



**MONTROSE RECREATION DISTRICT
BOARD OF DIRECTORS
2015 APPROVED MEETING MINUTES**

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**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, January 22, 2015
Approved unanimously at the 2.26.15 BOD Meeting**

Board Members

Kylee Smith
John Pope
Barbara Bynum
Jason Ullmann
Mark Plantz
Mike Brown
Kevin Davis-Excused

Staff Members

Ken Sherbenou
Cos Sisneros-via phone
Justin Mashburn
Wade Ploussard
Tracie Rief
Melissa Lords
Liz Gracesun
Miguel Lopez

Guests

John Eloie
Bo Nerlin
Chuck Musgrave
Janet Freed
Garry Baker
Scott Murphy
Cub Carter, Haydon
Judy Ann Files, City Council
Bob Nicholson, Montrose Mayor
John Malloy, Parks Maintenance
Scott Belonger, Loris
Fritz Behrhorst, Haydon Corp.
Lori Sharp

Call to Order

Board President, Director Pope called the January 22, 2015 Board of Directors meeting to order at 11:45 a.m. Roll was taken. All were present except Director and Davis, who was excused.

Open Forum

No comment during open forum

Staff Anniversaries

Cindy Marino's 6th Anniversary on 1.12.15 and Tracie Rief's 8th Anniversary 1.1.15

Path to Parks Presentation on 75% design progress

Scott Belonger of Loris and Associates presented to the board a general project overview as it now stands. This included a detailed discussion of the Home Depot area and the challenges. It was also discussed about the benefit of locating the trail on the Unreins property if they are willing to sell. The presentation contained examples Loris has from previous completed projects, which demonstrated what Montrose's project will look like if the Great Outdoors Colorado (GOCO) grant is received. After in-depth discussion. A motion was made by Director Ullmann, which was seconded by Director Pope, for Executive Director Ken Sherbenou to negotiate with the Unreins, for purchase of the 20 foot easement along their property. The motion directed Ken to start with 100% of appraised value, with a cap of 150% of appraised value or \$275,000. Without further discussion, the motion passed 5-0.

Community Recreation Center Budget meeting, Haydon's 100% design estimate

Fritz Behrhorst, Vice-President and Director of Pre-Construction, explained how the 100% design estimate grew beyond the estimate from the 35% design. His team, along with Barker Rinker Seacat (BRS), have worked diligently to achieve cost savings through value engineering. The growth committee met and discussed these cost savings measures and then came up with a list of recommendations to get the project back on budget. The growth committee recommends incorporating 25 of 51 of these value engineering efforts, mostly concerning changes to finishes and interior design. These changes will not affect programming at all, except for the maintenance building and irrigation pond, which were sized to accommodate full build out, and the community garden, which may be added back in should the project stay on budget. These actions constitute 1.8M in cost savings, which gets the project back on budget.

Updated Licensure Agreement with Montrose Memorial Hospital and Mountain View Therapy for a Dedicated Therapy Clinic in the Community Recreation Center

Ken reviewed the updated agreement for the Board of Directors, which includes a larger therapy clinic of 2003 net square feet. After a brief discussion, a motion to approve the Licensure Agreement with Montrose Memorial, adjusting the monthly rent for the exact net square footage of 2003, by Director Bynum. The motion was seconded by Director Plantz. Without further discussion, the motion passed 5 – 0.

2015 MRD Budget, Ratification of new Format of the Budget Approved 12.11.14

As was discussed at the December 2014 board meeting where the 2015 budget was approved, Ken explained to the Board the new format. The numbers are the same, but the format is new, which require board ratification. Lorie Orme, Internal Services Specialist, Don Moreland, and Shani Wittenberg, the City's Director of Finance, have been diligently for the past 6 weeks to update the budget format. The new format will be an easier to read month to month and year to date information. A motion was made by Director Ullmann to ratify the new budget format and then submit to the Department of Local Affairs (DOLA). The motion was seconded by Director Bynum. Without further discussion the motion passed 5 – 0.

Official Posting place for the 24 Hour Notice of Board Meeting Agendas

Ken made a recommendation to the Board that we post meeting agendas in three locations, the MRD Website, on the front door of the Aquatic Center, and the eastern entrance by the Fit Zone. A motion was made by Director Bynum, which was seconded by Director Pope to post in those three spots. Without further discussion, the motion passed 5 – 5

Committee Updates and Assignment

Outreach: Board: Kylee, Mark. Staff: Wade, Tracie, Melissa: no meeting held, Kylee did attend the open house for Mountain Therapy at Hawk Park.

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

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

Foundation: Board; Mike. Staff: Ken, Cindy. Heavenlys had a great turn out, with a donation for MRF of 100% of their profit for one day

Growth: Board: Jason, Barbara. Staff: Ken, Liz, Justin. Have met and helped to make recommendations to the board, value engineering cuts to get the CRC back on budget.

Executive Director Update Thursday 1/22/15 at 11:30am

1. Marketing.

- **Newsletter.** December's had 791 opens (26%) and 66 click throughs. November's had 628 opens (19%) and 64 click throughs. October's had 905 opens (27%) and 73 click throughs. September's had 819 opens (25%) and 69 click throughs. August's had 773 opens (23%) and 69 click throughs. July's had 884 opens (27%) and 84 click throughs. June's had 962 (30%) and 165 click throughs.
- **Winter Guide.** Jason wrote the letter, thanks Jason! This was mailed December 1st. It is another high quality guide and our team did a great job producing it.
- **Spring Guide.** Kylee wrote the note, thanks! The first draft of content was submitted to central design with Wick Communications. We were scheduled to have it by 1/26 to complete the first round of edits. Wick just sent this on Tuesday, 6 days early!

2. Staff and program updates.

- Youth programs. Special Olympics bb, 9 kids, compete in western slope special Olympics, working with Danielle, head of MCSD special education. If this goes well, they will expand into volleyball and softball. Also, looking at doing a Special Olympics swim team. We are hosting the Denver Nuggets Skills Challenge Regional Competition. February 22nd for the event, coming from all up and down the western slope. 16 teams total in youth 5th and 8th grade, and likely 6 more teams in high school program. All volunteers secured for youth basketball!
- Aquatics, Christmas 5 punch sale generated \$2000 plus dollars in sales, which is a good sign in support of combining the passes into one all-inclusive pass. New pass prices were implemented to some grumbling, but it was largely accepted with no hiccups. High school kids are coming over: yoga/relaxation class happening (Oxygen Club). Swim lessons started back up, going well and are busy.
- Fit Zone is busy and classes are filling, both with the New Year and the combination of aquatic and fitness classes. The 3rd annual western slope Alpine Bank Pickle ball Tournament is being planned. Carbondale and Gunnison joined to make a total of 7 cities. This will be held June 5th and 6th, 2015 in Montrose. Pickle ball is happening outside and over at Oak Groove currently. Meals are down because they have to pay \$5 per meal. However, the first Tuesday in December, there were 15 people in chair exercise, 11 getting pedicures, 10 playing billiards, 10 playing Bunco and 10 doing Zumba. About 60 people were at the senior center in a

day, which is representative. So, with the programs Cindy organizes, the Senior Center is busy even though meal participation is down.

- Mike working on emergency exits lights to prepare for fire inspection, engaging community service workers on various items such as working on the Gazebo, working on small items through Aquatic Center. Preventive maintenance work is being done upstairs. Mike is excited to have back up with the maintenance leader. This position was hired on 1/8/15. Mike Shelton brings tremendous experience in maintenance with parks and recreation. He was previously the Maintenance Foreman for the parks and recreation department in Craig, CO. Mike is excited and will fit well into our team! Thanks to Mike Brown, Mike Lopez, Coz, and John Pope for the help on the hiring committee.
- Congrats to Wade, our new MRD Recreation Coordinator! It is big transition for Wade dealing with Adult Sports, but it is going well. We've gone from 5 teams to 8 teams in adult basketball, partly by using a free agent team in indoor soccer and in basketball. He did a free agent survey done through constant contact. He is looking to expand this. Basketball is starting now; we are still looking for officials. He had 9 teams in dodgeball, which is a record. He had 9 teams in indoor soccer in the fall, then tried again early in the year, but only had 2 teams. So, it was too early for another league. So, he postponed until February.
- Lorie working on transitioning general ledger and reporting to City's Caselle system
- Recruitment for the Maintenance Leader and Recreation Coordinator. We had 9 applicants for the Maintenance Leader position and 28 applicants for the Recreation Coordinator position. Cos, Mike Brown, John and I reviewed them. For the maintenance leader position, Mike was also on our hiring committee. We conducted interviews on 1/9 and made hiring decisions.
- We went from Starmark, which was projecting a 24% increase to the Colorado Employer's Benefit Trust. In addition to saving MRD and employees thousands in additional premium costs, the plan is better in my opinion. It also encourages PPO rather than a high deductible health plan with an HSA.
- Holiday Party happened on January 9th, 2015 at 3pm at Rose Bowl. Thanks to everyone that was able to attend and celebrate our progress and the New Year!

3. CRC process

- Haydon took a look at the idea of expanding the therapy area. They came up with approximately \$63,000 for the additional 450 sf. That comes up to around \$140/ sf. BRS confirmed they can make this work. I updated the license agreement to reflect this change, which is on the agenda currently.
- Updated CRC Budget:

Cost

Haydon enhanced plan estimate CRC and FH, (SD +2.8M). Haydon is updating this for the 1/22/15 meeting, which I have not received.

Add for solar hot water heating system	500,000
Other dvlpmnt costs (see below 'over/under budget')	2,710,218

Owners contingency	1,229,268
Total project budget	31,444,876

Revenue

COP financing	25,450,000
MRD reserves	492,376
MMHI contribution, pre-paid rent for the first 41 months	217,105
capital fundraising goal	2,652,500
Total Revenue	28,811,981
Over/Under Budget	-2,632,895

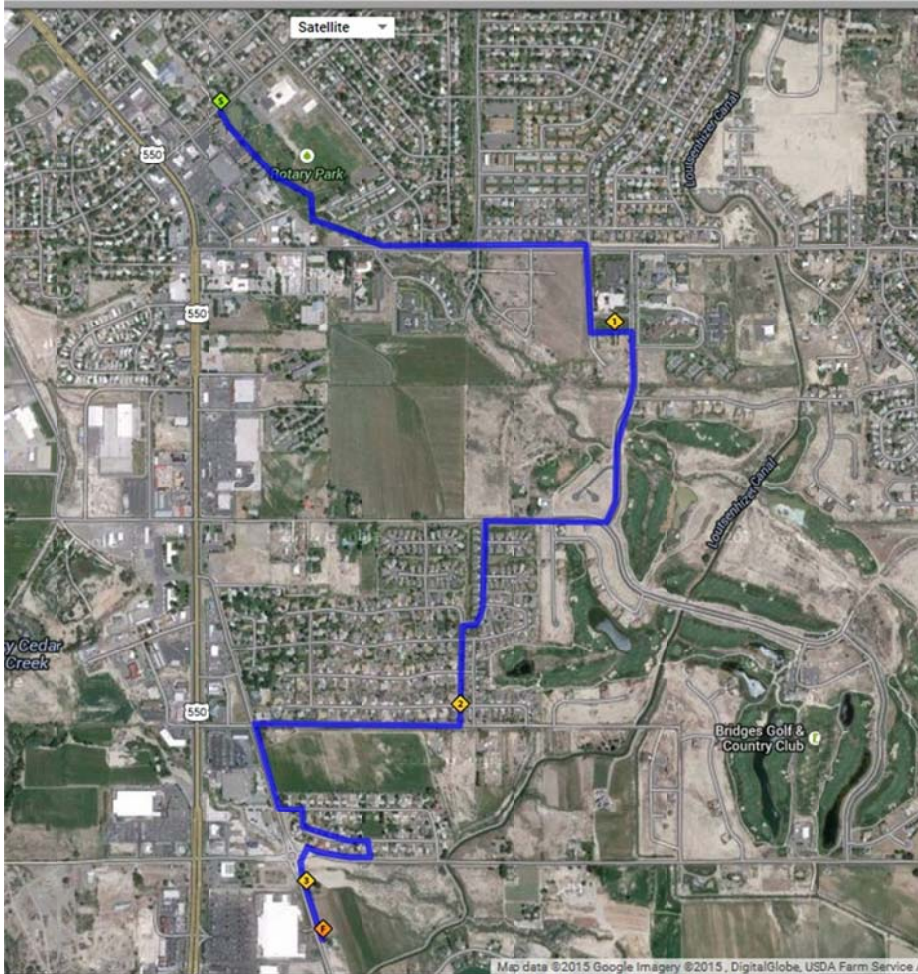
1534949 This includes an extra 22602 in A&E fees for therapy clinic

A&E fees	
FFE, Exercise Equipment	269500
FFE, General	414735
FFE, Computer	46000
Plant Invstment/Tap Fees	77080
Const. Testing and Survey	60000
Reimbursable Expenses	51394
Plan Review Fees	70000
Haydon Pre Const fee	186560
Total	2710218

- Updated Capital Campaign Budget

Confirmed Contributor Name	Confirmed Amount
Chuck and Valerie Harper, local citizens	\$ 10,000
Community Foundation of Mendocino County (Sandy Mailliard)	\$ 20,000
Montrose Rec Foundation Fundraising Activities to date	\$ 14,219
Montrose Rec District "One Duck at a Time" Campaign	\$ 2,012
Alpine Bank, Montrose Branch	\$ 20,000
Montrose Rotary Club	\$ 1,000
Livewell Montrose Olathe	\$ 5,000
Daniels Fund	\$ 500,000
El Pomar	\$ 25,000
Total	\$ 597,231
Pending Contributor Name	Pending Amount
Department of Local Affairs (DOLA), 300K to 1.9M (500K of which is for solar hot water heating)	1,900,000
Montrose Community Foundation	\$2,500
Boettcher Foundation	\$75,000
Gates Foundation	\$50,000
Additional Local Fundraising	\$27,769
Total	\$ 2,055,269
Total, unsecured and secured	\$ 2,652,500

- 4/24 Ground Breaking. 5K fun run from Rotary Park/Magic Circle (site of original outdoor pool) to CRC Site, for a bonfire, activities and a hot dog roast. We have concerns about trying to get across Townsend. Fritz also indicated he believed we could park on the site. Here is the proposed route:



4. Additional Grants/Development

- Paths to Parks. This updated design will be reviewed in depth at the 1/22 meeting! The difference between constructing on Unrein versus Home Depot is about 300K currently. Unrein has thus far been a no, but we have not made an offer. We have secured cooperation from Home Depot. Either option would improve the project. Either would be with a 20' land acquisition from Home Depot (option B), who is very willing to work with us so long as we compensate them fairly, and the Unreins (option A), who is less than willing to work with us. We still want to make an offer to the private property owner because the trail would be much less expensive than on Home Depot. We've secured the alignment on the east and south sides of Home Depot because that is in the ROW, which is what we presented in our concept paper. However, if we are successful going on the north and west sides, we'd have a 10' concrete trail COMPLETELY separated from any vehicular traffic, from the 'Rec. Center to the River Trail and All GOCO Funded Montrose Projects' (this is the title I'm contemplating for our project, by the way). This would be a further, very worthwhile, improvement to the safety of the user and their trail experience.
- Gates, Boettcher and the Others listed are still being pursued with the New Year.

5. Maintenance Updates from Coz.

Shared Services and Maintenance Meeting with John Malloy, Mike Shelton, Miguel Lopez

1. Introduce the new MRD Maintenance Leader, Mike Shelton and City's Parks Superintendent, John Malloy
2. Review 2015 City of Montrose / MRD IGA Shared Services Agreement (Hand Out Copies)

- a. Request Fresh Asphalt Overlay, at City's Basketball Court, at Baldrige Park
- b. Plow and clear snow, surrounding the McNeil Office and also, at the newly constructed 10' trail, West of the McNeil Fields/Ute Park
- c. Replaced E-1 Pump at McNeil Fields Complex, in December, by City's Water Department
- d. Move the MRD's Storage Shed, located at Cerise Park, to the McNeil Outdoor Maintenance Yard
- e. Repaint Gazebo, located at McNeil Fields Complex and Pond
- f. Drain and clean out sediment from Irrigation Well, at Holly Park – **Early Spring**
- g. Clean out ditch, burn weeds and dig out sediment, along Riverbottom Drive, that feeds McNeil Pond
- h. Irrigation Systems for Turf at the McNeil Fields, Ute and Holly Parks – **Start up, Mid-March**
- i. Aeration and Fertilization at McNeil Fields, Ute and Holly Parks – **(March 30 - April 3)**
- j. McNeil Concession/Restroom Building – **Start up, March 23** (Health Dept. Inspection)
 - ii. Turn on water, paint interior walls & floors, etc.
- k. Youth Soccer Team Practices – **Begin, Week of March 23**
- l. Install Pitching Machines & Hang Netting, at Ute Park Softball Fields Batting Cages – **Prior to March 30**
- m. Trim ground bushes and shrubs, within the islands, at the Aquatic Center Parking Lot
- 3. GOCO Water Park, River Trail & McNeil / Ute Park Renovation Projects **(Complete by, Spring of 2015)**
 - a. Install Fitness Stations (Spring Break, Mar 30-April 3) – Eagle Scout Project, Justin Hawkins / MRD Staff
 - b. Install Sensory Playground – Community Build Day / MRD Staff
 - c. Install Picnic Tables & Trash Receptacle – **City Parks Maintenance Staff**
- 4. Continue to Open Aquatic Center Pool each morning at 7:30 am & perform all other routine maintenance
 - a. Pool Water Quality, Chemical Checks, etc.
 - b. Vacuum Therapy Pool, Daily
 - c. Empty and clean Hot Tub, once per week, as needed
 - d. Mechanical System Checks, i.e., grease motors, replace belts, replace filters, etc.
 - e. Continue to clear snow & ice from Aquatic Center walkways and parking lot, as needed
 - f. Replace and repair, Deck Locker Locks, as necessary
 - g. Inventory Pool / Parks Maintenance Cleaning Supplies, & place order with Central Distributing – **April**
 - h. Match up paint, on the Aquatic Center Roof, in preparation of re-painting metal roof
 - i. Paint the Soffit, which is peeling off, all along the front (North) part of the Aquatic Center Building
 - j. Place Dangerous Ice Signs, around the McNeil Pond
- 5. Follow up on Montrose Tennis Association (MTA) Requests
 - a. Inspect all tennis court nets and center straps, verify proper height of nets
 - b. Install Aquatic Center tennis court Windscreens (Drop 1 ½ foot, from top) – **March 30**
 - c. Repair or replace Rollers (6), for removal of surface water on tennis courts
 - d. Order Three (3) Tennis Nets, Two (2) **purchased by MTA** & One (1) by **MHS Tennis Team (Ed Kneese)**
 - e. Repair surface cracks on tennis courts – Immediately, prior to the Spring Tennis Season!
- 6. Complete the Roof and Interior Room Repairs, on the Aquatic Center West Mechanical Room
 - a. Replace the Ceiling Sheet Rock and Paint
 - b. Complete the Roof Repairs, to the Aquatic Center building, above South entryway & roof liner – **RVE**
- 7. 2015 CIP & CEP Parks / Aquatic Items Purchases and Timelines
 - a. Small Riding Mower, with 72" deck - \$12,000
 - b. New Golf Cart / Utility Vehicle - \$7,500
 - c. Crack Sealant, Seal Coating and Line Stripping for McNeil Parking Lot - \$19,800
 - ii. Paint Cross Walk, at Ute Park parking lot, near the "beer island" – **Request city's authorization**
 - d. Install 2" Gas Line to McNeil Office and Maintenance Shop - \$10,355
 - e. Gel Coat Resurfacing of Outdoor Pool Fiberglass Slide, by The Slide Experts, Parker, Co. - \$19,090
 - f. Replacement Pump/Motor for the Outdoor Slide - \$5,000
 - g. Splash Pad Play Feature, Provided by Vortex, through CEM - \$8,500

Approval of BOD Meeting Minutes from 11.20.14, 12.1.14 and 12.11.14

A motion was made by Director Plantz to approve Meeting Minutes from 11.20.14, 12.1.14 and 12.11.14, which was seconded by Director Ullmann. Without further discussion, motion passed 5 – 0.

A motion was made to adjourn the meeting at 1:40 p.m. by Director Pope, which was seconded by Director Smith. Without further discussion, the motion passed 5 – 0 and the meeting adjourned.

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday February 26, 2015
Approved unanimously at the 3.19.15 BOD Meeting**

Board Members

Kylee Smith
John Pope
Barbara Bynum
Jason Ullmann
Mark Plantz
Mike Brown
Kevin Davis-Excused

Staff Members

Ken Sherbenou
Cos Sisneros
Justin Mashburn
Wade Ploussard
Tracie Rief
Melissa Lords
Liz Gracesun
Miguel Lopez
Cindy Marino

Guests

John Eloie
Bo Nerlin
Suzi King
Ann Hilleman
Laurie Brandt
Wayne Pandorf

Call to Order

Board President, Director Pope, called the February 26, 2015 Board of Directors meeting to order at 11:32 a.m. Roll call was taken. All Directors were present except Director Davis who was excused.

Open Forum

There was no comment made during open forum.

Staff Anniversaries

Liz Gracesun had her 7th Anniversary on 2.14.15.

Recognition of Lonnie Sloman

Lonnie was unable to attend today. Liz Gracesun, Aquatic Coordinator, still presented Lonnie a plaque in recognition of the 2014 goal he reached. Lonnie was the first patron to swim 1,000 miles of laps at the MRD Aquatic Center.

A motion was made by Director Bynum to table item V from the agenda until our March 19, 2015 meeting. This was seconded by Director Pope. Without further discussion, the motion passed 6-0.

Discussion of Community Recreation Center (CRC) Project

Executive Director Ken Sherbenou presented a quick update on changes to the CRC plan. These included a redesign of the detention basin, widening the lazy river to enable tubes, lowered the height of the climbing wall and a couple other small changes enabling the project to get back on budget without affecting programming. The 100% Construction Document design will be presented at the April Board meeting.

A motion was made by Director Ullmann to table the CRC discussion and return when the representatives of Dowl arrive, which was seconded by Director Brown. Without further discussion, the motion passed 6-0

Marlins Presentation

Suzi King, Marlin's Swim Team board member, gave a presentation to the board and guests.

Programmer Presentations: Liz Gracesun, Aquatics

Liz gave a Power Point presentation. She stated that she and Melissa Lords, Aquatics Leader, have over 20 years of combined aquatic professional experience, they hold seven certifications, manage up to sixty part-time employees, run many aquatic programs, teach well over 1,000 swim lessons yearly, teach Red Cross Training, provide six different levels of water aerobics classes, as well as support the Masters and Marlins Swim Clubs, PE Classes, physical therapy and outreach programs on water safety. The Aquatic Center support special events during the year and partner with many other business and organizations in Montrose.

With further discussion about MRD pricing for swim events with Suzi King and Ann Hilleman, Marlin Board Members, it was agreed that this conversation be pursued with a special board meeting. The board meeting is scheduled for March 12, 5:30 p.m. to be held at Aerocare conference meeting room.

Appointment and Re-Appointment of Montrose Recreation Foundation Board Members to Terms Running 1.1.15 to 12.31.15: Lori Sharp, Sara Lokey, Suzi King, Ellen Angeles, Wayne Quade, Mike Brown and Valerie Harper

After a brief discussion about why the MRD board appoints a majority of members to ensure coverage under MRD insurance, a motion was made by Director Bynum to appoint the following individuals to the MRF Board to a term running 1.1.15 through 12.31.15: Lori Sharp, Sara Lokey, Suzi King, Ellen Angeles, Wayne Quade, Mike Brown and Valerie Harper. This was seconded by Director Ullmann. Without further discussion, motion passed 6 – 0.

A motion was made by Director Pope to amend the agenda, bringing Buckhorn representatives into the discussion of Community Recreation Center Project as IX. This was seconded by Director Plantz. Without further discussion the motion passed 6 – 0.

Laurie Brandt and Wayne Pandorf expressed their thoughts and concerns of the reputation and treatment of Buckhorn Geotech, now Dowl. A discussion among Laurie, Wayne, the staff and board ensued. No action was taken.

GOCO Path to Parks Intergovernmental Agreement between the Montrose Recreation Rec. Center to the River Trail and Baldrige Regional Park

After a brief discussion, a motion was made by Director Pope to approve the agreement contingent on the GOCO grant being received. This was seconded by Director Bynum. Without further discussion, the motion passed 6 – 0.

Montrose Recreation District License Agreement Addendum with Montrose Memorial Hospital for Mountain View therapy at the Community Recreation Center.

A motion was made by Director Bynum to approve MRD License Agreement Addendum with the Montrose Memorial Hospital for Mountain View Therapy at the CRC. This was seconded by Director Smith. Without further discussion, the motion passed 6 – 0.

MRD January Finance Report

Ken did a quick review of the report from the City.

Committee Updates and Assignment

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

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

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

Foundation: Board; Mike. Staff: Ken, Cindy. Their meeting was cancelled due to weather. Dine out for Charity is at Chilli's on February 28th

Growth: Board: Jason, Barbara. Staff: Ken, Liz, Justin. Growth discussion was covered earlier in meeting.

**Executive Director Update. Executive Director Update for Board of Directors
(Items not already on the BOD agenda)
Thursday 2/26/15 at 11:30am**

6. Marketing.

- **Newsletter.** February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens. December's had 791 opens (26%) and 66 click throughs. November's had 628 opens (19%) and 64 click throughs. October's had 905 opens (27%) and 73 click throughs. September's had 819 opens (25%) and 69 click throughs. August's had 773 opens (23%) and 69 click throughs. July's had 884 opens (27%) and 84 click throughs. June's had 962 (30%) and 165 click throughs.
- **Spring Guide.** Kylee wrote the note, thanks! This will be mailed by 3.2.15.
- **Summer Guide.** Mark, for the note from the board? The first draft is due 3.20.15.
- **Change in Delivery Pattern.** We increased from 18000 to 19992 in our circulation footprint for mailing the guide. To stay on budget, I agreed with the MDP to 18600 per guide. To cut back, we'll rotate between Ridgeway and Olathe. Each community will receive two guides per year as opposed to four.

7. Community Events.

Wednesday, April 1, 8am to 5pm: Community Build Day to Install the Sensory Playground at McNeil. We'll be led by a certified playground installer from Rocky Mountain Recreation.

Friday, April 24, 5:30pm: CRC groundbreaking. We are buying new polo shirts for all staff, MRF board members and MRD board members in time for this event. Please get your size to Ken.

May 16: Ribbon Cutting and Dedication of Water Sports Park.

August 1-2: annual river festival. This will be the first year for the event and the plan is to have this the first weekend in August every year.

8. 2014 Budget.

In 2014, the City collected \$870,468 in sales tax for MRD. We budgeted \$637,000. Also, I calculated the following but I'm still waiting on confirmation from the City on this: In our 30 year budget, we projected to be at \$2,920,108, all available funds at the end of 2014. According to unaudited numbers, we are at \$3,487,996 as of the end of last year. We were conservative and it is paying off. This does not include Daniels, which we should not since that money is effectively spent. However, if we did, we'd be at \$3,987,996. Without Daniels, we were at \$943,598 in net revenue over expense for 2014. In our 30 budget, we projected to be \$375,711 in net revenue over expense for 2014.

9. Staff and program updates.

- Lorie: updated staff on following through on all items of new hires and made sure everyone was clear about accounts payable to pay vendors (processing code is either FT or PT; include initials).
- Liz/Melissa: finished last month's lessons, up 5 people from last year. Did safety fair at Friendship Hall. Preparing to promote water safety coinciding with the opening of the water sport park, which was emphasized in the spring guide. We have a more packed parking lot than we've ever had. PE classes with the high school are starting up soon at the Aquatic Center.
- Tracie: new CSR, Robyn-worked many years with YMCA in youth sports. Preparing to be ready for guide. Silversneakers has increased a lot.
- Mike: working on many future projects, prepping for Mike Shelton to come on board, working in outdoor facilities; stripping new spaces next to the employee entrance in the lot.
- Justin: wrote and received a 24K grant to Center for Mental Health grant for marijuana prevention for youth. He is busy working to implement these programs with Liz, Melissa and Wade, starting with the spring guide. He is also transitioning from basketball to soccer.
- Wade: consumed with 8 basketball team, prepping for spring programs. New baby coming in early March. Looking forward to having Craig Ellingson join the team!
- Coz: CIP list, Rec./Marketing Leader recruitment; 14 applicants. 3 interviewees. Hired Craig.

10. CRC process

- Woodgate Road Widening Message from Scott Murphy, City Engineer: As a follow up to our discussion the following is an update on the Woodgate Road Project. Drexel Barrel is approximately 70% complete with the design of the roadway improvements and I expect a 90% plan set by the end of February. The project will include a complete rebuild of Woodgate between the roundabout and Oxbow, generally widening the roadway towards the west. Our intent is to break ground January 1, 2016 and be complete by June 1, 2016. During construction Woodgate will be closed off to all but local traffic to WalMart and construction traffic to the Rec Center. I will be in touch once I get the 90% plan set so we can discuss what the access will need to look like for your construction to make sure that is made clear in our contract. Thanks.
- Haynes will be completing their work in the next couple weeks. When finished, more than 40K cubic yards will have been added and laid. Again, we haven't broken ground; we've just added ground.

11. Additional Grants/Development

- Paths to Parks.

Regarding the IGA according to Bo 'It would be premature to approve the IGA as you have not received the grant. You can discuss the IGA at the meeting on the 26th, and the board could authorize our office to review and comment, or finalize the IGA if need be. However, the IGA should be agreed upon and ratified only if the grant is received.'

Regarding the application, we're close to being ready to submit. Several reviewed our draft including Scott with Loris, Scott with the City, Jason and Coz. Thanks. Also, GOCO is reviewing our draft now and will get us comment soon. The plan is to overnight this on Monday.

- Gates, Boettcher and the Others are still being pursued.

- Rocky Mountain Health Plan grant submission with MRF. This would be for a NEW program targeting youth 11-17 that will leverage the new Water Sports Park that is opening in Montrose in May. The grant would pay for equipment rental from the Great Outdoors store. This program would be an affordable option for low-income youth with a grant from RMHPs. We plan to get about 100 youth in kayaks this summer should this grant come through.

