

# 2011 MRD Board of Directors Meeting Minutes

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**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, January 27, 2011**

**(Approved unanimously at the 2.24.11 board meeting)**

**Board Members**

Jason Wey  
Rob Omer  
John Kuijvenhoven  
Matt Miles

Bob Cooling  
Urban Walker  
Kevin Davis

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Cindy Marino  
Justin Mashburn

**Guests**

Wade Ploussard  
Vicki Lucero  
Tracie Rief

Board President Jason Wey called the January 27, 2011 Board of Directors meeting to order at 5:33 p.m. Roll call was taken and all members were present.

**Unfinished Business**

**Open Forum**

Jason asked if anyone had anything to bring up during open forum. Nothing was brought to the floor.

**Approval of 12/2/10 BOD Meeting Minutes**

Jason asked for approval of the December 2, 2010 board meeting minutes. Rob Omer, board member, made a motion to pass the meeting minutes as presented, which was seconded by board member Kevin Davis. Without further discussion, the motion passed unanimously.

**Committee Updates**

**Outreach Committee:** Vicki Lucero, Administrative Services Specialist, reported the committee held a meeting on January 18, 2011. She reported some of the staff members have started to reach out to their assigned schools. They also invited the Growth Committee to join them at their February 15th meeting to help with the planning of the biannual community meeting.

**Administrative Committee:** Jason and Cos Sisneros, Recreation Program Manager, reported the committee held a meeting on January 20, 2011. The main topic was to evaluate the annual staff evaluations document that Cos and Ken Sherbenou, Executive Director, edited and incorporated committee input. Ken also joined the administrative committee meeting to help explain the reasons for what is included on the current form, to answer questions the committee had, and to hear feedback from the committee. The committee then made decisions and changes to finalize the document, which will be put to use beginning this spring.

**Finance Committee:** Board member John Kuijvenhoven went over the cost recovery level of each department in a document that was included in the board packet. John stated that this will help management, the board, and the public fully understand all the costs that go into providing each MRD service. This will provide important insight to be considered when setting prices and how to better create and monitor budgets for each program area.

**Growth Committee:** John distributed a committee meeting summary out to the board, which was then decided to be reviewed later in the meeting since it fit with other items on the agenda.

**New Business**

**Staff Recognition**

Ken acknowledged the Employee of the Quarter, Liz Gracesun, Aquatic's Coordinator. She was unfortunately unable to attend the board meeting. Nonetheless, Ken expressed his appreciation for Liz's efforts and passion for her position. He displayed the employee of the quarter certificate and stated Liz would also receive a check for \$50 in Montrose Bucks for her dedicated service to MRD. Liz earned this recognition by being nominated by her peers and receiving the most votes from them. John asked if this recognition is included in the employee's personnel file. The board generally agreed this award should be included in the employee's personnel file.

Ken also acknowledged staff anniversaries with a certificate to Cindy Marino, 50+/General Activities Recreation Coordinator for her two years of service, to Tracie Rief, Customer Service Representative, for her four years of service, to Joe Cruz, Maintenance Worker 1, for his four years of service, and to Gary Shearer, Finance Manager, whom he missed recognizing his first year anniversary in October.

**Board/Staff Retreat**

Ken directed attention to the board/staff retreat agenda contained in the board packet. He asked the board members to review for a moment and then asked for any feedback. He explained that in the morning of the retreat, we will be joined by guest speakers from Durango, Fruita and Gunnison. All the invited guests are leaders in communities that have substantial experience in expanding the capital facilities provided by the Recreation department. Jason expressed that he was excited regarding the guests and felt we will have a great conversation with them. Rob felt that we cannot put the cart before the horse. However, Rob felt this group will provide us with valuable insight. Rob further stated that engaging in these conversations does not guarantee we will pursue a proposal. With that said, Rob believed it should be productive in helping MRD in its fact finding mission. Board member Matt Miles stated he believed that property tax collections may fall in 2012 and that we want to be find out if this will happen. Ken responded that Gary had researched it and was not projecting a decline in tax revenues. This was reflected in the in-house feasibility study completed by Gary and Ken. A short explanation and discussion regarding de-brucing and TABOR followed with regard to its effect upon MRD.

**Proposed RE-1J/MRD Memo of Understanding**

Ken described the background that has led up to the proposed MOU with the RE-1J school district. He described the Rec. District and the School District are typically the most natural partners; the school serves kids while in school and the Rec. District serves kids out of school. He further stated each entity owned public facilities that complimented the others to a large extent and that the MOU focused on creating mutual benefit for each organization and the community as a whole. From the beginning of his time with MRD, Ken explained, he

has heard a great deal about the relationship between RE-1J and MRD, past and present. He and staff members thoroughly researched the history of the relationship between MRD and RE-1J. Improving this relationship was included as a part of Ken's work plan since the board recognized the importance of moving forward towards a constructive working relationship between the two entities.

Prior to 2005, there was no charge between MRD and RE-1J for facility usage. In 2005, RE-1J began to charge MRD for the use of facilities, primarily gyms. In response, MRD started to charge RE-1J for usage, primarily the aquatic's center. There were other problems with the relationship as well. Justin commented that even though we had our schedules in well in advance, we were frequently bumped many times with limited notice. This was because school activities always took precedent over MRD community programs. Increasingly, this happens and it leaves MRD scrambling to find space for our programs. The end result is compromised service to our public since Montrose lacks a recreation center to house MRD's recreation programs. Justin further explained there were numerous miscommunications between school district employees and recreation district employees. At that time, RE-1J did not have a specific person assigned for scheduling. Now they do and scheduling runs smoother. The situation has improved in the past two years but MRD and our patrons are still often bumped because of a general shortage in the community of indoor programming space and the non-existence of public indoor drop-in space.

Included in the board packet was a copy of the proposed MOU that was based mostly on the initial report and partnership proposal that Ken and staff members drafted. These staff members included Tom Thomas, Recreation Coordinator, Justin Mashburn, Recreation Coordinator, Wade Ploussard, Recreation Leader, Liz, and Cos. Ken then reached out to Dr. Voorhis, RE-1J superintendent and learned from the school district their perspective on the relationship and ideas for moving forward. The school district had the report and partnership proposal for about three weeks before they responded, mostly because it was over Winter break. RE-1J expressed interest in creating the MOU and Ken has been working on it with Jason Arebalos, Property Services Supervisor for RE-1J. Representing central office, Jason expressed the desire to go back to free shared use of facilities.

Ken expressed gratitude to RE-1J and its leaders for their willingness to re-build the partnership. Ken went on to explain that the school does want to proceed ahead with shared usage as the MOU states. Ken distributed information sheets that summarized past usage and fees paid, showing hours and usage numbers. The sheet also projected MRD's usage of RE-1J facilities and RE-1J's usage of MRD facilities. The MOU does indicate MRD will have priority usage behind only RE-1J activities so long as two months advance notice is given. Ken explained the handout and stated this proposed MOU will provide a win-win for both MRD and RE-1J, and the community will be the end winner. The board went into further discussion about this topic. John expressed the need to track usage to ensure equity in the relationship. Ken promised continued close tracking to measure the impact of the policy change and closer partnership. Board President Jason Wey has asked for a motion. Rob made a motion to approve the RE-1J/MRD MOU. The motion was seconded by board member Bob Cooling. With no further discussion, it was passed unanimously.

#### **Resolution regarding approval from Executive Committee of the Board on Purchases above \$5,000**

The board had a short discussion about this, which was voted on at the last board meeting. There was one small change regarding wording. Rather than specifying the current members of the Executive Committee of the board, the positions were just listed at Rob's request.

#### **Executive Director Update**

Ken asked the board to refer to their board packet for his update since the last board meeting. Ken then proceeded to describe in greater depth the BOD update.

#### **Growth Options Matrix**

Ken referred the board to the growth options matrix included in the board packet. This included spreadsheets with information that was gathered by Gary and Ken. This information described three options to growth and a multi-purpose recreation center. Each option involves estimates of what would be involved for MRD to build and operate a new stand alone multi-purpose recreation center. John interjection that the Growth Committee has a proposed plan in a memo he provided. Ken continued, listing his and Gary's rough projections of operational revenues, costs, and constructions costs, all within the current budgetary situation of MRD. They based their research on the feasibility studies, benchmarking surveys, and budget of other communities including Frasier Valley, Fruita, Durango, and Golden, along with four or five other communities. Gary and Ken did their best to pull together what it would look like to operate the centers in these three scenarios given MRD's current budget. With further explanation and discussion, the consensus of the board was to have Ken proceed forward with issuing a RFP (request for proposals) to hire an outside consultant to evaluate the in-house feasibility study and engage the community with a formal feasibility study. This would include the additional resources that would be required to build and operate what would be Montrose's 1<sup>st</sup> recreation center as well as project the increased service and benefit to the community that a recreation center might have.

#### **Board Balance Sheets**

The board decided to go over these at the next scheduled meeting since Gary was not present.

A motion was made for adjournment at 8:24pm by Matt, which was seconded by Rob. With no further discussion, the motion was passed unanimously and the meeting adjourned.

**Montrose Recreation District  
Board of Directors/Staff Retreat Meeting Minutes  
Thursday, February 10, 2011  
9 a.m. to 5 p.m. Cobble Creek  
(Approved unanimously at the 3.24.11 board meeting)**

**Board Members**

Jason Wey  
Rob Omer  
John Kujvenhoven  
Matt Miles  
Kevin Davis  
Urban Walker  
Bob Cooling

**Staff Members**

Ken Sherbenou	Gary Shearer	Tracie Rief
Cosme Sisneros	Lorie Orme	
Cindy Marino	Melissa Lords	
Justin Mashburn	Tom Thomas	
Wade Ploussard	Dennis O'Connor	
Vicki Lucero	Joe Cruz	
Liz Graceson	Miguel Lopez	

Ken Sherbenou, Director, opened the retreat day with a welcome and thanks for everyone attending. He then presented a power point that described the survey responses from communities with recreation centers.

After this presentation, the retreat guests began their panel discussion. Panelists included: Cathy Metz, Durango Director of Parks and Recreation, Clint Kinney, Fruita City Manager, Ture Nycum, Fruita Director of Parks and Recreation, and Dan Ampietro, Gunnison Director of Parks and Recreation.

After the discussion, the group had lunch. After lunch, the re-treat resumed by reviewing the growth needs matrix, the recreation center feasibility study RFP, and Recreation Center Task Force draft guidelines.

The final activity for the retreat involved a Strengths, Weaknesses, Opportunities (SWO) analysis. Four groups worked together to make lists in each category in regards to MRD. One spokesperson from each group presented the analysis completed by that group. For a copy of the SWO analysis, please contact Ken Sherbenou.

The Board Staff Retreat adjourned at 4:30 p.m.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, February 24, 2011  
(Approved unanimously at the 3.24.11 board meeting)**

**Board Members**

Jason Wey  
Bob Cooling  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Matt Miles-excused  
Rob Omer-excused

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Wade Ploussard  
Vicki Lucero  
Gary Shearer  
Tracie Rief

**Guests**

Wayne Quade

Board President Jason Wey called the February 24, 2011 Board of Directors meeting to order at 5:32 p.m. Roll call was taken and all members were present with the exception of Matt Miles and Rob Omer, both of whom were excused.

**Unfinished Business**

**Open Forum**

Jason asked if anyone had anything to bring up during open forum. Wayne Quade, an active member of the National Recreation Park Association (NRPA), presented to the Board. He explained some useful materials that describe the benefits of parks and recreation, both to the individual and to the community. He mentioned he will be a part of the lobby at the national meeting in Washington D.C. this March 16<sup>th</sup>~18<sup>th</sup>. He gave a brief review of the events and his ties to resources MRD may be able to tap into. The Board thanked Wayne for attending the NRPA national conference and for working to establish a link between what is happening with NRPA and MRD.

**Approval of 1/27/11 BOD Meeting Minutes**

Jason asked for approval of the January 27, 2011 board meeting minutes. Kevin Davis, board member, made a motion to approve the meeting minutes, which was seconded by board member, Bob Cooling, board member. Without further discussion, the motion passed unanimously.

**Committee Updates**

**Outreach Committee:** Kevin reported that the Outreach Committee held their last meeting on February 15, 2011. Their main topic for discussion was the March 11, 2011 State of Play meeting. The content of this meeting was discussed, which includes the annual report, the Community Recreation Center (CRC) task force, and the community survey. To get the word out, the outreach committee planned on using the press and radio as well as distributing fliers and invitations to the public.

**Administrative Committee:** Jason Wey, Board President and member of the committee, reported that the Administrative committee met on February 15, 2011. The committee divided the Personnel Manual into three sections, and has emailed staff members to review the first section. If staff members have any questions, concerns, or comments, they were instructed to email them to Cos Sisneros, Recreation Program Manager. The committee will review comments and consult with County Technical Services Human Resources Professional Cynthia Barnes. This effort will also be supported by board members Rob Omer and Jason Wey.

