
RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – June 19, 2019 Meeting Minutes

Minutes of the Regular Meeting Of the Board of Directors Mountain Recreation Metropolitan District June 19, 2019

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on June 19, 2019, at 6:00pm, at the Edwards Field House, Edwards, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

Attendance Tom Pohl was excused. The following Directors were present and acting:

- Liz Jones
- Mikayla Curtis
- Chris Pryor
- Mike McCormack

Also in attendance were:

- Ken Marchetti, Marchetti and Weaver
- Janet Bartnik, Executive Director
- Alethea Platter, Accounting Manager
- Cat Olson, Human Resources Manager
- Scott Robinson, Marketing & Communications Manager
- Scott Ruff, Facilities Superintendent
- Sheryl Staten, Eagle Facility Supervisor
- Brad Johnson, Edwards Facility Supervisor
- Bill Shrum, Town of Eagle
- Jeff Errett, Logan Simpson, by phone
- Megan Testin, Norris Design
- Elena Scott, Norris Design
- David Sprague, OLC Inc, by phone
- Jeff King, Ballard*King, by phone

1. Call to Order

The regular meeting of the Board of Directors of Mountain Recreation Metropolitan District was called to order by Chairperson Jones on June 19, 2019, at 6:05pm, noting a quorum was present.

2. Changes to the Agenda

Director McCormack requested that the board make time to discuss youth sports organization administrative support needs.

3. Minutes

Director Curtis made a motion to approve the May 15, 2019 minutes as presented. Director Pryor seconded the motion. It was unanimously

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – June 19, 2019 Meeting Minutes

RESOLVED to approve the May 15, 2019 meeting minutes as amended.

4. Public Input and Presentations

- a. **Eagle Sports Complex Concessions** – Mr. Errett presented the preferred alternative sketch for the concession facility created by Logan Simpson architects and based on the direction of the board in May. The new sketch is a single facility with increased rest room fixtures, added family rest room, internally housed lighting controls and electrical service, and increased covered tables and seating. Bartnik asked the board for feedback and direction as to whether the consultants should move forward into the design phase.

Director Pryor suggested that more shade was needed. He also suggested that the monument sign could be less prominent or moved into the landscape bed. Director Curtis suggested that the monument sign, serving as a photo opportunity, could be rotated to use the mountains as a background. Director McCormack suggested that the shade around the building could serve as a shelter during inclement weather. He suggested considering additional shade over the concessions service window. Director Pryor suggested enclosing the umpire/tournament director space shown within the concessions service area to separate those functions. Director Curtis stated that she would like to see the cost estimates for the facility incorporated into the overall project phasing and cost estimates document presented earlier in the planning process.

The board directed staff to work with the consultant to revise the concept to include more shade and shelter. The revised phasing and cost estimates are to be included for board review. Should a work session be warranted, staff should schedule one for the Board.

- b. **Joint Planning Project in Eagle – Vision and Goals** – Ms. Testin presented the draft vision and goals for the joint planning project in Eagle. The draft will be presented to the Town Board of Trustees in Eagle shortly. Ms. Testin requested board feedback and input on the vision and goals.

Director McCormack encouraged the consultants to think big. He stated that with development coming to Eagle, the facility should become a multi-seasonal, multi-faceted, multi-generational center. Chairperson Jones noted that the seasonal facility should become a community center and should add to the quality of life. Ms. Scott added that the process itself should generate excitement. Director Curtis noted the proximity to the school site and also suggested the need for an auditorium space to host large community events. She stated that transit should be considered as well as traffic circulation. Director Pryor stated that the process should include a conversation with the developer about the development's impact on recreation in the Town.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – June 19, 2019 Meeting Minutes

The Board directed staff to provide the updated copy of the vision and goals for review and feedback.

- c. Edwards Field House Planning – Project update and Survey Results – Ms. Bartnik** presented the market analysis provided by the consultant team and prepared by Mr. King. The median age of residents in the Edwards area is 3.6 years younger than the national average. Households with children are also higher in proportion than the nation. The service area today has a greater percentage of residents in the 25-44 age group as well as in corresponding under 5 years and 6 to 17 year-old age groups. Population growth estimates were shared. The service area has a higher Hispanic population than the state of Colorado average. Median household income is 40% higher than the national average, and the housing expense index is also higher than the national average. Trends in recreation information from the National Sporting Goods Association was overlaid onto the service area population and shared.

