
RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

**Minutes of the Regular Meeting
Of the Board of Directors
Mountain Recreation Metropolitan District
February 17, 2021**

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on February 17, 2021, at 6:00pm, via Zoom platform, in accordance with the applicable statutes of the State of Colorado.

Attendance The following Directors were present and acting:

- Liz Jones
- Mikayla Curtis
- Mike McCormack
- Tom Pohl

Director Pryor was absent and excused.

Also in attendance were:

- Janet Bartnik, Executive Director
- Anna Englehart, Superintendent of Recreation Programs
- Scott Robinson, Superintendent of Business Operations
- Scott Ruff, Superintendent of Facilities
- Alethea Platter, Accounting Manager
- Cat Olson, Human Resources Manager
- Eddie Campos, Marketing and Communications Manager
- Lizzy Owens, Community Engagement Manager
- Brad Johnson, Facility Supervisor – Edwards Field House
- Lauren Shively, Facility Supervisor – Gypsum Recreation Center
- Megan Carter, Outdoor Recreation Supervisor
- Ken Marchetti, Marchetti and Weaver
- Angelo Fernandez, Ina Consulting
- Erin Fernandez, Ina Consulting
- Bill Ray, W-R Communications

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 February 17, 2021, at 6:02pm, noting a quorum was present to conduct business.

Ms. Englehart introduced Ms. Megan Carter who just started employment with the District as the Outdoor Recreation Programs Supervisor on Tuesday, February 16.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

2. Changes to the Agenda

There were no changes to the agenda.

3. Minutes

Director Curtis moved to approve the January 20, 2021 minutes as presented. Director McCormack seconded the motion. It was unanimously

RESOLVED to approve the January 20, 2021, meeting minutes as presented.

4. Public Input and Presentations

There were no members of the public present to speak to the board. Director Pohl stated that a member of the public had asked him to pass along a request to revise the reservations in the Gypsum Recreation Center in a way that would allow for greater attendance at 5:00am.

a. Forward Together

Mr. Fernandez presented a summary of the Forward Together training program developed with the staff team in December. He outlined the process followed to develop the program and process by which terms related to diversity, equity, and inclusion were defined. Ms. Fernandez described the phased approach to learning planned for the first year in three phases – awareness, belonging, and inclusion.

Director Jones asked what the greatest challenge working with Mountain Rec had been. Mr. Fernandez responded that, much like any organization, staff members are in different places in their understanding of these issues and conversations.

Director Jones asked how the board will know if the work is successful. Mr. Fernandez stated that staff will be surveyed in the next week and will compare results collected now against data collected later in the training program.

Board members discussed the challenges of conducting this kind of work and training via Zoom and not in person. Ms. Fernandez stated that staff were participating and engaged in the work despite the pandemic challenges.

Director Jones thanked Mr. Fernandez and Ms. Fernandez for their presentation.

5. Business

a. SOS Outreach Partnership MOU

The partnership agreement with SOS Outreach has been updated to reflect an adjustment to staffing levels originally set in 2018 and to better define the programming anticipated. Ms. Englehart stated that she had included both a finalized version and a redlined agreement to make it easier for the board to see

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

revisions. Negotiation of the next year's agreement will begin in September of each year.

Director McCormack moved to approve the Cooperative Agreement for Outdoor Recreation Programming with SOS Outreach - 2021 as presented. Director Curtis seconded the motion. It was unanimously

RESOLVED to approve the Cooperative Agreement for Outdoor Recreation Programming with SOS Outreach - 2021.

b. Letter of Engagement – Consultant Services

Director Jones stated that a letter of engagement for consultant services with W-R Communications was presented to the board as approved in 2019. Work under that agreement had been delayed due to the COVID-19 pandemic. The scope of services is intended to assist Mountain Recreation in decision-making as it pursues a 2021 ballot initiative. Mr. Robinson stated that the 2019 agreement has been updated for re-engagement in 2021 and the funding was planned and approved in the budget.

Director Curtis asked about termination of the work should the engagement indicate a negative response. Mr. Ray explained how his firm would approach that scenario by ending polling. Services beyond polling may also be cancelled if results of polling are not favorable to continue the initiative.

Director McCormack moved to approve a letter of engagement with W-R Communications for a six-month period in an amount of \$4,000 per month for consultant services related to policy and community engagement for Mountain Recreation initiatives along and polling services. Director Jones seconded the motion. It was unanimously

RESOLVED to approve a letter of engagement with W-R Communications as presented.

c. ERP Software and Future Budget Amendment

Ms. Platter stated that staff has been searching for an Enterprise Resource Planning solution that would create greater efficiency and effectiveness. She stated that the District has outgrown its current accounting software, QuickBooks. She summarized the research process staff followed to make a recommendation to purchase Tyler Technologies InCode software. She stated that the software was an important tool for staff. Additionally, agencies using InCode were asked about their experiences, and positive responses were received.

The purchase will require the acceleration of the replacement of a District server by Decypher scheduled currently for 2022. A budget amendment will be forwarded to the board at the time that a firm cost for software and server installation is determined.