**Finance Committee:** Board member John Kuijvenhoven said they have not met since the last board meeting.

**Growth Committee:** Board members John Kuijvenhoven and Bob Cooling both commented they have not met since the last BOD meeting. However, they plan to work in concert with the Community Recreation Center Task Force when it is developed.

**New Business**

**3.11.11 Public Meeting**

Ken passed out a rough draft of a compressive usage numbers for the years from 2004 to 2010. Ken explained to the board that with the most accurate information we are able to get we would be able to present this to the public. Gary Shearer added that this information would be presented graphically in the State of Play annual report. The summarized data will show trends and lead to strategic discussions. This is an ongoing project and we will plan on keeping the usage report current to be included in the annual report each year. Ken and Gary are also working on a power point presentation and highlighting issues to make it easy to read and understand. The annual report will be presented at the March 11 public meeting along with the community survey to obtain feedback and input from the public. The survey may also be completed online at [www.montroserec.com](http://www.montroserec.com). Ken asked the board to take a close look at the usage report so that we can make sure it is as accurate as possible prior to public presentation.

**Appointment of Community Recreation Center (CRC) Citizen Task Force**

Jason asked the board to refer to their packet for a draft of the guidelines for a Community Recreation Center (CRC) Citizen Task Force. Ken asked the board to review the documents. He stated that board members had asked him to visit with the guests from the Board/Staff Retreat about when it was appropriate to appoint such a Citizen Task Force. Ken said each panelist from the retreat all agreed about the importance of appointing a citizen task force to be involved in as much of the process as possible. After lengthy board discussion, Jason

asked for a motion that the CRC task force guidelines be approved with a slight change. This change had to do with section #2, changed to state the task force will be involved in "evaluating potential sites" for a recreation center. The motion to approve was made by board member John Kuijvenhoven and seconded by Bob Cooling, which then passed unanimously. The Board further discussed rewording the CRC task force press release and Kevin Davis and Ken Sherbenou making a visit to the Montrose Daily Press editor.

### **Financials for the Board**

Gary Shearer, Finance Manager, addressed the board. He stated that included with the financials is the budget for January, January actuals, and a year to date budget variance. This change from the last several year's balance sheet the balance sheet shows that we have about \$815,000 cash in all of our funds, a sizeable increase over 2010. 2010 was low mainly due to phase I. Urban Walker, board member, stated he believed it was a little high and Gary pointed out that there was not good record keeping years ago. Ken stated he wants the public to see that MRD is saving and being good stewards of the public resources MRD is charged with managing. John stated that MRD should be careful communicating these numbers since we should be putting even more money away than the 25% of the budget that is currently being saved. With that said, both Gary and John believe we are moving into the right direction. Gary's system created a spreadsheet for every month to communicate monthly budget numbers. MIP generates the raw data and then he converted it to tabulated form. In the past, Gary felt the MIP system would not work, but now he has put in great effort to make it work. The board was pleased with the new reports Gary created since it is making the financial reporting much clearer and comprehensible.

### **Executive Director Update**

Ken asked the board to refer to their board packet for his update. Ken then proceeded to describe the BOD update in greater depth, answering questions along the way.

### **Goals discussion; Top 5 goals of the Montrose Recreation District**

To ensure all board members could be present for the discussion, this was tabled until the March meeting.

**A motion was made for adjournment at 7:50 p.m. by Kevin Davis, which was seconded by Urban Walker. With no further discussion, the motion was passed unanimously and the meeting adjourned.**

### **Montrose Recreation District**

#### **State of Play**

**Friday, March 11, 2011 at 5:30pm**

**(Approved unanimously at the 4.28.11 board meeting)**

#### **Board Members**

Jason Wey  
Bob Cooling  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Matt Miles  
Rob Omer

#### **Staff Members**

Ken Sherbenou	Lorie Orme	25-30 guests
Cosme Sisneros	Liz Gracesun	
Wade Ploussard	Cindy Marino	
Vicki Lucero	Melissa Lords	
Tom Thomas	Justin Mashburn	
Tracie Rief		

Board President Jason Wey welcomed everyone to presentation of the first State of Play annual report. Board member and Outreach Committee chairperson Kevin Davis then introduced all current and former board of directors as well as all present staff members. Ken Sherbenou, Executive Director, served as co-presenter. Kevin and Ken went through the State of Play power point report and presentation, taking comments and questions along the way. A copy of either is available upon request to Ken Sherbenou or MRD.

Following the presentation, Ken and Kevin encouraged attendees to apply for the Community Recreation Center (CRC) citizen task force as well as complete the survey available at the meeting, online, or at the front desk. Ken and Kevin welcomed questions and comments and invited attendees to remain for snacks and more conversations.

The State of Play meeting adjourned at 7:00 p.m.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, March 24, 2011 at 5:30pm  
(Approved unanimously at the 4.28.11 board meeting)**

**Board Members**

Jason Wey  
Bob Cooling  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Matt Miles-arrived late  
Rob Omer-excused

**Staff Members**

Ken Sherbenou  
Cindy Marino  
Vicki Lucero  
Gary Shearer  
Tracie Rief

**Guests**

Scott Shine

Board President Jason Wey called the March 24, 2011 Board of Directors meeting to order at 5:27 p.m. Roll call was taken and all members were present with the exception of board members Matt Miles, who was running late and Rob Omer. Both had informed Jason beforehand and were excused.

**Unfinished Business**

**Open Forum**

Jason asked if anyone had anything to bring up during open forum. Vicki Lucero, Administrative Services Specialist, asked to have a group picture taken of the board for the new summer activity guide. The board decided it would be taken later when Matt arrived.

**Approval of 2.24.11 BOD Meeting Minutes**

Jason asked for approval of the February 10, 2011 BOD/Staff Retreat meeting minutes. Kevin Davis, board member, made a motion to pass the meeting minutes, which was seconded by board member Urban Walker. Without further discussion, the motion passed unanimously. Jason asked for approval of the February 24, 2011 BOD meeting minutes. Board member Bob Cooling made a motion to pass the meeting minutes, which was seconded by board member John Kuijvenhoven. Executive Director Ken Sherbenou requested board input regarding the meeting minutes. The minutes are posted on the MRD website. Ken asked if other attachments that he includes in the board packet such as the Executive Director board update and the board financials should also be available. Ken was instructed to discuss in further detail with Jason and Rob, the Executive Committee of the board, to make the decision. With no further comment, the motion to approve the board meeting minutes passed unanimously.

**Committee Updates**

**Outreach Committee:** Kevin and Urban reported that the Outreach Committee had their first public meeting, the State of Play on March 11. They were pleased with the turnout and the many good comments. Their next meeting will be held on April 20, 2011.

**Administrative Committee:** Jason reported that the Administrative committee met on March 15, 2011. The committee has divided the Personnel Manual into three sections and the first section, pages 1-10, was discussed at this March 15<sup>th</sup> meeting. The committee had a good response from staff members with comments and questions. Jason, Rob and Ken, with the assistance of Human Resources Professional Cynthia Barnes, will then review the comments and questions organized by the Administrative committee and determine if any changes need to be completed. The next meeting is April 19, 2011, at which time they will review pages 10-18 of the personnel manual.

**Finance Committee:** Board member John Kuijvenhoven asked Gary Shearer, Finance Manager, to visit with Bruce Panter, President at Wells Fargo and former Board member. The purpose of the conversation was to review the technical details of our financial reporting structure. John felt that Bruce's knowledge is helpful for the MRD. After Gary and Bruce conversed, a couple of changes were made to the board balance sheet. MRD now has a reconciliation of numbers that will be reflected in each month's balance sheet. The Finance committee did have a few items that they would like to discuss in greater detail with management in the near future.

**Growth Committee:** John Kuijvenhoven and Bob Cooling both commented they have not met since the last BOD meeting but they are going to meet with the Task Force once this group is formed.

**New Business**

**Montrose Improvement Team Presentation**

Scott Shine, City Planner, from the City of Montrose Community Development Team, presented to the board. He began by giving an overview of the Montrose Improvement Team (MIT). MIT is a citizen-based task force that works with City staff and elected officials to review, prioritize and recommend capital projects such as community enhancement, parks, trails and sidewalks and public facilities. The City Council appointed MIT members. The MIT will produce a long-range plan that sets the City's direction for future capital improvement projects. The projects are selected in response to the needs and demands of the public and in support of the short term and long term goals of the City of Montrose. The existing six year plan provides good examples of the types of projects that will be included in the updated plan. Board member Kevin Davis, who is also serving on the committee, and with Scott Shine, presented the Montrose Improvement Team power point. Team members are attending community meetings to inform the public about planning stages taking place and to gather community input and priorities. One key method of input is community surveys, which were circulated and completed by all in attendance. Scott also emphasized how MRD and the City complement each other and work together well. He described his hope of continuing to build upon this to help create a bright future for the community.

**Community Recreation Center Feasibility Study Discussion**

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Jason asked Ken to update the board. Ken said the RFP had been circulating for three weeks and in that time, he had had several conversations with those who will be submitting a proposal. With Ken's previous experience, he informed that board he expects 4-5 proposals to be submitted by the April 15<sup>th</sup> deadline. The plan is to invite the finalists to the May 12<sup>th</sup> board meeting to interview for the project. At this time, the CRC Task Force will also be present to help in the final selection. Regarding the Task Force Selection Process, Ken updated the board regarding applications. The applications had been available for two weeks and the opportunity would be available for five weeks. Ken stated he knew of several interested individuals and that he was optimistic the task force would achieve broad based representation from most groups in the community. Since Ken and Kevin had planned numerous community presentations and because the opportunity was widely made known in the media, Ken was confident the task force would be assembled. MRD will invite applicants to the April 28<sup>th</sup> board meeting to introduce themselves and tell the board why they would like to serve on the task force. After a lengthy discussion regarding the task force to ensure as much community engagement and leadership as possible, the board discussed bringing on attorney John Brooks, of Brooks and Brooks LLC. Both John and Matt believed we need his skills given the complex process that lies before MRD with the feasibility study. Both of these board members believes Mr. Brooks possesses needed skills in strategizing and would be able to help achieve MRD Board of Directors objectives.

**Bob Cooling had to leave due to a commitment at 7:00 p.m.**

#### **Regional Tourism Authority Project Submission**

Ken explained to the board what the Regional Tourism Authority (RTA) was working on as well as his efforts with project proposals. After discussion, the board felt Ken should not spend excessive time on project proposals but believed it was a valuable exercise, especially if the RTA is created and funding is made available.

**Kevin Davis had to leave at this time due to prior commitment at 7:30 p.m.**

#### **Financials for the Board**

Gary Shearer addressed the board and described the financials. He explained that there is now reconciliation between the current year income and loss and the fund balance. With the help of Bruce Panter, the two decided how to better keep funds descriptions in the correct places. Regarding budgeted revenues, MRD is 13% higher compared to the same period last year due mainly operational efficiencies. In terms of expenses, MRD was 25% lower compared to the same period last year. The board gave general praise for this fiscal responsibility. The board would also like to see if we can follow any trends with this new accounting method. Gary said he could have a spreadsheet to follow the trends, however it will take a full year for trends to emerge. The board requested this stating it also wants to be able to find out the reasons for the increase in revenues and decreases in expenses and thank the staff members responsible. The board is pleased with the work Gary is doing in the financials. John stated he believed this information was critical for the staff and management and these results are good justification to MRD's tax payers and public that the organization can handle managing and providing new and expanded services. Furthermore, John believed this provides good evidence that MRD is fiscally responsible.

#### **Updated BOD meeting Schedule**

Jason referred the board to the updated schedule in their board packet. He stated that the BOD meetings are going to alternate time and place of meetings on a monthly basis.

#### **Goals Discussion**

The draft of the top five goals of the MRD was contained in the board packet. Ken asked the board to review them to be sure they articulate what the board wants for the organization. They are also included in each employees work plan. With further discussion, there was general agreement to keep the goals as stated.

#### **3.11.11 Public meeting debrief**

Ken requested board feedback from the State of Play presentation. The board felt he and Kevin did a good job and that it would be good to do this presentation to as many community groups as possible. Ken is going to schools and has the list from Scott Shine that he is using for the MIT presentations. This is a new process for MRD, and Ken hopes it will earn the organization creditability, educate the public about their organization, and engage the community to stimulate excitement about the organization's impact in the community. MRD is now issuing regular press releases, not only in Montrose, but in surrounding communities. For example, there was television news coverage last week from a Grand Junction station that broadcasts in Montrose. The board commented that standards have been raised, particularly because of Ken's and staff member's efforts.

#### **Executive Director Update**

Ken asked the board to refer to their board packet for his update since the last board meeting. Ken then proceeded to briefly highlight some items in his update and asked the board if there were any questions. He asked the board what their timeline was for his Performance Review. After a short discussion, the board wants Ken to submit his comments to the Executive Committee of the Board.

A motion was made for adjournment at 9:15 p.m. by Matt Miles, which was seconded by Urban Walker. With no further discussion, the motion was passed unanimously and the meeting adjourned.

