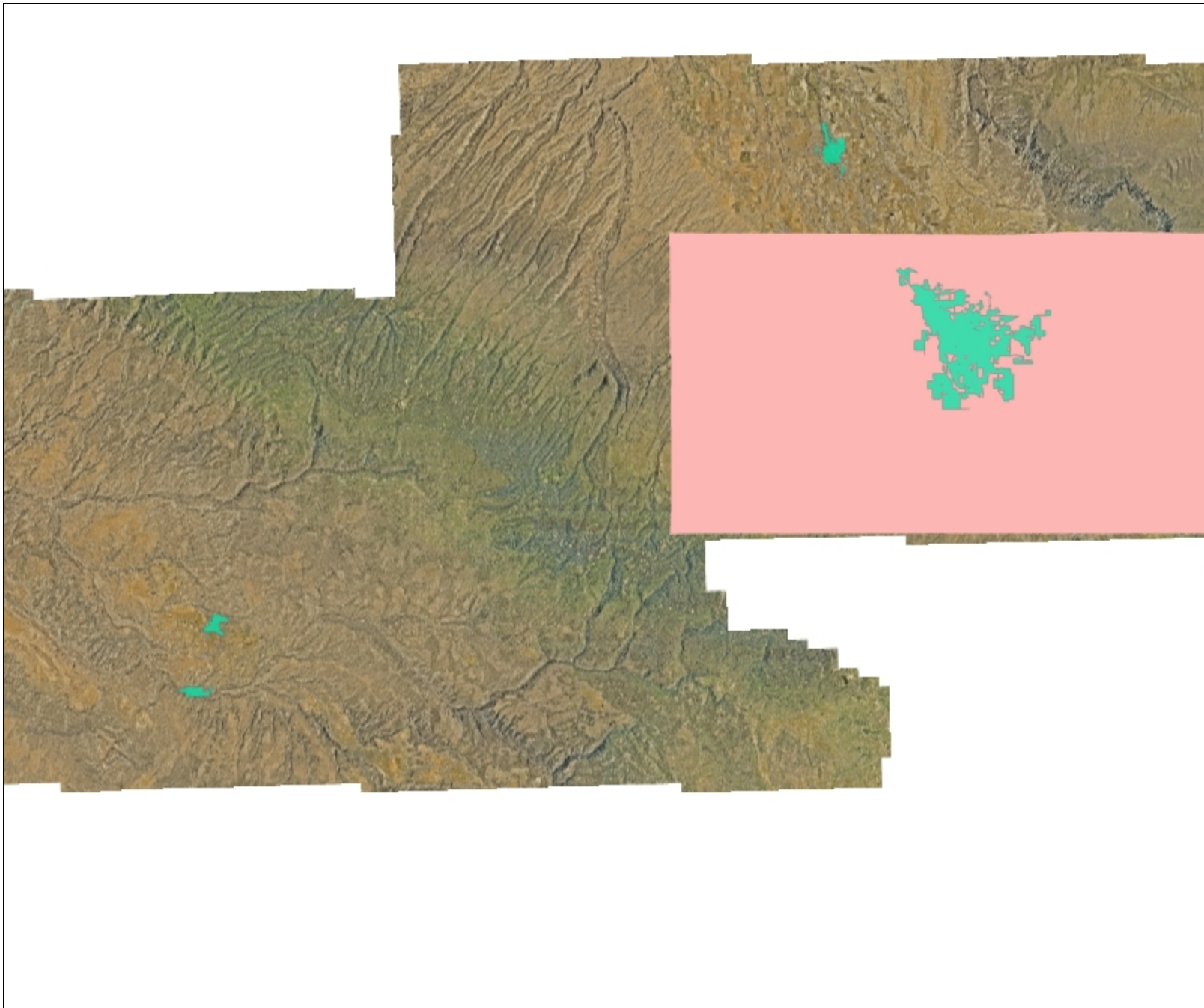




**Notice of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, January 25, 2024 at 11:30am
Montrose Flex Rec
1309-1311 Mayfly Drive
Montrose CO 81401**

- I.** Call to Order, Roll Call
- II.** Open Forum: Call for Public Comment (limit of 3 minutes per person)
- III.** Staff Recognition:
 - a. Introductions:
 - b. Anniversaries: Cindy Marino, 15 years; John Wagner, 7 years; Jeremy Master, 5 years
- IV.** Boundaries, Mill Levy
 - a. Boundary, Service Plan questions
 - b. Mill levy, tax revenue
- V.** Quarterly / Year End Reports
 - a. Capital Improvements
 - b. ADA Improvements
- VI.** Committee Updates and Assignments
 - a. Exec. Committee of Board (Board: Christina, Alli. Staff: Mari, Jeremy)
 - b. Administrative (Board: Alli, Barb. Staff: Mari, Jeremy, Lisa)
 - c. Foundation (Board: Megan, Barb. Staff: Mari, Astro)
 - d. Growth (Board: Ken, Suzi. Staff: Mari, Jeremy, Justin, Miguel)
 - e. Finance (Board: Paul, Alli. Staff: Mari, Jeremy)
 - f. MURA (Board: Alli)
- VII.** Executive Director's Update
- VIII.** Approval of BOD Meeting Minutes
 - a. Regular Meeting of the Board 12.14.2023
 - b. Regular Meeting of the Board 01.04.2024
- IX.** Adjourn

Next BOD Regular Meeting & Budget Hearing
February 22nd at 11:30am
CRC 16350 Woodgate Road
Montrose, CO 81401

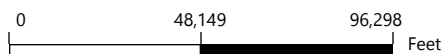


Legend

Recreational District

MRD with Montrose County municipal boundaries

Web Print: 01/22/2024



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.





