



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, January 18, 2018**

Board Members

Kylee Smith
Martin Lutz
Jason Ullmann
Mark Plantz
Mike Brown
Amy Warthen

Staff Members

Ken Sherbenou
Dana Roesener

Guests

Christine Files via phone
Adam Miller
Ed Simon
Marvin Schutzius
Andrew Boyko
David Masters
Vince Fandel
Mike Deneen
Joan Napolilli
(all guests were present only for
their scheduled interview)

Call to Order

Board President, Director Ullmann called the January 18, 2018 Board of Directors meeting to order at 11:30 a.m. Roll was taken. All Directors were present.

Interviews to Fill Vacancy on the MRD Board of Directors

Director Bynum resigned her post December 14th, 2017. To fill this vacancy, the Board circulated the opportunity to the community. This included notifying the community of the opening through the MRD newsletter and by an article in the Montrose Daily Press. 11 individuals submitted an application including a letter of interest and a resume. One dropped out prior to this interview day, Dan Hampson.

The Board interviewed the remaining 10 candidates.

Appointment to Fill the Vacant MRD Board of Directors Position to Serve Until the May 8th, 2018 Election

After a lengthy discussion and deliberation, the Board decided to invite Marvin Schutzius, Andrew Boyko and Christina Files as finalists and for an interview at the January 25th Board Meeting. The Board felt very fortunate to have so many highly qualified and interested applicants.

Adjourn

At 1:53pm, Director Lutz made a motion to adjourn, which was seconded by Director Plantz. The motion passed 6-0.

**Next Meeting
Thursday January 25th, 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, January 25, 2018**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Jason Ullmann-phone
Mark Plantz
Mike Brown

Staff Members

Ken Sherbenou
Wade Ploussard
Justin Mashburn
Liz Gracesun
Tracie Rief
Kevin Johnson
Melissa Lords
John Wagner

Guests

Bo Nerlin
Christine Files
Andrew Boyko
Lindsay Wiley
Marvin Schutzius
Phil Yeaton
Sydney Warner

Call to Order

Board Secretary, Director Plantz called the January 25, 2018 Board of Directors meeting to order at 11:35 a.m. Roll was taken: all were present. President, Director Ullmann, joined via phone.

Open Forum

There were no comments at this time.

Staff Anniversaries

Tracie Rief's 11th anniversary on 1.1.18, Cindy Marino's 9th anniversary on 1.12.18 and John Wagner's 1st Anniversary on 1.16.18. On behalf of the Board and the MRD, Ken Sherbenou, Executive Director, presented to each employee a certificate of appreciation.

People of the 4th Quarter 2017

Volunteer of the Quarter: Youth Soccer Coach Iain Busby, Part Time of the Quarter: Phil Yeaton and Core Staff of the Quarter Mike Shelton.

Ken presented to Phil Montrose Bucks and a certification of appreciation. Phil has been not only a patron to the rec center, he is an avid pickle ball player and he joined the custodial staff and is doing a great job for the MRD. Mike Shelton and Iain Busby were unable to attend today; Iain will plan to attend the February BOD meeting.

Interviews for Finalists to Fill the Vacant Board of Director Seat

11:40 p.m.: Andrew Boyko
12:00 p.m.: Marvin Schutziu
12:30 p.m.: Christina Files

The three finalists for a seat on the Board of Directors, listed above, interviewed for a second time with the Board of Directors. The application for each candidate was included in the board packet.

MRD Board Resolution 2018-1, Calling MRD Board of Directors Election on May 8th, 2018

Ken made a recommendation to the BOD to pass Resolution 2018-1, Calling a Regular District Election. Lindsey Wiley, the Designated Election Official (DEO), briefly explained the election process. Director Warthen moved to approve MRD Board Resolution 2018-1, Calling MRD Board of Directors Election on May 8th, 2018. This was seconded by Director Lutz. Without further discussion, the motion carried 6 – 0.

Appointment of Montrose Recreation Foundation (MRF) Board Member's for Two Year Terms

Ken reviewed the Foundation members that are being recommended for appointment. Ken highlighted the fact that a majority of MRF Board Members need to be appointed by the MRD Board for MRF events to be covered by MRD insurance. Ken recommended that the BOD to approve the seven MRF Board Members, Amy Warthen, Linda Pavlich, Brittany Perrin, Jen Suchon, Megan Maddy, Russ Tomlin and Kylee Smith. Director Lutz moved to approve the MRF

Board Members as presented, which was seconded by Director Brown. The motion carried 4 – 0 – 2. Directors Smith and Warthen sustained since they are MRF Board members

Board Officers: President, Vice President and Secretary Until June 2018

Director Warthen moved to nominate Director Ullmann as President, Director Lutz as Vice President and Director Plantz as Secretary. This was seconded by Director Smith. Without further discussion, the motion carried 6 – 0.

