



**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, January 28, 2016**

**Board Members**

Kylee Smith  
John Pope  
Barbara Bynum  
Jason Ullmann - excused  
Mark Plantz  
Mike Brown  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Cos Sisneros  
Justin Mashburn  
Miguel Lopez  
Lorie Orme  
Liz Gracesun  
Tracie Rief  
Cindy Marino

**Guests**

Kevin Davis  
Bo Nerlin  
Lindsey Wiley  
Wayne Quade  
John Waschbusch  
Katy Yergensen  
Ken Norris  
Glen Davis

**Call to Order**

Board President, Director Pope, called the January 28, 2016 Board of Directors meeting to order at 11:34 a.m. Roll was taken and all Directors were present except Director Ullmann who was excused.

**Open Forum**

Nothing was brought up in Open Forum.

**Recognition of Kevin Davis's Five Years of Service on the MRD Board of Directors, 2010-2015**

Ken Sherbenou, Executive Director, and Director Pope, presented to Kevin Davis a plaque recognizing his 5 years of service as a Director for the Montrose Rec. District (MRD). Director Pope thanked him for his 5 years of service to the community. Ken continued the statement of gratitude to Director Davis saying he really set the tone for the organization that has been key to all the progress MRD has experienced.

**Recognition of Tracie Reef's 9<sup>th</sup> Anniversary on 1/1/16 and Recognition of Cindy Marino's 7<sup>th</sup> Anniversary**

Ken presented a certificate to Tracie for 9 years of service and Cindy for 7 years of service. Ken was also recognized for being the 4<sup>th</sup> Quarter Full Time Employee. He received a Certificate of Appreciation and Montrose Bucks.

**Colorado Parks and Recreation Association Conference Report**

Reports about CPRA Conference that took place last fall were given by Wade, Coz and Lorie.

**MRD Board Resolution 2016-1: Calling a MRD Board of Directors Election**

Ken explained the resolution before the board calling the election. A motion was made by Director Bynum to pass Board of Director's Resolution 2016-1: Calling a Regular District Election. This was seconded by Director Plantz. Without further discussion, the motion passed 6-0.

**MRD Board Resolution 2016-2: Appointing a Designated Election Official (DEO) and Authorizing the DEO to Cancel Election**

Ken introduced Lindsey Wiley with the Montrose Fire Protection District. Ken recommended her as the DEO in the upcoming election, a role she fulfilled in 2014. Ken also thanked her for doing a stellar job two years ago and for her willingness to again serve as the DEO.

A motion was made by Director Bynum to pass Board of Director's Resolution 2016-2: Appointing a Designated Election Official and Authorizing the DEO to Cancel Election. The motion was seconded by Director Plantz. Without further discussion, the motion passed 6-0.

**Shared Services Intergovernmental Agreement with the City of Montrose for 2016**

Ken explained the small change on page 18, which the City Council requested and approved. A motion was made by Director Pope to approve the Shared Services IGA with the City of Montrose for 2016, which was seconded by Director Smith. Without further discussion, the motion passed 6-0.

### **Letter of Support Montrose County Fairgrounds Department of Local Affairs Grant Application**

Representing the County, John Waschbusch, Katy Yergensen, Ken Norris and Glen Davis gave a brief description of the Indoor Arena and Fairgrounds Expansion project the County is seeking to build. As a part of the funding, a DOLA grant is being pursued and the County is requesting a letter of support to be included in the application.

After a lengthy discussion, a motion was made by Director Bynum to draft a letter of support for the County's grant application, which was seconded by Director Plantz. Without further discussion, the motion passed 6-0.

### **Updated Pass Transition Plan and Corporate Pass Policy**

Ken reviewed the Corporate Pass Policy and the transition plan for passes rate going into our new CRC. After discussion a motion to approve the updated transition plan was made by Director Pope. This was seconded by Director Warthen. Without further discussion, the motion passed 6-0.

### **MRD December Finance Report**

Ken reviewed to the COLO Trust Summary Statement and December Balance Sheets and budget report, included in the board packet. End of year unaudited financials demonstrated MRD had another strong year in achieving fiscal responsibility. MRD continues to exceed projected all available cash balances and revenue over expenses than were forecast in the 30 year budget.

### **Committee Updates and Assignment:**

**Outreach:** Board: Kylee, Mark. Staff: Wade, Tracie, Melissa. No meeting was held.

**Exec. Committee of Board:** John, Mike. Staff: Ken. Reviewed agenda for BOD meeting and discussed the County's request.

**Administrative; Board;** John, Amy. Staff: Cos, Lorie. Did not meet.

**Foundation:** Board; Mike, Amy Staff: Ken, Cindy. Mi Mexico will be donating 20% of sales on the 3<sup>rd</sup> Wednesday every month. Chili's will be donating a portion of sales on February 26<sup>th</sup>.

**Growth: Board:** Jason, Barbara. Staff: Ken, Liz, Justin. This group has been engaged in the weekly Owner, Architect, and Engineer Meetings.

### **Executive Director Update**



### **Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 12/10/15 at 11:30am**

#### **1. Marketing.**

- **Newsletter.** December's had 877 (24%) and 161 clicks. The most common clicks were on our activity guide (61), the work zone cam (46) and the CRC 3D tour (17). November's had 942 (25%) and 151 clicks. October's had 831 opens (23%) and 87 clicks. September's had 945 opens (27%) and 95 clicks.
- **Winter Guide.** Mailed by December 7<sup>th</sup>, with registration starting this day. There was also an insert put in the December issue of La Voz. RecTrac also went live on the first day of program registration, 12.7.15. We are encouraging patrons to be patient with us while we make this switch. There have certainly been issues with cards not scanning, transactions not going through and the like. However, Tracie, Craig, Lorie and the CSRs have been diligently working on these issues to enable a smooth transition and operation. Here is the proposed schedule of writing the board note: Spring 16-John (Due 1/21/16); Summer 16-Amy; Fall 16-Barbara; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.

2. **General Items for the Board**

- Staff Reports from the Colorado Parks and Recreation Association Annual Conference. Each staff person, just as in the staff meeting, will report to the board about this conference:  
Dec. staff meeting, 12.10 Board Meeting: Melissa, Liz, Craig  
Jan staff meeting, 1.28 Board Meeting: Lorie, Cos, Wade  
Feb. staff meeting, 2.25 Board Meeting: Mike, Miguel, Cindy  
March staff meeting, 3.17: Tracie, Justin, Ken
- MRD Holiday Party: January 8th at 4pm Black Canyon Golf Course, Brew and Bogey.

3. **Staff and program updates from the 11.4 staff meeting.**

- Coz: Working with the maintenance team on projects. Working on CRC FFE and engaging fellow staff members. Water rights from Tristate, looking like an expense of \$20,000. We are not sure this is worth it or if it is really needed. What does Jason think of this? Coz said the list of maintenance items being accomplished is longer than ever before, indicating Mike and Miguel have reached a level of production that is the best it has been in years!
- Craig: Consumed with Rectrac, but it is going pretty well. Craig has taken on a central leadership role in learning RecTrac and supporting his colleagues in their training in this crucial tool for our operation. He is also staffing adult soccer and youth basketball. The newsletter came out in December, of which he is a central architect. Fitzone was upset with limited exposure in this newsletter, but we are working on getting them more involved. With the guide being due 1/22, content can be exported from rectrac. This will streamline the process of producing the guide.
- Liz: The marlins have a January meet on 1/30, a one day meet. This is their first one day meet since Liz began with MRD. First student is meeting with Liz and Coz and discuss getting kids to the new center. We were contacted by a national firm that puts businesses in touch with certification trainings in 1<sup>st</sup> aid and CPR. We are now a provider to certify doctor's offices and businesses, which will be an opportunity to generate revenue. Also working on donations for toys for tots by 12/6. She is focused on swim lessons, RecTrac, budget, the guide.
- Cindy: The senior center video from the Colorado Health Foundation came out; it has over 300 views thus far. Gayle Clark Wofford recently passed away. She was a champion for the Senior Center and Pavilion. She was on Cindy's hiring committee. The ceramics program at the Senior Center is discontinuing. Cindy is looking for an activity to fill the spot at the Senior Center. Joy Long, the volunteer instructor, is retiring. We had 8 courts full at the end of November for pickleball. Cindy is working on the schedule for the spring. There are playing at Oak Groove, once per week during bad weather. They will be chalking lines, we have to make it through just one more winter until we have the gym. Fitzone will be adding 8 extra classes in January and February to accommodate the New Year's rush. This will be an 8 week or 10 week launch. The additional classes include a bar class with Rebecca, and a body sculpting class (actually bigger than Zumba) and 1 Zumba class. An additional spin class was contemplated. Doing something similar to the summer of health challenge. They will have a group weigh in and weigh out. Charging people \$10 for participation. We brainstormed ideas for this health challenge. There is concern among the instructors about the size of Fitzone at the CRC, so many classes will be held in gym. Other programmers understand this and will work with Cindy to create a draft gym schedule. Things are going well for 50+ adventures; all trips are filled. As for pickleball, we fill 8 courts with 10 or so waiting every time they play, 4 times per week, ever since we painted lines at the Aquatic Center courts. For the winter, they will use Oak Groove, but it only has one court. Pickleball players are committed; even when the weather is bad, they show up. Cindy also mobilized the support of players for the GOCO grant request.
- Lorie: Bill run today; if she emails about needing a code, she needs it today. She is also doing FT payroll today. She is staying on top of the financials and has also helped Ken with the 2016 budget. Phone reimbursement was discussed; this will be paid to staff in the last bill run in December for the 2015 budget year.
- Melissa: Swim lessons are up by 135 participants compared to last year, not including private and semi-private. These numbers will be sent to Make a Splash foundation to hopefully earn a grant for program support.
- Mike and Miguel: They are currently remodeling the maintenance shop. It has been a different winter, with Mike Longmore volunteering. We are paying more attention to get stuff done that needs to get done ahead of

the busy growing season. The shop is looking different and improved. The new doors will go on in January. Winterizing buildings and tree trimming, many trees are not in good shape at the CRC. Ken will discuss this with Haydon (Ken has since followed up with Julee Wolverton. 4 of the 6 trees are healthy, and the other two are doing alright but need a lot of continued attention) . Parking lot blocks in disrepair at Aquatic Center are being replaced. Parking lot lights are also being fixed. They are renting a lift and bringing in electrician next Thursday 12/10. They are working with Central Distributing on getting cut sheets for the CRC dispensers. Mike Longmore is volunteering, which is helping out a lot. Instruction sheet for safety equipment are being posted, putting fire extinguishers at the Green House and at Concessions. They are working with the Tristate board and the City to reinforce the soft surface trail running along McNeil. This has drainage issues.

- Wade: Indoor soccer is going well, 7 teams in league. Tournament around Dec. 15. 10 teams playing dodgeball, so things are busy. Adult basketball is the next big program. January 21, sport and social logo, social club to create opportunities for forming adult sports teams. We will be doing the same games as at our 1/8 MRD staff party. This helps get free agents teams together. This is a free event; they are trying to get younger kids involved. Beer mile competition is being explored.
- Tracie: Really busy with Rectrac, working on the holiday parade float. The CSRs are nervous about the Rectrac transition on Monday, but she is doing her best to prepare them. 'I'm ready to get started on Monday'. She is working out kinks to prepare for Rectrac, she is mobilizing CSRs to get in annual pass holder information into the new system, about 800 profiles. 'I'm ready to get after it even though it is nerve racking'. The barcodes for current pass holders are being entered into Rectrac. They will be handing out new lanyards for those that purchase passes. We sold over 16K in passes for the Black Friday special. Some were upset that vouchers were not issued. It was very busy and successful final offering of this big sale. (From Ken: this was necessary to get people in the building; but with the CRC coming online, such dramatic marketing efforts won't be necessary).
- Justin: Planning for next year, youth basketball registration deadline is 12/23, fall basketball is going smooth as silk. Referees are doing well. Ski trip to Powderhorn is happening the first day of holiday break.

4. **CRC process (Un-changed since 11.16.15 BOD meeting)**

- **Updated Budget Summary**



**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, February 25, 2016**

**Board Members**

Kylee Smith  
John Pope: Excused  
Barbara Bynum  
Jason Ullmann  
Mark Plantz  
Mike Brown  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Craig Ellingson  
Justin Mashburn  
Miguel Lopez  
Wade Ploussard  
Liz Gracesun  
Mike Shelton  
Cindy Marino  
Tracie Rief

**Guests**

Lenore Windham  
Mike Longmore

**Call to Order**

Board Vice- President, Director Brown, called the February 25th, 2016 Board of Directors meeting to order at 11:35 a.m. Roll was taken; all Directors were present except Director Pope, who was excused.

**Open Forum**

Ken Sherbenou, Executive Director, jumped in the pool that morning, after hearing news that MRD earned a Great Outdoors Colorado (GOCO) grant to add in outdoor facilities at the Community Recreation Center (CRC) site, phase II. These will be added prior to the CRC opening, and all will open at the same time.

**Recognition of Part Time Employee of the 4<sup>th</sup> Quarter 2015: Lenore Windham and Volunteer of the 4<sup>th</sup> Quarter 2015: Michael Longmore**

Ken and Director Brown presented certificates of appreciation and Montrose Bucks to Lenore and Mike. Tracie Rief, Customer Service Specialist, spoke a few words about Lenore and Miguel Lopez, Maintenance Specialist, spoke about Mike. Both are very much appreciated and great assets to MRD.

**Recognition of Liz Gracesun's 8<sup>th</sup> Anniversary on 2/14/16, Mike Shelton's 1<sup>st</sup> Anniversary on 2/8/16 and Recognition of Craig Ellingson's 1 year of Service to Montrose.**

Ken and Director Brown presented certificates of appreciation to Liz Gracesun for 8 years of service (which actually happened later in the meeting when Liz arrived), Mike for 1 year and Craig for 1 year of service.

**Colorado Parks and Recreation Association Conference Report**

Short reports about the CPRA Conference that took place last fall were given by Cindy, Mike and Miguel. All provided insight into lessons learned, connections made and good times had.

**MRD Board Resolution 2016-3: Authorizing Alpine Bank Credit Card Limits for Ken Sherbenou and Coz Sisneros**

A motion was made by Director Bynum to approve the MRD Board Resolution 2016-3, Authorizing Alpine Bank Credit Card Limits for Ken Sherbenou and Coz Sisneros, which was seconded by Director Ullmann. Without further discussion, the motion passed 6 – 0.

**Updated Pass Transition Plan**

Ken presented to the board the updated plan for 'pro-rating' of annual passes. A motion was made by Director Plantz to approve the updated plan for pro-rating of the annual passes, which was seconded by Director Smith. Without further discussion, the motion passed 6 – 0.

There was also a lengthy discussion of the Corporate Pass Policy. at the end of the conversation, the Board decided to keep the plan as was previously approved.

**MRD January Finance Report**

Ken referred to the COLO Trust Summary Statement and January Balance Sheets, included in the board packets.

**Committee Updates and Assignments**

**Outreach:** Board: Kylee, Mark. Staff: Wade, Tracie, Melissa: we attended a Teen Job Fair, Liz and Melissa attended Pizza with the Professionals at school, and we were sponsor at an all-day conference at the Pavilion with John O'Sullivan as the key note speaker. Justin, Wade and Craig attended. Mr. O'Sullivan is a renowned expert in the field of youth sports. His philosophy is right in line with the youth programs offered by MRD.

**Exec. Committee of Board:** John, Mike. Staff: Ken; Ken and Director Brown reviewed agenda for the BOD meeting.

**Administrative; Board:** John, Amy. Staff: Cos, Lorie. Did not meet

**Foundation:** Board; Mike, Amy Staff: Ken, Cindy; They are now going to meeting every other month. Mi Mexico will be donating 20% of sales on the 3<sup>rd</sup> Wednesday every month. Chilis will be donating a portion of sales on February 26<sup>th</sup>.

**Growth: Board:** Jason, Barbara. Staff: Ken, Liz, Justin; They have been attending OAC meetings; Ken invited all staff and board members to attend the OAC meetings as they are available.



**Executive Director Update for Board of Directors  
(Items not already on the BOD agenda)  
Thursday 2/25/16 at 11:30am**

**5. Marketing.**

- **Newsletter.** February's had 969 (26%) and 145 clicks. The most common clicks were on our activity guide (76), the work zone cam (32) and the CRC 3D tour (32). January's had 953 (26%) and 170 clicks. December's had 961 (26%) and 161 clicks. November's had 942 (25%) and 151 clicks. October's had 831 opens (23%) and 87 clicks. September's had 945 opens (27%) and 95 clicks.
- **Spring Guide.** Will be mailed by March 7<sup>th</sup>, with registration starting this day. There is also an insert put in the March issue of La Voz. RecTrac is still a struggle, but we're making progress. We went live with the new Charter Internet on 2.24.16, which will greatly improve speeds and functionality of Rectrac, not to mention everything we do more efficient! We've gone from 7M download to 100M and from 1M upload to 10M upload. Still, we are encouraging patrons to be patient with us while we make the switch to Rectrac. Tracie, Craig, Lorie and the CSRs have been diligently working on these issues to enable a smooth transition and operation. Here is the schedule of writing the board note: Spring 16-John (complete, thanks John!) **Summer 16-Amy (1<sup>st</sup> draft due by 3/17)**; Fall 16-Barbara; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.
- **MDP monthly column.** Here is a proposed schedule: February-John (used note from spring guide, due Feb. 18)-Liz; March (due March 17)-Justin; April (due Apr 21)-Amy; May (due May 19)-Ken; June (due June 16)-Mark; July (due July 21)-Barbara; August (due August 18)-Cindy; September (due Sept 15)-Mike; October (due Oct. 20)-Wade; Nov (due Nov. 17)-Ken; Dec (due Dec. 15)-Jason. Jan (due Jan. 19)-Kylee. From the MDP: Word limit 500 to 600 words. We will have a head shot for the column header of whoever is the signed author.

**6. General Items for the Board**

- Staff Reports from the Colorado Parks and Recreation Association Annual Conference. Each staff person, just as in the staff meeting, will report to the board about this conference:

Dec. staff meeting, 12.10 Board Meeting: Melissa, Liz, Craig

Jan staff meeting, 1.28 Board Meeting: Lorie, Cos, Wade

Feb. staff meeting, 2.25 Board Meeting: Mike, Miguel, Cindy

March staff meeting, 3.17: Tracie, Justin, Ken

**7. Staff and program updates from the 11.4 staff meeting.**

- Coz: Culmination of FFE list; do editing in the next draft. Sharpen pencils for the next draft. Financial review for Lorie. Activity guide creation. RVE will be addressing the water leak on the roof that has caused so many issues. Working with the maintenance team on projects. Shutting down early for Superbowl.
- Craig: Consumed with Rectrac, but it is going pretty well. Works on things on a daily basis, we are making progress and are past the most difficult parts of this transition. Working on

spring guide; the export from RT was very effective, and our graphic designer liked this. The guide export doesn't put registration deadlines; make sure you make the changes on the RT export document.

- Liz: Intensified in service training to prepare for CRC, might be losing Kelsey, just got Masters degree and might be going to CSU. People moving into town, which is a common conversation we are having. Working to build up experienced staff. Interviews scheduled to build staff and better prepare for the CRC. Infant water safety class, in-service to help train. Really is feeling very excited but it is intense thinking about the CRC opening. Really wants to focus on supporting one another so our team can and will well handle the opening.
- Cindy: have a new system with Fitzone to check in; give lanyards when checked in, to give lanyards to instructor. This will help make sure all pay. PIYO comes before spin, and dealing with creating a quiet environment for PIYO. Added on a few extra classes for the busy time of year. Offering a 2<sup>nd</sup> free line dancing class at the Senior Center. Going to do a 2<sup>nd</sup> six week session. Senior stuff: still looking for a replacement ceramics instructor. Seniors want an exterior sign for the senior center. Will be approaching City Council. Will be reporting to City Council about usage and programming at the Senior Center. Offering pickleball 6 days per week. Looking for space for a summer yoga class. Looking at Northside. 6-12 participants; considering doing this at a park. Just did a presentation to the Lions club. Working on FFE list; make sure they have fans. Looking for tour trip ideas; give to Cindy, including board members. Currently doing trips as much as possible.
- Lorie: She is staying on top of the financials. She has thankfully passed the super busy season with W-2s and end of year. Will soon be working with Don on the audit. Employer reports on quarterly taxes.
- Melissa: first session finished and the 2<sup>nd</sup> session started last night. Had one hiccup regarding one registrant, but it was handled. WSI class in 10 days, have 5 people so far. The daily grid of scheduling, supervising and all that good stuff. Swim lessons are up and going again, T/R starting new session. So far so good. I'm teaching level 1 on T/R, 10 kids in this class. Working on schedule for guards.
- Mike and Miguel: Maintenance Leader position recruitment now; to focus on weed eating, irrigation and mowing. Keeping up with snow removal. Clearing out the trees at McNeil/Ute and placing boulders. Two volunteers, Jose with Vista and Michael Longmore, are helping greatly! They are currently remodeling the maintenance shop. Placed 20 or so boulders and has an idea for 6 of the remaining boulders. Cutting trees while pond is frozen. Go around and clean up the trees; the City came and did this including cleaning the ditch. It all looks good down there. Snow removal stuff is taking time. Water hydrant at CRC site. Couldn't get a back hoe in there, but the orchard trees are getting moisture. Taking care of the pool. Closer and closer with shop improvements; professional garage doors. Working on Gazebo, redoing stairs and putting on a metal roof. Want to be down in the next few weeks.
- Wade. Officiated adult basketball, training officials. Craig, Dave and Chase working out well for indoor soccer. 11 teams in indoor soccer. Might be offering at 35+ plus league in basketball. Greatest show of sportsmanship happened recently: a team not worried about winning gave the other team a chance to win and they did. Dodgeball and volleyball are coming up. No one signed up for baby sitters training; I'm leery to offer these classes. Some go and some don't. Scheduled for spring break and summer.
- Tracie: Lost Kathy (because of personal issues), lost Corie (got full time work); but is looking to hire new CSRS. We are really busy at the front desk, two years with Fitzone. Last winter to this winter; we have way more than last winter. The room is packed. It is fun to see a lot more people. People are still realizing they can do more than just the pool.

This positions us well for the CRC. Really busy with Rectrac; dinner out for charity. A few technical issues with Rectrac.

- Justin: a bunch signed up ski/snowboard trip to Powderhorn. In basketball, there are 25 teams including high school division; working with Wade to get high school volleyball kids; moving towards likely running concessions in-house. City of Montrose is bringing on John O'Sullivan, a speaker to talk about the need keep youth sports focused on fun and growth. Justin uses his Ted talks in coach's training. Rewarding loyal customers is a goal; a significant amount of revenue comes from a fairly small amount of participants, eg buy 3 youth sports per year and get the 4<sup>th</sup> free. Trying to have this throughout MRD; there is potential in Rectrac. 15 kids going in biddee basketball, the max. slots.

## 8. CRC process

### • Updated Budget Summary

FH and CRC					
Cost (uses)		Budget	Actual	Balance to finish (not including appropriations)	Notes
Haydon enhanced plan CRC and FH		24,568,397.00	8,403,364.00	16,165,033.00	525,602,697 is the Board Approved GMP (includes CMGC contingency) under contract with amendment #4. 24,830,383 was 100% updated estimate minus BVA cuts. This includes Haydons CMGC fee, 1.2M for earthwork (amendment 1), 221,292 for solar hot water, 161,561 for media filter, amendments 2 and 3 and add alternates 2, 3, 9 and alternate B. As of 8.18.15, \$142,778 is the balance in the account as securities in lieu of retention.
Haydon contingency		1,034,300.00		1,034,300.00	Costs already appropriated: 43,930 additional H piles, 172,152 additional depth piles, 29,222 Haynes extras, 1150 mechanical specs comfort air, 14,880 asi #6 revisions, 27,000 amendment 5 revisions, 2,233 irrigation/electrical changes, 15,923 various changes building permit, 27,706 structural changes, xxx fire rating changes, 19,625 various structural changes, 1,688 additional pile testing, xxx lighting revisions, 2,400 increased depth fire line, 1,492 weldable rebar, -511 landscape, 785 ASI 12, 117 asi 13, 866 relocate transformer, 1642 asi 15, 26685 tilt embeds, 4327 tilt embed, 41,219 asi 16, 10,035 asi 17, 8889 restake islands, 2800 surge tank, 15,167 tilt reenginner, 1,683 steel, 6,418 drill slab, 18,750 rfi 54, 1,707 rfi 139, 81,490 rfi 73 Current total appropriated is 585,471.
Other development costs (see below)		2,957,563.17	2,015,535.04	942,028.13	See other development cost budget detail below.
Owners contingency		261,943.83	310,399.87	-48,456.04	Initially had a 1.1M contingency. After DD estimate was over budget, I reduced our contingency by 264,043 to balance the budget. After GMP, I reduced this by 466,163 to balance. If this is left at the end, we can save it to pay down principal or plug in selected ad alts. 75% of BRS projects don't have an owners contingency since the CMGC is also carrying a contingency of 4%. Costs already appropriated: 309,399.87 for Casias, 1000 for appraisal, 16,275 for base infrastructure for add alternates, and 34,569 for added piles, -6000 for FH family locker savings, 12,886 for CM for revised fit zone. Current total appropriated is 368,129.87. 106,186.04 over. Potential costs where contingency would be needed: 116K for enhanced maint building, 96K for outdoor bathrooms next to lap pool for outdoor facilities, 62K for pool noodles (decision by Nov. 2015), 25K for dump bucket leisure pool playground. Total of 299K. Future amenities: 16 person outdoor hot tub (216K), fitness mezzanine (140K), 2nd runoff slide (300K). Total of 656K.
Total project budget		28,822,204.00	10,729,298.91	18,092,905.09	
Revenue (sources)		Budget	Amount Expended	Amount Remaining	
COP financing		25,450,000.00	10,729,298.91	14,720,701.09	UMB project fund. 171,081 projected interest to be earned. 567,210 earned as of 12.31.15
MRD reserves		492,376.00		492,376.00	In CR fund, 40-000-3050
MMHI contribution, pre paid rent for the first 41		218,785.00		218,785.00	Paid to MRD in March 2015. In Capital Reserve Fund, 40-310-4050. The 5 months of 2016 will be added onto the end of their lease per MMH decision.
Capital campaign		2,661,043.00		2,568,890.00	Dola ask makes up 1.9M of this 2.7 M budget. 7.6% of every invoice reimbursed starting 6.4.15. Proceeds held in CR fund, 40-000-3050
Total Revenue		28,822,204.00	10,729,298.91	18,000,752.09	
Over/Under Budget		0.00			18

I'm focused on keeping our budget zero based. Owners contingency is 106,186.04 over currently; MMH has agreed to have their 26,680 in rent put on the end of their five lease term (I'll have an addendum to their license agreement on a future board agenda); I am not banking on getting revenue from the Casias house but I'm still trying; we've budgeted to earn about +70,000 in interest in the project fund repurchase agreement (we are already at 74,136.80 in interest revenue as of 1.31.16). **This makes a net of over budget of 36,186.04.** I've put this amount in the FFE budget in hopes I can cover this overage there. Alternatively, we could

**potentially cover this overage by bringing in more interest revenue than we budgeted.** Finally, there is also still a chance Haydon will release contingency to us that is remaining, which may be used to zero out our budget and/or plug in additional add alterates labeled as potentials on the Owner Contingency Log. As shown below, with the expected hit with the increase in general conditions, we expect to have about \$290,000 in remaining contingency, some or much of which will still be needed to build as planned.

- **Summary of Project Schedule.** This is a 5 page 11 by 17 document. Please let me know if you'd like to see the full schedule. We will be signing an addendum that specifies the substantial completion date of November 17, 2016.

MONTROSE COMMUNITY REC CENTER - WEATHER UPDATE		445	243	0%	05-Jan-15 A	20-Dec-16
PROJECT SUMMARY		375	57	0%	10-Apr-15 A	20-Dec-16
MILESTONES		375	57	0%	10-Apr-15 A	20-Dec-16
A1010	100% CONSTRUCTION DOCUMENTS	1	0	100%	10-Apr-15 A	20-Apr-15 A
A1020	SUBCONTRACTOR BIDDING	15	0	100%	04-May-15 A	15-Jun-15 A
A1030	FINALIZE GMP	5	0	100%	04-May-15 A	04-Jun-15 A
A1040	N.T.P. / EXECUTE FULL CONTRACT	1	0	100%	04-Jun-15 A	08-Jun-15 A
A1050	SUBCONTRACTOR PROCUREMENT	10	0	100%	01-Jun-15 A	29-Jun-15 A
A1060	CONTRACTOR PRE-PUNCH & CLEAN	12	12	0%	03-Oct-16	18-Oct-16
A1070	OWNER / ARCH FINAL PUNCHLIST	10	10	0%	12-Oct-16	25-Oct-16
A1075	PROJECTED WEATHER IMPACTS	20	20	0%	26-Oct-16	22-Nov-16
A1085	SUBSTANTIAL COMPLETION	0	0	0%		22-Nov-16
A1090	OWNER MOVE IN / SET UP / FF&E	20	20	0%	23-Nov-16	20-Dec-16

- **Change order logs.** Here are the most current change order logs, which corresponds to the budget summary above.