FORMAL REPORT to Board of Directors: 2023 Capital Improvement Plan – Q4

January 24, 2024

Compiled by: Jeremy Master, Deputy Director

jeremy@montroserec.com

970-497-8568

This is an almost final report on the 2023 Capital Improvement Plan. There are a few transactions outstanding, and they will require a few weeks to pass through the different levels of accounting and reporting before the CIP can be buttoned up in a final report.

	Expenses		Revenue		Net Amended	Net Actual	
	EOY Report	Amended '23	EOY Report	Amended '23		EOY Report	Net Actual Over Amended
CIF (20)	\$ 179,247	\$ 241,061	\$ 810,522	\$ 791,054	\$ 549,993	\$ 631,274	\$ 81,281
CTF (60)	\$ 64,758	\$ 121,500	\$ 257,702	\$ 216,277	\$ 94,777	\$ 192,944	\$ 98,167
Total CIP	\$ 244,005	\$ 362,561	\$ 1,068,224	\$ 1,007,331	\$ 644,770	\$ 824,218	\$ 179,448

The differences between the recently passed 2023 Amended Budget and the EOY Report are as follows. Figures have been rounded.

\$60,000 Baldrige Regional Park Master Plan	('24 Expense)
\$40,000 Field House Site Master Plan	('24 Expense)
\$15,000 Plant Operating Costs	(remains in CIF - Plant Operating Costs)
\$25,000 Flex Rec grant previously unaccounted	(remains in CIF)
\$40,000 Lottery revenues over expected	(remains in CIF)

The following pages detail of each project approved within the 2023 Capital Improvement Plan. Each project has all expenses listed, followed by a summary, within which all updates to the previous report are in yellow.



CAPITAL IMPROVEMENT FUND 20: EXPENSE TRACKING

Plant Operating Costs					20-410-5371
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	1/26/2023	3169	Advanced Exercise		8,468.34
2	3/8/2023	3170	Advanced Exercise		8,486.34
3	8/16/2023	3175	Morris Plumbing		1,564.04
4	8/16/2023	3174	Amusement Restoration		16,825.00
4	9/7/2023	3176	Daikin		1,798.00
4	9/20/2023	3177	Morris Plumbing		873.07
4	9/20/2023	3179	ABS		7,376.12
4	9/20/2023	3177	CEM		3,209.67
4	9/26/2023	3180	Amusement Restoration		16,355.00
4	10/26/2023	3183	Morris Plumbing		587.40
4	10/26/2023	3184	Ace		412.50
4	10/26/2023	3185	Daikin		1,513.00
4	10/26/2023	3186	AlpineBanl for EmTech		1,670.00
4	10/26/2023	3187	Morris Plumbing		311.40
4	12/11/2023	3189	Cold Canyon Electric		150.00
4	12/11/2023	3190	Black Canyon Equipment		340.23
4	12/11/2023	3191	MRD/Extractor Corp	Inv 1741	4,696.00
4	12/11/2023	3192	EmTech	Inv 25985	1,670.00

\$ 288,000 Project Total Budget
 \$ 76,306.11 Active Total
 \$ 211,694 Remaining Budget

Many small projects were completed using POC funds in the latter half of '23, especially during the annual shutdown. The largest project was to paint and restore the leisure pool amenities (slide and play feature). In the Amended '23 Budget, \$92,000 was the expected sum of this line item. To date an additional \$15,603 will be saved in POC within the CIF.

Floor Scrubber					20-420-5370
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	5/24/2023	3172	Sanitary Supply		14832.71
2					

\$ 14,833 Project Total Budget
 \$ 14,832.71 Active Total
 \$ 0 Remaining Budget

PROJECT COMPLETE: RFP went out in February. Three bids were received. 2 different scrubbers were purchased from Sanitary Supply out of Grand Junction. A Champ 2417 is for use at the CRC, and a Wrangler 1503 AB at Flex Rec. The Chariot Iscrub 20 formerly at the CRC has been moved to the Field House. In the Amended Budget, this project's budget was made to reflect the final cost.



Kubota Tractor					20-430-5370
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	1/26/2023	3168	Column Software		109.12
2	5/24/2023	3171	Wester Implement		81,995.00
2	7/12/2023	3173	Wester Implement		7,124.29
					\$ 89,228 Project Total Budget
					\$ 89,228.41 Active Total
					\$ (0) Remaining Budget

The tractor is on site with all attachments. In the Amended Budget, this project's budget was made to reflect the final cost.

HVAC Green Tech					20-430-5371
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1					
2					
					\$ - Project Total Budget
					\$ - Active Total
					\$ - Remaining Budget

TABLED: This project went out to bid, and 5 bids were received. Vendors were pushing other technology than the type we sought in the RFP. Those that included the technology we seek did not include the monitoring equipment necessary to be a viable option for MRD. Unfortunately, the vendor that provided us the original scope and cost estimates did not submit a bid. This project's budget was zeroed out in the Amended Budget.

Field House Site Master Plan					20-490-5371
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	12/11/2023	3188	Alpine CC/Column	RFP	14.25
2					
					\$ 40,000 Project Total Budget
					\$ 14.25 Active Total
					\$ 39,986 Remaining Budget

Project went out to bid and came back massively over budget. The scope has been reduced and the new RFP went out 1/19/24. The \$40,000 will carry over to '24. The Growth Committee has agreed that up to \$150,000 in total be spent on the Site Master Plan. The additional funds, up to \$110,000, will come from the Field House Renovations project budget in '24.