Additional MRD Fees: Rental of the Fitzone room, Peak and Non Peak Hours Rental Fees at the Field House and Spectator Fees at the Field House

Ken made a recommendation to the BOD to approve the following new fees:

- a. CRC Fitzone room: \$50 per hour
- b. Peak and Non Peak Rental Fees at the Field House: 6am to 4pm: 50% off regular price (\$45/hour for peak season, \$35/hour for non-peak season)
- c. Spectator fees at the Field House during tournaments: \$2 per adult and \$1 per child

Director Warthen moved to approve the additional fees as presented. This was seconded by Director Smith. Without further discussion, the motion carried 6 – 0.

Intergovernmental Agreement with the City of Montrose for Shared Services for 2018

Ken highlighted a couple items where the agreement changed between 2018 and 2017, such as the City contributing to utility costs for the operation of the irrigation pump at Cerise since it now supports the new dog park. Director Warthen moved to approve the Intergovernmental Agreement with the City of Montrose for Shared Services for 2018, which was seconded by Director Lutz. Without further discussion, the motion carried 6 – 0.

Montrose County Community Partnership Agreement: Connecting the People to their Parks and Recreation Trail Project

Ken reviewed the Community Partnership Agreement that enables the MRD to accept funds from the County to support the Connect Initiative Trail Project. Director Lutz moved to approve the agreement as presented, which was seconded by Director Warthen. The motions carried 6 – 0 without further discussion.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa; The Chamber Gala was attended by the Directors, MRD sponsored a table, Teen Expo, Working on Summer Guide, having a good response on the Survey and we hosted Heidis's Forum at the Field House and we are getting a lot of press

Executive Committee of Board: Jason met with Ken to reviewed the BOD Meeting agenda

Administrative: Mike, Martin, Cos and Lorie: They have not met

Foundation: Amy and Kylee, Ken and Cindy: meeting in March, new approved board members

Growth: Jason, Ken, Liz and Justin: no more OAC meetings

MRD November Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet, including Lotto. Lorie and Shani are working on the 2017 Budget, they did see some inaccuracies so there is more reviewing to be done and will be on the February 15, 2018 BOD meeting

Executive Director Update

Please see enclosed list of current projects/priorities

Ken highlighted some projects and priorities being worked on by the MRD.

Approval of BOD Meeting Minutes 12.14.17 and 1.18.18 BOD Meeting Minutes

There was one correction in the minutes as presented: the January meeting was on the 18th, not the 8th.

A motion was made by Director Warthen to approve the BOD Meeting for 12.14.17 and 1.18.18 with the date correction, which was seconded by Director Smith. The motion carried 6 – 0.

Appointment to Fill the Vacant MRD Board of Director Position to Serve until May 8th, 2018 Election

Bo Nerlin, MRD Attorney, gave a suggestion regarding facilitating the selection of the candidate to fill the vacancy. Director Warthen moved to appoint Christina Files to fill the vacant seat on the MRD Board of Directors, serving until May 8th, 2018 Election. This was seconded by Director Brown. After discussion the motion, carried 6 – 0.

ADJOURN

Director Lutz moved to adjourn, which was seconded by Director Warthen. The motion carried 6 – 0.

**Next Regular Meeting
Thursday February 22, 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, February 15, 2018**

Board Members

Kylee Smith
Martin Lutz
Christina Files
Jason Ullmann
Mark Plantz
Mike Brown
Amy Warthen

Staff Members

Ken Sherbenou
Wade Ploussard
Justin Mashburn
Liz Gracesun
Cos Sisneros

Guests

Roy Anderson
Sandi Anderson
Bo Nerlin

Call to Order

Board President, Director Ullmann, called the February 15, 2018 Montrose Recreation District (MRD) Board of Directors meeting to order at 5:05 p.m. Roll was taken: all were present.

Open Forum

Ken Sherbenou, Executive Director, mentioned parks and recreation champion Wayne Quade is still in the hospital. Ken circulated a card for Wayne. Ken also recognized Roy Anderson, City of Montrose Mayor Pro Tem, who joined the meeting to support their friend and neighbor Christina Files in her appointment to the MRD Board of Directors.

Oath of Office for Christina Files

Bo Nerlin, MRD Attorney, administered the Oath of Office for Christina Files. After taking the Oath of Office, Director Files took her seat as a member of the MRD Board of Directors.