12. Maintenance Updates from Coz.

Monday, March 9, 2015

Shared Services and Maintenance Meeting with John Malloy, Casey Proctor, Mike Lopez & Mike Shelton

1. Introduce the New MRD Maintenance Leader, Mike Shelton
2. Continue to plow and clear snow (it's coming!), surrounding the McNeil Office and also, along the newly constructed trail, west of the McNeil Fields/Ute Park
3. Repaint the Gazebo, located at the McNeil Fields Complex, pond area – **Mike**
4. Drain and clean out sediment from the irrigation well, at the Holly Park Softball Field Complex
5. Clean out ditch, by burning weeds or dig out sediment, that feeds McNeil Pond, located along Riverbottom Drive
6. Start-up irrigation systems for Turf, at McNeil Fields, Ute / Holly Parks, and Cerise Park – **Mid-March**
 - a. Youth Soccer Practices, Cerise Park (2 & 10 acres) – Mon-Fri 5:00-7:00 pm – **March 23 - May 15 & Aug 24 - Oct 23**
 - b. Adult Soccer Games, Cerise Park (2 acres) – Sundays – **June & July**
 - c. Lacrosse Practices, Cerise Park (10 acres) – Mon-Fri 4:00-6:30 pm – **March 23 - May 15**
 - d. Lacrosse Games, Cerise Park (10 acres) – 10:00 am-2:00 pm – **on the following dates: 3/14, 3/17,4/03,4/11, 4/24,4/28,5/02,5/09**
7. Aerate and fertilize turf, at McNeil Fields, Ute and Holly Parks – **During Spring Break Mar 30-April 3**
8. McNeil Concession / Restroom Building, Start-up – **Prior to March 23rd** (Health Dept. Inspection)
 - a. Turn on Water supply, paint interior walls & floors, etc.
 - b. Youth Soccer Team Practices – **Begin, Week of March 23rd**
9. Install Pitching Machines & Hang Netting, at the Ute Park Softball Fields Batting Cages – **Prior to March 30**
10. Trim ground bushes and shrubs, within the islands, at the Aquatic Center Parking Lot
11. Request City to sweep Aquatic Center & McNeil Fields Parking Lots – **Contact Jerry S. W/City**
12. Complete GOCO Water Park, Trail & McNeil / Ute Park Renovation Projects – Timelines
 - a. Install Fitness Equipment, along trail – **During Spring Break-March 30-April 3**
 - b. Install Sensory Playground Equipment – Beginning April 1st. Please join us if you are available.
 - c. Install Picnic Tables & Trash Receptacle – **Request assistance from City Parks Maintenance Staff**
13. Continue to Open Aquatic Center Pool each morning, at 7:30 am & perform all other routine maintenance
 - a. Pool water quality, chemical checks, etc.
 - b. Vacuum therapy pool, daily
 - c. Empty and clean Hot Tub, once per week, or as needed
 - d. Mechanical system checks, i.e., grease motors, replace belts & filters, etc.
 - e. Continue to clear snow & ice from Aquatic Center walkways and parking lot, as needed
 - f. Replace or repair Deck Locker locks, as necessary
 - g. Inventory Pool/Parks Maintenance Cleaning Supplies – Place order w/Central Distributing, in April
 - h. Match paint, on the Aquatic Center roof, and re-paint metal roof, as weather allows
 - i. Scrap old paint on Soffit (north side of Aquatic Center building), which is peeling off, and repaint
 - j. Place Dangerous Ice Signs, around the McNeil Pond
14. Tennis Court Maintenance and Upkeep
 - a. Clean and blow off Aquatic Center Tennis Courts (MHS Tennis Season-Feb. 23-May 9)
 - b. Inspect tennis court nets & center straps, and verify proper net height
 - c. Install Windscreens (drop 1 ½ foot, from the top of the fence) – prior to March 30
 - d. Repair or replace Rollers (6), for removal of surface water, on the tennis courts
 - e. Repair surface cracks, on tennis courts – as weather permits!
15. Complete the Roof Repairs, on the Aquatic Center West Mechanical Room – replace Sheet Rock on the Ceiling and paint

16. Complete the roof repairs, to the Aquatic Center Build, above the South Entryway & Roof Liner leak – **Reliant Roofing**
17. 2015 CIP & CEP Parks / Aquatic Center Items Purchases – Timelines
 - a. Small Riding Mower, with 72" Deck
 - b. Utility Vehicle
 - c. Crack Sealant, Seal Coating and Line Stripping, at McNeil Parking Lot – **May 18 – 22, 2015**
 - d. Install 2" Gas Line, to McNeil Office & Maintenance Shop – by Source Gas
 - e. Gel Coat Resurfacing, of Outdoor Fiberglass Pool Slide – by The Slide Experts, Parker, Co.
 - f. Replace the Pump / Motor, for the Outdoor Pool Slide
 - g. Splash Pad Play Feature, Provided by Vortex, through CEM

***Approval of BOD Meeting Minutes from 1.22.15**

A motion was made by Director Pope to approve Meeting minutes from 1.22.15 , which was seconded by Director Smith. Without further discussion, motion passed 6 – 0.

A motion was made to adjourn the meeting at 2:20 p.m. by Director Brown, which was seconded by Director Ullman. Without further discussion motion passed 6 – 0 and the meeting adjourned.

**Montrose Recreation District
Board of Directors Meeting Minutes
Special Board Meeting
Thursday March 12, 2015
Approved unanimously at the 3.19.15 BOD Meeting**

Board Members

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

Staff Members

Ken Sherbenou
Cos Sisneros
Cindy Marino
Wade Ploussard
Liz Gracesun
Melissa Lords

Guests

John Barnholt via phone

Call to Order

Board President, Director Pope, called the March 12, 2015 Board of Directors special meeting to order at 5:32 p.m. Roll call was taken. All Directors were present.

Open Forum

Executive Director Ken Sherbenou discussed the possible acquisition of 3.5 acres of Dee Luckenbill's property. Board members were supportive of pursuing this.

Discussion of Board Vacancy

Board member Kevin Davis resigned at the end of February after almost 5 years of service. The board has 60 days to appoint to fill this vacancy. The board scheduled a special board meeting on April 21, 2015 to interview candidates and make a decision.

Discussion of MRD Cost Recovery Philosophy and Community Recreation Center (CRC) Pro Forma

John Barnholt, operational consultant, ran through the updated pro forma for the CRC. He also reviewed the result of the 2006 Cost Recovery workshop. A lengthy discussion ensued regarding achieving the proper balance among community and individual benefit, and the appropriate level of cost recovery for MRD programs and services.

MRD and Marlins Agreement for 2015

Ken and Aquatic Coordinator Liz Gracesun presented the proposed 2015 Marlins-MRD agreement. Ken recommended option 1 for swim meet fees, \$5 per swimmer for one day meets, \$7 per swimmer for two day meets and \$9 per swimmer for three day meets. This is what the Marlins proposed.

Director Pope made a motion to approve the agreement with option 1, subject to actually following the terms of agreement as well as extending it until August of 2016. Director Smith seconded the motion. There was no further discussion and the motion passed unanimously 6-0.

A motion was made to adjourn the meeting at 7:10 p.m. by Director Brown, which was seconded by Director Smith. Without further discussion, the motion passed 6 – 0 and the meeting adjourned.



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, March 19, 2015
Approved at the April 21, 2015 Meeting**

Board Members

Kylee Smith
John Pope – via phone
Barbara Bynum
Jason Ullmann
Mark Plantz - excused
Mike Brown – arrived later

Staff Members

Ken Sherbenou
Craig Ellingson
Justin Mashburn
Cindy Marino
Tracie Rief
Melissa Lords
Liz Gracesun

Guests

Bo Nerlin

Call to Order

Board Secretary, Director Smith, called the March 19th, 2015 Board of Directors meeting to order at 11:50 a.m. Roll was taken; all were present except Directors Plantz and Brown. Director Brown arrived later. Director Pope joined via phone.

Open Forum

No comments

Staff Anniversaries

Miguel Lopez's 6th Anniversary on 3.6.15

Introduction of new full time employees, Mike Shelton, Maintenance Leader, and Craig Ellingson, Rec/Marketing Leader

Craig was introduced today, the new Rec/Marketing leader. Mike Shelton, the new Maintenance Leader, was unable to attend today.

Discussion of Community Recreation Center Project

Executive Director Ken Sherbenou gave a quick update, including providing a budget summary.

MRD-Marlins/Masters Updated Swim Team Agreement 2015

Liz Gracesun, Aquatics Coordinator and Ken did a quick review of the new agreement. The Agreement is the same as that presented at the special board meeting except there were a few changes to the summer hours. The Marlins board is supportive of the agreement. A motion was made by Director Ullmann to approve the agreement as written. This was seconded by Director Brown. The motion passed 4 – 0.

Vacancy on the MRD Board of Directors

Ken and board discussed the deadline for applications, which was set for April 8th at the close of business. It was further agreed to have a special board meeting on April 21 at Del-Mont at 11:30 to interview the applicants.

Site of April 23rd Regular Board Meeting

Previously, the Board had approved to hold the monthly board meetings at the McNeil meeting room. Without the benefit of phone or internet services at this site, the Board would like to find a new location. Ken will investigate further with the help of Directors Bynum and Smith. A motion was made by Director Bynum to move the April 23, 2015 board of directors meeting from McNeil to Delmont, 125 Colorado Avenue. This was seconded by Director Smith. Without further discussion the motion passed 4 – 0.

MRD February Finance Report

Ken asked the board to refer to the reports included in the packet. Lorie, Internal Services and Shani, from the City, are working closely and are on the same page regarding generating these reports each month.

Committee Updates and Assignment

Outreach: Board: Kylee, Mark. Staff: Wade, Tracie, Melissa: Did not meet. Tracie did outreach at Altrusa annual Spring Luncheon and Craig served as the Master of Ceremonies during his second day on the job at the 4th Grade Showcase at Cottonwood Elementary.

Exec. Committee of Board: John, Mike. Staff: Ken. Did not meet.

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

Foundation: Board; Mike. Staff: Ken, Cindy. They will meet next Monday.

Growth: Board: Jason, Barbara. Staff: Ken, Liz, Justin. They had one meeting on design and interiors, which was led by Barker Rinker Seacat.

Executive Director Update

(Items not already on the BOD agenda)

Thursday 3/19/15 at 11:30am

13. Marketing.

- **Newsletter.** March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens. December's had 791 opens (26%) and 66 click throughs. November's had 628 opens (19%) and 64 click throughs. October's had 905 opens (27%) and 73 click throughs. September's had 819 opens (25%) and 69 click throughs. August's had 773 opens (23%) and 69 click throughs. July's had 884 opens (27%) and 84 click throughs. June's had 962 (30%) and 165 click throughs.
- **Spring Guide.** Kylee wrote the note, thanks! This was mailed by 3.2.15.
- **Summer Guide.** Mark to write this? We need this by the end of the month.

14. Community Events.

Wednesday, April 1, 8am to 5pm: Community Build Day to Install the Sensory Playground at McNeil. We'll be led by a certified playground installer from Rocky Mountain Recreation.

Friday, April 24, 5:30pm: CRC groundbreaking. We are buying new polo shirts for all staff, MRF board members and MRD board members in time for this event.

May 16: Ribbon Cutting and Dedication of Water Sports Park.

August 1-2: annual river festival. This will be the first year for the event and the plan is to have this the first weekend in August every year.

15. Staff and program updates.

- Cindy: Gold Circle, re-felting the pool tables. 48K in senior center fund. Free Tax Service at Pavilion Senior Center. Many of the activities at the Senior Center are led by volunteer instructors.

Currently, there are 25 Yoga and Relaxation Class (following Zumba) is a new class. Fit Zone is going well. Change to Fit in 45.

- Liz: starting third session of swim lessons, adding a fourth session this spring for the first time ever. Center for Mental Health: partly to be used for scholarships for lifeguard training. Lonnie presented plaque: really moved by this. 1000 miles in a year. Gearing up, hiring and training, for the summer. Will be recruiting through the newsletter, workforce center.
- Mike S.: sorting hand tools, getting to know the building, working on lights in building; he has been, cleaning, cleaning, cleaning since he'll have custodial duties in the winter until the CRC opens. He will continue this for a couple weeks, and then go outside to work on program preparation (3/17). Then Mauricio coming back for the summer and growing season.
- Mike L: doing preventative maintenance, painting fields, concession building being painted, prepare for spring set up. Slide experts coming to gel slide. Excited for Mike S. to transition to pool maintenance, and outdoor fields.
- Lorie: trained Melissa on payroll, Melissa caught three mistakes as she did the last payroll run while Lorie was out of the office. We now have a payroll backup. Updated the staff on new hire procedure.
- Wade: Adult sports, we have softball meeting on 3/19 for managers. Permits for alcohol consumption will be distributed. We went from 11 (2014) to 18 (2015) volleyball teams this year. Working on Youth Outdoors and other outdoor recreation programming. We need a plan for handling outdoor recreation programs moving forward. Adult basketball finished up, final night gave 4 technicals. Tournament finished; he'll be updating his award budget. He made a lot of progress getting control over the league to improve the quality. He created a Volleyball application to update about cancellations, scores, etc.
- Justin: gearing up for spring programs - volleyball, soccer and lacrosse registration. Training Craig, getting him ready to rock.
- Melissa: payroll, swim lessons (added a pre-school class). 3/4 full for current sessions of swim lessons. Saw a lot of new faces last night, the first night of swim lessons. She connects with swim lesson parents on a regular basis.
- Craig: He has been here for two days; he helped with volleyball last night. Offered help on Gmail and office suite (create spreadsheets to help in program management). He is excited to be here.
- Tracie: 1 new CSR and lost one due to health issues. She and her team are busy with spring program registration! Major deadline on 3/9.
- Coz: water park dedication meeting coming up, gearing up for spring season; he is glad our team is growing in a positive way (Craig and Mike). Busy with maintenance efforts: getting the City lined up with their new rec. superintendent. Getting parks ready for outdoor programs.

16. CRC process

- Earthwork timeline: done by the end of this month. By 3/24 50% CD done. No activity will happen until the start of construction (depends on GMP and permitting), aside from an early release to drive the piles in the next 5 or so weeks. 100% CD drawings will be done by 4/10/15. Haydon projects we will secure the GMP by 5/1/15. Approval of final contract will need to happen by the board. We'll likely need a special board meeting for this.
- Special Board Meeting to Tour the CRC Site, led by Haydon and Haynes: 3.25 at 11:30am or 5pm??
- Woodgate Road Widening Message from Scott Murphy, City Engineer: As a follow up to our discussion the following is an update on the Woodgate Road Project. Drexel Barrel is approximately 70% complete with the design of the roadway improvements and I expect a 90% plan set by the end of February. The project will include a complete rebuild of Woodgate between the roundabout and Oxbow, generally widening the roadway towards the west. Our intent is to break ground January 1, 2016 and be complete by June 1, 2016. During construction Woodgate will be closed off to all but local

traffic to Walmart and construction traffic to the Rec Center. I will be in touch once I get the 90% plan set so we can discuss what the access will need to look like for your construction to make sure that is made clear in our contract. Thanks.

- Haynes will be completing their work in the next couple weeks. When finished, more than 40K cubic yards, or 80K tons, will have been added and laid. Again, we haven't broken ground; we've just added ground and compacted it.

17. Additional Grants/Development

- Rocky Mountain Health Plans Foundation gave \$4400 to start a youth kayak program. Ken and Justin are working on getting this organized. The Foundation desired their funds serve low income kids, so the registration fee for youth on free/reduced lunch will be greatly subsidized by the grant. We plan to get about 100 youth in kayaks this summer should because of this grant
- Gates and Boettcher are being pursued for the CRC.
- Jason, Barbara, Judy Ann and I presented at our DOLA hearing on 3/17. It went extremely well, and we'll hear in the next couple weeks. Thanks very much to these three for their continued CRC leadership!

18. Partnerships

- **MCSD.** Since the passing of the shared facility use MOU, MRD utilization of MCSD facilities has increased dramatically.
Here is the information for MRD Facility use with Montrose & Olathe School District. Every year it has increased:
2010- 314 hours
2011- 924.25 hours (first year of the MOU)
2012-1381.50 hours
2013- 1541.50 hours
2014- 1942.50 hours

19. Maintenance Updates from Coz.

Monday, March 9, 2015

Shared Services and Maintenance Meeting with John Malloy, Casey Proctor, Mike Lopez & Mike Shelton

18. Introduce the New MRD Maintenance Leader, Mike Shelton
19. Continue to plow and clear snow (it's coming!), surrounding the McNeil Office and also, along the newly constructed trail, west of the McNeil Fields/Ute Park
20. Repaint the Gazebo, located at the McNeil Fields Complex, pond area – **Mike**
21. Drain and clean out sediment from the irrigation well, at the Holly Park Softball Field Complex
22. Clean out ditch, by burning weeds or dig out sediment, that feeds McNeil Pond, located along Riverbottom Drive
23. Start-up irrigation systems for Turf, at McNeil Fields, Ute / Holly Parks, and Cerise Park – **Mid-March**
 - e. Youth Soccer Practices, Cerise Park (2 & 10 acres) – Mon-Fri 5:00-7:00 pm – **March 23 - May 15 & Aug 24 - Oct 23**
 - f. Adult Soccer Games, Cerise Park (2 acres) – Sundays – **June & July**
 - g. Lacrosse Practices, Cerise Park (10 acres) – Mon-Fri 4:00-6:30 pm – **March 23 - May 15**
 - h. Lacrosse Games, Cerise Park (10 acres) – 10:00 am-2:00 pm – **on the following dates: 3/14, 3/17,4/03,4/11, 4/24,4/28,5/02,5/09**
24. Aerate and fertilize turf, at McNeil Fields, Ute and Holly Parks – **During Spring Break Mar 30-April 3**
25. McNeil Concession / Restroom Building, Start-up – **Prior to March 23rd** (Health Dept. Inspection)
 - c. Turn on Water supply, paint interior walls & floors, etc.
 - d. Youth Soccer Team Practices – **Begin, Week of March 23rd**
26. Install Pitching Machines & Hang Netting, at the Ute Park Softball Fields Batting Cages – **Prior to March 30**
27. Trim ground bushes and shrubs, within the islands, at the Aquatic Center Parking Lot
28. Request City to sweep Aquatic Center & McNeil Fields Parking Lots – **Contact Jerry S. W/City**

29. Complete GOCO Water Park, Trail & McNeil / Ute Park Renovation Projects – Timelines
 - d. Install Fitness Equipment, along trail – **During Spring Break-March 30-April 3**
 - e. **Install Sensory Playground Equipment – Beginning April 1st. Please join us if you are available.**
 - f. Install Picnic Tables & Trash Receptacle – **Request assistance from City Parks Maintenance Staff**
30. Continue to Open Aquatic Center Pool each morning, at 7:30 am & perform all other routine maintenance
 - k. Pool water quality, chemical checks, etc.
 - l. Vacuum therapy pool, daily
 - m. Empty and clean Hot Tub, once per week, or as needed
 - n. Mechanical system checks, i.e., grease motors, replace belts & filters, etc.
 - o. Continue to clear snow & ice from Aquatic Center walkways and parking lot, as needed
 - p. Replace or repair Deck Locker locks, as necessary
 - q. Inventory Pool/Parks Maintenance Cleaning Supplies – Place order w/Central Distributing, in April
 - r. Match paint, on the Aquatic Center roof, and re-paint metal roof, as weather allows
 - s. Scrap old paint on Soffit (north side of Aquatic Center building), which is peeling off, and repaint
 - t. Place Dangerous Ice Signs, around the McNeil Pond
31. Tennis Court Maintenance and Upkeep
 - f. Clean and blow off Aquatic Center Tennis Courts (MHS Tennis Season-Feb. 23-May 9)
 - g. Inspect tennis court nets & center straps, and verify proper net height
 - h. Install Windscreens (drop 1 ½ foot, from the top of the fence) – prior to March 30
 - i. Repair or replace Rollers (6), for removal of surface water, on the tennis courts
 - j. Repair surface cracks, on tennis courts – as weather permits!
32. Complete the Roof Repairs, on the Aquatic Center West Mechanical Room – replace Sheet Rock on the Ceiling and paint
33. Complete the roof repairs, to the Aquatic Center Build, above the South Entryway & Roof Liner leak – **Reliant Roofing**
34. 2015 CIP & CEP Parks / Aquatic Center Items Purchases – Timelines
 - h. Small Riding Mower, with 72" Deck
 - i. Utility Vehicle
 - j. Crack Sealant, Seal Coating and Line Stripping, at McNeil Parking Lot – **May 18 – 22, 2015**
 - k. Install 2" Gas Line, to McNeil Office & Maintenance Shop – by Source Gas
 - l. Gel Coat Resurfacing, of Outdoor Fiberglass Pool Slide – by The Slide Experts, Parker, Co.
 - m. Replace the Pump / Motor, for the Outdoor Pool Slide
 - n. Splash Pad Play Feature, Provided by Vortex, through CEM

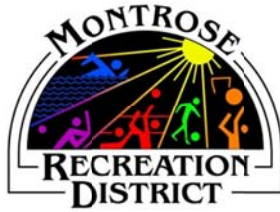
Approval of BOD Meeting Minutes from 2.26.15 and 3.12.15

A motion was made by Director Bynum to approve meeting minutes from 2.26.15 and 3.12.15, which was seconded by Director Ullmann. The motion passed 4 – 0.

A motion was made to adjourn the meeting at 12:36 p.m. by Director Ullmann, which was seconded by Director Bynum. The motion passed 4 – 0.

Next Meeting

Thursday April 24th at 11:30 a.m.
 Delmont Consultants
 125 Colorado Avenue
 Montrose Colorado 81401



**Montrose Recreation District
Board of Directors Meeting Minutes
Wednesday April 8, 2015
(rescheduled from March 25th)
CRC Site, 16350 Woodgate Road
Montrose CO 81401
Approved by the Board on April 23, 2015**

Board Members

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

Staff Members

Ken Sherbenou
Cos Sisneros
Justin Mashburn
Wade Ploussard
Tracie Rief
Melissa Lords
Liz Gracesun
Miguel Lopez
Cindy Marino
Mike Shelton
Craig Ellingson
Abram Mitchell

Guests

Todd Haynes
Lori Sharp
Suzi King
Judy Lokey
Cub Carter
Jordan from Haydon
John Eloie
Justin Joiner
Wayne Quade

Call to Order

Board Vice President, Director Brown called the April 8, 2015 Board of Directors meeting to order at 11:30 a.m. Roll was taken. All Directors were present except Directors Plantz and Pope, who were excused.

The group then proceeded to tour the CRC Site Led by Haynes Excavation and Haydon Building Corp. The earthwork being done by Haynes is nearly complete.

The meeting was adjourned and lunch was served.

Next Meeting
Tuesday, April 21st at 11:30 a.m.
Delmont Consultants
125 Colorado Avenue
Montrose Colorado 81401



**Notice of Special Meeting for the
Montrose Recreation District Board of Directors
For Tuesday April 21, 2015 at 11:30am
Delmont
125 Colorado Ave.
Montrose CO 81401
(approved unanimously at the 5.28.15 BOD meeting)**

Board Members

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

Staff Members

Ken Sherbenou

Guests

Jane Ryan
Amy Warthen

Call to Order

Board President, Director Pope called the April 21, 2015 Board of Directors meeting to order at 11:35 a.m. Roll was taken. All Directors were present except Directors Plantz and Smith, who were excused.

The Board first interviewed Amy Warthen to fill the vacancy created by the written resignation submitted by Director Kevin Davis. Following the interview of Amy Warthen, the Board interviewed Jane Ryan.

The Board then discussed the candidates. The final decision was set to be made at the April 23, 2015 Board of Directors meeting. The individual appointed would then take the oath of office and serve until the next election, May 3, 2016.

The meeting was then adjourned

Next Meeting
Tuesday, April 23rd at 11:30 a.m.
Delmont Consultants
125 Colorado Avenue
Montrose Colorado 81401



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, April 23rd 2015
(approved unanimously at the 5.28.15 BOD meeting)**

Board Members

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

Staff Members

Ken Sherbenou
Coz Sisneros
Justin Mashburn
Cindy Marino
Tracie Rief
Melissa Lords
Wade Ploussard
Mike Shelton
Miguel Lopez
Liz Gracesun

Guests

Chuck Musgrave
Fritz Behrhorst
Bob Nicholson
Julee Wolverton
John Eloie
Bo Nerlin

Call to Order

Board President, Director Pope called the April 23rd, 2015 Board of Directors meeting to order at 11:42 a.m. Roll was taken and all Directors were present except Director Ullmann, who was excused.

Vacancy on the MRD Board of Directors: Appointment of Amy Warthen to fill the seat vacated by Kevin Davis

After interviewing two highly qualified applicants on April 21, 2015, Amy Warthen and Jane Ryan, a motion was made by Director Pope to appoint Amy Warthen to the MRD Board of Directors. This was seconded by Director Smith. Without further discussion, the motion passed 5 – 0.

Oath of Office for Amy Warthen, Appointee to the MRD Board of Directors

Board President John Pope administered the oath of office to Amy Warthen. After taking the oath, Director Warthen took her seat on the MRD Board of Directors. Director Warthen will serve until the next election on May 3, 2016. She then has the option of running for two consecutive four year terms.

Open Forum

Penny Peterson, CSR had just suffered the loss of her son, Stewart due to cancer. The Board honored him with a moment of silence and by sending flowers.

Recognition for the 1st Quarter of 2015

Liz Gracesun is the Full Time Employee of the 1st Quarter. She was honored with a certificate and Montrose Bucks. Part time employee of the Quarter, Abram Mitchell, was honored earlier this month as he has moved to Craig Colorado to pursue firefighting. Tom and Renae Manuel were selected for Volunteer of the Quarter, although they were unable to attend today. They have coached for many years for the Rec District in youth sports.

Introduction of New Full Time employee Mike Shelton, Maintenance Leader

Ken introduced Mike Shelton and welcomed him to the team.

Presentation of 100% Construction Documents by the Team Led by Barker-Rinker-Seacat (BRS) for the Montrose Community Recreation Center Project

Chuck Musgrave, Principle in Charge with BRS, presented to the Board the final construction documents. There were several discussions that then transpired. Some of these included minor adjustments to the climbing wall, attached stools in the gym, and the Gunnison Tunnel mural. Julee Wolverton, Landscape Architect, continued the presentation with her rendition of our landscape design. John Elloe, Architect, reviewed the current plans for the Aquatic Field House design.

Grant Contract with the Department of Local Affairs

Director Pope made a motion to table the discussion about the Grant from the Department of Local Affairs. This was seconded by Director Bynum. The motion passed 6 – 0.

MRD Resolution 2015-1, Authorizing Ken Sherbenou, Executive Director, to Administer the Department of Local Affairs Grant for the Montrose Community Recreation Center

Director Bynum made a motion to pass MRD Resolution 2014-1. This was seconded by Director Plantz. The motion passed 6 – 0.

Updated 2015 Board Meeting Dates and MRD Holidays

A motion was made by Director Pope to accept the updated meeting dates schedule. This was seconded by Director Brown. The motion passed 6 – 0.

Authorization to Borrow for Wells Fargo Credit Line increase and Authorization for Online Banking for Lorie Orme and Ken Sherbenou

Director Pope made a motion to approve the increased credit line at Wells Fargo and Authorization for Online Banking for Lorie Orme and Ken Sherbenou. This was seconded by Director Brown. The motion passed 6 – 0.

Moving MRD Checking Accounts for the General Fund, Conservation Trust Fund and the Capital Improvement Fund to a Local Bank

Director Bynum made a motion to explore the possibilities of moving the checking accounts of MRD's General Fund, Conservation Trust Fund and the Capital Improvement Fund to a local bank. This was seconded by Director Warthen. The motion passed 6 – 0.

MRD March Finance Report

Ken did a quick review of March's financial report. He pointed out that the sales tax is up from the projected revenues.

Committee Updates and Assignment

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

Exec. Committee of Board. Board: John, Mike. Staff: Ken. A meeting was held and the agenda was reviewed.

Administrative. Board: John. Staff: Cos, Lorie. No meeting was held.

Foundation. Board: Mike. Staff: Ken, Cindy. They are meeting this next Monday. They maybe appointing Amy Warthen to this committee.

Growth. Board: Jason, Barbara. Staff: Ken, Liz, Justin. They met yesterday, most of the conversation was about filters for the pool.

Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 4/23/15 at 11:30am

20. Marketing.

- **Newsletter.** April's had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens. December's had 791 opens (26%) and 66 click throughs. November's had 628 opens (19%) and 64 click throughs. October's had 905 opens (27%) and 73 click throughs. September's had 819 opens (25%) and 69 click throughs. August's had 773 opens (23%) and 69 click throughs. July's had 884 opens (27%) and 84 click throughs. June's had 962 (30%) and 165 click throughs.
- **Summer Guide.** Barbara wrote the note, thanks! This will be mailed by 5.4.15.

21. Community Events.

Friday, April 24, 5:30pm: CRC groundbreaking. This should be great.

May 16: Ribbon Cutting and Dedication of Water Sports Park: 8:30 pancake breakfast, 10am Official Dedication.

August 1-2: annual river festival. This will be the first year for the event and the plan is to have this the first weekend in August every year.

22. Staff and program updates from 4.8 staff meeting.

- Craig: working on 2nd draft of brochure, sent out edits last night. Immersed in youth sports: soccer, volleyball and lacrosse.
- Liz: got April swim lessons for the first time. Going really well, good attendance with many private/semi-privates. Recruiting summer staff, which is going really well. Looking for teachers to teach summer swim lessons. Abran's last day is Friday, seasonal fire fighter.
- Melissa: encouraged adding of April session of swim lessons, which is experiencing good participation. Accommodating many new kids.
- Wade: Adult volleyball going on now. First invitational softball tournament in 20 years is being organized. Thanks for helping on the playground; it was a great team effort. We celebrated the 1 year anniversary of the CRC election victory by adding this other great new amenity. We were led by a certified playground installer from Rocky Mountain Recreation. Thanks Barbara for inviting the MDP; they did a great article. The only piece left is signage, which Ken is working on with the City.
- Justin: Rocking with soccer, more kids than we have every had (642), partly due to the Center for Mental Health grant and the scholarships that enable the \$15 registration fee. The new playground is packed and crawling with kids. Two more weeks of youth volleyball. Getting concessions switched over to Big Head, making sure compliant with health code. Vending machines are causing problems, and he is working to get them fixed. Also, here are some participation numbers for youth sports: Spring lacrosse, 52 (we had 32 last year), Special Olympics Track and Field, 13 for this first time program, youth volleyball, 100, and youth soccer is at an all-time high at 642 kids.
- Mike S.: Getting everything ready to go for the summer, batting cages are up, cleaning up shop, put away tools when done, close doors at facilities since a door was busted by the wind. Working closely with Mike on many fronts; it is going well.
- Cindy: Finally fixed sound system with Deeply Digital, but still have issues. Discontinued classes that have low attendance, which were amped up with the new year's resolution rush. Refurbished pool tables. Trip to Children's Nature Center in Fruita, their staff said the 50+ group is better than the 2nd graders. \$450 sponsorship from Alpine Bank for Regional Pickleball Tournament. We need more shade for the event.
- Tracie: Busy at the front desk, hired another person (Julie), it is hard to accommodate requests off so she needed another person, updating numbers for guides. Scholarships have been busier than ever over the past several weeks, courtesy of the Center for Mental Health grant.
- Mike L.: We are overloaded right now. Concession transition is difficult since the Health Department requires us to put in new hot water heaters, new sinks and new refrigerators. Transition with the City is making things difficult since Thordy's retirement. There is a learning curve with new Superintendent. Email work requests instead of writing them.

23. CRC process

- Earthwork timeline: done by the end of this month. No activity will happen until the start of construction (depends on GMP and permitting), aside from an early release to drive the piles (see below). 100% CD drawings are done. Haydon projects we will secure the GMP by mid May. Approval of final contract will need to happen by the board. We'll likely need a special board meeting for this.
- Amendment #2: additional contract ahead of GMP for pile driving. Executed yesterday.

**Ammendment #2
Montrose Recreation Center
Driven Piles**

4/17/2015



Surveying	\$ 15,000
Driven Piles	\$ 410,850
Pile Testing	\$ 10,000
Sewer Line Installation	\$ 56,000
General Conditions	\$ 25,000
Contingency	\$ 25,843
Subtotal	\$ 542,693
Builders Risk	\$ 1,717
Liability Insurance	\$ 4,579
Bond	\$ 4,006
CMAR Fee	\$ 19,355

Total estimated Pile Work - Amendment 2	\$ 572,350
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Base Scope:

Proposal is based on Civil plans Titled "Montrose Community Rec Center" by Barker Rinker Seacat Architecture Dated March 24, 2015.

The scope of this work is to install the driven piles that are required for foundation support.
In addition, the re/location of the existing sewer main under the building is included to assure that the existing service is not disturbed due to the pile driving work.
PDA testing is included for 2 pile locations including an resrike test.

The following items are excluded from this proposal:

- Any work other than as outlined above
- Governmental or utility company permits and fees of any type.
- Preconstruction and/or design fees
- Sales taxes (assumed tax exempt)
- Testing and special inspections other than PDA testing

- Haynes has completed the earthwork as of this week. More than 40K cubic yards, or 80K tons, have been added and compacted. Again, we haven't broken ground; we've just added. Also, per John Pope's request, we will donate \$400 to the memorial fund for Catlin Haynes, likely to be used in an anti-bullying campaign. Ken also offered to have a remembrance of Caitlin on the CRC site such as a tree or bench dedicated to her memory. Todd said it would be a welcomed gesture.
- **Additional Grants/Development**
- Rocky Mountain Health Plans Foundation gave \$4400 to start a youth kayak program. Ken and Justin got this organized. The Foundation desired their funds serve low income kids, so the registration fee for youth on free/reduced lunch will be greatly subsidized by the grant. This will be in the summer guide.
- Gates and Boettcher are being pursued for the CRC. Lori and Ken touched base with Boettcher. We passed the first hurdle and were invited for a full application. We'll ask for 50-75K.