Partner Matches					20-410-5346
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	8/16/2023	TF	MUT		5000
2					
					\$ 5,000 Project Total Budget
					\$ 5,000.00 Active Total
					\$ - Remaining Budget

The only partner match in '23 was a \$5000 contribution to Montrose Uncompahgre Trails (MUT) to match the City's contribution. Funds will be used for oversight and maintenance of the Cerro Summit mountain bike trails during 2023.



CONSERVATION TRUST FUND 60: EXPENSE TRACKING

Ute/McNeil Site Master Plan 60-410-5371

	Document Date	Check Number	Vendor Name	Invoice	Check Amount
1					
2					

\$ 60,000 Project Total Budget
 \$ - Active Total
 \$ 60,000 Remaining Budget

This \$60,000 is a contribution to the City as they undertake the Baldrige Regional Park Complex Master Plan. This project has been awarded to Berry Dunn. Mari will be MRD's primary representative to contribute to the project headed by Jim Scheid, Public Works Director for the City of Montrose.

ADA Improvements 60-410-5371

	Document Date	Check Number	Vendor Name	Invoice	Check Amount
1	5/24/2023	1091	Del Mont		1761.3
2	6/22/2023	1093	Del Mont		988.8
3	7/24/2023	EFT	Column software	RFP	57.45
4	9/7/2023	1098	Kuboske		13389.2
5	9/20/2023	1099	DMC	3017	741.6
6	12/11/2023	1101	Pioneer	mulch	1660.2
7	12/19/2023	1102	Ace	ADA	111.7
8	12/31/2023	1103	Ace	ADA	49.14
9					

\$ 25,000 Project Total Budget
 \$ 18,759.39 Active Total
 \$ 6,241 Remaining Budget

The largest project completed within this budget is the curb cut additions to the CRC's main entrance. The total project cost was \$16,938. There were a number of other small projects completed with lower than expected costs.

ADA Lift Chairs, CRC 60-420-5370

	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	5/19/2023	1090	Knott Laboratory		500
2	6/22/2023	1092	CEM		14,981.15
2	7/24/2023	1096	CEM		2,050.00
2	9/20/2023	1100	CEM		1,850.00

\$ 18,000 Project Total Budget
 \$ 19,381.15 Active Total
 \$ (1,381) Remaining Budget

This has been completed slightly over budget, but far under budget when accounting 2 separate grants totaling \$15,000. Those funds have been put into CIF.



Turf Tank Painter					60-430-5370
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	1/26/2023	1088	Turf Tank		1,500
2	3/23/2023	1089	Turf Tank		15,000.00

\$ 16,500 Project Total Budget
 \$ 16,500.00 Active Total
 \$ - Remaining Budget

The turf tank painter is in its 1st year of a 4 year lease. This project is on budget. Lease on the product renews April 1st.

Field House Pool Assessment					60-490-5371
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	6/22/2023	1094	Councilman-Hunsaker		5,000.00
2	7/24/2023	1095	Councilman-Hunsaker		13,000.00
2	9/7/2023	1097	Councilman-Hunsaker		2,000.00

\$ 20,000 Project Total Budget
 \$ 20,000.00 Active Total
 \$ - Remaining Budget

The project was completed on budget.

This table below represents the Plant Operating Costs savings. It is held within the Capital Improvement Fund (20). It began in 2022 with a \$288,000 allocation, and has a balance of \$473,892 at the conclusion of 2023.

PLANT COSTS (contained within CIF 20)					
Plant Operating Costs					20-410-5371
	2022	2023	2024	2025	2026
Beginning Balance	\$ -	\$ 262,198	\$ 473,892		
Annual allocation	\$ 288,000	\$ 288,000			
\$ Spent	\$ 25,802	\$ 76,306			
Unexpended allocation	\$ 262,198	\$ 211,694			
Ending Balance	\$ 262,198	\$ 473,892			



For a Better Quality of Life...MRD.

FORMAL REPORT to Board of Directors: ADA Transition Plan EOY 2023 Report

January 24, 2024

Project Leader: Jeremy Master, Recreation Manager
jeremy@montroserec.com
 970-497-8568

Accessibility Management Team:

Liz Gracesun, Recreation Coordinator – Aquatics
 Justin Mashburn, Facilities Manager
 Jeremy Master, Recreation Manager
 Barb Sharrow, Board of Directors Representative
 Debby Zarkis, Coordinator – Business Operations/Communications

ADA Improvements 2023

Budget: \$25,000
 Expenses to date: \$18,759

ADA Lift Chairs

Budget: \$18,000
 Expenses to date: \$19,381
 Grants Received: \$15,000

ADA Improvements 2024

Budget: \$50,000

2023 Summary

The largest project completed within this budget is the curb cut additions to the CRC's main entrance. The total project cost was \$16,938. There were a number of other small projects completed with lower than expected costs. A total of 85 of the 104 facility deficiencies planned to be corrected in 2023 were completed. The others are being rescheduled for 2024.

ADA Improvements					60-410-5371
	Document Date	Check Number	Vendor Name	Invoice	Check Amount
1	5/24/2023	1091	Del Mont		1761.3
2	6/22/2023	1093	Del Mont		988.8
3	7/24/2023	EFT	Column software	RFP	57.45
4	9/7/2023	1098	Kuboske		13389.2
5	9/20/2023	1099	DMC	3017	741.6
6	12/11/2023	1101	Pioneer	mulch	1660.2
7	12/19/2023	1102	Ace	ADA	111.7
8	12/31/2023	1103	Ace	ADA	49.14
9					
					\$ 25,000 Project Total Budget
					\$ 18,759.39 Active Total
					\$ 6,241 Remaining Budget



For a Better Quality of Life...MRD.