Discussion of Long Term Financing Plan

The Board of Directors reviewed three different options regarding plans for capital savings over the next 6 years. After lengthy discussions, the Board settled upon pursuing the general guideline of cash payments for future capital projects and instructed Ken to draft a resolution that captured this general guideline.

ADJOURN

Director Lutz moved to adjourn, which was seconded by Director Warthen. The motion carried 6 – 0.

**Next Regular Meeting
Thursday February 22, 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**



**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, February 22, 2018**

Board Members

Kylee Smith
Martin Lutz-excused
Amy Warthen
Jason Ullmann
Mark Plantz-phone
Mike Brown
Christina Files

Staff Members

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

Guests

Call to Order

Board President, Director Ullmann, called the February 22, 2018 Board of Directors meeting to order at 11:32 a.m. Roll call was taken. All were presented except Director Lutz, who was excused. Director Plantz joined via phone.

Open Forum

There were no comments at this time.

Staff Anniversaries

Ken Sherbenou, Executive Director, recognized Mike Shelton's 3rd anniversary on 2.8.18 and Liz Gracesun's 10th anniversary on 2.14.18. On behalf of the Board, the MRD and the community we serve, Ken presented to each employee a certificate of appreciation

People of the 4th Quarter 2017. Volunteer of the Quarter: Youth Soccer Coach Iain Busby was unable to attend. Justin will present to him a certification of appreciation and Montrose Bucks and thank him for being an amazing volunteer.

2018 Marlins Agreement

Ken reviewed the agreement, which has been approved by the Marlins. A motion was made by Director Warthen to approve the MRD & Marlins Swim Team Agreement for 2018. The motion was seconded by Director Files. Without further discussion, the motion carried, 5-0.

**Additional Fees: Elite League in Adult Indoor Soccer, CRC School Groups, Montrose Field House
Admission Fees: see Executive Director Update**

Ken made a recommendation for new CRC fees including CRC School Groups: \$3 per child for residents and \$4 for non-resident for schools groups. School staff and chaperons are admitted for free. The elite soccer league for Indoor Soccer: \$600 team fee and a \$200 entry fee. The Board indicated a desire to charge Montrose County School District schools the resident rate.

Director Warthen made a motion to approve the fees as presented with the change regarding inclusion of all MCSD schools paying the resident rate. The motion was seconded by Director Files. Without further discussion, the motion carried 5-0.

Holly Park Renovation Plan and Woodgate Road Widening

Ken presented to the Board a power point on the Holly Park renovation and Riverbottom Drive Widening, which he used at a meeting with the City. The Board discussed the project and expressed general support.

MRD Board Resolution 2018 – 2, Establishing a Long Term Financing Guideline

Ken reviewed the resolution relating to a Long Term Financing Guideline. Ken indicated the resolution was in line with the general direction fleshed out at the MRD long term financing plan workshop.

A motion was made by Director Brown to approve MRD Board Resolution 2018 – 2, Establishing a Long Term Financing Guideline. This was seconded by Director Files. After discussion, Director Ullmann changed the verbiage of second paragraph by removing with revenues and liberal with expenses.

The motion carried with the language change, 5-0.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa. The committee had nothing to report at this time.

Executive Committee of Board: Jason, Martin: Staff: Ken. This committee met to review the BOD Meeting agenda.

Administrative: Mike, Martin, Cos and Lorie: They have not met.

Foundation: Amy and Kylee, Ken and Cindy. This committee will be meeting on March 13. They have one more space on their board. Rib City is participating in 28 Days of Generosity for MRF. Also, the MRF is outreaching to Johnson and Northside to complete program sign-ups.

Growth: Jason, Ken, Liz and Justin: They have not met. They will soon meet to work on the Holly Park/Riverbottom Drive project.

MRD November Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet, noting the outstanding amount from DOLA, plus answering any questions the Board had.

Executive Director Update

Ken highlighted many projects and priorities and will report about the Patron Survey at our March meeting.

Approval of BOD Meeting Minutes 1.25.18 BOD and 2.15.18 BOD Meeting Minutes

Director Warthen made a motion to approve the 2.25.18 minutes, which was seconded by Director Brown. The motion carried 4 – 0 – 1 with Director Files abstaining.

Director Files made a motion to approve the 2.15.18 minutes, which was seconded by Director Warthen. The motion carried 5 – 0.

ADJOURN

Director Warthen moved to adjourn, which was seconded by Director Files. The motion carries 5 – 0 at 1:07 p.m.

