
RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – July 21, 2021 Meeting Minutes

Minutes of the Regular Meeting Of the Board of Directors Mountain Recreation Metropolitan District July 21, 2021

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on July 21, 2021, at 6:00pm, in the Gypsum Recreation Center, 52 Lundgren Blvd, Gypsum, Colorado, and 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 (attending remotely)
- Tom Pohl
- Chris Pryor

Also in attendance were:

- Janet Bartnik, Executive Director
- Scott Ruff, Superintendent of Facilities
- Cat Olson, Human Resources Manager
- Alethea Platter, Accounting Manager
- Eddie Campos, Marketing and Communications Manager
- Brad Johnson, Facility Supervisor – Edwards Field House
- Bill Ray, W-R Communications
- Dee Wisor, Butler Snow
- Marc Ragan, Piper Sanders
- Joe Hood, Maggard & Hood PC
- Jay Lucas, Eagle County BMX
- Christie Noteware, Eagle County BMX

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 July 21, 2021, at 6:01pm, noting a quorum was present to conduct business.

2. Changes to the Agenda

There were no changes to the agenda.

3. Minutes

Director Pryor asked about the Edwards Lighting Project proposed by the Edwards Metro District. Ms. Bartnik affirmed that the sports field side safety lighting proposed to be added to the project by Mountain Rec was still being considered by Edwards Metro District. A final design for the project has not yet been prepared.

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Director Pohl requested that the vending machine discussion item be stricken from the minutes.

Director Pohl moved to approve the June 16, 2021, minutes as amended. Director Curtis seconded the motion. It was unanimously

RESOLVED to approve the June 16, 2021, meeting minutes as amended.

4. Public Input and Presentations

Mr. Ray reminded the board of the long list of outreach efforts completed in the past two months. He stated that the time was coming to retest the public's appetite for funding the projects and to compare results to the April baseline data. He presented a draft of the polling survey proposed for August.

Director Curtis asked about survey logistics. Mr. Ray stated that the survey would begin August 9 and would be a mixed mode telephone survey. A companion online survey, like the one completed in April, will not be conducted this time.

Director Jones requested that question eight, which refers to tiered pricing, be removed from the survey. Director Pohl recommended that the question remain to provide the board the level of support for such an action.

Mr. Wisor stated that the team had discussed two options for funding the capital projects. Both a general obligation bond and certificates of participation options were explained and requirements for each option shared. Pursuing certificates of participation will allow for use of a simpler to understand question and the ability to de-Gallagher both the new and existing operating mill levy.

Mr. Ragan stated that there is a small difference in interest rates between the two options with the certificates of participation being slightly higher.

5. Business

a. Community Partnership Grant Program Application

Ms. Bartnik stated that this was the last quarterly application period under the 2018 Community Partnership Grant Program parameters. The new program parameters will change how grants are issued. One application was received from Eagle County BMX, requesting \$5,000 in cash support for the 2021 installation of a safer starting gate for the track. Of the \$15,000 approved in the budget for FY 2021, there remains \$3,600. The staff committee recommends funding the request in the amount of \$3,600. She noted that Mr. Lucas and Ms. Noteware were present to respond to questions.

Ms. Noteware stated that the total cost of the project was about \$100,000.

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Director McCormack stated that Eagle County BMX was a huge asset to the community. The organization has provided a great launching pad for the sport for many youth.

Director Pryor asked if the project just completed would be in jeopardy with the improvements planned at the trailhead. Ms. Bartnik stated that the concept plan for Eagle was developed with the BMX track remaining in place and with the addition of supporting amenities such as rest rooms and shade structures. The organization is considering improvements to the pump track and a future bike park improvement.

Director Pohl stated that he has heard from Eagle residents who have concerns about dust blowing off the park property. Ms. Bartnik affirmed that the park property was the responsibility of the Town of Eagle.

Director Pryor moved to approve a Community Partnership Grant Program award in the amount of \$3,600 to Eagle County BMX to support the installation of the new starting gate. Director Pohl seconded the motion. It was unanimously

RESOLVED to approve a Community Partnership Grant Program award in the amount of \$3,600 to Eagle County BMX to support the installation of the new starting gate.

b. FY 2020 Audit Report Acceptance

Mr. Hood stated that Maggard & Hood had completed the review of Mountain Recreation's FY 2020 financial statements. The report was delivered to the board July 9 via email. Acceptance of the report is requested to meet July 31 statutory filing requirements.