**HAYDON BUILDING CORP**  
**OWNER CHANGE ORDER LOG**

**PROJECT NAME: Montrose Recreation Center**  
**HBC Job No: 10-1737-00**

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
1	Owner Request / ASI #7	Added Piles and Utility Stubs out of Rec Center building for North Swim Meet Entrance and Northeast Maintenance Building. Utilities to stub out of building, pricing excludes complete installation to new location due to budget constraints and will be installed in the future with another funding source. Total pile length for 8 added piles = 247 lf @ \$27.86/lf = \$6,881 (ROM \$5,850)	Colorado Piling Haynes Delmont Cookeys Mech EC Electric HBC OH&P	\$ 6,881 \$ 2,500 \$ 2,150 \$ 1,000 \$ 2,000 \$ 1,744	\$ 16,275	\$ 16,275	
2	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,600 \$ 3,704	\$ 34,569	\$ 34,569	
3	Field House - Work by Others	Delete the family restroom remodel.	Budget Reduction (HBC)	\$ (6,000)	\$ (6,000)	\$ (6,000)	
4	Electric Charging Stations	Added Electric Vehicle Charging stations, underground conduit, wire, connections and concrete bases	EC Electric Misc Stations	\$ 8,000 \$ 1,500 \$ 11,374	\$ 20,874.00 Estimate		\$ 20,874.00
5	Lot Grading at Field House	Cost from Haynes to grade the 2 lots adjacent to the Field House. Option to add 6" of roadbase is \$15,000.	Haynes 6" Roadbase Option	\$ 3,000 \$ 15,000	\$ 3,000		\$ 3,000
6	Fit Zone Change	Move the fitness storage room to the custodial closet and move the custodial closet to the east side of the north stairwell. This change will result in additional wood flooring, redesign for the fire sprinkler risers, and miscellaneous electrical, plumbing, HVAC and steel changes.	Dynamic Fire Zimkor Sun Country Comfort Air EC Electric Cookeys Mech	\$ 500 \$ 3,500 \$ 1,386 \$ 2,000 \$ 5,000 \$ 500	\$ 12,886		\$ 12,886
7	Maintenance Bldg	Estimated cost for enhanced maintenance building	Estimate	\$ 116,000	\$ 116,000		\$ 116,000
8	Restroom Bldg	Estimated cost for outside restrooms near competition pool	Estimate	\$ 96,000	\$ 96,000		\$ 96,000
9	Pool Noodles	Estimated cost to furnish and install pool noodles in the Natatorium	Estimate	\$ 62,000	\$ 62,000		\$ 62,000
10	Dump Bucket	Estimated cost to furnish and install the dump bucket add-on to the pool play feature.	Estimate	\$ 25,000	\$ 25,000		\$ 25,000
11	Frosting of Racquetball Courts Glass	Estimated cost to frost the glass at the Racquetball Courts			\$ -		\$ -

12	Proposal Request - Relocate Casias Shed	Narrative provided by John Elor to send out for pricing. Proposes to move the existing Casias shed to the maintenance building slab and price additional door, window and MEP work.	Comfort Air San Juan Drywall Real Property Painting CO Doorways Quality Garage Doors Montrose Glass EC Electric Cookeys Mech	\$ 3,690 \$ 11,380 \$ 4,500 \$ 1,515  \$ 760 \$ 10,226 \$ 12,656	\$ 44,727		\$ 44,727
13	Indoor Play	Additional indoor playground addons including a canoe, jeep and campfire. All costs are from Softplay	Canoe Jeep Campfire	\$ 9,385 \$ 13,071 \$ 4,145	\$ 26,601		\$ 26,601
14	Pegmatite Bands at Climbing Wall	Additional Climbing Wall features requested by MRDI. All costs are from Entre Prises	Pegmatite Bands Wall Panels for Chimney	\$ 5,250 \$ 8,004	\$ 13,254		\$ 13,254
15	Alternate Indoor Play Floor Surfacing	Added cost to switch flooring to: Orig Budget:10k * Padded Carpet with Field Scene (\$15,525.00) * Poured-In-Place EPDM w/ Stream (\$17,634.00)	Softplay	\$ 7,634	\$ 7,634		\$ 7,634
16	Bottle Filler	Added cost to supply and install bottle filler at the Field House	Coolings HVAC EC Electric		\$ -		\$ -
17					\$ -		\$ -

APPROVED CHANGE ORDERS AMOUNT	\$ 472,820	\$ 57,730	\$ 415,090
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**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
1	ASI #1	Added H Piles to Perimeter and Pool - Added embeds for new piles - modified pile cap plate design - increased depth of footings, redig & shoring required	Zimkor #2 & #3 J&K Trucking Mays The Pool Company		\$ 22,661.00 \$ 19,780.00 No Cost \$ 1,489.20	\$ 43,930.20	\$ 43,930.20
2	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates: Contracted to 25 foot depth, actual depth running from 30 to 35 feet.	Colorado Piling Yeh & Associates		\$ 152,882.00 \$ 19,270.00	\$ 172,152.00	\$ 172,152.00
3	Field Condition	Haynes Extras: Additional grading to create pad areas for crane placement and building access and dewatering pipe bedding.	Haynes		\$ 29,222.00	29,222	29,222
4	ASI #5	Mechanical Specification Changes - Dehumidification Units, additional test and balance requirements	Comfort Air		\$ 1,150.00	1,150	\$ 1,150.00
5	ASI #6	Additional structural clarifications & modifications resulting from coordination meetings and RFI's. Additional details added.	Mays Zimkor #6 San Juan Drywall & Insulation		\$ 14,718.00 \$ 162.00	\$ 14,880.00	\$ 14,880.00
6	Amendment #5	Increased the height of the climbing wall and roof structure above (see allowance). Other additions: (1) Added backflow preventer and vault.	Haynes - BFP + Vault		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
7	ASI #2	Irrigation pipe clarifications and additional turf pop up heads. Add electrical rough in for City required 2 way elevator communication system	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00	\$ 2,233.00
8	ASI #3	Various changes needed for building permit. Shaft wall and rated wall clarifications/additions - Clarifications/additions to mechanical duct, mainly at Chlorine/Acid rooms.	Comfort Air EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Mays		\$ 7,853.00 \$ 1,755.00 \$ 4,550.00	14,158	14,158
9	ASI #4	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added concrete reinforcing in select tilt wall panels.	Zimkor #4 San Juan Drywall & Insulation		\$ 7,485.00 \$ 781.00	\$ 8,266.00	\$ 8,266.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
10	ASI #8	Fire Rating Changes to Chlorine Room #104 - add 3 hour ceiling spray on fire proofing.	American Fireproofing			\$ -	\$ -
11	ASI #9	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added details, revised trestle steel, elevated track detail.	Mays Zimkor #6		\$ 1,000.00 \$ 18,625.00	\$ 19,625.00 Estimate	\$ 19,625.00
12		Additional pile testing . Four additional tests required	Ground Engineering		\$ 3,688.00	\$ 3,688.00	\$ 3,688.00
13	ASI #10	Lighting Revisions	EC Electric		No Cost	\$ -	\$ -
14	Field Condition	Increased depth of Fire Line due to conflict with Pile Cap, relocated fireline per fire Inspector's request and continued same HDPE water line pipe from service connection to flange inside building at stub location.	Haynes Cookles Mechanical		\$ 4,300.00 \$ (1,900.00)	\$ 2,400.00	\$ 2,400.00
15	Field Condition	Furnish weldable rebar for H-pile caps to Colorado Piling	HBC		\$ 1,492.00	\$ 1,492.00	\$ 1,492.00
16	ASI #11	Landscape at North Service Entry	Delmont Clark & Co		\$ (512.30)	\$ (512.30)	\$ (512.30)
17	ASI #12	Signage and Flooring Changes	In Design Signs		\$ 785.00	\$ 785.00	\$ 785.00
18	ASI #13	Hardware Change at Door 209	Colorado Doorways		\$ 117.51	\$ 117.51	\$ 117.51
19	ASI #14	Relocation of Transformer	Delmont Haynes		216 650	\$ 866.00	\$ 866.00
20	ASI #15	Aquatic Pool Lights and Pipes	The Pool Company		1,643	\$ 1,642.95	\$ 1,642.95

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
21	Shop drawing review additions	Added Tilt panel embeds required for building structural shear connections	Zimkor #7		\$ 26,685.00	\$ 26,685.00	\$ 26,685.00
22	Shop drawing review additions	Sequence #1 tilt wall embed submittal comments and additions	Zimkor #8		4,327	\$ 4,327.00	\$ 4,327.00
23	ASI #16	Revised Natatorium details as a result of preconstruction meeting. Revised storefront elevations and openings. Structural changes to incorporate shop drawing and RFI reviews/responses.	Mays Montrose Glass San Juan Superior Roof Zimkor		Pricing 11,660 30,535 1,024	\$ 43,219.00	\$ 43,219.00
24	ASI #17	Revised electrical plans and details to incorporate RFI responses. Added receipts for bleachers, moved OH door controllers, added electrical for volleyball nets and divider curtains. Also revised building audio flow diagram.	EC Electric		10,035	\$ 10,035.00	\$ 10,035.00
25		Restaking charges for parking lot islands and building grid lines	DelMont - islands Delmont - grid lines		4,959 3,930	\$ 8,889.00	\$ 8,889.00
26	ASI #18	Added receptacles and revised light fixtures on east wall of Competition Pool	EC Electric		Pricing	\$ -	\$ -
27	ASI #19	Revised court layout			No Cost Impact	\$ -	\$ -
28	RFI #116	Added french drain around surge tanks	J&K Trucking		2,800	\$ 2,800.00	\$ 2,800.00
29	ASI #20	Revised structural supports for Basketball and Volleyball Equipment to align with shop drawings and revised court layout issued in ASI #19			No Cost Impact	\$ -	\$ -

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
30	Panel Changes	Tilt Panel re-engineering charges resulting from structural and panel width changes. Overall coordination and modifications with structural engineer	Mays		15,167	\$ 15,167.00	\$ 15,167.00
31	Shop drawing review additions	Cost associated with added steel outriggers for deck support per review comments on Seq 4 Steel Shop Drawings.	Zimkor		1,683	\$ 1,683.00	\$ 1,683.00
32	Field Condition	Core drill gym slab to accommodate tilt panel embed installation.	Accurate Conc Cutting Accurate Conc Cutting		5,960 458	\$ 6,418.00	\$ 6,418.00
33	RFI #54	Cost associated with revising the pool wall at surge tanks to be two separate walls needed for sequencing and constructability.	Mays		18,750	\$ 18,750.00	\$ 18,750.00
34	RFI #139	Cost associated with added drain and vent for swimsuit spinner per Ballard response to RFI #139	Cookies Mechanical		1,707	\$ 1,707.33	\$ 1,707.33
35	ASI #21	Cost associated with changing species of pear tree from Autumn Blaze to Aristocrat.	Clark & Co		No Cost Impact	\$ -	\$ -
36	RFI #73	Per RFI #73 response all underground plumbing and pool piping is to be hung from the structural slab with stainless steel hangers at 4' on center.	The Pool Company Cookies Mechanical		9,770 61,668	\$ 71,438.00	\$ 71,438.00
37	ASI #22	Cost associated with rebar at common and divider wall in the liesure and competition pools (islands, stairs, ramps and benches).	The Pool Company		No Cost Impact	\$ -	\$ -
38	ASI #23	Added hose bibs to the locker rooms	Cookies Mechanical		4,427	\$ 4,427.00	\$ 4,427.00
39	RFI #74	Added cost to make sump pump manhole deeper per response to RFI #74.	J&K Trucking		4,480	\$ 4,480.00	\$ 4,480.00

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
40	Added Waste Slab	Total waste slab needed = 34,867sf. Contact accounted for 23,000sf. Difference is 11,867sf. Mays (11,867*2.08=\$24,683)	J&K Trucking Mays		6,214 24,683	\$ 30,897.00	\$ 30,897.00
						\$ -	\$ -

	CONTINGENCY
<b>CONT'R CONTINGENCY BUDGET</b>	1,034,300
<b>Contingency Usage</b>	594,018
<b>CONT'R CONTINGENCY BALANCE</b>	440,282

There is likely a \$150,000 reduction in contingency coming because of an increase in general conditions of Haydon being mobilized on site for 3 more months than initially expected. This would take us to \$290,000 in contingency remaining. The buy out schedule is currently \$53,000 below the GMP and Cub with Haydon has inserted in expected costs for the duration of the project. So, assuming no unanticipated costs arise, this \$53,000 would be added to the contingency.

- **Casias house.** Since we lost the buyer, I lowered the price to \$30,000. I'm trying to find out if we'll have to do asbestos remediation. I'm in touch with Plateau Engineering. They need the buyer we lost authorize release of the report to us. Plan B is to demolish; I'll get a quote from

Haydon to demo the house. Habitat was not able to take this project on at this time. I am planning on approaching the Daily Press to do an article on our efforts to recycle and sell the house, and avoid demolition costs.

- **Participation Increase Projected and Needed.** The CRC pro forma projects certain increases in passes and revenue that need to be achieved. Below shows our current number of passes and the projected:  
**2014 Aquatic Center:** 575 annual, 347 punch cards, and 12780 daily admission  
**2017 Rec. Center:** 1850 annual, 715 punch cards, and 14450 daily admission
- **The week of 2/15 was the second and final round of tilting up the walls.** All 65 panels have now been erected!
- **Summer Public Tour of the CRC site.** We will announce a public tour of the CRC under construction in our spring or summer guides, which will be out the first Monday in March and the first Monday in May respectively. The specific date will only be in the summer guide.

#### **Additional Grants/Development**

- An anonymous individual donor has pledged to match up to \$50,000 through 6.30.16. I think we are about \$15,000 so far in this goal of \$50,000 to take full advantage of the match. If this match is fully achieved, we'll meet our capital campaign goal. GOCO: Fall LPOR request: Ken submitted this on November 5<sup>th</sup>. We find out about awards in March 2016, and maybe even this week! If we get it, I'll jump in the pool as soon as I find out.
- **Connect Initiative through GOCO.**  
GOCO's Connect Initiative will invest \$30 million over the next five years to increase access to the outdoors in communities across the state through the Connect Initiative. The initiative will focus on connecting existing trail gaps, constructing new, highly demanded trail systems, and providing better walkable and bikeable access for youth and families to existing outdoor recreation opportunities.  
During the development of GOCO's new strategic plan, public and stakeholder input expressed Coloradans' continued support for more trail connectivity. Meanwhile, the health and wellness of our state's youth and families is a topic of concern as youth obesity rates continue to rise. Through this initiative, Coloradoans will have free access to safe, non-motorized trails connecting them to outdoor destinations and experiences in their own communities and beyond.  
The GOCO board has approved investing up to \$10 million for this grant cycle. Applicants may request up to \$2 million. Projects must be primarily for trail construction, however land acquisitions may be considered with staff approval. There is no requirement for surface type. Projects that present an exciting opportunity to leverage partnerships and outside funding, connect important trail segments, and that are shovel ready may score more favorably.

when to apply

January 15, 2016: **Concept papers made available by request** ([trails@goco.org](mailto:trails@goco.org))

March 8, 2016: **Concept papers due by 5:00 p.m. MST.**

April 7, 2016: **GOCO Board will evaluate concept papers; selected concepts will be invited to submit full applications.**

October 2016: **Grant awards are made.**

I've been meeting with Loris and Associates, who did our Path to Parks design, and the City. There is support and excitement for submitting a concept paper to approach the trails in Montrose systematically, and identify the lowest hanging fruit: the biggest bang for the buck to enhance infrastructure, signage, marketing, at-grade crossings of Highway 550. In the paper, I plan to pledge our \$10,000 we've budgeted for partner grant support, which the City has agreed to match and we'd pursue a DOLA administrative grant, bringing the budget to \$40,000. Loris is coming forth with a proposal to do this analysis, prioritization and engineer's opinion of probable cost. If

we get invited to a full application, we'd pull the trigger with Loris and create the plan and 60% design set of the highest priorities given what we propose to GOCO. We can ask for up to \$2,000,000 in this grant cycle. Even if this is not funded by GOCO, the plan would be integrated into the City's capital planning process, and the result would be improving the trail system.

## **9. Maintenance Updates from Coz**

MRD Maintenance Meeting with Miguel Lopez and Mike Shelton

Tuesday, February 23, 2015

1. Follow up with Mike Sorensen, with Tri-State, regarding the status of the water supply ditch, which provides irrigation water to Holly Park, McNeil Fields, and Ute Park Softball Fields.
2. Interviews for the Maintenance Leader Position, have been completed
  - a. The new Maintenance Leader, Anthony Archuleta, will begin work, on March 7, 2016
3. Attend AFO Course Training, on April 7 & 8, at Glenwood Springs
4. Follow up with online training, for Playground Training & Certification
5. Follow up with online training, for Pesticide & Weed Control Application Training & Certification
6. Re-purpose the yellow Metal Gate, which is located near the McNeil Pond entrance, and re-install between the McNeil Fields and Ute – **March**
7. Repair the damage to the grass turf, at McNeil Fields, which was damaged by vandalism this past winter
8. Complete the installation of the remainder of the boulders, where needed, at McNeil and Ute Park
9. Install the Water Hydrant, at the CRC Orchard Site, for the purpose of watering the orchard trees, once per month, throughout the remainder of the winter
10. Install a French Drain, along the Tri-state / McNeil Fields fence line, to help mitigate the flooding issue and problem with erosion to the soft trail, on the east side of the McNeil Fields – **April**
  - a. Replace the Crusher Fines material and repair the damage done to the Soft Trail
11. Repairs on the Jacobsen mower, has been completed by C & M Air Cooled Engines, and will be delivered by March 1 – Invoice to follow
12. Complete the pruning and trimming of all trees and shrubs, throughout the MRD parks, and remove / dispose of any dead trees
  - a. Arrange to barrow the City's T-Rex Lift and Chipper, to assist with the tree trimming
13. Complete the landscaping, around the Ute Park facility, installing borders and walkway gravel
14. Complete the Brush Hog work, weed eating and clean up, at the new CRC Site, including along both sides of the canal, ditches and fence lines – **March**
15. Repair any exercise equipment, needing repaired, along the McNeil / Ute Park Trail
16. Repair the Swing, at the McNeil Fields Playground
17. Clean and dig the Sand Volleyball Courts, at Holly Park, and install two (2) volleyball nets (old tennis nets)
18. Inspect and make repairs to park benches, picnic tables, bleachers, soccer goals, basketball goals, game equipment, etc., throughout the MRD Parks and Athletic Facilities
19. Preparation for the Spring Tennis Season
  - a. Inspect AC Tennis Court Nets and Straps, etc., adjust to proper height, as needed
  - b. Clean Tennis Court Surface, with blower – **February**
    - a. Clean & Wash Down Tennis Courts – March 1<sup>st</sup> (**MHS Girls Tennis, Feb. 20 – April 27, M-F, at 4-6 pm**)
    - b. MHS Physical Education Classes – **April 11 - May 6, M-F, at 8:30-11:30 am**
    - c. Install the Tennis Court Wind Screens – **By March 15**
20. Install the Softball Pitching Machines and Hang the Batting Cage Netting – **Mid-March-April 1<sup>st</sup>**

21. Install the Softball/Baseball Dugout Covers and Spectator Shade Structure Covers – **Mid-April – May 1<sup>st</sup>**
22. Aeration & Fertilization of McNeil Fields, Ute Park, & Holly Park grass turf – **By April 1<sup>st</sup>**
  - a. Order Fertilizer or arrange for fertilization of MRD grass turf – **Immediately!**
23. Irrigation System Start-up on grass turf, at McNeil Field, Ute Park & Holly Park – **Mid-March**
24. Begin to Prepare for the Spring/Summer Concession Season
  - a. Paint the Concession Stand Rooms and Storage Rooms
  - b. Paint the Cement Floors, in the Concession Stands & Restrooms
25. Continue to do all daily morning chemical, temperature and mechanical checks, on the Indoor Pool
  - a. Backwash as needed, Monday & Friday for the Therapy Pool and Friday for the Main Pool
  - b. Change out the water and clean the Hot Tub, weekly
  - c. Vacuum the Therapy Pool, each morning
  - d. Check and refill pool water levels, to desirable levels, daily
  - e. Keep the pool storage room, properly stocked with maintenance cleaning supplies
  - f. Repair the locks on the pool deck lockers
26. Follow up with RVE, regarding the water leak from the aquatic center roof, as well as the v-pan, along the south side, and near the employee entrance – prior to the rainy season
  - a. Repair the dry wall, on the ceiling of the restroom, in the main lobby of the Aquatic Center
27. Continue to clear ice and snow, on all sidewalks, the parking lot, and from the front entryway, leading into the Aquatic Center, including the employees south and west entrances, as needed
28. 2016 MRD Maintenance CIP Projects
  - a. McNeil Maintenance Shop
    - i. Install Electronic Garage Doors (2) – Professional Garage Doors – **Done**
    - ii. Improve Lighting, Shelving, Storage, etc.
  - b. McNeil Office Upgrade Project – Acquire a Plumber’s Estimate – **February**. Replace old Water Lines and Plumbing, inside the McNeil Building, Replace the Toilet & Water Tank, Replace the Water Heater and Remove the “old” Sink, along the north wall
  - c. McNeil Maintenance Yard Renovation Project – **Summer/Fall**
    - i. Reduce the size of the Outside Maintenance Yard (demolition the old yard fence), Install a 6’ High Cedar Fence, install Road Base Gravel
    - ii. Re-locate the “old” Lacrosse Storage Shed, within the yard
  - d. Gazebo Roofing Project – **February/March**
    - i. Re-paint the railing and bench, and also clean & re-stain the wood floor and steps
    - ii. Replace the Shingle Roof, with a Metal Roof

***Thanks for your great contribution to our team. We continue to work together to improve our operation, which helps us serve more, better.***

**Tour of Community Recreation Center Site, Under Construction.**



**ADJOURN**

After the tour, a motion was made to adjourn the meeting at 2:30 p.m. by Director Bynum, which was seconded by Director Ullmann. Without further discussion, the motion passed 6 – 0 and the meeting adjourned.

Next Meeting  
Thursday March 17, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, March 17, 2016**

**Board Members**

Kylee Smith - Excused  
John Pope - Excused  
Barbara Bynum  
Jason Ullmann  
Mark Plantz  
Mike Brown  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Cos Sisneros  
Justin Mashburn  
Liz Gracesun  
Tracie Rief  
Anthony Archuleta

**Guests**

Bo Nerlin

**Call to Order**

Board Vice President, Director Brown, called the March 17, 2016 Board of Directors meeting to order at 11:36 a.m. Roll was taken and all Directors were present except Directors Smith and Pope, who were excused.

**Open Forum**

No business brought up in open forum.

**Introduction of new Full Time Staff Member: Maintenance Leader Anthony Archuleta**

Ken Sherbenou, Executive Director, introduced the newest member of the team, Anthony Archuleta.

**Recognition of Miguel Lopez's 7<sup>th</sup> Anniversary on 3/6/16**

The board congratulated Miguel for 7 years of service; Miguel began part time on February 1, 2000. He is a great employee and appreciated by all.

**Colorado Parks and Recreation Association Conference Reports: Justin, Tracie and Ken**

Each team member shared some information from this very effective and productive conference.

**Construction of Phase II of the Community Recreation Center (CRC)**

Ken reviewed the Phase II plan of construction of the CRC Master Plan. He roughly laid out the plans for implementation now the grant has been awarded. This phase has four components; Trails, Field at Casias, Pickleball Courts and Climbing Boulders. We want to be sure Phase II fits well into completion of Phase I, the CRC itself.

**MRD February Finance Report**

Ken briefly reviewed the COLO Trust Summary Statement, the Finance Report and Balance Sheets, included in the board packet.

**Committee Updates and Assignment**

**Outreach:** Board: Kylee, Mark. Staff: Wade, Tracie, Melissa: Had information at a table at Parent Teacher conferences

**Exec. Committee of Board:** John, Mike. Staff: Ken; reviewed agenda for BOD meeting

**Administrative; Board;** John, Amy. Staff: Cos, Lorie. Did not meet.

**Foundation:** Board; Mike, Amy Staff: Ken, Cindy; Met last night. They are focused on grants, big events like serving at the Summer concert series to raise money and the Tap Night on 5.10.16. They will also have a Silent Auction and hopefully complete the capital campaign.

**Growth: Board:** Jason, Barbara. Staff: Ken, Liz, Justin. They attend the Wednesday weekly meetings on the CRC site.

#### **Approval of BOD Meeting Minutes from 02.25.16**

A motion was made by Director Plantz to approve the meeting minutes from 2.25.16, which was seconded by Director Warthen. Without further discussion, the motion passed 5 – 0 – 1

#### **Tour of Community Recreation Center Site, Under Construction**

#### **ADJOURN**

A motion was made to adjourn the meeting at 1:07 p.m. by Director Bynum, which was seconded by Director Warthen. Without further discussion, the motion passed 5 – 0 and the meeting adjourned.

Next Meeting  
Thursday April 28, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, April 28, 2016**

**Board Members**

Kylee Smith  
John Pope  
Barbara Bynum  
Jason Ullmann - excused  
Mark Plantz  
Mike Brown - excused  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Cos Sisneros  
Miguel Lopez  
Liz Gracesun  
Tracie Rief  
Kelsey Winkler  
Melissa Lords  
Kevin Johnson  
Wade Plousard

**Guests**

**Call to Order**

Board President, Director Pope, called the April 28, 2016 Board of Directors meeting to order at 11:53 a.m. Roll was taken. All Directors were present except Directors Smith and Brown, who were excused.

## **Open Forum**

Director Plantz mentioned our next scheduled board meeting is just before a holiday. After a short discussion, a motion was made by Director Plantz to reschedule the May board meeting to May 19<sup>th</sup>, 2016, which was seconded by Director Smith. The motion passed 5 – 0.

Ken introduced our new Marketing/Rec Leader, Kevin Johnson. He welcomed him to the team. Miguel Lopez was also not able to attend the month that recognized his 7<sup>th</sup> Anniversary. Ken Sherbenou, Executive Director, presented to Miguel a certification of appreciation for his years of service.

## **People of the First Quarter: Part Time Employee: Kelsey Winkler; Volunteer of the Quarter: Ray Gomez; Full Time: Wade Ploussard**

Ken presented Kelsey, our opening Lead Lifeguard, a certificate of appreciation and Montrose Bucks. Liz Gracesun, Aquatics Coordinator, and Melissa Lords, Aquatics Leader, chimed in to add their gratitude and appreciation for the accomplishments of Kelsey. She is a great asset for MRD.

Ray Gomez was unable to attend; Ken read a note from Justin about his appreciation for Ray and what he has done for MRD and the community. Ken presented to Wade Ploussard, Adult Recreation Coordinator, a certificate of appreciation and Montrose Bucks for being the Full-Time employee of the 1<sup>st</sup> quarter.

## **Community Rec Center Marketing Discussion**

There has been some confusion since the Montrose Daily Press had an article about MRD Annual Passes being prorated. After discussion, the Board directed Ken to spend some of our marketing budget to organize and conduct a marketing effort to achieve pass sales beyond the projections laid out in the pro forma and to also emphasize the affordability of passes.

## **MRD Board Resolution 2016-4: Approving the Supplemental Budget and Appropriation for Fiscal Year 2016**

After a brief explanation and discussion from Ken, Director Bynum made a motion to approve MRD Board Resolution 2016-4: Approving the Supplemental Budget and Appropriation for Fiscal Year 2016, with the one change that Kylee Smith's title be shown as Secretary of the Board. This was seconded by Director Plantz. Without further discussion, the motion passed 5 – 0.

## **MRD Board Resolution 2016-5: Creating a Sponsorship Banner Policy at Ute Fields**

Ken and Wade explained this resolution, Director Pope made a motion to approve MRD Board Resolution 2016-5 Creating a Sponsorship Banner Policy at Ute Fields, which was seconded by Director Smith. Without further discussion, the motion passed 5 – 0.

## **MRD Participation Totals from 2015**

Ken reviewed the participation numbers from 2015 and expressed his appreciation for the team's continual efforts to better serve Montrose. MRD's level of service saw an overall increase of 7.57% for participant visits when compared with 2014. The equates to 454 average visits per day.

## **MRD March Finance Report**

Ken referred to the COLO Trust Summary Statement and Balance Sheets, included in the board packet. He answered questions.

## **Committee Updates and Assignment**

**Outreach:** Board: Kylee, Mark. Staff: Wade, Tracie, Melissa, Kevin. MRD had a table at the Black Canyon Hunt and Outdoor Expo, we will be helping out with the annual 5<sup>th</sup> grade track meet, and Kylee will assist the Girls on the Run event.

**Exec. Committee of Board:** John, Mike. Staff: Ken. Their meeting entailed reviewing the agenda for Board of Director's meeting.

**Administrative Committee:** John, Amy. Staff: Cos, Lorie. They did not meet.

**Foundation:** Board; Mike, Amy Staff: Ken, Cindy. The Montrose Recreation Foundation and the Montrose Community Foundation Tap night is May 10<sup>th</sup>. If members of the team have any auction ideas, please let Ellen Angeles, MRF Vice-President know. Also, Cindy, 50+/Fitness and Wellness Coordinator, is asking for donations to the Wall of Wine auction item. Bottles can be dropped off at the front desk.

**Growth: Board:** Jason, Barbara. Staff: Ken, Liz, Justin. Each Wednesday, most committee members attend the construction meeting on the CRC site.

**Approval of BOD Meeting Minutes from 3.17.16**

A motion was made by Director Plantz to approve meeting minutes from 3.17.16, which was seconded by Director Bynum. Without further discussion, the motion passed 5 – 0.

**Tour of Community Recreation Center Site, Under Construction.**

Board members, staff and guests proceeded over to the CRC construction site.

**ADJOURN**

A motion was made to adjourn the meeting at 1:50 p.m. by Director Bynum, which was seconded by Director Plantz. Without further discussion, the motion passed 5 – 0 and the meeting adjourned.

Next Meeting  
Thursday May 19, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401

**Thursday, May 19, 2016**

**Board Members**

Kylee Smith  
John Pope  
Barbara Bynum  
Jason Ullmann  
Mark Plantz  
Mike Brown  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Cindy Marino  
Justin Mashburn  
Wade Ploussard  
Tracie Rief  
Kevin Johnson

**Guests**

Bo Nerlin  
Laura Williams, Insync Design  
Leanna Johnson, Treefeather Creative  
Heather Zeilman, Marketing consultant  
Casey Corrigan, Marketing consultant

**Call to Order**

Board President, Director Pope called the May 19, 2016 Board of Directors meeting to order at 11:32 a.m. Roll was taken; all board members were present.

**Open Forum**

There was no business brought up in open forum.

**Community Rec Center Marketing Plan Presentation by InSync Designs**

Laura Williams, with Insync Design, presented to the BOD the marketing strategy for MRD to redirect the community conversation away from the perceived negatives, to highlight the incredible benefits and reasonable cost of the new CRC.

**Community Rec Center Marketing Plan Presentation by Leanna Johnson with Treefeather Creative, Heather Zeilman and Casey Corrigan with Clutch Media**

Leanna Johnson, Heather Zeilman and Casey Corrigan presented to the BOD their ideas for MRD marketing

**MRD Board Resolution 2016-6: Authorizing Alcohol Consumption at McNeil and Ute during Adult Programs**

Wade Ploussard, Adult Recreation Coordinator, explained the reasoning and area that MRD would like to allow alcohol. A motion was made by Director Bynum to pass Resolution 2016-6: Authorizing Alcohol Consumption at McNeil and Ute during Adult Programs. This was seconded by Director Plantz. Without further discussion, the motion passed 7 – 0

**Oaths of Office for Elected Board members Barbara Bynum, Jason Ullmann, John Pope and Amy Warthen, Term 2016-2020**

Bo Nerlin, MRD Attorney, conducted the oaths of office for these Directors and swore them in.

**Board Member Election of Officers: President, Vice-President and Secretary**

After a short discussion, Director Pope made a motion to appoint the officers to the Board as follows for the 2016-17 term: President, Barbara Bynum, Vice President, Jason Ullmann and Secretary Mark Plantz. This was seconded by Director Warthen. Without further discussion, the motion passed 7 – 0.