A separately funded project was the installation of 2 ADA Lift Chairs at the CRC, one each in the leisure and wellness pools. This was completed slightly over budget, but far under budget when accounting 2 separate grants totaling \$15,000. Those funds were put into CIF.

ADA Lift Chairs, CRC					60-420-5370
	Document Date	Check Number	Vendor Name	Effective Date	Check Amount
1	5/19/2023	1090	Knott Laboratory		500
2	6/22/2023	1092	CEM		14,981.15
2	7/24/2023	1096	CEM		2,050.00
2	9/20/2023	1100	CEM		1,850.00
					\$ 18,000 Project Total Budget
					\$ 19,381.15 Active Total
					\$ (1,381) Remaining Budget

2024 Outlook

The Accessibility Management Team is meeting on Wednesday, January 24th to discuss it's annual goals. A more thorough outlook for 2024 will be possible afterwards. Entering into that meeting, here are a few key points to look forward to this year:

- Facility Improvements:
 - \$50,000 in CIP Funds to accomplish approximately 90 improvements.
- Policy, Program, Procedures:
 - Advisory Committee of local service providers and patrons to gather external guidance to improving facilities, programs, and services.
 - Continued work to develop policy improvements, additional training for staff and volunteers.

EXECUTIVE DIRECTOR’S REPORT, January, 2024

Finance

January 19th ED Steinbach filed the Employee Retention Credits resulting from the Federal Refund Claim allowances due to the Covid-19 pandemic relief package. Dalby Wendland Co. prepared the adjusted tax filings for us and the grand total from 2020 and 2021 credits summed to **\$574,390.28**. We’ll pay the DWC invoices when received, and the BOD will discuss the appropriation once received; we currently do not know the IRS timeline for issuing the refund.

Sales and Use Tax collected in November 2023 fell 6.9% (\$15,470) from that collected for the same month 2022. Year to date through November, 2023, however, Sales & Use Tax receipts met 97.3% of budget, which had been projected to grow \$300,000 over 2022.

Human Resources

Staffing Plan and Compensation Analysis: All market rate adjustments and bonuses were put into effect at the first pay period in January, 2024, with letters distributed to all the final week in December, and communication to ensure all understand their positions and pay.

In January there are **3 FT open positions:** Recreation Leaders for both the Aquatics and the Field House; new FT Maintenance Technician. After one week of posting, nearly 80 applications were received for the 3 openings.

KUDOS to Lisa Lopez for 1) being selected for the 2023 Cos Cisneros Service Award and 2) for compiling all the reports necessary to enable DWC to file the adjusted IRS tax forms for the ERC, discussed in Finance, above.

Special Projects – Open and underway

Justin, Jeremy, Liz and Suzi are finalizing the Marlins agreement to submit to the Marlins board for review and discussion.

Field House RFP

Is going back out with a slight change of scope, including removing the outdoor pool from the redesign, in hopes of attracting a bid that is closer to the budget appropriation for the project. Justin is project manager.

Baldrige Regional Park

The City selected BerryDunn (acquired GreenPlay, which was familiar with our programs and facilities from their past work in Montrose) and plans to have a kickoff project meeting with the consultant and project management team by January end. Mari is project manager.

Just a note that in 2024, Jeremy and Mari are continuing the Open Roundtable group discussions that are open to all Full-time and Core staff as another way to continue to improve communication within the MRD. These small group discussions are being well received and staff is engaged and contributing to strong dialogue. January topics include the 2024 budget overview; significant projects – includes both capital and operating, and also includes the 2024 Annual Strategic Plan; and finding common vocabulary re: the Montrose Recreation District and how we refer to ourselves in general as well as clarification of the new Divisions, Departments, and areas of operation within the reorganization.

DIVISIONS	DEPARTMENTS	
Administration	Executive	Support Services
Parks and Maintenance	Parks Maintenance	Building Maintenance
Recreation Services	Programming	Facilities

Division Reports

Admin

Jeremy & Mari are preparing all 2024 mandated filings with DOLA and SDA to be completed by month end.

Mari is running for a board seat on Montrose Economic Development Corporation.

Jeremy and Mari are staying in constant contact with the Unify Montrose Solutions Team and the Catalyst group to contribute and to monitor how those actions around childcare continue to move forward.

Debby Zarkis is has applied for FML into most of February, and is absent.

Continuing Education / professional involvement: all FT staff, particularly recreation programs and recreation facilities staff, have been requested to participate more routinely in Colorado Parks & Recreation Association and engage with the respective interest sections available to us.

Recreation Services - Justin

Recreation Facilities – Justin

- Unfortunately the Recreation Leader - FH position is open again. Kellie Wolff had an offer she couldn't pass up with her old job so we are again looking to find someone for that role. Best case scenario is that we find someone by mid-February. Programmers and MODs will fill spots in the meantime.
- The front desk staff has experienced a bit of turnover and will be hiring a total of 3 new CSRs within the span of a month. Fortunately the pool of applicants for that position has been very strong lately.
- For the year the CRC should finish just above the number of paid visits in 2019 with a total of about 310,000. For the year CRC had about 35,000 more visits than in 2023.
- Staff will dive deeper into the end of year numbers, but some things are already noticeable. For instance nearly 50% of our memberships are held by seniors, 28% by families. Single adults, and youth only comprise 15% of our total members.
- As of Dec. 1 there were 7,338 members which is the 2nd highest total we have had. The all time high was in January of 2018 with 7,780. We hope to surpass that number in January.
- To account for lots more users (mostly kids) during school breaks we have made some operational adjustments to court times for pickleball and pick up basketball. There has been some minor pushback, but overall those user groups have been understanding and accommodating.
- Flex Rec is also making some operational changes including lowering monthly membership prices, going to a 24-hr access model and adding a couple of classes. Staff is eager to see if the changes can bring additional revenue and visits.