24. Maintenance Updates from Coz

Shared Services Maintenance Meeting, with John Malloy & Mike Lopez 4.14.15, City Duties

1. Start-up irrigation system at Ute Park, as quick as possible, following completion of main water line repair, located near the McNeil / Ute Park Pump House
2. Install new Pump/Motor, at McNeil/Ute Pump House
3. Repair Zone 8 irrigation issue, at McNeil Fields (Coz called Bob Miller, asked if he has set of As-Builts)
4. Complete aeration of Ute Park and Holly Park grass turf, prior to fertilization – as soon as possible
5. Apply fertilizer to grass turf, at McNeil Fields, Ute Park, Holly Park and Cerise Park – as soon as possible
6. Start-up Ute Park Concession / Restroom Building, as soon as possible
 - a. Turn on water supply, to building, and check for any leaks
 - b. Paint interior walls, ceilings and floors, in the concession stand, storage rooms and restrooms
7. Start-up Holly Park Restroom Building, as soon as possible
 - a. Repair water line break, in the building

- b. Turn on water supply to build, for the purpose of the restrooms
8. Install Water Heaters (2), at McNeil and Ute Park Concession Stands, for the purpose of concessions operations
9. Continue the mowing and weed eating, at all outdoor MRD facilities and parks
10. Continue to monitor all irrigation systems, to assure proper watering coverage on all athletic turf, at McNeil Fields, Ute Park, Holly Park and Cerise Park
11. Start-up Aquatic Center grass turf irrigation system, as soon as water becomes available in the school district's irrigation well (Coz contacted Jason Arebalos, to ask when irrigation water might be released into the ditch, feeding the school district's irrigation well?)
12. Spray for weeds, around the Aquatic Center facility, including the adjacent empty lot
13. Continue to remove all trash from grounds and parks, and deposit into trash containers, on a routine basis
14. Trim the ground bushes and shrubs, within the islands, at the Aquatic Center parking lot
15. Complete the installation of the Batting Cage Netting, Elevator and Pitching Machines, at Ute Park Softball Fields
16. Install Dugout Covers, at Ute Park and Holly Park – Prior to May 1st
17. Install Shade Covers, at Ute Park, Holly Park and McNeil Fields – Prior to May 1st
18. Make improvements to the Sand Volleyball Court, at Riverbottom Park, for the purpose of the Water Sports Park Festival, to be held on Saturday, August 1st

MRD Maintenance Meeting, with Miguel Lopez & Mike Shelton, 4.14.15, MRD duties

1. Continue to open Aquatic Center Pool, each morning, by 7:30 am, and perform all routine maintenance and chemical checks
2. Vacuum Therapy Pool, daily
3. Empty Hot Tub, and replenish with fresh water, once per week, or as needed
4. Replace and Repair Deck locker locks, prior to opening for the Summer season
5. Continue to stock all Maintenance Cleaning Supplies, for the Aquatic Center, on a routine basis
6. Inventory Pool & Parks Maintenance Cleaning Supplies – Place Order w/Central Distributing-April
7. Complete repairs in the West Mechanical Room, i.e., replace sheet rock on the ceiling and paint
8. Scrap old paint on Soffit (North side of the Aquatic Center building), which is peeling off, and repaint
9. Turn on water supply to Aquatic Center Tennis Court drinking fountain
10. Re-attach the Shade Screen, to the Shade Structure, adjacent to the MHS Tennis Court
11. Install Splash Pad Play Feature, provided by Vortex, through CEM – during start-up in May
12. Replace and install the Pump / Motor, for the Outdoor Pool Slide – during start-up in May
13. Clean and Wash Off Aquatic Center Tennis Court surface
14. Repair Surface cracks, on Aquatic Center Tennis Courts, as time and weather permits
15. Move the Treadmills (2), from the Fitness Room to the Hallway, near the Apex / Omni Rooms. Also, move the Rowing Machine, from the Pool Balcony to the Fitness Room
 - a. Install 30 amps voltage electrical plugs, for each treadmill
16. Continue to clean and sanitize restrooms, at McNeil Fields, Ute Park, Holly Park and Cerise Park, Monday – Friday, on a daily basis
17. Continue to remove all trash from grounds and parks, and deposit into Dumpsters, on a routine basis
18. Continue to perform routine Program Maintenance Duties and Responsibilities, for all outdoor youth and adult sports programs, i.e., paint lacrosse & soccer lines, softball foul lines, etc.
19. Clean the Asphalt, throughout the Pedestrian Area, at Ute Park Softball Fields, for the purpose of applying crack sealant and sealcoating asphalt surface
20. Install Picnic Tables (2), along the trail, adjacent to McNeil Fields and north of the Ute East Field
21. Install the Trash Receptacle (1), near the McNeil Fields Picnic Table
22. Contact DMEA, to re-align Softball Field light poles – Prior to May 1st
23. Order Field Marking Paint, from Pioneer (Kevin)
24. Order diamond Dry Turface, for Dirt Infields
25. CRC Ground Breaking Ceremony – Friday, April 24th, at 5:30 – 7:00 pm
 - a. Trash Containers (2 Large) – Contact the City of Montrose
 - b. Bleachers-3 Row (2)
 - c. Benches (8)
 - d. Tables (5)
 - e. Chairs (50)
26. Remove the McNeil Administrative Offices Sign, near the green McNeil Office building

27. Purchase Small Riding Mower, with 72" deck
28. Purchase Utility Vehicle – Later this Fall
29. Spring Outdoor Pool Maintenance Start-Up, May 1 thru May 15 (See Attached Schedule)

Spring Outdoor Pool Maintenance Start-Up

May 1 – May 19, 2015

Sneak Peak – May 20 & 21 (Outdoor Pool & Splash Pad Open, 1 – 5 pm)

Maintenance Staff – (Miguel Lopez & Mike Shelton)

1. Paint Outdoor Slide Stairway metal support structure
2. Begin Irrigation System for Aquatic Center grass turf (City)
3. Fertilize lawn, heavy patron traffic area, inside fence
4. Stray for Weeds, entire grass area, inside and outside fence (City)
5. Drain and clean Outdoor Pool – power wash and acid wash, prior to filling
6. Fill Outdoor Pool
7. Do a thorough Mechanical and Equipment Check, on the outdoor pool Skid Pad
 - a. Replace the Chlorine Feeder to Outdoor Youth Pool
8. Replace Outdoor Slide Flume (bottom section of slide), taking extra care on how it is attached
9. Replace all Pool Ladders, on the Outdoor Pool – inspect rungs for cracks or breakage
10. Balance Outdoor Pool Water
11. Inspect and service, Outdoor Slide pump – Replace Slide Pump, if necessary
12. Trouble shoot and install Foot Valve for Outdoor Slide
13. Clean and replace outdoor Pool Shade Structures
14. Replace outdoor pool Splash Pad Play Features
15. Start up Swamp Cooler, for Summer season
16. Re-caulk and seal walls, in the Swamp Cooler Well
17. Need extra hose for cleaning and washing down Outdoor Pool Deck
18. Wasp Repellant needed, to rid wasp problem, please order supply of wasp repellant
19. Adjust Sprinklers, on outside lawn, as it becomes necessary (City)
20. Repair (patch) any Concrete on outdoor deck area, where safety is an issue
21. Outdoor Youth Pool / Skid Pad Chemical Sheets, are needed for Aquatic Staff to use
22. Position Frog and anchor, on outside deck
23. Bring, from Holly Park storage, all the pool lounge chairs

Aquatic Staff – (Liz & Melissa)

1. Assemble and clean all Lounge Chairs
2. Clean and wash off, all outdoor umbrellas
3. Clean and wash off, outside deck area, tables and benches
4. Locate outdoor pool Guard Chair, from indoor pool
5. Re-stencil Deck, if necessary
6. Clean all Stainless Steel Gutters
7. Wash off and clean, outside wall, of the Aquatic Center
8. Wash off and clean, Outdoor Slide and Stairway
9. Wax Outdoor Slide with Perma-Coating
10. Clean all interior and exterior Glass Windows and Doors
11. Bleach and sanitize all equipment on Pool Deck – flippers, kickboards, water fitness equipment, etc.
12. Stock Custodial Maintenance Supplies (soap, trash liners, paper towels, toilet paper, etc.), in storage Room

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 the 3.19.15 and 4.8.15 BOD Meeting Minutes:

A motion was made by Director Pope to approve the meeting minutes from 3.19.15 and 4.8.15, which was seconded by Director Brown. The motion passed 6 – 0.

A motion was made to adjourn the meeting at 2:10 p.m. by Director Pope, which was seconded by Director Bynum. The motion passed 6 – 0.

Next Meeting

Thursday May 21st at 11:30 a.m.

MEDC Board Room

1601 Oxbow Drive, Suite 360B

Montrose Colorado 81401



**Notice of Special Meeting for the
Montrose Recreation District Board of Directors
For Tuesday May 21, 2015 at 8am
Coffee Trader
845 E. Main
Montrose CO 81401
(approved unanimously at the 5.28.15 BOD meeting)**

Board Members

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

Staff Members

Ken Sherbenou
Cos Sisneros
Wade Ploussard

Guests

Garry Baker
Laurie Brandt

Call to Order

Board Vice-President, Director Brown called the May 21, 2015 Board of Directors meeting to order at 9:04 a.m. Roll was taken. All Directors were present except Directors Ullmann, Pope and Smith, who were excused.

Open Forum

Director Plantz discussed the canvassing effort the previous day with the neighbors of the new Community Recreation Center.

Mountain Bike Trails on MRD Property West of McNeil, Ute and the River

Ken Sherbenou, Executive Director, Garry Baker, Senior Planner with the City of Montrose and Board Member of the Uncompahgre Plateau Mountain Biker's Association (COPMOBA) and Laurie Brandt, also a Board Member of the Uncompahgre Plateau Mountain Biker's Association (COPMOBA), presented the idea for trail development on the MRD property west of Ute and McNeil on the other side of the river. Ken discussed the license agreement drafted by attorney Bo Nerlin that was included in the Board Packet. Ken concluded that it was too extensive and unneeded. After further discussions with Attorney Nerlin, Attorney Nerlin was comfortable to simply pass a motion granting permission for the trail development with some requirements related to signage, waivers and proper insurance.

Director Bynum made a motion to grant permission to build trails as shown in the concept presented by the end of the year on MRD property west of the Uncompahgre River and directly across from Ute and McNeil so long as the proper signage, waivers and insurance are put into place. The motion was seconded by Director Plantz. Ken recommended an amendment to the motion to specify the permission to be granted to COPMOBA and representatives from the International Mountain Biking Association (IMBA). Director Bynum agreed to the amendment.

Without further discussion, the motion passed unanimously.

Allowing Beer Consumption on MRD's Ute and McNeil Fields in Designated Areas During Adult Programs and Tournaments: MRD Board of Director's Resolution 2015-2.

Adult Recreation Coordinator Wade Ploussard presented the proposed allowance of alcohol consumption at McNeil and Ute during adult programs. He explained the City has already approved an Alcohol Permit Procedure in line with

Montrose Municipal Code Section 5-12-16, and consented to permits being issued at McNeil as shown in Exhibit A to Board Resolution 2015-2: Authorizing Alcohol Consumption at McNeil and Ute During Adult Programs.

Director Plantz made a motion to approve MRD Board Resolution 2015-2: Authorizing Alcohol Consumption at McNeil and Ute During Adult Programs. Director Bynum seconded the motion. Without further discussion, the motion passed 4-0.

At 9:30am Director Bynum made a motion to adjourn, which was seconded by Director Brown. Without further discussion, the motion passed and the meeting adjourned.

Next Meeting
Thursday, May 28th at 11:30 a.m.
MEDC
1601 Oxbow Drive, Unit 360B
Montrose Colorado 81401



**Montrose Recreation District
Board of Directors Meeting Minutes
May 28th, 2015
(approved unanimously at the 6.25.15 BOD meeting)**

Board Members

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

Staff Members

Ken Sherbenou
Coz Sisneros
Justin Mashburn
Wade Ploussard

Guests

Chuck Musgrave
Fritz Behrhorst
Bo Nerlin
Andy Stein
Shani Wittenberg

Call to Order

Board Vice-President, Director Brown called the May 28th, 2015 Board of Directors meeting to order at 11:38 a.m. Roll was taken and all Directors were present except Director Pope who planned to join the meeting later via phone.

Open Forum Call for Public Comment (limit of 3 minutes per person)
Nothing was brought up during open forum.

MRD Level of Service Numbers from 2014

Executive Director Ken Sherbenou presented the Level of Service Numbers for 2014. There was a 4.5% increase in the MRD level of service comparing 2013 to 2014. MRD has maintained steady increases over the past several years, much to the credit and creative thinking of the staff. Ken recognized the full team for their hard work and for being so effective.

Officers for the Montrose Recreation District Board: President, Vice-President and Secretary

After a brief discussion of the officer positions, Director Ullmann made a motion for John Pope to continue as President, Mike Brown as Vice-President and Kylee Smith as Secretary for the next year. Director Smith seconded the motion. Without further discussion, the motion passed 6-0.

Director Pope joined at 11:54 a.m. via telephone.

MRD April Finance Report

City of Montrose Finance Director Shani Wittenberg and Ken reviewed the April Finance Report for the Board. These reports will be generated each month. Ken commended Shani, working with Internal Services Specialist Lorie Orme, for getting us to this point of accurate, timely and comprehensive financial reporting. This is especially important with the CRC project and the reporting that has to be done relating to financing.

Local Park and Outdoor Recreation (LPOR) Fall 2015 Grant Request: Phase 2 and Parts of Phase 3 on the CRC Project.

Ken presented the idea of combining phase II of the CRC Master Plan with the best and most needed components of phase III, during the fall 2015 Great Outdoors Colorado (GOCO) Fall LPOR cycle. The board was receptive. Director Ullmann stated he would support further cost estimating but was hesitant regarding paying for further design. Chuck Musgrave with Barker Rinker Seacat and Fritz Berhorst with Haydon Building Corporation stated their willingness to help with cost estimating and concept design, and will be coming forth with a proposal soon. Ken stated he'd also like to engage further with the growth committee on the planning for the grant request, after which he'll bring an updated proposal to present to the Board.

Committee Updates and Assignments: appointments

Outreach (Board: Kylee, Mark. Staff: **Wade**, Tracie, Craig, Melissa)

Did not meet, however Director Bynum, Director Plantz and Ken canvassed the neighborhoods immediately adjacent to the CRC

Exec. Committee of Board (Board: John, Mike. Staff: **Ken**)

Met to discuss the meeting agenda and items on the agenda. Also reviewed the long term financial picture for MRD.

Administrative (Board: John. Staff: **Cos**, Lorie)

No meeting. This group does plan to look at options for moving our accounts from Wells Fargo to a local bank. Director Warthen volunteered to be added to the committee since there is only one board member on the committee currently. Coz Sisneros, Recreation Programs and Operations Manager, stated he'd reach out to the committee soon to schedule a meeting.

Foundation (Board: Mike, Amy. Staff: **Ken**, Cindy)

Directors Brown and Warthen updated the board on the last meeting. Director Warthen recently joined the Montrose Recreation Foundation as the 2nd board member spot. She indicated the MRF is in the middle of the match opportunity for the Montrose Community Foundation's \$3000 grant for the CRC.

Growth (Board: Jason, Barbara. Staff: **Ken**, Liz, Justin)

Met yesterday to discuss the Guaranteed Maximum Price, which will be discussed in executive session.

Executive Director Update



Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 5/28/15 at 11:30am

25. Marketing.

- **Newsletter.** May's had 893 opens (26%) and 134 click throughs. April's had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens.
- **Summer Guide.** Barbara wrote the note, thanks! This was mailed by 5.4.15. We'll also resume inserting the program summary for each season in Spanish for La Voz. We'll do this in their July issue. The 1st draft of the fall guide is due 6.18. Mark, can you write this letter?

26. Items for the Board

- **Free Board Training:** 8.15.15 in Glenwood Springs. Anyone interested in traveling to Glenwood? John and I went last year with another legal firm and it was helpful. It is 8:30am to 4pm, and MRD would cover travel expenses. Ken cannot attend.

- Binders have been updated with the most current content, epX
- Follow up from 5.21.15 Special Board Meeting: ½ mile was installed last weekend. We obtained waivers from all volunteers, a copy of COPMOBA's insurance certificate and are working on signage. I'm still working on a 'Use trails at the your own risk sign'. Barbara and Danny were also a part of the crew that build this beautiful new section of trail! I have concerns about the trail to the west of our property, which is on the City property, given its proximity to the cliffs. The new trail is meant to be much more sustainable since the current primitive trails contribute to erosion and could be dangerous. 'Danger: Cliff Ahead' signs will be installed. The trail alignment under the ridge, done by Scott Vanderplatt, a trail designer with the BLM, and Garry Baker with the City, is routed to minimize erosion. Garry further said that with the new trail we will be able to 'close two fall line trails that are causing erosion. I'll meet with Garry tomorrow to discuss this alignment, Wednesday.

27. Staff and program updates from 4.8 staff meeting.

- Craig: Busy with youth soccer. Good to be back in the soccer world; I've missed it immensely. Supporting official's skill development. Playing adult soccer, 18 patrons consistently. Involved in creating newsletter and other marketing efforts, updating website, doing a senior trip with Cindy tomorrow.
- Liz: Not here.
- Melissa: Glow party went really well. Friday, families (110 participants) and Saturday (58 high school kids). Everything went well! The cops came because of noise but they just said 'good job engaging the high school youth'. Prep for summer going on for lifeguards, swim lessons instructions. Sneak peak on 5/20, so working with maintenance to prep for the outdoor pool opening.
- Wade: Adult softball starts Monday, 40 teams this year, close to the number we had last year. Will have a tournament on June 13-14, any help will be great. Many teams from out of town are excited to come; this is the first tournament in 20 years.
- Justin: Winding down soccer, 1.5 week left. M & M have been awesome prepping for concessions for transition to BH BBQ. There were many additional items to deal with going from public to commercial. Having Craig around is awesome; he has jumped in with two feet. Report due for the Center of Mental Health grant on Friday, so he is working on this.
- Mike S.: Final exercise piece has been put in. Has put in two trash cans (the final pieces on the GOCO project). Miquel covered everything. M & M are doing very well in working together to stay on top of everything.
- Cindy: Zumba went to earth week. Saturday class went to Riverbottom, Jenni organizes things very well. 125 Pickleball players in GJ tournament. Ours is coming 6/6-6/7, and will use the tennis courts as a part of the tournament. This tournament will be big. Cindy is handling growing demand in PG, and the conflict it is creating with tennis. Senior Center is going well. New personality at the pool table. Already added two more trips because they filled. Sharing with roller derby, painting lines soon for their events.
- Lorie: Melissa will be doing payroll on 5.22, so Lorie prepped team on what to do for payroll when Lorie is gone. Working on getting final bills coded so bills can be given. Gave Don information for audit.
- Tracie: The first day of registration was the biggest day in MRD history to our knowledge, \$13,231 in revenue in one day, 5.4.15. \$3700 was online. The Center for Mental Health grant led to a lot of success, including \$550 registration in scholarships for 5.4.15. Busy with all registrations. Hired Julie, who is doing well. Went to conference in GJ, learned a lot on Rectrac.

- Mike L.: We are overloaded right now. Getting outdoor pool going, preparing for Ute concessions stand up for softball and operation by BH BBQ. Hired Gershom Roybal as the maintenance summer assistant, and he is doing well. Trying to keep up with everything right now. Focusing on most important stuff now, like concessions, preparing for adult softball, supporting youth soccer and finishing elements of the GOCO grant. M & M will add mulch or gravel to the fitness stations. Still struggling with mobilizing City maintenance staff to complete items in the IGA.
- PARs being completed by the end of the 2nd quarter: 1-3% salary increases available.

28. **CRC process**

- Mark, Barbara and I canvassed our new neighbors north of the CRC site on 5.20. We received a significant amount of positive feedback.
- On June 8th, pile driving will commence. 335 piles are planned by Colorado Piling.
- Amendment #2: additional contract ahead of GMP for pile driving. Executed yesterday.

Amendment #2	4/17/2015
Montrose Recreation Center	
Driven Piles	
Surveying	\$ 15,000
Driven Piles	\$ 410,850
Pile Testing	\$ 10,000
Sewer Line Installation	\$ 56,000
General Conditions	\$ 25,000
Contingency	\$ 25,843
Subtotal	\$ 542,693
Builders Risk	\$ 1,717
Liability Insurance	\$ 4,579
Bond	\$ 4,006
CMAR Fee	\$ 19,355
Total estimated Pile Work - Amendment 2 \$ 572,350	



Base Scope:

Proposal is based on Civil plans Titled "Montrose Community Rec Center" by Barker Rinker Seacat Architecture Dated March 24, 2015.

The scope of this work is to install the driven piles that are required for foundation support.

In addition, the relocation of the existing sewer main under the building is included to assure that the existing service is not disturbed due to the pile driving work.

PDA testing is included for 2 pile locations including an restrrike test.

**Ammendment #3
Montrose Recreation Center
Early Grading Package Added Amenities**

5/5/2015

Add sleeving below fill for future utilities	\$	27,100
Partial storm sewer under fill areas	\$	83,000
Generate on site top soil (5500 cy)	\$	74,000
Added 5X fabric for fill stabilization	\$	27,100
Snow removal for fill protection	\$	9,500
Added Class 2 for fill stabilization	\$	15,000
Relocate and shore french drain	\$	30,000
Subtotal	\$	265,700
 Builders Risk	 \$	 841
Liability Insurance	\$	2,242
Bond	\$	1,962
CMAR Fee	\$	9,476

Total estimated Pile Work - Amendment 2	\$ 280,220
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Base Scope:

Proposal is based on Civil plans Titled "Montrose Community Rec Center" by Barker Rinker Seacat Architecture Dated March 24, 2015.

The scope of this work is to:(1) install utility sleeves and storm piping under the structural fill and fabric (2) generate onsite top soil from the canal and building pad areas for future use (3) additional Class 2 material at the building pad where top soil was removed (4) change the direction of the perforated drain and need shoring and additional gravel due to saturated soil conditions along the canal.

- Haynes has completed the earthwork and relocation of the sewer line. More than 40K cubic yards, or 80K tons, have been added and compacted. Also, per John Pope's request, we donated \$400 to the memorial fund for Catlin Haynes, likely to be used in an anti-bullying campaign.

29. Montrose Water Sports Park, River Trail and Field Renovation Project.

Thanks to those that attended the dedication on 5.16.15.

A few statistics for the Water Sports Park:

1. The park was constructed by Haynes Excavation and took approximately 4 months to complete.
2. Construction of the park cost \$1.1 million to construct and was completed incident and injury free
3. The park contains six drop structures and is approximately 1,100 feet long\
4. Each drop structure is constructed of concrete, are about the size of a small sedan, and each weighs about 180,000 pounds
5. About 4,400 tons of sandstone and granite were imported to construct the park. This is enough to cover a football field about 18 inches deep
6. About 6,000 cubic yards of material were exported from the river (football field 3 feet deep) to make room for the plunge pools and maintain flow capacity. These soils were taken to the new rec center for use as fill on their site.

30. Additional Grants/Development

- Gates and Boettcher are being pursued for the CRC. Lori Sharp and Ken worked together to submit a \$50,000 request for Boettcher. Gates will be pursued this fall, at \$75,000. These are the last final large potential sources for CRC grant funds.
- GOCO Path to Parks Debrief:

Applicant: City of Montrose **County:** Montrose **Log Number:** 15348

Project Title: Montrose Underpass: River Trail and Baldrige Regional Park Connections

Strategic Plan Goal: Build Trail Linkages

Score Summary: Ranked 8 of 15 proposals (5 were funded). 79 out of 100, GOCO Staff: 83.

Reviewer: 74

Project Description: The City of Montrose and Montrose Recreation District are requesting GOCO funds to connect the City's most prominent parks, trails and recreation facilities on the west side of U.S. Hwy 550 to 86% of Montrose's population which resides on the east side of the highway. The project proposes an underpass and 1.2 miles of 10' wide concrete trail.

Staff and Peer Reviewer Comments:

Some reviewers felt as though the applicant may be rushing into the proposed project and not pursuing the most desirable trail alignment. The applicant may be better served in the long-term by taking the time to negotiate easements and acquisitions to create a less circuitous trail alignment that may ultimately prove to be more user-friendly. The public process discussion does not focus specifically on the trail alignments being submitted. The applicant may want to consider engaging the public to determine the most desirable trail connections for the community. While it is clear that access to recreational amenities in such as the Uncompahgre River Trail and Baldrige Park are needed, the fact that this project will be connecting a planned recreation center that is yet to be built is not as compelling as those projects that are directly connecting community members with existing outdoor recreational amenities.

- **Possible LPOR grant request.**

In the upcoming LPOR cycle, I'd like us to pursue implementation of phase II (which was part of Path to Parks Project) and the most urgently needed parts of phase III (which are outdoor facilities) of the Community Recreation Center Master Plan. Please see below for site what I am thinking. To do this, we'd need to complete additional design on the 8 pickleball courts, 2 handball courts and the full size multi-purpose field (which could be subdivided into 2 or 3 fields depending on the program). With PTP, we've completed 75% design of the CRC trails, but we need to complete additional design of other components that are just conceptual currently.

Regarding those other components, there are no dedicated pickleball courts in Montrose as Cindy reminds us. Currently, we run 5 outdoor courts for much of the year on the inline skating rink (which GOCO helped fund); this facility has essentially been re-purposed for pickleball. But, in less than two years, the leagues have outgrown this space, and many seniors complain of the pain they experience due to consistent play on the concrete surface. They love pickleball so much they put up with it but this does hurt participation. As for the multi-purpose field, it would be highly utilized for youth and adult programs, drop-in use as a general use park and as a venue for community events and presentations since the gym storage on the east side of the CRC doubles as a stage to the exterior. Park/Field space adjacent to a Recreation Center also creates significant synergy in general, just like p.b & j. By submitting a LPOR request in the fall, it would enable counting some of the appraised value as match. This would be our last chance to do so since we purchased that land in December 2012.

Additionally, the City wants to submit a planning grant to complete a Master Plan for Baldrige Regional Park Complex and the City's trail system overall. I agree this is very much needed to deepen the impact of Baldrige, the core piece of our outdoor parks and recreation system. Regarding trails, I believe more planning is needed community wide, which will help us achieve better and more direct connections to the Community Recreation Center and other community assets. This would be one objective of the Master Plan.

- GOCO's inspire initiative RFP will be released soon. This aims to increase the connection with the outdoors for youth. They will be identifying 15 pilot communities who have a strong need and with good collaborations to plan and implement programming to put kids in touch with the outdoors. I was involved in working with GOCO on this, and they have asked we apply. However, I feel like we would not have the impact that they seek to achieve. We also have outdoor programming available with the CPW grant for the youth outdoors grant, which we'll pursue again in the next month. The CPW conference I presented at has a grant available to all attendees to provide outdoor recreation programming.

31. Maintenance Updates from Coz

Thursday, May 14, 2015

Shared Services Maintenance Meeting, with John Malloy & Miguel Lopez

1. IGA Shared Services, 1st Quarter Billing – Itemized Maintenance Tasks
2. Establish a routine, Summer seasonal Maintenance Schedule, of all MRD Parks, Grounds and Building, for the remainder of the growing season
 - a. Complete all Mowing, at McNeil Fields, Ute Park & Holly Park, as well as Cerise and the Aquatic Center, by each Thursday
 - b. Remind the person mowing, to please get off the mower and pick up any trash!
 - c. Maintain a Weed Eating Schedule, as necessary (falling behind on weed eating)
 - d. Irrigation System – try not to over water, grass/dirt fringe of the Softball Fields
 - e. Irrigation Sprinkler Heads - Repairs & Replacement (Check in with Miguel, before purchasing new heads)
3. Need to clean out the Ditch, along Riverbottom Drive, as it is beginning to overflow and flood the driveway!
4. Need to Weed Eat, the all areas around the McNeil Office (under trees, around the propane tank, along Riverbottom Lane)
5. Weed Eat or Spray for weeds, at Holly Park, outside and all along the fence line, adjacent to the parking lot, near the Dugouts, behind the Backstop, and the rocks near the spectator area
6. Repair the Water Leak at Holly Park, and turn on the water supply for the building restrooms
7. Trim the low branches to trees, around the areas where mowing takes place
8. Replace the Edging, that was removed, when the irrigation system was repaired, at the Aquatic Center, near the school district's irrigation water well
9. Level and reseed, the area that was trenched, when the irrigation system was repaired, at the Aquatic Center, near the West entrance
10. Apply Fertilizer to grass turf, at McNeil Fields, Ute Park, Holly Park and Cerise Park – Beginning, Wednesday, May 20
 - a. **FYI** - Ute Park Pedestrian Area Crack Filling & Sealcoating Project – Friday & Saturday, May 15 & 16
AND, McNeil Fields Parking Lot Crack Filling & Sealcoating Project – May 18 – 22
 - b. Request McNeil Fields Parking Lot, be swept by the City Sweeper – prior to May 15
11. Apply Weed Control, for dandelions, etc., at McNeil Fields, Holly Park and at the Aquatic Center grass turf- on May 13th
12. Make improvements, to the Sand Volleyball Court, at Riverbottom Park, for the purpose of the Water Sports Park Festival – Held on Saturday, August 1st
13. Need to install, some type of barrier, along the West hillside, down at Cerise. Kids are rolling large rocks (boulders) down the hill, and it could injure someone, if it were to hit them

MRD Maintenance Meeting, with Miguel Lopez & Mike Shelton

1. Continue to open Aquatic Center Pool, each morning, and perform all routine maintenance and chemical checks
2. Vacuum Therapy Pool, daily
3. Empty Hot Tub, and replenish with fresh water, once per week, or as needed
4. Move the Treadmills (2) and the Rowing Machine (1), from the Fitness Room and Pool Balcony, into the hallway, near the Apex / Omni Rooms
 - a. Install two (2) 30 amps voltage electrical outlets, along the South wall
5. Ventilate the two (2) sound system cabinets, located in the Apex / Omni Rooms
6. Repair the Lane Reel, for the Main Pool lap lanes
7. Replace lights, throughout the pool area maintenance equipment rooms, (upstairs, west side, etc.)
8. Perform Spring Outdoor Pool Maintenance Start-up (**See Attached Schedule**)
 - a. Replace and install the Outdoor Pool Slide, Pump / Motor
 - b. Install the new Splash Pad Play Feature, provided by Vortex
 - c. Close Garage Door and South Door, to the Outdoor Skid Pad Building, at the end of the day
9. Complete repairs in the West Mechanical Room, i.e., replace sheet rock on the ceiling and paint
10. Scrap old paint on soffit (North side of the Aquatic Center building), and repaint
11. Clean and wash off Aquatic Center Tennis Courts surface
12. Drop the Wind Screen, along the West fence line, at the Aquatic Center Tennis Courts
13. Tighten up Shade Structure, near MHS Tennis Courts

14. Patch and repair surface cracks, on the Aquatic Center Tennis Courts (cracks are beginning to widen)
15. Complete the installation of the Trash Receptacle, near the McNeil Fields Picnic Table
 - a. Spread gravel, around the Exercise Equipment, Picnic Tables and Trash Receptacle, to minimize mud
16. Ute Park Pedestrian Area, Crack Filling & Seal Coating Project – Friday & Saturday, May 15 & 16
17. McNeil Field Parking Lot, Crack Filling & Seal Coating Project – May 18 – 22
18. Repair the Toilet Paper Dispenser, at Ute Park Men's Restroom
19. Replenish Waste Bags, for the Dog Waste Stations, at McNeil Fields
20. Continue ongoing Program Preparation, for youth and adult programs, maintaining soccer, lacrosse and softball field lines, at McNeil, Ute Park and Cerise Park
 - a. Clean Restrooms, at McNeil, Ute Park, Holly Park and Cerise
21. Contact DMEA, to re-align softball field light poles, as soon as possible
22. MRD & Community Special Events Schedule:
 - a. Black Canyon Car Show, Saturday, June 6 – Paint Lines, on Friday, June 5th, at 8:00 am, at Columbine
 - b. 3rd Annual Pickleball Tournament, Saturday & Sunday, June 6 & 7 - Tape Pickleball Lines, by June 5th
 - c. 1st Annual MRD Best of the West Softball Tournament – Saturday & Sunday, June 13 & 14
23. Youth Baseball / Softball Maintenance Start-up, at McNeil Fields, completed by, May 29th
 - a. Install Portable Backstops and Wings
 - b. Install Portable Outfield Fences
 - c. Install temporary Base Anchors and Plates
 - d. Paint Baseball Field Lines, i.e., batter boxes, foul lines, out-of-bounds lines, etc.
 - e. Install Player Benches, at all youth baseball / softball fields
24. Purchase a small Riding Mower, with a 72" Deck, a.s.a.p.
25. 2016 MRD & CRC Capital Improvement Projects (CIP) & Capital Equipment Projects (CEP) List

Spring Outdoor Pool Maintenance Start-Up

May 1 – May 19, 2015

Sneak Peak – May 20 & 21 (Outdoor Pool & Splash Pad Open, 1 – 5 pm)

Maintenance Staff – (Miguel Lopez & Mike Shelton)

24. Paint Outdoor Slide Stairway metal support structure
25. Begin Irrigation System for Aquatic Center grass turf (City)
26. Fertilize lawn, heavy patron traffic area, inside fence
27. Stray for Weeds, entire grass area, inside and outside fence (City)
28. Drain and clean Outdoor Pool – power wash and acid wash, prior to filling
29. Fill Outdoor Pool
30. Do a thorough Mechanical and Equipment Check, on the outdoor pool Skid Pad
 - b. Replace the Chlorine Feeder to Outdoor Youth Pool
31. Replace Outdoor Slide Flume (bottom section of slide), taking extra care on how it is attached
32. Replace all Pool Ladders, on the Outdoor Pool – inspect rungs for cracks or breakage
33. Balance Outdoor Pool Water
34. Inspect and service, Outdoor Slide pump – Replace Slide Pump, if necessary
35. Trouble shoot and install Foot Valve for Outdoor Slide
36. Clean and replace outdoor Pool Shade Structures
37. Replace outdoor pool Splash Pad Play Features
38. Start up Swamp Cooler, for Summer season
39. Re-caulk and seal walls, in the Swamp Cooler Well
40. Need extra hose for cleaning and washing down Outdoor Pool Deck
41. Wasp Repellant needed, to rid wasp problem, please order supply of wasp repellant
42. Adjust Sprinklers, on outside lawn, as it becomes necessary (City)
43. Repair (patch) any Concrete on outdoor deck area, where safety is an issue
44. Outdoor Youth Pool / Skid Pad Chemical Sheets, are needed for Aquatic Staff to use
45. Position Frog and anchor, on outside deck
46. Bring, from Holly Park storage, all the pool lounge chairs

Aquatic Staff – (Liz & Melissa)

13. Assemble and clean all Lounge Chairs

14. Clean and wash off, all outdoor umbrellas
15. Clean and wash off, outside deck area, tables and benches
16. Locate outdoor pool Guard Chair, from indoor pool
17. Re-stencil Deck, if necessary
18. Clean all Stainless Steel Gutters
19. Wash off and clean, outside wall, of the Aquatic Center
20. Wash off and clean, Outdoor Slide and Stairway
21. Wax Outdoor Slide with Perma-Coating
22. Clean all interior and exterior Glass Windows and Doors
23. Bleach and sanitize all equipment on Pool Deck – flippers, kickboards, water fitness equipment, etc.
24. Stock Custodial Maintenance Supplies (soap, trash liners, paper towels, toilet paper, etc.), in storage Room

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 4.21.15, 4.23.15 and 5.21.15 BOD Meeting Minutes

Directors Brown and Plantz pointed out corrections to the 4.21.15 Board Meeting Minutes pertaining to the locations indicated, stating the need for amendment. Director Bynum made a motion to approve the 4.21.15, 4.23.15 and the 5.21.15 meeting minutes as amended. Director Plantz seconded the motion. Without further discussion, the motion passed 6-0.