**Next Regular Meeting
Thursday March 15 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, March 15, 2018**

Board Members

Kylee Smith
Martin Lutz-excused
Amy Warthen
Jason Ullmann
Mark Plantz-excused
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Coz Sisneros
Justin Mashburn
Wade Ploussard
Tracie Rief
Kevin Johnson
Melissa Lords
Dana Roesener
John Wagner
Cindy Marino
Debbie Leverett

Guests

Call to Order

Board President, Director Ullmann, called the March 15, 2018 Board of Directors meeting to order at 11:32 a.m. Roll was taken. All Directors were present except Director Plantz and Director Lutz, who were excused.

Open Forum

Tracie Rief, Customer Service Specialist, stated, on behalf of the staff, thank you for the lunch served to all staff after the survey.

Staff Anniversaries

Maintenance Specialist Miguel Lopez's 9th Anniversary on 3.6.18, Customer Service Representative Lead Debbie Leverett's 2nd Anniversary on 3.7.18 and Rec./Marketing Leader Kevin Johnson's 2nd Anniversary on 3.18.18. On behalf of the Board, the MRD and the community we serve, Executive Director Ken Sherbenou presented to each employee a certificate of appreciation.

Additional Fees: CRC Climbing Wall

Ken presented to the Board the plan to set fees for rental of the climbing wall at \$80 per hour and \$40 per hour for a non-profit. A motion was made by Director Files to approve the fees as stated. This was seconded by Director Warthen. The motion carried without further discussion 5 – 0.

Holly Park Renovation Plan and Riverbottom Drive Widening Request for Proposals

Ken reviewed the Request for Proposal, submission must be received by March 28, 2018 with 100% Design. A motion was made by Director Smith to approve the Request for Proposal as presented. This was seconded by Director Files. The motion carried, without further discussion 5 – 0.

Presentation of CRC Patron Survey Results

Included in the board packet are the CRC patron survey results. Ken presented a compiled version to the Board of the results of the 2018 survey. There was close to one thousand surveys taken, each department will review and take into consideration what they can do to improve and change if the suggestion warrants changes.

Intergovernmental Agreement with the Montrose County School District Regarding Shared Irrigation for the Montrose Field House and the Montrose High School

Ken reviewed the IGA with the school district. The usage of the Irrigation Pond/Pump located just north of the Field House is shared by MRD and the MCSD. The MCSD just improved this pond and MRD will be paying the MCSD for its part of the cost based upon the amount of turf irrigated by each entity. Director Smith made a

motion to approve the Intergovernmental Agreement with the Montrose County School District Regarding Shared Irrigation for the Montrose Field House and the Montrose High School. This was approved by Director Warthen. The motion carried without further discussion 5 – 0.

Colorado Municipal League Board Training

Due to the length of time of the training video, Ken will send a link to the Board Members so that they may watch this at their leisure from home.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa; Day passes were passed out during Kindergarten Round Up. MRF manned tables at two schools to encourage soccer registrations (and to remove barriers to ensure use of scholarships). Cindy had a big tour group from Fruita and Tracie had one with the Mayor of Junction and a fitness center business owner. This fitness center business owner is the leader of the citizen's group. We will have resident rates for up and coming events, such as swim meets, tournaments in the community and so forth.

Executive Committee of Board: Jason, Martin: Staff: Ken. Met to review the BOD Meeting agenda.

Administrative: Mike, Martin, Cos and Lorie: They have not met; they will be conducting interviews for a new Custodial Leader.

Foundation: Amy and Kylee, Ken and Cindy: Foundation worked tables at parent teacher's conference to promote soccer registrations and our scholarship program; they did about 30 registrations. The Beer Mile is on March 17 at Black Canyon Golf Course; they are planning a tap night; Rib City donated \$500 towards Youth Scholarship program from the night they sponsored February Giving and continued work on the Black Canyon Sprint Triathlon.

Growth: Board: Jason, Staff: Ken, Liz and Justin: Christina Files will now be on this committee.

MRD February Financial Report and Colotrust Bank Statement Summary:

Ken did a short review of the reports included in the board packet and answered any questions from the Board.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted our list of many projects and priorities.

Approval of BOD Meeting Minutes 2.25.18

Director Warthen made a motion to approve the 2.25.18 minutes. This was seconded by Director Files. The motion carried 5 – 0, without further discussion.

ADJOURN

Director Brown moved to adjourn, which was seconded by Director Smith. The motion carried 5 – 0 at 1:07 p.m. It adjourned.