**Appointment to Committees**

After a short discussion of assignments, Director Smith moved to the Foundation Committee, Director Warthen moved to the Outreach committee, Directors Bynum and Ullman moved to the Executive Committee, Director Brown moved to the Administrative Committee. A motion was made by Director Ullmann to approve the committee assignments as stated above, which was seconded by Director Pope. Without further discussion, the motion passed 7 – 0.

### **Committee Updates**

Outreach: Director Smith was a lead organizer for the Girls on the Run, Black Canyon Assent

Executive Committee of Board: They reviewed the BOD Meeting agenda

Administrative: Did not meet

Foundation: The Tap Night was a huge success; they have met their Capital Campaign Goal for the Community Recreation Center! October is the Black Canyon Sprint Triathlon. They are looking for new board members for 1 and 2 year appointments.

Growth: Each week they have the OAC meetings, whereby they engage with Haydon Building Corp. and the Architect and Engineer Team and discuss the progress of the Community Recreation Center construction.

### **MRD April Finance Report**

Ken Sherbenou, Executive Director, reviewed the report, answering any questions the board had.

2:03 p.m. Director Ullman excused himself due to another commitment

### **Community Rec Center Marketing Team Decision**

After a short discussion pertaining the two presentations for marketing, a motion to authorize Ken to go into negotiations with Insync Design for a marketing by Director Pope. This was seconded by Director Warthen. Without further discussion the motion passed 6 – 0.

### **Executive Director Update**

#### **Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 6/23/16 at 11:30am**

#### **10. Marketing.**

- **Newsletter.** May's had 935 opens (26%) and 132 clicks. April's had 968 opens (27%) and 136 clicks. March's had 937 opens (26%) and 189 clicks. February's had 969 opens (26%) and 145 clicks. The most common clicks were on our activity guide (76), the work zone cam (32) and the CRC 3D tour (32).
- **Activity Guide.** This was completed by 4/12. It was mailed by May 2<sup>nd</sup>, with registration starting that same day. Here is the schedule of writing the board note: Fall 16-Barbara, due 6/29; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.
- **MDP monthly column.** Here is a proposed schedule: March (due March 31)-Justin; April (due Apr 28)-Amy; May (due May 19)-Liz; June (due June 16)-Mark; July (due July 21)-Barbara; August (due August 18)-Wade; September (due Sept 15)-Mike; October (due Oct. 20)-Cindy; Nov (due Nov. 17)-Ken; Dec (due Dec. 15)-Jason. Jan (due Jan. 19)-Kylee. From the MDP: Word limit 500 to 600 words. We will have a head shot for the column header of whoever is the signed author.

#### **11. Filling Vacancy on the MRD Board of Directors.** We have until 8.6 to appoint. Shall we ask for resumes and letters of interest and then interview at the 7.28 BOD meeting? Or, should we do special board meeting?



Any vacancy shall be filled by appointment by the remaining Directors. If the Board fails to fill the vacancy within 60 days, the Board of County Commissioners may make the appointment. The Director appointed to fill a vacancy shall serve until the next regular election, at which time the vacancy shall be filled by election for the remainder, if any, of the originally vacated term. [§32-1-905\(2\)\(a\), C.R.S.](#)

Discussions regarding the appointment of a person and his or her qualifications to fill a vacancy on the Board must take place in a public meeting, not in executive session. The appointment must occur by official action of the Board at a properly convened meeting and must be recorded in the minutes of the Board meeting. A notice of appointment shall be delivered to the person appointed, and the notice along with the mailing address of the person so appointed must be filed with the Division of Local Government. [§32-1-905\(3\), C.R.S.](#)

Typically, there is no legal requirement to post or publish notice of a vacancy prior to the District Board appointing someone to fill it. However, prior to conveying title to taxable property in the name of another or entering into a contract to purchase or sell taxable property for the purpose of qualifying such person as an eligible elector in order to fill a vacancy, notice of such

vacancy must be published and ten days must pass after the publication of such notice during which no otherwise qualified eligible elector files a letter of interest in filling such position with the Board. [§32-1-808\(2\)\(a\)\(I\), C.R.S.](#)

## 12. General Items for the Board

- **2017 Budget.** We plan to move up our 2017 budget process. I confirmed with the Director of County Finance and the County Assessor and both gave the green light that we can do this. We want to do this for several reasons. First, the board wants to follow through on our promise to lower property taxes if we're exceeding our projections in sales tax. Second, we would like to earn some good will from naysayers about the CRC, right about when we'll be pushing hard with the pre-opening pass sale. Third, other entities have needs (MCSO and the Library), and lowering our property tax collections could help them. Lastly, with substantial completion coming soon, we'll be very busy in Oct./Nov./Dec. getting ready to open, so it'd be good to have the budget behind us. : 1<sup>st</sup> draft due to Shani and me: 8/5. 1<sup>st</sup> draft due to board, emailed by 8/19. 2<sup>nd</sup> draft to me: 9/16. 2<sup>nd</sup> draft due to board, emailed by 9/23. Final draft to me: 9/30. Final draft due to board, emailed by 10/14. Considered by the BOD at the 10.20.16 meeting.

Here is the breakdown I mentioned at the May meeting: We budgeted 1,335,000 per year in sales tax collections in the 30 year budget. Per Shani's advice, we increased our 2016 budgeted amount to 1,445,000. In 2015, we brought in 1,504,131.

If we lowered our mill levy to 4.5 in 2017, we'd lose 188,000 in revenue. According to the 30 year budget, this would take us to +\$118,000 revenue – expense, \$2,962,000 all available cash balances (62% reserve of our annual expense; 4.8M projected annual expense). If we lowered our mill levy to 4 in 2017, we'd lose 377,000 in revenue. According to the 30 year budget, this would take us to -\$70,000 revenue – expense, \$2,773,000 all available cash balances (57% reserve of our annual expense; 4.8M projected annual expense). Per Mark's request, I'll also work to put more into capital savings so we can save for the refinance in 2024. I do believe we should put in a 4.5 mill in the first draft of our 2017 budget and see more accurately what it looks like.

**13. Staff and program updates from the 6.1 staff meeting.**

- Coz: Attending OAC meeting: working on keying of CRC, painting of CRC floor line painting, phase II design.
- Liz: Summer is here! Thanks to Miguel and Mike for getting everything ready. I was calmer than usual. Water safety fair tomorrow at 10am. Melissa has done awesome with swim lessons. Took her off the stand which has really helped her focus on lessons. Just started with first suspensions of the summer, which they are handling. Not expecting the melancholy of missing the Aquatic Center: this will be our last summer.
- Cindy: Gearing up for PB tournament this weekend. 90 people are registered; it'll be hot but this is better than wet. We are needing as many shade structures as possible. Lunch will be in APEX/OMNI. Miguel and team are doing a lot of shade structure set up and preparing the courts. Wade has helped out a lot in terms of league set up. We have a lot of swag.
- Melissa: Finished WSI class last night; 5 students who all passed. 2<sup>nd</sup> class this year. I made it through our first summer schedule, it is a bit stressful going from 1 page to 3 pages. Getting used to the busiest of the summer. We are busy and the pool is packed. Kelsey is doing the Jr. lifeguard class. Jr. lifeguard games happening at the end of the month.
- Mike, Anthony and Miguel: Finishing up the opening of the outdoor pool; working out kinks. Soccer is done, it flew by. Working on setting up for baseball/softball at McNeil. All hands on deck but they do feel behind. It is that time of year. Aquatic Center is going alright, but they are really pulled into the parks this time of year. Other than that, we keep going and going. Water line break at Ute was repaired. See long list of items below.
- Wade: Softball is going well. Gearing up for two tournaments this summer, extended the deadline. Giving coupons for Montrose teams. A GJ tournament at the same time; but not sure this has organized. Advertising on Facebook, which is working so far. Durango, GJ, Salida is being marketed to. No luck on banner advertising yet despite his best efforts. Zombie apocalypse training has a waitlist of 20; Justin said 'Wade is a marketing genius'. Vandalism at Ute happened. Wants to lock at nights. Cos, Wade and I will talk about this. Has an HR issue that he is dealing with. RecTrac is going well.
- Tracie: On vacation.
- Justin: Just finished up with soccer, baseball/softball started new week. We are doing really well on coaches; only missing coaches for 4 teams, which is good. 458 kids participating from Montrose plus teams from Ridgeway, Norwood.
- Kevin: Excited to work with marketing firm, this will really help. Working to update the website as much as possible. Organizing our presence at these events. Finished up soccer, gearing for baseball/softball.

**14. CRC process**

- **Updated Budget Summary**

<i>FH and CRC</i>						
<i>Cost (uses)</i>	<b>Original</b>		<b>Current</b>	<b>Actual</b>	<b>Balance to finish (not</b>	Notes
<i>Haydon enhanced plan CRC and FH</i>	25,132,883.00		24,568,397.00	11,388,260.00	13,180,137.00	\$25,602,697 is the Board Approved GMP (includes CMGC contingency) under contract with amendment #4. 24,830,383 was 100% updated estimate minus BVA cuts. This includes Haydon's CMGC fee 1.2M for earthwork.
<i>Haydon contingency</i>	0.00		1,034,300.0		1,034,300.0	See Haydon Contingency Log in ED update.
<i>Other development costs (see below)</i>	2,722,620.0		2,962,586.1	2,071,787.6	890,798.4	See other development cost budget detail below.

<i>Owners contingency</i>	966,701.0 0		340,460.9 7	310,399.8 7	30,061.1 0	Initially had a 1.1M contingency. After DD estimate was over budget, I reduced our contingency by 264,043 to balance the budget. After GMP, I reduced this by 466,163 to balance. If this is left at the end, we can save it to pay down principal or plug in selected ad alts. 75% of BRS projects don't have an owner's contingency since the CMGC is also carrying a contingency of 4%.
<i>Total project budget</i>	28,822,204.0		28,905,744.1	13,770,447.5	15,135,296.5	
<b><i>Revenue (sources)</i></b>			<b>Budget</b>	<b>Amount</b>	<b>Amount</b>	
<i>COP financing</i>	25,450,000.0		25,450,000.0	13,770,447.5	11,679,552.4	UMB project fund.
<i>Interest on repurchase</i>	0.00		82,895.1		82,895.1	\$71,081 projected interest to be earned. \$82,895 earned as of
<i>MRD reserves</i>	492,376.0		492,376.0		492,376.0	In CR fund. 40-000-3050
<i>MMHI contribution, pre paid rent for the first 41</i>	218,581.0		218,785.0		218,785.0	Paid to MRD in March 2015. In Capital Reserve Fund, 40-
<i>Capital campaign</i>	2,661,247.0		2,661,688.0		2,666,137.6	Don't ask makes up 1.9M of this 2.7M budget. 7.6% of every invoice reimbursed starting 6.4.15. Proceeds held in
<i>Total Revenue</i>	28,822,204.0		28,905,744.1	13,770,447.5	15,139,746.2	
<i>Over/Under Budget</i>	0.00		0.00			18

I'm focused on keeping our budget zero based. **Right now, our owners contingency is 95,053 over. I've put this amount in the FFE budget in hopes I can cover this overage there, which takes us 55,068 over for FFE.** Alternatively, we could potentially cover this overage by bringing in more interest revenue than we budgeted on the repurchase agreement. Finally, there is also still a chance Haydon will release contingency to us that is remaining, which may be used to zero out our budget and/or plug in additional add alterates labeled as potentials on the Owner Contingency Log. As shown below, with the expected hit with the increase in general conditions, we expect to have about \$230,000 in remaining contingency, some or much of which will still be needed to build as designed.

- FFE Budget Summary

	Initial Budget	Current Budget	Actual Budget
<b>Fitness</b>	<b>\$ 269,500</b>	<b>\$ 38,174</b>	<b>\$ 1,319</b>
<b>General FFE</b>	<b>\$ 414,735</b>	<b>\$ 394,676</b>	<b>\$ 4,045</b>
<b>Computer Budget</b>	<b>\$ 46,000</b>	<b>\$ 15,200</b>	<b>\$ -</b>

Furniture (under General FFE)                      \$75,127  
 \$  
 Total General    469,803

CRC Schedule Update

Over/Under Budget

\$ (55,068)

MONTROSE COMMUNITY REC CENTER - WEATHER UPDATE		443	164	0%	05-Jan-15 A	16-Dec-16
PROJECT SUMMARY		373	55	0%	10-Apr-15 A	16-Dec-16
MILESTONES		373	55	0%	10-Apr-15 A	16-Dec-16
A1010	100% CONSTRUCTION DOCUMENTS	1	0	100%	10-Apr-15 A	20-Apr-15 A
A1020	SUBCONTRACTOR BIDDING	15	0	100%	04-May-15 A	15-Jun-15 A
A1030	FINALIZE GMP	5	0	100%	04-May-15 A	04-Jun-15 A
A1040	N.T.P. / EXECUTE FULL CONTRACT	1	0	100%	04-Jun-15 A	08-Jun-15 A
A1050	SUBCONTRACTOR PROCUREMENT	10	0	100%	01-Jun-15 A	29-Jun-15 A
A1060	CONTRACTOR PRE-PUNCH & CLEAN	12	12	0%	03-Oct-16	18-Oct-16
A1070	OWNER / ARCH FINAL PUNCHLIST	10	10	0%	12-Oct-16	25-Oct-16
A1075	PROJECTED WEATHER IMPACTS	18	18	0%	26-Oct-16	18-Nov-16
A1085	SUBSTANTIAL COMPLETION	0	0	0%		18-Nov-16
A1090	OWNER MOVE IN / SET UP / FF&E	20	20	0%	21-Nov-16	16-Dec-16

- **Change order logs.** Here are the most current change order logs, which corresponds to the budget summary above.

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
1	Owner Request / ASI #7	Added Piles and Utility Stubs out of Rec Center building for North Swim Meet Entrance and Northeast Maintenance Building. Utilities to stub out of building, pricing excludes complete installation to new location due to budget constraints and will be installed in the future with another funding source. Total pile length for 8 added piles = 247 lf @ \$27.88/lf = \$6,881 (ROM \$5,850)	Colorado Piling Haynes Delmont Cookeys Mech EC Electric HBC OH&P	\$ 6,881 \$ 2,500 \$ 2,150 \$ 1,000 \$ 2,000 \$ 1,744	\$ 16,275	\$ 16,275	
2	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,600 \$ 3,704	\$ 34,569	\$ 34,569	
3	Field House - Work by Others	Delete the family restroom remodel.	Budget Reduction (HBC)	\$ (6,000)	\$ (6,000)	\$ (6,000)	
4	Electric Charging Stations	Added Electric Vehicle Charging stations, underground conduit, wire, connections and concrete bases.	EC Electric Misc Stations by MRD	\$ 5,234 \$ 600 \$ -	\$ 5,834.00 Estimate	\$ 5,834.00	
5	Lot Grading at Field House	Cost from Haynes to grade the 2 lots adjacent to the Field House. Option to add 6" of roadbase is \$15,000.	Haynes 6" Roadbase Option	\$ 3,000 \$ 15,000	\$ 3,000		\$ 3,000
6	ASI #25 - Fitzone Change	Move the fitness storage room to the custodial closet and move the custodial closet to the east side of the north stairwell. This change will result in additional wood flooring, redesign for the fire sprinkler risers, and miscellaneous electrical, plumbing, HVAC and steel changes.	Dynamic Fire (\$500) Zimkor (\$3,500) Sun Country (\$1,386) Comfort Air (\$2,000) Mays San Juan Delta Cabinets TP Acoustics EC Electric (\$5,000) Cookeys Mech (\$500)	\$ 2,715 \$ 1,217 \$ 1,386 \$ 6,796 \$ - \$ 1,217 \$ 5,150 \$ 6,695 \$ 8,922 \$ 1,604	\$ 35,702	\$ 35,702	
7	Maintenance Bldg	Estimated cost for enhanced maintenance building	Estimate	\$ 116,000	\$ 116,000		\$ 116,000
8	Restroom Bldg	Estimated cost for outside restrooms near competition pool	Estimate	\$ 96,000	\$ 96,000		\$ 96,000
9	Pool Noodles	Estimated cost to furnish and install pool noodles in the Natatorium	Estimate	\$ 62,000	\$ 62,000		\$ 62,000
10	Dump Bucket	Estimated cost to furnish and install the dump bucket add-on to the pool play feature.	Estimate	\$ 25,000	\$ 25,000		\$ 25,000
11	Frosting of Racquetball Courts Glass	Estimated cost to frost the glass at the Racquetball Courts			\$ -		\$ -

Item #6 changed. This is the final construction cost for the expanded area. All other were the same as the April Board Meeting update.

12	Proposal Request - Relocate Casias Shed	This line item has been voided. The Casias shed is being moved by Vogy's.	VOID	\$ -	\$ -		\$ -
13	Indoor Play	Additional indoor playground addons including a canoe, jeep and campfire. All costs are from Softplay	Canoe Jeep Campfire	\$ 9,385 \$ 13,071 \$ 4,145	\$ 26,601		\$ 26,601
14	Pegmatite Bands at Climbing Wall	Additional Climbing Wall features requested by MRDI. All costs are from Entre-Prises	Add Alts (over allowance) San Juan for heavier studs	\$ 1,454	\$ 1,454		\$ 1,454
15	Alternate Indoor Play Floor Surfacing	Added cost to switch flooring to: Orig Budget:10k * Padded Carpet with Field Scene (\$17,250.00)	Softplay	\$ 7,250	\$ 7,250	\$ 7,250	
16	Bottle Filler	Added cost to supply and install bottle filler at the Field House	Coolings HVAC EC Electric		\$ -		\$ -
17	Credit for ADA Lifts	This line item has been voided. In lieu of offering a credit, HBC is going to keep in TPC's subcontract and provide MRD with back-up invoices for compensation purposes.	VOID				
18	Added floor drain in Vending Area	Cost to add a floor sink in the Vending Area. This will be a drain sink only.	Cookeys	\$ 1,500	\$ 1,500	\$ 1,500	
19	Added climbing wall anchor points	Added to cost to provide two additional anchor points for the climbing wall.	Entre-Prises	\$ 2,700	\$ 2,700	\$ 2,700	
20	Casias Demo	Added cost to demo the Casias Residence.	Haynes	\$ 16,000	\$ 16,000		\$ 16,000
21					\$ -		\$ -

<b>APPROVED CHANGE ORDERS AMOUNT</b>	<b>\$ 443,885</b>	<b>\$ 97,830</b>	<b>\$ 346,055</b>
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The only change from April is item #12 and item #20. #12 was removed because this option was not pursued. #20 was added because we are pursuing this. #12 also combines with \$12,800, which is the cost to remove the asbestos. Eco Tech, the Asbestos abatement contractor, contracted directly with MRD.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
1	ASI #1	Added H Piles to Perimeter and Pool - Added embeds for new piles - modified pile cap plate design - increased depth of footings, redig & shoring required	Zimkor #2 & #3 J&K Trucking Mays The Pool Company		\$ 22,661.00 \$ 19,780.00 No Cost \$ 1,489.20	\$ 43,930.20	\$ 43,930.20
2	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates: Contracted to 25 foot depth, actual depth running from 30 to 35 feet.	Colorado Piling Yeh & Associates		\$ 152,882.00 \$ 19,270.00	\$ 172,152.00	\$ 172,152.00
3	Field Condition	Haynes Extras: Additional grading to create pad areas for crane placement and building access and dewatering pipe bedding.	Haynes		\$ 29,222.00	29,222	29,222
4	ASI #5	Mechanical Specification Changes - Dehumidification Units, additional test and balance requirements	Comfort Air		\$ 1,150.00	1,150	\$ 1,150.00
5	ASI #6	Additional structural clarifications & modifications resulting from coordination meetings and RFI's. Additional details added.	Mays Zimkor #6 San Juan Drywall & Insulation		\$ 14,718.00 \$ 162.00	\$ 14,880.00	\$ 14,880.00
6	Amendment #5	Increased the height of the climbing wall and roof structure above (see allowance). Other additions: (1) Added backflow preventer and vault.	Haynes - BFP + Vault		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
7	ASI #2	Irrigation pipe clarifications and additional turf pop up heads. Add electrical rough in for City required 2 way elevator communication system	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00	\$ 2,233.00
8	ASI #3	Various changes needed for building permit. Shaft wall and rated wall clarifications/additions - Clarifications/additions to mechanical duct, mainly at Chlorine/Acid rooms.	Comfort Air EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Mays		\$ 7,853.00 \$ 1,755.00 \$ 4,550.00	14,158	14,158
9	ASI #4	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added concrete reinforcing in select tilt wall panels.	Zimkor #4 San Juan Drywall & Insulation		\$ 7,485.00 \$ 781.00	\$ 8,266.00	\$ 8,266.00

There were no changes to this page since April.



HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
10	ASI #8	Fire Rating Changes to Chlorine Room #104 - add 3 hour ceiling spray on fire proofing.	American Fireproofing			\$ -	\$ -
11	ASI #9	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added details, revised trestle steel, elevated track detail.	Mays Zimkor #6		\$ 1,000.00 \$ 18,625.00	\$ 19,625.00 Estimate	\$ 19,625.00
12		Additional pile testing . Four additional tests required	Ground Engineering		\$ 3,688.00	\$ 3,688.00	\$ 3,688.00
13	ASI #10	Lighting Revisions	EC Electric		No Cost	\$ -	\$ -
14	Field Condition	Increased depth of Fire Line due to conflict with Pile Cap, relocated fireline per fire inspector's request and continued same HDPE water line pipe from service connection to flange inside building at stub location.	Haynes Cookles Mechanical		\$ 4,300.00 \$ (1,900.00)	\$ 2,400.00	\$ 2,400.00
15	Field Condition	Furnish weldable rebar for H-pile caps to Colorado Piling	HBC		\$ 1,492.00	\$ 1,492.00	\$ 1,492.00
16	ASI #11	Landscape at North Service Entry	Delmont Clark & Co		\$ (512.30)	\$ (512.30)	\$ (512.30)
17	ASI #12	Signage and Flooring Changes	In Design Signs		\$ 785.00	\$ 785.00	\$ 785.00
18	ASI #13	Hardware Change at Door 209	Colorado Doorways		\$ 117.51	\$ 117.51	\$ 117.51
19	ASI #14	Relocation of Transformer	Delmont Haynes		216 650	\$ 866.00	\$ 866.00
20	ASI #15	Aquatic Pool Lights and Pipes	The Pool Company		1,643	\$ 1,642.95	\$ 1,642.95

There were no changes to this page since March.



**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
21	Shop drawing review additions	Added Tilt panel embeds required for building structural shear connections	Zimkor #7		\$ 26,685.00	\$ 26,685.00	\$ 26,685.00
22	Shop drawing review additions	Sequence #1 tilt wall embed submittal comments and additions	Zimkor #8		4,327	\$ 4,327.00	\$ 4,327.00
23	ASI #16	Revised Natatorium details as a result of preconstruction meeting. Revised storefront elevations and openings. Structural changes to incorporate shop drawing and RFI reviews/responses.	Mays Montrose Glass San Juan Superior Roof Zimkor		Pricing 11,660 8,824 1,024	\$ 21,507.80	\$ 21,507.80
24	ASI #17	Revised electrical plans and details to incorporate RFI responses. Added receipts for bleachers, moved OH door controllers, added electrical for volleyball nets and divider curtains. Also revised building audio flow diagram.	EC Electric		10,035	\$ 10,035.00	\$ 10,035.00
25		Restaking charges for parking lot islands and building grid lines	Del-Mont - islands Del-mont - grid lines		4,959 3,930	\$ 8,889.00	\$ 8,889.00
26	ASI #18	Added receptacles and revised light fixtures on east wall of Competition Pool	EC Electric		Pricing	\$ -	\$ -
27	ASI #19	Revised court layout			No Cost Impact	\$ -	\$ -
28	RFI #116	Added french drain around surge tanks	J&K Trucking		2,800	\$ 2,800.00	\$ 2,800.00
29	ASI #20	Revised structural supports for Basketball and Volleyball Equipment to align with shop drawings and revised court layout issued in ASI #19			No Cost Impact	\$ -	\$ -

There were no changes since the April meeting.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
30	Panel Changes	Tilt Panel re-engineering charges resulting from structural and panel width changes. Overall coordination and modifications with structural engineer	Mays		15,167	\$ 15,167.00	\$ 15,167.00
31	Shop drawing review additions	Cost associated with added steel outriggers for deck support per review comments on Seq 4 Steel Shop Drawings.	Zimkor		1,683	\$ 1,683.00	\$ 1,683.00
32	Field Condition	Core drill gym slab to accommodate tilt panel embed installation.	Accurate Conc Cutting Accurate Conc Cutting		5,960 458	\$ 6,418.00	\$ 6,418.00
33	RFI #54	Cost associated with revising the pool wall at surge tanks to be two separate walls needed for sequencing and constructability.	Mays		18,750	\$ 18,750.00	\$ 18,750.00
34	RFI #139	Cost associated with added drain and vent for swimsuit spinner per Ballard response to RFI #139	Cookies Mechanical		1,428	\$ 1,428.30	\$ 1,428.30
35	ASI #21	Cost associated with changing species of pear tree from Autumn Blaze to Aristocrat.	Clark & Co		No Cost Impact	\$ -	\$ -
36	RFI #73	Per RFI #73 response all underground plumbing and pool piping is to be hung from the structural slab with stainless steel hangers at 4' on center.	The Pool Company Cookies Mechanical		9,770 61,668	\$ 71,438.00	\$ 71,438.00
37	ASI #22	Cost associated with rebar at common and divider wall in the liesure and competen pools (islands, stairs, ramps and benches).	The Pool Company		No Cost Impact	\$ -	\$ -
38	ASI #23	Added hose bibs to the locker rooms	Cookies Mechanical		3,600	\$ 3,600.00	\$ 3,600.00
39	RFI #74	Added cost to make sump pump manhole deeper per response to RFI #74.	J&K Trucking		4,480	\$ 4,480.00	\$ 4,480.00

There were no changes to this page since April.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
40	Added Waste Slab	Total waste slab needed = 34,867sf. Contact accounted for 23,000sf. Difference is 11,867sf. Mays (11,867*2.08=\$24,683)	J&K Trucking Mays		6,214 24,683	\$ 30,897.00	\$ 30,897.00
41	ASI #24	Added cost to raise the soffit above the entry vestibule. Increases framing members sizes, sheathing thickness, foam insulation and break metal quantities. Revises the storefront elevations.	Montrose Glass San Juan Drywall & Insulation Rough Carpentry		1,495 401	\$ 1,896.00	\$ 1,896.00
42	Drainage Mat under Stone	Drawings show an air gap between stone and waterproof barrier. An air gap cannot be achieved using natural stone veneer. A drainage mat will be necessary in lieu of the air gap to weep moisture from behind the stone veneer.	Heritage Masonry		No Cost Impact	\$ -	\$ -
43	RFI 127	Cost to increase the height of the roof curbs due to the thickness of roof insulation and the recommended 12" lap of roof membrane	Comfort Air		42,798	\$ 42,798.00	\$ 42,798.00
44	Trestle Framing Shop Drawing Review	Added beam on return shop drawing approval for the Trestle Framing	Zimkor		1,003	\$ 1,003.00	\$ 1,003.00
45	ASI #26	Deleted deck showers and associated area drains.	Cookeys		-2,821	\$ (2,821.00)	\$ (2,821.00)
46	ASI #27	Added and revised dimensions on plan sheets. Revised dimensions in section views. Revised deck equipment schedule from Wedge Anchors to Compression Anchors.	The Pool Company		No Cost Impact	\$ -	\$ -
47	RFI #188	Cost to provide a trench drain in the pool storage room in lieu of a floor drain.	Cookeys		1,091	\$ 1,091.00	\$ 1,091.00
48	ASI #28	EPO Switches in the Natatorium	EC Electric		896	\$ 896.00	\$ 896.00

There were no changes to this page since April.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
49	ASI #29	Climbing wall and accessory changes	ABS		2,805	\$ 2,805.00	\$ 2,805.00
50	BRS Request	Cost to provide three (3) additional wireless microphones in the Natatorium, Gym and Fitzone.	EC Electric		7,650	\$ 7,650.00	\$ 7,650.00
51	RFI 170	Added steel angle and plates required for Seismic Class D	Zimkor		26,106	\$ 26,106.00	\$ 26,106.00
52	ASI #30	Changes made to meeting rooms 106A and 106B. Added framing and HM Door, Frame and Hardware to revise casework to a standard closet	San Juan CO Doorways Delta Cabinets		1,201 1,827 -2,112	\$ 916.00	\$ 916.00

	CONTINGENCY
<b>CONT'R CONTINGENCY BUDGET</b>	1,034,300
<b>Contingency Usage</b>	653,540
<b>CONT'R CONTINGENCY BALANCE</b>	380,760

The contingency usage total stayed the same as the April meeting update.

Also of note, there is likely a \$150,000 reduction in contingency coming because of an increase in general conditions of Haydon being mobilized on site for 3 more months than initially expected. This would take us to \$230,760 in contingency remaining. The buy out schedule is currently \$66,000 below the GMP, which was \$53,000 two months ago. Cub with Haydon has inserted in expected costs for the duration of the project. So, assuming no unanticipated costs arise, this \$66,000 would be added to the contingency.

- Participation Increase Projected and Needed.** The CRC pro forma projects certain increases in passes and revenue that need to be achieved. Below shows our current number of passes and the projected:  
**2014 Aquatic Center:** 575 annual, 347 punch cards, and 12780 daily admissions  
**2017. Center:** 1850 annual, 715 punch cards, and 14450 daily admission  
**A central focus of the marketing firm will be to achieve this increase by year's end.**

- **Summer Public Tour of the CRC site, scheduled for Thursday July 14<sup>th</sup>.** We announced a public tour of the CRC under construction in our summer guide, which will be out the first Monday in March and the first Monday in May respectively. The specific date of 7/14 has about 50 people registered, with about 2 months to go until the tour. If needed, we'll add more sections to accommodate the demand.
- **Casias house.** The cost to remove asbestos containing drywall in basement prior to moving house will be \$5640.00. The cost to remove all drywall prior to demolition will be \$12,850.00. The first quote we received was \$30,000, so the \$12K quote saves a lot of money. The abatement began 5.16. We sold the shop for \$1,000 and it was moved. Haynes initially quoted \$24,000 to demo and they are now contracted to demo for \$16K.

#### **Additional Grants/Development**

- The MRF is strategizing with us to pursue other funders including LiveWell and the Anschutz Family Foundation for expanding scholarship to \$100 per family (to also include facility membership). A \$3000 request was submitted to Rotary for the Year of the Healthy Child to provide scholarship punch passes. This would be the first step in getting scholarships to cover facility membership. Rotary will be awarding \$2500.
- Lottery Proceeds. I'm involved in working with CPRA and GOCO to educate the public and legislators about the benefits of Lottery proceeds going towards Parks and Rec. infrastructure. This must be re-authorized by 2024.