Ms. Bartnik presented the results of the survey regarding potential field house improvements. The online survey received 475 responses. While the survey is not statistically valid, as it was not a random sample survey, the information collected is good for use to inform decision-making. The survey did garner significant response from households with families in a much higher proportion than the general service area population, which may sway the results to accommodate families more so than households without children living at home. Respondents indicated that they use the field house, privately owned facilities, and the Avon Recreation Center more than schools, home gyms, or other Mountain Recreation facilities. Most report that their needs are met Sometimes or most of the time by Mountain Rec facilities, although up-valley respondents tended to indicate their needs are less met than down-valley respondents. Of those who indicated that their needs were not met all of the time, most indicated that their needs are not met because amenities are not the right type of amenities. Most respondents (93%) indicate that they would support improvements to the field house if the improvements included those desired. Most desired improvements were an indoor pool and health and wellness amenities such as a fitness center, indoor walking track, locker rooms, and group exercise rooms.

Discussion ensued regarding the survey results and how those results will inform the programming for the field house in the future.

The project will move next into the finalization of programming in the planning phase. A design charette will follow finalization of the programming plan. Then, consultants will present sketched options for the board to review at a future meeting. An operational analysis and final concept plans are targeted for July with final report compilation in August or September.

- d. StratOps Second Quarter Scrub – Ms. Bartnik** asked each action item priority leader to present their team's work from the second quarter.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – June 19, 2019 Meeting Minutes

- a. Ms. Staten reported for Ms. Carmichael. The team had reviewed the Emergency Action Plans currently used by the District. Each was updated and used to develop more in-depth training for staff. Emergency drills will be used to enhance training. The EAPs will be folded into a single comprehensive document in the future.
- b. Ms. Staten shared that her team had explored how the District might ensure patrons feel safe using District facilities and leaving their children in programs. She covered the team's work in the five areas of focus for the service level standards developed in a previous quarter.
- c. Mr. Robinson shared an update on the work of the team to install a second phase of branded signage across facilities and including wrapping the outdoor programs vans. One strong message in welcoming everyone to the facilities was the creation of bi-lingual signs.
- d. Ms. Olson stated that her team had taken the previous quarter's work to the next level by developing training plans and checklists for each job type.

5. Business

- a. **Overlap Consent Resolution** – Per the presentation by Ms. Bartnik and questions and answers by Mr. Dalton, the board considered an overlap consent resolution.

Mr. Marchetti suggested that the board could choose to table the discussion since there was no deadline for the overlap consent to be determined.

The consensus of the board was to table discussion to July.

- b. **Custodial Services Contract** – Mr. Ruff explained that the District has had significant issues hiring and retaining housekeeping staff. The shortage is extremely severe, leaving only three staff to manage duties vital to the overall appearance of the Gypsum Recreation Center.

Staff proposes to engage a local firm's service to assist the housekeeping team by covering evenings and weekends, which are the least desirable shifts. The increase in cost to engage a custodial services firm is estimated to be \$36,398. This will also allow the daytime housekeeping staff to go beyond their current level of service to deep clean areas while the contractor manages the standard cleaning.

Director Pryor moved to approve a contract with ServiceMaster for evening and weekend custodial services for the Gypsum Recreation Center in the amount of \$72,200. Director McCormack seconded the motion. It was unanimously

RESOLVED to approve a contract with ServiceMaster for evening and weekend custodial services for the Gypsum Recreation Center in the amount of \$72,200.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – June 19, 2019 Meeting Minutes

- c. **Third Quarter StratOps Priority Items** – Ms. Bartnik presented four action item priorities developed by the staff for the third quarter 2019. Those items included development of a sponsorship and donation program, establishment of a safety committee, determination of steps necessary for a bi-lingual programming initiative, and customer service training. The board directed staff to proceed with the action items as presented.

- d. **Other Business** – Mr. McCormack requested that the board consider an approach to the discussion of youth sports organizations needing admin assistance in the operation of their clubs. Director Curtis stated that she wanted to ensure that the District did not partner with one or two groups without opening the opportunity publicly. Chairperson Jones stated that she was not opposed to the idea but would want to explore details of the relationship construct.

Financial Matters

- a. **Financial Statements and Accounts Payable** - Ms. Platter reported that the expenditures were not out of line with expectations.

Director Pryor moved to approve financials and accounts payable as presented.
Director Curtis seconded the motion. It was unanimously

RESOLVED to approve financial and accounts payable reports.

Staff Reports

There were no questions.

Adjournment

Director Pryor moved to adjourn the meeting. Chairperson Jones seconded the motion. The meeting was adjourned at 9:38pm.