**Montrose Recreation District**  
**Board of Directors Meeting Minutes**  
**Thursday, April 28, 2011**  
**(Approved unanimously at the 5.26.11 board meeting)**

**Board Members**

Jason Wey  
Bob Cooling  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Rob Omer-arrived 12:17  
Matt Miles-excused

**Staff Members**

Ken Sherbenou  
Coz Sisneros  
Vicki Lucero  
Liz Gracesun  
Justin Mashburn  
Wade Ploussard  
Tracie Rief

**Guests**

Katie O'Hare  
Scott Sellers  
Jim Cary  
Judy Devincentis  
Benita Hammond  
Majorie Stevenson  
Thomas Smits

Suzi King  
Tisha McCombs  
Scott McIntosh  
Kathy McKie  
Dennis Erickson  
Kristin Modrell  
Bill Pulford

Barbara Bynum  
Emily Sanchez  
Val Myers  
Jayne Bilberry  
Paul Paladino  
Michael Orndorff Jr.  
Mindy Miller

Board President Jason Wey called the April 28, 2011 Board of Directors meeting to order at 12:05 p.m. Jason welcomed all of our guests and roll call was taken. All board members were present with the exception of Rob Omer, who was running late and Matt Miles, who was excused.

**Unfinished Business**

**Open Forum**

Jason asked if anyone had anything to bring up during open forum. There was nothing brought up.

**Interview and Appointment of the CRC Task Force Applicants**

Jason explained to the CRC Task Force applicants that all board members were given a list of their names. He requested each person introduce themselves, provide a little bit about their background and tell us why they would like to be on the citizen Task Force. After the introduction, the board will then follow with a question and answer session. Lastly, Jason stated that the board, after the interviews, will be taking a vote to nominate the applicants to serve on the Task Force. Board members Bob Cooling and John Kuijvenhoven both extended a thank you for such a great turn out of interested, well-qualified community members applying for the Task Force. They both thanked the applicants for taking time out of their busy schedules to serve the public. Finally, both John and Bob emphasized that the board are here to work for the citizens and that really the members of the community should be interviewing the board. John further stated that the board's role is to facilitate this process yet it is ultimately up to the community and to the Task Force as to if a recreation center will be built in Montrose.

Following the introductions given by each Task Force member, one at a time, there was discussion. Ken Sherbenou, Executive Director, explained the process including describing the key components of a Feasibility Study. He stated the process will include analysis of information gathered from past efforts, information gathered from other communities, expertise provided by the architectural consultants, and the driving force through it all was going to be the Task Force. He further stated that the larger Task Force would need to divide itself into smaller committees. Ken prepared an availability and initial preference sheet for Task Force members to complete. Then, once the Task Force appoints co-chairs, the co-chairs and the architectural consultant would then formalize committees and work to achieve the proper assignment given interest and skills. Each committee will then focus on a specific part of the process. For the time being, Ken will be their contact person. Ken briefly reviewed the handout and explained the scope of their service on the Task Force, which is to last through early December 2011. Ken requested the form be completed and returned to Ken by the May 12, 2011 Board work session, at which time the board and task force will interview the architectural consultant finalists.

A discussion ensued with the Task Force applicants to ensure their ability to serve on the Task Force in a constructive and representative way. Once the board felt comfortable with the Task Force, Jason asked for a motion to approve the organization of the Task Force with the 24 individuals who had applied. Kevin Davis made a motion, which was seconded by Rob Omer. A short discussion followed the motion and then the motion was passed unanimously.

**Approval of 3.24.11 BOD Meeting Minutes**

Jason asked for approval of the March 24, 2011 board meeting minutes. Bob made a motion to pass the meeting minutes, which was seconded by Kevin. Without further discussion, the motion passed unanimously.

**Committee Updates**

**Outreach Committee:** Kevin reported they held a meeting on April 20, 2011. The committee identified events/places MRD plans to attending to further outreach efforts. For examples, this summer's Main in Motion, which will be held Thursday evenings, MRD will be having an information table. We will be represented at the Relay for Life and the school's track meets and field days. The group's next scheduled meeting is May 25<sup>th</sup>.

**Administrative Committee:** Jason Wey and staff members of the committee reported that the Administrative committee met on April 19, 2011. The committee has divided the Personnel Manual into 3 sections for review. The first section, pages 1-10, was again visited. Cos Sisneros, Recreation Program Manager, and Lori Orme, Accounting Services Specialist, looked at this section in consultation Cynthia Barnes, attorney and Human Resources Professional. Lori typed up the proposed changes the committee felt were necessary. After drafting these

recommendations, the Executive Director and the Executive Committee of the Board, comprised of Ken, Jason, and board member Rob Omer, will then consider the suggested changes. This group will then bring any changes before the larger board. The committee will review the remaining sections of the personnel manual at the next scheduled meeting on May 18 at 10:00 a.m.

**Finance Committee:** John's only suggestion was to have Gary Shearer, Finance Manager, coordinate a meeting prior to the board meeting with the committee members to review the board balance sheet along with the monthly and YTD budget report prior to the board meeting.

**Growth Committee:** Bob reported that the committee held two meetings, one by accident. In the impromptu meeting, the service plan/statement of purpose discussion was addressed. Ken said he would research further and then distribute information to the board. At their scheduled meeting, they reviewed the five proposals received in response to the competitive bid for a firm to facilitate the feasibility study process. All of them were impressive, but due to budget, there really were only three that landed in our price range. Ultimately, the growth committee felt that two of the three of these proposals were the best out of all five. These two project teams had by far the most experience in conducting public recreation center feasibility studies. They both offer experience, successful service and background for what we are looking for. The growth committee, after sharing ratings given to each proposal by each committee member, chose two finalist teams to be interviewed. MRD is pleased to have both teams coming to our May 12, 2011 BOD meeting to do a presentation and to be interviewed by the board and the Task Force. The two finalists are Sink Combs Dethlefs/Bottom Line/Councilman Hunsaker and GreenPlay/Barker Rinker Seacat.

## **New Business**

### **Staff Anniversaries and Employee of the Quarter**

Jason and Ken both thanked and congratulated Mike Lopez and Vicki Lucero for their 2<sup>nd</sup> Anniversary for working at Montrose Recreation District. Tracie Rief, full time Customer Service Representative, was also recognized as Employee of the Quarter. MRD full time staff members vote each quarter to select the Employee of the Quarter and Tracie received the most votes among those nominated. As Employee of the Quarter, she received a certificate and \$50 in Montrose Bucks.

### **Consultant Finalists to Conduct Community Rec. Center Feasibility Study**

Ken said that GreenPlay/Barker Rinker Seacat and SinkCombs Dethlefs/Bottom Line Consultants will be at the May 12, 2011 Special Board Meeting to present their proposals and be interviewed. Each one will have an hour and 15 minute for their presentation and Q/A with a 15 minute break in between. After today's meeting, the proposals submitted by each finalist team will be emailed to each of our Task Force members and is also available to the staff on the share drive to review. The board received the proposals as soon as they came in.

### **Financials for the Board**

Gary reported on the financials for the board. He referred to the balance sheet enclosed in each board member's packet. He explained we are in very good shape financially. He stated MRD's 2011 Actuals are higher in terms of revenue and lower in terms of expenditures compared with the same period for 2010. Gary has been working to improve the readability and usefulness of the financials and balance sheets. For example, there will be a 2010/2011 comparison to the board on a quarterly basis now. Don Moreland, independent financial auditor and CPA, stated that MRD is in compliance and MRD finances are in order. There was a short discussion culminating in the board complimenting staff members for their fiscal responsibility, which is even more important given the current economic times. John stated that this is laying the groundwork for being able to effectively manage a multi-purpose recreation center.

### **Executive Director Update**

Ken asked the board to refer to their board packet for his update. Ken then proceeded to highlight some key developments and asked the board if they had any questions.

Jason stated that the March 11, 2011 State of Play board meeting minutes still needed to be approved. John pointed out that it was left off of the agenda. John then made a motion to amend the agenda to include the approval of the March 11, 2011 State of Play board meeting Minutes. The motion was seconded by Bob. With no further discussion, the motion passed unanimously.

### **Request for Executive Session**

Jason asked for a motion to adjourn the regular session of the board and a motion to move into executive session. After a short discussion it was concluded the board members needed more time to investigate the topic of a Service Plan/Statement of Purpose. At the request of John, the request for an Executive Session was tabled until the research was completed. Ken then asked if the board wanted him to distribute the research he had completed on the topic, which Bob and John had indicated they wanted at the impromptu growth committee meeting. The board consented and Ken distributed his research to help inform further discussion.

A motion was made for adjournment at 1:59 p.m. by Bob, which was seconded by Rob. With no further discussion, the motion passed unanimously and the meeting adjourned.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, May 12th, 2011  
(Approved unanimously at the 5.26.11 board meeting)**

**Board Members**

Jason Wey  
Rob Omer  
John Kuijvenhoven  
Urban Walker  
Kevin Davis-excused  
Bob Cooling-excused  
Matt Miles-excused

**Staff Members**

Ken Sherbenou  
Coz Sisneros  
Vicki Lucero  
Liz Gracesun  
Justin Mashburn  
Wade Ploussard  
Tracie Rief  
Melissa Lords  
Cindy Marino

**Guests**

Val Myers  
Scott Sellers  
Jim Cary  
Kathy McKie  
Dennis Erickson  
Mindy Miller  
Bill Pulford  
Chuck Musgrave  
Mary Colton

Doug Cook  
Andy Barnard  
Jayne Bilberry  
Emily Schneider  
Scott McIntosh  
Paul Paladino  
Michael Orndorff Jr  
Barbara Bynum  
John Barnholt  
Jim Cleveland

Board President Jason Wey called the May 12, 2011 Board of Directors special meeting to order at 12:10 p.m. Jason welcomed all of our guests and roll call was taken. All members were present with the exception of Bob Cooling, Kevin Davis and Matt Miles, all of which were excused.

**Interview of Community Recreation Center Feasibility Study Architectural Consultant Finalist #1:**

Jason welcomed the first finalist, GreenPlay/Barker Rinker Seacat. Representing the two firms were John Barnholt from Greenplay and Chuck Musgrave from Barker Rinker Seacat. The team gave a presentation, taking questions and comments along the way from board members and task force members. The proposing team emphasized that MRD does have a history in working with both firms including a master plan, concept facility design and site selection efforts. The team described how this previous work would be incorporated and built upon regarding the Community Recreation Center (CRC) feasibility study, much like happens in other communities such as Fruita. Ken Sherbenou, Executive Director, asked about the extent the previous work is relevant and should be revisited. John Barnholt reassured the group that the previous information was still valuable and can inform the creation of the best plan possible through the successful engagement of the CRC task force, the community, and the board. Rob Omer, board member, asked about the current trends within the field and if the direction the group is heading is consistent with those trends. John Barnholt said the trends point to multi-functional space to increase cost recovery through higher use and less resources needed such as staffing. Numerous questions came from the task force and board members pertaining to the process including a question about site selection. With each answer, the team referenced their proposal, how similar processes and issues were handled in the numerous projects each architectural firm has worked on, and emphasized their ability to ensure the process and outcome is citizen driven. The process they would facilitate would involve deep analysis of Montrose, employ mechanisms for as much public feedback as possible, and work to meet the expressed needs of the community considering available resources. The team also indicated they sought to be a long term partner in the process, one that will be available and involved to help prove the needed objective third party analysis. This is critical for many reasons, one of which involves the fact that running the numbers should be done by a third party expert to provide an objective and realistic perspective. Greenplay emphasized their experience in working with the architect to provide accurate estimations of the finances, something that happens in most every other public recreation center project in the state. This includes predicting construction costs, operational costs and operational revenues, and therefore, operational subsidy. The team said this is essential third party verification, especially since MRD is attempting to expand service utilizing mostly existing resources. Both Chuck and John thanked the board and the task force for inviting them to interview.

**Break**

**Interview of Community Recreation Center Feasibility Study Architectural Consultant Finalist #2:**

Jason welcomed our second finalist, Sink Combs Dehlefs, Bottom Line Consulting and Counsilman/Hunsaker. The team introduced themselves including Andy Bernard, President, Jim Cleveland and Mary Colton, of Bottom Line Consulting and Doug Cook of Counsilman/Hunsaker. This team gave about a half hour presentation with power point. After their power point, Ken asked why they felt the team would be the best fit for Montrose, especially since the other finalist has a long history of working with us before. The team said they would learn what the people of this community is all about to ensure the resultant plan is customized to the communities needs and desires. The approach does not operate on the basis of a formula but several principles persist such as ensuring functionality, high cost recovery (therefore lowering the burden on the tax payer) and high level of service. Central to this is adaptability of space. If it is properly designed and programmed space can be largely self-supporting from the fees collected (operational revenue). The group said they will work with the Task Force to learn about the community and engage the group and the larger public in group decision making processes such as the build a center activity given an available budget. These processes are critical to do right to achieve the buy in of stakeholders and the larger community. For example, the group will help make sure the task force will be a sounding board for ideas, thereby steering the process to define the plan that works best for Montrose. They too reinforced that they follow through with whatever course is charted and chosen by the board and the citizens of the community.