**Next Regular Meeting
Thursday April 26, 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, April 26th, 2018**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Jason Ullmann-excused
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief
Justin Mashburn
Melissa Lords
Wade Ploussard

Guests

Bo Nerlin
Lonnie Sloman

Call to Order

Board Secretary, Director Plantz, called the April 26th, 2018 Board of Directors meeting to order at 11:35 a.m. Roll was taken. All Directors were present except Director Ullmann, who was excused and Director Lutz who will arrive at 1pm.

Open Forum

Ken Sherbenou, Executive Director, presented a certificate of appreciation and Montrose Bucks to Lonnie Sloman, who was awarded the Person of the 1st Quarter for 2017.

Contract with Design Concepts for the Holly Park Renovation Project

Ken presented an overview of the enclosed documents from Design Concepts for the Holly Park Renovation and Riverbottom Drive Reconstruction. This is more than the 2018 budgeted amount for design. Ken plans to cover part of the cost from the Capital Improvement Fund and part of it from the General Fund. A motion was made to approve the contract with Design Concepts for the Design of Holly Park by Director Smith, which was seconded by Director Warthen. Without further discussion, the motion carries 5 – 0.

Move the May 24th Board of Director's Meeting to the Field House

Director Warthen made a motion to move the location of the May 24th 2018 Board of Director's Meeting to the Summit Room at the Field House, 25 Colorado Avenue, which was seconded by Director Files. Without further discussion, the motion carries 5 – 0.

Grant Award Contract from the Gates Family Foundation for the Connect Trail Project

Ken reviewed the letter from the Gates Family Foundation regarding a grant of \$35,000. The Board expressed concern that the City of Montrose was the actual applicant and that the Council should be approving this contract not the MRD Board. A motion was made by Director Files to approve the Contract as presented, which was seconded by Director Brown. With further discussion, the motion failed 0 – 5.

Discussion of Outdoor Pool Slide at the Field House

- Ken updated the Board of Directors on the slide for the Field House Outdoor Pool. Mike Shelton is the lead on project. The 2018 budget had money to replace the outdoor pool slide stairs. After digging in further, it became apparent that the stairs are in bad condition. We met with Brian Renfrow, the structural engineer from DOWL, on Monday and the decision was made to abandon the repair of the pool stairs and instead construct new stairs. MRD is fleshing out three options:
 - a. New stairs according to design from DOWL. Mike Shelton is getting quotes on this now. The design is complete.
 - b. Provide for a smaller slide for this summer. MRD will then consider the stairs for a future capital project. This would be a small slide to complement the larger slide tower. This would be done in a way that would allow MRD to also operate the large slide tower when the stairs are replaced (perhaps in 2019).

- c. Spent the \$15,000 in capital dollars already budgeted in 2018 on enhancing the outdoor splash pad, which can be operated without guards when the outdoor pool is no longer viable. Liz, Miguel and I are investigating options to meet our deadline of 5.25.

Director Files made a motion to instruct Ken to pursue bids for a rebuild of the stairs for the outdoor slide and if less than \$20,000, MRD would move forward with the new stairs. This was seconded by Director Brown. Without further discussion, the motion carried 5 – 0.

Rocky Mountain Health Plan and MRD Memorandum of Understanding (MOU)

Ken has been working with the RMHP/Rec Center Collaboration Coordinator, Katharyn Jantz in regards to an MOU with the Rec District. The MOU is an effort to subsidize the cost to their patients who are on Medicaid. RMHP providers such as River Valley Health and Partners in Care will educate patients about MRD services and then provide a prescription for 5 free visits to the CRC. MRD will sell these passes to RMHP for \$12.

Director Warthen made a motion to approve the MOU as amended, 1.) Adding Pic Place and Partners in Care and 2.) With an expiration date of 6 months. This was seconded by Director Smith. Without further discussion, the motion carries 5 – 0.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa; MRD will assist at the annual 5th Grade Track meet; MRD had a booth at Kindergarten Roundup; the Youth Appreciation Day committee have their first meeting in May; and the Hog Back Fest and Adult Softball tournament are coming.

Executive Committee of Board: Jason, Martin: Staff: Ken. Met with Ken to review the BOD agenda.

Administrative: Mike, Martin, Cos and Lorie: They interviewed candidates for the Custodial Leader position. Jessica Workman was hired and joined the team.

Foundation: Amy and Kylee, Ken and Cindy: May 29 is the Tap Night at Horsefly to raise fund to renovate Holly Park and Widen River Bottom Drive. The MRD is looking for donations for auction items. They will be meeting on May 13th. The event is all day, the auction will be from 5 to 8 p.m.

Growth: Jason, Christina, Ken, Liz and Justin: Have not had a meeting.

