
RECORD OF PROCEEDINGS

**Minutes of the Regular Meeting
Of the Board of Directors
Western Eagle County Metropolitan Recreation District
March 21, 2018**

The Regular Meeting of the Board of Directors of the Western Eagle County Metropolitan Recreation District, Eagle County, Colorado, was held on March 21, 2018, at 6:00 p.m., at the Edwards Field House, Edwards, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

Attendance The following Directors were present and acting:

- Mikayla Curtis
- Chris Pryor
- Mike McCormack
- Liz Jones (by phone)

Absent and Excused:

- Bobby Ladd

Also in attendance were:

- Ken Marchetti, Marchetti & Weaver
- Janet Bartnik, WECMRD Executive Director
- Mike Staten, Edwards Field House Manager
- Alethea Platter, Accounting Manager
- Cat Olson, Human Resources Manager
- Scott Ruff, Gypsum Recreation Center Manager
- Scott Robinson, Marketing & Communications Manager
- Dennis McMahon, HyFyve Marketing

Call To Order

The Regular Meeting of the Board of Directors of Western Eagle County Metropolitan Recreation District was called to order by acting Chairperson McCormack on March 21, 2018 at 6:13 p.m. noting a quorum was present.

Minutes

Director Curtis made a motion to approve the February 21, 2018 meeting minutes and Director Pryor seconded the motion. It was unanimously

RESOLVED to approve the February 21, 2018 meeting minutes.

Public Comment

None

Business

Gypsum Recreation Punch Card Restructure - Mr. Ruff provided the Board with research on the Punch Card program. Currently, there are approximately 3,500 active punch

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cards with no expiration date. Staff has surveyed punch card holders over the last month. The two most frequent results show that guests do not visit the GRC often enough to benefit from membership and a lack of commitment. The GRC desk staff will review the outstanding card file as time permits throughout the summer months. Staff requests the following price structure:

- Adult 20 Visit \$180
- Senior 20 Visit \$120
- Youth 20 Visit \$ 80

A motion was made to approve the requested price structure by Director Pryor and seconded by Director Curtis. It was unanimously

RESOLVED to approve the price structure of 20 visits punch card passes at \$180 for an Adult pass, \$120 for a Senior pass and \$80 for a Youth pass beginning on Tuesday, September 4, 2018.

Financial Matters

Branding and Website Consultant Services Contract - Mr. Robinson discussed the RFQ process for website development and branding. A total of eight (8) proposals were submitted from nine (9) agencies. Staff reviewed and analyzed qualifications and skills from three (3) local companies: 970 Design, Purple Squirrel and HyFyve. Following a reference check, Mr. Robinson and Ms. Bartnik recommend HyFyve Marketing. A motion was made to approve the contract by Director Pryor and seconded by Director Curtis, it was unanimously

RESOLVED to approve the contract with HyFyve Marketing in the amount of \$56,250 for consulting services pertaining to branding and website development.

Business

Kaboom! Playground Opportunity - Ms. Bartnik updated the Board of the status of the Kaboom! project. WECMRD is in the third round of the selection process, requiring a Signed Letter of Intent. Upon discussion, a motion was made to by Director Pryor and seconded by Director Jones. It was unanimously

RESOLVED to sign a Letter of Intent signifying contract approval and Community Partner Agreement.

Discrimination, Harassment and Bullying Prevention Policy - Ms. Barnik discussed Board recommended additions and clarifications to the Policy. Director Pryor made a motion to approve the WECMRD Bullying Prevention Policy that sets the District expectation related to bullying and directs staff to implement the policy through the development of specific operations tactics. Director Curtis seconded the motion, it was unanimously

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RESOLVED to approve the Discrimination, Harassment and Bullying Prevention Policy as amended.

Financial Matters

Compensation and Classification Study - Ms. Olson requested consideration for a market compensation study with the recent organizational changes at the District. Staff solicited proposals from a total of five (5) firms. One (1) company submitted a proposal and one (1) returned a partial request. Employers Council will review up to forty (40) positions both full and part time, job descriptions, perks and benefits, salary and the compensation philosophy of WECMRD. Director Curtis made a motion to approve the agreement, Director Jones seconded the motion. It was unanimously

RESOLVED to approve the agreement with Employers Council, Inc. in an amount not to exceed \$18,000.

Financial Statement - Mr. Marchetti reported the financial report was included in the board packet. The accounting system conversion project has progressed and should be complete by the April meeting.

Accounts Payable - The Board reviewed the Accounts Payable list. Upon motion duly made by Director Pryor and seconded by Director Curtis, it was unanimously

RESOLVED to approve and ratify the Accounts Payable list as presented.

Staff Reports

Ms. Bartnik outlined a recent site visit with Mr. Staten to McCoy Park. The Park staff approached WECMRD with a few requests. Ms. Bartnik will prepare a possible budget to accompany the Maintenance Service Agreement for the April meeting.

There being no further business to come before the Board, by motion duly made by and seconded by Director Pryor and Chairperson Jones, it was unanimously

RESOLVED to adjourn the Regular Meeting of the Western Eagle County Metropolitan Recreation District Board of Directors at 7:43 p.m. on March 21, 2018.

Respectfully submitted,



Angela Kamby
Secretary for the Meeting