Jason adjourned the meeting at 3pm.

A copy of either proposal of the two finalist architectural consultant teams may be obtained by contacting the Montrose Recreation District.

**Montrose Recreation District**  
**Tuesday, May 24, 2011 at 3pm**  
**(Approved unanimously at the 6.23.11 board meeting)**

**Board Members**

Jason Wey  
John Kuijvenhoven  
Urban Walker  
Kevin Davis

**Staff Members**

Ken Sherbenou

**Guests**

Valarie Myers  
Scott McIntosh  
Jayne Bilberry  
Jim Cary  
Joey Montoya Bose

Board President Jason Wey welcomed everyone to the meeting. He stated the purpose of the meeting was to engage in a discussion and come up with a recommendation to the board regarding which architectural consultant to facilitate the Community Recreation Center (CRC) feasibility study. The CRC task force, the MRD board, and staff members interviewed the two team consultant team finalists on 5/12/11. Feedback regarding strengths and concerns from each CRC task force member as well as a final recommendation by each task force member was compiled for board review. The proposing firms were also ranked prior to this interview by the MRD growth committee using an objective assessment sheet that rated firms in specific categories.

A discussion ensued that involved all attendees in an attempt to find the best fit for Montrose. The group eventually arrived at deciding to recommend Barker Rinker Seacat and GreenPlay as the firm to hire in facilitating the feasibility study. The group's recommendation was to then be communicated to the entire board at the next board meeting on May 26<sup>th</sup> 2011.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, May 26, 2011**

(Approved unanimously at the 6.23.11 board meeting)

<u>Board Members</u>	<u>Staff Members</u>	<u>Guests</u>
Jason Wey	John Kuijvenhoven	Ken Sherbenou
Kevin Davis	Rob Omer	Cos Sisneros
Matt Miles	Bob Cooling	Tracie Rief
Urban Walker		Scott McIntosh
		Jayne Bilberry

Board President Jason Wey called the May 26, 2011 Board of Directors meeting to order at 5:35 p.m. Jason welcomed all of our guests and roll call was taken. All members were present with the exception of Rob Omer, who is expected to arrive shortly.

**Open Forum**

Jason asked if there was anything to be brought up during the Open Forum. Board member John Kuijvenhoven asked Executive Director Ken Sherbenou to bring an information update of the status of the current facility, the Montrose Recreation District (MRD) aquatic center. Ken distributed a copy of the 1986 agreement between the Montrose County School District (MCSD) and the MRD, which also included the deed to the property. This agreement discusses the use of the land where the current aquatic center resides. The pool was paid for with a 1.7 million dollar 20 year bond that was paid off in 2006. MRD has been debt free since 2006. The original site is 3.5 acres. The agreement states that if the site ceases to be operated as a pool and for other recreational purposes, the land reverts back to MCSD. This means the property can not be re-purposed without the consent of the MCSD.

There was sentiment on the part of the board to investigate this further. John stated he thought MRD had more flexibility with the current site in considering different growth options. The board discussed the improved relations with MCSD and that it might be appropriate to have discussions with them now given the current efforts with the Community Recreation Center (CRC) feasibility study process. Ken pointed out that this discussion should carry high priority and be at the front end of this process. Ken further stated that MRD might be able to make the site work if another acre was available or if other parking solutions came to fruition. They may also be other options pertaining to re-purposing of the facility should the feasibility study go in the direction of a stand alone facility at a new site.

Board member Matt Miles said MRD needs to consult the title. He further stated that we need an owner's policy on the land. The board felt this needs to be further investigated. Matt stated that MRD needs to know the full history of the property before it can be determined what options are available. Before approaching MCSD, MRD needs to consult Fidelity Title and ask them to look into the owner's policy. Ken, along with Jason, said they would work together to research it. The board decided to continue these discussions after collecting further research.

**Final decision to hire architectural consultant**

The board decided to move onto the New Business so the guests do not have to wait until after the executive session. Jason stated that we are going to move onto the final decision to hire the architectural consultant. A group of board members, task force members, and staff worked together to come up with a recommendation to the board. After lengthy discussion and analysis at the 5.24.11 meeting, the group decided to recommend to the board to hire the team of GreenPlay/Barker Rinker Seacat.

Ken stated that they were \$4,900 over the amount budgeted, so MRD is going to propose to them a \$15,000 payment in 2011 so that MRD stays within budget. Then, for the 2012 budget, MRD will pay the remaining \$4,900. Some of the primary reasons to hire Green Play were their professionalism in presentation and the history MRD has with them to build upon in this process. Also, it is not automatic that MRD would hire the architect that came with them to the presentation as part of their team. John stated that he wanted the feasibility study to be brought to the board by the CRC citizen task force and architectural consultant. He stated the board will then decide to proceed or not proceed ahead with the project. The next step would then be to work with the public and move forward with a ballot issue.

Task force member Jayne Bilberry asked if there was an even split or not amongst the Task Force. Ken stated the support was somewhat split, but overall GreenPlay and Barker Rinker Seacat were favored by the entire CRC task force. Jason asked for a motion. John made a motion for the board to accept the recommendation from the CRC Task Force committee and those members of the board who attended the May 24, 2011 meeting, with the exception that the board wishes to ask Green Play to accept payment of \$15,000 in the current fiscal year and remainder to be paid in the next fiscal year. He further stated that the board acknowledges that is subject to GreenPlay's acceptance. Board member Kevin Davis seconded the motion. Without further discussion, the motion passed unanimously.

Executive session is permitted under C.R.S. Section 24-6-402 (4) (f) (1) to discuss personnel matters as was stated in the agenda. A motion to adjourn into executive session was made by Kevin at 6:20 p.m. and seconded by board member Bob Cooling. There was no further discussion and the motion passed unanimously. At 6:38 p.m. a motion was made by Bob to move back into regular session of the May 26, 2011 board meeting.

The motion was seconded by Kevin. Without further discussion, the motion passed unanimously. Jason stated they did not deviate from stated purpose during the executive session.

**Unfinished Business**

Retaining the professional services of John Brooks of Brooks and Brooks LLC

After a short discussion, a motion was made by Matt and seconded by John to retain the services of John Brooks of Brooks and Brooks LLC. The motion passed unanimously. Ken mentioned that we have a budget of \$4,000 in the 2011 budget for legal fees. At this point, we have spent about 25% of this line item and we need to not go over budget if at all possible. Jason stated that questions that need consideration from legal counsel need to be directed to him to ensure judicious use of this budget. Further discussion addressed the idea that the

attorney fees should be part of the feasibility study project. The discussion continued to MRD's insurance with the Special District Association (SDA) and that MRD needs to continue working to ensure proper compliance. John stated he believed MRD had improved on this front over the last year, but work still needed to be done. Survey of roadway into McNeil and Ute Parks  
About 3 months ago, Ken was approached by the City of Montrose regarding the parking lot lease at Ute Park. The lease expired in 2011 and the City initially wanted MRD to help with maintenance costs on the parking lot at Ute Park. They would like MRD to help with the cost of chip and seal as well as help with the cost of surveying the roadway leading into Ute and Baldrige (the City owns Baldrige and MRD owns Ute). Discussion continued that there is interest on the part of the City for this access road to be deeded over to the City. Ken stated that in their discussions, the City said that this would enable the City to take over maintenance, the street would be named, and it would place the access road on the city grid map. The board instructed Ken to tell the City that we wanted to look at this at a later date but take no action on it at this time.

#### Discussion of Service Plan/Statement of Purpose

MRD has been investigating if the organization should create a statement of purpose or a service plan. MRD attorney David Reed has advised the organization to create a statement of purpose and the general council for the SDA agrees. John believes MRD should create a service plan. MRD is now consulting with John Brooks to obtain his opinion. The board generally felt MRD should wait to hear John Brooks's opinion before taking further action.

#### **Approval of 4.28.11 Board Meeting Minutes**

Jason asked for a motion to be made for approval of the meeting minutes from 4.28.11 meeting. Kevin made a motion to approve the minutes, which was seconded by Bob. The motion then passed unanimously without further discussion. Ken then stated that he had included the minutes from the 5.12.11 board meeting in the board packet. He further stated that this is not on the agenda, but asked the board to amend the agenda. Jason asked for a motion to amend the agenda to include consideration of the 5.12.11 meeting minutes. Bob made a motion to amend the agenda, which was seconded by board member Urban Walker. The motion passed unanimously without further discussion.

Urban made a motion to approve the 5.12.11 meeting minutes, which was seconded by John. The motion passed unanimously without further discussion.

#### **Committee Updates:**

Outreach Committee: Kevin reported that staff members helped with the school's field days. He further stated that we are also participating with Main in Motion this summer, with staff and board members connecting with community members every Thursday night. Kevin also said the Montrose Improvement Team (MIT) is going well and interested in exploring possible shared goals with MRD and the CRC task force. Ken said he is requiring staff members whose job relates to outreach to help with Main in Motion.

8:40 Rob O. arrived ,

Administrative Committee: Did not have a meeting this past month. Finance Committee: John and Matt did not have anything to report Growth Committee: Bob and John did have a meeting with the other members of the growth committee. The group is exploring ways to engage and support the efforts of the CRC task force. In the middle of June, the Task Force will organize themselves into committee assignments, be brought up to speed as to where MRD stands, and will begin moving forward with working with the architectural consultants.

#### **New Business**

Addendum to portal partners agreement

Jason referred the board to their packets for a copy of the revised agreement. As a member of the Portal Agreement, MRD must approve each additional partner that is added. The Downtown Development Authority (DDA) is joining the partnership. Kevin made a motion to approval the addition of the DDA, which was seconded by John. The motion passed unanimously. This agreement will be signed by the officers of the board.

Financials for the Board Jason said since Gary is not in attendance that Ken will do a short review of the Board Balance Sheet. Ken pointed out the Gary now has added a new component to the board packet, the 1st quarter/year to date and organizational cost recovery. This compares actuals to budgeted numbers and to the previous year's actuals at the end of each quarter.

#### **Executive Director Update**

Ken briefly went over each item contained in his Executive Director Update and answered questions from the board.

Adjournment

Jason asked for a motion to adjourn. Matt made a motion to adjourn, which was seconded by Bob. The motion passed unanimously without further discussion.

**Montrose Recreation District  
Board Work Session  
Tuesday, June 9th, 2011 at 9am  
(Approved unanimously at the 6.23.11 board meeting)**

**Board Members**

Jason Wey  
Bob Cooling  
Kevin Davis

**Staff Members**

Ken Sherbenou  
Gary Shearer

**Guests**

Board President Jason Wey welcomed everyone to the meeting. He stated the purpose of the meeting was to engage in a discussion regarding the current aquatic facility and if it could be converted into a multi-purpose recreation center.

A discussion occurred that involved all attendees in an attempt to analyze different options regarding expanding the site. The group eventually arrived at deciding to continue pursuing the idea and to get the opinion of Barker Rinker Seacat, the architectural consultant firm recently hired by MRD to conduct the recreation center feasibility study.

Ken Sherbenou, Executive Director, said he would forward information discussed at the meeting to Chuck Musgrave with Barker Rinker Seacat for his analysis. The group further decided to involve the Community Recreation Center (CRC) task force in the analysis of this possibility.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Wednesday June 23, 2011  
(Approved unanimously at the 7.28.11 board meeting)**

**Board Members**

Jason Wey  
Rob Omer  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Bob Cooling  
Matt Miles-unexcused

**Staff Members**

Ken Sherbenou  
Coz Sisneros  
Vicki Lucero  
Liz Gracesun

**Guests**

Board President Jason Wey called the June 23, 2011 Board of Directors meeting to order at 12:06 p.m. Jason took roll call. Five board members were present. Board member John Kuijvenhoven was on his way and Matt Miles was unexcused.

**Open Forum**

Jason shared that he had called attorney John Brooks that morning to follow up on the service plan/statement of purpose discussion. Mr. Brooks has not yet responded.

Jason also looked into the research of a title report as mentioned in the last special meeting. The costs involved in the research could reach nearly \$1,000. To save on costs, it was suggested to have Gary Shearer, MRD finance manager, complete the research. Rob Omer volunteered to assist. Ken also had called Mindy Conerly, MRD's former attorney, asking if she had ever done any title work for us on this matter. She had not. The land deed from RE-1J to MRD occurred in 1986.

John arrived at 12:10.

Jason also brought up that a year ago, the board planned to vote on board officers on an annual basis. Presently, Jason serves as President, board member Bob Cooling as Vice President and John as Secretary/Treasurer. Jason wanted to express his willingness to continue as president unless someone else was interested in fulfilling this position. Bob expressed that he would not be able to serve as President since he cannot devote the time required. Bob also complimented Jason on the great job he has done as President. The board decided to discuss further at the July 28<sup>th</sup> meeting.