#### **Maintenance Updates from Coz.**

Tuesday, June 21, 2016. MRD Maintenance Meeting with Miguel Lopez, Mike Shelton & Anthony Archuleta

1. Complete all PAR's for Full-time Maintenance Staff
2. Establish a "Moto for Customer Service", for our Maintenance Department
3. Please continue to close all entrance gates to parks facilities, at Holly Park, Ute Park, etc., following routine mowing and maintenance, to help deter vandalism
4. Wash down and clean the asphalt and cement surface and pedestrian areas, at the Ute Park and McNeil Fields Complex
5. MRD & Community Special Events Schedule:
  - a. Water Sports Park Func Fest – Saturday, July 30
6. Schedule a plumber to do the repairs and renovations, of the McNeil Office building, i.e., replacement of the old plumbing, toilet and water tank, water heater, etc.
7. Follow up with RVE, regarding the repairs at the Aquatic Center, i.e., water leak, V-Pans on the roof, along the south side of the building
8. Complete the preventive maintenance on the McNeil Playground equipment, i.e., tightening bolts, checking all pieces for safety
9. Install the remainder of the boulders, at the McNeil Fields and Ute Park Complex, where needed
10. Install a Cable Gate, between the McNeil Fields and the Ute Park Softball Complex, to help secure this area, to prevent anyone from driving onto the grass turf and doing some damage
11. Continue to monitor all the irrigation heads, at all the parks, to assure that they are working properly and getting sufficient coverage
12. Schedule the Mid-Summer fertilizer application, with John Malloy, of the City of Montrose
13. Decide on the need for the installation of a French Drain, along the Tri-State / McNeil Field fence line, to help mitigate the flooding issue and problem with erosion to the Soft Trail, along the east side of the McNeil Fields
  - a. Replace the Crusher Fines Material and repair the damage done to the Soft Trail
14. Continue to water the fruit trees at the CRC Site, at least, twice per month
15. Brush Hog and weed eat the CRC Site, south of the canal, to help keep the grass short
16. Reattach the Wind Screens on the Aquatic Center Tennis Courts, along the West side, and drop the wind screens, along the North side
17. Wash down and clean the Aquatic Center and Montrose High School Tennis Courts

18. Check all the Tennis Court Nets, to assure that they are in good condition and at the proper height
19. Remove and Spray the weeds, on the Holly Park Tennis Court surface
20. Complete the installation of Parking Blocks at the McNeil Pond and the Aquatic Center, and paint all the parking blocks yellow
21. Wash down the front entryway and cement patio, to the Aquatic Center
22. Clean out the Gutters, at the Aquatic Center, at least once per year, as part of your routine maintenance, to help prevent the gutter on the north side of the building (near the Apex and Omni Rooms) from spilling over
23. Wash and clean out all the Trash Receptacles, around the MRD Facilities, at the Aquatic Center, Tennis Courts, Softball Fields, etc.
24. Ventilate the two Sound System in the Apex and Omni Room, by drilling holes on the top and bottom of the cabinet doors
25. Continue to set up the tables and chairs, at the Aquatic Center Lobby and Patio, each day at 11:00 am, for the free lunch program
26. Continue to do ALL the Daily Morning Chemical, Temperature and Mechanical Checks, on the Indoor and Outdoor Pools
  - a. Backwash as needed, Monday & Friday for the Therapy Pool and Friday for the Main Pool
  - b. Please change out the water and clean the Hot Tub, weekly
  - c. Vacuum the Therapy Pool and Outdoor Pool, each morning
  - d. Check and refill the pool water levels, to the desirable water level, daily
  - e. Keep the Pool Storage Room, properly stocked with maintenance cleaning supplies
  - f. Please acquire and replace the Master Key, for the NEW Locker Room Patrons' Padlocks
27. Repair the Shower in the Men's Locker Room
28. Build a Life Vest Rack, out of PVC, to hang the Life Jackets, a.s.a.p.
29. Complete the Youth Baseball / Softball Preparation
  - a. Install the portable Outfield Fences, as outlined on Justin's Field Layout
  - b. Install ALL Base Anchors, Pitcher and Home Plates, etc., at all fields
  - c. Install Player Benches, at all Youth Baseball and Softball Fields
  - d. Go through each building and facility, at McNeil, Fields, Holly Park and Ute Park, thoroughly, checking all lights are working (inside & outside the building), toilets, faucets, drinking fountains, and hand dryers are ALL working properly
  - e. Paint over any graffiti on restroom walls, or on the floors, at the McNeil Fields and Ute Park buildings

#### **Approval of BOD Meeting Minutes from 4.28.16**

A motion was made by Director Pope to approve Meeting minutes from 4.28.16, which was seconded by Director Plantz. Without further discussion, the motion passed 6 – 0.

#### **Tour of Community Recreation Center Site, Under Construction**

#### **ADJOURN**

A motion was made to adjourn the meeting at 1:30 p.m. by Director Brown, which was seconded by Director Pope. Without further discussion, the motion passed 6 – 0 and the meeting adjourned.

Next Meeting  
Thursday June 23, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday June 23, 2016**

**Board Members**

Kylee Smith  
Amy Warthen  
Barbara Bynum  
Jason Ullmann  
Mark Plantz  
Mike Brown

**Staff Members**

Ken Sherbenou  
Cosme Sisneros  
Liz Gracesun  
Melissa Lords  
Tracie Rief  
Kevin Johnson  
Deb Leverett

**Guest**

Bo Nerlin  
Tyler Dahl  
Laura Williams

**Call to Order**

Board President, Director Bynum, called the June 23, 2016 Board of Directors meeting to order at 11:31 a.m. Roll was taken and all board members were present.

**Open Forum**

Tracie Rief, Customer Service Specialist, introduced the new Lead Customer Service Representative, Deb Leverett. Director Bynum introduced Tyler Dahl, who has shown interest in becoming a board member. Director Bynum complemented Justin on his article that appeared in the Montrose Daily Press.

Director Smith arrived at 11:34 a.m.

**Cos Sisneros 41<sup>st</sup> Anniversary on June 15**

Ken Sherbenou, Executive Director, expressed appreciation to Cos Sisneros, Recreation and Operations Manager, on behalf of Board, Staff and community for the 41 years of dedicated service to MRD.

**CRC Aquatic Schedule Research and Presentation**

Liz Gracesun, Aquatics Activities Coordinator, presented to the Board the work she and Melissa Lords, Aquatics Leader, have been working on for the scheduling of space of the two pools at the new CRC. In the presentation, Liz had to work with many different interest groups trying to be fair in their pool usage times. This will be a working document of trial and error for a time after we open. The Board expressed appreciation to her and affirmed her role in determining the schedule. The Board also asked Liz to pursue focus groups with each user group to complement the other research she has already completed.

Director Ullmann arrived at 11:49 a.m.

### **Discussion of Appointing to Fill the Vacancy on the MRD Board of Directors (BOD)**

A short discussion about the vacancy on the BOD took place. Director John Pope resigned recently, having served from 2011 to 2016. Applications are being taken. The deadline for applications was set for July 13<sup>th</sup>. A special BOD meeting was scheduled on July 20, 2016 at 7:30 a.m. to interview applicants. The vacancy needs to be filled by August 6<sup>th</sup>, 2016.

### **Scheduling of MRD Board of Director's Retreat, Fall 2016**

Directors discussed about having a retreat this fall. The Board decided to hold a Board Training by Bo Nerlin and Ken on September 12<sup>th</sup>, 5:30 to 8:30. An additional training was scheduled with John Barnholt with Barker-Rinker-Seacat on October 21, 5:30 to 8:30 to discuss facility usage and the pricing pyramid.

### **Annual Pass Membership Forms: Corporate Partner and Annual Pass**

Bo and Ken reviewed our current contract for membership.

### **Committee Updates**

Outreach: Amy, Mark, Wade, Tracie, Kevin, and Melissa (and Ken as special guest): The committee has had 3 meetings with Laura Williams, Insync Design

Executive Committee of Board: Barbara, Jason, and Ken: They reviewed the BOD Meeting agenda and discussed board training

Administrative: Mike, Cos, and Lorie: Meeting in August to begin work on Operations/Personnel Manual

Foundation: Kylee, Amy, Ken, and Cindy: The beer garden went ok at Music in the Park. They are meeting every other month the 3<sup>rd</sup> Wednesday and looking for new members

Growth: Jason, Barbara, Ken, Liz, and Justin: Each week they have the OAC meetings, discussing what is currently on happening with construction.

### **MRD May Finance Report**

Ken reviewed his report and answered any questions the board had. The report is as follows:

### **Executive Director Update**

**Executive Director Update for Board of Directors  
(Items not already on the BOD agenda)  
Thursday 6/23/16 at 11:30am**

#### **15. Marketing.**



- **Newsletter.** May's had 935 opens (26%) and 132 clicks. April's had 968 opens (27%) and 136 clicks. March's had 937 opens (26%) and 189 clicks. February's had 969 opens (26%) and 145 clicks. The most common clicks were on our activity guide (76), the work zone cam (32) and the CRC 3D tour (32).
- **Activity Guide.** This was completed by 4/12. It was mailed by May 2<sup>nd</sup>, with registration starting that same day. Here is the schedule of writing the board note: Fall 16-Barbara, due 6/29; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.
- **MDP monthly column.** Here is a proposed schedule: March (due March 31)-Justin; April (due Apr 28)-Amy; May (due May 19)-Liz; June (due June 16)-Mark; July (due July 21)-Barbara; August (due August 18)-Wade; September (due Sept 15)-Mike; October (due Oct. 20)-Cindy; Nov (due Nov. 17)-Ken; Dec (due Dec. 15)-Jason. Jan (due Jan. 19)-Kylee. From the MDP: Word limit 500 to 600 words. We will have a head shot for the column header of whoever is the signed author.

16. **Filling Vacancy on the MRD Board of Directors.** We have until 8.6 to appoint. Shall we ask for resumes and letters of interest and then interview at the 7.28 BOD meeting? Or, should we do special board meeting?

Any vacancy shall be filled by appointment by the remaining Directors. If the Board fails to fill the vacancy within 60 days, the Board of County Commissioners may make the appointment. The Director appointed to fill a vacancy shall serve until the next regular election, at which time the vacancy shall be filled by election for the remainder, if any, of the originally vacated term. [§32-1-905\(2\)\(a\), C.R.S.](#)

Discussions regarding the appointment of a person and his or her qualifications to fill a vacancy on the Board must take place in a public meeting, not in executive session. The appointment must occur by official action of the Board at a properly convened meeting and must be recorded in the minutes of the Board meeting. A notice of appointment shall be delivered to the person appointed, and the notice along with the mailing address of the person so appointed must be filed with the Division of Local Government. [§32-1-905\(3\), C.R.S.](#)

Typically, there is no legal requirement to post or publish notice of a vacancy prior to the District Board appointing someone to fill it. However, prior to conveying title to taxable property in the name of another or entering into a contract to purchase or sell taxable property for the purpose of qualifying such person as an eligible elector in order to fill a vacancy, notice of such

vacancy must be published and ten days must pass after the publication of such notice during which no otherwise qualified eligible elector files a letter of interest in filling such position with the Board. [§32-1-808\(2\)\(a\)\(I\), C.R.S.](#)

17. **General Items for the Board**

- **2017 Budget.** We plan to move up our 2017 budget process. I confirmed with the Director of County Finance and the County Assessor and both gave the green light that we can do this. We want to do this for several reasons. First, the board wants to follow through on our promise to lower property taxes if we're exceeding our projections in sales tax. Second, we would like to earn some good will from naysayers about the CRC, right about when we'll be pushing hard with the pre-opening pass sale. Third, other entities

have needs (MCSD and the Library), and lowering our property tax collections could help them. Lastly, with substantial completion coming soon, we'll be very busy in Oct./Nov./Dec. getting ready to open, so it'd be good to have the budget behind us. : 1<sup>st</sup> draft due to Shani and me: 8/5. 1<sup>st</sup> draft due to board, emailed by 8/19. 2<sup>nd</sup> draft to me: 9/16. 2<sup>nd</sup> draft due to board, emailed by 9/23. Final draft to me: 9/30. Final draft due to board, emailed by 10/14. Considered by the BOD at the 10.20.16 meeting.

Here is the breakdown I mentioned at the May meeting: We budgeted 1,335,000 per year in sales tax collections in the 30 year budget. Per Shani's advice, we increased our 2016 budgeted amount to 1,445,000. In 2015, we brought in 1,504,131.

If we lowered our mill levy to 4.5 in 2017, we'd lose 188,000 in revenue. According to the 30 year budget, this would take us to +\$118,000 revenue – expense, \$2,962,000 all available cash balances (62% reserve of our annual expense; 4.8M projected annual expense). If we lowered our mill levy to 4 in 2017, we'd lose 377,000 in revenue. According to the 30 year budget, this would take us to -\$70,000 revenue – expense, \$2,773,000 all available cash balances (57% reserve of our annual expense; 4.8M projected annual expense). Per Mark's request, I'll also work to put more into capital savings so we can save for the refinance in 2024. I do believe we should put in a 4.5 mill in the first draft of our 2017 budget and see more accurately what it looks like.

**18. Staff and program updates from the 6.1 staff meeting.**

- Coz: Attending OAC meeting: working on keying of CRC, painting of CRC floor line painting, phase II design.
- Liz: Summer is here! Thanks to Miguel and Mike for getting everything ready. I was calmer than usual. Water safety fair tomorrow at 10am. Melissa has done awesome with swim lessons. Took her off the stand which has really helped her focus on lessons. Just started with first suspensions of the summer, which they are handling. Not expecting the melancholy of missing the Aquatic Center: this will be our last summer.
- Cindy: Gearing up for PB tournament this weekend. 90 people are registered; it'll be hot but this is better than wet. We need as many shade structures as possible. Lunch will be in APEX/OMNI. Miguel and team are doing a lot of shade structure set up and preparing the courts. Wade has helped out a lot in terms of league set up. We have a lot of swag.
- Melissa: Finished WSI class last night; 5 students who all passed. 2<sup>nd</sup> class this year. I made it through our first summer schedule; it is a bit stressful going from 1 page to 3 pages. Getting used to the busiest of the summer. We are busy and the pool is packed. Kelsey is doing the Jr. Lifeguard class. Jr. Lifeguard games happening at the end of the month.
- Mike, Anthony and Miguel: Finishing up the opening of the outdoor pool; working out kinks. Soccer is done, it flew by. Working on setting up for baseball/softball at McNeil. All hands on deck but they do feel behind. It is that time of year. Aquatic Center is going alright, but they are really pulled into the parks this time of year. Other than that, we keep going and going. Water line break at Ute was repaired. See long list of items below.
- Wade: Softball is going well. Gearing up for two tournaments this summer, extended the deadline. Giving coupons for Montrose teams. A GJ tournament at the same time; but not sure this has organized. Advertising on Facebook, which is working so far? Durango, GJ, Salida is being marketed to. No luck on banner advertising yet despite his best efforts. Zombie Apocalypse training has a waitlist of 20; Justin said 'Wade is a marketing genius'. Vandalism at Ute happened. Wants to lock at nights. Cos, Wade and I will talk about this. Has an HR issue that he is dealing with. RecTrac is going well.
- Tracie: On vacation.

- Justin: Just finished up with soccer, baseball/softball started new week. We are doing really well on coaches; only missing coaches for 4 teams, which is good. 458 kids participating from Montrose plus teams from Ridgeway, Norwood.
- Kevin: Excited to work with marketing firm, this will really help. Working to update the website as much as possible. Organizing our presence at these events. Finished up soccer, gearing for baseball/softball.

## 19. CRC process

### • Updated Budget Summary

FH and CRC						
Cost (uses)	Original Budget as of 2.2.2015		Current Budget	Actual Expended	Balance to finish (not including appropriations- see notes)	Notes
Haydon enhanced plan CRC and FH	25,132,883.00		24,568,397.00	11,388,260.00	13,180,137.00	\$25,602,697 is the Board Approved GMP (includes CMGC contingency) under contract with amendment #4. 24,830,383 was 100% updated estimate minus BVA cuts. This includes Haydons CMGC fee, 1.2M for earthwork (amendment 1), 221,292 for solar hot water, 161,561 for media filter, amendments 2 and 3 and add alternates 2, 3, 9 and alternate B. As of 8.18.15, \$142,778 is the balance in the account as securities in lieu of retention.
Haydon contingency	0.00		1,034,300.00		1,034,300.00	See Haydon Contingency Log in ED update. <b>Current total appropriated is 653,540.</b>
Other development costs (see below)	2,722,620.00		2,962,586.17	2,071,787.68	890,798.49	See other development cost budget detail below.
Owners contingency	966,701.00		340,460.97	310,399.87	30,061.10	Initially had a 1.1M contingency. After DD estimate was over budget, I reduced our contingency by 264,043 to balance the budget. After GMP, I reduced this by 466,163 to balance. If this is left at the end, we can save it to pay down principal or plug in selected ad alts. 75% of BRS projects don't have an owner's contingency since the CMGC is also carrying a contingency of 4%. Costs already appropriated: 309,399.87 for Casias, 1000 for appraisal, 16,275 for base infrastructure for add alternates, 34,569 for added piles, -6000 for FH family locker savings, 4,314 for EV charging stations, 35,702 for revised fit zone, 7,250 for better playground floor, 4,154 for climbing wall improvements and 28,850 for demo Casias. <b>Current total appropriated is 435,514. 95,053 over.</b> Potential costs where contingency would be needed: 116K for enhanced maint building, 96K for outdoor bathrooms next to lap pool for outdoor facilities, 62K for pool noodles, 27K for additional playground components 25K for dump bucket leisure pool playground. Total of 299K. Future amenities: 16 person outdoor hot tub (216K) fitness mezzanine (140K), 2nd runout slide (300K), Total of 656K.
Total project budget	28,822,204.00		28,905,744.14	13,770,447.55	15,135,296.59	
Revenue (sources)						
			Budget	Amount Expended	Amount Remaining	
COP financing	25,450,000.00		25,450,000.00	13,770,447.55	11,679,552.45	UMB project fund.
Interest on repurchase	0.00		82,895.14		82,895.14	\$71,081 projected interest to be earned. \$82,895 earned as of 5.3.16
MRD reserves	492,376.00		492,376.00		492,376.00	In CR fund, 40-000-3050
MMHI contribution, pre paid rent for the first 41	218,581.00		218,785.00		218,785.00	Paid to MRD in March 2015. In Capital Reserve Fund, 40-310-4050. The 5 months of 2016 will be added onto the end of their lease per MMH decision.
Capital campaign	2,661,247.00		2,661,688.00		2,666,137.61	Dola ask makes up 1.9M of this 2.7 M budget. 7.6% of every invoice reimbursed starting 6.4.15. Proceeds held in CR fund, 40-000-3050
Total Revenue	28,822,204.00		28,905,744.14	13,770,447.55	15,139,746.20	
Over/Under Budget	0.00		0.00			

I'm focused on keeping our budget zero based. **Right now, our owners contingency is 95,053 over. I've put this amount in the FFE budget in hopes I can cover this overage there, which takes us 55,068 over for FFE.** Alternatively, we could potentially cover this overage by bringing in more interest revenue than we budgeted on the repurchase agreement. Finally, there is also still a chance Haydon will release contingency to us that is remaining, which may be used to zero out our budget and/or plug in additional add alterates labeled as potentials on the Owner Contingency Log. As shown below, with the expected hit with the increase in general conditions, we expect to have about \$230,000 in remaining contingency, some or much of which will still be needed to build as designed.

- FFE Budget Summary

	Initial Budget	Current Budget	Actual Budget
Fitness	\$ 269,500	\$ 38,174	\$ 1,319
General FFE	\$ 414,735	\$ 394,676	\$ 4,045
Computer Budget	\$ 46,000	\$ 15,200	\$ -
Furniture (under General FFE)		\$ 75,127	
Total General		\$ 469,803	
Over/Under Budget		\$ (55,068)	

CRC Schedule Update

MONTROSE COMMUNITY REC CENTER - WEATHER UPDATE		443	164	Complete	0%	06-Jan-15 A	16-Dec-16
PROJECT SUMMARY		373	55		0%	10-Apr-15 A	16-Dec-16
MILESTONES		373	55		0%	10-Apr-15 A	16-Dec-16
A1010	100% CONSTRUCTION DOCUMENTS	1	0	100%		10-Apr-15 A	20-Apr-15 A
A1020	SUBCONTRACTOR BIDDING	15	0	100%		04-May-15 A	15-Jun-15 A
A1030	FINALIZE GMP	5	0	100%		04-May-15 A	04-Jun-15 A
A1040	N.T.P. / EXECUTE FULL CONTRACT	1	0	100%		04-Jun-15 A	08-Jun-15 A
A1050	SUBCONTRACTOR PROCUREMENT	10	0	100%		01-Jun-15 A	29-Jun-15 A
A1060	CONTRACTOR PRE-PUNCH & CLEAN	12	12	0%		03-Oct-16	18-Oct-16
A1070	OWNER / ARCH FINAL PUNCHLIST	10	10	0%		12-Oct-16	25-Oct-16
A1075	PROJECTED WEATHER IMPACTS	18	18	0%		26-Oct-16	18-Nov-16
A1085	SUBSTANTIAL COMPLETION	0	0	0%			18-Nov-16
A1090	OWNER MOVE IN / SET UP / FF&E	20	20	0%		21-Nov-16	16-Dec-16

- **Change order logs.** Here are the most current change order logs, which corresponds to the budget summary above.

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
1	Owner Request / ASI #7	Added Piles and Utility Stubs out of Rec Center building for North Swim Meet Entrance and Northeast Maintenance Building. Utilities to stub out of building, pricing excludes complete installation to new location due to budget constraints and will be installed in the future with another funding source. Total pile length for 8 added piles = 247 lf @ \$27.88/lf = \$6,881 (ROM \$5,850)	Colorado Piling Haynes Delmont Cookeys Mech EC Electric HBC OH&P	\$ 6,881 \$ 2,500 \$ 2,150 \$ 1,000 \$ 2,000 \$ 1,744	\$ 16,275	\$ 16,275	
2	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,600 \$ 3,704	\$ 34,569	\$ 34,569	
3	Field House - Work by Others	Delete the family restroom remodel.	Budget Reduction (HBC)	\$ (6,000)	\$ (6,000)	\$ (6,000)	
4	Electric Charging Stations	Added Electric Vehicle Charging stations, underground conduit, wire, connections and concrete bases.	EC Electric Misc Stations by MRD	\$ 5,234 \$ 600 \$ -	\$ 5,834.00 Estimate	\$ 5,834.00	
5	Lot Grading at Field House	Cost from Haynes to grade the 2 lots adjacent to the Field House. Option to add 6" of roadbase is \$15,000.	Haynes 6" Roadbase Option	\$ 3,000 \$ 15,000	\$ 3,000		\$ 3,000
6	ASI #25 - Fitzone Change	Move the fitness storage room to the custodial closet and move the custodial closet to the east side of the north stairwell. This change will result in additional wood flooring, redesign for the fire sprinkler risers, and miscellaneous electrical, plumbing, HVAC and steel changes.	Dynamic Fire (\$500) Zimkor (\$3,500) Sun Country (\$1,386) Comfort Air (\$2,000) Mays San Juan Delta Cabinets TP Acoustics EC Electric (\$5,000) Cookeys Mech (\$500)	\$ 2,715 \$ 1,217 \$ 1,386 \$ 6,796 \$ - \$ 1,217 \$ 5,150 \$ 6,695 \$ 8,922 \$ 1,604	\$ 35,702	\$ 35,702	
7	Maintenance Bldg	Estimated cost for enhanced maintenance building	Estimate	\$ 116,000	\$ 116,000		\$ 116,000
8	Restroom Bldg	Estimated cost for outside restrooms near competition pool	Estimate	\$ 96,000	\$ 96,000		\$ 96,000
9	Pool Noodles	Estimated cost to furnish and install pool noodles in the Natatorium	Estimate	\$ 62,000	\$ 62,000		\$ 62,000
10	Dump Bucket	Estimated cost to furnish and install the dump bucket add-on to the pool play feature.	Estimate	\$ 25,000	\$ 25,000		\$ 25,000
11	Frosting of Racquetball Courts Glass	Estimated cost to frost the glass at the Racquetball Courts			\$ -		\$ -

Item #6 changed. This is the final construction cost for the expanded area. All other were the same as the April Board Meeting update.

12	Proposal Request - Relocate Casias Shed	This line item has been voided. The Casias shed is being moved by Vogy's.	VOID	\$ -	\$ -		\$ -
13	Indoor Play	Additional indoor playground addons including a canoe, jeep and campfire. All costs are from Softplay	Canoe Jeep Campfire	\$ 9,385 \$ 13,071 \$ 4,145	\$ 26,601		\$ 26,601
14	Pegmatite Bands at Climbing Wall	Additional Climbing Wall features requested by MRDI. All costs are from Entre-Prises	Add Alts (over allowance) San Juan for heavier studs	\$ 1,454	\$ 1,454		\$ 1,454
15	Alternate Indoor Play Floor Surfacing	Added cost to switch flooring to: Orig Budget:10k * Padded Carpet with Field Scene (\$17,250.00)	Softplay	\$ 7,250	\$ 7,250	\$ 7,250	
16	Bottle Filler	Added cost to supply and install bottle filler at the Field House	Coolings HVAC EC Electric		\$ -		\$ -
17	Credit for ADA Lifts	This line item has been voided. In lieu of offering a credit, HBC is going to keep in TPC's subcontract and provide MRD with back-up invoices for compensation purposes.	VOID				
18	Added floor drain in Vending Area	Cost to add a floor sink in the Vending Area. This will be a drain sink only.	Cookeys	\$ 1,500	\$ 1,500	\$ 1,500	
19	Added climbing wall anchor points	Added to cost to provide two additional anchor points for the climbing wall.	Entre-Prises	\$ 2,700	\$ 2,700	\$ 2,700	
20	Casias Demo	Added cost to demo the Casias Residence.	Haynes	\$ 16,000	\$ 16,000		\$ 16,000
21					\$ -		\$ -

<b>APPROVED CHANGE ORDERS AMOUNT</b>	<b>\$ 443,885</b>	<b>\$ 97,830</b>	<b>\$ 346,055</b>
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The only change from April is item #12 and item #20. #12 was removed because this option was not pursued. #20 was added because we are pursuing this. #12 also combines with \$12,800, which is the cost to remove the asbestos. Eco Tech, the Asbestos abatement contractor, contracted directly with MRD.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
1	ASI #1	Added H Piles to Perimeter and Pool - Added embeds for new piles - modified pile cap plate design - increased depth of footings, redig & shoring required	Zimkor #2 & #3 J&K Trucking Mays The Pool Company		\$ 22,661.00 \$ 19,780.00 No Cost \$ 1,489.20	\$ 43,930.20	\$ 43,930.20
2	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates: Contracted to 25 foot depth, actual depth running from 30 to 35 feet.	Colorado Piling Yeh & Associates		\$ 152,882.00 \$ 19,270.00	\$ 172,152.00	\$ 172,152.00
3	Field Condition	Haynes Extras: Additional grading to create pad areas for crane placement and building access and dewatering pipe bedding.	Haynes		\$ 29,222.00	29,222	29,222
4	ASI #5	Mechanical Specification Changes - Dehumidification Units, additional test and balance requirements	Comfort Air		\$ 1,150.00	1,150	\$ 1,150.00
5	ASI #6	Additional structural clarifications & modifications resulting from coordination meetings and RFI's. Additional details added.	Mays Zimkor #6 San Juan Drywall & Insulation		\$ 14,718.00 \$ 162.00	\$ 14,880.00	\$ 14,880.00
6	Amendment #5	Increased the height of the climbing wall and roof structure above (see allowance). Other additions: (1) Added backflow preventer and vault.	Haynes - BFP + Vault		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
7	ASI #2	Irrigation pipe clarifications and additional turf pop up heads. Add electrical rough in for City required 2 way elevator communication system	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00	\$ 2,233.00
8	ASI #3	Various changes needed for building permit. Shaft wall and rated wall clarifications/additions - Clarifications/additions to mechanical duct, mainly at Chlorine/Acid rooms.	Comfort Air EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Mays		\$ 7,853.00 \$ 1,755.00 \$ 4,550.00	14,158	14,158
9	ASI #4	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added concrete reinforcing in select tilt wall panels.	Zimkor #4 San Juan Drywall & Insulation		\$ 7,485.00 \$ 781.00	\$ 8,266.00	\$ 8,266.00

There were no changes to this page since April.



HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
10	ASI #8	Fire Rating Changes to Chlorine Room #104 - add 3 hour ceiling spray on fire proofing.	American Fireproofing			\$ -	\$ -
11	ASI #9	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added details, revised trestle steel, elevated track detail.	Mays Zimkor #6		\$ 1,000.00 \$ 18,625.00	\$ 19,625.00 Estimate	\$ 19,625.00
12		Additional pile testing . Four additional tests required	Ground Engineering		\$ 3,688.00	\$ 3,688.00	\$ 3,688.00
13	ASI #10	Lighting Revisions	EC Electric		No Cost	\$ -	\$ -
14	Field Condition	Increased depth of Fire Line due to conflict with Pile Cap, relocated fireline per fire inspector's request and continued same HDPE water line pipe from service connection to flange inside building at stub location.	Haynes Cookles Mechanical		\$ 4,300.00 \$ (1,900.00)	\$ 2,400.00	\$ 2,400.00
15	Field Condition	Furnish weldable rebar for H-pile caps to Colorado Piling	HBC		\$ 1,492.00	\$ 1,492.00	\$ 1,492.00
16	ASI #11	Landscape at North Service Entry	Delmont Clark & Co		\$ (512.30)	\$ (512.30)	\$ (512.30)
17	ASI #12	Signage and Flooring Changes	In Design Signs		\$ 785.00	\$ 785.00	\$ 785.00
18	ASI #13	Hardware Change at Door 209	Colorado Doorways		\$ 117.51	\$ 117.51	\$ 117.51
19	ASI #14	Relocation of Transformer	Delmont Haynes		216 650	\$ 866.00	\$ 866.00
20	ASI #15	Aquatic Pool Lights and Pipes	The Pool Company		1,643	\$ 1,642.95	\$ 1,642.95

There were no changes to this page since March.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
21	Shop drawing review additions	Added Tilt panel embeds required for building structural shear connections	Zimkor #7		\$ 26,685.00	\$ 26,685.00	\$ 26,685.00
22	Shop drawing review additions	Sequence #1 tilt wall embed submittal comments and additions	Zimkor #8		4,327	\$ 4,327.00	\$ 4,327.00
23	ASI #16	Revised Natatorim details as a result of preconstruction meeting. Revised storefront elevations and openings. Structural changes to incorporate shop drawing and RFI reviews/responses.	Mays Montrose Glass San Juan Superior Roof Zimkor		Pricing 11,660 8,824 1,024	\$ 21,507.80	\$ 21,507.80
24	ASI #17	Revised electrical plans and details to incorporate RFI responses. Added receipts for bleachers, moved OH door controllers, added electrical for volleyball nets and divider curtains. Also revised building audio flow diagram.	EC Electric		10,035	\$ 10,035.00	\$ 10,035.00
25		Restaking charges for parking lot islands and building grid lines	Del-Mont - islands Del-mont - grid lines		4,959 3,930	\$ 8,889.00	\$ 8,889.00
26	ASI #18	Added receptacles and revised light fixtures on east wall of Competition Pool	EC Electric		Pricing	\$ -	\$ -
27	ASI #19	Revised court layout			No Cost Impact	\$ -	\$ -
28	RFI #116	Added french drain around surge tanks	J&K Trucking		2,800	\$ 2,800.00	\$ 2,800.00
29	ASI #20	Revised structural supports for Basketball and Volleyball Equipment to align with shop drawings and revised court layout issued in ASI #19			No Cost Impact	\$ -	\$ -

There were no changes since the April meeting.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
30	Panel Changes	Tilt Panel re-engineering charges resulting from structural and panel width changes. Overall coordination and modifications with structural engineer	Mays		15,167	\$ 15,167.00	\$ 15,167.00
31	Shop drawing review additions	Cost associated with added steel outriggers for deck support per review comments on Seq 4 Steel Shop Drawings.	Zimkor		1,683	\$ 1,683.00	\$ 1,683.00
32	Field Condition	Core drill gym slab to accommodate tilt panel embed installation.	Accurate Conc Cutting Accurate Conc Cutting		5,960 458	\$ 6,418.00	\$ 6,418.00
33	RFI #54	Cost associated with revising the pool wall at surge tanks to be two separate walls needed for sequencing and constructability.	Mays		18,750	\$ 18,750.00	\$ 18,750.00
34	RFI #139	Cost associated with added drain and vent for swimsuit spinner per Ballard response to RFI #139	Cookies Mechanical		1,428	\$ 1,428.30	\$ 1,428.30
35	ASI #21	Cost associated with changing species of pear tree from Autumn Blaze to Aristocrat.	Clark & Co		No Cost Impact	\$ -	\$ -
36	RFI #73	Per RFI #73 response all underground plumbing and pool piping is to be hung from the structural slab with stainless steel hangers at 4' on center.	The Pool Company Cookies Mechanical		9,770 61,668	\$ 71,438.00	\$ 71,438.00
37	ASI #22	Cost associated with rebar at common and divider wall in the liesure and compenion pools (islands, stairs, ramps and benches).	The Pool Company		No Cost Impact	\$ -	\$ -
38	ASI #23	Added hose bibs to the locker rooms	Cookies Mechanical		3,600	\$ 3,600.00	\$ 3,600.00
39	RFI #74	Added cost to make sump pump manhole deeper per response to RFI #74.	J&K Trucking		4,480	\$ 4,480.00	\$ 4,480.00

There were no changes to this page since April.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
40	Added Waste Slab	Total waste slab needed = 34,867sf. Contact accounted for 23,000sf. Difference is 11,867sf. Mays (11,867*2.08=\$24,683)	J&K Trucking Mays		6,214 24,683	\$ 30,897.00	\$ 30,897.00
41	ASI #24	Added cost to raise the soffit above the entry vestibule. Increases framing members sizes, sheathing thickness, foam insulation and break metal quantities. Revises the storefront elevations.	Montrose Glass San Juan Drywall & Insulation Rough Carpentry		1,495 401	\$ 1,896.00	\$ 1,896.00
42	Drainage Mat under Stone	Drawings show an air gap between stone and waterproof barrier. An air gap cannot be achieved using natural stone veneer. A drainage mat will be necessary in lieu of the air gap to weep moisture from behind the stone veneer.	Heritage Masonry		No Cost Impact	\$ -	\$ -
43	RFI 127	Cost to increase the height of the roof curbs due to the thickness of roof insulation and the recommended 12" lap of roof membrane	Comfort Air		42,798	\$ 42,798.00	\$ 42,798.00
44	Trestle Framing Shop Drawing Review	Added beam on return shop drawing approval for the Trestle Framing	Zimkor		1,003	\$ 1,003.00	\$ 1,003.00
45	ASI #26	Deleted deck showers and associated area drains.	Cookeys		-2,821	\$ (2,821.00)	\$ (2,821.00)
46	ASI #27	Added and revised dimensions on plan sheets. Revised dimensions in section views. Revised deck equipment schedule from Wedge Anchors to Compression Anchors.	The Pool Company		No Cost Impact	\$ -	\$ -
47	RFI #188	Cost to provide a trench drain in the pool storage room in lieu of a floor drain.	Cookeys		1,091	\$ 1,091.00	\$ 1,091.00
48	ASI #28	EPO Switches in the Natatorium	EC Electric		896	\$ 896.00	\$ 896.00

There were no changes to this page since April.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
49	ASI #29	Climbing wall and accessory changes	ABS		2,805	\$ 2,805.00	\$ 2,805.00
50	BRS Request	Cost to provide three (3) additional wireless microphones in the Natatorium, Gym and Fitzone.	EC Electric		7,650	\$ 7,650.00	\$ 7,650.00
51	RFI 170	Added steel angle and plates required for Seismic Class D	Zimkor		26,106	\$ 26,106.00	\$ 26,106.00
52	ASI #30	Changes made to meeting rooms 106A and 106B. Added framing and HM Door, Frame and Hardware to revise casework to a standard closet	San Juan CO Doorways Delta Cabinets		1,201 1,827 -2,112	\$ 916.00	\$ 916.00

	CONTINGENCY
<b>CONT'R CONTINGENCY BUDGET</b>	1,034,300
<b>Contingency Usage</b>	653,540
<b>CONT'R CONTINGENCY BALANCE</b>	380,760

The contingency usage total stayed the same as the April meeting update.

Also of note, there is likely a \$150,000 reduction in contingency coming because of an increase in general conditions of Haydon being mobilized on site for 3 more months than initially expected. This would take us to \$230,760 in contingency remaining. The buy out schedule is currently \$66,000 below the GMP, which was \$53,000 two months ago. Cub with Haydon has inserted in expected costs for the duration of the project. So, assuming no unanticipated costs arise, this \$66,000 would be added to the contingency.

- **Participation Increase Projected and Needed.** The CRC pro forma projects certain increases in passes and revenue that need to be achieved. Below shows our current number of passes and the projected:  
**2014 Aquatic Center:** 575 annual, 347 punch cards, and 12780 daily admissions  
**2018. Center:** 1850 annual, 715 punch cards, and 14450 daily admission  
**A central focus of the marketing firm will be to achieve this increase by year's end.**

- **Summer Public Tour of the CRC site, scheduled for Thursday July 14<sup>th</sup>.** We announced a public tour of the CRC under construction in our summer guide, which will be out the first Monday in March and the first Monday in May respectively. The specific date of 7/14 has about 50 people registered, with about 2 months to go until the tour. If needed, we'll add more sections to accommodate the demand.
- **Casias house.** The cost to remove asbestos containing drywall in basement prior to moving house will be \$5640.00. The cost to remove all drywall prior to demolition will be \$12,850.00. The first quote we received was \$30,000, so the \$12K quote saves a lot of money. The abatement began 5.16. We sold the shop for \$1,000 and it was moved. Haynes initially quoted \$24,000 to demo and they are now contracted to demo for \$16K.

### **Additional Grants/Development**

- The MRF is strategizing with us to pursue other funders including LiveWell and the Anschutz Family Foundation for expanding scholarship to \$100 per family (to also include facility membership). A \$3000 request was submitted to Rotary for the Year of the Healthy Child to provide scholarship punch passes. This would be the first step in getting scholarships to cover facility membership. Rotary will be awarding \$2500.
- Lottery Proceeds. I'm involved in working with CPRA and GOCO to educate the public and legislators about the benefits of Lottery proceeds going towards Parks and Rec. infrastructure. This must be re-authorized by 2024.

### **Maintenance Updates from Coz.**

Tuesday, June 21, 2016. MRD Maintenance Meeting with Miguel Lopez, Mike Shelton & Anthony Archuleta

30. Complete all PAR's for Full-time Maintenance Staff
31. Establish a "Moto for Customer Service", for our Maintenance Department
32. Please continue to close all entrance gates to parks facilities, at Holly Park, Ute Park, etc., following routine mowing and maintenance, to help deter vandalism
33. Wash down and clean the asphalt and cement surface and pedestrian areas, at the Ute Park and McNeil Fields Complex
34. MRD & Community Special Events Schedule:
  - b. Water Sports Park Func Fest – Saturday, July 30
35. Schedule a plumber to do the repairs and renovations, of the McNeil Office building, i.e., replacement of the old plumbing, toilet and water tank, water heater, etc.
36. Follow up with RVE, regarding the repairs at the Aquatic Center, i.e., water leak, V-Pans on the roof, along the south side of the building
37. Complete the preventive maintenance on the McNeil Playground equipment, i.e., tightening bolts, checking all pieces for safety
38. Install the remainder of the boulders, at the McNeil Fields and Ute Park Complex, where needed
39. Install a Cable Gate, between the McNeil Fields and the Ute Park Softball Complex, to help secure this area, to prevent anyone from driving onto the grass turf and doing some damage
40. Continue to monitor all the irrigation heads, at all the parks, to assure that they are working properly and getting sufficient coverage
41. Schedule the Mid-Summer fertilizer application, with John Malloy, of the City of Montrose
42. Decide on the need for the installation of a French Drain, along the Tri-State / McNeil Field fence line, to help mitigate the flooding issue and problem with erosion to the Soft Trail, along the east side of the McNeil Fields
  - b. Replace the Crusher Fines Material and repair the damage done to the Soft Trail
43. Continue to water the fruit trees at the CRC Site, at least, twice per month
44. Brush Hog and weed eat the CRC Site, south of the canal, to help keep the grass short

45. Reattach the Wind Screens on the Aquatic Center Tennis Courts, along the West side, and drop the wind screens, along the North side
46. Wash down and clean the Aquatic Center and Montrose High School Tennis Courts
47. Check all the Tennis Court Nets, to assure that they are in good condition and at the proper height
48. Remove and Spray the weeds, on the Holly Park Tennis Court surface
49. Complete the installation of Parking Blocks at the McNeil Pond and the Aquatic Center, and paint all the parking blocks yellow
50. Wash down the front entryway and cement patio, to the Aquatic Center
51. Clean out the Gutters, at the Aquatic Center, at least once per year, as part of your routine maintenance, to help prevent the gutter on the north side of the building (near the Apex and Omni Rooms) from spilling over
52. Wash and clean out all the Trash Receptacles, around the MRD Facilities, at the Aquatic Center, Tennis Courts, Softball Fields, etc.
53. Ventilate the two Sound System in the Apex and Omni Room, by drilling holes on the top and bottom of the cabinet doors
54. Continue to set up the tables and chairs, at the Aquatic Center Lobby and Patio, each day at 11:00 am, for the free lunch program
55. Continue to do ALL the Daily Morning Chemical, Temperature and Mechanical Checks, on the Indoor and Outdoor Pools
  - g. Backwash as needed, Monday & Friday for the Therapy Pool and Friday for the Main Pool
  - h. Please change out the water and clean the Hot Tub, weekly
  - i. Vacuum the Therapy Pool and Outdoor Pool, each morning
  - j. Check and refill the pool water levels, to the desirable water level, daily
  - k. Keep the Pool Storage Room, properly stocked with maintenance cleaning supplies
  - l. Please acquire and replace the Master Key, for the NEW Locker Room Patrons' Padlocks
56. Repair the Shower in the Men's Locker Room
57. Build a Life Vest Rack, out of PVC, to hang the Life Jackets, a.s.a.p.
58. Complete the Youth Baseball / Softball Preparation
  - f. Install the portable Outfield Fences, as outlined on Justin's Field Layout
  - g. Install ALL Base Anchors, Pitcher and Home Plates, etc., at all fields
  - h. Install Player Benches, at all Youth Baseball and Softball Fields
  - i. Go through each building and facility, at McNeil, Fields, Holly Park and Ute Park, thoroughly, checking all lights are working (inside & outside the building), toilets, faucets, drinking fountains, and hand dryers are ALL working properly
  - j. Paint over any graffiti on restroom walls, or on the floors, at the McNeil Fields and Ute Park buildings

### **Approval of BOD Meeting Minutes from 5.19.16**

A motion was made by Director Plantz to approve Meeting minutes from 5.19.16, which was seconded by Director Warthen. Without further discussion, the motion passed 6 – 0.

### **Request for Executive Session**

Director Ullmann made a motion Under C.R.S. Section 24-6-402 (4)(f), executive session to discuss personnel matter related to the annual review for Ken Sherbenou, Executive Director, which was seconded by Director Plantz. Without further discussion, the motion passed 6 -0.

Return to regular session. The Board did not deviate from the stated purposes of the Executive Session.

**Evaluation of Executive Director Ken Sherbenou**

The Board voted 6-0 to approve an Exceptional rating for Ken Sherbenou, Executive Director.

**Tour of Community Recreation Center (CRC) Site, Under Construction**

The Board and Staff proceeded to the CRC site and completed a tour.

**Adjourn**

Director Bynum adjourned the meeting at 1:30pm

**Next Meeting**  
**Thursday July 28, 2016 11:30 a.m.**  
**MEDC Board Room**  
**1601 Oxbow Drive, Suite 360B**  
**Montrose Colorado 81401**



**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, July 28, 2016**

**Board Members**

Kylee Smith  
Martin Lutz  
Barbara Bynum  
Jason Ullmann-Excused  
Mark Plantz  
Mike Brown  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Cindy Marino  
Liz Gracesun  
Melissa Lords  
Coz Sisneros  
Penny Peterson  
Tracie Rief

**Guests**

Bo Nerlin  
John Pope

**Call to Order**

Board President, Director Bynum called the July 28, 2016 Board of Directors meeting to order at 11:30 a.m. Roll call was taken. All Directors were present except Director Ullmann, who was excused.

**Open Forum**

Tracie introduced Penny Peterson. Penny has worked part time for MRD since 2008. Director Bynum introduced Martin Lutz. Martin will be sworn into office today.

**Oath of Office**

MRD Attorney Bo Nerlin administered the Oath of Office to newly appointed Board Member Martin Lutz, who was appointed to the MRD Board at the 7.20.16 meeting.

**MRD Board Resolution 2016-7: Approving the Alpine Bank ACH Origination/Third Party Sender Service Agreement**

Director Bynum presented 2016-7 Resolution. After discussion, a motion was made by Director Plantz to approve MRD Board Resolution 2016-7: Approving the Alpine Bank ACH Origination/Third Party Sender Service Agreement. This was seconded by Director Warthen. Without further discussion, the motion passed 6 – 0

**MRD Board Resolution 2016-8: Accepting the Nine Rules of Civility**

Director Bynum and Executive Director Ken Sherbenou presented information about the Nine Rules of Civility. Director Warthen moved to approve the MRD Board Resolution 2016-8, The Speak Your Peace, Nine Rules of Civility. This was seconded by Director Lutz. Without further discussion, the motion passed 6 – 0.

**Updated Annual Pass membership Forms: Corporate Pass and Annual Pass**

Ken reviewed the Annual pass membership agreements. Discussion ensued to amend the agreements such as ACH payment and revising the family pass to include up to 4 adults living in same household. Director Plantz moved to approve the agreements with the additions and changes described, which was seconded by Director Warthen. Without further discussion, the motion passed 6 – 0

### Rescheduling of the October Regular Board of Directors meeting

Director Bynum moved to approve the rescheduling of the October 20<sup>th</sup> BOD Meeting to October 27<sup>th</sup> at 11:30am, which was seconded by Director Plantz. Without further discussion the motion passed 6 - 0.

### Committee Updates and Assignments: Appointments

Outreach: Board: Amy, Mark. Staff: Wade, Tracie, Kevin, Melissa: We have had meetings with Laura Williams, Insync Design to continue our Marketing plan. We will participate at Func Fest and we had a booth at the County fair that was a success.

Exec. Committee of Board: Board: Barbara, Jason. Staff: Ken, met to prepare the agenda for this month's board meeting.

Administrative: Board: Mike, Martin? Staff: Coz, Lorie, they did not meet.

Foundation: Board: Kylee, Amy. Staff: Ken, Cindy: they will meeting Sept 21<sup>st</sup>, they are looking for some new members and scholarship funding. They will be working with the Firefighters on the Black Canyon Sprint Triathlon, Oct 1<sup>st</sup> is the Triathlon.

Growth: Board: Jason, Barbara. Staff: Ken, Liz, Justin. They attend the weekly OAC meetings with Haydon and Barker, Rinker Seacat.

### MRD June Finance Report

Ken reviewed the enclosed finance documents and answered questions.

### Executive Director Update



### Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 7/28/16 at 11:30am

#### 20. Marketing.

- **Newsletter.** July's had 934 opens (26%) and 144 clicks. June's had 939 opens (26%) and 144 clicks. May's had 935 opens (26%) and 132 clicks. April's had 968 opens (27%) and 136 clicks. March's had 937 opens (26%) and 189 clicks. February's had 969 opens (26%) and 145 clicks. The most common clicks were on our activity guide (76), the work zone cam (32) and the CRC 3D tour (32).
- **Activity Guide.** This was completed by 7/12. It will be mailed by August 1st with registration starting that same day. Here is the schedule of writing the board note: Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.
- **MDP monthly column.** Here is the schedule: July (due July 7)-Mark; July (due July 21)-Barbara; August (due August 18)-Wade; September (due Sept 15)-Mike; October (due Oct. 20)-Cindy; Nov (due Nov. 17)-Ken; Dec (due Dec. 15)-Jason. Jan (due Jan. 19)-Kylee. From the MDP: Word limit 500 to 600 words. We will have a head shot for the column header of whoever is the signed author.

#### 21. General Items for the Board

- **2017 Budget.** 1<sup>st</sup> draft due to Shani and me: 8/5. 1<sup>st</sup> draft due to board, emailed by 8/19. 2<sup>nd</sup> draft to me: 9/16. 2<sup>nd</sup> draft due to board, emailed by 9/23. Final draft to me: 9/30. Final draft due to board, emailed by 10/7. Considered by the BOD at the October meeting.
- **Board Retreat.** Bo and I met to plan the retreat we're running in September. John Barnholt gave a quote on the October Facilitation, which I forwarded to the Exec. Committee.

**22. Staff and program updates from the 7.13 staff meeting.**

- Coz: Organizing kids bump/jump, dunk tank and basketball shoot) for FUNC festival on July 30<sup>th</sup> (we will staff with lifeguards), hired a new facility leader, Mark Mayasich, who starts 8/1 (he didn't work out, so we hired Dana Johnson). Summer Adventures started on Monday; we currently have 52 kids. It is going really well. Tyler goal is the have summer adventures expanded to a full day. Currently, it is a ½ day.
- Liz: User group meetings have been scheduled as requested. Sun safe training happened last week; there was good attendance. There is a lot of excitement with the CRC coming online. So, we are all busier. 'I want to thank Mike Shelton for building the lifeguard box;. The MDP wrote three articles on the Marlins meet; it is kinda sad this is our last summer. I'm doing a lot of the work getting Silver Sneakers, getting out instructors certified. Aqua Fitness classes are huge, 30-35. Will be starting Water Salsa soon. Silas was like a little kid in a candy store seeing the CRC construction last week. Big group of 120 coming today because of the outdoor pool; they are bypassing Delta. I'm optimistic about the outdoor pool continuing to be a big draw even when the CRC is open. I think the calmness of the outdoor pool will be a great alternative to the CRC, and serve families wanting a calmer swimming experience.
- Cindy: Had 93 people in our pickleball tournament. 'Wade has become my new Craig'. Wade is my hero for the tournament; he helped a lot with organizing for the tournament. The volunteers were amazing. We continue to get great coverage from the daily press, almost daily. Our biggest day of the summer happened recently: August and September tends to be the largest for pickleball. Largest hike ever tomorrow, 23 people going on lost lake hikes. She has a new male Fitzone instructor coming online. We have 5 instructors being certified for Silver Sneakers.
- Melissa: Half way point with summer swim lessons. Getting leave dates from guards who will be leaving. CPR class tomorrow. Lifeguard class in August. Helping Lorie with inputting names and numbers. She has been cross trained with payroll. Lifeguard games went well; we got first place in the lifeguard games. Staff were awesome and did an amazing job. Dustin and Kelsey were the top guards. We got a new backboard, which was about \$500, so we made money on this effort. Kelsey's Jr. Lifeguard Class is going really well; she is a good mentor.
- Mike, Anthony and Miguel: Maintenance was a huge support in the tournament. Softball, baseball, and YAD (all going and getting set up). Cleaning some of our storage spaces. Trees at CRC are looking good. The AC is the same thing: we are working hard to keep things going. Trying to catch up on monthly checklist at AC. Summer application of fertilizer starting tomorrow, as well as CPR training. Mike and Anthony are keeping up with scrubs. Playground certification will happen this Fall in Golden. Cerise has never looked better; the blades are looking good. Anthony puts a lot of emphasis on detail as does Mike and Miguel. Parks are looking really, really good. Audio system was fixed.
- Wade: Had a successful softball tournament, which had to move to Delta to finish because of rain. Miguel and Anthony were a huge help with also moving games to Delta. It is a team effort. Softball is going fast and furious; baby sitter training is going right now. Archery class started, we started another training. Zombie Apocalypse Training is going well. We had a large wait list but we don't have enough man power to staff. We have a 15 game softball season, so we are cutting fall softball and replacing it with kickball. There is an all-star game happening: August 1 Delta vs. Montrose.
- Tracie: On vacation.

- Justin: Organizing the Western Slope CPRA. 6 more night of baseball/softball; it has been a good season. Hiking club is going. Centrally involved with organizing YAD. Gearing up for Fall. Toured CMU Maverick Center.
- Kevin: On a hike.
- Lorie: Working on the new employee onboarding electronically with Workbright. Melissa will be doing payroll for this next go around. Will be giving financials to staff to use in creating their 2017 budget.

23. **CRC process**

- **Updated Budget Summary**

<i>FH and CRC</i>					
<b>Cost (uses)</b>	<b>Original Budget as of 2.2.2015</b>		<b>Current Budget</b>	<b>Actual Expended</b>	<b>Balance to finish (not including appropriations-see r</b>
<i>Haydon enhanced plan CRC and FH</i>	25,132,883.00		24,568,397	14,137,958	10,430,439.00
<i>Haydon contingency</i>	0.00		1,034,300.00		1,034,300.00
<i>Other development costs (see below)</i>	2,722,620.00		2,877,705.18	2,111,998	765,706.69

<i>Owners contingency</i>	966,701.00	Incorporated Change Order Expense	459,110.37	325,439.37	133,671.00
<i>Total project budget</i>	28,822,204.00		28,939,512	16,575,395	12,364,116.69
<i>Revenue (sources)</i>			Current Budget	Amount Expended	Amount Remaining
<i>COP financing</i>	25,450,000.00		25,451,390	16,575,395	8,875,994.14
<i>Interest on repurchase</i>	0.00		90,111		90,111.47
<i>MRD reserves</i>	492,376.00		492,376		492,376.00
<i>MMHI contribution, pre paid rent for the first 41 months</i>	218,581.00		218,785		218,785.00

<i>Capital campaign</i>	2,661,247.00		2,686,851		2,686,851.61
<i>Total Revenue</i>	28,822,204.00		28,939,514	16,575,395	12,364,118.22
<i>Over/Under Budget</i>	0.00		1.53		

I'm focused on keeping our budget zero based. **Right now, \$2 under by reducing the FFE budget. We still have everything we need.** Haydon will likely not be releasing any contingency given the upcoming hit to General Conditions (220K). Reducing the FFE budget is our last chance to keep the CRC zero based.

- FFE Budget Summary

FF&E Item	#	Cost/Per	Total Budget	Actual Cost	
Fitness		\$ 269,500	\$ 238,250	\$ 1,319	
General FFE		\$ 414,735	\$ 356,452	\$ 4,045	
Computer Budget		\$ 46,000	\$ 44,152	\$ -	
Total FFE Current Budget		\$ 730,235	\$ 638,854		
Total FFE Over/Under			-91,381		

- CRC Schedule Update

<b>MONTROSE COMMUNITY REC CENTER - WEATHER UPDATE</b>		439	130	0%	05-Jan-15 A	19-Dec-16
<b>PROJECT SUMMARY</b>		369	55	0%	10-Apr-15 A	19-Dec-16
<b>MILESTONES</b>		369	55	0%	10-Apr-15 A	19-Dec-16
A1010	100% CONSTRUCTION DOCUMENTS	1	0	100%	10-Apr-15 A	20-Apr-15 A
A1020	SUBCONTRACTOR BIDDING	15	0	100%	04-May-15 A	15-Jun-15 A
A1030	FINALIZE GMP	5	0	100%	04-May-15 A	04-Jun-15 A
A1040	N.T.P. / EXECUTE FULL CONTRACT	1	0	100%	04-Jun-15 A	08-Jun-15 A
A1050	SUBCONTRACTOR PROCUREMENT	10	0	100%	01-Jun-15 A	29-Jun-15 A
A1060	CONTRACTOR PRE-PUNCH & CLEAN	12	12	0%	30-Sep-16	17-Oct-16
A1070	OWNER / ARCH FINAL PUNCHLIST	10	10	0%	11-Oct-16	24-Oct-16
A1075	PROJECTED WEATHER IMPACTS	18	18	0%	25-Oct-16	17-Nov-16
A1085	SUBSTANTIAL COMPLETION	0	0	0%		17-Nov-16
A1090	OWNER MOVE IN / SET UP / FF&E	20	20	0%	18-Nov-16	19-Dec-16

- **Change order logs.** Here are the most current change order logs, which corresponds to the budget summary above.

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
1	Owner Request / ASL #7	Added Piles and Utility Stubs out of Rec Center building for North Swim Meet Entrance and Northeast Maintenance Building. Utilities to stub out of building, pricing excludes complete installation to new location due to budget constraints and will be installed in the future with another funding source. Total pile length for 8 added piles = 247 lf @ \$27.88/lf = \$6,881 (ROM \$5,850)	Colorado Piling Haynes Delmont Cookeys Mech EC Electric HBC OH&P	\$ 6,881 \$ 2,500 \$ 2,150 \$ 1,000 \$ 2,000 \$ 1,744	\$ 16,275	\$ 16,275	
2	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,600 \$ 3,704	\$ 34,569	\$ 34,569	
3	Field House - Work by Others	Delete the family restroom remodel.	Budget Reduction (HBC)	\$ (6,000)	\$ (6,000)	\$ (6,000)	
4	Electric Charging Stations	Added Electric Vehicle Charging stations, underground conduit, wire, connections and concrete bases.	EC Electric Misc Stations by MRD	\$ 5,234 \$ 600 \$ -	\$ 5,834.00 Estimate	\$ 5,834.00	
5	Lot Grading at Field House	Cost from Haynes to grade the 2 lots adjacent to the Field House. Option to add 6" of roadbase is \$15,000.	Haynes 6" Roadbase Option	\$ 3,000 \$ 15,000	\$ 3,000		\$ 3,000
6	ASL #25 - Fitzone Change	Move the fitness storage room to the custodial closet and move the custodial closet to the east side of the north stairwell. This change will result in additional wood flooring, redesign for the fire sprinkler risers, and miscellaneous electrical, plumbing, HVAC and steel changes.	Dynamic Fire (\$500) Zimkor (\$3,500) Sun Country (\$1,386) Comfort Air (\$2,000) Mays San Juan Delta Cabinets TP Acoustics EC Electric (\$5,000) Cookeys Mech (\$500)	\$ 2,715 \$ 1,217 \$ 1,386 \$ 6,796 \$ - \$ 1,217 \$ 5,150 \$ 6,695 \$ 8,922 \$ 1,604	\$ 35,702	\$ 35,702	
7	Maintenance Bldg	Estimated cost for enhanced maintenance building	Estimate	\$ 116,000	\$ 116,000		\$ 116,000
8	Restroom Bldg	Estimated cost for outside restrooms near competition pool	Estimate	\$ 96,000	\$ 96,000		\$ 96,000
9	Pool Noodles	Estimated cost to furnish and install pool noodles in the Natatorium	Estimate	\$ 62,000	\$ 62,000		\$ 62,000
10	Dump Bucket	Estimated cost to furnish and install the dump bucket add-on to the pool play feature.	Estimate	\$ 25,000	\$ 25,000		\$ 25,000
11	Frosting of Racquetball Courts Glass	Estimated cost to frost the glass at the Racquetball Courts			\$ -		\$ -

All are the same as the June Board Meeting update.



12	Proposal Request - Relocate Casias Shed	This line item has been voided. The Casias shed is being moved by Vogy's.	VOID	\$ -	\$ -		\$ -
13	Indoor Play	Additional indoor playground additions including a canoe, jeep and campfire. All costs are from Softplay	Canoe Jeep Campfire	\$ 9,335 \$ 13,071 \$ 4,145	\$ 26,601		\$ 26,601
14	Pegmatite Bands at Climbing Wall	Additional Climbing Wall features requested by MRDL. All costs are from Entre-Prises	Add Alts (over allowance) San Juan for heavier studs	\$ 1,454	\$ 1,454	\$ 1,454	
15	Alternate Indoor Play Floor Surfacing	Added cost to switch flooring to: Orig Budget:10k * Padded Carpet with Field Scene (\$17,250.00)	Softplay	\$ 7,250	\$ 7,250	\$ 7,250	
16	Bottle Filler	Added cost to supply and install bottle filler at the Field House	Coolings HVAC EC Electric		\$ -		\$ -
17	Credit for ADA Lifts	This line item has been voided. In lieu of offering a credit, HBC is going to keep in TFC's subcontract and provide MRD with back-up invoices for compensation purposes.	VOID				
18	Added floor drain in Vending Area	Cost to add a floor sink in the Vending Area. This will be a drain sink only.	Cookeys	\$ 1,500	\$ 1,500	\$ 1,500	
19	Added climbing wall anchor points	Added to cost to provide two additional anchor points for the climbing wall.	Entre-Prises	\$ 2,700	\$ 2,700	\$ 2,700	
20	Casias Demo	Added cost to demo the Casias Residence	Haynes	\$ 16,000	\$ 16,000	\$ 16,000	\$ -
21	Judge Stands	Added cost to incorporate judge stands to the volleyball equipment	ABS	\$ 5,400	\$ 5,400		\$ 5,400
22	Added Piles for Future Slide	Cost to drive piles needed for future slide that will become inaccessible when slide Included in current GMP is installed.	Colorado Piling	\$ 3,500	\$ 3,500	\$ 3,500	\$ -
22					\$ -		\$ -

<b>APPROVED CHANGE ORDERS AMOUNT</b>	<b>\$ 452,785</b>	<b>\$ 118,784</b>	<b>\$ 334,001</b>
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All are the same as the June Board Meeting update except #21, which was incorporated. There will be a savings of \$1545 in the FFE budget. So, the net change would be \$3855.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
1	ASI #1	Added H Piles to Perimeter and Pool - Added embeds for new piles - modified pile cap plate design - increased depth of footings, redig & shoring required	Zimkor #2 & #3 J&K Trucking Mays The Pool Company		\$ 22,661.00 \$ 19,780.00 No Cost \$ 1,489.20	\$ 43,930.20	\$ 43,930.20
2	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates: Contracted to 25 foot depth, actual depth running from 30 to 35 feet.	Colorado Piling Yeh & Associates		\$ 152,882.00 \$ 19,270.00	\$ 172,152.00	\$ 172,152.00
3	Field Condition	Haynes Extras: Additional grading to create pad areas for crane placement and building access and dewatering pipe bedding.	Haynes		\$ 29,222.00	29,222	29,222
4	ASI #5	Mechanical Specification Changes - Dehumidification Units, additional test and balance requirements	Comfort Air		\$ 1,150.00	1,150	\$ 1,150.00
5	ASI #6	Additional structural clarifications & modifications resulting from coordination meetings and RFI's. Additional details added.	Mays Zimkor #6 San Juan Drywall & Insulation		\$ 14,718.00 \$ 162.00	\$ 14,880.00	\$ 14,880.00
6	Amendment #5	Increased the height of the climbing wall and roof structure above (see allowance). Other additions: (1) Added backflow preventer and vault.	Haynes - BFP + Vault		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
7	ASI #2	Irrigation pipe clarifications and additional turf pop up heads. Add electrical rough in for City required 2 way elevator communication system	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00	\$ 2,233.00
8	ASI #3	Various changes needed for building permit. Shaft wall and rated wall clarifications/additions - Clarifications/additions to mechanical duct, mainly at Chlorine/Acid rooms.	Comfort Air EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Mays		\$ 7,853.00 \$ 1,755.00 \$ 4,550.00	14,158	14,158
9	ASI #4	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added concrete reinforcing in select tilt wall panels.	Zimkor #4 San Juan Drywall & Insulation		\$ 7,485.00 \$ 781.00	\$ 8,266.00	\$ 8,266.00

There were no changes to this page since the July update.