Recreation Programs - Justin

Adults – Matt

December was filled with playoffs for the adult sports participants. We crowned new champions for 3v3 basketball, dodgeball, men's and (2) coed soccer divisions. In reflecting on those seasons and how they went, we have revised a few rules to better manage the programs to make it safer and hopefully more fun for the participants and officials. In total we had 44 teams and over 400 adults participating.

In looking back on the year it was a very busy year with over 1,340+ games, involving 282 teams and over 3,300+ adult participants. With that it brings many challenges for facilities, officials and many long hours on the courts and fields.

December also brings a great mini break for Jarrod and Matt, where we do not have any leagues running for a few weeks as we gear up to start a New Year and recharge our own batteries to start fresh as we dive right into new seasons and hopefully new programs.

Aquatics – Liz

During the month of December, we hosted the MHS girl's swim meet. Originally 6 teams across the state were scheduled to compete. but with the inclement weather, only 3 teams were able to swim. Discussions picked up again regarding the renewal of the Montrose Marlin Agreement - discussions will continue into the new year, in order to make an agreement that is in the best interest of both parties - this includes better communications. In December, we also had scuba divers and kayakers every Saturday - with the exception of the swim meet week. High School PE classes are back in the pool as well. High School students finished off the semester with kayaking lessons from Montrose Surf and Cycle. Vista Interns finished their semester, and we hired the intern assigned to Aquatics as a Swim Assistant. The week of Christmas, we saw large open swim crowds (however, the next week was much busier).

Enrichment – Miller

December continued to see the administration of the Field House and Middle School After School Programs transition from Jeremy to Miller. Several meetings have taken place to go through the ins and outs of each program, get Miller up to speed on what is happening, and plan for the programs' growth and improvement in the future. Enrollment for the third quarter of school opened for both after school programs. The Field House program reached its max enrollment of 50 very quickly and has 5 other kids on the waitlist. Shelly and Miller still get calls asking if there is space. The Middle School program has 9 participants, which has exceeded our minimum required enrollment. Miller is in the process of finding off-campus activities for the Middle Schoolers to take part in. The preparation for the Summer Adventures/Club 1114 programs has also started. We have been approved to use Columbine Middle School and plan to enroll similar numbers as last summer (90 in Summer Adventures and 20-30 in Club 1114).

Fitness / Outdoor Recreation – John

Miguel, Gene, and John finalized the fitness equipment cardio replacement plan and lease for the new cardio equipment that will be arriving early this year and provide CRC members and guests with new equipment for use.

Gene and John also used the MRD bike trailer to assist Black Canyon Boys and Girls Club move 25 bikes into storage so that they are not in the way as BCBGC continues construction on their facility.

Gone and Gene finished out the semester with the Vista High School PE class that took place twice a week at Flex Rec and had 8 students this quarter.

Youth – Abby

December is a busy month for youth programming as many programs are coming to an end and others are preparing to begin right after christmas and the new year.

We finished our fall seasons of both indoor soccer and basketball which means gathering up basketball uniforms, collecting coaches bags back and re-organizing the gym storage area. Our last basketball games were on the 15th and 16th of December which concluded our 6-8th grade girls league and our boys/girls 3-4th grade league. We had great turnout this year for our 6-8th grade girls league with 6 teams! Very exciting as this is typically the age where we lose girls at the rec level.

Our indoor soccer league ended Dec 6th for 1-2nd graders, 5-6th graders, and 7-8th graders. We had a very competitive 5-6th grade league this year as many of the players came from avalanche to play indoor with some of the rec kids. It was great to watch the avalanche players pass and play soccer the way it's supposed to be played.

We also concluded our youth wrestling league which is run by the Montrose HS coaches with registrations through us. They had a great turnout of numbers this year and continues to be a favorite program by patrons!

Youth, Continued

Homeschool PE also had its last session on Dec 7th with new instructors Bri Taylor and Melissa Calhoun. Bri's class fills up instantly for the younger kids (ages 4-8) and Melissa's class is starting to fill up as well (ages 9-12). I am so glad we found 2 instructors to continue this program after our former instructor (Csilla Rodriguez) decided to stop teaching it.

Page | Indoor LAX has also been going great over at the FH with high attendance numbers - they play on Thursdays and time
4 slots divided by age. The LAX foundation (specifically Jeremy Payne) is putting in good work and motivating kids to keep playing LAX even in the off season.

As the year comes to an end we are prepping and getting things ready for another session of indoor soccer and basketball. Making ball bags, rosters, practice schedules, and organizing volunteers, scheduling ref training etc. are all in the works!

Data, Grants and Evaluation - Astro

Metrics

- *Passes Held: 7,338 in December 2023 up from 7,283 in November 2023; and up from 6,413 in Dec 2022
- *Avg Weekly Revenue Day Pass \$6,502 in December 2023 up from \$5,962 in November 2023; up from \$5,541 in December 2022.
- *Weekly visits: \$24,307 in December 2023 up from 24,058 in November 2023; compared to 23,681 in December 2022
- *People per hour: 75.8 in December 2023 up from 66 in November 2023; compared to 68.3 in December 2022
- *Child Watch Visits: 292 in December 2023 down from 334 in November 2023; compared to 257 in December 2022
- *Childwatch Annual passes: 62 in December 2023 up from 57 in November 2023; compared to 72 in December 2022.
- *Climber certifications: 272 in December 2023 steady from 274 in November 2023; compared to 178 in December 2022
- *CRC rental: \$1,697 in December 2023 down from \$4,623 in November 2023; compared to \$3,883 in December 2022
- *FH rental: \$5,246 in December up from \$3,570 in November 2023; compared to \$2,798 in December 2022.