REQUEST FOR EXECUTIVE SESSION

At 12:35pm, Director Bynum made the a motion to go into executive session, under C.R.S. Section 24-6-402 (4)(4)(a), for matters relative to the acquisition of real property and 24-6-402(4)(e) for determining positions relative to matters that may be subject to negotiations, including the following individuals: Kylee Smith, Ken Sherbenou, Chuck Musgrave, John Pope-via phone, Coz Sisneros, Fritz Behrhorst, Barbara Bynum Justin Mashburn, Bo Nerlin, Jason Ullmann, Wade Ploussard, Andy Stein, Mark Plantz, Shani Wittenberg Mike Brown, Amy Warthen. Director Ullmann seconded the motion. Without further discussion, the motion passed 6-0.

RETURN TO OPEN SESSION

The Board did not to deviate from the stated purposes for the Executive Session

Community Recreation Center Guaranteed Maximum Price with Haydon Building Corporation: Amendment #4

Director Bynum made a motion to approve the Guaranteed Maximum Price of \$25,602,697, which includes also approving Amendment #4 of \$23,592,027. Director Ullmann seconded the motion. Without further discussion, the motion passed 6-0.

MRD Board Resolution 2015-3: Authorizing Ken Sherbenou, Executive Director, to Negotiate the Purchase of Real Property

Director Ullmann made a motion to split the cost of an appraisal with the Casias family for their property at 16424 Woodgate Road and to authorize Ken Sherbenou to bring forth this offer to pursue identifying its value. Director Smith seconded the motion. Without further discussion, the motion passed 6-0.

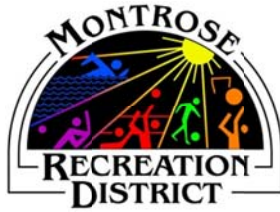
Adjourn

At 1:59 p.m., Director Ullmann made a motion to adjourn. Director Plantz seconded the motion. Without further discussion, the motion passed 6-0 and the meeting adjourned.

Next Meeting

Thursday June 25th at 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 25th, 2015
Approved unanimously at the May 25, 2015 Meeting**

Board Members

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

Staff Members

Ken Sherbenou
Coz Sisneros
Justin Mashburn
Cindy Marino
Tracie Rief
Melissa Lords
Liz Gracesun
Lorie Orme
Craig Ellingson

Guests

Bo Nerlin
Vivian Sisneros
Sara Gray
Tyra Gray
Don Moreland, PC

Call to Order

Board Vice President, Director Brown called the June 25th, 2015 Board of Directors meeting to order at 11:40 a.m. Roll call was taken; all Directors were present except Directors Smith, Pope and Ullmann. Director Ullmann joined the meeting later.

Open Forum

Nothing was brought up in open forum.

Staff Anniversaries

Coz Sisneros, Recreation Programs and Operations, Manager had his 40th Anniversary on June 15th. Executive Director Ken Sherbenou presented Coz with a special 40th Anniversary gift presentation, with his family present to help celebrate this occasion. Justin gave a short dialogue about Coz and his accomplishments. Ken then presented to Don Moreland, CPA for MRD for the past 40 years, a plaque in appreciation of the service he has conducted for us. Lori thanked Don for all he has done for her and for MRD, concluding with a cake to celebrate.

MRD 2014 Audit Report Presentation by Auditor Don Moreland

Don passed out the Audit Report, which was also in the board packet, and reviewed the highlights and answered any questions asked. Jason made a motion to accept the audit report as presented by Don Moreland, PC. This was seconded by Director Plantz. The motion passed 5 – 0

MRD May Finance Report

Ken reviewed the May Finance report and answered questions.

MRD Board Resolution

Ken reviewed the MRD Board Resolution 2015-4: Approving the Supplemental Budget and Appropriation for Fiscal Year 2015. The resolution authorized increasing the amount of money spent from the sales tax fund beyond the original budgeted amount to also include the Certificate of Participation proceeds from the sale on June 10, 2015. After discussion, Director Ullmann requested a slight change in wording at the 8th WHEREAS, to the following: **‘WHEREAS,** the original MRD 2015 budget did not include expenses for the CRC construction and therefore will expend funds in excess of the original 2015 budget and appropriation.’

Director Bynum made a motion to approve MRD Board Resolution 2015-4 as amended. Director Ullmann seconded the motion. With further discussion, the motion passed 5 – 0.

Committee Updates and Assignments:

Outreach: This month Cindy's Zumba instructors will be and have done MIM, with the help of Lorie Orme. They attracted a lot of attention and also passed out free passes to attend this popular Fit Zone class.

Exec. Committee of Board: Their meeting involved discussing the meeting agenda and outstanding MRD issues.

Administrative: They met and are working on figuring out about a possible change in banking institution. The group will generate an RFP and circulate it to all known banks in town. This will allow the selection of the bank to best meet MRD's needs.

Foundation: The Foundation met and discussed the August 1st Water Sports Festival and GOCO Grant. The board voted to reallocate their \$3000 pledge towards the planned MRD GOCO grant proposal for outdoor facilities at the CRC site.

Growth: Did not meet

Executive Director Update



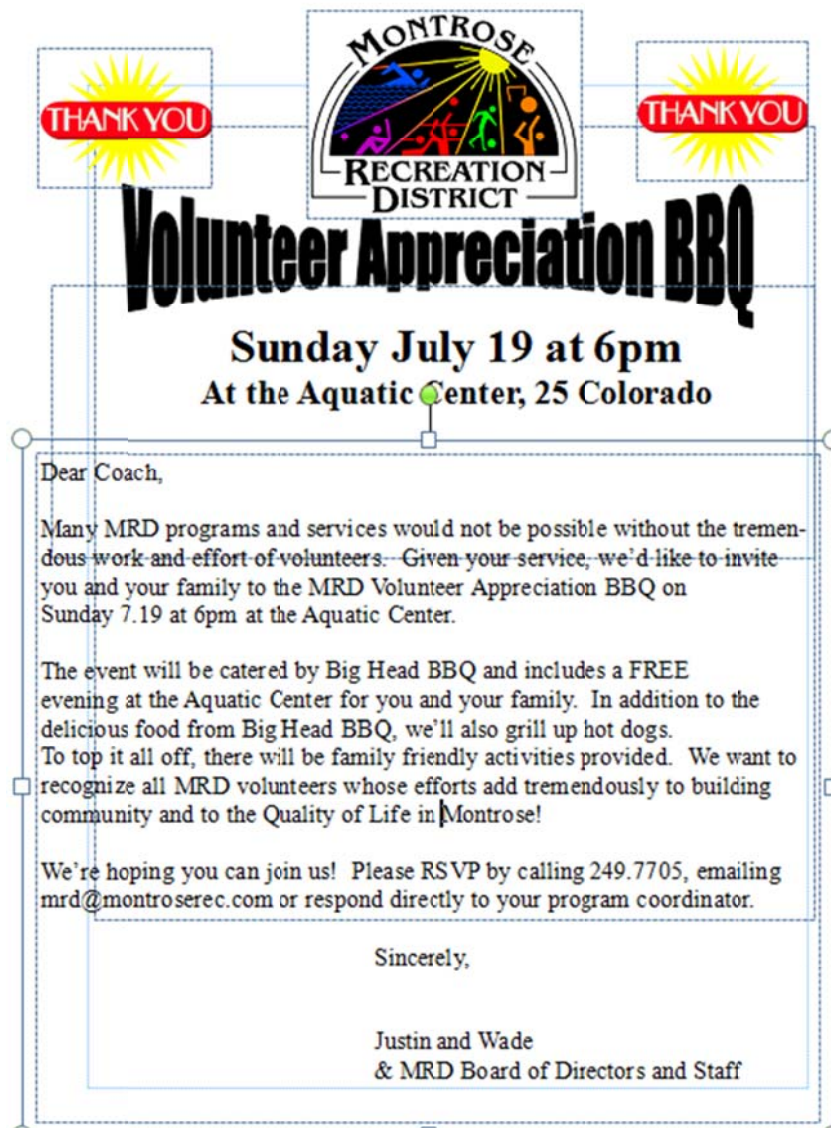
Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 6/25/15 at 11:30am

32. Marketing.

- **Newsletter.** May's had 893 opens (26%) and 134 click throughs. April's had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens.
- **Summer Guide.** Barbara wrote the note, thanks! This was mailed by 5.4.15. We'll also resume inserting the program summary for each season in Spanish for La Voz. We'll do this in their July issue. The 1st draft of the fall guide is due 6.18. Mark, can you write this letter?

33. Items for the Board

- Free Board Training: 8.15.15 in Glenwood Springs. Anyone interested in traveling to Glenwood? John and I went last year with another legal firm and it was helpful. It is 8:30am to 4pm, and MRD would cover travel expenses. Ken cannot attend.
- 7.16.15 Vol. Appreciation BBQ



- Follow up from 5.21.15 Special Board Meeting: ½ mile was installed last weekend. We obtained waivers from all volunteers, a copy of COPMOBA's insurance certificate and are working on signage. I'm still working on a 'Use trails at the your own risk sign'. Barbara and Danny were also a part of the crew that build this beautiful new section of trail! I have concerns about the trail to the west of our property, which is on the City property, given its proximity to the cliffs. The new trail is meant to be much more sustainable since the current primitive trails contribute to erosion and could be dangerous. 'Danger: Cliff Ahead' signs will be installed. The trail alignment under the ridge, done by Scott Vanderplatt, a trail designer with the BLM, and Garry Baker with the City, is routed to minimize erosion. Garry further said that with the new trail we will be able to 'close two fall line trails that are causing erosion. I'll meet with Garry tomorrow to discuss this alignment, Wednesday.

34. Staff and program updates from 6.3 staff meeting.

- Coz: started free lunch program this week with 35 kids, but ran out of food. So, the number of meals prepared has be upped to 50. We have 57 registered so far, which is ahead of last year. This will be at Centennial this year. Looking into trudging ditch with City since this recently flooded. We attempted to have them do this well ahead of the spring, but this was one of several items that feel through the cracks.
- Craig: Working on baseball and softball stuff. Working on updating the website. New calendar on website with aquatics and special events. Will also add registration deadlines. More than happy to chip in and help with whatever is needed. Playing adult soccer, 18 patrons consistently. Will be making sure to give out many free CRC passes, to expire 12.31.16.

- Liz: We have doing a lot of classes, and training new staff, Melissa added extra classes this year. Safety fair went great, ran out of passports (45-50), world's largest swim lesson on June 18, free family lessons start tonight.
- Melissa: WSI and lifeguarding classes are done. Swim lessons began this week, and things are crazy busy. Trying to stay positive, and keep up.
- Wade: Adult softball is going well. I didn't believe in full moons until last night. There were three injuries, got yelled at by a senior. Yesterday was a challenge, but it has been going great otherwise. We have 40 teams this year, close to the number we had last year. Will have a tournament on June 13-14, any help will be great. Many teams from out of town are excited to come; this is the first tournament in 20 years. 6 teams signed up now (only two Montrose teams so far, but more will come at the last minute).
- Justin: First kayak course went well, and will expand more in the future. Prepping for baseball to begin, likely even better numbers than last year. Rockies Skills challenge on the 19th. Winding down soccer, 1.5 week left.
- Cindy: Hiring a new fitzone Yoga instructor, at MIM on June 18th, working to juggle use at tennis courts with MTA, 125 Pickleball players in GJ tournament. Ours is coming 6/6-6/7, we went from 59 to 89 this year, so it continues to grow. They will use the tennis courts as a part of the tournament. This tournament will be big. Cindy is handling growing demand in PG, and the conflict it is creating with tennis. New personality at the pool table; this individual also got a new table for the senior center. Overall, the senior Center is going well. Looking to buy cooler for board meetings and the pickleball tournament.
- Lorie: Returned from vacation and catching up. Helpful in doing budgets to do GL code, will be working with City on budgeting in the coming months.
- Tracie: Had Lou have to return last night to figure out CC reports correctly. The front was crazy busy with the beginning of the summer, which will likely be the story for the summer.
- Mike L.: Finished set up for baseball, and lacrosse is done. Continuing to support adult softball. Replace pump at outdoor pool that was stolen to get the pool in better shape over the weekend. Mike and Liz addressed issues with the chlorinator and pump. We are hand feeding now. Gravel on exercise machines, almost done. Will need to re-concrete one of the fitness stations. 6.21-6.27 off, so will make sure Mike S. is ready to go to support the pool while gone. We are doing our best to keep up, and hopefully we will catch up but we are overloaded right now.
- PARs being completed by the end of the 2nd quarter: 1-3% salary increases available.

35. CRC process

- We have agreed to split the cost of a commercial appraisal with the Casias family. This will be \$1000, be completed by Ken Greenhill and delivered by the end of July. We'll likely pull together a special board meeting as soon as we receive this appraisal.
- Our COP credit rating transaction has been upgraded from BBB to BBB+. This is good news and evidence of the strength of our CRC financing plan and overall fiscal responsibility.

Summary:

Montrose Recreation District, Colorado; Appropriations

Credit Profile

Montrose Recre Dist COPs ser 2014 due 12/01/2029

Long Term Rating

BBB+/Stable

Upgraded

Rationale

Standard & Poor's Ratings Services raised its rating to 'BBB+' from 'BBB' on Montrose Recreation District, Colo.'s certificates of participation (COPs), series 2014, based on the district's financial performance that consistently produces positive results and very strong reserves that we expect will be bolstered by new sales tax revenue that took effect in July 2014. The outlook is stable.

The rating reflects our view of the district's:

- Adequate income measures,
- Strong general fund balance and very strong reserves if including the capital reserve and sales tax funds, and
- Low debt burden.

The COPs represent an interest in base rental payments made by the district for the use of certain assets. The leased asset includes the community recreation center to be constructed by the proceeds of the COPs. The community recreation center will be located on a 14.25-acre district-owned parcel and will include leisure and lap pools, a running track, a racquetball court, fitness and multipurpose rooms, and a parking lot, among other things. Management currently projects project completion by September 2016.

The district serves an estimated population of about 30,500 and includes the city of Montrose (population: about 19,500). Located in Montrose County (population: about 40,700), the district is on the state's Western Slope about 60 miles south of Grand Junction and 65 miles north of Telluride. The county's economic and employment base is tied to tourism associated with the area's national monuments and the neighboring Telluride ski resort. Major county employers include the school district, a hospital, the county, Russell Stover Candies, and Volunteers of America. The county's annual unemployment rate was 6.8% for 2014, down from 9.4% the previous year, driven by job growth. County incomes are adequate, in our view, with median household effective buying income (EBI) and per capita EBI at 82% and 80% of the national levels, respectively, for 2013. District market value declined 31% between collection years 2010 and 2014 to \$2.6 billion, but grew about 3% for 2015. Assessed value (AV) for collection year 2015 was \$361.8 million. Management informed us that it expects AV to increase for its next revaluation for collection year 2016.

We understand that the district expects to fund the base rental payments from its general fund, capital reserve fund, and sales tax fund. The general fund is supported primarily by property taxes (69%). The sales tax fund will be funded

by revenues received from the city of Montrose, under an intergovernmental agreement (25-year sunset), generated from a 0.3% sales and use tax approved by voters on April 1, 2014, and levied within the city's boundaries. The sales and use tax will take effect on June 1, 2014, and distributions to the district will commence on July 15, 2014. We understand the sales taxes will be held in a newly created fund and shown separate from the general fund in the fiscal 2014 audit. The fiscal 2015 budget shows \$1.4 million of revenue in the sales tax fund.

In our view, the district's financial position is strong, with the combined assigned and unassigned general fund balance at 90% of general fund expenditures for the fiscal year ended Dec. 31, 2013. The district has consistently generated general fund surpluses, net of transfers, during the past four fiscal years and estimates continued positive performance through fiscal 2015. The estimated general fund balance for fiscal 2014 is \$1.6 million, or 73% of expenditures, which we consider good. If including the general fund, capital reserve fund, and sales tax fund, the combined fund balance is 160% of combined expenditures, which we view as very strong.

We consider the district's overall net debt burden to be low, at 1.2% of 2014 market value. We understand that the district currently has no additional debt plans. We understand the district contributes to a multiemployer defined benefit pension plan and a postemployment health care trust administered by Public Employees' Retirement Assn. of Colorado. The combined pension and postemployment health care contributions were 6% of total governmental fund expenditures in fiscal 2013.

Under the lease agreement, the district manager is directed to include payments in its annual budget proposal in any year in which the lease is in effect. Appropriations are triple net, without right of set-offs or abatement, and the district is responsible for maintenance, taxes, and utilities. Casualty and property insurance, with coverage equal to the estimated replacement value of the leased property, is also required under the lease agreement. The transaction documents require the district to fund a debt service reserve equal to the lowest of 10% of par, maximum annual debt service, or 125% average annual debt service.

Outlook

The stable outlook reflects our view of management's ability to constrain spending and increase reserves to a very strong level. The stable outlook also reflects our expectation that the district will maintain very strong reserves and manage operating expenditures sufficient to support debt service. Although not expected, we could lower the rating if the district does not consistently maintain a structurally balanced budget, including support of debt service and capital outlay.

Related Criteria And Research

Related Criteria

- USPF Criteria: GO Debt, Oct. 12, 2006
- USPF Criteria: Appropriation-Backed Obligations, June 13, 2007
- USPF Criteria: Key General Obligation Ratio Credit Ranges – Analysis Vs. Reality, April 2, 2008
- USPF Criteria: Debt Statement Analysis, Aug. 22, 2006

- On June 9th, pile driving began. 335 piles are planned by Colorado Piling.
- Per the board's decision on 5.28.15, the GMP was executed on 5.29.15

**Montrose Community Rec Center
GMP Proposal
RECAP**

5/28/2015



Proposal Recap	100% Plans	DD Estimate	Delta
New Rec Center	\$ 24,430,183	\$ 23,921,017	\$ 509,166
Field House Improvements	\$ 1,001,976	\$ 909,367	\$ 92,609
Total	\$ 25,432,159	\$ 24,830,384	\$ 601,775
Note: Includes solar and pool filter change			

Accepted Alternates

Alternate #2: Add Wall Tile in Family Locker Hall	\$ 6,660
Alternate #3: Add Acoustical Ceilings in Fitness 200	\$ 26,268
Alternate #9: Raise roof at Games / Racquetball - Allowance	\$ 134,391
Alternate B: Add doors at mechanical room	\$ 3,219

Total Proposed GMP	\$ 25,602,697
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Less GMP #1 (Amendment #1):	\$ (1,158,100)
Less GMP #2 (Amendment #2):	\$ (572,350)
Less GMP #3 (Amendment #3):	\$ (280,220)

GMP #4 (Amendment #4):	\$ 23,592,027
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Allowances: (included in GMP)

Temporary heat and weather protection	\$ 175,000
Dewatering	\$ 100,000
Earth shoring	\$ 141,540
Security system	\$ 40,000
Play Structure	\$ 50,000
Raise Roof Structure at Games/Climbing/Racquetball	\$ 134,391

Alternate Pricing: (NOT included in GMP)

Rec Center

Alternate #1: Add Pool Noodles	\$ 61,860
Alternate #5: Add 16 Person Whirlpool	\$ 216,173
Alternate #6: Add Fitness Mezzanine - Allowance Only	\$ 139,688
Alternate #8: Add Community Garden	\$ 177,660

Field House

Alternate A: Add Doors at Multipurpose Room	\$ 23,588
Alternate C: Add Repaint Steel, CMU & Plates as Listed	\$ 16,650

**Montrose Community Rec Center
GMP Proposal
RECAP**

5/28/2015



General:

GMP is based on the "100% CD's" plans and specifications for the Montrose Community Rec Center and Montrose Field House by Barker Rinker Seacat Architecture dated April 13, 2015.

Addendum 001: Dated April 30, 2015
Addendum 002: Dated April 30, 2015
Addendum 003: Dated May 15, 2015
Addendum 004: Dated May 21, 2015

Qualifications:

- Includes two monument signs per L/902 (signage by owner)
- Piles assumed at 25' deep
- All spoils to be wasted on site
- Includes concrete tilt waste casting slabs as needed
- Includes standard "Vulcraft" primer on all steel joists
- Wood handrail at stair and ramps at track only
- Taper insulation to be EPS in lieu of Polyisocyanurate
- Install owner furnished appliances
- Maximum height for motorized shades is 240". Window Types A, H, and AH will have 2 shades per window.
- Includes 44' wide x 18' tall "Freeform" climbing wall by Entre Prises
- Includes glass wall between Games and Front Desk
- Includes solar hot water system per plans and specifications (Alt 4)
- Includes Defender regenerative pool filters ILO sand filters (Alt 7)


Exclusions:

- Governmental or utility company permits and fees of any type.
- Preconstruction and/or design fees
- Sales taxes (assumed tax exempt)
- Testing and special inspections
- Furniture, fixtures and equipment (except as noted)
- Televisions or monitors
- Data and telecommunication equipment
- Timing and scoreboard for aquatics
- Vapor control coating at floors
- Signage
- Hazardous material testing or abatement/removal
- 3" water meter
- Cost of water to fill pools

**This Amendment #4 total:
Total GMP is therefore:**

**\$ 23,592,027
\$ 25,602,697**

Agreed:


Montrose Recreation District
Ken Sherbenou, MPA, Executive Director

date

5/29/2015


Haydon Building Corp
Fritz Behrhorst - Vice President

date

5/29/15

- Haynes

36. Change in Tennis Court Usage.

Here is a message from Cindy to the MTA:

Good Afternoon Jerilyn and Eileen,

I am following up regarding shared use of the tennis courts. When Ken returned to the office, we briefed him on the meeting we had with you.

Instead of painting lines at this time, Ken prefers that we tape lines on all of the tennis courts so that we have enough space for the pickleball players to play. We will see how the shared use goes and consider painting lines in the future.

Our pickleball numbers continue to climb. We had 30 people playing on Monday. The players are very excited to use the tennis courts for pickleball.

We will use the courts Monday, Wednesday, Friday and Saturday from 8am - 11am. MRD also has tennis lessons during the summer. We will reserve the MHS tennis courts on Mondays and Wednesdays for tennis lessons. We will not schedule over your MTA tennis times.

Please send me an e-mail with the MTA play times/days so I'm sure to have them down correctly.

We were going to tape the lines for the pickleball tournament this weekend but the forecast is for record rain. We will tape the courts next week instead. I am looking for indoor space for the tournament.

Please let me know if you have questions and thanks for working with us! Have a good day.

37. Additional Grants/Development

- Gates and Boettcher are being pursued for the CRC. Lori Sharp and Ken worked together to submit a \$50,000 request for Boettcher. Gates will be pursued this fall, at \$75,000. These are the last final large potential sources for CRC grant funds.

GOCO I also had a long conversation with Jack Houston, LPOR Program Manager, to debrief our PTP grant request and to talk of future plans. He emphasized the need is very much recognized, and that we'd likely receive a large grant under a future Connect Initiative if we're able to improve the trail alignment west of Home Depot. That part of the alignment was by far the weakest. Jake said GOCO will have grant around 20M in the next 5 years to improve trail connectivity in communities.

As you know, the Unrein family was not cooperative. FYI, their land is on the market currently for 6M. I also know there have been some discussion with the Adamson Family as well about potential acquisition. So, the design plans for the trail from the roundabout through the underpass are still relevant and strong, but we need a better and more direct connection to the river through securing easements or land. Speaking of, he also mentioned another large special opportunity grant, a land acquisition special opportunity program (like PTP and the River Corridor).

This would be a combo of Open Space and LPOR to acquire land. Grants would be available of up to 1M. This would be another concept paper and final application, just like PTP. Concept papers would be due in Fall of 2016. October is when we'll know about the spending plan and if this staff recommended funding priority is approved. The Master Plan would identify priorities as would the current Brownfields grant you all are implementing. I'm thinking of a site

like Recla metals to maybe pursue with this special opportunity. Who from the City is spearheading the Brownfield's grant since Kerwin is now gone?

Regarding the Master Plan for Baldrige and the Trail System in Montrose, he said more money will be available for planning in this upcoming cycle. Staff is recommending an increase from 500k to 800k in planning dollars. 75K-100K will be available in larger planning grants to enable bigger picture thinking. He encouraged us to rally together, the City, County and MRD, to look at trails and connectivity community wide. The River and Baldrige serves as the hub, and we need to improve east-west connectivity. This was a key strength in the PTP; we were connecting the best and most extensive parts of the parks and trails system to where the large majority of people live.

GOCO is also likely changing their timing for grants, except planning which would still have an August application deadline and a December award. The LPOR and mini grants will likely move to a new schedule of once per year.

Early August – Applications Available

September – Grant Writing Workshops

Early November – Applications Due

Mid February – Notification of Grant Recommendations

Mid March – Grant Awards Made

With the board's recent support, MRD plans to pursue a \$350K LPOR grant to implement phase II on the CRC site (trails, which was our part of the PTP proposal) and the most urgently needed parts of phase III (such as 8 dedicated pickleball courts, replacing the Holly tennis courts currently in disrepair, building a multi-purpose athletic field next to the CRC, etc.). I was also relived that we will still be able to use our \$180K land value as match although grant award would be beyond the three years. Please see attached for site plans for this.

- GOCO's inspire initiative RFP will be released soon. This aims to increase the connection with the outdoors for youth. They will be identifying 15 pilot communities who have a strong need and with good collaborations to plan and implement programming to put kids in touch with the outdoors. I was involved in working with GOCO on this, and they have asked we apply. However, I feel like we would not have the impact that they seek to achieve. We also have outdoor programming available with the CPW grant for the youth outdoors grant, which we'll pursue again in the next month. The CPW conference I presented at has a grant available to all attendees to provide outdoor recreation programming.

38. Maintenance Updates from Coz

Tuesday, June 23, 2015

Shared Services Maintenance Meeting, with John Malloy & Mike Shelton

1. Request for reimbursement of Diamond Dry replacement, that was used for the Best of the West Softball Tournament due to an irrigation issue, causing a mud problem on the infields, at Ute Park – Several bags of Diamond Dry were used, to soak up the mud and dry out the infields – asking the City to reimburse the MRD, for half of the replacement expense: \$75
2. Go through and check all Irrigation Heads, at Holly Park, McNeil Fields, Ute Park, the Aquatic Center and Cerise, to assure that all heads are working – Several dry spots at McNeil Fields and the Aquatic Center
3. Still have the problem with Zone # 1, at the pool, stays on throughout the irrigation cycle, causing to loose pressure and good coverage
4. Lots of weeds, behind Field # 8, needs weed eating
5. Also, on Field # 8, many low spots and holes, need to be filled-in and leveled (lady twisted an ankle)
6. Weed eat or spray for weeds, at Holly Park Softball Field, behind the backstop and near the spectator area
7. Spray for Weeds, near Rio Grande Ave. (near the Holly Park Tennis Courts), and also, along the north side of Riverbottom Drive
8. Weed eat around the Playground, at McNeil Fields
9. Weed Eat or Spray for Weeds (or Mow), along the hard surface trail, behind McNeil Fields and Ute Park
10. Weed Eat (or Mow) along the Soft Trail, connecting Ute Park and McNeil Fields, and around the McNeil Pond
11. Weed Eat the McNeil Pond Island, and Gazebo Area

12. Remove debris, that was left behind, from the cleaning out of the ditch along Riverbottom Drive, and level out the bank of the ditch
13. Apply the Summer Application of Fertilizer, at McNeil Fields, Ute Park, Holly Park and Cerise – During the week of July 27 – 31 or first week of August 3 – 7. (Aeration done in Late August, along with Fall application of Fertilizer – Prior to Fall Youth Soccer and Fall Adult Softball)
14. The Drink Fountain, at Cerise, is in need of repair
15. The Urinal, at McNeil Fields building, is constantly running, causing the E-Pump to come on, is also, in need of repair
16. The Sink, in the Men's Restroom, at McNeil Fields Building, is coming off the wall, and needing to be re-hung

Tuesday, June 23, 2015

MRD Maintenance Meeting, with Mike Shelton (Miguel Lopez is taking PTO, June 22 – 26)

1. Continue to do morning Chemical and Temperature Checks, daily, from 7:00 – 9:00 am
2. Backwash as needed, Monday and Friday, for the Therapy Pool, Monday for the Youth Pool, and Friday, for the Main Pool. Backwash the Splash Pad, 2-3 times per week
3. Make sure that all pools are filled, to desirable levels, daily
4. Vacuum the Therapy Pool and Youth Pool, each morning
5. Install Door Stoppers, on the Pool Doors, leading into the Men's & Women's Locker Rooms, and Hallway
6. Ventilate the Two (2) Sound System Cabinets, located in the Apex / Omni Rooms
7. Drain the water out of the Batting Cage pit, and make sure they are running properly
8. Set-up Tables for Lunch, at the Aquatic Center, each day at 11:30 am
9. At 12:45 PM, check the Youth Pool, Splash Pad, and Outdoor Slide, for proper operations
10. Drag, Chalk and water down, all 5 fields, at McNeil and Ute Park, Monday – Thursday
11. Monitor our Summer Maintenance Assistant, Mike L., to make sure he is cleaning his restrooms and emptying out trash bins, Monday, Wednesday and Fridays
12. To Do List – When everything else is done:
 - a. Volleyball courts still need attention
 - b. Finish gravel around the Exercise Equipment
 - c. Boards still need to be installed, around the asphalt areas, at Ute Park
 - d. Wash down and paint the Gazebo (there is white paint in the shop, 1 gallon)
 - e. Replace Lights and Fixtures, as needed, throughout the Aquatic Center and Parks
 - f. Keep the Pool Storage Room, stocked with Maintenance Supplies, for Mauricio
 - g. Door Lock, for the closet in the Women's Locker Room, needs repaired
 - h. Check all Ceiling Tiles, throughout the Aquatic Center
 - i. Spray weeds throughout the Parks and around the Aquatic Center
13. Clean and wash off the Aquatic Center Tennis Court surface
14. Drop the Wind Screen, along the West fence line, at the Aquatic Center tennis courts
15. Replenish Waste Bags, for the Dog Waste Stations, at McNeil Fields
16. Check out the lights, on Field # 9, furthest down Right Field Line (came on for a while, then turned off)
17. Repair or replace the Sleeve, for 3rd Base, on Field # 3 (presents a safety concern)

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 5.28.2015

A motion was made by Director Brown to approve the meeting minutes from 5.28.2015, which was seconded by Director Plantz. The motion passed 5 – 0.