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
10	ASI #8	Fire Rating Changes to Chlorine Room #104 - add 3 hour ceiling spray on fire proofing.	American Fireproofing			\$ -	\$ -
11	ASI #9	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added details, revised trestle steel, elevated track detail.	Mays Zimkor #6		\$ 1,000.00 \$ 18,625.00	\$ 19,625.00 Estimate	\$ 19,625.00
12		Additional pile testing . Four additional tests required	Ground Engineering		\$ 3,688.00	\$ 3,688.00	\$ 3,688.00
13	ASI #10	Lighting Revisions	EC Electric		No Cost	\$ -	\$ -
14	Field Condition	Increased depth of Fire Line due to conflict with Pile Cap, relocated fireline per fire inspector's request and continued same HDPE water line pipe from service connection to flange inside building at stub location.	Haynes Cookies Mechanical		\$ 4,300.00 \$ (1,900.00)	\$ 2,400.00	\$ 2,400.00
15	Field Condition	Furnish weldable rebar for H-pile caps to Colorado Piling	HBC		\$ 1,492.00	\$ 1,492.00	\$ 1,492.00
16	ASI #11	Landscape at North Service Entry	Delmont Clark & Co		\$ (512.30)	\$ (512.30)	\$ (512.30)
17	ASI #12	Signage and Flooring Changes	In Design Signs		\$ 785.00	\$ 785.00	\$ 785.00
18	ASI #13	Hardware Change at Door 209	Colorado Doorways		\$ 117.51	\$ 117.51	\$ 117.51
19	ASI #14	Relocation of Transformer	Delmont Haynes		216 650	\$ 866.00	\$ 866.00
20	ASI #15	Aquatic Pool Lights and Pipes	The Pool Company		1,643	\$ 1,642.95	\$ 1,642.95

There were no changes to this page since the July update.

**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
21	Shop drawing review additions	Added Tilt panel embeds required for building structural shear connections	Zimkor #7		\$ 26,685.00	\$ 26,685.00	\$ 26,685.00
22	Shop drawing review additions	Sequence #1 tilt wall embed submittal comments and additions	Zimkor #8		4,327	\$ 4,327.00	\$ 4,327.00
23	ASI #16	Revised Natatorium details as a result of preconstruction meeting. Revised storefront elevations and openings. Structural changes to incorporate shop drawing and RFI reviews/responses.	Mays Montrose Glass San Juan Superior Roof Zimkor		Pricing 11,660 8,824 1,024	\$ 21,507.80	\$ 21,507.80
24	ASI #17	Revised electrical plans and details to incorporate RFI responses. Added receipts for bleachers, moved OH door controllers, added electrical for volleyball nets and divider curtains. Also revised building audio flow diagram.	EC Electric		10,035	\$ 10,035.00	\$ 10,035.00
25		Restaking charges for parking lot islands and building grid lines	Del-Mont - islands Del-mont - grid lines		4,959 3,930	\$ 8,889.00	\$ 8,889.00
26	ASI #18	Added receptacles and revised light fixtures on east wall of Competition Pool	EC Electric		Pricing	\$ -	\$ -
27	ASI #19	Revised court layout			No Cost Impact	\$ -	\$ -
28	RFI #116	Added french drain around surge tanks	J&K Trucking		2,800	\$ 2,800.00	\$ 2,800.00
29	ASI #20	Revised structural supports for Basketball and Volleyball Equipment to align with shop drawings and revised court layout issued in ASI #19			No Cost Impact	\$ -	\$ -

There were no changes to this page since the July update.



**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
30	Panel Changes	Tilt Panel re-engineering charges resulting from structural and panel width changes. Overall coordination and modifications with structural engineer	Mays		15,167	\$ 15,167.00	\$ 15,167.00
31	Shop drawing review additions	Cost associated with added steel outriggers for deck support per review comments on Seq 4 Steel Shop Drawings.	Zimkor		1,683	\$ 1,683.00	\$ 1,683.00
32	Field Condition	Core drill gym slab to accommodate tilt panel embed installation.	Accurate Conc Cutting Accurate Conc Cutting		5,960 458	\$ 6,418.00	\$ 6,418.00
33	RFI #54	Cost associated with revising the pool wall at surge tanks to be two separate walls needed for sequencing and constructability.	Mays		18,750	\$ 18,750.00	\$ 18,750.00
34	RFI #139	Cost associated with added drain and vent for swimsuit spinner per Ballard response to RFI #139	Cookies Mechanical		1,428	\$ 1,428.30	\$ 1,428.30
35	ASI #21	Cost associated with changing species of pear tree from Autumn Blaze to Aristocrat.	Clark & Co		No Cost Impact	\$ -	\$ -
36	RFI #73	Per RFI #73 response all underground plumbing and pool piping is to be hung from the structural slab with stainless steel hangers at 4' on center.	The Pool Company Cookies Mechanical		9,770 61,668	\$ 71,438.00	\$ 71,438.00
37	ASI #22	Cost associated with rebar at common and divider wall in the liesure and competen pools (islands, stairs, ramps and benches).	The Pool Company		No Cost Impact	\$ -	\$ -
38	ASI #23	Added hose bibs to the locker rooms	Cookies Mechanical		3,600	\$ 3,600.00	\$ 3,600.00
39	RFI #74	Added cost to make sump pump manhole deeper per response to RFI #74.	J&K Trucking		4,480	\$ 4,480.00	\$ 4,480.00

There were no changes to this page since the July update.



**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**

**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
40	Added Waste Slab	Total waste slab needed = 34,867sf. Contact accounted for 23,000sf. Difference is 11,867sf. Mays (11,867*2.08=\$24,683)	J&K Trucking Mays		6,214 24,683	\$ 30,897.00	\$ 30,897.00
41	ASI #24	Added cost to raise the soffit above the entry vestibule. Increases framing members sizes, sheathing thickness, foam insulation and break metal quantities. Revises the storefront elevations.	Montrose Glass San Juan Drywall & Insulation Rough Carpentry		1,495 401	\$ 1,896.00	\$ 1,896.00
42	Drainage Mat under Stone	Drawings show an air gap between stone and waterproof barrier. An air gap cannot be achieved using natural stone veneer. A drainage mat will be necessary in lieu of the air gap to weep moisture from behind the stone veneer.	Heritage Masonry		No Cost Impact	\$ -	\$ -
43	RFI 127	Cost to increase the height of the roof curbs due to the thickness of roof insulation and the recommended 12" lap of roof membrane	Comfort Air		42,798	\$ 42,798.00	\$ 42,798.00
44	Trestle Framing Shop Drawing Review	Added beam on return shop drawing approval for the Trestle Framing	Zimkor		1,003	\$ 1,003.00	\$ 1,003.00
45	ASI #26	Deleted deck showers and associated area drains.	Cookeys		-2,821	\$ (2,821.00)	\$ (2,821.00)
46	ASI #27	Added and revised dimensions on plan sheets. Revised dimensions in section views. Revised deck equipment schedule from Wedge Anchors to Compression Anchors.	The Pool Company		No Cost Impact	\$ -	\$ -
47	RFI #188	Cost to provide a trench drain in the pool storage room in lieu of a floor drain.	Cookeys		1,091	\$ 1,091.00	\$ 1,091.00
48	ASI #28	EPO Switches in the Natatorium	EC Electric		896	\$ 896.00	\$ 896.00

There were no changes to this page since July.

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
49	ASI #29	Climbing wall and accessory changes	ABS		2,805	\$ 2,805.00	\$ 2,805.00
50	BRS Request	Cost to provide three (3) additional wireless microphones in the Natatorium, Gym and Fitzone.	EC Electric		7,650	\$ 7,650.00	\$ 7,650.00
51	RFI 170	Added steel angle and plates required for Seismic Class D	Zimkor		26,106	\$ 26,106.00	\$ 26,106.00
52	ASI #30	Changes made to meeting rooms 106A and 106B. Added framing and HM Door, Frame and Hardware to revise casework to a standard closet	San Juan CO Doorways Delta Cabinets		1,201 1,827 (2,112)	\$ 916.00	\$ 916.00
53	RFI #184	New columns needed to extend to top of grade beam elevation in lieu to top of finished floor for sequence and scheduling purposes.	Zimkor		3,444	\$ 3,444.00	\$ 3,444.00
54	Redetailing	Redetailing costs associated with Seq 2, 3 and 4 redline comments.	Zimkor		6,424	\$ 6,424.00	\$ 6,424.00
55	RFI 192	Changed batt insulation to spray foam insulation at the skylight frames. This is needed to achieve R-values per code.	Intermountain		2,031	\$ 2,031.00	\$ 2,031.00
56	RFI 202	Increased the studs from 6" to 10" to match the width of the beam at the high roof wall along gridline E.	Intermountain		1,686	\$ 1,686.00	\$ 1,686.00

	CONTINGENCY
<b>CONT'R CONTINGENCY BUDGET</b>	<b>1,034,300</b>

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
							CONTINGENCY
							CONT'R CONTINGENCY BUDGET
							1,034,300
							Contingency Usage
							680,808
							CONT'R CONTINGENCY BALANCE
							353,492

Items #53 through #56 are new since the May update. The contingency usage total was \$367,175 in the June meeting update. It was reduced by \$13,383 in the past month.

Also of note, there is likely a \$220,000 reduction in contingency coming because of an increase in general conditions of Haydon being mobilized on site for 3 more months than initially expected. This would take us to \$134,000 in remaining contingency. The buy-out schedule is currently \$46,496 below the GMP, which was \$66,000 two months ago and \$53,000 four months ago. Cub with Haydon has inserted in expected costs for the duration of the project. So, assuming no unanticipated costs arise, this \$46,496 would be added to the contingency. Cub was not optimistic that we'll be able to use some of the CMGC contingency.

- **Phase II is over budget.**

We have instructed Haydon and BRS to move into a Value Engineering phase by doing such things as reducing the trail from 10' to 8'. We will need to get back on budget:

## Montrose Recreation Center Future Phase Improvements Estimate Details

11/3/2015

### Add six pickleball courts

### BIDS

Survey/testing/SWPPP	ls	1	\$7,500.00	\$ 7,500	\$ 60,000	Haynes
Rough grade area	sf	19,500	\$0.30	\$ 5,850		

Fill at area*	cy	1,986	\$8.00	\$ 15,889	Included	Haynes
Geotech	sf	19,500	\$0.50	\$ 9,750	\$ 7,000	Yeh
Fine grade	sf	19,500	\$0.20	\$ 3,900	\$ 3,900	
PT Slab	sf	13,950	\$8.00	\$ 111,600	\$ 128,000	Renner
Coating	sf	13,950	\$0.75	\$ 10,463	Inc w/ Courts	Renner
Equipment	ea	6	\$1,200.00	\$ 7,200	Inc w/ Courts	Renner
Fence	lf	540	\$40.00	\$ 21,600	Inc w/ Courts	Renner
Landscape	sf	6,500	\$3.00	\$ 19,500	\$ 21,736	Clark & CO
water for washdown	ls	1	\$2,500.00	\$ 2,500	\$ 7,618	Cookeys
<b>Added (not included at time of budget)</b>						
<b>Sewer Relocation</b>	<b>ls</b>			\$ -	\$ 53,660	Haynes
<b>ADS Pipe at Trail Crossing</b>	<b>ls</b>			\$ -	\$ 3,000	Haynes
<b>Boulder Foundations</b>	<b>ls</b>			\$ -	\$ 4,837	Ridgway
<b>Adjacent Sidewalk</b>	<b>ls</b>			\$ -	\$ 26,111	Ridgway
<b>Seat wall</b>	<b>ls</b>			\$ -	\$ 3,786	Ridgway
<b>Steps</b>	<b>ls</b>			\$ -	\$ 2,805	Ridgway
<b>Ramp</b>	<b>ls</b>			\$ -	\$ 2,174	Ridgway

Subtotal				\$	215,751	\$	332,127	
Markups/contingency				\$	32,363	\$	49,819	
<b>Total</b>				\$	<b>248,114</b>	\$	<b>381,946</b>	\$ <b>133,832</b>

### Construct turf field at location of Casias house

Survey/testing/SWPPP	ls	1	\$3,000.00	\$	3,000	\$	3,000	
Rough grade area	sf	25,000	\$0.30	\$	7,500	\$	60,000	Haynes
Fill at area*	cy	1,019	\$8.00	\$	8,148	<i>Included</i>		
Geotech	sf	25,000	\$0.50	\$	12,500	<i>N/A</i>		
Fine grade	sf	25,000	\$0.20	\$	5,000	\$	5,000	
Topsoil	cy	694	\$30.00	\$	20,833	\$	18,963	Haynes
Irrigation	sf	25,000	\$0.75	\$	18,750	\$	18,750	Clark & CO
Grass	sf	25,000	\$0.50	\$	12,500	\$	12,500	Clark & CO
Landscape	sf	2,500	\$4.00	\$	10,000	\$	10,000	CO
ADS Storm Drain with 2 Inlet Boxes	ls			\$	-	\$	18,000	Haynes
Subtotal				\$	98,231	\$	146,213	
Markups/contingency				\$		\$		

					14,735		21,932	
					\$	\$	\$	\$
Total					112,966	112,966	168,145	55,179
Perimeter Trail								
Mobilization	ls	1	17902	\$	17,902		N/A	
Survey/SWPPP	ls	1	14424	\$	14,424		\$	
6" Base	ls	1	22641	\$	22,641		14,424	
10' Concrete Trail with Connector Trails	ls	1	113850	\$	113,850		\$	
Rough Grade	ls	1	24700	\$	24,700		22,641	
Soft Surface	ls			\$	-		\$	
Topsoil	ls	1	20424	\$	20,424		\$	
Rock Retaining Wall	ls	1	16100	\$	16,100		\$	
Drainage Pipe	ls	1	7600	\$	7,600		\$	
Landscape	ls	1	24000	\$	24,000		\$	
Irrigation	ls	1	12000	\$	12,000		\$	
Subtotal					\$	273,641	\$	271,274
Markups/contingency					\$	25,574	\$	25,574

Total	\$ 299,215	\$ 299,215	\$ 296,848	
GRAND TOTAL		\$ 660,295	\$ 846,939	\$ 186,644

- **Participation Increase Projected and Needed.** The CRC pro forma projects certain increases in passes and revenue that need to be achieved. Below shows our current number of passes and the projected:  
**2014 Aquatic Center:** 575 annual, 347 punch cards, and 12780 daily admissions  
**2019. Center:** 1850 annual, 715 punch cards, and 14450 daily admission  
**A central focus of the marketing firm will be to achieve this increase by year's end.**
- **Summer Public Tour of the CRC site, happened Thursday July 14<sup>th</sup>.** We had over 100 individuals tour the CRC. Many thanks to Jason, Haydon and several members of our team who made this a great success!

#### Additional Grants/Development

- The MRF is strategizing with us to pursue other funders including LiveWell and the Anschutz Family Foundation for expanding scholarship to \$100 per family (to also include facility membership). A \$3000 request was submitted to Rotary for the Year of the Healthy Child to provide scholarship punch passes. This would be the first step in getting scholarships to cover facility membership. Rotary will be awarding \$2500.
- Lottery Proceeds. I'm involved in working with CPRA and GOCO to educate the public and legislators about the benefits of Lottery proceeds going towards Parks and Rec. infrastructure. This must be re-authorized by 2024. We are organizing a legislative session for CPRA in Grand Junction in September.

#### Maintenance Updates from Coz.

Tuesday, July 19, 2016

#### MRD Maintenance Meeting with Miguel Lopez, Mike Shelton & Anthony Archuleta

1. First Aid/CPR/AED Certification Training, completed by maintenance staff on Thursday, July 14
2. Attend Playground Inspection Training and Certification, August 28-31 – Miguel
3. Do a walk-through, with Youth / Adult Coordinators, at McNeil Fields and Ute Park, prior to the Fall Youth Soccer Program and Adult Kick Ball Program
4. Mowing, weed eat and grooming grass turf, at McNeil, Ute Park, Holly Park, Cerise Park and the Aquatic Center, Ongoing
5. Repair the Walker Mower, front deck issue



6. Continue to monitor all the irrigation systems and heads, at all the parks to assure that they are working properly and getting sufficient coverage
7. The Mid-Summer fertilizer application, has been completed, by Enviro, on July 15<sup>th</sup>
8. Clean out and organize the Maintenance Shop and Bay Areas, at McNeil and Holly Park and get ready for the storage of FF&E Items, going to the CRC
9. Repair or Replace the Lock to the Pedestrian Door, leading into the Programmer / Maintenance Storage area, at Holly Park
10. Address the E-Pump Issue, at the McNeil Building, i.e. Flooding the restroom floors and toilet handle sticking open
11. Water drainage and flooding issue, along the Tri-state / McNeil Fields fence line, seems to have been mitigated, with the placement of a gravel berm, by Tri-State, along the entire length of the fence line
  - a. Replace the Crusher Fines Material and repair the damage done to the Soft Trail, along the east side of the McNeil Fields
12. MRD & Community Special Events Schedule:
  - a. Water Sports Park FUNC Fest – Saturday, July 30 (Set up Dunk Tank and Jump House)
    - i. Set up Dunk Tank, place tarp down and fill with water
    - ii. Set up Jump House, Need extension cords for electricity source
  - b. Youth Appreciation Day-REC FEST, Saturday, August 13, 10:00 am – 2:00 pm, at McNeil Fields & Ute Park Softball Complex (Ask Justin for Layout at McNeil Fields and Ute Park Complex)
13. Schedule a plumber to do the repairs and renovations to the McNeil Office building, i.e., toilet and water tank, replace old plumbing, remove sink / counter, etc.
14. Follow up with RVE, regarding the repairs at the Aquatic Center, i.e., water leak, V-Pans on the roof, along the south side of the building, and replace the soffit & fascia, which has been damaged by the recent rains
15. Install the remainder of the boulders, at the McNeil Fields and Ute Park Complex, where needed
16. Install a Cable Gate, between the McNeil Fields and the Ute Park Softball Complex, to help secure this area, and to prevent vandalism and damage to grass turf, from people driving vehicles on to it
17. Leave the gap in the wind screens on the Aquatic Center Tennis Courts, along the west side, to allow for viewing and spectating, through the MHS Fall tennis season
18. Wash down and clean the Aquatic Center and Montrose High School tennis courts
19. Remove or spray the weeds at the Holly Park Tennis Courts surface
20. Complete the installation of the Parking Blocks at the McNeil Pond and the Aquatic Center parking lots, and paint all the parking blocks, yellow
21. Clean out the Gutters, at the Aquatic Center, at least once per year, as part of your routine maintenance, to help prevent the gutter on the north side of the building from spilling over
22. Please drill more and larger holes, along the top and bottom of the cabinet doors, in the Apex and Omni Rooms, to help ventilate the two sound systems

23. Continue to set up the tables and chairs, at the Aquatic Center Lobby and Patio, each day on M – F, at 11:00 am, for the free lunch program
24. Continue to do ALL The Daily Morning Chemical, Temperature and Mechanical Checks, on the Indoor and Outdoor Pools
  - a. Backwash as needed, Monday & Friday for the Therapy Pool and Friday for the Main Pool
  - b. Please change out the water and clean out the Hot Tub, at least once per week
  - c. Vacuum the Therapy Pool and Outdoor Pool, each morning – Is the Hammerhead Vacuum back?
  - d. Check and refill the pool water levels, to the desirable water level, daily
  - e. Keep the Pool Storage Room, properly stocked with maintenance cleaning supplies
  - f. Status of the Master Keys, for the NEW Locker Room Patron's Padlocks
  - g. Status of Splash Pad issues, i.e., Breaker, Muriatic Acid Feeder, etc.
25. CRC FF & E Listed Items price quotes and purchases

**Maintenance Building Items:**

a. Weed Eater	\$ 300
b. Tree Trimmer	\$ 450
c. Gas Powered Blower	\$ 500
d. ¾ Ton 4 x 4 Pickup Truck	\$25,000
e. Snow Plow	\$ 8,000
<b>TOTAL</b>	<b>\$34,250</b>

**CRC Custodial & Cleaning Equipment Items:**

a. Gym Floor Cleaning Machine	\$ 4,000
b. Janitors Cart (2)	\$ 2,400
c. Chariot Floor Scrubber	\$ 8,700
d. Hotsy Pressure Washer	\$ 4,000
e. Kaivac Restroom Floor Cleaner	\$ 4,200
f. Tile Floor Burnisher Machine	\$ 1,200
g. Portable Lift	\$17,800
h. Pressure Washer	\$ 6,200
i. Wet/Dry Tank Vacuum	\$ 1,000
j. Window Cleaning System (2)	\$ 300
k. Outdoor Window Cleaner	\$ 1,300
l. Carpet Vacuum Cleaner	\$ 650
m. Tilt Truck	\$ 1,200
<b>TOTAL</b>	<b>\$52,950</b>

**CRC General Maintenance:**

a. Tool Allowance	\$ 5,000
b. Maintenance Cleaning Supplies	\$ 1,000 (2016)
c. Snow Removal Equipment	??
<b>TOTAL</b>	<b>\$ 6,000</b>

*Thanks for your great contribution to our team. We continue to work together to improve our operation, which helps us serve more, better.*

**Approval of BOD Meeting Minutes from 6.23.16 and 7.20.16**

A motion was made by Director Smith to approve the board meeting minutes from 6.23.16 and 7.20.16, which was seconded by Director Warthen. Without further discussion, motion passed 4 – 0. Two board members who were not present abstained.

**Tour of Community Recreation Center Site, Under Construction**

**ADJOURN**

A motion was made to adjourn the meeting at 1:45 p.m. by Director Bynum, which was seconded by Director Brown. Without further discussion, the motion passed 6 – 0 and the meeting adjourned.

Next Meeting  
Thursday August 25, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401

**Montrose Recreation District  
Board of Directors Meeting Minutes  
Thursday, August 25, 2016**

**Board Members**

Kylee Smith  
Martin Lutz  
Barbara Bynum: excused  
Jason Ullmann  
Mark Plantz  
Mike Brown: excused  
Amy Warthen

**Staff Members**

Ken Sherbenou  
Coz Sisneros  
Justin Mashburn  
Wade Ploussard  
Tracie Rief  
Kevin Johnson  
Melissa Lords  
Liz Gracesun

**Guests**

Bo Nerlin  
Don Moreland

**Call to Order**

Board Vice President, Director Ullmann, called the August 25<sup>th</sup>, 2016 Board of Directors meeting to order at 11:36 a.m. Roll was taken and all were present except Directors Bynum and Brown who were excused.

**Open Forum**

Ken Sherbenou, Executive Director, shared with the board he had been in a hit and run accident on his bike. He encouraged everyone to be careful around bikers and to share the road.

**Employee Anniversaries: Justin Mashburn' 11<sup>th</sup> anniversary on 8.8.16 and Melissa Lord's 7<sup>th</sup> anniversary 8.4.16**

Ken presented to Justin and Melissa, certificates of appreciation, both of which do wonderful jobs in their positions.

**Full Time Employee of the 2<sup>nd</sup> Quarter 2016: Justin Mashburn, Part Time Employee of the 2<sup>nd</sup> Quarter 2016: Jenni Malone, Volunteer of the 2<sup>nd</sup> Quarter 2016: Melissa Good**

Each employee received Montrose Bucks and a certification of appreciation. Jenni and Melissa were unable to attend.

**1<sup>st</sup> Draft of the 2017 Montrose Recreation District Budget**

Ken reviewed a few of the highlights of the 1<sup>st</sup> draft of budget. The final draft of the budget will be voted on during the October meeting. Board discussion ensued, mostly pertaining to the setting of the 2017 mill levy.

**2015 Audit Report from Don Moreland**

Don reviewed several the audit and answered questions. He asserted that the MRD is in a very good financial situation. A motion to accept the audit report as presented was made by Director Plantz, which was seconded by Director Lutz. Without further discussion, the motion passed 5 – 0.

### **2017 Fee and Program Fee Schedules**

Ken reviewed the program fees schedules. Typically, there is a slight increase every two years. Wade Ploussard, Adult Recreation Coordinator, wants to raise his fees by about 5% since he needs to raise part time staff wages to aid in recruitment and because MRD will be offering his programs in the new facility. Our Facility Fees will be discussed and voted on at the October board meeting.

Director Smith moved to approve the program fees as presented, which was seconded by Director Warthen. Without further discussion, the motion passed 5 – 0.

### **MRD Board Resolution 2016-9: Supplemental Budget to the MRD 2016 Adopted Budget**

Ken explained this resolution. It covers the MRD for the differences in what we expect compared to the original 2016 budget, due to the fact the new CRC will not open as soon as was planned. Director Plantz moved to approve Resolution 2016-9, which was seconded by Director Warthen. Without further discussion the motion passed 5 – 0.

### **Montrose County School District – Montrose Recreation District Memorandum of Understanding for Shared Use of Facilities**

Ken presented the updated MOU, which accounts for the new MRD facilities. He stated he'd like to get any board input included before he presented it to the MCSD. The Board indicated the draft MOU looked good and that Ken should approach the MCSD about approving the updated MOU.

### **Committee Updates and Assignments:**

#### **Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa**

We have continued meetings with Insync Design to discuss marketing the CRC.

#### **Exec. Committee of Board: Board: Jason and Barbara, Staff: Ken**

Met and reviewed what the board meeting agenda and prepared for the meeting.

#### **Administrative: Board: Mike, Martin? Staff: Cos and Lorie**

They have not met

#### **Foundation: Board: Kylee and Amy. Staff: Ken and Cindy**

They will meet in September

#### **Growth: Board: Jason and Barbara. Staff: Ken, Liz and Justin**

Director Ullmann updated the full Board regarding the CRC progress including information he has learned from attending the OAC meetings each Wednesday.

1:37 p.m. Director Lutz left due to a prior engagement.

### **MRD July Finance Report**

Ken reviewed the July report and answered questions that were asked.

## Executive Director Update



### Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 8/25/16 at 11:30am

#### 24. **Marketing.**

- **Newsletter.** August's had 930 opens (26%) and 156 clicks. July's had 934 opens (26%) and 144 clicks. June's had 939 opens (26%) and 144 clicks. May's had 935 opens (26%) and 132 clicks. April's had 968 opens (27%) and 136 clicks. March's had 937 opens (26%) and 189 clicks. February's had 969 opens (26%) and 145 clicks. The most common clicks were on our activity guide (76), the work zone cam (32) and the CRC 3D tour (32).
- **Activity Guide.** This was completed by 7/12. It was mailed by August 1st with registration starting that same day. Here is the schedule of writing the board note: Winter 16-Jason. Spring 17-Kylee. Summer 17-Mark. We will also insert the program summary for each season in Spanish for La Voz.
- **MDP monthly column.** Here is a proposed schedule: June (due August 15)-Mark. August (due August 25)-Wade. September (due Sept 15)-Mike. October (due Oct. 20)-Cindy. Nov (due Nov. 17)-Ken. Dec (due Dec. 15)-Jason. Jan (due Jan. 19)-Kylee. From the MDP: Word limit 500 to 600 words. We will have a head shot for the column header of whoever is the signed author.

#### 25. **General Items for the Board**

- **2017 Budget.** 1<sup>st</sup> draft due to Shani and me: 8/11. 1<sup>st</sup> draft due to board, emailed by 8/23. 2<sup>nd</sup> draft to me: 9/16. 2<sup>nd</sup> draft due to board, emailed by 9/23. Final draft to me: 9/30. Final draft due to board, emailed by 10/7. Considered by the BOD at the October meeting.
- **Board Retreat.** Bo and I met to plan the retreat we're running in September. John Barnholt has been actively working to plan for the board workshop in October.
- **2015 Audit Report Note from Don.** Fund balance is the difference between assets minus liabilities and deferred outflows. It is also the accumulation of revenues over expenditures since the District was formed. Fund balance at December 31, 2015 is \$23,468,260. Of this amount \$154,000 and \$18,881,718 is restricted for the TABOR reserve or CRC construction. The difference is \$4,432,542 or the total of assigned and unassigned fund balances. Available cash and investments (Colotrust) is \$5,242,010. This is calculated by adding cash of \$111,315 and investments of \$22,254,921 and subtracting the unspent COPs of \$17,124,226. The difference of \$809,468 between the fund balance and all available cash is mainly the result of subtracting liabilities from accounts receivable.

- **Updated 30 year budget.** Using the pro forma numbers, and reducing the mill to 4.5, we are projected to be at \$3,971,258 EOY fund balance for 2017. Compare this to our original 30 year budget when we planned to be at \$2,248,386.

The \$4M number subtracts the additional big expenses I expect as well as the COP proceeds and grant revenue, all of which will be spent by the time the CRC/FH project is complete.