MRD November Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet with more detail than usual since it was the end of the 1st quarter. All revenue and expense for Field House and CRC construction have been accounted for and MRD is ready to move onto Holly Park thanks to years of long term planning.

1:05 p.m. Director Lutz arrived.

Executive Director Update:

Please see enclosed list of current projects/priorities. Ken highlighted MRD's list of many priorities.

Approval of BOD Meeting Minutes 3.15.18 BOD Meeting Minutes

Director Warthen made a motion to approve the 2.25.18 minutes, which was seconded by Director Files. The motion carried 4 – 0 – 2 with Director Plantz and Lutz sustaining because they were both absent.

ADJOURN

Director Warthen moved to adjourn, which was seconded by Director Brown. The motion carries 5 – 0 =

**Next Regular Meeting
Thursday May 24 2018 at 11:30 a.m.
Montrose Field House
25 Colorado Avenue
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, May 24th, 2018**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief

Guests

Sarah Abbott

Call to Order

Board President, Director Ullmann, called the May 24th, 2018 Board of Directors meeting to order at 11:42 a.m. Roll was taken. All Directors were present except Director Lutz, who is on his way.

Open Forum

Director Warthen made a motion to amend the agenda, placing III as IV and IV as III since Director Lutz needs to be in attendance for Oath of Office. This was seconded by Director Smith. Without further discussion, the motion carried 6 – 0.

Top MRD Customer Service Recognitions from the Survey

Ken named the top employees that were mentioned in the survey, John Wagner, Leslie Staggs, Jack Hay, Justin Mashburn, Tracie Rief, Cindy Marino, Debbie Leverett and Marianne Goforth. In appreciation of all their hard work and dedication, on behalf of board, Ken Sherbenou, Executive Director, gave thank you gift cards.

MRD Board Members Oath of Office: Director Files, Director Brown, Director Smith, Director Plantz and Director Lutz

Attorney and notary Sarah Abbott, performed the Oath of Office to the newly elected Directors; Files, Brown, Smith, Plantz and Lutz.

Level of Service and Participation Numbers for 2017

Ken reviewed our participation numbers for 2017. The growth from 2016 to 2017 showed a growth of 171%, with average served per day 1,270. This is approximately a threefold increase in service, the largest in MRD's history by far.

Holly Park Design Update

During the past month, several meetings have taken place with Design Concepts, the designer for Holly Park. There was a focus group of staff including programmers, maintenance and Delmont consultants. Design Concepts gathered important information to further the design. Ken and the City are working together to pursue a Department of Local Affairs grant.

Outdoor Pool Stairs

Ken reviewed the bid for the stairs. The recommended contractor puts us over the budgeted approved amount of \$22,000 by the Board at the April 2018 meeting. With the costs of the concrete base, the projected price is \$27,000.

Director Plantz moved to approve the expenditure of up to \$27,000 for the Field House Outdoor Pool Slide Stairs and Railing from the Capital Improvement Fund and the General Fund. The motion was seconded by Director Lutz. Without further discussion, the motion carries 7 – 0.

Updated Scholarship Form: Add in 55+ for Program Scholarship Eligibility

At the May Montrose Recreation Foundation Board meeting, Cindy Marino, 50+ Coordinator presented to the Montrose Recreation Foundation Board about the need for a scholarship program for our senior population. She has worked with local Veterans organization and is securing funding. Ken is requesting of the Board to approve the Application form with changes, removing of 'etc.' and adding by MRD Management and 'any Senior Program' removing 55+. Director Warthen made a motion to approve the Scholarship Eligibility form with the said changes. This was seconded by Director Files. Without further discussion, the motion carried 7-0.

SDA Board Member from the Montrose Recreation District Board of Directors

Ken asked if any of our board members would like to be considered to be on the Special District Association of Colorado, this board represents the Special Districts which includes Montrose's Fire, Library, Water and Recreation District. It is a time commitment as meetings generally are held on the Front Range six times per year. Director Ullmann is going to consider running for the Board but he needs to review the exact time commitment.

Rocky Mountain Health Plan and MRD Memorandum of Understanding

Ken has been working with the RMHP/Rec Center Collaboration Coordinator, Katharyn Jantz in regards to an MOU with the Rec District. The MOU is an effort to subsidize the cost to their patients who are on Medicaid. RMHP providers such as river Valley Health, Pic Place and Partners in Care will educate patients about MRD services and then provide a prescription for 5 free visits to the CRC. MRD will sell these passes to RMHP for \$12 per pass. At our April BOD meeting the MOU was approved. RMHP has since countered back to Ken, they only want to pay for 'used visits'. After discussion, the Board feels we need to leave the MOU as approved in the April BOD meeting and suggest to RMHP that perhaps their encouragement to the client of the benefits in using the Rec Center and to help defray their costs such as paying a \$5.00 co-pay.