Request for Executive Session:

A motion was made by Director Ullmann under C.R.S. Section 24-6-402 (4)(f), executive session to discuss personnel matters related to the annual review for Ken Sherbenou, Executive Director. The motion was seconded by Director Plantz. The motion passed 5 – 0.

A motion was made to adjourn the meeting

Next Meeting

Thursday July 23rd at 11:30 a.m.
MEDC Board Room
1601 Oxbow Drive, Suite 260B
Montrose Colorado 81401



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday July 23rd, 2015
Approved unanimously at the August 27, 2015 Meeting**

Board Members

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

Staff Members

Ken Sherbenou
Coz Sisneros
Liz Gracesun
Melissa Lords
Tracie Rief

Guests

Bo Nerlin

Call to Order

Board President, Director Pope called the July 23rd, 2015 Board of Directors meeting to order at 11:34 a.m. Roll was taken. Director Plantz was excused and Director Smith arrived a few minutes late.

Open Forum

Director Brown wanted to express how impressed he has been with the new staff at the front desk this summer.

Scheduling of Special Board meeting on July 30th, 2015 at 9 a.m. at the Coffee Trader

The appraisal from Greenhill of the Casias property will be in on July 29, 2015. This meeting would be to address this issue. A motion was made by Director Pope to hold a Special Board meeting on July 30th, 2015 at 9 a.m. to discuss the purchase of the property. It was seconded by Director Brown. The motion passed 6-0.

MRD June Finance Report

Executive Director Ken Sherbenou stated that he was pleased with the Finance report from the City. He said the element that is to quite there is the year to date from previous year appearing on the report. After a full year of finance reports, beginning in 2016, the year to date from the previous year will be available and will show on the report.

Committee Updates and Assignments

Outreach: Nothing to report this month

Exec. Committee of Board: Their meeting was to discuss the meeting agenda and annual review for Ken.

Administrative: They will be meeting in August to review proposals submitted in response to the RFP MRD issued to all banks in Montrose.

Foundation: They will be meeting on Monday, and they plan on helping at the August 1 Water Sports Park festival.

Growth: They have an August meeting scheduled to discuss the GOCO grant request.

Executive Director Update for Board of Directors
(Items not already on the BOD agenda)
Thursday 7/23/15 at 11:30am

39. Marketing.

- **Newsletter.** July's had 918 opens (26%) and 77 clicks. June's had 925 opens. May's had 893 opens (26%) and 134 click throughs. April's had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens.
- **Fall Guide.** Mark wrote the note, thanks! This will be mailed by 8.3.15. We also resumed inserting the program summary for each season in Spanish for La Voz. The summer summary will go in their July issue. We'll also do this for the fall.
- **Corporate Pass.** The corporate pass policy will change on 12.7.15 with the winter guide registration beginning. Currently, anyone with a job gets at 25% discount. Starting 12.7.15 and carrying into the new CRC, anyone who works for a participating employer that promotes our services will receive a 10% discount. We are also planning on going to the new pass prices beginning with the summer guide 2015. We'll have an updated pass rate sheet for the board to review in the next couple months. We'll do a mailing to the Chamber list informing about this change.

40. General Items for the Board

- YAD involvement. If you're interested and available to volunteer on 8/15, please let Justin know.
- 7.19.15 Vol. Appreciation BBQ. The event went well. Despite the rain earlier in the day, it turned out to be a very nice evening. I'm still waiting on the final count from Big Head, but I estimate 40-50 people.
- Quitclaim deed being pursued for water rights at McNeil & Ute. Tristate has water rights they are interested in deeding to MRD. This will hopefully be secured soon.
- RFP for banking services went out on 7.15.15 to all known Montrose banks. This is due 8.12.15. The admin committee will then meet and make a decision.
- Revise Mike Shelton's duties for the winter by having him focus on renovating the shop and preparing for the spring, along with learning more about the pool. We'd then keep in Mauricio, the PT custodian for Nov. 2015 through March 2016. This will be reflected in the 2016 budget. The motivation is better utilizing Mike's talents and helping us improve the weakest parts of our system the winter before the CRC opens. Mike would be centrally involved in renovating the shop including re-organizing, cleaning, building new sheet rock walls, removing the exterior chain link fence yard and moving all equipment inside. He would also help Miquel replace 80 T-8 light fixtures in the Aquatic Center and update items not touched in the renovation into a Field House. This plan will cost MRD an extra \$6500 in staffing costs from Nov. until March. Any concerns with this plan?
- Revenue with new Marlins agreement: \$2233 was paid for the summer meet (247 Swimmers @ \$9 surcharge per swimmer). This compares to 2014 where the revenues from pool rental was \$4218. Estimated staffing costs alone are estimated around \$2689.
- Naming of the new Mountain Bike Trail on MRD property.
Here is a message from Bill Harris with COPMOBA:
Ken,
The trail COPMOBA built on MRD property isn't quite finished. We have to

fine-tune three of the turns. That will happen in the next few weeks and the trail will be signed soon. We want to give the MRD the honor of naming the new trail. When you have decided on a name please let Garry Baker know. Have fun naming the trail.
Bill Harris

Ideas: Montrose Rise and Fall, Soccer Single Track, ?

41. Staff and program updates from 6.3 staff meeting.

- Coz: free lunch program is busy with about 65 kids each day. 8/1 WSP event; Partners will provide volunteers to run stations along with the MRF board. MRD will set up on Friday afternoon. Ken confirmed with Kathy from REIJ that we can do the Field House and CRC in 2017. We have 60 in the second session of summer enrichment, which is ahead of last year. This is at Centennial this year. He has worked to stay on top of the City in fulfilling maintenance tasks. Our grass at ute/mcneil/holly have fallen behind and shared services maintenance likely needs to be revised. Coz, Mike and Miguel have actively been working on this, and the fields have been improved.

Here is a message Coz sent to the parks superintendent: Good Morning John,

I wanted to follow-up with you, regarding our walk through at McNeil Fields and surrounding grounds, with both, MRD and City's maintenance Staff. I want to thank Casey Proctor and Doug Harriman, for taking the time to meeting with my maintenance staff, Miguel Lopez and Mike Shelton, as well as myself, to discuss some concerns that we all have, regarding the condition of our grass turf and other outlining areas, of the MRD parks. The biggest concern that I have, as we enter the hottest months of the year, July and August, is the proper maintenance and upkeep of our athletic fields, in particular, as it pertains to the grass turf. As Casey and Doug, seen for themselves this morning and are very well aware of the problem, at MRD's facilities, we are beginning to experience some loss of grass turf in some areas of our athletic fields, due to the lack of water or coverage, with our irrigation schedule and system. The other issue and area of concern, which we discussed this morning, was the fact that we have fallen behind on the weed eating, and weed control, on the perimeter of our facilities, i.e., along trails and walkways, around the McNeil pond and island, behind backstops, along fence lines, etc. It is important that we keep these areas, well manicured and looking good, for those patrons that use our parks!

John and Ken, I also wanted to share with you, the outcome of our meeting this morning and a plan, for moving forward. First Doug and Miguel, have gone through the irrigation system, at McNeil Fields, to assure that irrigation heads are properly operating and have adequate coverage. It was also decided that, Casey and Doug would add, additional days and times, to our Irrigation Clocks, at McNeil, to help sustain our grass turf, and assure that the condition of our turf, does not continue to deteriorate, any further. Casey also mentioned, that the City plans to apply the Summer application of fertilizer, next week (July 6-10), at both, the city's and MRD's parks and sports complexes. In addition, it was also decided that Miguel and Mike would prepare and convert the Aerator, to knives rather than plugs, and aerate our grass turf at McNeil Field, Ute Park, Holly Park and Cerise, prior to applying the fertilizer, to help maximize its impact on the grass turf.

I was out and about, at our youth baseball and softball games, last night, and I had a number of complaints from our patrons (parents of the kids in our program), about the condition of our fields and grass turf, and I just want to make sure that we are addressing these maintenance issues, in the best possible way, and in a timely manner. Casey, Doug, Miguel and Mike, Thank You for your assistance, in this matter!

Coz

- Craig: 17 kids in Rockies Skills Challenge; this was a lot of work and we're not sure it'll be worth in the future. Working on baseball and softball stuff now. Working on updating the website. New calendar on website with aquatics and special events. Will be making sure to give out many free CRC passes, to expire 12.31.16. 9 kids starting in kayak program on Friday.
- Liz: Prepping for Marlins meet on 7/10-7/12. Pool closed at 12pm, wristbands available. Had world largest swim lesson: 49 people attended. Water safety fair, smaller turnout. Safety fair went great, ran out of passports (45-50). Swim lessons going well. In the midst of the crazy busyness that is

the summer. Will extend lap swimming times in August because Marlins will be done. This schedule change will be sent out. Kayaks in the pool are great, but it is difficult with water walkers. Might move kayak classes to Saturdays. Some water walkers are upset about this conflict. The AC seems like it is exploding in activity, such as additional lap swimmers coming during swim lessons. Conflict among users groups is still being managed as well as possible. Everyone is looking forward to new facilities.

- Melissa: Liz said she is doing an awesome job with swim lessons. Additional classes have been added twice (wait lists converted into additional classes). In the fall, we'll try an adult swim classes on Saturday mornings. Private lessons have exploded. Busy, busy busy.
- Wade: Adult softball is going well. We have 40 teams this year, close to the number we had last year. We had a tournament on June 13-14, the first in more than a decade. Many teams from out of town are excited to come; this is the first tournament in 20 years. 11 teams ended up playing (120 people for tournaments), three of which were from Montrose. Horsefly sponsored the tournament. 2 teams out of GJ in final, Montrose came in 3rd. Two guys from Junction won home run derby. 2-3 homeruns went over 300'. 11 homeruns on youth field, using fast pitch women's balls. Fastest man alive around the bases. Alcohol, there was not much, since it was so hot. Two more weeks remaining; doing something different for tournament, single elimination coming up. 52 teams, 11 in the tournament. Having a difficult time getting people to sign up for soccer. Hikes coming up that Craig will lead.
- Justin: 49 teams in youth baseball. Challenger soccer camp: 36 kids registered and British Soccer Group ran the program. CPRA west slope section President. Added adaptive baseball, new this year, with 15 kids. CPW will be doing a presentation on 7/31 for the Western Slope CPRA meeting in Gunnison. 10-2pm meeting. First kayak class went well, and will expand more in the future. Prepping for baseball to begin, likely even better numbers than last year. Rockies Skills challenge on the 19th. Winding down soccer, 1.5 week left.
- Cindy: Working to juggle use at tennis courts with MTA, 125 Pickleball players in GJ tournament. Ours is coming 6/6-6/7, we went from 59 to 97 this year, so it continues to grow. The tournament went really well; REIJ's facility superintendent Phillip Bailey helped us access Lloyd McMillian for the tournament. Each year, it'll get bigger. More than half were from out of town (including Wyoming and Las Vegas; many used hotel block that Cindy reserved). Gift bags given out including coupons from OBT including free pint to out of towners. Cindy is handling growing demand in PG, and the conflict it is creating with tennis. Overall, the senior Center is going well. 50+ trips are filled, so new trips will be added including a horsepacking trip, rafting trip and 4 wheel driver trips. Waitlists are being converted into more trips. 8/4 or 8/6 winery tours, driver needed. Paddle board classes starting soon. New pool table being installed at Senior Center; saga is resolved.
- Lorie: Returned from vacation and catching up. Helping Tracie and I with the transition with Rectrac. It'll be helpful when doing budgets to do GL code, will be working with City on budgeting in the coming months.
- Tracie: Busy at front desk. Rectrac training set up, and gearing up for this big transition. Had Lou have to return last night to figure out CC reports correctly. The front was crazy busy with the beginning of the summer, which will likely be the story for the summer.
- Mike S. and Miquel L: Met with City Staff to alert as to issues with turf health. Mike S. knife blade aeration. Continuing to support adult softball. We were very close to closing down that pool on Monday. Mike and Liz addressed issues with the chlorinator and pump, to keep the pool running. We are hand feeding chlorine in the outdoor pool now. Gravel on exercise machines, almost done. We will need to re-concrete one of the fitness stations, the bench/military press. 6.21-6.27 off, so will make sure Mike S. is ready to go to support the pool while he is gone. We are doing our best to keep up, and hopefully we will catch up but we are overloaded right now.
- PARs completed by the end of the 2nd quarter: 1-3% salary increases provided, which took effect the first pay period in July.

42. CRC process

- Issue with soft cost budget. Message from Ken:
Hi Chuck, Andy, Cub, John and Fritz,
I'm worried about the soft cost budget with recent invoices I've received from the City and Yeh.

Here is the most current summary of soft costs as of 7.1.2015:

Other Development Costs	Budget	Amount Expended	Amount Remaining	All grants will be sent to MRD and will be put into our Capital the Field House, and expenses once the project fund is deplet
A&E fees, + reimburseable expenses	1,623,588.00	1,195,036.22	428,551.78	ASP 4-6, extra 27923.
FFE, Exercise Equipment	269,500.00		269,500.00	
FFE, General	414,735.00		414,735.00	
FFE, Computer	46,000.00		46,000.00	
Plant Investment/Tap Fees (PI/TF)	77,080.00	51,186.73	25,893.27	Contract with DMEA, req. 16. Confirmed with Chuck and Cub.
Const. Testing and Survey	60,000.00	17,255.51	42,744.49	Contract for foundation observation: 15,420 amendment #1
Plan Review Fees	70,000.00		70,000.00	
Haydon Pre Const fee	186,560.00	186,560.00	0.00	
	2,747,463.00	1,450,038.46	1,297,424.54	

Yeh gave me another estimate, for additional fees for pile observation (attached). 15,270 is what they are predicting to finish up the pile testing, in addition to the 15,420 that has already been expended, making the total 30,690 for pile observation. Adding this to the 17,255.51 we have already expended for the construction testing and survey, makes this new total 47,945.51. We have 60,000 budgeted, which leaves 12,054.49.

As for the City invoice, for permit, plan check, water tap and meter fee, the fire line fee and sewer tap fee, the total invoice is 224,274.44. The remaining budget we have for the plant investment/tap fees (25,893.27), plus the remaining construction testing and survey budget (12,054.49), plus the plan review fees budget (70,000), equals 107,947.76. This leaves us 116,326.68 short, and I imagine additional construction testing is going to be needed. Is the City invoice correct and all coming out of our soft cost budget? I see the permit fee is listed under exclusions in the GMP, but is it accounted for somewhere else?

Please let me know your thoughts.

Thanks,
Ken

- Considering the Updating of the CRC Capital Campaign Goal.

Here is an email chain between Lori and I:

Hi Lori,

I hope you are having a fantastic time abroad! I think we need to talk about again increasing our capital campaign goal in light of where we are at. If this guy gives generously to cover the remaining capital campaign budgeted amount, we've met our goal and we should theoretically not take more money.

However, our owner's contingency is hurting, especially since I just got an invoice for soft development costs that are over our budget. Also, I really like the idea of getting as many people as possible to have ownership in the building with their names on the donor tree. I'll ask BRS what the deadline is for the design of the donor tree and names to be engraved. That should be the end of the campaign and we should hopefully have the budget close to what we expect to be able to raise up to that point.

So, what are your thoughts about increasing the capital campaign goal another 58K? I would also up the MRD contribution by 100K. This would cover the overages I anticipate with soft costs, enable the inclusion of an enhanced maintenance building, Casias, restrooms for outdoor facilities off of the competitive pool, additional to cover the soft cost overages and for adding the pool noodles. Maybe we make this call after we hear about Boettcher next week.

Please let me know your thoughts.

Ken

Ken, thank you for the detail you provide. My concern is changing the cap campaign on the funders again. I would leave it as is at this point, and if we are so lucky to be in that situation before Gates, we can talk to them, about it, and discuss strategy (officially raising it or not).

As for selling the names in the facility. That has never really been marketed as meeting a certain \$\$ goal, but rather a "get your name on the facility and help us build the great enhanced plan". In other words, pretty vague. I think even if we meet our goal, we can easily keep offering the names in facility in a strong way.

Are you ok with this? If you meet with this gentleman, I would share where we are, the uncertainty of two grants, and things we still have not in the budget and therefore not built, etc. I think he will get it that while we have a goal, it is a bit of a moving target. Yes?

Thanks for all you do to make this a great facility for our community!!!- Lori

Hi Lori,

I hear what you are saying. When we get to the Gates application, maybe that is the time to consider raising the Capital Campaign goal.

Thanks, Ken

- Updated Budget Summary

<i>FH and CRC</i>				
<i>Cost</i>	<i>Budget</i>	<i>Actual</i>	<i>Balance to finish</i>	<i>Notes</i>
<i>Haydon enhanced plan CRC and FH</i>	25,602,697.00	2,126,554.00	23,476,143.00	Board Approved GMP, 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), 221292 for solar hot water, 161,561 for media filter, amendments 2 and 3 and add alternates 2, 3, 9 and alternate B.
<i>Other development costs (see below)</i>	2,747,463.00	1,492,724.40	1,254,738.60	
<i>Owners contingency</i>	472,044.00		472,044.00	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 4.7%.
<i>Add alternates and extra soft costs</i>				Potential costs where contingency would be needed: 116K for enhanced maint building, 96K for outdoor bathrooms next to lap pool for outdoor facilities, 146K (116K+30K) to cover soft cost overages, 62K for pool noodles (decision by Nov. 2015), 15K for additional design fee for the higher climbing wall and the Casias aquisition. Total of 645K.
<i>Total project budget</i>	28,822,204.00	3,619,278.40	25,202,925.60	
<i>Revenue</i>	<i>Budget</i>	<i>Amount Expended</i>	<i>Amount Remaining</i>	
<i>COP financing</i>	25,450,000.00	3,619,278.40	21,830,721.60	UMB project fund. \$71,081 projected interest to be earned.
<i>MRD reserves</i>	492,376.00		492,376.00	In CR fund, 40-000-3050
<i>MMHI contribution, pre paid rent for the first 41 months</i>	218,785.00		218,785.00	Paid to MRD in March 2015. In Capital Reserve Fund, 40-310-4050
<i>capital campaign</i>	2,661,043.00		2,508,978.00	Dola ask makes up 1.9M of this 2.7 M budget. Also, use dola to pay for 1/2 of the FH. 7.6% of every invoice paid starting 6.4.15. Proceeds held in CR fund, 40-000-3050
<i>Total Revenue</i>	28,822,204.00	3,619,278.40	25,050,860.60	
<i>Over/Under Budget</i>	0.00			

- We are preparing for transitioning into the CRC now. For example, the 1st of 2 weeks of training for the registration software happens 8-17-8/21. This will help us be preparing with better software to manage a busier operation. For example, we currently input content 4 times: creating the activity guide, inserting content into Class, updating the website and composing the newsletter. My goal with the new software is for us to only have to input information once.
- Haydon said the additional pile cost is 130K (100K for the additional pile depth and 30K for the addition of 19 more piles, for a total of 354). This will be absorbed by Haydon's contingency. The schedule for pile driving has been pushed back into early August for completion. We are starting to get some complaints that it is taking longer than we initially thought. On June 9th, pile driving began. 335 piles are planned by Colorado Piling. 19 were added from the original amount plus another 8 for the expanded maintenance building and the outdoor facility restroom off the competitive pool, making the total 362.
- Maintenance Building. We are in discussions about the maintenance building. A base building was included in the GMP, at 25K. We'd like to enhance it to better meet our need for maintenance space, which would be an add-alternate. We are going to go ahead and drive piles and provide plumbing for the larger maintenance building and the outdoor facility restrooms off the competitive pool. This way, we can easily add it now (if we have the money) or later as the outdoor facilities are developed. The enhanced building would be 116K more.
- Add alternates currently included: wall tile in family locker room hall: acoustical ceiling in fitness, raise roof to extend climbing wall from 18' to 26', 15' acoustical glass wall dividing control and games. Add alternates not currently included: bathrooms for outdoor facilities (96K), enhanced maint. building (116K), Casias acquisition, pool noodles (62K), *16 person outdoor hot tub (216K), fitness mezzanine (140K), 2nd runout slide (300K)*. Those in italics are what we can add in 5-15 years. As for the other alternates, I'd like to make these happen. Haydon encouraged me to wait a little bit since including these would entirely spend our contingency.
- We agreed to split the cost of a commercial appraisal with the Casias family. This will be \$1000, be completed by Ken Greenhill and delivered by the end of July. We'll pull together a special board meeting when we receive this appraisal.
- The City is issuing a building permit soon.
- Interest is being paid on the project fund, projected to be about 70K once the project is complete towards the end of 2016. We are projected to earn \$45,389 per year on the debt reserve fund, which is being sent to UMB, our Trustee. This then is applied to our biannual COP payments, so we'll be under budget on our COP payments each year. May's payment was sent, \$22,946.77. Along with November's payment, this will reduce our annual COP payment by about \$45K.
- Here is the most current list of subs under contract with Haydon. If no one is listed after the scope, no one is currently under contract:

Montrose Rec Center 10-1737-00 07/21/15

EXP codes w/ -1 Re: Field House SUBCONTRACTOR

CODE DESCRIPTION PHONE

02-210 Construction Staking Del-Mont Consultants 970-249-2251

02-4100-1 Field House Soft Demolition - FH

02-4113 Demo Tilt Waste Slabs J & K Trucking 970-628-4481

02-4119-1 Pool and Deck Demolition - FH J & K Trucking 970-628-4481

03-3000 Building Concrete Mays Concrete 970-243-5669

03-3000-1 Building Concrete - FH Mays Concrete 970-243-5669

04-2000 CMU & Exterior Stone Heritage Masonry LLC 970-242-4700

04-2000-1 CMU & Exterior Stone - FH

05-1200 Structural & Misc Steel Zimkor - Randy (PM) 303-791-1333

05-1200-1 Structural & Misc Steel - FH Zimkor 303-791-1333

05-5900 Decorative Metals

06-1000 Rough Carpentry

06-1000-1 Rough Carpentry - FH

06-2010 Door Installation

06-2010-1 Door Installation - FH

06-4000 Architectural Woodwork Delta Cabinet Co. 970-874-8793
 06-4000-1 Architectural Woodwork - FH
 07-1000 Dampproofing
 07-2100 Insulation
 07-2100-1 Insulation - FH
 07-2119 Foamed-In-Place Insulation
 07-4623 Composite Wood Siding
 07-5000 Roofing & Siding Superior Roofing (303) 375-0300
 07-5000-1 Roofing & Siding - FH Superior Roofing (303) 375-0300
 07-8100 Applied Fireproofing American Fireproofing, Inc. 219-794-1495
 07-9200 Joint Sealants
 08-1000 Doors & Hardware Colorado Doorways, Inc. 303-291-0900
 08-1000-1 Doors & Hardware - FH Colorado Doorways, Inc. 303-291-0900
 08-3100 Access Doors
 08-3600 Glass Panel OH Doors
 08-4000 Aluminum Storefront & Curtainwall Montrose Glass 970-209-7770
 08-4000-1 Aluminum Storefront & Curtainwall - FH Montrose Glass 970-209-7770
 08-6200 Unit Skylights
 09-1000 Metal Framing & Drywall
 09-1000-1 Metal Framing & Drywall - FH
 09-3000 Tile
 09-3000-1 Tile - FH
 09-4000 Final Cleaning
 09-4000-1 Final Cleaning - FH
 09-5100 Acoustical Ceilings & Accessories TP Acoustics, Inc. 602-269-6213
 09-5100-1 Acoustical Ceilings & Accessories - FH
 09-5600 Acrylic Plaster Ceilings Heritage Masonry LLC 970-242-4700
 09-6000-1 Synthetic Turf Surfacing - FH
 09-6200 Wood Flooring
 09-6210 Resilient Altheltic Flooring El Paso Floor, Inc. 719-471-7600
 09-6700 Rubber Safety Flooring Tatonka Contractors LTD 720-940-1806
 09-6720 Concrete Floor Sealer
 09-6800 Carpet & Vinyl Flooring
 09-6800-1 Carpet & Vinyl Flooring - FH
 09-9000 Painting & High Performance Coatings
 09-9000-1 Painting & High Performance Coatings - FH
 10-1100 Visual Display Boards
 10-2000 Graphics
 10-2100 Toilet Partitions & Accessories
 10-2226 Operable Partitions
 10-2613 Corner Guards
 10-3100 Manufactured Fireplace
 10-4400 Fire Protection Specialties
 10-5100 Lockers Hollman, Inc. 972-815-4000
 10-5900 Knox Box
 11-3100 Appliance install
 11-6133 Pool Equipment Room Hoist
 11-6600 Gymnasium Equipment
 11-6643 Scoreboards Daktronics 800-325-8766
 11-6643-1 Scoreboards - FH Daktronics 800-325-8766
 12-2000 Window Shades Ambassador Blind N Shudder, Inc. 970-523-4566
 12-2000-1 Window Shades - FH
 13-1100 Swimming Pools The Pool Company 253-926-6875
 13-1816-1 Dasher Board System - FH

13-2833 Raquetball Court Systems
 13-3400 Climbing Wall
 14-2000 Elevator ThyssenKrupp 720-274-3494
 21-0000 Fire Sprinkler System Dynamic Fire Protection 970-626-3357
 22-0000 Plumbing Cookey's Mechanical 970-245-0171
 22-0000-1 Plumbing - FH Cookey's Mechanical 970-245-0171
 22-3000 Plumbing Sumps J & K Trucking 970-628-4481
 23-0000 HVAC Comfort Air of Grand Junction 970-254-1170
 23-0000-1 HVAC - FH Comfort Air of Grand Junction 970-254-1170
 26-0000 Electrical EC Electric 970-241-3302
 26-0000-1 Electrical - FH EC Electric 970-241-3302
 31-090 Pile Testing
 31-200 Earth Moving
 31-2000 Import Fill - Earth Moving Haynes Excavation 970-249-4382
 31-2300 Structural Excavation J & K Trucking 970-628-4481
 31-2300-1 Structural Excavation - FH J & K Trucking 970-628-4481
 31-2500 SWPPP
 31-2600 Dust Control
 31-4000 Earth Shoring Design Ground Engineering (Specialty Agreement) 970-622-0800
 31-6200 Driven Piles Colorado Piling Service 970-243-2304
 31-9000 PDA Testing Ground Engineering (Specialty Agreement) 970-622-0800
 32-1100 Paving Base Course J & K Trucking 970-628-4481
 32-1216 Asphalt Paving Martin Construction, Inc. 970-858-5175
 32-1600 Site Concrete
 32-1700 Pavement Markings Straight Edge Striping LLC 970-640-4465
 32-3100 Fencing & Gates England Fence Co., LLC 970-249-4430
 32-3100-1 Fencing & Gates - FH
 32-8000 Landscaping, Clarke & Co. 970-241-5317
 33-1000 Site Water System
 33-3000 Sewer Line Relocation
 33-4000 Storm Drainage System
 33-450 Relocate Irrigation Trench
 33-465 Perforated Drain
 33-5100 Site Gas Line Excavation & Backfill
 50-1000 Temporary Heat / Weather Protection
 50-2000 Dewatering
 50-3000 Earth Shoring
 50-4000 Security System
 50-5000 Play Structure
 50-6000 Raise Roof @ Games / Racquetball

43. Shared use of facilities for tennis and pickleball.

After meeting with several members of the tennis community, we've decided to paint lines for 8 pickleball courts on the 4 aquatic center tennis courts. We're trying to balance the needs of pickleball and tennis players in using finite facilities. The pickleball players sent me a petition to share use of the Aquatic Center tennis courts. Our initial plan to tape pickleball lines on the tennis courts changed. Taping was not successful and we are still working on a better solution. You'll likely hear from tennis and or pickleball players about this, so please let me know if my information on the situation is needed. We're doing our best to balance usage, but we have inadequate facilities. Sound familiar? I hope we get the GOCO grant. Cindy and Coz are doing well to manage a difficult situation, just like Liz and Melissa with competing demands for pool use.

44. Additional Grants/Development

- Gates and Boettcher are being pursued for the CRC. Lori Sharp and Ken worked together to submit a \$50,000 request for Boettcher. They did a site visit on 7.6 and Barbara joined us. It went really well. Gates will be pursued

this fall, at \$75,000. These are the last final large potential sources for CRC grant funds. MRF is also working on completing the capital campaign and raising the final \$25K.

- Fall LPOR request: End of July: estimates delivered from Haydon

End of July: Casias appraisal.

Early August: hopefully GC meeting.

August 27: present draft proposal to board.

September 23 at 1pm at the Aquatic Center: Possible time for public meeting. We need to decide on this by 7/9 so I can get it in the guide. Please let me know if you have input on this meeting.

September 27: present full plan to board including resolution approving application.

Nov. 5: application due.

- GOCO and the City. Here is a message I sent the City to coordinate plans on pursuing GOCO grants.

I had a long conversation with Jack Houston, LPOR Program Manager, to debrief our PTP grant request and to talk of future plans. He emphasized the need is very much recognized, and that we'd likely receive a large grant under a future Connect Initiative if we're able to improve the trail alignment west of Home Depot. That part of the alignment was by far the weakest. Jake said GOCO will have grant around 20M in the next 5 years to improve trail connectivity in communities.

As you know, the Unrein family was not cooperative. FYI, their land is on the market currently for 6M. I also know there have been some discussion with the Adamson Family as well about potential acquisition. So, the design plans for the trail from the roundabout through the underpass are still relevant and strong, but we need a better and more direct connection to the river through securing easements or land. Speaking of, he also mentioned another large special opportunity grant, a land acquisition special opportunity program (like PTP and the River Corridor).

This would be a combo of Open Space and LPOR to acquire land. Grants would be available of up to 1M. This would be another concept paper and final application, just like PTP. Concept papers would be due in Fall of 2016. October is when we'll know about the spending plan and if this staff recommended funding priority is approved. The Master Plan would identify priorities as would the current Brownfields grant you all are implementing. I'm thinking of a site like Recla metals to maybe pursue with this special opportunity.