**Unfinished Business**

**Approval of 5.24.11, 5.26.11 and 6.9.11 BOD Meeting Minutes**

Jason asked for a motion to be made for the approval of the meeting minutes from 5.24.11, 5.26.11 and 6.9.11 meetings. Kevin Davis made a motion to approve the minutes, which was seconded by Rob O. The motion then passed unanimously without further discussion.

**Committee updates:**

**Outreach Committee:** Kevin said there was not a meeting since the last board meeting. However, he described the committee's involvement in Main in Motion this summer, school field days and other community events. Vicki Lucero, Administrative Services Specialist, did add that we were not able to attend Men in the Mix due to staffing. There was a discussion of greater board member involvement in these outreach efforts. Jason asked for the schedules to be emailed out to the BOD and encouraged members to help. He also stated he was willing to help as he was able. The next meeting will be in the first week in August.

**Administrative Committee:** Jason reported the committee met on June 21<sup>st</sup> where discussions continued regarding the Personnel Manual. The committee is currently working on section 2 and there are changes the committee is recommending to Ken and the Executive Committee of the Board to approve. The suggested changes will be given to Ken when they have gone over the entire document.

**Finance Committee:** John did not have a report.

**Growth Committee:** John did not have a report.

**New Business**

**MRD 2010 Audit: Don Moreland**

This agenda item will be moved to the July 28, 2011 meeting. Don Moreland will present his extensive report to the Finance Committee first and then this committee will discuss with the larger board.

**Financials for the Board**

Referring to the Balance Sheet and monthly budget Report sheets included in the packet, John stated that he likes Gary's format but was not certain it addressed the current budget situation sufficiently. According to the audit report, it was found by Don Mooreland that although the bottom line is correct, shifting funds between accounts is necessary. At the next board meeting, an amended budget for 2010 will be considered. Regarding the monthly budget report, breaking down expenditures on a monthly basis is still too new to have comparables with which to understand expenditures and revenues on a monthly basis accurately.

**CRC (Community Recreation Center) update and schedule**

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Ken has been working with the task force, engaging and supporting the work they are completing. Ken distributed a list of upcoming focus groups currently scheduled that will be facilitated by the architectural consultants John Barnholt from Green Play and Chuck Musgrave from Barker Rinker Seacat. The focus groups will centrally engage the CRC task force. There are six focus groups scheduled: Site Selection, Facility Design, Partnership/Outreach, Finance and a board focus group to ensure the board is up to date and plugged into the progress being made on the feasibility study.

All Task Force members are welcome and invited to all meetings. The intention is to not limit them to only the committee they are serving on.

Board member Rob Omer had to leave the meeting.

The board then discussed the growth option of expansion at the current site. After much discussion, the board concluded it would approach the school and engage in conversations regarding the future of the current aquatic center.

#### **Cos Sisneros 36<sup>th</sup> Anniversary:**

With much gratitude, Ken presented Recreation Program Manager Cos Sisneros with a certificate of appreciation for his 36 years of dedicated service to MRD and the community we serve. Also, Ken mentioned that two anniversaries were missed in February, Dennis O'Connor's 16<sup>th</sup> anniversary and Liz Gracesun's third anniversary.

#### **Executive Director Update**

Ken briefly went over each item contained in his Executive Director Update and answered any questions or concerns from the Board.

#### **Adjournment**

Jason asked for a motion to adjourn. Board member Kevin Davis made a motion to adjourn, which was seconded by Bob. The motion passed unanimously without further discussion.

**Montrose Recreation District, Tuesday, July 7th, 2011 at 10am**

**(Approved unanimously at the 7.28.11 board meeting)**

**Board Members**

Matt Miles  
John Kuijvenhoven

**Staff Members**

Ken Sherbenou  
Gary Shearer

**Guests**

Don Moreland

This meeting was publicly noticed since it was an optional board work session. Since only two board members were in attendance and a quorum was not met, no minutes or recordings were kept of this meeting.

**Montrose Recreation District**

**Board of Directors Meeting Minutes**

**Wednesday July 13, 2011**

**(Approved unanimously at the 7.28.11 board meeting)**

**Board Members**

Jason Wey  
Rob Omer  
John Kuijvenhoven  
Urban Walker  
Kevin Davis  
Bob Cooling  
Matt Miles-excused

**Staff Members**

Ken Sherbenou

**Guests**

John Barnholt  
Chuck Musgrave  
Jim Cary  
Benita Hammond

**Call to order, Roll Call:**

Board President Jason Wey called the July 13, 2011 Board of Directors meeting to order at 10:10 a.m. Jason took roll call. All board members were present with the exception of Matt Miles who was excused.

**Open Forum:**

Jason asked if there was any business to be brought forth during the Open Forum. There was none to discuss.

**Work Session: Community Recreation Center Board Focus Group:**

John Barnholt from Green Play and Chuck Musgrave from Barker Rinker Seacat presented some of the highlights from the focus group meetings from the past couple of days. The specific areas that were discussed included finance, site selection, fees and charges, partners and effective ways to outreach the community and maximize partnerships. They discussed several primary options regarding achieving expanded service to the community. The first option is to convert the current aquatic center into a multi-purpose recreation center. Advantages of this course include the immediate opportunity to build upon what MRD already provides, that MRD has a history in this location and the current site is centrally located and in close proximity to schools. Additionally, MRD would not have to re-purpose the current aquatic center.

The disadvantages include dealing with the re-location of the utilities and an easement associated with it, a cost that DMEA estimates at around \$50,000. Another issue is that the four tennis courts MRD owns and manages would need to be re-located, potentially to Holly Park, which would convert this Park into an 8 court tennis complex. This would require RE-1J consent since these courts reside on RE-1J property that is currently leased to MRD. In the focus group meetings, BRS and GP received a lot of feedback on issue, especially given the recent investment in the phase 1 expansion of the current aquatic center. Regarding site selection, there are lots of options for a new site all over the community. Some sites make more sense than others. There is the potential of a site being donated and some perhaps as a partnership with the city, county or the school district. Most would allow for the expansion of our outdoor programs. Conversations also included possible responsible re-purposing of the current site, potentially through partnership with an entity such as RE-1J or the Black Canyon Boys and Girls Club. If such a re-purpose occurred, heading in the direction of building a new stand alone recreation center would involve purchasing of the site, providing sufficient access to the site and infrastructure building costs. The next step is to begin analyzing these sites to get a better sense for the sites that could work the best. Currently, there are a dozen sites being evaluated. By the next public meeting in August, the intention is to have this whittled down to 2 or 3. On the operational level, there would be additional costs, particularly staffing costs with such areas as lifeguards and janitorial staff. One major next step is to identify if MRD has the financial ability to continue current operations and build the first phase of new recreation center at a new site with the components currently lacking.

Executive Director Ken Sherbenou reiterated that he went into the focus groups this week with the impression that Option 1, conversion of the current center into a multi-purpose recreation center, made the most sense. However, after receiving input from the task force at the focus groups and hearing the expertise of the architectural consultants, the best option may be to continue current operations and build a phase 1 at a new site with potential for future expansion.

**Adjourn:**

Board President Jason Wey asked for adjournment at 12:43, a motion was made by Urban Walker and was seconded by John Kuijvenhoven. With no further discussion, the motion passed unanimously and the meeting adjourned.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, July 28, 2011**

**(Approved unanimously at the 8.25.11 board meeting)**

**Board Members**

Jason Wey      Matt Miles-unexcused  
Urban Walker      Bob Cooling-unexcused  
John Kuijvenhoven      Kevin Davis-excused  
Rob Omer

**Staff Members**

Ken Sherbenou  
Tracie Rief  
Cos Sisneros

**Guests**

Don Moreland

Board President Jason Wey called the July 28, 2011 Board of Directors meeting to order at 5:38 p.m. Roll call was taken. Board member Kevin Davis was excused. Board member Bob Cooling communicated to Jason that he would join the meeting late and Board member Matt Miles did not check in.

**Open Forum**

Jason asked if anyone had anything to bring up during open forum. The board decided to move up the discussion of the audit report and the associated amended 2010 budget to the top of the agenda given Don Moreland's presence, the independent 3<sup>rd</sup> party auditor of the financials of the MRD. Jason stated Open Forum would continue later in the meeting. Board member John Kuijvenhoven stated that Don Moreland had presented the audit report to the Finance committee on July 7<sup>th</sup> 2011. John asked for some modifications and it was agreed that the asset report in next year's audit would note the reversion clause that affects the land upon which the current aquatic center resides. Don informed the board that the audit report needs to be submitted to the state auditor by July 29<sup>th</sup>. John moved to accept the audit reported presented by Don. The motion was seconded by board member Rob Omer. The motion passed unanimously without further discussion.

Additionally, John moved that the resolution to adopt the amended 2010 budget as prepared by staff members with the advisement of Don be adopted. This amended budget is consistent with the audit report as prepared by Don Moreland. John's motion to approve the amended budget was seconded by Board Member Urban Walker. The motion passed unanimously with further discussion. The board expressed their desire to continue to improve the quality of our financial systems including how staff applies them. This includes Don, who is hired by and reports to the Board of Directors.

**Approval of 3.24.11 BOD Meeting Minutes**

Jason asked for approval of the Board Meeting Minutes of 6.23.11, 7.7.11 and 7.13.11. Rob made a motion to pass the meeting minutes, which was seconded by Urban. Without further discussion, the motion passed unanimously.

**Return to Open Forum**

Jason asked the board members to refer to the email copies in packet that Ken sent out recently from Dennis Erickson, City of Montrose Parks Planner. The message pertained to a request regarding the efforts to build a white water park in Montrose. It requested MRD be a central partner in the project by devoting \$5000 in conservation trust funds to the project, contingent on the grant proposal being approved by Great Outdoors Colorado (GOCO). Should the grant come through, \$2500 would be paid in 2012 and \$2500 in 2013. This is also consistent with MRD's allocation of \$3000 to support the GOCO supported Riverway master plan that occurred in 2010 and was adopted in 2011. The board felt that, in the future, Dennis needs to give more time for board members to review his requests. The discussion also involved ensuring a strong working relationship with the City of Montrose as well as the fact that a white water park would help MRD achieve it's mission. Jason asked for a motion to be made. Rob moved to amend the agenda to allow for the voting on the City's request of matching funds on their GOCO grant application. The motion was seconded by Urban. Without further discussion, the motion passed unanimously.

Rob then made a motion for MRD to earmark conservation trust funds or lottery funds of \$5,000, \$2,500 in 2012 and \$2,500 in 2013. Rob's motion specified that the funds would be matching dollars contingent on the GOCO grant proposal being approved in the fall of 2011. The motion was seconded by Urban. Without further discussion, the motion passed unanimously.

**Committee Updates**

**Outreach Committee:** Urban stated there is nothing to report.

**Administrative Committee:** Jason reported that the Administrative committee met on July 19, 2011. The committee has divided the Personnel Manual into 3 sections for review. The group is making progress on assembling recommendations for the executive committee of the board to consider.

**Finance Committee:** John stated there is nothing new to report

**Growth Committee:** John stated there is nothing new to report.

**New Business**

**Financials for the Board**

Gary Shearer, Finance Manager, was not present at the meeting. Ken pointed out a YTD for 2010 and YTD 2011 column needs to be included and that he'd speak with Gary about this.

**Executive Director Update**

Ken referred board members to their packet for his update. Ken then highlighted the most important updates and took questions from board members.

A motion was made for adjournment at 7:30 pm. by Rob, which was seconded by Urban. With no further discussion, the motion was passed unanimously and the meeting adjourned.

## Montrose Recreation District

### Board of Directors Meeting Minutes

Thursday August 25th, 2011

(Approval unanimously at the 9.15.11 board meeting)

#### Board Members

Jason Wey  
Urban Walker  
John Kuijvenhoven  
Rob Omer  
Kevin Davis  
Bob Cooling

#### Staff Members

Ken Sherbenou  
Justin Mashburn  
Cos Sisneros  
Liz Gracesun  
Wade Ploussard

#### Guests

Task Force member Jim Cary  
Task Force member Barbara Bynum  
Task Force member Tisha McCombs  
Chuck Musgrave  
John Barnholt  
Task Force member Suzi King

Board President Jason Wey called the August 25, 2011 Board of Directors meeting to order at 12:05 p.m. Jason took roll call, all board members were present with the exception of Matt Miles.

#### **Open Forum**

Board President Jason Wey informed everyone that at 11:00am on August 24, 2011, Matt Miles submitted his resignation from the MRD Board. Jason described Matt's reasons, that due to Matt's busy schedule with business obligations, he is unable to devote the necessary time to serve on the MRD Board. This creates a vacancy on the MRD board. MRD will post notice of the vacancy and interested individuals need to submit a letter of interest. Ken Sherbenou, Executive Director, described the term lengths of the current BOD. In May of 2012, Board members Jason Wey, Rob Omer, John Kuijvenhoven and Bob Cooling are all up for re-election. Board members Urban Walker and Kevin Davis have been elected to serve until May 2014. The vacancy created by Matt Miles resignation will be filled by appointment by the BOD to serve until the next regular election in May of 2012. Ken went on to read the Special District's Association Board Member manual to clarify the procedure for citizens to become a MRD Board Member.