Private Party Fee at the Field House

Staff is recommending a rental rate of \$75 per hour for a private party at the Field House. Director Plantz made a motion to approve the Field House private Party rate of \$75 per hour. This was seconded by Director Smith. Without further discussion, the motion carried 7 - 0.

CRC Patron Survey Results Memo

Ken has typed a memo summarizing the results of the 2017 Survey, with 863 responses. Staff and Board members will be able to learn how and where we need to improve our service in all areas. In addition to the results, the purpose of the memo is to let the public know we are working on improvement of customer service in all departments. This includes adjusting our hours of operation. The Board felt some content was prematurely announced and Ken, as a result, stated he would revise the memo.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Kevin and Melissa. Jada and Kevin had a table at Cinco de Mayo. The CRC hosted the Senior Safe party with a total of 176 attending.

Executive Committee of Board: Jason, Martin: Staff: Ken. They meet with Ken to review the BOD Meeting agenda.

Administrative: Board: Mike, Martin, Staff: Cos and Lorie. They will be meeting to review applications for the position of Rec/Marketing Leader.

Foundation: Board: Amy, Kylee, Staff: Ken and Cindy. May 29th is Tap Night and Silent Auction at Horsefly, this year \$1/beer donation is all day, the Silent Auction is 5 - 8 p.m. and will support the Holly Park-Riverbottom Drive project. This year's goal is \$4,000. Their board is now complete.

Growth: Board: Jason, Christina. Staff: Ken, Liz and Justin: They met this week and discussed the Holly Park Project, DOLA Grant, the 2019 pass plan and meeting in June to prioritize projects in the capital improvement.

MRD April Financial Report and Colotrust Bank Statement Summary:

Ken did a short review of the reports included in the board packet, noting some areas we are over budget.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted our list of many projects and priorities.

Approval of BOD Meeting Minutes 4.26.18 BOD Meeting Minutes

Director Warthen made a motion to approve the 3.15.18 minutes, which was seconded by Director Files. The motion carried 6 – 0 – 1 with Director Ullman abstaining because he was absent.

ADJOURN

Director Lutz moved to adjourn, which was seconded by Director Plantz. The motion carries 7 – 0 at 1:15 p.m and the meeting adjourned.

**Next Regular Meeting
Thursday June 28th, 2018 at 11:30 a.m.
Montrose CRC
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, June 28th, 2018**

Board Members

Kylee Smith
Martin Lutz - phone
Amy Warthen
Jason Ullmann
Mark Plantz - excused
Mike Brown - excused
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief
Justin Mashburn
Dana Roesener
John Wagner
Matt Imus
Julie Laube

Guests

Bo Nerlin
Kay Marie Bowers
Marion Huffman
Matthew Griswold
Marc and Molly Nelson Family

Call to Order

Board President, Director Ullmann called the June 28th, 2018 Board of Directors meeting to order at 11:30 a.m. Roll was taken. Directors Ullmann, Brown and Smith were all present. Director Lutz joined on the phone. Director Files is on her way. Directors Plantz and Brown are excused.

Open Forum

Director Files arrives 11:33.

A motion by Director Warthen to amend the agenda was made to add an additional executive session under C.R.S. Section 24-6-402 (4)(B) to seek legal advice and a separate item on C.R.S. Section 24-6-402 (4)(f) the executive session for the purposes of discussing personnel matters related to Ken Sherbenou's evaluation. This was seconded by Director Smith. Without further discussion, the motion carried 5 – 0.

Kay Marie Bowers would like the MRD Board to consider working on getting military free entrance or substantial discounts/scholarships for active members of the military.

Ken Sherbenou, Executive Director, introduced to the Board new Core staff, Matt Imus, Rec Marketing Leader and Julie Laube, Lead CSR.

People of the Quarter

1st Quarter: Liz Gracesun, Part-Time: Matt Griswold, Volunteer: Ian Busby, Patron: Lonnie Solman

2st Quarter: Melissa Lords, Part-Time: Janae DeZeeuw, Volunteer: Jim and Marion Huffman, Patron: Marc Nelson and the Nelson family.

Ken recognized each person, gifting them with a certification of appreciation and Montrose Bucks.