Regarding the Master Plan for Baldrige and the Trail System in Montrose, he said more money will be available for planning in this upcoming cycle. Staff is recommending an increase from 500k to 800k in planning dollars. 75K-100K will be available in larger planning grants to enable bigger picture thinking. He encouraged us to rally together, the City, County and MRD, to look at trails and connectivity community wide. The River and Baldrige serves as the hub, and we need to improve east-west connectivity. This was a key strength in the PTP; we were connecting the best and most extensive parts of the parks and trails system to where the large majority of people live.

GOCO is also likely changing their timing for grants, except planning which would still have an August application deadline and a December award. The LPOR and mini grants will likely move to a new schedule of once per year.

Early August – Applications Available

September – Grant Writing Workshops

Early November – Applications Due

Mid February – Notification of Grant Recommendations

Mid March – Grant Awards Made

With the board's recent support, MRD plans to pursue a \$350K LPOR grant to implement phase II on the CRC site (trails, which was our part of the PTP proposal) and the most urgently needed parts of phase III (such as 8 dedicated pickleball courts, replacing the Holly tennis courts currently in disrepair, building a multi-purpose athletic field next to the CRC, etc.). I was also relieved that we will still be able to use our \$180K land value as match although grant award would be beyond the three years. These matching funds, as Barbara pointed out, would be in addition to any land acquisition cost needed for the Casias ½ acre, therefore making out match high and competitive.

Other GOCO project updates:

- **Timeline for this project: Discuss in Growth Committee in early August; Present to the BOD in August the recommended plan to fuse phase II and III; hold a Public Meeting In the first week of September to present the plan and get input prior to grant submission**
- Julee and BRS are coming forth with a proposal to fuse phases 2 and 3, likely 2K to 3K. Haydon has agreed to do estimates, and said the middle of July is when we'll have estimates on the following. These are simply the menu of items that Haydon will be pricing and not all will necessarily be included:
- **8 pickleball courts and two handball courts as shown in phase III. We'll need to also include a fire hydrant to hose down these courts and the tennis courts described below. Julee also described needing a retaining wall on the north side of the courts.**
- **4 tennis courts where the Casias house resides assuming we make this acquisition. We'll have an appraisal completed by the end of July and then hold a special board meeting to review the appraisal.**
- **A 120' by 80' full size soccer/multi-purpose field east of the CRC as part of phase III. Also, Haydon will describe the additional cost to develop this as an outdoor artificial turf field.**
- **Picnic shelter as shown in phase III on the north side**
- **Playground for youth 2-5 and a playground for youth 5-12, maybe north of the CRC and maybe south of the SW corner of the parking lot**
- **2 basketball courts south of the tennis courts next to Casias**
- **Developing the additional parking. This is about 50 spots. We'd like to see two options, one with the parking as paved and another with grading it and leaving it as dirt. Chuck already gave a number to develop it as a dirt parking area, which I remember to be about 150K.**
- **The 2070 LF of trail is 75% designed and we already have good cost estimates on it from Loris.**
- **Design services including construction documents and any other project cost needed to develop these facilities.**

- GOCO's inspire initiative RFP was released. This aims to increase the connection with the outdoors for youth. They will be identifying 15 pilot communities who have a strong need and with good collaborations to plan and implement programming to put kids in touch with the outdoors. I was involved in working with GOCO on this, and they have asked we apply. However, I feel like we would not have the impact that they seek to achieve. We also have outdoor programming available with the CPW grant for the youth outdoors grant, which we'll pursue again in the next month. The CPW conference I presented at has a grant available to all attendees to provide outdoor recreation programming. Bill Bell is interested in going after an Inspire grant but I'm trying to convince him our efforts should be directed to a planning grant and the LPOR grant.

45. Maintenance Updates from Coz

Tuesday, June 23, 2015

Shared Services Maintenance Meeting, with John Malloy & Mike Shelton

17. Request for reimbursement of Diamond Dry replacement, that was used for the Best of the West Softball Tournament due to an irrigation issue, causing a mud problem on the infields, at Ute Park – Several bags of Diamond Dry were used, to soak up the mud and dry out the infields – asking the City to reimburse the MRD, for half of the replacement expense: \$75
18. Go through and check all Irrigation Heads, at Holly Park, McNeil Fields, Ute Park, the Aquatic Center and Cerise, to assure that all heads are working – Several dry spots at McNeil Fields and the Aquatic Center
19. Still have the problem with Zone # 1, at the pool, stays on throughout the irrigation cycle, causing to loose pressure and good coverage
20. Lots of weeds, behind Field # 8, needs weed eating
21. Also, on Field # 8, many low spots and holes, need to be filled-in and leveled (lady twisted an ankle)
22. Weed eat or spray for weeds, at Holly Park Softball Field, behind the backstop and near the spectator area
23. Spray for Weeds, near Rio Grande Ave. (near the Holly Park Tennis Courts), and also, along the north side of Riverbottom Drive
24. Weed eat around the Playground, at McNeil Fields
25. Weed Eat or Spray for Weeds (or Mow), along the hard surface trail, behind McNeil Fields and Ute Park
26. Weed Eat (or Mow) along the Soft Trail, connecting Ute Park and McNeil Fields, and around the McNeil Pond
27. Weed Eat the McNeil Pond Island, and Gazebo Area

28. Remove debris, that was left behind, from the cleaning out of the ditch along Riverbottom Drive, and level out the bank of the ditch
29. Apply the Summer Application of Fertilizer, at McNeil Fields, Ute Park, Holly Park and Cerise – During the week of July 27 – 31 or first week of August 3 – 7. (Aeration done in Late August, along with Fall application of Fertilizer – Prior to Fall Youth Soccer and Fall Adult Softball)
30. The Drink Fountain, at Cerise, is in need of repair
31. The Urinal, at McNeil Fields building, is constantly running, causing the E-Pump to come on, is also, in need of repair
32. The Sink, in the Men's Restroom, at McNeil Fields Building, is coming off the wall, and needing to be re-hung

Tuesday, June 23, 2015

MRD Maintenance Meeting, with Mike Shelton (Miguel Lopez is taking PTO, June 22 – 26)

18. Continue to do morning Chemical and Temperature Checks, daily, from 7:00 – 9:00 am
19. Backwash as needed, Monday and Friday, for the Therapy Pool, Monday for the Youth Pool, and Friday, for the Main Pool. Backwash the Splash Pad, 2-3 times per week
20. Make sure that all pools are filled, to desirable levels, daily
21. Vacuum the Therapy Pool and Youth Pool, each morning
22. Install Door Stoppers, on the Pool Doors, leading into the Men's & Women's Locker Rooms, and Hallway
23. Ventilate the Two (2) Sound System Cabinets, located in the Apex / Omni Rooms
24. Drain the water out of the Batting Cage pit, and make sure they are running properly
25. Set-up Tables for Lunch, at the Aquatic Center, each day at 11:30 am
26. At 12:45 PM, check the Youth Pool, Splash Pad, and Outdoor Slide, for proper operations
27. Drag, Chalk and water down, all 5 fields, at McNeil and Ute Park, Monday – Thursday
28. Monitor our Summer Maintenance Assistant, Mike L., to make sure he is cleaning his restrooms and emptying out trash bins, Monday, Wednesday and Fridays
29. To Do List – When everything else is done:
 - j. Volleyball courts still need attention
 - k. Finish gravel around the Exercise Equipment
 - l. Boards still need to be installed, around the asphalt areas, at Ute Park
 - m. Wash down and paint the Gazebo (there is white paint in the shop, 1 gallon)
 - n. Replace Lights and Fixtures, as needed, throughout the Aquatic Center and Parks
 - o. Keep the Pool Storage Room, stocked with Maintenance Supplies, for Mauricio
 - p. Door Lock, for the closet in the Women's Locker Room, needs repaired
 - q. Check all Ceiling Tiles, throughout the Aquatic Center
 - r. Spray weeds throughout the Parks and around the Aquatic Center
30. Clean and wash off the Aquatic Center Tennis Court surface
31. Drop the Wind Screen, along the West fence line, at the Aquatic Center tennis courts
32. Replenish Waste Bags, for the Dog Waste Stations, at McNeil Fields
33. Check out the lights, on Field # 9, furthest down Right Field Line (came on for a while, then turned off)
34. Repair or replace the Sleeve, for 3rd Base, on Field # 3 (presents a safety concern)

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 6.25.2015

A motion was made by Director Warthen to approve Meeting Minutes from 6.25.2015. Director Ullmann seconded the motion. Without further discussion, the motion passed 6 – 0

Tour of Community Recreation Center Site, Under Construction

Board and staff moved the remainder of the meeting to the CRC Construction site. Staff from the Construction Manager Haydon gave a tour of the CRC site.

Adjourn

Director Pope made a motion to adjourn the meeting at 1:51 p.m. The motion was seconded by Director Warthen. The motion passed 6 – 0

Next Meeting

Thursday August 27th at 11:30 a.m.
MEDC Board Room
1601 Oxbow Drive, Suite 260B
Montrose Colorado 81401



**Notice of Special Meeting for the
Montrose Recreation District Board of Directors
For Thursday July 30, 2015 at 9:00am
Coffee Trader, 845 E. Main Street
Montrose CO 81401
(approved at the 10.29.15 BOD meeting)**

Board Members

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

Staff Members

Guests

Bo Nerlin

Call to Order

Board President, Director Pope called the July 30, 2015 Board of Directors special board meeting to order at 9:xx a.m. Roll was taken. All Directors were present except Director Plantz, who was excused, and Director Ullmann, who was set to arrive shortly. At 9:15, Director Ullmann arrived.

Open Forum

Rescheduling of the November Regular Board Meeting

Executive Director Ken Sherbenou requested the November board meeting be moved. Director Ullmann made a motion to move the November board meeting from November 19th to November 16th at 11:30am at MEDC. Without further discussion, the motion passed unanimously, 6-0.

REQUEST FOR EXECUTIVE SESSION

Director Pope made a motion under C.R.S. Section 24-6-402 (4)(a), to go into executive session to discuss purchase, acquisition, lease, transfer or sale of any property interest. Director Ullmann seconded the motion. Without further discussion, the motion passed unanimously, 6-0.

At 9:49am, the board returned to regular session. The board did not deviate from the stated purpose of the executive session.

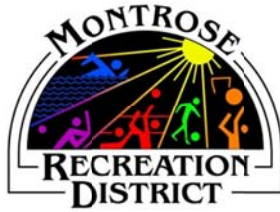
MRD Board of Director's Resolution 2015-5, Authorizing Ken Sherbenou to Negotiate the Purchase of Real Property

Director Ullmann made a motion to approve the resolution as presented. The motion was seconded by Director Plantz. Without further discussion, the motion passed unanimously, 6-0.

At 9:50 am, Director Pope made a motion to adjourn, which was seconded by Director Brown. Without further discussion, the motion passed unanimously, 6-0, and the meeting adjourned.

Next Meeting

**Thursday August 27 at 11:30 a.m. at 1601 Oxbow Drive, Suite 360B
Montrose Colorado 81401**



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday August 27th, 2015
Approved at the September 17th, 2015 Meeting**

Board Members

Amy Warthen
Mike Brown
Barbara Bynum
Jason Ullmann-attended only executive session via teleconference
Mark Plantz
Kylee Smith
John Pope-excused

Staff Members

Ken Sherbenou
Coz Sisneros
Liz Gracesun
Melissa Lords
Justin Mashburn
Cindy Marino
Wade Ploussard
Craig Ellingson

Guests

Bo Nerlin
Jim Hicks
Emily Smith, Welcome Home Montrose
Rick Park, Welcome Home Montrose

Call to Order

Board President, Director Brown called the Aug. 27th, 2015 Board of Directors meeting to order at 11:34 a.m. Roll was taken. All were present except Director Ullmann and Pope, who were excused.

Open Forum

Executive Director Ken Sherbenou welcomed guests, Emily Smith and Rick Park, representing Welcome Home. He expressed appreciation for Welcome Home Montrose's leadership in the community. Emily presented to MRD a certificate of appreciation for our support of No Barriers 2015 as well as our efforts securing the Great Outdoors Colorado grant to help build the Water Sports Park and other improvements at Baldridge.

Recognition for the 2nd Quarter Employees and Volunteer

Ken presented certificates of appreciation and Montrose Bucks to Jim Hicks as the Volunteer of the Quarter for his countless hours of dedicated volunteerism for the Pickleball program. Ken also presented Melissa Lords as a Full Time Employee of the Quarter. Erin Hoover, the Part time Employee of the Quarter, was presented with her certificate and Montrose Bucks earlier in the month, which was her last day of work before she left for college.

Staff Anniversaries

Ken recognized the 6th Anniversary for Melissa Lords, Aquatics Leader for her dedicated work and Justin Mashburn for 10 years of dedicated service. Justin was presented with a plaque and Wade Ploussard gave an informative roast to Justin about his many accomplishments over the past 10 years.

Local Parks and Outdoor Recreation Grant Request from the Great Outdoors Colorado (GOCO)

Ken briefed the Board on the overall recommended strategy in pursuing a GOCO grant to add in outdoor facilities at the Community Recreation Center (CRC) prior to opening. He also explained the need to ensure sufficient funds to also renovate Holly Park in 2017, the weakest and oldest MRD facility. GOCO has changed their grant cycle to only once per year and increased the amount of available funds to six million. This grant opportunity is still competitive yet Ken contends that Montrose has a very strong story to tell in the decision to increase our taxes to build the needed infrastructure. A central message of the campaign for the CRC regarding a promise to pursue grant funds diligently so that the tax increase was as small as possible. This is helping to fulfill that promise. Haydon completed estimates for MRD to determine what we could include in the MRD GOCO grant proposal. The Growth Committee met last week and

recommended the most needed amenities that would be enabled through the GOCO grant while still being able to have enough resources to renovate Holly.

Re-Scheduling the October Board Meeting

Director Bynum made a motion to change the October 22, 2015 Board of Directors Meeting to October 29th, to be held at the same time, 11:30am and the same place, MEDC. The motion was seconded by Director Smith. The motion carried 5 – 0.

Naming the New Mountain Biking Trail “The Cruz”

Ken spoke with Nikki Cruz, widow of Bob Cruz, long time Maintenance Supervisor of MRD. In honor of Bob, MRD would like to name the new Mountain Biking trail across from McNeil and Ute on the west side of the Uncompahgre River in his honor. Director Bynum made a motion to name the trail “The Cruz”. Director Plantz seconded the motion. The motion carried 5 – 0.

MRD July Finance Report

Ken is pleased with the Finance report from Lorie and the City. He reviewed the enclosed reports and answered questions.

Committee Updates and Assignments

Outreach: The Committee helped with the FUNC Festival on August 1st, YAD and Zumba was at Main in Motion
Exec. Committee of Board: Their meeting was to discuss the meeting agenda and our corporate pass policy.

Administrative: We received 7 proposals for banking services, They have a meeting scheduled Sept 9th to discuss and make a recommendation to the Board.

Foundation: Did not meet. They did serve beer at the Black Canyon Concert Series and received \$250 in tips for the foundation for the program scholarship fund.

Growth: Their meeting was in-depth discussion about the Holly Park renovation and Outdoor Facilities at the CRC.

Executive Director Update:

Executive Director Update for Board of Directors (Items not already on the BOD agenda) Thursday 8/27/15 at 11:30am

46. Marketing.

- **Newsletter.** August’s had 850 opens (24%) and 113 clicks. The Youth Appreciation Day Email had 966 opens (26%) and 278 clicks. July’s had 918 opens (26%) and 77 clicks. June’s had 925 opens. May’s had 893 opens (26%) and 134 click throughs. April’s had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March’s had 907 opens (27%) and 147 click throughs. February’s had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens.
- **Winter Guide.** First draft of content is due 10.23.15. Here is the proposed schedule of writing the board note: Winter 15-Mike; Spring 16-John; Summer 16-Amy; Fall 16-Barbara; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. This Winter 15-16 guide will be mailed by 12.7.15. We will also insert the program summary for each season in Spanish for La Voz. The winter summary will go in their December issue.
- **Corporate Pass.** As requested by the BOD, I’ve studied the corporate pass policies of other communities. Thanks for pressing us on this to make sure we maximize the opportunity and ensure a high level of customer service!
 - a. After the July BOD meeting, I remembered I already described the new corporate pass policy in the fall guide. With this stated, I think we’re fine to update this. My recommendation is found below, after the responses I received from other communities.

PASSES & PUNCH CARDS	
ANNUAL PASSES	
Family Pass (4 people).....	\$370
Each Additional Family Member.....	\$45
Dual Pass (2 people, 1 under 55).....	\$310
Individual Pass.....	\$265
Youth Pass (3-17 years).....	\$130
Senior Pass (55+).....	\$190
Military Pass (With Military ID).....	\$190
CMU Student (with ID).....	\$190
Senior, Military and CMU Student (with ID) Dual.....	\$278
Locker (Annually).....	\$55
3 month Adult Pass.....	\$95
3 month Senior Pass, Youth, Military or CMU...\$75	
Annual pass memberships, punch cards and daily admission includes:	
• Cost of general admission.	
• Access to entire facility including: indoor/outdoor pools, slides and splash pad, fitness room, workout area, and balcony (balcony open only during adult swim times), shower/	

Annual pass memberships, punch cards and daily admission all now include unlimited Fit Zone classes!

The Corporate Pass Policy Will Be Changed Effective 12.7.15

Those with Participating Employers Get 10% Off

- b. I did research this with other agencies. I emailed all Directors in Colorado and this is what I found:

Ken's Original Message to Directors through CPRA:

Hi all,

I've only send a group message once before, when I was working to forge a partnership with the hospital to build and operate a therapy clinic in one of our facilities. I was very encouraged by the response I received. Information furnished by my fellow Directors helped tremendously including determining the correct amount of rent to charge the hospital. Given that success, I'm sending another message.

We are currently gearing up for opening Montrose's Rec. Center next year and I had two quick questions that I hoping to get guidance on.

First, our current corporate policy is not effective and is way too generous. If you have a corporate pass policy that you believe successfully mobilizes employers to promote recreation center membership, please share it with me.

Second, we are attempting to figure out what to do with annual passes as we transition into the Rec. Center. Currently, we have an antiquated Aquatic Center that will be converted into a Field House when the Rec. Center opens. The Rec. Center will offer much more than the current facility, and therefore, the fee is higher for adults. We are trying to identify the best time to instate the new Rec. Center fees. Currently, I'm thinking it'd be best to simply not offer an annual pass beginning 6 months ahead of expected completion date on the Rec. Center. Please let me know if you've been successful in dealing with a similar situation, as well as if you have general advice on any pre-opening sales to build additional excitement in the community.

Thanks for the help!

Ken

From Boulder:

Hi Ken,

We do have a group discount program, and you can find details here:

<https://bouldercolorado.gov/parks-rec/group-discount-program>

I can tell you that we believe our program would be more successful if it incorporated a "Wellness" approach, which we just have not had the resources to do. It is on our dream list to support our group wellness/corporate wellness program with other

resources, beyond just discounted facility passes. We believe it would foster community support, contribute to community health and wellness, and also generate revenue.

Regarding your annual passes, my recommendation would be (if your system allows) have all passes set to end on the date the new facility ends, and sell them at pro-rated amounts. I would offer a one month "Inaugural member" or "founding member" window for existing members to buy annual passes at a promotional rate to the new facility.

Best of luck, I look forward to seeing how the facility turns out.

Ali

Alison Rhodes
District Services Manager
303-413-7249

Hi Ken: We have a corporate program where the corporation buys into a program that allows the staff to purchase memberships at the most favorable rates we offer, regardless of whether or not they reside in the city limits. The real benefit is once the new member starts using the membership and gets involved in programs, as many of those are also discounted for members. We also get our name and facility availability out to the company. Our annual rate is \$100 for companies of 1-25 employees, \$150 for 26-100 employees, and \$200 for companies with 101+ employees. We currently have in the range of 100 companies of various sizes participating as corporate accounts. I think it's effective, but is also generous. I would welcome the information you can share with us, especially if we need to raise revenues in 2016..."leave no stone unturned"!

Tom J. Barnes, CPRP
Parks and Recreation Director
City of Glenwood Springs, CO

Hi Ken,

In regards to your inquiry I hope that you have received some great feedback. Another option for feedback might be the NPRA forums. Below I have pasted some (somewhat) generic thoughts based on some experiences we've had:

Corporate passes - these can be structured any number of ways, but one common way is to have the parent company (corporation) pay an annual fee based on the number of employees they have. This then allows employees to participate for a reduced drop in fee. The fees need to correlate to the community and existing fee structure (individual, family and comparisons to other available options). For example, a corporation might pay an annual fee of \$700 for an employee base of 100 (of course needs to be proportionately higher than an annual pass). When employees come, their drop in rate might be \$1 or \$2 instead of the standard \$4 or \$5. The \$700 is paid no matter how many of their employees participate; it is up to the corporation to promote the benefit...but of course you should help market in order to obtain the full benefit and keep them coming back.

Pass transition - Not offering an annual pass is certainly an option. But depending on the number sold, is it more beneficial to pro-rate or offer a slight discount to those loyal customers who already had invested in an annual pass for the current facility? Imagine their joy in talking about how great the transition was for them – what marketing!!!

Best of luck...you know where to find us if you need any further help!

Best,



Melissa M. Chew, CPRP, Project Consultant
GreenPlay, LLC
The Leading Edge in Parks, Recreation, and Open Space Consulting
Direct: (928) 499-9612 | Headquarters: (303) 439-8369
Email: MelissaC@GreenPlayllc.com | Web: www.greenplayllc.com

Hello Ken,

Kit Newland passed on your request for information and I am happy to share what I can. As far as our corporate policy (attached), our information has not been updated for many years and is definitely in need of a "re-fresh"
Your email was a good prompter to focus more attention on this and I would be very interested in what you find as good examples. I am also happy to brainstorm on this with you if that would be helpful.

What to do with the passes is an interesting scenario. I had a situation somewhat similar at my previous job and we did what you are considering, stopped selling annual passes prior to opening. We then offered previous pass holders a "deal" when they renewed and also had a pre-opening night for just them to come and check out the facility. The goal was to keep communication flowing and show appreciation to those who had been loyal. We also offered a "baker's dozen" sale prior to opening.

A couple other ideas that my facilities supervisor suggested:

Not really knowing the community, I would consider halting the annual pass and sell a 6 month pass at the 6 month out timeframe and have a great communication plan on why the change in passes and fee increases for resuming the annual pass. If it is a fairly tight knit community, I would consider just continuing to sell passes and those that are regular users get a great deal for the new center and kind of rewarded for having stuck with them through the old and into the new.

Hope this is good food for thought during a very exciting time for you. I wish you all the best!

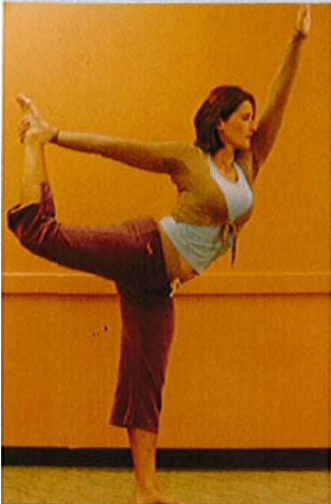
Peggy

Peggy Bocard
Recreation Manager
RECREATION DIVISION

CORPORATE
Wellness

MEMBERSHIP
PROGRAM

Lakewood Recreation offers memberships designed to help your business provide recreation benefits to employees. A company can benefit from a wellness program in many ways, including but not limited to, decreases in absenteeism, injuries, worker's compensation claims and increases in employee energy, production and morale.



Regular Corporate Program

The business pays a flat fee (based upon the number of employees) and each employee and family members receives a 20% discount off our regular annual membership rates.

Corporate Wellness Fees
(what the business pays)

Tier 1	1-10 employees	\$100 annually
Tier 2	11-100 employees	\$300 annually
Tier 3	101+ employees	\$500 annually

Corporate Wellness Annual Membership Passes
(what the employee pays for an annual pass)

Adult	\$308 (regularly \$385)
Family	\$480 (regularly \$600)

Ken:

The City of Loveland does not currently offer corporate discounts for entry into our facilities or programs. However, we are willing to work with businesses who would like to pay for admissions/passes for their employees in an arrangement that works for them- either buying flat out for an individual, or using punches off a "business" household when they show their ID – in either case the pass is sold at the regular rate without a discount.

If we were transitioning into a new center, we would offer the option to pro-rate the existing facility pass to a shorter period, but if guests want to renew for a year, figure a new pass fee, with a tiered (by date) structure. Example- purchase 9 month before opening and pay 3/4 yr of the old facility rate and 1/4 yr of new facility rate. 6 mo before, you get 1/2 yr old facility rate, 1/2 year new facility rate, etc. This would also prevent your front line staff from being inundated with pass sales as they are trying to get their feet on the ground just checking people in, etc.

Congratulations on your new facility. Please let us know if we can be of further help as you approach your transition.

Regards,

Keven Aggers

Recreation Division Manager
Loveland Parks and Recreation
keven.aggers@cityofloveland.org
970-962-2449

Ken,

I know you're excited about the new recreation center in Montrose! Go to our website's membership section
www.denvergov.org/recreation

Here you will find all of our membership options including Corporate memberships. We are exploring changing the corporate membership process in order to streamline and improve the processes. I would like to see how other departments manage their corporate memberships, so if it wouldn't be too difficult, I would appreciate if you could forward what you receive to me.

Take care,
Dody



CORPORATE MEMBERSHIPS

An opportunity to offer your employees a special benefit!

Option #1:

Employers may participate in the “buy in” program by supplying a corporate list of employees who would be eligible for a membership. The GRC would allow your employees one month to get their memberships. Once that month ends we would invoice you \$100 for each employee that took advantage of this incredible option.

Employees may then purchase memberships at **1/3 off annual rate** or **\$10 off monthly auto-debit rate**. (See attached)

Option #2:

Super Card: Employers can purchase a specified number of visits for employees (at a discounted rate of \$5 each) and prepay that amount. Employees are issued a membership card and each visit is deducted from the account until the prepaid number of visits is expired.

Businesses will provide a list of eligible employees, on company letterhead, to the GRC Facility Manager. Employees may then visit the GRC front desk with identification to set up memberships and receive membership ID's.

Please contact **Scott Ruff** (Facility Manager)
to arrange membership sales.
Scott@wecmrd.org (970) 777-8888



Gypsum Recreation Center **Corporate Memberships**

Prices below indicate corporate buy in rates.

	<u>Annual</u>	<u>Auto-Debit (Monthly)*</u>
		*Visa, MasterCard, AMX required
Youth (3-17)	\$165	\$15
Adult (18+)	\$300	\$35
Senior (65+)	\$235	\$25
Couple	\$435	\$55
Adult + 1 Child	\$365	\$45
Senior Couple	\$365	\$45
Family	\$500	\$65

**Family= 2 adults + dependent children 18 and under who live in the household.*

**A \$25 activation fee is required on all new memberships, except for Family/Couple memberships.*

**A \$50 activation fee is required on all new Family/Couple memberships.*

Membership Benefits

- ❖ Use of Aquatics Area
- ❖ Use of Cardio & Weight Areas
- ❖ Use of Gymnasium for Drop-in Sports
- ❖ Use of Running/Walking Track
- ❖ Use of Climbing Wall
- ❖ Discounts on Child Sitting
- ❖ Discounts on Facility Rentals & Birthday Parties
- ❖ Discounts on GRC Programs, Activities, Classes

The 57,000 sq.ft Recreation Center features:

- ❖ 10,000 sq. ft aquatics area with a 33 ft. slide, spray features, lazy river, zero-depth entry, 3 lane (25 meters) lap pool
- ❖ Steam Room & Whirl Pool
- ❖ 26 ft. climbing tower and bouldering wall
- ❖ Full size gymnasium
- ❖ Gymnastics center with trampolines, vault, foam pit, uneven bars

- ❖ Running/walking track
- ❖ Cardio, circuit training and free weight areas
- ❖ Fitness classroom
- ❖ Locker rooms & family changing rooms
- ❖ Indoor play area
- ❖ Child sitting room w/ outdoor play area
- ❖ Game room
- ❖ 2000 sq. ft community/meeting/event room w/ special amenities and kitchen
- ❖ 2 party rooms
- ❖ Concession/deli area
- ❖ Beautiful lobby w/ fireplace, flat screen TV

Ken,

I'll have our manager send along our corporate membership policy. You are correct in deciding not to "give away the store", the revenue and impact of corporate members is far too large!

As for annual passes, the best policy I've used is to provide advance notice of the change and stick to a predetermined start date. For Aquatic Center members who have annual passes, I suggest you give them an option to move to the new pass with a pro-rated credit for the remaining months on their pass and to "Waive the enrollment fee" as an incentive.

If you've not planned for an Enrollment or Administrative Fee, I would strongly encourage you to consider that as well. The various refunds/freezes/seasonal requests that you will receive will drive your front desk staff crazy unless there is a financial reason for folks to keep their membership in place.

Finally, try to promote your EFT (monthly) memberships as a means to develop a solid cashflow throughout the year - you will quickly appreciate the benefit of having a predictable cash influx each month. EFT memberships are usually priced at 1/10th the annual rate - that gives an incentive to pay in full but also creates a very easy calculation for pricing the monthly memberships. Again, the Enrollment or Administrative Fee will provide a buffer for any folks who think they may want to "go in and out" of the monthly membership.

Hope that's helpful. If planned well, your membership structure should allow you to achieve your cost recover goals, whatever those are. At our facilities, those fairly simple policies have enabled us to realized 98% to 101% operating cost recovery each year - leaving other funds available for the capital replacement funds, low youth program fees, etc.

Steve Russell
WECMRD

On Aug 6, 2015, at 1:27 PM, "ksherbenou@montroserec.com" <ksherbenou@montroserec.com> wrote:

After discussing this with Mike, I recommend the following at this point:

Businesses should buy into being a corporate partner. The partner pays to MRD an annual rate of \$250 for companies of 1-25 employees, \$350 for 26-100 employees, and \$500 for companies with 101+ employees. After that, employees receive a 15% discount off of the annual membership rates. As for the pass transition, I propose we pro-rate passes. For those that buy an annual pass, weather renewing or buying a pass for the first time before the CRC opens, they will pay the Aquatic Center monthly rate through 2016. The rest of the pass would then be at the CRC monthly membership rate. The CRC will open before the end of 2016, so members will be rewarded by getting their pass before opening by paying the old monthly rate for 1 to 3 months.

47. General Items for the Board

- Volunteer Appreciation BBQ. We had 93 people attend.
- Quitclaim deed being pursued for water rights at McNeil & Ute. Tristate has water rights they are interested in deeding to MRD. We have submitted a proposal for a quitclaim deed, which will go to the Tri-States board. They are working to take this to their board this September.
- First draft of 2016 Budget: due to the Board by 10/15/15. This will be emailed.
- Comment from pickleball player:
I cannot express enough how much I enjoy playing pickleball with all the Montrose people. For me it's been a life saver. I mean that in the most literal sense. I have been fighting high blood pressure for years. Very high blood pressure, like 210/110. I finally found a medication that reduced me to 170/90 range except for the days I play pickle ball. On those days I'm in the 120/80 range or even better. I take my bp three times a day for the past three or four years trying to see what might help. Quite simply it's exercise. And when you're having fun exercising you do more of it. Again, we're so excited that we discovered pickleball, you (Cindy) and the Montrose Recreation District!
- We plan to cancel Wednesday Family Fun Nights beginning in the Fall. We held this offering for a discounted family swim time, beginning in the Fall of 2014. This was in addition to the traditionally held Friday Family Fun Nights. Wednesdays went from 6:30pm to 8pm and Fridays were 6pm to 8pm. \$3 per visit. For 2015, we held 20 family fun nights and had an average of 3 attendees. The direct costs were \$40 per event, and the average revenue was \$9, making the cost recovery 23%.
- RFP for outdoor turf and field maintenance. Ken is working on this now. As instructed by the board, I've communicated our struggles with Shared Services, Maintenance of Outdoor Facilities during the 2015 growing season. Virgil Turner responded that they will plan on submitting a proposal as well in response to our RFP. This way, we'll have a good comparison to private businesses, and MRD will well know its options.
- RFP for banking services went out on 7.15.15 to all known Montrose banks. This was due 8.12.15. We received 7 proposals: Home Loan Bank, Vectra, Bank of the West, US Bank, Alpine Bank, Community Banks of Colorado and Bank of Colorado. The admin committee will meet soon and make a decision.
- We have contracted out custodial at the Aquatic center with American Maid, who also cleans the Fruita Community Center. This is \$1200 per month, and will begin 8.27.15.
- Proposed Trail Signs for Sunset Mesa:



Response from Garry: I'll have a sign company make a sign and get it posted up at the Rec District Trail. The city trails are now marked with Carsonite bicycle/hiker/difficulty level symbols.