Summary: Most results in the expected trend of December increasing from November, and for 2023 increases from 2022. CRC posts all time highs for any December in weekly revenue. Rental revenues in the CRC are down in December but up at the FH, so rentals appear to be just shifting. Child watch annual passes are down 16% from 2022 in both Nov and December--will check in with appropriate staff on any reasons why.

Outreach and Engagement

- Proposal submitted and accepted to present a session at the Civic Canopy Summit on Catalyzing a Culture of Change
- Working with Recreation Coordinator – Facilities, to plan with Mexican American Development Association on planning for a Cinco De Mayo Block party behind Flex Rec. This collaboration will include a family fun run along the river, music, and kids activities.
- Working with Recreation Coordinator – Active Adults, and Region 10, to explore programming updates to the senior center including technology education and increase food support
- Outreach to and met with La Familiar Music Group on partnering on music programs for youth

Grants

- awarded \$5,000 from Colorado Housing Finance Authority for FFAM
- Submitted grant report for Anschutz Foundation for \$7,500 in 2023 for general fee assistance

Data:

- Unique patron count and demographic breakdown was completed. There were 17,828 unique participants in 2023 including all program and facility use. The overall results indicate the MRD is actually more ethnically diverse than our community; and the age brackets are within a few percentage points in each category. Next month will include the demographics broken down into facility and program categories.

Age	Total	MRD Patron %	Community Wide %
0-17	4,738	28%	22%
18-34	2,482	15%	18%
35-54	3,161	19%	23%
55-74	4,573	27%	27%
75+	1,767	11%	10%

Gender	Total	MRD Patron %	Community Wide %
Male	7,766	46.48%	49.70%
Female	8,939	53.49%	50.30%
non-binary	5	0.03%	not tracked

Ethnicity	Total	MRD Patron %	Community Wide %
African American	7	0.60%	0.60%
Asian/Pacific Islander	18	1.50%	0.80%
Biracial	29	2.40%	2.70%
Decline to State	44	3.70%	not tracked
Latino	400	33.60%	20.00%
White	661	55.50%	66.20%
Native American	9	0.80%	1.30%
Other	23	1.90%	8.20%

50+ Report – December 2023

Cindy Marino

Blue Sage Center for the Arts Engage Series

This month Hillery McCallister performed holiday tunes for an audience of 31. She wore festive holiday costumes with one wardrobe change during her performance.

Page |

6 Montrose New Horizons Band Performance

The Montrose New Horizons Band held a concert at the Senior Center to conclude their 12 week session. New Horizons is a music program for people 50+ that provides an entry point to music making for those with no prior musical experience, as well as those who were once active in a school music program. There were 50 people in attendance for the concert.

Fall/Winter Pickleball League

We concluded our Pickleball League with a double elimination tournament on December 20. We played a total of 8 weeks. We had a bonus round robin tournament that mixed the 3.5 and 4.0 divisions on our final night. People enjoyed it!



Winter Walk at Crawford State Park

We took a walk on the East Shore Trail around Crawford Reservoir. There is a Story Walk during the first part of the trail with pages from a children's book to read. We had lunch at the Boardwalk in Crawford following the walk. I had a 90 year old on the walk. It was her first trip with the 50+ program.



Overnight Tour – Glenwood Springs Dec 7 & 8, 2023

We went on an overnight trip to Glenwood Springs to see the Glenwood Vaudeville Revue Holiday Show. There were 15 participants. We had lunch at the Miner's Claim in Silt on our way, got a guided tour of the Hotel Colorado, and then toured the Glenwood Springs Historical Museum prior to the evening show. Weather was great on the way over. Winter weather arrived on the way back. We fortunately made it back before the roads became treacherous. There was an 18 car pile-up on I-70 that happened just as we were unloading in Montrose.

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Annual Holiday Lights and Dinner

This tour has been offered every year for the last 18 years! We had 25 attendees plus one group following behind the buses for the light tour. We enjoyed a catered dinner at Jimmers BBQ prior to the approximate 1.5 hour holiday lights tour.

Senior Center's Education Series

Harps vs Hammer Dulcimer – What is the same and what is different?

Robin Freed provided a musical hour of show and tell and a question and answer session. There were 22 in attendance.

END



**Notice of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, December 14, 2023 at 11:30am
Montrose Community Recreation Center
16350 Woodgate Road
Montrose CO 81401**

I. Call to Order, Roll Call

The meeting was called to order at 11:34am. Present were: Director Allison Howe (on Google Meet) Director Ken Otto, Director Megan Maddy, Director Barb Sharrow, Director Suzi King, Director Paul Wiesner, Attorney Bo Nerlin.

II. Open Forum: Call for Public Comment (limit of 3 minutes per person) – there was no public comment.

III. Staff Recognition:

a. **Introductions:** There were no introductions.

b. **Anniversaries:** Miller Bowles, 1 year. Miller was presented his 1 year anniversary award.

c. **Employee Awards:**

Core staff of the month - October Core Staff – Bryce Carroll
November Core Staff – Debby Harrison-Zarkis
Other Core nominee – Laysa Quijano

Part time staff of the month – October part time staff – Shae Ila
Other October part time nominees – Jessica Castro, Jimette Keenen, Lance Koons, Tiffany McLemmons, Nate McWilliams, Robert Schmitzer, Alex Sutton

November part time staff – Lance Koons
Other November part time staff nominees – Jessica Castro, Tiffany McLennons, Alex Sutton