#### **Community Recreation Center Board Focus Group**

Chuck Musgrave and John Barnholt, feasibility study consultants from Green Play and Barker Rinker Seacat, presented to the board information they gathered from the August 24, 2011 public meetings with Task Force and members of the community. They described what the people need as expressed at the previous day's public meeting, in the 2011 Community Survey and in the 2005 needs assessment. They also pulled out some of the comments for yesterday's meeting to give the board a sample of what people are saying. In example, there is concern about affordability and a desire to have scholarships available to make it affordable. Ken also went over the tabulated exit survey from the meetings. 93% of attendees said yes to the question of "a community recreation center is needed in Montrose". A similar percent indicated that they would support a tax increase to fund the center. The meeting was well represented by most age groups, yet those present were mainly advocates for a new recreation center and may not be representative of the larger community. Chuck and John were both pleased and encouraged by the citizen turnout at the meetings. They were engaged, asked the right questions and all seemed to have put in a lot of thought into the concept of a center in Montrose. All and all, the meetings were very successful.

Barbara Bynum, CRC Task Force member and member of the Executive Committee of the Task Force, communicated the Task Force's overall view of the meetings and at this point in the process. She said that the Task Force believes that the Community Needs option to growth should be pursued. She said this is consistent with the attendees at both the 8/24 public meetings. There was significant sentiment that the community is long overdue for a full service recreation center. Most everyone preferred the Community Needs option and people in attendance seemed to be very willing to pay more in taxes to get it. They do not want our current facility to be held together with "band-aid" solutions anymore.

This conclusion was reached by Task Force Committee members that met prior to the Board meeting. The consensus of those in attendance was MRD should pursue a path of service expansion in a center that meets most of the existing needs in the community, even if that involves going to the voters and asking to increase taxes. Barbara said she felt we have a strong leg to stand on since we do not currently have a recreation center and it is needed for a community this large. The Task Force felt that there is, at the current time, great momentum and enthusiasm for a full service recreation center. As Barbara stated, the Task Force feels we need to be 'bold, courageous and make it happen'. Jason asked if there has been any naysayers visiting with the force or present at any of the meetings. The group answered that there have been a few, but nothing drastic. Barbara also went on to say she had thought the senior population would be part of that group. However, the senior population was well represented, particularly at the 1pm meeting. Barbara said this group expressed wanting to make a recreation center happen for themselves and for their grandchildren. These individuals in attendance said they were willing to pay more taxes to make it happen. It is important to note that this meeting was an open, come one come all public meeting that was widely promoted and advertised.

John and Chuck continued, reiterating their need for an answer for the direction that they need to focus on by September 6<sup>th</sup>. This would allow sufficient time for them to be prepared for the October 4<sup>th</sup> meeting. At that time, they will have a draft facility design, new color floor plan, and a preliminary project plan for the facility prepared for the public to view and comment on. This includes working to make a decision on site.

Chuck said the site selection process has moved in a positive direction. At present, we have narrowed the sites down to 5 or so finalists. Oddly enough, the three top sites have the river to the west, the parking lot to the east and views to the west and south. Chuck said the facility design would probably work at any of them with little change. The discussion continued with the Task Force input. Task force member Jim Cary expressed concerns about bond issues and public perception. At the end of the discussion, the board returned to the Task Force's overall recommendation in terms of which direction to focus on: the Community Needs Program. Board member Rob Omer made a motion that the board approves moving forward to focus on pursuing the Community Needs Program and give the consultants the authority to continue refining this plan. This includes the facility design on the imaginary site with the river on the west and the road on the east. The motion was seconded by board member Kevin Davis. The motion passed unanimously with a roll call vote without further discussion.

#### **Approval of 7.28.11 BOD Meeting Minutes**

Jason asked for approval of the 7.28.11 Board Meeting Minutes. Bob made a motion to pass the meeting minutes, which was seconded by John K. Without further discussion, the motion passed unanimously.

#### **Committee Updates**

**Outreach Committee:** Kevin, there was not a meeting since our last meeting; there is a scheduled meeting on August 30.

**Administrative Committee:** Jason reported that the Administrative committee also did not meet; their next meeting is September 13

**Finance Committee:** John stated there is nothing new to report.

**Growth Committee:** John stated there is nothing new to report.

#### **New Business**

##### **Election of Board Officers:**

Annually, the board positions are voted on and may change. Being since it was one year since the last election of board officers, the board discussed who would serve in what capacity. Board member John Kuijvenhoven made a motion Rob Omer for President, Kevin Davis as vice president and John Kuijvenhoven as Secretary/Treasurer. The motion was seconded by board member Bob Cooling. With no further discussion, the motion passed unanimously.

##### **Financials for the Board**

John wanted to schedule a work session for the financials, an educational session so all board members are informed.

##### **Executive Director Update**

Ken referred board members to their packet for his update and asked if there were any questions.

A motion was made for adjournment at 2:35 p.m. by Jason, which was seconded by Kevin. With no further discussion, the motion passed unanimously and the meeting adjourned.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, September 15, 2011**

**(Approved unanimously at the 10.27.11 board meeting)**

**Board Members**

Rob Omer  
Kevin Davis  
John Kuijvenhoven  
Urban Walker  
Bob Cooling-unexcused

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Vicki Lucero  
Gary Shearer  
Tracie Rief

**Guests**

Jim Cary  
Scott Rist  
John Pope  
Tisha McCombs

Board President Rob Omer called the September 15, 2011 Board of Directors meeting to order at 5:34pm. Rob took roll call and all board members were present with the exception of board member Bob Cooling.

**Open Forum**

Rob asked if there was any business to be brought up in open forum. Vicki Lucero, MRD's Administrative Services Specialist, wanted to invite the board to The Horsefly on November 1<sup>st</sup>. The Horsefly has a community tap night, where \$ .75 per drink sold is donated to a public cause. In MRD's case on 11/1, that cause is the scholarship program. This program is available to individuals with verified financial need such as free or reduced lunch. In these cases, 50% of the program fee is paid for by the qualifying individual and the other 50% is paid for by the scholarship fund. In response to the scholarship fund needing additional proceeds, Vicki arranges for this benefit.

The board also discussed the two open board positions. This way, all board members were clear about how board terms worked prior to interviewing the three interested applicants. Jason's election in May 2012 was to complete the term he was originally appointed to serve, which expires in May 2012. Matt Miles was elected in a four year term, set to expire in 2014. With the appointment of the two individuals to fill the vacancies, both of them will have to run for election in May 2012. During this election, each will need to specify if they are running for the 2 year term to finish Matt's initial four year term or a new four year term.

Board member John Kuijvenhoven brought up the fact that he'd like the board to revisit what used to be in effect regarding the availability of a lifetime board member membership to the Aquatic center. Ken Sherbenou, Executive Director, said he would research this topic.

**Interview and appointment to fill Board member Vacancy**

Rob welcomed the first applicant Scott Rist. Rob asked Scott to tell a little about himself and why he was interested in becoming a member of the board. Each board member had a copy of his letter of interest. The next applicant, John Pope, was introduced. John also had a letter of intent included in the packet. He told the board why he is interested in this position.

Rob asked for a motion to amend the agenda. John K. moved to amend the agenda to include the formation of the selection committee of two board members to interview and decide which two of the three candidates they would recommend for the vacant positions. Board member Urban Walker seconded the motion, which was passed unanimously without further discussion.

Urban made a motion that Rob and Board member Kevin Davis serve on the BOD search committee with the directive to recommend two candidates for the board to act upon to fill the vacant terms. John K seconded the motion, which was passed unanimously without further discussion.

The last applicant, Tisha McCombs, went over her background and explained why she would like to be a member of the board.

The board asked questions of each interested applicant and it was decided to have the search committee of Rob and Kevin, assisted by Ken, to meet with each applicant next week. The board search committee would then make a selection of two to recommend to the board at the next meeting, October 5, 2011.

**Approval of 8.25.11 BOD Meeting Minutes**

A motion was made by Kevin and seconded by John K to approve the 8.25.11 meeting minutes. Without further discussion, the motion passed unanimously.

**Financials for the Board**

Gary handed out a recap that did not make it into the board packet. At the current time, MRD is at 38% cost recovery. Gary's narrative recap explains why the recovery is at 38%. The current cash position is looking really good at this time. MRD is coming into the slower season of revenues coming in and also bigger expenses. John K wanted to remind the board that he wants to have a workshop to share with all board members his perspective on MRD finances.

**Committee updates:**

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**Outreach Committee:** Kevin recapped their September meeting. The group brainstormed community events that MRD should have a presence such as Youth Appreciation Day. Other examples are at the school's Winter Carnival, Bosom Buddy's Race, Partners Ride, Ski Swap similar to Main in Motion. The feeling of the group is that we need to adjust the organization of this committee's work and also request additional presence of board members.

**Administrative Committee:** Cos explained, with the resignation of Jason and with Rob being unable to attend the recently scheduled meeting, their meeting will be moved to a later date where they will continue to review the employee manual.

**Finance Committee:** John had nothing to report at this time.

**Growth Committee:** John is recommending that this committee become more of a strategic Planning Committee since he felt MRD needed a better long-term plan. Ken said in 2005 there was a Master Plan and this plan does need to be revisited and updated. After the feasibility study, Ken recommended submitting a GOCO proposal to help pay for creating a new Master Plan.

#### **Executive director Update**

Ken enclosed a list of current projects and priorities. Ken went over the list questions and took questions.

#### **Adjournment**

Rob adjourned the meeting at 7:16pm.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, October 5, 2011**

(Approved Unanimously at the 10.27.11 BOD Meeting)

**Board Members**

Rob Omer  
Kevin Davis  
John Kuijvenhoven  
John Pope-phone conference  
Tisha McCombs  
Urban Walker  
Bob Cooling-unexcused

**Staff Members**

Ken Sherbenou  
Wade Ploussard  
Justin Mashburn  
Cosme Cisneros  
Vicki Lucero  
Tracie Rief  
Gary Shearer

**Guests**

Jim Cary  
Suzi King  
John Barnholt  
Chuck Musgrave  
Mindy Miller  
Barbara Bynum

Board President Rob Omer called the October 5, 2011 Board of Directors meeting to order at 12:10pm. Rob took roll call; all board members were present with the exception of Bob Cooling.

**Open Forum**

Rob asked if there was any business to be brought up in open forum. Suzi King thanked the Montrose Recreation District for their part in the success of the Black Canyon Sprint Triathlon School Cup.

**Appointment to fill Board member Vacancy**

Rob and Board member Kevin Davis discussed their work in their committee to fill the vacant board positions. They came forth with a recommendation to appoint John Pope and Tisha McCombs to fill the vacant positions. Rob asked for a motion to be granted to appoint these individuals. Board member John Kuijvenhoven made a motion to the board to accept the application for appointment of John Pope to fill the vacancy on the board. Board member Urban Walker seconded the motion. Without further discussion, the motion passed unanimously. Urban made a motion to the board to accept the application for appointment of Tisha McCombs to fill the other vacancy on the board. John Kuijvenhoven seconded the motion. Without further discussion, the motion passed unanimously. Rob proceeded with the oath of office, first with Tisha McCombs, then John Pope.

**Work Session: Community Recreation Center Board Focus Group**

Rob introduced Chuck Musgrave and John Barnholt, representing Green Play LLC and Barker Rinker Seacat Architecture. Over the last 24hrs, MRD held two public meetings and one staff meeting. Chuck and John presented the vision brought forth by the Task Force in the preliminary project plan of the feasibility study. The power point from the preliminary project plan is available on the MRD website under [www.montroserec.com](http://www.montroserec.com). Chuck and John said their part is about 98% finished as of our November 16th meeting. Therefore, the baton will be passed from the Task Force to the Board of Directors with the presentation of the final project plan. The board and the executive committee of the task force affirmed they will continue moving the process forward.

**Adjournment**

Rob adjourned the meeting at 2:09pm

**Next Meeting**

The meeting will be held at the  
MRD Aquatic Center  
25 Colorado Ave, Montrose Co  
October 27th , 2011 at 12 p.m.

MRD is a special district, an entity separated from the City of Montrose

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, October 27, 2011  
(Approved unanimously at the 11.16.11 board meeting)**

**Board Members**

Rob Omer  
John Pope  
John Kuijvenhoven  
Tisha McCombs  
Bob Cooling  
Kevin Davis-excused  
Urban Walker-excused

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Vicki Lucero  
Tom Thomas  
Wade Ploussard

Justin Mashburn  
Cindy Marino  
Liz Gracesun  
Tracie Rief

**Guests**

Jim Cary  
Dennis Erickson  
Wayne Quade

Board President Rob Omer called the October 27, 2011 Board of Directors meeting to order at 12:03 p.m. Rob took roll call. All board members were present with the exception of board member Bob Cooling, who was running a couple minutes late. Board members Kevin Davis and Urban Walker were excused. Bob joined the meeting a few minutes after 12pm.

**Open Forum**

Rob asked if there was any business to be brought up in open forum. There was nothing brought up.