Director Jones asked Ms. Platter what the biggest challenge will be. Ms. Platter responded that the conversion will be the greatest challenge. Director Jones

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

asked how staff will be trained on the new software. Ms. Platter stated that Tyler U was an online training service offered by the vendor.

Director Pohl stated that a big plus was that a member of the staff has had experience with InCode, and that the Town of Avon has just implemented the same system. He asked about how this will impact the budget. Ms. Platter stated that she would be setting up a line item that will allow for tracking the software system's cost, which are approximately \$67,000 for the first year, and approximately \$7,000 annually thereafter. She stated that the accelerated server replacement would move an estimated \$22,000 cost from 2022 to 2021.

Ms. Platter stated that the District's managed IT services company has been involved in ERP software deployment discussion. Mr. Robinson stated that he had consulted the Town of Avon's staff to ask about their choice to host the software internally. Avon recommended the internal hosting option.

Director Curtis stated that she had asked several questions of Ms. Platter earlier in the day. She stated that she had concerns about Ms. Platter having the time to implement the new system and still be able to manage her daily responsibilities. She was also concerned about staff's readiness for this software. She also asked if Marchetti and Weaver had any experience with or knowledge of this type of software.

Mr. Marchetti stated that he has been through software conversions in the past and would agree that the implementation is always challenging. This is state of the art software, making the software itself not a concern. He assured the board that Ms. Platter would have support from his office and several other Mountain Rec staff members to ensure success.

Ms. Bartnik shared that the software conversion will be a challenge that needs to come at some point in the next few years regardless. She preferred to implement the software now and get staff comfortable using it before facilities are being renovated and reopened.

Ms. Platter shared that a staff member from the Carbon Valley Rec District had offered to assist us in the conversion. Mr. Marchetti suggested that staff pursue an arrangement with her for assistance in the conversion.

Director Pohl moved to approve an agreement for the purchase of Tyler Technologies InCode in the amount of \$67,765 with a contingency of \$5,000 and approve the acceleration of the server replacement in the amount of \$22,000. Director McCormack seconded the motion. It was unanimously

RESOLVED to approve an agreement for the purchase of Tyler Technologies InCode in the amount of \$67,765 with a contingency of \$5,000 and approve the acceleration of the server replacement in the amount of \$22,000 as presented.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

d. Other Business

Ms. Englehart stated that the outdoor recreation summer camp rate listed in the District's Schedule of Fees and Charges was not in line with the price needed to cover costs increased due to COVID. She asked the board to approve a change to the outdoor rec camp fee to a maximum of \$150.

Director Jones moved to approve the increase in outdoor rec camp rates listed in the Schedule of Fees to a maximum of \$150. Director McCormack seconded. It was unanimously

RESOLVED to increase the outdoor recreation camp rate to a maximum of \$150.

Director McCormack stated that he had received correspondence from Matty Marks, Director of 10th Mountain Lacrosse, requesting consideration of a collaboration on lacrosse programming. He stated that he would reach out to staff outside of the meeting.

Director McCormack offered thanks to Mr. Robinson for walking him through the issues related to internet services at the Eagle Pool and Ice Rink. He was able to share this information with hockey parents who were struggling to stream games at the facility.

Director McCormack stated that a petition was being circulated regarding the ability of local parents to watch their children's games in person when a different set of rules appears to apply to ski resort visitors.

Director Pohl asked how the COVID dial adjustment to the Yellow level might allow for greater participation and fewer waitlist assignments or increases in fees for programs.

6. Financial Matters

a. Financial Statements

b. Accounts Payable

Director Jones asked about the payable item made to Zoom. Mr. Robinson indicated that the fee was paid up front for the year and would be reimbursed through the CARES Act funding.

Director Curtis moved to approve the financial statements and accounts payable report as presented. Director McCormack seconded the motion. It was unanimously

RESOLVED to approve the financial statements and accounts payable report.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – February 17, 2021 Meeting Minutes

7. Staff Reports

- a. Administration
- b. Facilities Division
- c. Recreation Programs Division

Director Jones asked when the Rav4 would be delivered. Ms. Platter stated that the purchase order was received by the dealership and should be here in the next month.

Director Jones asked how Ms. Shively's onboarding training was going. Mr. Ruff stated that she was doing very well. Ms. Shively shared information about the CivicCanopy's Owl, a device that enables easier communication for hybrid meetings in which some attendees are in person while others are remote. The device will be made available for free to organizations needing to borrow it.

Director Jones stated that the move into the Yellow level would permit the board meetings to be held in person. The work session February 26 will be held in person in Gypsum.

Director Jones stated that she was pleased with the State of the District written by Mr. Campos.

Board members were pleased to see the progress on the concession stand construction. Discussion ensued related to reserved and scheduled events and leagues. There has been an increased demand for reserving fields from Mountain Rec.

8. Reports & Info

Director Jones congratulated Sheryl Staten on her 20 years of service to the District.

Director Jones suggested that staff consider purchasing bumper stickers in 2021.

Director McCormack stated that the last few weeks have been incredibly tough on the Eagle community. He suggested that if there were any opportunities to honor those lost in the avalanche that we do so.

Adjournment

Director Jones moved to adjourn the board meeting. Director McCormack seconded the motion. It was unanimously

RESOLVED to adjourn the meeting at 7:43 pm.