- Follow up to July Board Meeting discussion about Silver Sneakers Revenue. It is split in the following way:

4120-320 General Admission, 5%
4121-320 Annual Passes, 85%
4122-320 Punch Cards, 10%

- Naming of the new Mountain Bike Trail on MRD property.
Here is a message from Bill Harris with COPMOBA:

Ken,

The trail COPMOBA built on MRD property isn't quite finished. We have to fine-tune three of the turns. That will happen in the next few weeks and the trail will be signed soon. We want to give the MRD the honor of naming the new trail. When you have decided on a name please let Garry Baker know. Have fun naming the trail.

Bill Harris

Idea: The Cruz. I spoke with Nikki Cruz and told her of this plan, and she said "I like it is very nice MRD wants to honor Bobby in this way". I've also discussed this among the staff and all are supportive. I will let COPMOBA know to go ahead and install the sign if the board approves it today.

- Contribution to COPMOBA trail planning grant. MRD has pledged \$5000 as match should this grant be secured. Message from Garry Baker: Thanks so much Ken. \$5,000 will be a big help on this project and demonstrates the MRD's commitment to providing quality recreation facilities in and near Montrose!"

48. Staff and program updates from 6.3 staff meeting.

- Coz: Summer adventures wrapped up well, largely due to the leadership of Tyler Morales. Still trying to work through the shared services issues with City.
- Craig: New calendar on website with aquatics and special events. Website updated with all Fall programs. Please double check to make sure all is correct. Finding new ways to spice up newsletter.

Taking many pictures, for newsletter and activity guide. Will be making sure to give out many free CRC passes, to expire 12.31.16.

- Liz: Otter pops keep guards happy, so she asked Justin to pick up some at Sams on his next trip. We set up an August lifeguard class. We are hoping to get experienced guards to work day shifts during school hours. 35500 swim lessons held worldwide: new world record. Really enjoyed the Water festival and promoted use of the pool for kayakers. This is a great festival. 98% of projected revenues in first two quarters. Several aides who want to take class. Everyone is looking forward to new facilities.
- Melissa: on last set of swim lessons for the summer currently. They have gone well! We are up in numbers, up by 47 more participants than last year. Session 1 last year had 93, and we had 119 this year. Session 2 increased by 15, for a total of 115 kids. Liz said she is doing an awesome job with swim lessons. Additional classes have been added (wait lists converted into additional classes). In the fall, we'll try an adult swim classes on Saturday mornings.
- Wade: Teams are interested in flag football, so hopefully this will go. 3 adult teams currently in fall softball, working on getting more. Reworking the schedule so that teams play the same day of the week. Tennis lessons being organized with a certified instructor. Youth Outdoor grant was received so he is organizing these programs. Coed tournament near the same time offered in June 2016. Men's tournament went well and finished last night. He only ejected 1 person during the entire season, so he got good control of this season. Wade said: "It was a good season, and I learned a lot. I'm excited about making next year's better."
- Justin: sporties for shorties three times per week. Craig and I get to see our wives in the evenings and on weekends. We had 49 teams in youth baseball, and the season went well. 45 was the biggest last year, so this was another record setting year. Kayak class going well, had final season in the Water Sports Park. No backpacking class. Hiking finished up last night. Different kids this year, which is good. Busy organizing Youth Appreciation Day. Challenger soccer camp: 36 kids registered and British Soccer Group ran the program. CPRA west slope section President. Added adaptive baseball, new this year, with 15 kids.
- Cindy: 8 trips in July for 50+, busy month. Justin, Wade, Craig and Melissa helped lead trips to be able to offer this many trips. Just hired a new 50+ trip leader: \$8 per hour similar to All Points who are not CDL drivers. She volunteers at the senior center. Fitzone, we got rid of Fit45 class. Pilates/yoga hybrid class taking this spot in the fall. M-Thursday 12pm TRX class. Just painted lines today, 8/5, on the tennis courts. Pickleball was held for the first time today at the Aquatic Center courts. People were very excited. Coz did well organizing the professional painter. Coz double checked Delta's lines and made sure our lines were done well. Night pickleball will still happen twice per week at Riverbottom. Pickleball is now MWFS from 7am to 9am.
- Lorie: Going to GJ for PERA training. Won't be here for 9/2 meeting; Melissa will be doing payroll at the end of August. Returned from vacation and catching up. Helping Tracie and I with the transition with Rectrac. It'll be helpful when doing budgets to do GL code, will be working with City on budgeting in the coming months.
- Tracie: \$4000 day for the first day of fall registration. Gearing up for Rectrac training set up, and gearing up for this big transition. Things have been very busy at the Aquatic Center. Trained new CSR, Annabel, who is also a lifeguard. She is also bilingual.
- Mike S. and Miquel L: Getting ready for YAD. Miquel Lopez is arreating MCSD fields, two facilities. Working on long list of to dos. Met with City Staff to deal with issues related to turf health. Mike S. completed the knife blade aeration. Continuing to support adult softball. We were very close to closing down that pool on Monday. Mike and Liz addressed issues with the chlorinator and pump, to keep the pool running. We are hand feeding chlorine in the outdoor pool now. Gravel on exercise machines, almost done. We will need to re-concrete one of the fitness stations, the

bench/military press. We are doing our best to keep up, and hopefully we will catch up but we are overloaded right now.

- PARs completed by the end of the 2nd quarter: 1-3% salary increases provided, which took effect the first pay period in July.

49. CRC process

- For site tours after board meetings, meet at CRC construction trailer. Please walk down sidewalk and go in the north entrance. Construction vehicles: main route is Oxbow.
- Circulating local businesses needs for subcontracts: such as finding housing, accounts with local businesses. List of subcontractors who are hiring and full list of subcontractors you can reach to if you have a service to offer. This was sent to the board, staff, MRF, in our newsletter and to the person from the workforce center who inquired about it.
- Issues with the Phase I addition. Cos and I had a good meeting with Greywolf and RVE on 8.14. They are looking at redoing the family locker room. We found out that it was not at all built to specification. The hope is that they can get to this over our closure next month, September 8-20th. If this does in fact happen, we'll need to process a change order for the family locker room and hopefully save that \$6000 in the GMP. They are also trying to figure the gutters on the north and south sides, but this is not addressed in the renovation anyway. As for the fire door listed into the family changing room, I'm trying to get an exception to the code from the fire district. I'll let everyone know how that goes. Finally, we plan to add the anti-slip coat Ken from Greywolf recommends to the entry tiles during our closure next month.
- Climbing wall update: emails with Ken, Haydon and BRS:

Ken,

I was able to get the 27' high climbing wall along with all the items (wish list) you have noted below within the allowance we have in the GMP to raise the roof. Cub will present the actual costs versus the allowance to you at one of his next visits to Montrose.

Entre Prises will eventually need pictures of the scenic features of the places you have listed to incorporate into their design. You can coordinate this through Cub and his team.

Happy climbing!

Sincerely,

Robert Uhlorn

Preconstruction Director

From: Ken Sherbenou [<mailto:ken@montroserec.com>]

Sent: Monday, August 03, 2015 11:46 AM

To: Andy Stein - BRS <andystein@brsarch.com>; Rob Uhlorn <ruhlorn@haydonbc.com>; JStollenwerk@epusa.com

Cc: John Eloe <jaense@montrose.net>

Subject: RE: Montrose Rec Center

Hi all,

Below is a description of the items that I'd like to include in the design and the final product. Please let me know your thoughts as well as what the design process looks like. I'm very excited to jump into it.

The Climbing wall shall incorporate the following features:

1. Steel frame superstructure built to Climbing Wall Industry Group standards (CWIG).
2. The wall will incorporate the following; 20% instructional alcove, 60% vertical walls and 20% overhanging wall, all with a variety of 'natural' features through each route.
3. Maximize the number of top roping routes available.
4. The wall should represent similar features found in the area's climbing such as in the Black Canyon of the Gunnison (the Casual Route or the Scenic Cruise), Dry Creek on the Uncompahgre Plateau, Unaweep Canyon and/or Escalante Canyon north of Delta Colorado.
5. The climbing wall skin should consist of paneled walls, covered with seamless, fortified cementations texture of resinous concrete up to 2 inches thick which incorporate the following:
 - a. A crack that modulates from finger to hand, running the full height of the wall and sculpted to a minimum depth of 8 inches for the total length of the crack
 - b. A crack that modulates from hand to off-width, running the full height of the wall and sculpted to a minimum depth of 8 inches for the total length of the crack
 - c. A chimney route
 - d. A large buttress
 - e. Dihedrals
 - f. Arêtes
 - g. Several roof problems
 - h. A flake
 - i. No less than 50 permanent 'natural' holds, including a variety of huecos, pockets, ridges, minor ledges, rugosities, and/or other hand and foot holds.
 - j. Top rope anchors or belay bars must be built to CWIG standards and will be incorporated into the climbing system at the top of each climbing surface with a minimum of three auto belays
 - k. Hold placements will range from 0.8 hold placements per square foot of surface area up to 1.5 hold placement positions per square foot of surface area.
 - l. Modular handholds shall consist of varying sizes and shapes. 15-20% will be of a smaller variety, 40-50% shall consist of a wide variety of shapes of mid-sized holds and the remainder will be larger holds.
 - m. The wall design should include a variety of routes to enhance climbing terrain for beginner to advanced climbers.
6. Lead anchors must be designed to meet CWIG standards and must include a minimum of two lead climbing routes extending from the floor to the top of the wall. Lead routes should include some of the longer climbs in terms of the number of feet climbed. First clip anchors must be placed no higher than 10' above ground level and subsequent anchors will be placed at 4' intervals vertically with a double anchor at the top of each lead route. Anchors to include: installed bolt hangers that are secured to meet or exceed CWIG standards for bolted lead routes, all hardware and top anchor system.
7. Floor anchors will be designed to meet or exceed CWIG standards and must include floor anchors for each top-rope climbing route.
8. Cushioned flooring systems shall meet or exceed CWIG standards for climbing wall flooring, ASTM, CPSC and ADA standards for playground equipment surfaces.
9. Include an equipment package that would include a reasonable number of harnesses, ropes, hardware, and accessories suitable for operating the wall.
10. Include an initial layout of handholds and routes allowing some beginner, intermediate and advanced courses.
11. Provide initial training for staff that includes safety, maintenance, route setting and general operation.
 - The final color to be selected by the architect and owner from samples
 - Issue with soft cost budget.

We've updated the budget to handle the overages in soft costs:

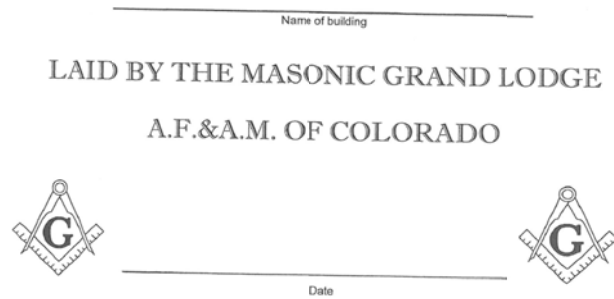
Summary as of July 2015:

Other Development Costs	Budget	Amount Expended	Amount Remaining	All grants will be sent to MRD and will be put into our Capital the Field House, and expenses once the project fund is depleted
A&E fees, + reimburseable expenses	1,623,588.00	1,195,036.22	428,551.78	ASP 4-6, extra 27923.
FFE, Exercise Equipment	269,500.00		269,500.00	
FFE, General	414,735.00		414,735.00	
FFE, Computer	46,000.00		46,000.00	
Plant Investment/Tap Fees (PI/TF)	77,080.00	51,186.73	25,893.27	Contract with DMEA, req. 16. Confirmed with Chuck and Cub.
Const. Testing and Survey	60,000.00	17,255.51	42,744.49	Contract for foundation observation: 15,420 amendment #1
Plan Review Fees	70,000.00		70,000.00	
Haydon Pre Const fee	186,560.00	186,560.00	0.00	
	2,747,463.00	1,450,038.46	1,297,424.54	

Summary as of August 25,2015:

E	F	G	H	I
Other Development Costs	Budget	Amount Expended	Amount Remaining	Soft costs were 201,350 over original budget because BRS underestimated the permit, plan review, power, testing and tap fees. This was absorbed by the contingency, 15,270 by CMGC and 186,080 by Owner. All grants will be sent to MRD and will be put into our Capital Reserve Fund to pay for the Field House, and expenses once the project fund is depleted
A&E fees, + reimburseable expenses	1,627,588.00	1,237,722.16	389,865.84	ASP 4-6, extra 27923. Plus an extra 4000 for structural add services 8/2015
FFE, Exercise Equipment	269,500.00		269,500.00	
FFE, General	414,735.00		414,735.00	
FFE, Computer	46,000.00		46,000.00	
Plant Investment/Tap Fees (PI/TF)	79,830.00	79,830.00	0.00	
Power Hook UP Fee, DMEA	51,186.73	51,186.73	0.00	Contract with DMEA, req. 16. Confirmed with Chuck and Cub.
Const. Testing and Survey	121,752.00	27,284.87	94,467.13	Contract for foundation observation: 17,280 for earthwork. 15,420 amendment #1 for pile observation. 15,270 for amendment #2 for additional pile observation applied to CMGC contingency (billed directly to Haydon) and 89052 estimated remaining work post pile driving
Fees	141,809.44	141,809.44	0.00	
Haydon Pre Const fee	186,560.00	186,560.00	0.00	
IT Hook Up & Permit				
	2,938,961.17	1,724,393.20	1,214,567.97	

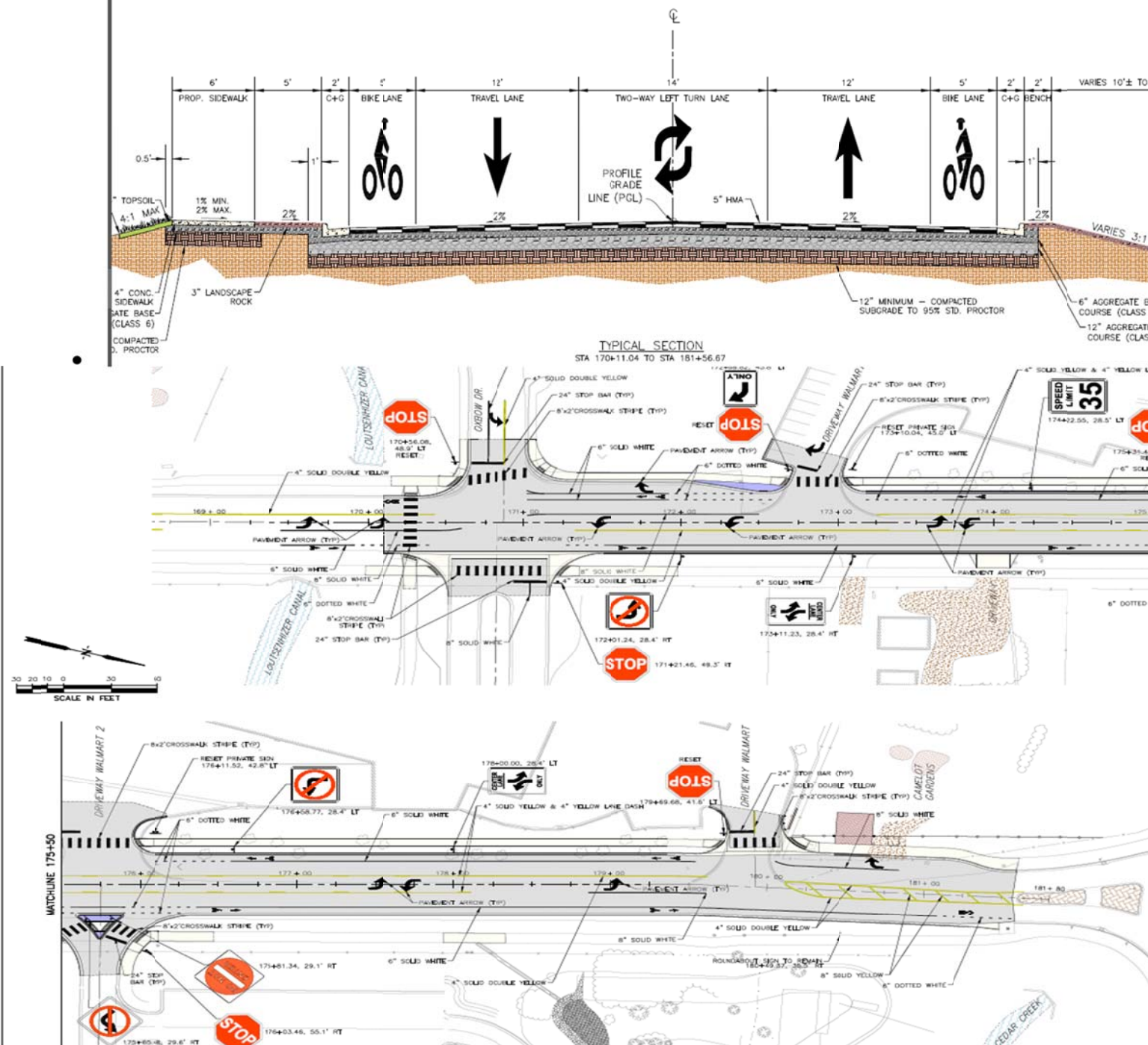
- Wayne approached me about having a cornerstone and time capsule in the CRC laid by the Masons. I asked BRS what they thought, and they have never done it. Mike and I agree Wayne need to present this idea to the BOD. Here is what it'd look like:



- Updated Budget Summary

<i>FH and CRC</i>					
Cost (uses)		Budget	Actual	Balance to finish (not including appropriations)	Notes
<i>Haydon enhanced plan CRC and FH</i>		24,568,397.00	2,796,167.00	21,772,230.00	\$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.
<i>Haydon contingency</i>		1,034,300.00		1,034,300.00	Costs already appropriated: 30,000 for additional H piles, 114,270 for additional depth on piles, xxxx for Haynes extras, xxxx for mechanical specs comfort air, xxxx for asi #6 revisions, 28500 for amendment 5 revisions. Current total appropriated is 172,770.
<i>Other development costs (see</i>		2,938,961.17	1,747,142.80	1,191,818.37	See other development cost budget detail below.
<i>Owners contingency</i>		280,545.83	1,000.00	279,545.83	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: 1000 for appraisal, 9350 for base infrastructure for add alternates, and 30865 for added piles. Current total appropriated is 40,215. 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), and 300K for the Casias acquisition. Total of 574K.
<i>Total project budget</i>		28,822,204.00	4,544,309.80	24,277,894.20	
Revenue (sources)		Budget	Amount Expended	Amount Remaining	
<i>COF financing</i>		25,450,000.00	4,544,309.80	20,905,690.20	UMB project fund. \$71,081 projected interest to be earned.
<i>MFD reserves</i>		492,376.00		492,376.00	In CR fund, 40-000-3050
<i>MVHLL contribution, pre paid rent for the first 41 months</i>		218,785.00		218,785.00	Paid to MRC in March 2015. In Capital Reserve Fund, 40-310-4050
<i>capital campaign</i>		2,661,043.00		2,558,978.00	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
<i>Total Revenue</i>		28,822,204.00	4,544,309.80	24,175,829.20	
<i>Over/Under Budget</i>		0.00			

- We are preparing for transitioning into the CRC now. For example, the 1st of 2 weeks of training for the registration software happened 8-17-8/21. This was a tremendous success and this great new tool will be vital to help us manage a much busier operation. This change will also involve certain policy changes such as the minimum amount to use a credit card is currently \$10. We are removing this mandatory minimum. We also predict significant savings in the fees being charged. Rectrac will go live with the Winter guide, on 12.7.15.
- Woodgate Road Widening: This will happen from the roundabout, past Oxbow and stop when parallel with the canal. The City estimates the project to cost 1.2M to 1.5M.



- Haydon said the additional pile cost is 130K (100K for the additional pile depth and 30K for the addition of 19 more piles, for a total of 354). Most of this will be absorbed by Haydon's

contingency, 100K, and 30K will be absorbed by our contingency. Haydon also agreed to the additional pile testing costs of 15K to be covered in Haydon's contingency. The total of 400 piles driven was completed on 8.17.15, 235 H piles and 165 pipe piles. This includes the additional piles for a maintenance building and outdoor bathrooms attached to the north side.

- **Maintenance Building.** We are in discussions about the maintenance building. A base building was included in the GMP, at 25K. We'd like to enhance it to better meet our need for maintenance space, which would be an add-alternate. We drove the piles and provided utility stubs for the plumbing for the larger maintenance building and the outdoor facility restrooms. This way, we can easily add it now (if we have the money) or later as the outdoor facilities are developed. The enhanced maintenance building is 116K more.
- **Add alternates currently included:** wall tile in family locker room hall: acoustical ceiling in fitness, raise roof to extend climbing wall from 18' to 26', 15' acoustical glass wall dividing control and games. **Add alternates not currently included:** bathrooms for outdoor facilities (96K), enhanced maint. building (116K), Casias acquisition, pool noodles (62K), *16 person outdoor hot tub (216K), fitness mezzanine (140K), 2nd runout slide (300K).* Those in italics are what we can add in 5-15 years, along with the outdoor pool. As for the other alternates, I want to wait until we are far into construction, like December, in hopes we can include these with CMGC contingency that Haydon would need to release.
- The City issued a building permit, after we paid their invoice.
- Interest is being paid on the project fund, projected to be about 70K once the project is complete towards the end of 2016. As for the debt reserve fund, we are projected to earn \$45,389 per year, which is being sent to UMB, our Trustee. This then is applied to our biannual COP payments, so we'll be under budget on our COP payments each year. May's interest payment on the debt reserve fund was already sent to UMB, \$22,946.77. Along with November's interest payment on the debt reserve fund, this will reduce our annual COP payment by about \$45K.
- Here is the most current list of subs under contract with Haydon. There are 10 subcontracts yet to be awarded. 3 of 3 are likely, and all from Montrose. 7 of the 10 are still uncertain.

Montrose Rec Center 10-1737-00 07/21/15

Montrose Rec Center

7/29/2015

Awarded (under contract or have been sent contract)

Trade	Company	Location
Earthwork & Utilities	Haynes	Montrose, CO
Surveying	Del-Mont Consultants	Montrose, CO
Earth shoring design	Ground Engineering	Englewood, CO
Piles	Colorado Piling	Grand Junction, CO
Structural Excavation	J&K Excavation	Grand Junction, CO
Building Concrete	Mayes	Grand Junction, CO
Pile testing	Ground Engineering	Englewood, CO
Pools	The Pool Company	Tacoma, WA
Plumbing	Cookey's Mechanical	Grand Junction, CO
HVAC	Comfort Air	Grand Junction, CO
Electrical	EC Electric	Grand Junction, CO
Glass & Glazing	Montrose Glass	Olathe, CO
Roofing	Superior Roofing	Aurora, CO
Drywall & Insulation	San Juan	Durango, CO
Steel	Zimkor	Littleton, CO
Elevators	ThyssenKrupp	Centennial, CO
Fire Sprinklers	Dynamic Fire	Ridgeway, CO
Paving	Martin Construction	Fruita, CO
Fencing	England Fence	Montrose, CO
Landscaping	Clarke & Co	Grand Junction, CO

Site Concrete	K&K Concrete	Grand Junction, CO
Masonry	Heritage Masonry	Grand Junction, CO
Cabinets	Delta Cabinets	Delta, CO
Sealants	Summit Sealants	Montrose, CO
Fireproofing	American Fireproofing	Crown Point, IN
Doors	Colorado Doorways	Denver, CO
OH Doors	Quality Garage Door	Grand Junction, CO
Acoustical Ceilings & Access	TP Acoustics	Phoenix, AZ
Carpet & Wood Flooring	Sun Country Flooring	Mesa, AZ
Resilient Athletic Flooring	El Paso Flooring	Colorado Springs, CO
Safety Rubber Floor	Tatanka Playgrounds	Hudson, CO
Pavement markings	Straight Edge	Grand Junction, CO
Specialties	ABS	Fredrick, CO
Lockers & Racquetball Crts	Hollman	Irvine, TX
Folding Doors	ABS	Fredrick, CO
Gym Equipment	ABS	Fredrick, CO
Scoreboards	Daktronics	Brookings, SD
Window Blinds	Ambassador	Grand Junction, CO
Climbing Wall	Entre Prises	Bend, OR
Dasher board	Becker	Savage, NM

50. Shared use of facilities for tennis and pickleball.

After meeting with several members of the tennis community, we've decided to paint lines for 8 pickleball courts on the 4 aquatic center tennis courts. This happened the first week of August, and has been working well, despite some grumbling from the tennis community. Turquoise was the chosen color that made the most sense.

51. Additional Grants/Development

- Wade and I wrote another grant to support the Youth Outdoors Program. We received \$3000 on 7/23 to support the program currently underway this Fall.
- We earned a \$50,000 grant from the Boettcher Foundation, leaving 100K of the capital campaign still yet to be secured. Gates will be pursued this fall, at \$75,000. This is the final large potential source for CRC grant funds. MRF is also working on completing the capital campaign and raising the final \$25K assuming we get Gates.
- GOCO
 - a. Ken will be serving as an Inspire Grant Reviewer during the first half of September. Our committee will rate proposals to get kids active outside.
 - b. Planning Grant: I'm encouraging the City to focus on the East West connection to overcome Highway 550.
 - c. Fall LPOR request:

We are making some progress in the planning for outdoor facility improvement. My plan is pretty straight-forward: pursue a GOCO grant for outdoor facilities at the CRC site to hopefully be built prior to the CRC opening (grant notification in March of 2016). Then, use the remaining Conservation Trust Fund dollars through 2017 to renovate Holly Park. We had a productive conversation on a staff level and discussed some cuts to the 2.27.14 budget and Master Plan of Holly Park. I believe we'll need to get to about 525K for the Holly renovation to still be able to build the phase II and the best parts of phase III at the CRC site with a GOCO grant. This assumes my costs on the CRC outdoor facilities are somewhat accurate. Haydon is working on these estimates so we have a good idea about what each site improvement will cost, and how that will impact Holly's budget. I want to get us thinking about how these projects fit together so we hopefully have the budget to complete them both.

August 20: GC meeting to review estimates delivered from Haydon

August 27: present draft proposal to board.

September 23 at 1pm at the Aquatic Center: Time for public meeting.

September 27: Present full plan to board including resolution approving application.

Nov. 5: application due.

Mid March – Grant Awards Made

With the board's recent support, MRD plans to pursue a \$350K LPOR grant to implement phase II on the CRC site (trails, which was our part of the PTP proposal) and the most urgently needed parts of phase III (such as 8 dedicated pickleball courts, replacing the Holly tennis courts currently in disrepair, building a multi-purpose athletic field next to the CRC, etc.). I was also relieved that we will still be able to use our \$180K land value as match although grant award would be beyond the three years. These matching funds, as Barbara pointed out, would be in addition to any land acquisition cost needed for the Casias ½ acre, therefore making out match high and competitive.

- **Timeline for this project: Discuss in Growth Committee in early August; Present to the BOD in August the recommended plan to fuse phase II and III; hold a Public Meeting In the first week of September to present the plan and get input prior to grant submission**
- Julee and BRS are coming forth with a proposal to fuse phases 2 and 3, likely 2K to 3K. Haydon has agreed to do estimates, and said the middle of July is when we'll have estimates on the following. These are simply the menu of items that Haydon will be pricing and not all will necessarily be included:
- **8 pickleball courts and two handball courts as shown in phase III. We'll need to also include a fire hydrant to hose down these courts and the tennis courts described below. Julee also described needing a retaining wall on the north side of the courts.**
- **4 tennis courts where the Casias house resides assuming we make this acquisition. We'll have an appraisal completed by the end of July and then hold a special board meeting to review the appraisal.**
- **A 120' by 80' full size soccer/multi-purpose field east of the CRC as part of phase III. Also, Haydon will describe the additional cost to develop this as an outdoor artificial turf field.**
- **Picnic shelter as shown in phase III on the north side**
- **Playground for youth 2-5 and a playground for youth 5-12, maybe north of the CRC and maybe south of the SW corner of the parking lot**
- **2 basketball courts south of the tennis courts next to Casias**
- **Developing the additional parking. This is about 50 spots. We'd like to see two options, one with the parking as paved and another with grading it and leaving it as dirt. Chuck already gave a number to develop it as a dirt parking area, which I remember to be about 150K.**
- **The 2070 LF of trail is 75% designed and we already have good cost estimates on it from Loris.**
- **Design services including construction documents and any other project cost needed to develop these facilities.**

52. Maintenance Updates from Coz

August 2015

Shared Services Maintenance Meeting, with John Malloy & Mike Lopez

1. Install the new Pump, at the McNeil / Ute Park Pump House, to help with water pressure and other irrigation issues, a.s.a.p.! Experiencing serious drying of grass turf, at the McNeil Fields, due to poor water pressure, caused by an inefficient pump!
2. Continue to monitor, all irrigation heads, at Holly Park, McNeil Fields, Ute Park, the Aquatic Center and Cerise, to assure that all heads are working and have proper coverage
 - a. The grass turf, at Holly Park & McNeil Fields, has major dry spots, due to lack of irrigation water
3. Need to Mow, Trim and Weed Eat, on all MRD Athletic Fields, Gazebo Island, Playground, Trails, etc., at McNeil, Ute, Holly Parks, Aquatic Center, and Cerise, for the upcoming community Youth Appreciation Day Event
4. Complete the Backhoe Work and Clean Out the Water Supply Ditch, near the City's Pump House, along Riverbottom Drive, to assure that the ditch will not overflow and flood the driveway and Ute Park parking lot
5. Aerate all grass turf, at McNeil Fields, Ute Park, Holly Park and Cerise – Late August, following Youth Appreciation Day, and prior to the Fall Youth Soccer program and the Adult Fall Softball Season

6. Apply the Early Fall Application of Fertilizer, at McNeil fields, Ute Park, Holly Park and Cerise – Second Week in September
7. Experiencing some flooding, along the Tri-State Property Fence Line, adjacent to McNeil Fields and parking lot, and causing some erosion of the soft trail, surrounding McNeil Fields. Working out a solution with Dean Culver, Tri-State Maintenance Superintendent, to help prevent this from happening
8. Issue with a tire, on BOTH Jacobson Mowers, going flat. Instead of taking the tire off of one mower, and placing on the other, please have Thomas remove the tire that is flat, when it happens, and take it to the City Shop, to get repaired! Now we have two mowers in the McNeil Maintenance Building, with flats!