**CRC feasibility study update**

Executive Director Ken Sherbenou presented a power point to the board to update regarding the process. During the presentation, there was conversation and feedback about the feasibility study for the Community Recreation Center (CRC).

**Roadway into McNeil/Ute/River Bottom Parks**

Dennis Erickson, Montrose City Parks Planner, discussed the parking lot lease at Ute park as well as the issue of the roadway into McNeil/Ute/Riverbottom parks. The City would like to take ownership of this roadway, making it a City street. It would therefore be their responsibility regarding maintenance, improvement and liability. It would also be named and placed on the city grid map. In exchange, MRD could continue to use the parking lot at Ute Park and a lease would no longer be required. Therefore, MRD would not be responsible for any maintenance or improvements in this lot. After discussion and debate, a motion was made by Bob that the MRD Board approves the Quid claim deed presented by the City of Montrose in regards to the before mentioned 30 ft road in exchange for an the agreement for unlimited use of the parking lot at Ute, without MRD responsible for maintenance, and MRD not losing access to its fields or parking lot. In addition, Bob's motion included naming rights for the road. The motion was seconded by Tisha McCombs. The motion was passed unanimously without further discussion.

**Committee updates:**

**Outreach:** Administrative Services Specialist Vicki Lucero reminded everyone about the Horsefly Tap Night for November 1<sup>st</sup>; \$.75/drink purchased will be donated towards the MRD scholarship fund

**Administrative:** Rob noted the committee has not met recently. He stated he will be communicating with Recreation Program Manager Cos Sisneros to set up the meeting. Also, board member John Pope will be serving on this committee.

**Finance:** Board member John Kuijvenhoven described that board member Tisha McCombs will be serving on this committee. The committee will be engaging with staff to discuss the 2012 budget.

**Growth:** Did not meet

**Financials for the Board**

Ken noted that the final budget was not complete at this time, and since Finance Manager Gary Shearer was not in attendance, this will be tabled until the November 17<sup>th</sup> meeting. The Board Balance Sheet was included in the packet and Ken answered questions.

**2012 Holidays and BOD meeting dates, times and location**

Enclosed in the board packet was a copy of proposed meeting dates, times and location for BOD Meetings for 2012. Additionally, the document also included the holiday schedule. After a short discussion, a motion was made by John Pope to move to adopt the schedule. The motion was seconded by Tisha McCombs. Without further discussion, it passed unanimously.

**Approval of 9.15.2011 and 10.5.2011 BOD Meeting Minutes**

Rob asked for a motion for approval. John Pope moved to approve the minutes, which was seconded by Tisha McCombs. Without further discussion, it passed unanimously.

**Executive Director Update**

Ken requested board members refer to his enclosed list of current projects/priorities. He briefly went over them and answered questions when asked. Also included in the BOD packet was a current list of board members, address, phone and emails for each board member.

**Adjournment**

Rob O adjourned the meeting at 1:55 p.m.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, November 17, 2011  
(Approved unanimously at the 12.1.11 board meeting)**

**Board Members**

Rob Omer  
Kevin Davis  
John Kuijvenhoven  
Urban Walker  
Bob Cooling  
John Pope  
Tisha McCombs

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Vicki Lucero  
Gary Shearer  
Liz Gracesun  
Wade Ploussard  
Justin Mashburn  
Melissa Lords  
Tracie Rief

**Guests**

Katie O'Hare  
Barbara Bynum  
Suzi King  
Wayne Quade  
Chuck Musgrave  
John Barnholt

Board President Rob Omer called the November 17, 2011 Board of Directors meeting to order at 9:09a.m. Roll call was taken. All board members were present.

**Open Forum**

Rob asked if there was any business to be brought up in open forum. There was no comment.

**Work Session: Community Recreation Center Board Focus Group**

Ken Sherbenou, Executive Director, introduced Chuck Musgrove and John Barnholt, the feasibility study consultants from Green Play and Barker Rinker Seacat. Chuck and John B. presented to the board a quick overview of the information they presented to the public at two open meetings the previous day. Members of the board asked pertinent questions during the summarized presentation. Attendees at the public meetings the previous day were asked to fill out an exit survey at the conclusion of the presentation and discussion, which was entered into Survey Monkey for processing. Ken handed out the results to everyone and then proceeded to review them. Speaking on behalf of The Task Force, Barbara Bynum and Suzi King, reinforced their dedication to the effort, commitment they felt much of the task force also had. The Task Force met after the final presentation last night and came to a unanimous decision that they support the facility as presented. The task force further recommended the Board of Directors pursue the Final Project Plan and that preference be given to a sales tax partnership with the City of Montrose. The idea that the CRC citizen task force liked involved pursuing a joint sales tax initiative with the City of Montrose, where they would advocate for a dedicated funding source for capital improvements, and RE-1J, who would advocate for capital improvements with the schools. A joint city sales tax proposal could fulfill the capital needs of all three organizations. After in-depth discussion, it was decided Ken will meet with members of City Council and discuss partnership possibilities for the April 2012 ballot. Ken will also consult with the MRD attorney regarding legal issues and the investment banking firm regarding a discussion of the financing of the project. The Task Force will also provide a written summary for the BOD regarding the task force recommendation to pursue the project as presented to meet the unmet needs in the community.

NOTE: Board member Bob Cooling left the board meeting.

10:25 a.m., Board President, Rob has asked for a short recess.

10:40 a.m., Rob resumed the 11.17.11 Board Meeting.

Barbara Bynum, on behalf of the Task Force, stated this citizen group's recommendation. The Task Force believes the community needs a community recreation center. Furthermore, the final project plan as presented is the correct building and program to proceed with. Finally, the Task Force recommends that the MRD Board pursue talks with the City of Montrose regarding a sales tax increase to be on the 2012 ballot. This is the verbal recommendation that will also be given in a formal written form.

A motion was made by Board member Kevin Davis, to accept the recommendation of the Task Force and take their recommendation under advisement. He further motioned for the board to allocate additional funds of \$2,600 for an additional Pro Forma to be created regarding an additional building program. The motion was seconded by Board member John Kuijvenhoven. Additional discussion followed regarding what these funds were going to be used for. This involved creating another option for the board to consider regarding dividing the project into two steps, the 1<sup>st</sup> of which provides a majority of the components that are specified in the final project plan yet lacking in the community currently. The Aquatic section of the final project plan would be the second step, resulting in the CRC and converting the existing facility as laid out in the final project plan. This will give the BOD more options to consider in case the additional resources needed to make the entire project happen are not secured. The new Pro forma, according to John B. from GreenPlay, will be ready by December 2nd at the earliest. The motion passed unanimously.

Kevin, speaking on behalf of the entire board, extended a huge thank you to all of the Task Force Members who contributed many hours and tremendous effort over the previous eight months. Kevin further stated that their work and recommendation on behalf of the betterment of the community is truly appreciated by both the board and staff of Montrose Recreation District.

Rob then discussed the upcoming board meetings in December. He referred board members to the insert in their board packet that listed the date and location of each meeting. John K. requested that if a member is unable to attend one of the non-regular board meetings, it would not be considered an unexcused absence. Rob agreed.

#### **Financials for the Board**

Finance Manger Gary Shearer had left the meeting so Ken described the different financial documents contained in the board packet. He described the proposed 2012 budget and reviewed the budget summary sheet. He described that this was the 1<sup>st</sup> reading of the budget to make sure board members had time to review it prior to the requested approval at the 12.1.11 board meeting. Additionally, Ken explained the board balance sheet and monthly financials document.

Note: 11:05 a.m., Bob Cooling returned to the meeting.

Rob asked everyone to refer to the proposed board resolution creating merit based pay incentives for staff for the fiscal year of 2012. A very similar resolution was passed by the board for the fiscal year of 2011. After a short dialog, Rob said the item would be tabled and revisited at the 12.1.11 board meeting as a part of the larger budget discussion.

#### **Committee updates**

**Outreach Committee:** Kevin went over recent and planned outreach efforts, from Main in Motion to the Parade. Kevin also serves on the Montrose Improvement Team (MIT) with the City of Montrose and he also gave an update regarding his involvement on this committee.

**Administrative Committee:** Cos Sisneros, Recreation Program Manager, and Rob have not been able to nail down a date for a meeting, but they will schedule a December meeting.

**Finance Committee:** John K. had nothing to report at this time.

**Growth Committee:** John K. and Bob had nothing further to report beyond the discussions from earlier in the meeting.

#### **Approval of 10.27.11 BOD Meeting Minutes**

A motion was made by Tisha M. to approve the 10.27.11 BOD Meeting Minutes as written. The motion was seconded by Board member John Pope. The motion was approved unanimously.

#### **Executive Director Update**

Ken referred board members to the enclosed list of current projects/priorities. Ken briefly described each item and answered questions along the way. John K. mentioned that he would still like to address the Life Time Pass discussion for past board members. This policy had been in place and was then removed. The board decided to place it on a future agenda.

#### **Adjournment**

Rob adjourned the meeting at 11:32 a.m. The motion to adjourn was made by Kevin and seconded by John P., which passed unanimously.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, December 1, 2011  
(Approved Unanimously at the 12.8.11 board meeting)**

**Board Members**

Rob Omer  
John Pope  
Urban Walker  
Bob Cooling  
Tisha McCombs  
Kevin Davis  
John Kuijvenhoven

**Staff Members**

Ken Sherbenou Justin Mashburn  
Vicki Lucero Miguel Lopez  
Cosme Sisneros Joe Cruz  
Gary Shearer

**Guests**

Barbara Bynum  
Wayne Quade

**Call to Order, Roll Call**

Board President Rob Omer called the December 1, 2011 Board of Directors meeting to order at 12:04 p.m. Rob took roll call and all board members were present.

**Work Session: Community Recreation Center Board Focus Group**

Executive Director Ken Sherbenou brought the board up to speed on the CRC process. He said the next step in this process is Tuesday, December 6<sup>th</sup> where there will be a work session with the City Council at 6:00 p.m. Ken has met individually with each council member about a sales tax partnership and also has put together a power point presentation to communicate the process and proposal. Ken quickly went through the presentation and received feedback from the board. Ken then discussed the document that projected MRD finances over the next 25 years with the community recreation center being built. Comments from board members continued. Board members expressed the need to move forward, but that we must be careful how we present since there is a perception of the project being a done deal. We must have positive reinforcement, replies and articles that explain the project plan. There was a general feeling among the board that we need to be on a ballot and go for a sales tax increase. Rob put the work session on hold and decided to move to the resolutions pertaining to the 2012 budget. Rob stated that we want all board members present for the voting and a couple members need to leave to attend other commitments.

**Financials for the Board**

Rob asked for a recommendation from the Finance Committee. On behalf of the committee, Board member Tisha McCombs made a recommendation that the board adopt all 6 of the attached resolutions. Ken then stated that the resolutions all pertain to the 2012 budget. The 1<sup>st</sup> defined depreciation and how that will affect cost recovery. The 2<sup>nd</sup> reformed the mandated cost recovery and changed it by 1% now that depreciation is included. The 3<sup>rd</sup> discussed merit based pay incentives, which is the same for 2011 in terms of putting out a metric that staff has to meet in order for salary increases to be available. The 4<sup>th</sup> resolution was to adopt the 2012 budget. The 5<sup>th</sup> resolution appropriated the budget and the 6<sup>th</sup> resolution set the 2012 mil levies. Board member John Kuijvenhoven, finance committee member, would like to add, they are ok with the budget as it stands but would like allowances to revisit it again in the future. Rob asked for a motion by a finance committee member.

Tisha made a motion that the board adopts the 6 resolutions: 1. Definition regarding depreciation of consumable capital assets, 2. Resolution regarding revised cost recovery mandate, 3. Resolution regarding 2012 merit based salary incentives, 4. Resolution regarding 2012 final budget adoption, 5. Resolution regarding 2012 budget appropriation, 6. Resolution to set 2012 mil levies. John K. seconded the motion, which was passed unanimously.

Tisha left due to work obligations, 1:00 p.m.

**Returning to the Work Session**

Ken described the situation with the citizen Task Force and that they have emphasized they are prepared for the job ahead. Ken stated he believed they were just waiting for which direction the board decides to head. Much dialog continued, which discussed ideas pertaining to funding, partnerships and other options. The general feeling of the board was to shorten the PowerPoint presentation. Rob also instructed Ken to draft a letter describing the topic for the meeting with members of council that states the board's acceptance of the citizen's task force recommendation of the final project plan as the most appropriate facility to serve the needs of the Montrose community. The letter is also to state the purpose of the meeting with City Council is to receive feedback from the City Council as to whether they approval of the project. In addition, it is desired to find out what City Council thinks about the funding mechanism to provide a portion of the necessary funds. Also, there is a need for a public hearing that precedes the outcome so that community members have an opportunity to weigh in on the outcome. This public hearing was then scheduled for 12.8.11.

Board member John Pope left due to other obligations, 1:25 p.m.