IV. VISTA Charter School Interns presentation – Dr. Shaffer, of the local Vista school, introduced the interns who have been working with the Montrose Recreation District, and described the intern program. Vista and the MRD started the intern program in 2022. Dr. Shaffer introduced Leona, who works with the Aquatics staff and wants to become a lifeguard. She has been hired by the MRD as a swim aid. Astro was also introduced. He works with the Maintenance Department and has been working on correcting ADA deficiencies. Dr. Shaffer stated that one of their goals is for these students to become employed. Eight kids participated in last year’s program. One of them went on to work in the schools. Five (5) of the eight (8) did not know how to swim when they started the intern program, and now, after taking lessons here, they know how to swim and are often seen in the pools. Astro stated that working in Maintenance is much more rewarding than working in his past jobs. He stated that he enjoyed being part of the ADA program because of personal experience. Leona stated that she likes working with the Aquatics team. She has done life jacket inventory, has been working on her swimming skills, and has been working on her skills that will allow her to be a lifeguard. Mari gave kudos to Liz Gracesun for organizing this program, for pursuing continuing education on coordinating intern programs, and working with Vista.

V. Approve 2024 Board meeting Calendar – Director Paul made a motion to approve, Director Ken seconded the motion, the motion passed unanimously.

VI. **Request for Executive Session:** Executive Session for a conference with the District attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b).

Director Megan moved to go into Executive Session, Director Barb seconded the motion. The motion passed unanimously. Director Christina stated for the record: "I am the presiding officer, as required by the Open Meeting Laws this Executive Session is being electronically recorded. Roll call, present are: Ken, Megan, Mari, Debby, Barb, Suzy, Paul, Jeremy Master, Allison Howe Remotely, Justin Mashburn. This is an Executive Session for the following purpose: Executive Session for a conference with the District attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b)." She also stated, "I caution each participant to confine all discussion to the stated purpose of the Executive Session, and that no formal action may occur in the Executive Session. If at any point in the Executive Session any participant believes that the discussion is going outside the proper scope of the Executive Session, please interrupt the discussion and make an objection." District Attorney Bo Nerlin stated, "As the Montrose Recreation District Attorney, it is my opinion that the discussion of the matter announced in the motion to go into Executive Session constitutes a privileged attorney-client communication. I am therefore recommending that no further record be kept of this Executive Session." The Presiding Officer stated, "the District Attorney has recommended that no further record be kept of this Executive Session. The time is now 12:07pm and I am turning off the tape recorder at this time."

"The time is now 1:08pm and I have turned the tape recorder back on because the privileged attorney client communication is finished. I hereby attest that this recording reflects the actual contents of the discussion at the Executive Session and has been made in lieu of any written minutes to satisfy the recording requirements of the Open Meetings Law. I will hand the tape to the Executive Director to retain for a 90-day period. The time is now 1:09pm, and we now conclude the Executive Session and return to the open meeting." Director Christina asked Debby (minute recorder) if the tape recorder had been turned back on, she confirmed that it had. Director Christina asked if the members would like a short break and it was decided to take break before resuming the regular meeting session. Members returned from their break and Director Christina stated that "the time is now 1:18pm, and we now conclude the Executive Session and return to the open meeting. The participants in the Executive Session were, Director Ken Otto, Director Megan Maddy, Mari Steinbach, Director Christina Files, Debby Zarkis, Director Barb Sharrow, Director Paul Wiesner, Director Suzi King, Jeremy Master, Justin Mashburn, Director Allison Howe electronically and Bo Nerlin the District Attorney." Director Christina introduced the next agenda item.

I. **Budget Adjustments to 2024 Recommended Budget** – Christina asked if there were any adjustments recommended be made to the 2024 budget. No recommendations were made. Christina asked if anyone would like make any adjustments based on the letter from Governor Polis. No recommendations were made.

II. **Recreation Programs Report: 50+ Programs** – Cindy Marino, 50+ Program Coordinator, presented on the program. She stated they do one trip a month in the winter and up to 8 trips a month in the summer. Cindy stated that she was very grateful for the help of Adult 50+ Leader, Jarrod Zarkis. She discussed his duties and how he assists with the programs. His help allows her the time to focus on new programming and other items. She also discussed increased revenues for the program. Her budget goal was to increase revenues in 2023 by \$7,000. She started an indoor Pickleball League as well as tournaments, sponsorships, clinics, and lessons led to an increase in revenue. Cindy works with Premier World Discovery that allows seniors to take trips around the globe. There were 4 trips in 2023. The MRD 50+ Department received a percentage of the revenue for this program. There is a trip to Alaska planned for 2024. Ongoing programs include pedicures, chair massages, reflexology, karate and poker. The revenues for these increased as well. Total revenues increased by \$21,199.

III. **Committee Updates and Assignments**

- a. **Exec. Committee of Board** (Board: Christina, Alli. Staff: Mari, Jeremy) – The Executive Committee did not meet since the last Board meeting.
- b. **Administrative** (Board: Alli, Barb. Staff: Mari, Jeremy, Lisa) – The Administrative Committee has not met since the last Board meeting.
- c. **Foundation** (Board: Megan, Barb. Staff: Mari, Astro) The Foundation has not met since the last Board Meeting.

- d. **Growth** (Board: Ken, Suzi. Staff: Mari, Jeremy, Justin, Miguel) Will be meeting next Tuesday.
- e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy) The Finance Committee has not met since the last Board meeting.
- f. **MURA** (Board: Alli) – MURA has not met since the last Board meeting.