MRD Maintenance Meeting with Miguel Lopez & Mike Shelton

1. Maintenance Leader Job Duties & Responsibilities, during the upcoming winter months and beyond
2. Replacement of Maintenance Custodian, for the Aquatic Center facility. Continue to perform custodial duties, in the absence of the part-time maintenance custodian (Seth's last day, Thursday, Aug. 13th)
3. Install new Pump, at the McNeil / Ute Park Pump House, to help with the irrigation issues, a.s.a.p.
4. Prune the dead branches, on the fruit trees, at the new CRC site – ask Camelot Gardens for recommendations on tree care
5. Water the fruit trees, near the detention pond, at least once per month
6. Remove the tree stumps, branches and trimmings, south of the McNeil Maintenance Yard
7. Complete Brush Hog work, at the new CRC site, & weed eat areas near the canal, ditches & fence line
8. Replace the Tennis Net, on the far west Aquatic Center Tennis Court , a.s.a.p., and measure the height of each of the nets, to assure that they are at the proper height
9. Repair the Aquatic Center Tennis Court lights, and set timer for the remainder of the summer
10. Repair the McNeil Fields & Holly Park Lights, that are not working
11. Put a Gel-Coating w/silica sand, in the pan, at the top of the outdoor pool slide, a.s.a.p.
12. Clean out the Gutters, at the Aquatic Center, at least once per year, as part of routine maintenance
13. Install door stopper, on the pool doors, leading into the men's & women's locker rooms and hallway. Also, replace the door stoppers, on the doors leading into the Apex and Omni Rooms
14. Ventilate the two (2) Sound System Cabinets, located in the Apex and Omni Rooms
15. Clean the Fans, that are used by the Fit Zone Instructors, in the Apex /Omni Rooms and Fitness Room
16. Continue to do the daily morning chemical, temperature and mechanical checks, on all pools, at 7:00 -9:00 am
 - a. Backwash as needed, Monday and Friday, for the Therapy Pool, Monday for the Youth Pool and Friday, for the Main Pool. Backwash the Splash Pad, 2-3 times per week
 - b. Make sure that all pools are filled, to desirable levels, daily
 - c. Vacuum the Therapy Pool and Youth Pool, each morning
 - d. Repair the first shower on the left, in the women's locker room (dripping)
 - e. Repair the Suit Dryer, on the main pool deck
 - f. Check all ceiling tiles, throughout the Aquatic Center, and replace, as needed
 - g. Keep the Pool Storage Room, stocked with maintenance supplies
 - h. Replace lights and fixtures, throughout the Aquatic Center, as needed
 - i. Repair the closet door, in the women's locker room
17. Complete the installation of gravel, around the exercise equipment, along McNeil / Ute Park Trail
18. Complete the repairs, on any exercise equipment, along the McNeil / Ute Park Trail
19. Wash down and paint the McNeil Gazebo, on the island (white paint is in the shop, 1 gallon)
20. Clean and dig the Sand Volleyball Courts, at Holly Park, and install two (2) volleyball nets
21. Install boards, around the asphalt areas, at Ute Park
22. Clean and wash off the pedestrian asphalt and cement areas, at Ute Park and McNeil Fields
23. Paint the boarded windows, on the north side of the McNeil Office building, to match the rest of the building
24. Re-concrete the wooden post to the fence, just south of the Holly Park Basketball Court (adjacent to the trail)
25. Replace, secure (with rebar) and repaint the concrete parking blocks, in the district's parking lots
26. Seal Coat the bottom of the Dunk Tank, prior to YAD (Smooth out rough & sharp edges!)
27. Schedule natural gas conversion, from propane, with Source Gas and Install meter (Casey)
28. Prepare for Youth Appreciation Day – Saturday, August 15th (Ask Justin for layout, at McNeil Fields and Ute Park)
29. Prepare for Fall Youth Soccer Program and Fall Adult Softball Program (Ask Justin and Wade for any Maintenance Items and Timelines)

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 7.23.15 and 7.30.15

A motion was made by Director Warthen to approve the Meeting Minutes from 7.23.15 and 7.30.15. Director Plantz seconded the motion. Without further discussion, the motion passed 4 – 0 – 1, with Director Bynum abstaining since she was not in attendance at the meeting.

Request for Executive Session

Director Bynum made a motion Under C.R.S. Section 24-6-402 (4)(a) to go into executive session to discuss purchase, acquisition, lease, transfer or sale of any property interest, a session to include all board members and staff in attendance. The motion was seconded by Director Smith and passed 5 – 0

Director Ullmann attended via phone conference.

The Board returned to regular session at 1:38 p.m. The board did not deviate from the stated purpose of the executive session.

Director Bynum made a motion to authorize Ken to instruct our attorney, Bo Nerlin, to draw up a contract to present an offer to the Casias family for their property. The motion was seconded by Director Brown and passed 6 – 0.

Tour of Community Recreation Center Site, Under Construction

Board and staff moved the remainder of the meeting to the CRC Construction site for a tour.

Next Meeting

Thursday September 17th at 11:30 a.m.
MEDC Board Room
1601 Oxbow Drive, Suite 260B
Montrose Colorado 81401



**Notice of Special Meeting for the
Montrose Recreation District Board of Directors
For Thursday September 17, 2015 at 11:30am
MEDC Board Room
1601 Oxbow Drive, Suite 360B
Montrose CO 81401
(approved at the 10.29.15 BOD meeting)**

Board Members

Kylee Smith
Mike Brown
Barbara Bynum
Jason Ullmann

Staff Members

Ken Sherbenou
Cos Sisneros
Lorie Orme
Wade Ploussard

Guests

Wayne Quade
Paul Paladino
Sara Abbott
Bo Nerlin

Mark Plantz
John Pope-Excused
Amy Warthen

Call to Order, Roll Call

Board Vice-President, Director Brown called the September 17, 2015 Board of Directors special board meeting to order at 11:35 a.m. Roll was taken. All Directors were present except Director Pope, who was excused, and Director Ullmann, who was set to arrive shortly.

Open Forum

Wayne Quade, who wears many hats, including Montrose Recreation Foundation Board Member, presented the idea for a cornerstone laid by the Masonic Lodge at the new Community Recreation Center. The Board had many questions of Wayne including what other public buildings had the cornerstone. Wayne replied the County Building, the Library and the Bill Heddles Recreation Center in Delta.

Bo Nerlin, MRD general council, introduced a new attorney with their firm, Sara Abbott.

At 11:45am, Director Ullmann arrived.

Staff Anniversaries. Lorie Orme's 16th Anniversary on September 1st and Wade Ploussard's 8th Anniversary on September 13th.

Executive Director Ken Sherbenou recognized Lorie Orme's 16th anniversary and Wade Ploussard's 8th anniversary.

Library Yes Campaign Committee Presentation

Paul Paladino, while on his lunch hour, discussed the proposal on the November 2015 ballot for a .8 mill increase to restore service at full levels. \$400,000 has been lost out of their \$2M annual budget, cause them to cut hours and reduce services such as the book mobile. The Board thanked Paul for his time.

Banking Services for the Montrose Recreation District, 7 proposals received.

The Administrative Committee reviewed the proposals received to move banking services from Wells Fargo to a new institution. A Request For Proposals (RFP) for banking services went out on 7.15.15 to all known Montrose banks. This was due 8.12.15. MRD received 7 proposals: Home Loan Bank, Vectra, Bank of the West, US Bank, Alpine Bank, Community Banks of Colorado and Bank of Colorado. After review and discussion, the Administrative Committee, recommends moving MRD's accounts for the general fund, the capital improvement fund and the conservation trust fund to Alpine. Director Warthen, who serves on the Administrative Committee, explained the reasons why they are recommending Alpine. For example, based on Alpine's analysis, MRD will realize a 14% savings in the fees charged for these services. Director Plantz made a motion to move MRD's accounts for the general fund, the capital improvement fund and the conservation trust fund to Alpine Bank. The motion was seconded by Director Bynum. Without further discussion, the motion passed 6-0.

Discussion of the Application for a Local Parks and Outdoor Recreation Grant Request from Great Outdoors Colorado (GOCO)

Ken described the evolution of the GOCO grant proposal and the plan for the public meetings the following week on 9.23.15. Director Bynum also aided in the presentation and leading the discussion. Although no formal action was taken, Ken did receive input from the board on how the plan is shaping up, how it should be best presented, and generally gave support for how the effort was evolving. The formal action with a Board of Director's resolution approving and supporting the application will be on the October Board meeting agenda.

MRD August Finance Report and August Colorado Trust Statement

Ken briefly reviewed the statements generated by the City and the Colorado Trust statement.

Committee Updates and Assignments

Outreach (Board: Kylee, Mark. Staff: Wade, Tracie, Craig, Melissa). No update.

Exec. Committee of Board (Board: John, Mike. Staff: **Ken**). Met to discuss the agenda and items under the board's consideration.

Administrative (Board: John, Amy. Staff: **Cos**, Lorie). Met to discuss banking services proposal.

Foundation (Board: Mike, Amy. Staff: **Ken**, Cindy). No update.

Growth (Board: Jason, Barbara. Staff: **Ken**, Liz, Justin). Working on GOCO grant effort and continuing to implement the CRC Master Plan.

Executive Director Update. Please see enclosed below for a copy of the update that describes current projects/priorities.



**Executive Director Update for Board of Directors
(Items not already on the BOD agenda)
Thursday 9/17/15 at 11:30am**

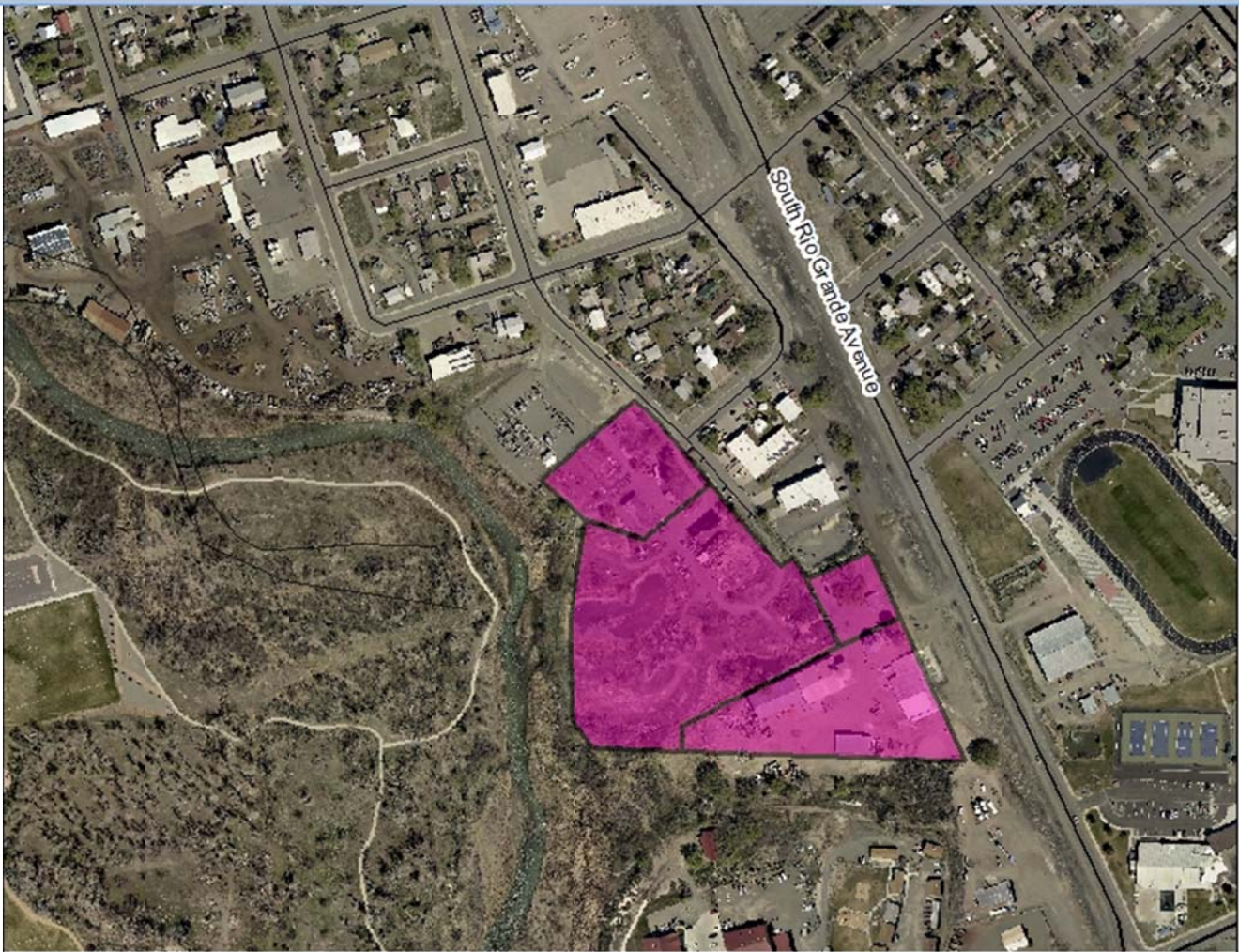
53. Marketing.

- **Newsletter.** September's had 945 opens (27%) and 95 clicks. August's had 850 opens (24%) and 113 clicks. The Youth Appreciation Day Email had 966 opens (26%) and 278 clicks. July's had 918 opens (26%) and 77 clicks. June's had 925 opens. May's had 893 opens (26%) and 134 click throughs. April's had 1010 opens (29%) and 150 click throughs. The groundbreaking email had 927 opens. March's had 907 opens (27%) and 147 click throughs. February's had 996 opens (30%) and 208 click throughs, the highest ever for click throughs, which means engagement with the newsletter is increasing. The community events email had over 900 opens.
- **Winter Guide.** First draft of content is due 10.23.15. Here is the proposed schedule of writing the board note: Winter 15-Mike; Spring 16-John; Summer 16-Amy; Fall 16-Barbara; Winter 16-Jason; Spring 17-Kylee; Summer 17-Mark. This Winter 15-16 guide will be mailed by 12.7.15. We will also insert the program summary for each season in Spanish for La Voz. The winter summary will go in their December issue.
- **Corporate Pass.** In addition to the notes I had in my last update, I asked check with John Barnholt, who did the pro forma for the CRC and FH. This is what he said: Hi Ken, Without getting into some big analysis I think you will see a huge increase in corporate passes that will offset any loss in revenue by giving the old rates for however long is left in 2016 once the center opens. A couple of more thoughts: Are you going to offer the same options for non-corporate members who by an annual pass before the CRC opens? If not, you might get some push back if people find out the corporate members are getting the deal. The corporate partner rates seem low for the new CRC. Can you bump them up a bit? For what they pay is seems like a heck of a deal, especially at the high end of the ranges.

I incorporated his feedback and I recommend the following: **Corporate Pass Policy:** Businesses have the opportunity to buy into being a corporate partner. To become a partner, the business pays MRD an annual rate of \$250 for companies of 1-25 eligible employees, \$450 for 26-100 employees, and \$700 for companies with 101+ employees. Employees of partners receive a 15% discount on annual adult or family membership. Being a corporate partner does not cover youth or senior annual passes, 3 mo. passes, punch passes or daily admission. This new policy will take effect as of 12.7.15.

54. General Items for the Board

- Posting of Facility Leader Position: Timeline: Post Job Listing: October 2. Deadline: November 13 at 3pm. Projected Interviews: November 30 to December 4. Projected Start Date: January 4, 2016
- Quitclaim deed being pursued for water rights at McNeil & Ute. Tristate has water rights they are interested in deeding to MRD. We have submitted a proposal for a quitclaim deed, which will go to the Tri-States board. They are working to take this to their board this September.
- First draft of 2016 Budget: due to the Board by 10/15/15. This will be emailed. Also, we received our certification of valuations. Our Assessed Valuation increased from 361,813,488 to 377,021,885, a 4.2% increase. This will determine our 2016 and 2017 property tax collections. In our 30 year budget, we projected a 1% increase each year. This will be shown in the 2016 budget.
- Population updates from DOLA: Montrose Recreation District at 31,103 for 2014. The population for 2013 was 31,034. This determines the amount of Conservation Trust Funds we receive each year.
- Potential Property Acquisition identified in the Brownfields Assessment:



- RFP for outdoor turf and field maintenance. Ken is working on this now. As instructed by the board, I've communicated our struggles with Shared Services, Maintenance of Outdoor Facilities during the 2015 growing season. Virgil Turner responded that they will plan on submitting a proposal as well in response to our

RFP. This way, we'll have a good comparison to private businesses, and MRD will well know its options.

- RFP for banking services went out on 7.15.15 to all known Montrose banks. This was due 8.12.15. We received 7 proposals: Home Loan Bank, Vectra, Bank of the West, US Bank, Alpine Bank, Community Banks of Colorado and Bank of Colorado. The admin committee will meet soon and make a decision.
- We have contracted out custodial at the Aquatic center with American Maid, who also cleans the Fruita Community Center. This is \$1200 per month, and began 8.27.15.
- Mountain Bike Trail Sign: COPMOBA should be putting the newly named, "The Cruz" sign up any day. I emailed Garry on 9.14.15 to confirm.
- Contribution to COPMOBA trail planning grant for trail development throughout the County. MRD has pledged \$5000 as match should this grant be secured. Message from Garry Baker: Thanks so much Ken. \$5,000 will be a big help on this project and demonstrates the MRD's commitment to providing quality recreation facilities in and near Montrose!"

55. Staff and program updates from 9.2 staff meeting.

- Coz: Still struggling to work with the City. Mowing, weed eating and irrigation. He stays in good communication with John Malloy but we continue to struggle. Working on budget and CIP. Reviewing proposals currently on banking services.
- Craig: He really stepped up with helping transition on Rectrac. It is a lot of work now, but once it is in place, it'll be very successful and really help us do our jobs and doing our jobs better. Working closely with Wade and Justin on implementing his programs. New calendar on website with aquatics and special events. Website updated with all Fall programs. Please double check to make sure all is correct. Finding new ways to spice up newsletter. Taking many pictures, for newsletter and activity guide. Will be making sure to give out many free CRC passes, to expire 12.31.16.
- Liz: swim lessons going for the fall. Kelsey Winkler moving from Arizona, will be a tot safety/self-rescue and first aid/CPR class instructor. Swim coach experience; 'we had an angel walk in the door'. Wants to keep her interested and engaged. Like a Danielle, who has done our adaptive sports of all sorts. Very excited, almost emotional, about this being the last maintenance shutdown. New lifeguard class going.
- Melissa: Up for by 120 participants for the whole year. 199 scholarships given in the year. The make a slash grant report was due. USA make a splash partner: USA swimming website, shown as a provider on their website. Submitting quarterly reports for a year to be eligible for a grant. Lifeguard class is going well. Planning on the upcoming painting, and all shutdown duties. She said she actually looks forward to this.
- Wade: Looking at getting similar shirts for adult sports. I have 6 teams in fall softball, coed. Switched it to one single night per week. Coed Tuesday nights; it is going well. Changed some rules, but he will not continue. 14 teams in volleyball, which is up from 12 from last year. We have 7 Flag Football teams this year. This compares with only 1 team signing up. Game sites will be at Ute rather than Holly, so none of the field will be dirt. All adult drop in is happening at McNeil, Craig is running again. The numbers are up quite a bit over the past. The number one problem is people paying. I had 9 kids in hunter education, and 9 kids in archery.
- Justin: started youth soccer. Numbers are down a little bit; not sure why. YTD number is up 130 overall for all youth programs. New shirts are very popular, which will increase MRD's visibility since kids like them. The shirts are cooler and cheaper and each player

gets 2. They are only need one more coach. Many new coaches are Latino, and jumping into the program. This is good for the program. Skateboarding only has one registered thus far.

- Cindy: Corn lake paddle board trip, instructor out of palisade. 6 participants attended: Youngest was 58. 75 year old paddled the whole day. This was the first of this kind class, one new patron who had never attended a class. Yesterday was Cindy's first concurrent trip: staff person was at the Grammy Making Trip while she was at Corn Lake. Any ideas you have for trips, please let Cindy know. Pickleball is going really well: \$758 in revenue in July and \$825 in August. This will be counted as a partner contribution in the GOCO grant. Often, the High School courts are open for tennis and the transition to sharing courts has gone well.
- Lorie: Very involved in implementing new software. For example, added cost centers with Rectrac. The cost centers are the GL codes and programs. The cost centers go at the activity level with the fee. This then files the fees to the correct program. This is tied to the budget. Paying bills next week, so please get coded receipts. The help given by Craig, Melissa and Tracie while she was gone is much appreciated.
- Tracie: Wrapping heads around Rectrac, thankful to help Craig. Hired Kathy Devour to work at the front desk, who recently retired from teaching. Kathy is very excited about beginning a new chapter in her life. She is on Masters and has had kids on the Marlins. Kathy is bilingual, in addition to Annabel. This is very helpful in serving the Spanish speaking population. Wants a new PT employee, 25-30 hours. Will have a signature pad for signing the waiver and any questions we want to ask patrons at the time of registration.
- Mike S. and Miquel L: Monday finished setting up for youth soccer. All over the place right now: parks and pools. We've been on top of things more by coming in more, which has made things run more smoothly at the pool. American Maid has started last week, and has a cleaner that also works at Arbys. Mike and Miguel covered custodial for 2 weeks prior to their training. Drain pools on Monday night after dog days of summer. Need help during closure. Plan is set for taking care of major work to be done, in the locker rooms and pools. Need extra help on painting and pressure washing. Help 9/9 to 9/11 would really help. We have pared down what we do each year. Anti-slip application on the lobby floor and fixing of the family changing room, RVE and Greywolf is helping with this. Falling a little behind at the Aquatic Center, we have a lot on our plates. Things are falling apart with the City: having to handle irrigation and mowing much more than before. Patience is needed. Justin praised Mike and Miguel credit for prepping well for soccer. The City's support has further declined.

56. **CRC process**

- Updated Budget Summary

<i>FH and CRC</i>					
<i>Cost (uses)</i>				Balance to finish (not including appropriations)	
		Budget	Actual		Notes
<i>Haydon enhanced plan CRC and FH</i>		24,568,397.00	3,151,637.00	21,416,760.00	\$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.
<i>Haydon contingency</i>		1,034,300.00		1,034,300.00	Costs already appropriated: 30,000 for additional H piles, 123,770 for additional depth on piles, 29,222 for Haynes extras, 1150 for mechanical specs comfort air, 14,718 for asi #6 revisions, 28,500 for amendment 5 revisions, 2,233 irrigation/electrical changes, 11,373 for various changes for building permit, 7,500 for structural changes, xxx for fire rating changes, xxx for various structural changes, 3,688 for additional pile testing, xxx for lighting revisions, 2,400 for increased depth of fire line, and 1,492 for weldable rebar. Current total appropriated is 256,046.
<i>Other development costs (see below)</i>		2,938,961.17	1,778,120.63	1,160,840.54	See other development cost budget detail below.
<i>Owners contingency</i>		280,545.83	1,000.00	279,545.83	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: 1000 for appraisal, 15,120 for base infrastructure for add alternates, and 34,569 for added piles. Current total appropriated is 50,689. 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), and 310K for the Casias aquisition. Total of 584K.
<i>Total project budget</i>		28,822,204.00	4,930,757.63	23,891,446.37	
<i>Revenue (sources)</i>		Budget	Amount Expended	Amount Remaining	
<i>COP financing</i>		25,450,000.00	4,930,757.63	20,519,242.37	UMB project fund. \$71,081 projected interest to be earned.
<i>MRD reserves</i>		492,376.00		492,376.00	In CR fund, 40-000-3050
<i>MMHI contribution, pre paid rent for the first 41 months</i>		218,785.00		218,785.00	Paid to MRD in March 2015. In Capital Reserve Fund, 40-310-4050
<i>capital campaign</i>		2,661,043.00		2,558,978.00	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
<i>Total Revenue</i>		28,822,204.00	4,930,757.63	23,789,381.37	
<i>Over/Under Budget</i>		0.00			18

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

HAYDON BUILDING CORP

PROJECT NAME: Montrose Recreation Center

OWNER CHANGE ORDER LOG

HBC Job No: 10-1737-00

MRD OCO	REFERENCE	DESCRIPTION	SUB CONTRACTOR	SUBTOTALS \$\$\$	TOTALS \$\$\$
	Owner Request / ASI #7	Added Piles and Utility Stubs for North Swim Meet Entrance and Northeast Maintenance Building	Colorado Piling Haynes Delmont Cookeys Mech EC Electric HBC OH&P	\$ 5,850 \$ 2,500 \$ 2,150 \$ 1,000 \$ 2,000 \$ 1,620	\$ 15,120 Estimate
	Amendment #2	Added Piles and layout.	Colorado Piling Delmont HBC OH&P	\$ 27,265 \$ 3,600 \$ 3,704	\$ 34,569 Estimate

HAYDON BUILDING CORP

PROJECT NAME: Montrose Recreation Center

CONTINGENCY USAGE LOG

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$	TOTALS \$\$\$
	ASI #1	Added H Piles to Perimeter and Pool	Zimkor Mays The Pool Company		\$ 30,000.00	\$ 30,000.00
	Field Condition	Deep Foundation Pile Driving and Pile Cap Plates	Colorado Piling Yeh & Associates Zimkor		\$ 95,000.00 \$ 19,270.00 \$ 9,500.00	\$ 123,770.00
	Field Condition	Haynes Extras: Additional grading and dewatering pipe bedding.	Haynes		\$ 29,222.00	
	ASI #5	Mechanical Specification Changes - Dehumidification Units	Comfort Air		\$ 1,150.00	
	ASI #6	ASI #6 Revisions	Mays Zimkor San Juan		\$ 14,718.00	\$ 14,718.00
	Amendment #5	Amendment #5 Revisions - Increased the height of the climbing wall and roof structure above. Changed the finish of the tilt wall panel. Added backflow preventer and vault. All costs associated with increasing height of climbing wall and roof structure to come out of allowance.	Haynes J&K Trucking Mays		\$ 27,000.00 \$ 1,500.00	\$ 28,500.00
	ASI #2	Irrigation and Electrical Changes	EC Electric Clark & Co		\$ 810.00 \$ 1,423.00	\$ 2,233.00
	ASI #3	Various changes needed for building permit.	Comfort Air The Pool Company EC Electric Dynamic Fire Protection San Juan Drywall & Insulation Colorado Doorways Heritage Masonry Thyssen Krupp Zimkor Mays		\$ 9,618.00 \$ 1,755.00	

HBC CCU	REFERENCE	DESCRIPTION	SUB CONTRACTOR	COST CODE	SUBTOTALS \$\$\$
	ASI #4	Structural Changes	Mays Zimkor Thyssen Krupp		\$ 7,500.00
	ASI #8	Fire Rating Changes to Chlorine Room #104	San Juan American Fireproofing		
	ASI #9	Varicus structural changes	Mays Zimkor		
		Additional pile testing . Four additional tests required	Ground Engineering		\$ 3,688.00
	ASI #10	Lighting Revisions	EC Electric		
	Field Condtion	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)
	Field Condtion	Furnish weldable rebar for H-pile caps to Colorado Piling	HBC		1,492

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- The Montrose Recreation District (MRD) released a Request for Proposals (RFP), RFP 2015-2: Indoor Playground at the Montrose Community Recreation Center (CRC). This is for the design and manufacture of the Indoor Playground of the CRC indoor playground. Proposals are due on Friday October 2nd at 2pm. To access the RFP, go to at www.montroserec.com and look under About Us.
- Outdoor Field at CRC. Julee heard back from GJ Pipe and they said that the addition of the multipurpose field would require the addition of an irrigation pond and additional pump (similar to the Cerise Park system). This actually makes the artificial turf field less expensive to build, 716K, than the natural field at 733K. There would also be much less long term maintenance expense. Therefore, my recommendation is that future development of this field be artificial turf.
- Virgil with the City approached me about applying for a grant to add an Electric Vehicle charging station. Haydon gave a rough estimate of \$8000 to run data and electric to the chosen spot to the west of the future outdoor pool. Apparently, the grant pays for about 80% of this cost. I directed the A & E team to look into this further.
- Issues with the Phase I addition. Ridgeway Valley Enterprises is redoing the family locker room at their cost, which saves \$6000 in the GMP. MRD is paying about \$1000 to install an anti-slip coating in the phase I addition lobby during closure. As for the fire door into the family changing room, we are trying to get an exception to the code from the fire district. I'll let everyone know how that goes.

57. Additional Grants/Development

- We earned a \$50,000 grant from the Boettcher Foundation, leaving 100K of the capital campaign still yet to be secured. Gates will be pursued this fall, at \$75,000. This is the final large potential source for CRC grant funds. MRF is also working on completing the capital campaign and raising the final \$25K assuming we get Gates.
- GOCO
 - a. Ken is serving as an Inspire Grant Reviewer during the first half of September. I'm reviewing 17 of the 33 applications. Our committee will Rate proposals to get kids active outside. \$1M of planning grants will be distributed, followed by \$24M in program funds over the next 3 years.
 - b. Fall LPOR request:

We are making some progress in the planning for outdoor facility improvement. My plan is pretty straight-forward: pursue a GOCO grant for outdoor facilities at the CRC site to hopefully be built prior to the CRC opening (grant notification in March of 2016). Then, use the remaining Conservation Trust Fund dollars through 2017 to renovate Holly Park. We need to think about how these projects fit together so we have the budget to complete them both.

August 20: Growth Committee meeting to review estimates delivered from Haydon

September 17: present updated draft proposal to board.

September 23 at 1pm at the Aquatic Center: Time for public meeting.

October 29: Present final plan to board including resolution approving application.

Nov. 5: application due.

Mid March – Grant Awards Made

After earning board support, MRD plans to pursue a \$350K LPOR grant to implement phase II on the CRC site (trails, which was our part of the PTP proposal) and the most urgently needed parts of phase III (such as 6 dedicated pickleball courts, completing the perimeter trail, adding a grass field where Casias is currently located, and adding in a youth amenity).

Approval of 8.27.15 BOD Meeting Minutes

Director Bynum made a motion to approve the 8.27.15 Board Meeting minutes as presented. Director Ullmann seconded the motion. Without further discussion, the motion passed unanimously 6-0.

REQUEST FOR EXECUTIVE SESSION – Director Ullman made a motion to go into executive session, under C.R.S. Section 24-6-402 (4)(a), executive session to discuss purchase, acquisition, lease, transfer or sale of any property interest. Director Bynum seconded the motion. The motion passed 6-0.

RETURN TO OPEN SESSION

Director Plantz and Director Ullmann left the meeting at 1:40pm due to prior commitments.

At 1:41pm, the Board left Executive Session. The Board did not deviate from the stated purpose of the executive session.

Director Bynum made a motion to accept the offer as presented to acquire 16424 Woodgate for a purchase price of \$310,000. Director Warthen seconded the motion. Without further discussion, the motion passed 4-0.

Tour of Community Recreation Center Site, Under Construction.

Attendees went to the CRC construction site at 16350 Woodgate Road for a tour of the site.

ADJOURN

At 2:05 pm, Director Brown made a motion to adjourn, which was seconded by Director Warthen. Without further discussion, the motion passed unanimously, 4-0, and the meeting adjourned.

NEXT MEETING

October 29, 2015 at 11:30am

MEDC Board Room

1601 Oxbow Drive, Suite 360B

Montrose CO 81401



Montrose Recreation District Board of Directors
Thursday October 15, 2015 at 9:00am
Coffee Trader, 845 E. Main Street
Montrose CO 81401
(approved at the 10.29.15 BOD meeting)

Board Members

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

Staff Members

Guests

Bo Nerlin

Call to Order

Board President, Director Pope called the October 15, 2015 Board of Directors special board meeting to order at 9:10 a.m. Roll was taken. All Directors were present except Director Plantz, Warthen and Bynum, who are excused.

Open Forum

No business was brought up in open forum

MRD Board Resolution 2015-6: Resolution Approving the Acquisition of Real Property, 16424 Woodgate Road

Bo Nerlin, MRD General Council, briefly described the need for this resolution. After a brief discussion, Director Brown made a motion to approve Board Resolution 2015-6 with Director Smith appointed BOD member authorized to sign for the board. Director Ullman seconded the motion. Without further discussion, the motion passed unanimously 4-0.

First Amendment to the Site Lease and First Amendment to the Lease Purchase Agreement dated June 24th, 2014, between the Montrose Recreation District and UMB Bank

Bo Nerlin, MRD General Council, briefly described the amendments to the Site Lease and Lease Purchase Agreement for the Community Recreation Center. After a brief discussion, Director Pope made a motion to approve the First Amendment to the Site Lease and First Amendment to the Lease Purchase Agreement dated June 24th, 2014, between the Montrose Recreation District and UMB Bank. Director Brown seconded the motion. Without further discussion, the motion passed unanimously 4-0.

At 9:15 am, Director Pope made a motion to adjourn, which was seconded by Director Brown. Without further discussion, the motion passed unanimously, 4-0, and the meeting adjourned.

Next Meeting

Thursday October 29 at 11:30 a.m. at 1601 Oxbow Drive, Suite 360B
Montrose Colorado 81401

