

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, July 23, 2020 11:30 a.m.**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Paul Wiesner
Mark Plantz excused
Mike Brown excused
Christina Files

Staff Members

Mari Steinbach
Jeremy Master
Tracie Rief
Samantha Vallejos
Liz Gracesun
Justin Mashburn
Matt Imus
Cindy Marino
John Wagner
Miguel Lopez

Guests

Bo Nerlin

Call to Order

Board President, Director Lutz, called the July 23rd, 2020 Board of Directors meeting to order at 11:30 a.m. Roll Call was taken, all present with exception of Director Brown and Plantz, Director Wiesner arrived at 11.35 a.m.

Open Forum

A card being circulated to be signed and please take home your Parks and Recreations Magazines

Staff Anniversaries: February: Miguel Lopez, 20 yrs in March, Gabe Baca 3 years in June, Matt Imus 3 years and Samantha Vallejos 1 year

Staff was recognized and given certificates of appreciation for the years of service.

Board of Directors e-mail correspondence: Samantha

Samantha and Mari lead the discussion about the Freedom of Information and Open Records Acts, compliance and how to reduce probability of having BOD Private Email boxes subpoenaed. Bo Nerlin explained our need to keep all MRD information on your MRD email account, not a personal one. This information is subject to Colorado open records. Samantha explained the different options to the board, using a third party app to read the email or email which goes through our IT department. Each board member and Samantha will review together and set up the options they choose.

Proposal for Legal Counsel Contract

Bo Nerlin, our legal counsel with the law firm of J. David Reed, P.C. Attorneys at Law is leaving this firm and has been offered a partnership with Devor & Plumhoff, LLC in Ridgway CO. J. David Reed has presented a cover memo and requests one of three defined actions, which have clearly been outlined in the enclosed letter. The intent is in carving a niche in representing municipalities and special districts. A motion to use Bo Nerlin as our legal counsel, with our files transferred from J. David Reed, P.C. to Bo James Nerlin was moved by Director Wiesner. Which was seconded by Director Warthen. The motion carries 5 – 0

Capital Projects Update

a. Holly Park: Mari

Mari presented to the board an update about Holly Park, which is nearing completion, this opening date was pushed back due to supply change issues, not Stryker. We are seeding the fields, not sod so they will not be playable until hopefully spring 2021. We will have a ribbon cutting to officially open the park and playground, 25th of August coinciding with the city and the trails. This will be a small event as to keep in line with variance and social distancing.

b. CRC- Gym heating/cooling dual compressors: Miguel

Miguel is waiting for proposals, to replace the failed compressors and anticipates a cost from \$5,000 to \$10,000, this is an information item only.

Updates on Operations Plans: Justin

Justin reviewed our current operations plans, our challenges and actions taken to stay within the variance and resiliently respond to the pandemic.

Committee Updates and Assignments

Mari would like to reinstate a Finance Committee and allow for a change of committee assignments, if desired, and eliminate the Outreach Committee, since the approach of CRC construction has been that each person is responsible for outreach to our community. A motion to eliminate Outreach Committee and establish a Finance Committee as discussed was made by Director Warthen, which was seconded by Director Wiesner. The motion passed 5 - 0

Outreach: Amy and Mark, Board; Wade, Tracie, Matt and Melissa, Staff. Board and Staff BBQ at the Field House, August 12 from 6 to 8 p.m.

Executive Committee of Board: Martin, Mark and Christina, Board; Staff: Mari, Staff. Met to review the BOD Meeting agenda.

Administrative: Mike, Martin, Board; Jeremy, Lorie, Samantha, Staff. Have not met since last BOD Meeting

Foundation: Amy, Kylee, Board; Mari, Cindy, Staff. The Triathlon will be a Virtual event this year. They do have sponsors, with the lack of the usual payouts to other organizations that help, we may have a considerable amount of funds for our Scholarship Fund. Tuesday the Foundation will present at McNeil Fields the Imus Impact award. Pickle ball players have come through with the funds and the blinds have been installed in the gym.

Growth: vacant, Christina, Board; Mari, Liz and Justin, Staff. Have not met since last BOD Meeting, we need a board member on this committee. Amy said she would like to be on this committee

Montrose Urban Renewal Authority: Mark: are not meeting every month

MRD May and June Financial Report and Colotrust Bank Statement Summary

Mari reviewed a summary handout she presented to the board of the revenues, sales tax, Conservation Trust Fund, CRC Revenues, Recreation Programs, GF Revenues and expenses.

- a. Change in EAP
- b. Audit Extension Requested to September 30
- c. Budget Timeline – 2020 Amended + 2021
- d. Executive Director Update

Approval of 05.26.2020 BOD Meeting Minutes

A motion to approve the minutes from 05.26.2020 was made by Director Wiesner, seconded by Director Warthen. The motion carried 6 - 0

Request for Executive Session: Per C.R.S. Section 24-6-40(4)(f), executive session for the purposes of discussing personnel matters related to Mari Steinbach's performance evaluation

A motion to Request for Executive Session: Per C.R.S. Section 24-6-40(4)(f), executive session for the purposes of discussing personnel matters related to Mari Steinbach's performance evaluation was made by Director Warthen. Which was seconded by Director Smith. The motion carries 5 – 0

Return to open session. The board did not deviate from the stated purposes of the executive session.

Adjourn

The meeting adjourned at 4:30 p.m.

Next Regular Meeting
Thursday August 27, 2020 at 11:30 a.m.
Field House
25 Colorado Avenue
Montrose CO 81401