IV. Executive Director's Update –

- a. Miguel, John, Justin and Wade have assisted with the Fitness Leasing arrangement, for fitness equipment for the CRC and can move forward once the budget has been adopted.
- b. Unify Montrose, Camp Montrose, is a proposed program and would be a partnership between Montrose youth program providers, , and the school district, to bring together their various expertise to provide after-school, no-school day, and summer programming for K-8 students. A MRD group will move forward with discussion about this proposed program and how the MRD may collaborate with others.

V. Approval of BOD Meeting Minutes

- a. Regular Meeting of the Board 11.30.2023. Debby stated that there were a couple of changes to the minutes from the copy the Board had in its packet and asked Jeremy to pull up the revised minutes. Director Suzi asked what the changes were and Debby stated that it was simply the order of the recording of the executive session. Director Paul moved to accept the minutes, Director Suzi seconded the motion and the motion passed unanimously.

VI. Adjourn. The meeting was adjourned at 1:43pm.

Next BOD Regular Meeting & Budget Hearing
January 4th at 11:30am
CRC 16350 Woodgate Road
Montrose, CO 81401



**Notice of Regular Meeting of the
Montrose Recreation District (MRD) Board of Directors
Thursday, January 4, 2024 at 11:30am
Montrose Community Recreation Center
16350 Woodgate Road
Montrose CO 81401**

- I.** **Call to Order, Roll Call – the meeting was called to order at 11:36am. Present on Google Meet, Suzi King, Barbara Sharrow, Megan Maddy. Present in person, Paul Wiesner, Ken Otto, Allison Howe, Christina Files.**
- II.** **Open Forum:** Call for Public Comment (limit of 3 minutes per person) There was no public comment.
- III.** Intergovernmental Agreement between the City of Montrose and MRD Regarding Shared Services.
- Jeremy introduced the IGA between the City of Montrose and the MRD. The biggest changes include updating the price to maintain the amphitheater turf, and including some of the other areas within Baldrige Regional Park for the MRD use. Flex Park was also identified. Ann Morgenthaler, Assistant Manager of the City of Montrose stated that the city will be offering a Black Canyon card to all MRD employees. This includes discounted golf at the Black Canyon Golf Course as well as other discounts. Master scheduling of facilities can be done solely electronically rather than having to meet in person. The agreement denotes the second Saturday in May for the City-hosted Mudder event, and the MRD will not use the area that day. Jeremy also stated that fees and charges have been updated. Director Allison asked if there are any issues with the agreement, what does that process look like? Mari stated that the agreement covers most items that may come up and if there are outliers, good communication between the parties takes place. Ann stated the city is concentrating on ensuring the restrooms as clean when the MRD has events in a city park. She stated that the City and MRD staff are very good at communicating around these shared projects and parks. Director Allison stated that she appreciates the cooperation between the two organizations and community members often don't know if the part is a City park or an MRD park. Director Christina thanked Ann and MRD Staff for their cooperation. Director Allison made a motion to adopt Intergovernmental Agreement between the City of Montrose and MRD regarding shared services. Director Paul seconded the motion, the motion passed unanimously
- IV.** **Administration Committee Information and Recommendations**
- a. Employee and Volunteer Recognition. Jeremy stated he sent the recommendations to the Board in an email yesterday which also included the nominations. The Board indicated that this information was read and reviewed. Director Allison made a motion to approve the recommendations of the Administrative Committee for the annual employee and volunteer recognition awards. Director Paul seconded the motion. The motion passed unanimously.
- V.** **MRD Budget – 2023 Amended and 2024 Recommended**
- a. Introduction / Overview – Mari stated that the budget has been presented to the board in the past several times. She asked if anyone would like it reviewed again. Director Christina asked if any changes have been made that the Board is not aware of. Jeremy stated there have not. Director Christina asked if the board had any questions. No questions were brought forward.
- b. Public Hearing – Director Christina opened the public hearing, stating “open the public hearing and offer the public, if any are in attendance, to testify, comment, and register objections to the budget. There were no public comments. Director Christina closed the public hearing.
- c. MRD Board Resolution 2024 - 1, Amending the Budget Fiscal Year 2023. Director Allison made a motion to approve MRD Board Resolution 2024-1, approving amended budget fiscal year 2023 as presented. Director Paul seconded, the motion passed unanimously.

- d. MRD Board Resolution 2024 - 2, Approving the Budget Fiscal Year 2024. Mari gave an overview of the resolution. Director Ken made a motion to approve MRD Board Resolution 2024-2, approving the budget fiscal year 2024 as presented. Director Paul seconded the motion. The motion passed unanimously.
- e. MRD Board Resolution 2024 - 3 Setting the Mill Levy Fiscal Year 2024. Mari gave an overview of the resolution. Director Paul made a motion to approve MRD Board Resolution 2024-3, setting mill levy fiscal year 2024 as presented. Director Ken seconded the motion. The motion passed unanimously.
- f. MRD Board Resolution 2024 - 4, Appropriating the Budget Fiscal Year 2024. Mari introduced this resolution. Director Allison made a motion to approve MRD Board Resolution 2024-4, appropriating the budget fiscal year 1014 as presented. Director Paul seconded the motion. The motion passed unanimously.
- g. Lease-Purchase Supplemental Schedule to the Adopted Budget 2024 / Form of Lease Renewal. Mari described that this needs to be approved separately from the budget. Director Allison made a motion to approve the lease purchase supplemental schedule to the 2024 adopted budget as presented. Director Paul seconded the motion. The motion passed unanimously. Director Ken made a motion to approve signing of the form of lease renewal for fiscal year 2024 as presented. Director Paul seconded the motion. The motion passed unanimously.

VI. Adjourn – the meeting was adjourned at 12:04pm.

Next BOD Regular Meeting
January 25th, 2024 at 11:30am
CRC 16350 Woodgate Road
Montrose, CO 81401