence that they have excellent product. Director Files made a motion to present the purchase agreement with MUSCO Lighting, for the sports field lighting as part of the Holly Park Renovation Project. Seconded by Director Lutz. Without further discussion the motion carries 5 – 0.

## Capital Purchases

- a. 15 person ADA Accessible Van/Bus
- b. Field House Emergency Repairs

a.) Jeremy presented information about the 15 passenger bus Cindy Marino has negotiated with Davey Coach, with a request to purchase within the approved 2020 budget of \$50,000. Per policy a purchase of this size requires Board approval. Director Lutz made a motion to approve the sales agreement with Davey Coach as presented, seconded by Director Smith. Without further discussion the motion carries 5 – 0.

b.) Miguel explains to the board the reason for this emergency purchase. Miguel reviewed the options and quotes from Ben Franklin Plumbing, Keenan's Plumbing and Heating and Performance Plumbing and Heating LLC. Miguel is recommending Performance Plumbing and Heating LLC. Director Smith made a motion to award the Field House Emergency repair of the water line and boiler to Performance Plumbing and Heating LLC, with funding for the project coming from deferring the \$40,000 Field House improvement project involving ADA access and equipment. Seconded by Director Files. Without further discussion the motion carries 5 – 0.

## Personnel:

- a. Payroll Proposed Changes
- b. Awards Programs: Coz Sisneros Staff Service Award; Bynum/Ullmann Volunteer Service Award

Executive Director Mari and Samantha, HR Specialist, are recommending a change to the payroll payment schedule. Currently Samantha is working three days per week on payroll, the part time staff one week and the full time another. Changing the system brings both payroll processing and payment schedules to the same weeks, increasing efficiencies. Sam will provide staff at least a month's notice so if they need to make any changes in perhaps their personal billing installment dates they have time to do so. This is presented for discussion and information purposes only.

Jeremy presents an overview of our two Annual Awards for service. This is intended to clarify the framework of consideration and award. The board agreed this should be presented to the Administrative Committee to create formal approvals the board.

## Committee Updates

**Outreach:** Amy and Mark, Board; Wade, Tracie, Matt and Melissa, Staff. Monday, January 27 is the 3<sup>rd</sup> Anniversary of the Community Rec Center, staff and board are all invited to Remington's for a small anniversary celebration. Matt and Tracie represented MRD at an information table during Humana Insurance presentation.

**Executive:** Jason, Martin, Board; Mari, Jeremy, Staff. Met to review the BOD Meeting agenda.

**Administrative:** Mike, Martin, Board; Jeremy, Lorie, Samantha: Staff. They have a meeting upcoming.

**Foundation:** Amy, Kylee: Board; Mari, Cindy: Staff. Upcoming events:, Staff Indoor Triathlon, community Indoor Triathlon and Dancing With the Stars, with tickets sold at the Rec Center

**Growth:** Jason, Christina, Board; Mari, Liz and Justin, Staff. Have not met since the last BOD meeting

**Montrose Urban Renewal Authority:** Martin did report that there was a meeting and the Connect Trail, contractor, due to not being finished as scheduled has received \$50,000 in fines and we do not have a competition date at this time.

## MRD December Financial Report and Colostrust Bank Statement Summary

### Executive Director Update

- a. Executive Director update

Executive Director Mari presents to the board our financial report, noting that there are outstanding bills that will not be reflected for a true year-end summary. Mari is changing format of reporting the ED report, please let her know of changes you would prefer. An important topic of discussion in our community is the sales tax on groceries, noted that if there was to be a petition and vote to remove grocery sales tax, the effect on MRD is, conservatively, half million dollars annually.

### Approval of 12.12.19 BOD Meeting Minutes

A motion to approve the minutes from 12.12.19 was made by Director Files, seconded by Director Lutz. The motion carried 4 - 0 - 1 Director Brown sustained from voting, he was excused from the 12.12.19 meeting.

President Director Ullmann adjourned the meeting at 1:30 p.m.

**Next Regular Meeting**  
**Thursday, February 27, 2020 at 11:30 a.m.**  
**Montrose Community Recreation Center**  
**16350 Woodgate Road**  
**Montrose Colorado 81401**