Ken will draft two separate motions for the board's consideration at the December 8<sup>th</sup> meeting. Rob referred members of the board to their packets to review the finalist sites for the CRC as recommended by the Site Selection committee of the Citizen Task Force. The board requested a more formal presentation and discussion at a later date.

Rob asked for a motion to approve the 11.17.11 BOD meeting minutes. Board member Kevin Davis made a motion to approve the minutes, which was seconded by board member Bob Cooling. With no further discussion, the motion passed unanimously.

Kevin D. left due to other obligations, 1:45 p.m.

#### **Committee Updates**

Outreach-No report  
Administrative-No report  
Finance-No report  
Growth-No report

#### **Executive Director Update**

Ken asked the board to refer to their packet for his Director Update list (see attachment). He gave a short explanation and asked for questions during his presentation. It was suggested for Ken to speak to legal council, John Brooks for advice if Ken proceeds to engage in dialog with Montrose Memorial Hospital. Continuing on with his update, Ken did want the board to know he did have his meeting with John Brooks to discuss the Statement of Purpose/Service Plan and other legal matters. A recommendation was made to hold an executive session on this topic at a future meeting in January.

Rob adjourned the meeting at 2:14 p.m.

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Tuesday, December 6, 2011**

**Joint Sales Tax Discussion with the City Council**

(Approved at the 2.23.12 board meeting)

**Board Members**

Rob Omer

Kevin Davis

John Kuijvenhoven

Tisha McCombs

Bob Cooling

John Pope-excused

Urban Walker-excused

**Staff Members**

Ken Sherbenou

Vicki Lucero

**Below is a COPY of the Council's Meeting Minutes**

A regular work session of the Montrose City Council was held on Tuesday, December 6, 2011, at 6:00 p.m., in the City Council Chambers located in the Elks Civic Building at 107 South Cascade Avenue. Said meeting was posted in accordance with the Sunshine Law.

PRESENT: Kathy Ellis, Carol McDermott, Bill Patterson, Thomas Smits, Gail Marvel, Bill Bell, Russ Duree, Ben Morris, Shani Wittenberg, Virgil Turner, Elsa Anderson, Jim Hougnon, Tom Chinn, Lisa DelPiccolo, Kerwin Jensen, Paul Eller, Garry Baker, Valerie Hudson, Sue Hamilton

GUESTS: Dee Laird, Willis A. Jones, Kjersten Davis, Kevin Davis, Bob Cooling, Doug Glaspell, Wayne Quade, Ken Sherbenou, Vicki Lucero, Wally Smith, JudyAnn Files, Ralph Files, Dennis Olmstead, Dennis Chilcote, Polly Hohlenkamp, Wes Hohlenkamp, Duke Richardson, John Kaser, Mary Jane Masters, Erica Lewis Kennedy, Marty Guy, Norm Aufderheide, Darrell Weingard, Jayne Bilberry, Jody Newton, Nancy Kelso, Lesley Hallenborg, Melissa Kolwait, Frank Casey, Chris Depuy, Herman Aardsma, Cynthia Harwood, Jim Anderson, Jim Haugsness, Dave Crawford, Elaine Pigford, Bill Ramsey, Jim Rumble, Tom Fritz, Doug Schaefer, David Crane, Dale Davidson, Pat Blackwelder, Cheryl Young, Lacy Anderson, Terri Wilcox, Jenni Sopsic.

**JOINT SALES TAX DISCUSSION WITH MONTROSE RECREATION DISTRICT**

Montrose Recreation District Executive Director Ken Sherbenou gave an update on the mrecent efforts of the District to establish a new community recreation center and the plan for the existing Aquatic Center. Mr. Sherbenou indicated that a significant amount of resources are currently available, though a funding gap exists of approximately \$779,000.00 per year.

Recreation District Board of Directors, John Kuijvenhoven, Kevin Davis, Bob Cooling, Tisha McCombs and Rob Omer discussed with Council members the possibility of implementing a joint sales tax to finance the unfunded portion of the recreation center project. A sales tax increase of 0.2 percent sales would be needed for an estimated 10 years. Other options include an increase in property taxes, partnering with another entity, and funding the building in phases. Council members asked questions regarding increased services that would be offered by the proposed facility and fees for admission. Finance Director Shani Wittenberg reviewed previous school and library projects funded by City sales tax, and the petition process for a ballot initiative was reviewed. Council members discussed their concerns regarding an increase in sales taxes in the present economic climate, the City's preference to use its taxing authority for City infrastructure, whether the City might be asked to eventually subsidize the facility, and whether a recreation center would adversely impact private fitness clubs. Recreation District Board Member John Kuijvenhoven concluded by explaining the District's desire to meet the needs of the community in an expedited fashion and the benefits of a new facility to the local economy.

**Montrose Recreation District**

**Board of Directors Meeting Minutes**

**Thursday, December 8, 2011 5:30 p.m.**

(Approved unanimously at the 2.23.12 board meeting)

**Board Members**

Rob Omer  
John Kuijvenhoven  
Urban Walker  
Bob Cooling

John Pope-excused  
Kevin Davis  
Tisha McCombs

**Staff Members**

Ken Sherbenou  
Vicki Lucero  
Cosme Sisneros  
Tracie Rief

Justin Mashburn  
Melissa Lords  
Cindy Merino  
Wade Ploussard

**Guests**

Attached List

**Montrose Recreation District**

**Board of Directors Meeting Minutes**

**Thursday, December, 15 2011**

**At the MRD Aquatic center, 25 Colorado Ave.**

(Approved unanimously at the 2.23.12 board meeting)

**Board Members**

Rob Omer  
John Pope  
John Kuijvenhoven  
Tisha McCombs  
Bob Cooling  
Kevin Davis  
Urban Walker-excused

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Vicki Lucero  
Justin Mashburn  
Tracie Rief  
Melissa Lords

**Guests**

Marjorie Stevenson  
Jason Ullmann  
Wayne Quade  
Kati O'Hare  
Paul Paladino

Suzi King  
Barbara Bynum  
Mindy Miller  
Emily Schneider  
Jim Cary

Board President Rob Omer called the December 15, 2011 Board of Directors meeting to order at 7:12 p.m., Rob took roll call. All board members were present with the exception of Urban Walker, who had an excused absence.

**Open Forum**

Board President Rob Omer asked if there was any business to be brought up in open forum. Executive Director Ken Sherbenou expressed the need for the public to speak after the reading of the 3 motions. Rob asked for a motion to amend the agenda. Kevin Davis made a motion to amend the agenda to include public comment at the time of the reading of motion 3. The motion was seconded by board member John Pope, which was then passed unanimously. Ken referred everyone to the agenda and the list of the 3 motions that the board is contemplating. Public comment was heard on these 3 motions at the public hearing held on December 8, 2011. In addition, there is also attached a summary public feedback of those specific motions that are being contemplated.

**Rob read the motions aloud. They were as follows:**

**Motion #1**

I \_\_\_\_\_, hereby move that the board accept the Citizen Task Force's recommendation for a new Montrose Community Recreation Center as presented in the final project plan as the community's legitimate expression of the most appropriate facility to serve the recreation needs of Montrose, and the Montrose Recreation District's service area. I further move that the board direct staff to mount an ongoing effort to present options in the furtherance and implementation of the proposed design and plan.

**Motion #2**

I \_\_\_\_\_, hereby move that MRD acknowledge and support the citizen's group. The group has informed the board they will be working towards collecting signatures to place a sales tax initiative on the April 2012 City of Montrose ballot to help fund the proposed new Montrose Community Recreation Center. I further move that the board directs staff to work with this group as MRD is legally required and allowed.

**Motion #3**

I \_\_\_\_\_, hereby move that MRD consider alternative options to the current recommendations from the Citizen Task Force, such options to include: the pursuit of grants and alternative funding, an overall delay in order to permit the accumulation of savings to fund the project without additional taxes, or a two-step building process. As amended earlier, Rob opened up the floor to public comment. Jason Ullmann stated he was volunteering to step up to the plate to chair the citizen's group to lead the petition effort as well as the overall citizen initiative to provide a portion of the necessary funds to build the facility with the passing of a 0.2% sales tax. Mr. Ullmann stated he has the form to register the citizen's committee with the city. He said he would get petitions and ballot language approved by the city. And if the petition drive was successful, he would also work to support and advocate for passing the ordinance in the April election. That committee will also be able to take in donated funds from interested parties to advocate for the recreation center. The language for the ballot initiative and the intergovernmental agreement between City and MRD, will have to be completed as quickly as possible, allowing as much time as possible in this tight time frame to collect nearly 700 valid signatures of registered voters who live within the city limits of Montrose.

The board expressed its desire to help as MRD is legally able and required, including the drafting of the IGA. Mr. Ullmann stated that the first reading would be January 3rd, 2012, allowing the city the 10 days to validate all of the signatures before the 1st reading of the ordinance on January 17, 2012 to meet all the Tabor deadlines. Mr. Ullmann further stated that since this is a municipal election, only voters registered in the City of Montrose may vote.

Mr. Ullmann said he felt once the citizen's group had collected at least 5% of the registered voters, the citizen's group would also campaign in support of the ballot proposal. Board member John Kuijvenhoven expressed his concern about making sure MRD does not violate any laws and that he wanted the citizen's group to be separate from MRD. Paul Paladino, a member of the citizen task force, stated he believed board members could take a position but that staff members may not advocate during working hours.

The MRD board generally expressed its agreement to draft the IGA, yet ensure the citizen's group conducted the petition effort and subsequent campaign separate from MRD. This was consistent with the final project plan in that the citizen task force was the driving influence in the creation of the plan. In this way, the community would clearly understand that the proposal is and would be citizen driven. Task force member Emily Schneider emphasized that she, and several other citizens, just want to go for it. Rob asked for the board to also comment on the motions, beginning with motion #1. Board member John Kuijvenhoven said motion #1 speaks specifically to the community's needs for the facility as described, and uses the term 'legitimate expression of the most appropriate facility to serve Montrose', and this isolates that from funding, scheduling, all the topics that are needed yet somewhat controversial. It identifies a clear goal and because it doesn't speak specifically to time lines, it is a worthy goal for MRD as a whole, whether we are speaking of short term or long term or even longer still. It is designed in such a way it will stay worthy and appropriate for MRD, meaning it will be just as relevant 2 years from now as it is today. Board member Kevin Davis also felt it very appropriate to thank and acknowledge all the work that has gone into this by the Citizen's task force. Rob also reiterated that comment.

Ken gave his recommendation to pass motion #1 and #2 and to table #3. Rob agreed and stated he also had the same intention. Rob asked for someone to make a motion. Board member Bob Cooling made a motion to approve Motion #1. Kevin seconded the motion. It was passed unanimously.

Rob re-read motion #2, as it was amended from last week with one slight change of wording. Motion #2: I \_\_\_\_\_, hereby move that MRD acknowledge and support the citizen's group. The group has informed the board they will be working towards collecting signatures to place a sales tax initiative on the April 2012 City of Montrose ballot to help fund the proposed new Montrose Community Recreation Center. I further move that the board directs staff to work with this group as MRD is legally required and allowed. The motion was made to pass motion #2 by Kevin, which was seconded by board member John Pope. The motion passed unanimously.

Motion #3 was proposed but the board decided to table it. Rob opened up the floor once again for comments. Jim Cary expressed his concerns but said this is the most likely path towards success. Emily Schneider stated she believes we have a very powerful story and can tell it in a clear and concise manner. She said she believes we are going to be successful. John K. feels we should celebrate the moment now and there is a lot of good that needs to be said and communicated. John P. felt that the delivery of this message, a citizen driven one, is a much more powerful message of standing alone than with other entities. Mindy Miller said she thinks we have already got good momentum started, we have had public meetings, articles in the paper and people are thinking about it. Mindy believes it is good to push on. She further stated that dropping the ball and waiting to November would put a gap in this process that could hurt its chances for success.

The newly formed citizen's group said they have four months to really work on this. The general sentiment was expressed that what happens in other communities is that it brings far more than money to a community. The group further said that not only is it an economic driver, it is a community driver. Bob has said he believes this will be a place to get together as a community, to visit and be social. Rob brought up a letter from Pam East. When Ms. East first moved here, she was reading the Daily Press, and in the Best of the Valley, and one category stuck with her, the Best Place in Town to take your kids. For 3 years straight, it was McDonald's playland, and she thought to herself about what kind of community she had just moved her kids to. Wayne Quade said a recreation center is as much of the community's infrastructure as sidewalks and streets and that we must continue with this message. Jason Ullmann brought up the fact that more of the unhappy people speak up and write to the newspaper than those who are happy; it is just human nature in his opinion. Mindy Miller pointed out this would truly raise property values. Ms. Miller stated her belief that a recreation center would bring people to the community and help us to grow. Getting people to vote for this is a vote for you to personally make a sacrifice by paying more tax. Most people's mindset is a vote for themselves, not for the benefit for the community and we have to find a way to speak to them all. Request for and Executive Session: Rob cancelled this request since there was not a need.

Adjournment:

Rob adjourned the meeting at 8:30 p.m.