Mr. Hood stated that the audit opinion was an unqualified opinion, meaning that this was a clean audit. He reviewed highlights from the financial statements.

Director Jones asked if there were any recommendations for the district to improve the segregation of duties to ensure proper fiscal controls. Ms. Platter stated that the district has Marchetti & Weaver, an administrative assistant, and a newly drafted standard operating procedures to address those concerns.

A discussion ensued regarding an unreconcilable liability account containing credits on account within the registration software system.

Mr. Hood stressed the importance of reducing instances of double payments.

Director Pohl moved to accept the FY 2020 Audit Report presented by Maggard & Hood. Director Curtis seconded the motion. It was unanimously

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RESOLVED to accept the FY 2020 Audit Report.

c. Owner's Representative Agreement

The District has assembled a team of professionals with expertise to assist the Board and staff as the District considers whether or not to authorize a bond election in November 2021. It is anticipated that an owner's representative with experience in municipal recreation facility construction projects will be needed to provide technical expertise to the team regarding the potential staging and phasing of proposed projects and other construction-centric information. Phasing plans impact how debt service is issued and, ultimately, what the final cost of issuance of the debt service will be.

Ms. Bartnik summarized the procurement process, stating three firms responded to the request. Two firms were short-listed by a team of staff. One board member was consulted for input. Both firms are well qualified, both owners are familiar with District programs, and both are local, with one located in Edwards and one in Eagle.

Discussion ensued regarding the selection of a firm.

Director Pryor moved to direct staff to negotiate a contract with Goulding Development Advisors that meets legal counsel requirements. Director Jones seconded the motion. It was unanimously

RESOLVED to direct staff to negotiate a contract with Goulding Development Advisors that meets legal counsel requirements.

d. Compensation and Classification Review

Ms. Olson stated that the pay scales have not been updated in several years. During the budget preparation period for FY 2021, the pandemic's projected effect on revenues were unknown, creating a need for staff to project revenues conservatively. Conservative revenue estimates did not appear to support salary adjustments for FY 2021 despite the Consumer Price Index for Colorado registering an increase of 1.7%. No merit or cost-of-living-adjustments (COLA) were included in the adopted FY 2021 budget. The Board elected to delay any salary adjustment, requesting staff review budget and market conditions at mid-year for possible reconsideration.

A review of market conditions and newly released Employers Council salary survey data has shown that there will be a need for significant salary and wage adjustments to be made to maintain the Board's 2018 policy directive related to its approach to compensation. It is recommended that the board consider (1) a salary and wage cost of living adjustment at mid-year in an effort to retain and attract employees, and (2) the addition of a new grade 150 to the Mountain Recreation Pay Grade and Range Chart.

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Director Pryor moved to approve the addition of grade 150 to the Mountain Rec pay scale and any adjustments necessary to bring current employees into the new range. Director Jones seconded the motion. It was unanimously

RESOLVED to approve the addition of grade 150 to the Mountain Rec pay scale and any adjustments necessary to bring current employees into the new range commencing July 1, 2021.

Director Pohl moved to approve a 3% across the board midyear cost of living adjustment for all full time and part time staff. Director Jones seconded the motion. It was unanimously

RESOLVED to approve a 3% across the board midyear cost of living adjustment for all full time and part time staff commencing July 1, 2021.

e. Other Business

The board discussed how public inquiries are responded to by staff. It was determined that the Executive Director would be added to the board@mountainrec.org email distribution so that she can respond to messages in a timely fashion.

The board set meetings dates for a budget planning priorities retreat, an August special business meeting, and a joint meeting with the County Commissioners.

6. Financial Matters

a. Financial Statements

b. Accounts Payable

Director Jones asked if the board members had any questions on the financial statements or accounts payable report.

Director Curtis asked about the Freedom Park truck permit refund. Ms. Platter responded that was a refund for a food vendor. She asked about the Vail Valley Foundation fundraising expense for \$650. That expense was a booth fee for the ShowDownTown All Access Rec information sharing. An expense shown as an election expense will be reviewed by staff to ensure proper coding.

Ms. Platter shared highlights from the financial report for June 30. She stated that staff was developing end of year projections to set up the budget preparation period. It was suggested that Outdoor Rec programs be broken out into more line items for easier analysis.

Director Pryor shared that Edwards parents are looking for after-school care.

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

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RESOLVED to approve the financial statements and accounts payable report.

7. Staff Reports

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

Director Jones thanked board members for their support of staff at the public information events.

8. Reports & Info

Adjournment

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

RESOLVED to adjourn the meeting at 8:43 pm.