As for the additional big expenses I expect, this \$4M balance includes the following in 2016: \$492,376 paid from reserves for the field house/CRC project with new budget following earning of the DOLA grant. The original reserve contribution number we had before the DOLA grant was \$1,047,132. I also subtracted \$432,091 for phase II from the projected EOY 2016 balance.

This \$4M balance also includes spending \$698,919 to renovate Holly Park in 2017.

In short, after doing all capital projects on the immediate horizon, CRC (phase I and II) and renovating Holly Park, and lowering our mill to 4.5 mill starting in 2017, I project us to be at \$4M at the end of 2017. Even if we held it there, I believe we could realistically plan to pay down the COPs when we refinance in 2024 by about \$4M. This also depends on other capital funding priorities, which the Board will need to decide upon.

- **Property tax breakdown from Brad Hughes, Montrose County Assessor.** We've been investigating how to best identify residents vs. non-residents. Brad recommended looking up property tax statements to verify residency. However, I'm concerned this will be too cumbersome for the front desk. So, we are trying to figure out which is most accurate and most efficient: having a Montrose address or by zip code, 81401, 81402 or 81403. Here are some of our correspondence, which included Mark and Barbara, the two board members that asked me about this. [Hi Barbara, I have those estimated tax amounts. The 10k+ city properties pay about \\$17.5 million \(72%\) while the non-city properties pay about \\$6.9 million \(28%\). This is due to the sheer numbers 10k vs. 6k properties and the fact that most of the higher valued commercial properties are within the City limits. If you have additional questions, please call. Regards, Brad\](#)

**From:** Barbara Bynum [<mailto:bkbynum@aol.com>]

**Sent:** Friday, August 12, 2016 2:13 PM

**To:** Brad Hughes

**Cc:** Ken Sherbenau

**Subject:** Re: MRD Resident Discount

Thanks Brad!

Now I'm curious about the dollar amount collected on those 6,438 properties and the 10,919 properties. As a board we are looking at setting our mill levy for 2017 and I having this kind of information will help us. I want to be responsible to our tax payers especially given the frustration that MRD residents living outside City limits feel about the sales tax that is collected. I like having data.

Thanks,

Barbara

On Aug 12, 2016, at 1:37 PM, Brad Hughes <[bhughes@montrosecounty.net](mailto:bhughes@montrosecounty.net)> wrote:

Barbara, there are currently 10,919 taxable accounts in the City of Montrose that also pay into MRD. Therefore, there are 6,438 properties that pay into the MRD but are not in the City of Montrose. Please let me know if you have any additional questions.

Brad

On Aug 12, 2016, at 9:08 AM, Brad Hughes <[bhughes@montrosecounty.net](mailto:bhughes@montrosecounty.net)> wrote:

I agree with the direction you are heading; it is much more equitable to discount the property owners/residents that are already paying into the Rec. District. Currently, of the 26,966 taxable properties in the County, only 17,357 are paying into the Rec. district.

**26. Staff and program updates from the 7.13 staff meeting.**

- Coz: Ran the kids both at the FUNC festival; it went well. We had a much better location. Some kids stayed the entire time. Preparing to orient and train Dana, the new Facility Leader, who starts next Monday. Summer Enrichment finished last week and the surveys showed very positive feedback. The feedback was split on whether a full day or not should be offered. Participants love our activities and our staff members. The plan is to move this to the Field House next year, which should build participation.
- Liz: Had the last Marlins Summer Meet here and it went really smoothly. Supported the FUNC festival; it was a good crowd and it is worthwhile being involved. Set up bus schedule for after school swim with First Student. Scott Harold is the head of First Student. Free 3<sup>rd</sup> grade lessons for Pomona and will plan with this at Northside. Bus that will bring the kids here. Pomona will walk here on Wednesday after school. This fall they will begin an Aqua Salsa class, Penny will be teaching.
- Cindy: Keeping her part time driver busy with running trips. New Volunteer at the Senior Center is helping her tremendously. She is really good and has taught Cindy some new excel skills, so she'll treat her very well. Meg Nogel is retiring at the Library, who does adult programs. Cindy is trying to replace some of the stuff Meg offered at the Library. This new programming may be offered at the Senior Center. We had our first car fit training; it was successful. Learned she had a couple wrong prices for fall projects. Thanks Melissa for doing CPR class special for Fitzone training. Pickleball is going well, but people are upset about having less courts (5) as a part of phase II.
- Melissa: Swim sessions done for summer, the final summer swim lessons at the Aquatic Center. 91 classes and 619 students for the summer, within just 2 months. The biggest age group was the 6-8 year olds. She is doing reporting for the Make a Splash grant. Kelsey and Melissa are doing a lifeguard class. Our private lesson numbers are through the roof. Normal scheduling and operations duty are being fulfilled. Swim lessons, like daily admission, are two areas where we are already outperforming the CRC pro forma numbers. Liz pointed out the pro forma projected 1K rev. over expenses and we are at 19K revenue over expense at the current pool.



- Mike, Anthony and Miguel: Very involved in set-up and take down for the kidde events at the FUNC festival. Cleaning up trails including damage on McNeil. Preparing for shop yard renovation project including replacing the fence with a cedar fence, improving drainage involving putting down road base, removing a large tree next to the shop that is a threat to the structure and McNeil Office (replacing plumbing and making it more functional). Doing walk throughs with programmers to ensure all items are addressed prior to program start up. Working on the shop Outdoor facilities are looking great, much thanks to this great crew.
- Wade: Goldwing motorcycle training happening at McNeil. Found hornet nests at Ute and sprayed them. Adult softball league is done, 54 nights of games, 37 teams, and I had to reschedule only 1.5 nights. The weather really cooperated! It was a great summer and the fields held up great. Ute held up better than it ever has. We had a good season overall, it was fun. Coed kickball team deadline is Monday including having beer in the stands. It'll be a fun one. Volleyball and Indoor Soccer deadline is coming up; it'll be fun day. Kevin has not done a fall season; he'll be a busy guy.
- Tracie: \$6000 from the first day of fall registration. Tracie/Lenore did training to implement ACH through Rectrac. The big banner has been hung in the lobby and it looks great. We are busy at the front desk like usual; it has been busy and it has been good.
- Justin: 130 people attended the Grand Junction Rockies game. Justin was shocked; he expected 10. But it unfortunately go rained out. He will definitely be looking to do this again. They emailed right before and had a great response. 35 kids did a week long camp with Challenger Soccer Camp. Justin is the lead organizer for Youth Appreciation Day. He went through the plan for YAD. Thanks to everyone for picking up the slack while I was gone. Had a lot of parental involvement in youth baseball. Soccer registration deadline is a couple weeks away; thinking at least 500 kids for this season.
- Kevin: a lot of YAD stuff, the fair went well (he did a lot of organization on it but was gone due to hikes). He'll be mobilizing to recruit corporate partners, and continuing to work on the outreach committee.
- Lorie: Investigated background check procedure so the background check is more stringent. All staff and volunteer coaches must pass a background check. We discussed the need to look at if we should pay double to include county records. We decided to just include Montrose County. Double check billings and make sure the billing address is listed as PO Box 63. Mobilized hot dog crew at YAD

## 27. **CRC process**

- **Silver Sneakers Classes to Be Offered Starting in October.** Liz and Cindy have been working on recruiting instructors and working with Silver Sneakers to bring on classes. This will begin for a few months at the Aquatic Center and then transfer over to the CRC, yet another thing we'll have worked out before the CRC opens. Kudos to Cindy and Liz.
- **Naming of Gym Courts, Party Rooms, and Racquetball Courts.**  
Here is what I came up with:

Gym North: Blue Court  
 Gym Middle: Green Court  
 Gym South: Red Court  
 Party Room North: Pool View Party Room  
 Party Room South: Playground Party Room or Sneffles Room  
 Racquetball North: Racquetball North  
 Racquetball South: Racquetball South

- **Updated Budget Summary**

<i>FH and CRC</i>					
<b>Cost (uses)</b>	<b>Original Budget as of 2.2.2015</b>		<b>Current Budget</b>	<b>Actual Expended</b>	<b>Balance to finish (not including a notes)</b>
<i>Haydon enhanced plan CRC and FH</i>	25,132,883.00		24,568,397.00	15,690,226.00	8,878,171.00
<i>Haydon contingency</i>	0.00		1,034,300.00		1,034,300.00
<i>Other development costs (see below)</i>	2,722,620.00		2,886,201.66	2,135,981.65	750,220.00

<i>Owners contingency</i>	966,701.00	Incorporated Change Order Expense	463,931.37	336,590.91	127,340.4
<i>Total project budget</i>	28,822,204.00		28,952,830.03	18,162,798.56	10,790,03
<i>Revenue (sources)</i>			Current Budget	Amount Expended	Amount Remain
<i>COP financing</i>	25,450,000.00		25,451,390.00	18,162,798.56	7,288,591
<i>Interest on repurchase</i>	0.00		90,111.47		90,111.47
<i>MRD reserves</i>	492,376.00		492,376.00		492,376.0
<i>MMHI contribution, pre paid rent for</i>	218,581.00		218,785.00		218,785.0

<i>the first 41 months</i>					
<i>Capital campaign</i>	2,661,247.00		2,686,851.61		2,686,851.61
<i>Total Revenue</i>	28,822,204.00		28,939,514.08	18,162,798.56	10,776,715.52
<i>Over/Under Budget</i>	0.00		-13,315.95		
		<b>Other Develop ment Costs</b>	<b>Current Budget</b>	<b>Amount Expended</b>	<b>Amount Remaining</b>
	1,598,745.00	A&E fees, + reimburs able expenses	1,654,153.00	1,546,712.08	107,440.92
	269,500.00	FFE, Exercise Equipme nt	245,132.63	1,319.15	243,813.47
	414,735.00	FFE, General	358,065.86	8,957.50	349,108.34
	46,000.00	FFE, Compute r	44,152.00		44,152.00
	77,080.00	Plant Investme nt/Tap Fees (PI/TF)	79,830.00	79,830.00	0.00

	0.00	Power Hook UP Fee, DMEA	51,186.73	51,186.73	0.00
	60,000.00	Const. Testing and Survey	125,312.00	119,606.75	5,705.25
	70,000.00	Plan Review/Permit Fees	141,809.44	141,809.44	0.00
	186,560.00	Haydon Pre Const fee	186,560.00	186,560.00	0.00
	0.00	IT Hook Up & Permit	0.00		
total, other development costs	2,722,620.00		2,886,201.66	2,135,981.65	750,220.00
Total Project Budget	28,822,204.00		28,939,514.08		
Minus 'Other Development Costs', solar hot water, and contingency	3,991,821.00		3,350,133.03		
Budget minus soft costs and contingency	24,830,383.00		25,589,381.05		

I'm focused on keeping our budget zero based. **Right now, we are \$13K over. We have everything we need but I'm trying to find this savings.** Haydon will likely not be releasing any contingency given the upcoming hit to General Conditions (220K).

- FFE Budget Summary

		Original	Current	
Fitness		\$ 269,500	\$ 245,133	\$ 1,319
General FFE		\$ 414,735	\$ 358,066	\$ 4,045
Computer Budget		\$ 46,000	\$ 44,152	\$ -
Total FFE Current Budget		\$ 730,235	\$ 647,350	
Total FFE Over/Under			-82,885	

- CRC Schedule Update

MONTROSE COMMUNITY REC CENTER - KENNY / MATT					Classi	
Activity ID	Activity Name	Original Duration	Remaining Duration	Schedule % Complete	Start	Finish
<b>MONTROSE COMMUNITY REC CENTER -</b>		439	103	0%	05-Jan-15 A	19-Dec-16
<b>PROJECT SUMMARY</b>		426	50	0%	10-Apr-15 A	19-Dec-16
<b>MILESTONES</b>		426	50	0%	10-Apr-15 A	19-Dec-16
A1000	N.T.P. - EARLY STRUCTURAL FILL P	0	0	100%	16-Apr-15 A	
A1002	N.T.P. - EARLY PILE PACKAGE	0	0	100%	01-Jun-15 A	
A1010	100% CONSTRUCTION DOCUMENTS	1	0	100%	10-Apr-15 A	20-Apr-15 A
A1020	SUBCONTRACTOR BIDDING	15	0	100%	04-May-15 A	15-Jun-15 A
A1030	FINALIZE GMP	5	0	100%	04-May-15 A	04-Jun-15 A
A1040	N.T.P. / EXECUTE FULL CONTRACT	1	0	100%	04-Jun-15 A	08-Jun-15 A
A1050	SUBCONTRACTOR PROCUREMENT	10	0	100%	01-Jun-15 A	29-Jun-15 A
A1060	CONTRACTOR PRE-PUNCH & CLEA	12	12	0%	07-Oct-16	24-Oct-16
A1070	OWNER / ARCH FINAL PUNCHLIST	10	10	0%	18-Oct-16	31-Oct-16
A1075	PROJECTED WEATHER IMPACTS	13	13	0%	01-Nov-16	17-Nov-16
A1085	SUBSTANTIAL COMPLETION	0	0	0%		17-Nov-16
A1090	OWNER MOVE IN / SET UP / FF&E	20	20	0%	18-Nov-16	19-Dec-16

- **Change order logs.** Here are the most current change order logs, which corresponds to the budget summary above.

**HAYDON BUILDING CORP**  
**OWNER CHANGE ORDER LOG**

0.17.16

**PROJECT NAME: Montrose Recreation Center**  
**HBC Job No: 10-1737-00**

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
1	Owner Request / ASI #7	Added Piles and Utility Stubs out of Rec Center building for North Swim Meet Entrance and Northeast Maintenance Building. Utilities to stub out of building, pricing excludes complete installation to new location due to budget constraints and will be installed in the future with another funding source. Total pile length for 8 added piles = 247 lf @ \$27.86/lf = \$6,881 (ROM \$5,850)	Colorado Piling Haynes Delmont Cockeys Mech EC Electric HBC OH&P	\$ 6,881 \$ 1,250 \$ 2,150 \$ 2,000 \$ 2,000 \$ 1,486	\$ 15,761	\$ 15,767	✓
2	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,000 \$ 2,454	\$ 32,719	\$ 32,719	✓
3	Field House - Work by Others	Delete the family restroom remodel.	Budget Reduction (HBC) HBC OH&P	\$ (6,000) \$ (6,000)	\$ (6,000)	\$ (6,000)	✓
4	Electric Charging Stations	Added Electric Vehicle Charging stations, underground conduit, wire, connections and concrete bases.	EC Electric Mays Stations by MRD HBC OH&P	\$ 5,234 \$ 600 \$ - \$ 473	\$ 6,307.00 Estimate	\$ 6,307.00	✓
5	Lot Grading at Field House	Cost from Haynes to grade the 2 lots adjacent to the Field House. Option to add 6" of roadbase is \$15,000.	Haynes 6" Roadbase Option HBC OH&P	\$ 3,000 \$ 15,000	\$ 3,000		\$ 3,000
6	ASI #25 - Fitzone Change	Move the fitness storage room to the custodial closet and move the custodial closet to the east side of the north stairwell. This change will result in additional wood flooring, redesign for the fire sprinkler risers, and miscellaneous electrical, plumbing, HVAC and steel changes.	Comfort Air (\$2,000) Cockeys Mech (\$500) Delta Cabinets Dynamic Fire (\$500) EC Electric (\$5,000) Intermountain Wall Mays Sun Country (\$1,386) TP Acoustics Zimkor (\$3,500) HBC OH&P	\$ 6,796 \$ 1,604 \$ 5,150 \$ 2,715 \$ 8,511 \$ 637 \$ - \$ 1,386 \$ 6,695 \$ 1,217 \$ 3,292	\$ 38,000	\$ 38,003	✓
7	Maintenance Bldg	Estimated cost for enhanced maintenance building	Estimate	\$ 116,000	\$ 116,000		\$ 116,000
8	Restroom Bldg	Estimated cost for outside restrooms near competition pool	Estimate	\$ 96,000	\$ 96,000		\$ 96,000
9	Pool Noodles	Estimated cost to furnish and install pool noodles in the Natatorium	Estimate	\$ 62,000	\$ 62,000		\$ 62,000
10	Dump Bucket	Estimated cost to furnish and install the dump bucket add-on to the pool play feature. <i>add on later</i>	Estimate	\$ 25,000	\$ 25,000		\$ 25,000
11	Frosting of Racquetball Courts Glass	Estimated cost to frost the glass at the Racquetball Courts			\$ -		\$ -
12	Proposal Request - Relocate Casias Shed	This line item has been voided. The Casias shed is being moved by Vogys.	VOID	\$ -	\$ -		\$ -



MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	INCORPORATED	POTENTIAL
13	Indoor Play	Additional indoor playground addons including a canoe, jeep and campfire. All costs are from Softplay	Canoe Jeep Campfire	\$ 9,385 \$ 13,071 \$ 4,145	\$ 26,601		\$ 26,601
14	Pegmatite Bands at Climbing Wall	Additional Climbing Wall features requested by MRD. All costs are from Entre Prises	Entre Prises Allowance Usage Intermountain Wall HBC OH&P	\$ 13,254 \$ (11,830) \$ 1,826 \$ 246	\$ 3,526	\$ 3,526	✓
15	Alternate Indoor Play Floor Surfacing	Added cost to switch flooring to: Orig Budget:10k * Padded Carpet with Field Scene (\$17,250.00)	Softplay HBC OH&P	\$ 7,250 \$ 586	\$ 7,836	\$ 7,836	✓
16	Bottle Filler	Added cost to supply and install bottle filler at the Field House	Coolings HVAC EC Electric HBC OH&P		\$ -		\$ -
17	Credit for ADA Lifts	This line item has been voided. In lieu of offering a credit, HBC is going to keep in TPC's subcontract and provide MRD with back-up invoices for compensation purposes.	VOID				
18	Added floor drain in Vending Area	Cost to add a floor sink in the Vending Area. This will be a drain sink only.	Cookeys HBC OH&P	\$ 1,500 \$ 121	\$ 1,621	\$ 1,621	✓
19	Added climbing wall anchor points	Added to cost to provide two additional anchor points for the climbing wall.	Entre-Prises HBC OH&P	\$ 2,700 \$ 202	\$ 2,902	\$ 2,902	✓
20	Casias Demo	Added cost to demo the Casias Residence	Haynes HBC OH&P	\$ 16,000 \$ 1,297	\$ 17,297	\$ 17,297	\$ - ✓
21	Judge Stands	Added cost to incorporate judge stands to the volleyball equipment	ABS HBC OH&P	\$ 5,400	\$ 5,400		\$ 5,400
22	Added Piles for Future Slide	Cost to drive piles needed for future slide that will become inaccessible when slide included in current GMP is installed.	Colorado Piling HBC OH&P	\$ 3,483 \$ 284	\$ 3,767	\$ 3,767	\$ - ✓
23	Mountain Graphic	Added cost to continue the mountain graphic on the south wall of the Gymnasium. In Design - Waiting for graphics from Andy Stein	Real Property In Design HBC OH&P	VOID VOID	\$ -		\$ -
24	Security Conduit	Added cost for conduit needed for security installation	Deeply Digital HBC OH&P	\$ 3,325 \$ 270	\$ 3,595	\$ 3,595	✓
25	Future Pole Cameras	Added cost to run conduit to three parking lot light poles for future camera installation	EC Electric HBC OH&P	\$ - \$ -	\$ -		\$ -
26	City IT Dept Request	2" conduit to the roof for WIFI Dish	EC Electric HBC OH&P	\$ 2,322 \$ 188	\$ 2,510		\$ 2,510

wifi - for future broadband/wifi

<b>APPROVED CHANGE ORDERS AMOUNT</b>	<b>\$ 463,851</b>	<b>\$ 127,340</b>	<b>\$ 336,511</b>
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**HAYDON BUILDING CORP**  
**CONTINGENCY USAGE LOG**

**PROJECT NAME: Montrose Recreation Center**  
**10-1737-00**

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
1	ASI #1	Added H Piles to Perimeter and Pool - Added embeds for new piles - modified pile cap plate design - increased depth of footings, redig & shoring required	Zimkor #2 & #3 J&K Trucking Mays The Pool Company		\$ 22,661.00 \$ 19,780.00 No Cost \$ 1,489.20	\$ 43,930.20	\$ 43,930.20
2	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates: Contracted to 25 foot depth, actual depth running from 30 to 35 feet.	Colorado Piling Yeh & Associates		\$ 152,882.00 \$ 19,270.00	\$ 172,152.00	\$ 172,152.00
3	Field Condition	Haynes Extras: Additional grading to create pad areas for crane placement and building access and dewatering pipe bedding.	Haynes		\$ 29,222.00	29,222	29,222
4	ASI #5	Mechanical Specification Changes - Dehumidification Units, additional test and balance requirements	Comfort Air		\$ 1,150.00	1,150	\$ 1,150.00
5	ASI #6	Additional structural clarifications & modifications resulting from coordination meetings and RFI's. Additional details added.	Mays Zimkor #6 San Juan Drywall & Insulation		\$ 14,718.00 \$ 162.00	\$ 14,880.00	\$ 14,880.00
6	Amendment #5	Increased the height of the climbing wall and roof structure above (see allowance). Other additions: (1) Added backflow preventer and vault.	Haynes - BFP + Vault		\$ 27,000.00	\$ 27,000.00	\$ 27,000.00
7	ASI #2	Irrigation pipe clarifications and additional turf pop up heads. Add electrical rough in for City required 2 way elevator communication system	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00	\$ 2,233.00
8	ASI #3	Various changes needed for building permit. Shaft wall and rated wall clarifications/additions - Clarifications/additions to mechanical duct, mainly at Chlorine/Acid rooms.	Comfort Air EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Mays		\$ 7,853.00 \$ 1,755.00 \$ 4,550.00	14,158	14,158
9	ASI #4	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added concrete reinforcing in select tilt wall panels.	Zimkor #4 San Juan Drywall & Insulation		\$ 7,485.00 \$ 781.00	\$ 8,266.00	\$ 8,266.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
10	ASI #8	Fire Rating Changes to Chlorine Room #104 - add 3 hour ceiling spray on fire proofing.	San Juan Insulation / Drywall American Fireproofing	No Cost Impact No Cost Impact	\$ -	\$ -
11	ASI #9	Structural clarifications & additions as a result of continued coordination meetings and RFI's. Added details, revised trestle steel, elevated track detail.	Mays Montrose Glass Zimkor #6	\$ 1,000.00 No Cost Impact 18,625	\$ 19,625.00	\$ 19,625.00
12		Additional pile testing . Four additional tests required	Ground Engineering	\$ 3,688.00	\$ 3,688.00	\$ 3,688.00
13	ASI #10	Lighting Revisions	EC Electric	No Cost Impact	\$ -	\$ -
14	Field Condition	Increased depth of Fire Line due to conflict with Pile Cap, relocated fire line per fire inspector's request and continued same HDPE water line pipe from service connection to flange inside building at stub location.	Haynes Cookies Mechanical	\$ 4,300.00 (1,900)	\$ 2,400.00	\$ 2,400.00
15	Field Condition	Furnish weld able rebar for H-pile caps to Colorado Piling	HBC / Colorado Concrete	\$ 1,492.00	\$ 1,492.00	\$ 1,492.00
16	ASI #11	Landscape at North Service Entry	Clark & Co Del-Mont	\$ (512.30) No Cost Impact	\$ (512.30)	\$ (512.30)
17	ASI #12	Signage and Flooring Changes	In Design Signs El Paso Floor Sun Country Flrs	\$ 785.00 No Cost Impact No Cost Impact	\$ 785.00	\$ 785.00
18	ASI #13	Hardware Change at Door 209	Colorado Doorways	\$ 117.51	\$ 117.51	\$ 117.51
19	ASI #14	Relocation of Transformer	Del-Mont Haynes EC Electric	\$ 216.00 650 No Cost Impact	\$ 866.00	\$ 866.00
20	ASI #15	Aquatic Pool Lights and Pipes	The Pool Company	\$ 1,642.95	\$ 1,642.95	\$ 1,642.95
21	Shop drawing review additions	Added Tilt panel embeds required for building structural shear connections	Zimkor #7	\$ 26,685.00	\$ 26,685.00	\$ 26,685.00
22	Shop drawing review additions	Sequence #1 tilt wall embed submittal comments and additions	Zimkor #8	\$ 4,327.00	\$ 4,327.00	\$ 4,327.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
23	ASI #16	Revised Natatorium details as a result of preconstruction meeting. Revised storefront elevations and openings. Structural changes to incorporate shop drawing and RFI reviews/responses.	Intermountain Wall Zimkor Montrose Glass Mays Superior Roof Heritage Masonry	\$ 8,824.00 \$ 1,024.00 No Cost Impact No Cost Impact No Cost Impact No Cost Impact	\$ 9,848.00	\$ 9,848.00
24	ASI #17	Revised electrical plans and details to incorporate RFI responses. Added receipts for bleachers, moved OH door controllers, added electrical for volleyball nets and divider curtains. Also revised building audio flow diagram.	EC Electric	\$ 10,035.00	\$ 10,035.00	\$ 10,035.00
25		Restaking charges for parking lot islands and building grid lines	Del-Mont - islands Del-mont - grid lines	\$ 4,959.00 3,930	\$ 8,889.00	\$ 8,889.00
26	ASI #18	Added receptacles and revised light fixtures on east wall of Competition Pool	EC Electric		\$ -	\$ -
27	ASI #19	Revised court layout	Sun Country Flrs ABS	No Cost Impact No Cost Impact	\$ -	\$ -
28	RFI #116	Added French drain around surge tanks	J&K Trucking	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
29	ASI #20	Revised structural supports for Basketball and Volleyball Equipment to align with shop drawings and revised court layout issued in ASI #19	Zimkor ABS	No Cost Impact No Cost Impact	\$ -	\$ -
30	Panel Changes	Tilt Panel re-engineering charges resulting from structural and panel width changes. Overall coordination and modifications with structural engineer	Mays	\$ 15,167.00	\$ 15,167.00	\$ 15,167.00
31	Shop drawing review additions	Cost associated with added steel outriggers for deck support per review comments on Seq 4 Steel Shop Drawings.	Zimkor	\$ 1,683.00	\$ 1,683.00	\$ 1,683.00
32	Field Condition	Core drill gym slab to accommodate tilt panel embed installation.	Accurate Conc Cutting Accurate Conc Cutting	\$ 5,960.00 458	\$ 6,418.00	\$ 6,418.00
33	RFI #54	Cost associated with revising the pool wall at surge tanks to be two separate walls needed for sequencing and constructability.	Mays	\$ 18,750.00	\$ 18,750.00	\$ 18,750.00
34	RFI #139	Cost associated with added drain and vent for swimsuit spinner per Ballard response to RFI #139	Cookies Mechanical	\$ 1,428.00	\$ 1,428.00	\$ 1,428.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
35	ASI #21	Cost associated with changing species of pear tree from Autumn Blaze to Aristocrat.	Clark & Co	No Cost Impact	\$ -	\$ -
36	RFI #73	Per RFI #73 response all underground plumbing and pool piping is to be hung from the structural slab with stainless steel hangers at 4' on center.	The Pool Company Cookies Mechanical	\$ 9,770.00 61,668	\$ 71,438.00	\$ 71,438.00
37	ASI #22	Cost associated with rebar at common and divider wall in the leisure and competition pools (islands, stairs, ramps and benches).	The Pool Company	No Cost Impact	\$ -	\$ -
38	ASI #23	Added hose bibs to the locker rooms	Cookies Mechanical	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
39	RFI #74	Added cost to make sump pump manhole deeper per response to RFI #74.	J&K Trucking	\$ 4,480.00	\$ 4,480.00	\$ 4,480.00
40	Added Waste Slab	Total waste slab needed = 34,867sf. Contract accounted for 23,000sf. Difference is 11,867sf. Mays (11,867*2.08=\$24,683)	J&K Trucking Mays	\$ 6,214.00 \$ 24,683.00	\$ 30,897.00	\$ 30,897.00
41	ASI #24	Added cost to raise the soffit above the entry vestibule. Increases framing members sizes, sheathing thickness, foam insulation and break metal quantities. Revises the	Montrose Glass Intermountain Wall Ridgway Valley	\$ 1,495.00 \$ 401.00	\$ 1,896.00	\$ 1,896.00
42	Drainage Mat under Stone	Drawings show an air gap between stone and waterproof barrier. An air gap cannot be achieved using natural stone veneer. A drainage mat will be necessary in lieu of the air gap to weep moisture from behind the stone veneer.	Heritage Masonry	No Cost Impact	\$ -	\$ -
43	RFI 127	Cost to increase the height of the roof curbs due to the thickness of roof insulation and the recommended 12" lap of roof membrane	Comfort Air	\$ 31,482.40	\$ 31,482.40	\$ 31,482.40
44	Trestle Framing Shop Drawing Review	Added beam on return shop drawing approval for the Trestle Framing	Zimkor	\$ 1,003.00	\$ 1,003.00	\$ 1,003.00
45	ASI #26	Deleted deck showers and associated area drains.	Cookey's	\$ (2,821.00)	\$ (2,821.00)	\$ (2,821.00)
46	ASI #27	Added and revised dimensions on plan sheets. Revised dimensions in section views. Revised deck equipment schedule from Wedge Anchors to Compression Anchors.	The Pool Company	No Cost Impact	\$ -	\$ -
47	RFI #188	Cost to provide a trench drain in the pool storage room in lieu of a floor drain.	Cookey's	\$ 1,091.00	\$ 1,091.00	\$ 1,091.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
48	ASI #28	EPO Switches in the Natatorium	EC Electric	\$ 896.00	\$ 896.00	\$ 896.00
49	ASI #29	Climbing wall and accessory changes	ABS	\$ 2,805.00	\$ 2,805.00	\$ 2,805.00
50	BRS Request	Cost to provide three (3) additional wireless microphones in the Natatorium, Gym and Fitzone.	EC Electric	\$ 7,650.00	\$ 7,650.00	\$ 7,650.00
51	RFI 170	Added steel angle and plates required for Seismic Class D	Zimkor	\$ 26,106.00	\$ 26,106.00	\$ 26,106.00
52	ASI #30	Changes made to meeting rooms 106A and 106B. Added framing and HM Door, Frame and Hardware to revise casework to a standard closet	Intermountain Wall CO Doorways Delta Cabinets	\$ 1,201.00 1,827 (2,112)	\$ 916.00	\$ 916.00
53	RFI #184	New columns needed to extend to top of grade beam elevation in lieu to top of finished floor for sequence and scheduling purposes	Zimkor	\$ 3,444.00	\$ 3,444.00	\$ 3,444.00
54	Redetailing	Redetailing costs associated with Seq 2, 3 and 4 redline comments.	Zimkor	\$ 6,424.00	\$ 6,424.00	\$ 6,424.00
55	RFI 192	Changed batt insulation to spray foam insulation at the skylight frames. This is needed to achieve R-values per code.	Intermountain Wall	\$ 2,031.00	\$ 2,031.00	\$ 2,031.00
56	RFI 202	Increased the studs from 6" to 10" to match the width of the beam at the high roof wall along gridline E.	Intermountain Wall	\$ 1,686.00	\$ 1,686.00	\$ 1,686.00
57	RFI 219	Added cost for foam fill and elevated slab in lobby restrooms #107 and #108.	Mays Concrete	\$ 6,720.00	\$ 6,720.00	\$ 6,720.00
58		Added cost to supply and drive piles needed for exterior slide foundations	Colorado Piling	\$ 6,983.00	\$ 6,983.00	\$ 6,983.00
59	ASI # 31	Added Baby Changing Stations -	ABS	\$ 1,482.00	\$ 1,482.00	\$ 1,482.00
60		Added cost to thicken slab and add reinforcing under the slide tower structure	Mays	\$ 5,010.00	\$ 5,010.00	\$ 5,010.00
61	RFI 232	Added cost for piping and valves needed per RFI 232	Cookey's	\$ 9,325.00	\$ 9,325.00	\$ 9,325.00

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$	CONTINGENCY CONTRACTOR
62		Estimated general conditons expense due to early project delays	HBC - Estimate to end of December	\$ 222,635.00	\$ 222,635.00	\$ 222,635.00
63	ASI # 32	1. Addition of Automatic door opening hardware for the front entry door and mountain view therapy 2. Relocate Bus Stop sign and bench 3. Relocate the hose bibb that was previously located off of gym storage	Colorado Doorways (PO) EC Electric Cookey's	Pending Pending \$ 91.50	\$ 91.50	\$ 91.50
64	RFI 250	Leisure Pool Deck Drains - Change one TD-1 Trench Drain to two AD-1 area drains	Cookey's	\$ 1,112.00	\$ 1,112.00	\$ 1,112.00
65	Added Window at Tracy's Desk	Added cost to cut tilt panel opening, revise framing, add storefront frame/glass and add window film/graphic.	Accurate Conc Cutting Montrose Glass Intermountain Wall In Design Signs	\$ 1,590.00 250 500 250	\$ 2,590.00	\$ 2,590.00
66	Gym Track	Added cost to paint line and graphic at the gym track.	Sun Country Flrs	\$ 3,392.00	\$ 3,392.00	\$ 3,392.00
67	RFI #174	Added cost to increase the size of the pumps and tank storage for the solar system	Cookey's	\$ 4,755.00	\$ 4,755.00	\$ 4,755.00
68		Womens Locker Rm 121 - Additional Outlets	Intermountain Wall EC Electric Delta Cabinets	\$ 305.00 2,072 75	\$ 2,452.00	\$ 2,452.00

	CONTINGENCY
	1,034,300
	910,677
	123,623

The contingency usage total was \$367,175 in the June meeting update. It was reduced by \$13,383 in July to a balance of \$353,492. With the hit to the projected extra general conditions, we're all the way down to 123,623 remaining. The buy-out schedule is currently \$46,496 below the GMP, which was \$66,000 two months ago and \$53,000 four months ago. Cub with Haydon has inserted in expected costs for the duration of the project. So, assuming no unanticipated costs arise, this \$46,496 would be added to the contingency. Cub was not optimistic that we'll be able to use some of the CMGC contingency for add alternates.

- Phase II is over budget but we are making progress.**

We have instructed Haydon and BRS to move into a Value Engineering phase by doing such things as reducing the trail from 10' to 8'. We will need to get back on budget. As of the July meeting, we were \$186,664. Now, we are \$82.262 over. We are also contemplating Value Engineering changes valued at \$49,339 including going from a 10' trail to an 8' trail with a 2' soft surface shoulder, reducing the number of pickleball courts from 6 to 5 and changing some planned concrete sidewalk to soft surface. I've checked with GOCO and they are likely to approve any changes we need to stay on budget. Implementing all these changes would

take us to \$39,923 over. Also, our \$432,091 planned contribution also includes \$19,934 we already spent in the 2014/2015 budgets. So, I'm planning on spending \$432,091 from our 2016 budget, which would make us only \$17,988 over. There is still also \$40,000 in contingency in the budget. In short, we are not quite there yet but things are looking a whole lot better than they did.

**Montrose Recreation Center  
Phase 2 Improvements  
Estimate Details**

**Add six pickleball courts**

Survey/testing/SWPPP	ls	1	\$7,500.00	\$	7,500
Rough grade area	sf	19,500	\$0.30	\$	5,850
Fill at area*	cy	1,986	\$8.00	\$	15,889
Geotech	sf	19,500	\$0.50	\$	9,750
Fine grade	sf	19,500	\$0.20	\$	3,900
PT Slab	sf	13,950	\$8.00	\$	111,600
Coating	sf	13,950	\$0.75	\$	10,463
Equipment	ea	6	\$1,200.00	\$	7,200
Fence	lf	540	\$40.00	\$	21,600
Landscape	sf	6,500	\$3.00	\$	19,500
VE? water for washdown	ls	1	\$2,500.00	\$	2,500

**Added (not included at time of budget)**

Sewer Relocation	ls			\$	-
ADS Pipe at Trail Crossing	ls			\$	-
Boulder Foundations	ls			\$	-
Rough grade & Base for Adjacent SW	ls			\$	-
VE? Adjacent Sidewalk	ls			\$	-
Seat wall & Retaining Wall	ls			\$	-
Steps	ls			\$	-
Ramp	ls			\$	-

Subtotal				\$	215,751
Contingency				\$	16,181
Markups				\$	16,181

**Total** \$ 248,114 \$ 248,114

**Construct turf field at location of Casias house**

Survey/testing/SWPPP	ls	1	\$3,000.00	\$	3,000
Rough grade area	sf	25,000	\$0.30	\$	7,500
Fill at area*	cy	1,019	\$8.00	\$	8,148
Geotech	sf	25,000	\$0.50	\$	12,500
Fine grade	sf	25,000	\$0.20	\$	5,000
Topsoil	cy	694	\$30.00	\$	20,833
Irrigation	sf	25,000	\$0.75	\$	18,750
Grass	sf	25,000	\$0.50	\$	12,500
Landscape	sf	2,500	\$4.00	\$	10,000
ADS Storm Drain with 2 Inlet Boxes	ls			\$	-

Subtotal				\$	98,231
Contingency				\$	7,367

8/11/2016

BIDS

VE

\$ 7,500			Delmont
\$ 58,108	\$ 66,124		Haynes
Inc w/ Rough Grade			Haynes
\$ 4,600			Yeh
Inc w/ Rough Grade			Haynes
\$ 128,000	\$ 106,667		Renner
Inc w/ Courts			Renner
Inc w/ Courts			Renner
Inc w/ Courts			Renner
\$ 24,266			Clark & CC
\$ 7,618	\$ 3,000		Cookeys
\$ 53,660			Haynes
\$ 3,000			Haynes
\$ 4,837			Mays
\$ 3,626			Haynes
\$ 12,296	\$ 10,010		Mays
\$ 19,785			Mays
\$ 2,430			Mays
\$ 2,174			Mays
\$ 341,900			
\$ 25,642			
\$ 25,642			
\$ 393,185		\$ 145,	
\$ 3,000			Delmont &
\$ 45,724			Haynes
Inc w/ Rough Grade			
N/A			
Inc w/ topsoil			Haynes
\$ 13,545			Clark & CC
\$ 18,750			Clark & CC
\$ 12,500			Clark & CC
\$ 10,000			Clark & CC
\$ 18,000			Haynes
\$ 121,519			
\$ 9,114			

Total 112,966 112,966 139,747

Perimeter Trail



Mobilization	Is	1	17902	\$	17,902	Included		
Survey/SWPPP	Is	1	14424	\$	14,424	\$ 14,424	VE	Delmont & Yeh & Associates
VE? 6" Base	Is	1	22641	\$	22,641	\$ 31,608	\$ 26,430	Haynes
VE? 10' Concrete Trail with Connector Trails	Is	1	113850	\$	113,850	\$ 74,196	\$ 60,228	MAYS
Rough Grade	Is	1	24700	\$	24,700	\$ 12,400		Haynes
Soft Surface	Is			\$	-	Inc w/ Landscape		Clark & CO
Topsoil	Is	1	20424	\$	20,424	\$ 20,424		Haynes
Rock Retaining Wall	Is	1	16100	\$	16,100	N/A		Per Ethel - Not Needed
Drainage Pipe	Is	1	7600	\$	7,600	N/A		Per Ethel - Not Needed
Landscape	Is	1	24000	\$	24,000	\$ 24,000		Clark & CO
Irrigation	Is	1	12000	\$	12,000	\$ 12,000		Clark & CO
Subtotal				\$	273,641	\$ 189,052		
Markups				\$	20,523	\$ 20,523		
Contingency				\$	5,051	\$ 5,051		
Total				\$	299,215	\$ 299,215	\$ 214,626	
GRAND TOTAL				\$	660,295	\$ 747,558	\$ 87,262	VE Savings

\*Haynes Excavating and the City of Montrose will donate 3,100 cy of fill, delivered to the site at no cost.  
For use to fill these areas to proper grade. The cost reflected above is for placement and compaction of that fill.

Handwritten calculations and notes:

87,262 + 49,339 + 37,923 = 174,524

174,524 - 199,340 = -24,816

17, 88.20

no VE options

Give if all VE

- **Participation Increase Projected and Needed.** The CRC pro forma projects certain increases in passes and revenue that need to be achieved. Below shows our current number of passes and the projected:  
**2014 Aquatic Center:** 575 annual, 347 punch cards, and 12780 daily admissions  
**2020. Center:** 1850 annual, 715 punch cards, and 14450 daily admission  
**A central focus of the marketing firm will be to achieve this increase by year's end.**
- **Issue of Leaking Roof at Aquatic Center.**

Hi Bo,

I want to get your take on this. The roof has always leaked on the addition, sometimes big time with a lot of rain.

What would you recommend regarding how to handle this? Haydon starts on the renovation around the end of the year so it'd be good to have this resolved by then before we introduce another ultimately responsible contractor.

Thanks,  
Ken



**Ken Sherbenou, MPA**

Executive Director | Montrose Rec. District  
970.249.7705 ext. 569 | 970.249.7745 Fax  
[ken@montroserec.com](mailto:ken@montroserec.com)  
[www.montroserec.com](http://www.montroserec.com)  
PO Box 63, Montrose CO 81402  
For a Better Quality of Life.....MRD.

Click the image to the left to view current activity guide

**From:** Chuck Musgrave - BRS [<mailto:chuckmusgrave@brsarch.com>]  
**Sent:** Tuesday, August 09, 2016 9:50 AM  
**To:** Cosme Sisneros; Ken Sherbenou  
**Cc:** John; Coz Sisneros; Andy Stein - BRS; Phil Motley; Keith Hayes - BRS  
**Subject:** RE: Roof Leak Repairs

Ken,

I think Coz is correct with the way to proceed. It would be better if you pushed RVE to finished the repair prior to having Haydon start.

I would suggest a letter from your Attorney requesting they act immediately to repair an old warranty problem.

Chuck

**Chuck Musgrave** AIA

Principal

**BARKER RINKER SEACAT ARCHITECTURE**

O 303.455.1366 ext. 133

[brsarch.com](http://brsarch.com)

**From:** Cosme Sisneros [<mailto:coz@montroserec.com>]

**Sent:** Tuesday, August 09, 2016 8:17 AM

**To:** Ken Sherbenou <[ken@montroserec.com](mailto:ken@montroserec.com)>

**Cc:** John <[jaense@montrose.net](mailto:jaense@montrose.net)>; Coz Sisneros <[csisneros@montroserec.com](mailto:csisneros@montroserec.com)>; Andy Stein - BRS <[andystein@brsarch.com](mailto:andystein@brsarch.com)>; Chuck Musgrave -

BRS <[chuckmusgrave@brsarch.com](mailto:chuckmusgrave@brsarch.com)>; Phil Motley <[pmotley@motleyarc.com](mailto:pmotley@motleyarc.com)>

**Subject:** Re: Roof Leak Repairs

Good Morning Ken and John,

As Ken states, RVE has been out to the Aquatic Center, many times, to try and address the problem with the roof leaking, but each time, they have failed to follow up with any action. To answer your question John, they can't seem to find the source of where the leak is coming from, which is causing the damage in the Main Lobby restroom. Last March, when we were experiencing a lot of rain, Miguel Lopez and Mike Shelton cut a hole in the ceiling in the restroom, and exposed that area for RVE, so that they could take a look at the wet plywood and boards, above the ceiling, but it does not tell you where the leak is coming from. On Friday, August 5th, when we were getting another constant rain, RVE did send out Mark Renninger and he and I went on to the roof to take a look around. I also showed him the damage to the soffit and fascia, on the south side of the building, as well as the leak in the damage to the ceiling drywall, in the main lobby restroom. Mark did take the temporary drywall patch, that Mike Shelton had placed on the ceiling, and he looked behind it and above it. Because it was raining hard, on that day, it was very wet and dripping water onto the main restroom floor! I also showed Mark the Gutter, on the north side of the Aquatic Center, and I stated to him that the problem with the way that it was installed, created a "belly" in the middle of the gutter, whereby water does not drain, one direction or another (it just sits there). Mark took pictures of the area above the restroom ceil, and also, the damage to the soffit and fascia, on the south side of the aquatic center, which has been caused by the rain.

Ken and John, the one thing that Mark did comment on, in regards to the water leak in the Main Lobby Restroom, that perhaps the best way to find out where the leak is coming from is to open the ceiling up, in the restroom, and chase the leak back to its origin. At that point, you might be able to tell whether it is a problem with the design of the building, the workmanship of the roofing contractor, or a problem caused by and coming from the "old" Aquatic Center building, and therefore determining who might be responsible for the expense of the repair.

Thanks, Coz

On Mon, Aug 8, 2016 at 5:11 PM, Ken Sherbenou <[ken@montroserec.com](mailto:ken@montroserec.com)> wrote:  
Hi John,

Coz knows the history better than me so I'll leave it to him to chime in.

My understanding is they have been out several times but have been unable to identify where the leak is happening. I think we should put this on Haydon's radar but I don't want to let RVE off the hook for a problem that was caused by poor construction/design from their subs. At the end of the day, however, it'll need to be fixed.

Thanks John, Ken

**From:** John [mailto:[jaense@montrose.net](mailto:jaense@montrose.net)]  
**Sent:** Monday, August 08, 2016 1:36 PM  
**To:** 'Ken Sherbenou'  
**Cc:** 'Coz Sisneros'; 'Andy Stein - BRS'; [chuckmusgrave@brsarch.com](mailto:chuckmusgrave@brsarch.com); 'Phil Motley'

**Subject:** RE: Roof Leak Repair

Ken,

Have they identified the source? Are they resistant to making any corrections? Is this roofing area outside the area that is part of the Field House renovation? Would you like HBC to review? As Cub will be in town this week he mentioned he would like to walk the Field House with his HBC team. That might a time to visit the situation.

Thanks, John

**From:** Ken Sherbenou [mailto:[ken@montroserec.com](mailto:ken@montroserec.com)]  
**Sent:** Monday, August 08, 2016 1:23 PM  
**To:** John Eloe <[jaense@montrose.net](mailto:jaense@montrose.net)>; Andy Stein - BRS <[andystein@brsarch.com](mailto:andystein@brsarch.com)>; [chuckmusgrave@brsarch.com](mailto:chuckmusgrave@brsarch.com); Phil Motley <[pmotley@motleyarc.com](mailto:pmotley@motleyarc.com)>  
**Cc:** Coz Sisneros <[csisneros@montroserec.com](mailto:csisneros@montroserec.com)>  
**Subject:** FW: Roof Leak Repairs

Hi Andy, John, Phil and Chuck,

I want to make sure you all are aware that we're trying to get RVE to address the roof leak issue. The 2009 addition has severe roofing issues whereby we experience major leaks during big storms. RVE has tried to fix it several times but without success.

As we get closer to the renovation, we would like to have this fixed. This is really the last outstanding issue in my mind that involves the addition.

Please let me know if you have any other ideas for getting this corrected. Hopefully, it won't still be a problem when we're doing the Field House renovation next year.

Thanks, Ken

**From:** Steve Putnam [mailto:[sputnam@rvemontrose.com](mailto:sputnam@rvemontrose.com)]

**Sent:** Friday, August 05, 2016 3:48 PM

**To:** 'Ken Sherbenou'; 'Cosme Sisneros'

**Cc:** 'Miguel Lopez'; [reliantroofing@q.com](mailto:reliantroofing@q.com); 'Katee McCollum'; [estimator@rvemontrose.com](mailto:estimator@rvemontrose.com)

**Subject:** RE: Roof Leak Repairs

Ken and Coz,

I have forwarded your messages to Reliant Roofing, the roofing subcontractor who installed the roof. I will let you know his response. We both have been on the roof numerous times and have found no apparent cause for this leak. It is not a question of a poor roof job but is one of those things that happen in construction that we have not found a cause or an explanation for.

As soon as I hear back from Reliant and have a date/time I will let you know and will meet with him at your building. The warranty period for this building has long expired and we have gone above and beyond to try to correct this issue.

Haydon reached out to us to see if there were areas of work we could perform on the new Rec Center and have been very limited in scope so far and we have been working with them very closely.

Mark Fenninger from our office will be stopping by this afternoon to put a fresh set of eyes on the issue.

I will be back in contact with you, hopefully very soon.

Steve Putnam General Manager Ridgway 175 Merchant Drive Montrose, CO 81401 Office: [970-249-9453](tel:970-249-9453) Cell: [970-596-0673](tel:970-596-0673) E-mail: [sputnam@rvemontrose.com](mailto:sputnam@rvemontrose.com)

**From:** Ken Sherbenou [<mailto:ken@montroserec.com>]  
**Sent:** Friday, August 05, 2016 2:59 PM  
**To:** Cosme Sisneros <[coz@montroserec.com](mailto:coz@montroserec.com)>; Steve Putnam <[sputnam@rvemontrose.com](mailto:sputnam@rvemontrose.com)>  
**Cc:** Miguel Lopez <[miguel@montroserec.com](mailto:miguel@montroserec.com)>  
**Subject:** RE: Roof Leak Repairs

Thanks Coz for this message.

Steve, please let us know the plan.

Sustaining damage on an addition built by RVE only 8 years ago due to a very poor roofing job is a tough pill to swallow. It also makes me very nervous about your crews performing the rough carpentry on the CRC, a project we are spending almost 29M on.

Thanks, Ken

Sisneros [<mailto:coz@montroserec.com>]  
**Sent:** Friday, August 05, 2016 2:22 PM  
**To:** Steve Putnam  
**Cc:** Ken Sherbenou; Miguel Lopez  
**Subject:** Roof Leak Repairs

Hi Steve,

Once again, I want to follow-up with you, to see when we might expect Ridgway Valley Enterprises to address the issue with the roof leaking, at the Aquatic Center. Have you set a timeline with the roofer, for this particular repair, as well as the repair of the roof valley pan, which drains in the gutter system, on the south side of the Aquatic Center addition (just above the employee entrance on the south side of the building). This problem just continues to get worst! With the recent rains, like today, the rain water is beginning to do more damage the facia and soffit of the aquatic center building, which will also need to be repaired.

Steve, in my last email back in March, I had asked if RVE could address these issues, prior to the spring rainy season, so that we would not sustain anymore damage to the aquatic center main lobby and restroom ceiling tiles. Our maintenance staff, Miguel and Mike, have been waiting and holding off on repairing the damage to the ceiling drywall in the main lobby restroom, until RVE has repaired the Aquatic Center addition roof leaks.

Please let us know when you have scheduled a roofer to come in and make the repairs to the Aquatic Center roof. Thank you Steve, for your assistance on this matter.

Coz

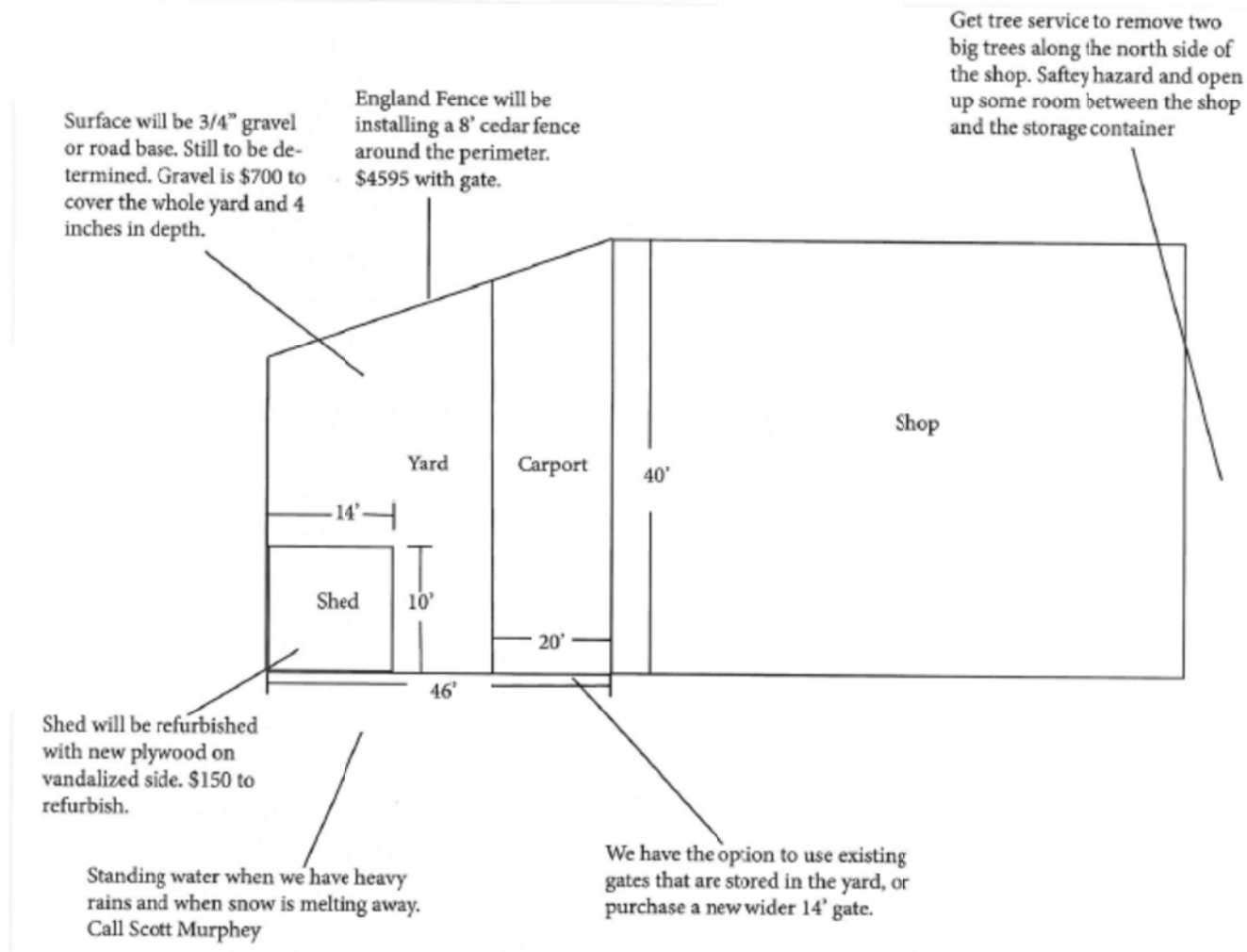
#### **Additional Grants/Development**

- The MRF is strategizing with us to pursue other funders including LiveWell and the Anschutz Family Foundation for expanding scholarship to \$100 per family (to also include facility membership). \$10,000 was requested from the AFF, Lori Sharp wrote this grant with ideas and input from Justin, Barbara and myself. \$10,000 was also requested from the Colo. Heath Foundation by Livewell. Abbie Brewer wrote this grant. A \$3000 request was submitted to Rotary for the Year of the Healthy Child to provide scholarship punch passes. This would be the first step in getting scholarships to cover facility membership. Rotary will be awarding \$2500.
- Lottery Proceeds. I'm involved in working with CPRA and GOCO to educate the public and legislators about the benefits of Lottery proceeds going towards Parks and Rec. infrastructure. This must be re-authorized by 2024. We are organizing a legislative session for CPRA in Grand Junction in September.

#### **Maintenance Updates from Coz.**

Tuesday, July 19, 2016

Miguel, Coz, Mike and Anthony are planning a renovation of the maintenance yard. This is being paid for in the 2016 CIP budget. Here is a sketch Miguel did to show what we're planning:



## Shop Renovation

Tuesday, August 23, 2016

MRD Maintenance Meeting with Miguel Lopez, Mike Shelton, & Anthony Archuleta



1. Boiler & Elevator Inspection Training Completed, Wednesday, August 10<sup>th</sup> – Miguel & Mike
2. Attend Playground Inspection Training and Certification, August 28-31 – Miguel
3. 2016 CPRA Fall Conference, September 20 – 23, at Grand Junction
4. Meet with Ridgway Valley Enterprises (RVE) and Reliant Roofing, at the Aquatic Center, regarding the roof leak repair, soffit & fascia repair and the roof valley pan repair – Tuesday, August 23<sup>rd</sup>
5. Do a Walk-Through, with the Youth / Adult Coordinators, at McNeil Fields and Ute Park, prior to the Fall Youth Soccer Program, Lacrosse, Adult Kick Ball and Flag Football Programs Startup – End of August
  - a. Remove stump from McNeil turf perimeter area
  - b. Move Bike Rack, nearer to the McNeil Concession building
  - c. Continue to keep the weeds down on both McNeil baseball fields
  - d. Repair / replace the Sewer Pump Lid, on the E-Pump, safety concern
  - e. Have an electrician look at the right center field Light Pole, at the McNeil baseball field
  - f. Install a partition for the McNeil Men's restroom urinal
  - g. Add an extra Trash Receptacle, at the McNeil Concessions building
  - h. Install Soccer and Lacrosse Goals, and strip all field lines
6. Going through all parks buildings, repairing/replacing light fixtures, checking plumbing to assure functioning correctly (push valves for sinks, flush valves for urinals and toilets, etc.), and repairing all partitions, i.e., removing graffiti and assuring that latches are working properly. Also, paint touch up on exterior of the McNeil building
7. Mowing, weed eating, and grooming grass turf, at McNeil Fields, Ute Park, Holly Park, Cerise Park and the Aquatic Center – Ongoing
8. Continuing to monitor all the irrigation systems and heads, at all the parks to assure that they are working properly and getting sufficient coverage
  - a. Discovered Valve Box issue at the parks, causing one station to run all the time, and therefore, losing water pressure – Anthony
9. MRD & Community Special Events Schedule:
  - a. Youth Appreciation Day tear down is complete, need to re-hang new CRC Banner, in the lobby
  - b. Black Canyon Sprint Triathlon, Saturday, October 1st
10. Schedule a Plumber to do the repairs and renovations to the McNeil Office Building, i.e., replace Toilet and Water Tank, replace old Plumbing, Remove the Sink / Counter, etc. – this project will be done, simultaneously with the McNeil Maintenance Yard renovation
11. Install the remainder of the boulders, at the McNeil Fields and the Ute Park Softball Complex, help secure this area, and to help prevent vandalism and damage to the grass turf, by people to drive their vehicles on to it
  - a. Crusher Fines installation completed, along McNeil / Ute Park trail system
12. Drop the Tennis Court Wind Screen, along the North side of the Aquatic Center Tennis Courts
13. Complete the installation of the Parking Blocks at the Aquatic Center parking lot and paint all the parking blocks, yellow
14. Research the expense associated with the installation of Door Locking Mechanisms, on all of the MRD Park Buildings, at Holly Park, McNeil Fields and Ute Park

15. In the process of drawing up plans for the Renovation and Improvements at the McNeil Maintenance Shop Yard, including a Car Port, for equipment storage – Miguel & Mike
  - a. Contact Scott Murphy, city engineer, to advise the best method to handle the drainage problem, at the McNeil Maintenance Yard
  - b. Acquire cost estimates, i.e., materials & labor from contractors - Bill Lords, Alpine Lumber, etc.
  - c. Meet with Jake England, with England Fencing, regarding fencing material, height of fence, gates, etc.
  - d. Remove the Trees, between the McNeil Maintenance Shop and the Motorcycle Storage Unit
16. Met with MRD Maintenance Staff, regarding the MCRC Maintenance Shed Plans – Forward to BRS:
  - a. One eight foot Work Bench, along the West wall, in the far Northwest corner
  - b. One eight foot Overhead Light, hung above the Work Bench
  - c. Two 110 Volt Electrical Outlets, on the wall, above the Work Bench
  - d. One 110 Volt Electrical Outlet, outside and in front of (South side) the Maintenance Shed
  - e. At this time, they would prefer, NO SHELVING to be installed (they will determine future need, i.e., shelving, peg board, etc., as they begin to use the maintenance building
  - f. Other Questions
    - i. Will there be a Breaker Box installed, with sufficient capacity for the future maintenance building expansion?
    - ii. Will the Maintenance Shed have rain gutters installed
    - iii. Will it be possible to have a window, installed in the garage door?
    - iv. Is there a plan for a Security Camera to be installed, on the North side of the CRC Building, monitoring the maintenance shed, and also, all deliveries made to the CRC Building?
    - v. Is the water source for the Drinking Fountain, coming off the Maintenance Shed / CRC Building or from the Water Hydrant, that MRD Staff installed, just west of the detention pond?
17. Doing Monthly Checks at the Aquatic Center, i.e., pumps being greased, Pulsar Unit being cleaned, inspecting all mechanical equipment, cleaning and organizing mechanical, storage and electrical rooms
18. Outdoor Youth Pool / Slide Closure, following the Labor Day Holiday Weekend, September 3, 4, & 5
  - a. Drain and Clean the outside pool
  - b. Take down Splash Pad Features, and place in storage
  - c. Take Lounge Chairs to Holly Park, for storage
  - d. Remove all Shade Structures, and place in storage
  - e. Inspect both Outdoor Filters, Install three boards to UV Control Panel and Winterize everything
  - f. Wax and Buff the Outside Pool Slide, and remove the bottom flume and place in storage

***Thanks for your great contribution to our team. We continue to work together to improve our operation, which helps us serve more, better!***

**Approval of BOD Meeting Minutes from 7.28.16**

A motion was made by Director Plantz to approve the meeting minutes from 7.28.16, which was seconded by Director Smith. Without further discussion, motion passed 4 - 0

**Tour of Community Recreation Center Site, Under Construction.****ADJOURN**

A motion was made to adjourn the meeting at 1:44 p.m. by Director Plantz, which was seconded by Director Smith. Without further discussion, the motion passed 4 – 0 and the meeting adjourned.

Next Meeting  
Thursday September 29, 2016 11:30 a.m.  
MEDC Board Room  
1601 Oxbow Drive, Suite 360B  
Montrose Colorado 81401