Staff Anniversaries: Coz Sisneros 43 years on June 15

Ken recognized Coz for his many years of dedicated service. Ken also described that during our maintenance closure, the middle court will be named in Coz's honor.

Silver and Fit Renewal for 2019

Ken, Julie Laube and Tracie Rief, Customer Service Specialist, gave an overall review of Silver and Fit to the Board for consideration of our contract renewal. We have 152 Silver and Fit members, which compared with 1459 Silver Sneakers members. After discussions, the decision was made to continue our contract for 2019.

Director Warthen leaves the meeting 12:18 p.m.

Holly Park Design Update: 30% Construction Documents

Ken presented an overview of the enclosed documents from Design Concepts for the Holly Park Renovation and from Del-Mont for Riverbottom Drive. He also discussed the status of the grant application.

Waiving of Use Fees for Court Appointed Special Advocates (CASA)

Ken made a recommendation to the board for a one time waive of the use tax fee of the CASA Capital project. Director Files made a motion, which was seconded by Director Smith. Without further discussion, the motion carried 4 – 0.

2019 Community Recreation Center Pass and Hours Plan Proposal

Director Files made a motion to table the discussion and board action of the 2019 Community Recreation Center Pass and Hours Plan Proposal, which was seconded by Director Smith. The motion carried 4 – 0 without further discussion.

CRC Patron Survey Results Memo: Updated

Ken presented a comprehensive report of our survey, which will be in our Fall 2018 Activity Guide.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Matt and Melissa. There was a successful public meeting on 6/27/18 at McNeil for the Holly Park & Riverbottom Drive Renovation project. Jada Redmon, Facility Supervisor, is on the Health Equity Advocacy Team and we have a tub for items for Stuff the Bus. On the 14th of June, we held a job fair at the Community Recreation Center.

Executive Committee of Board: Jason, Martin: Staff: Ken. Met with Ken to review the BOD Meeting agenda.

Administrative: Mike, Martin, Cos and Lorie: Nothing to report

Foundation: Amy and Kylee, Ken and Cindy: The Tap Night & Silent Auction was a success and reached the goal of \$4,000. Amy made a chart to show the progress of the funding; their goal is \$25,000. Wade's 'Green Mile' fund raiser made a donation of \$500.

Growth: Jason, Christina, Board. Ken, Liz and Justin: Staff. They met on 6/27/18 regarding Holly Park.

MRD May Financial Report and Colotrust Bank Statement Summary:

Ken did a short review of the reports included in the board packet. 1:05 p.m. Director Martin arrived in person.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted our list of many projects and priorities.

Approval of BOD Meeting Minutes 5.24.18 BOD Meeting Minutes

The BOD Meeting minutes was missed on the attachment and will be voted on in the next board meeting.

Request for Executive Session Under C.R.S. Section 24-6-402 (4)(B) and (F), executive session for the purposes of seeking legal advice and purposes of discussing personnel matters related to Ken Sherbenou's evaluation.

This motion was made by Director Files, which was seconded by Director Smith. The motion carried 4 – 0 without further discussion.

Return to open session. The board did deviate from the stated purposes of the executive session.

Ken Sherbenou's Performance Appraisal Review 2018, 5.2017-5.2018

Director Warthen made a motion to approve an Exceptional Rating for Ken Sherbenou, which was seconded by Director Smith. Without further discussion, the motion passed 4-0.

ADJOURN

President Ullmann adjourned the meeting at 1:30pm.

**Next Regular Meeting
Thursday July 25th 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, August 2nd 2018**

Board Members

Kylee Smith
Martin Lutz – late arrival
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief
Justin Mashburn
Coz Sisneros
Liz Gracesun
Matt Imus
Melissa Lords
Cindy Marino
Wade Ploussard
Dana Roesener

Guests

Janae DeZeeuw

Call to Order

Board President, Director Ullmann, called the August 2nd, 2018 Board of Directors meeting to order at 11:45 a.m. Roll was taken. All Directors were present except Director Lutz, who will join later.

Open Forum

Ken Sherbenou, Executive Director, recognized Janae DeZeeuw as 2nd Quarter Part-Time employee. Wade Ploussard, Adult Recreation Coordinator, praised Janae for her positive attitude and always stepping up to substitute when needed in score keeping. She was present to receive a certificate of appreciation.

Montrose Urban Renewal Authority (MURA) Board Member Appointment

Ken explained the importance of having an active board member to represent the special districts of the Montrose community. This includes the Fire District, Library District and the Montrose Recreation District. In the past, Director Barbara Bynum served on this board. Director Plantz is willing to step up and serve on the MURA Board. Director Warthen made a motion to appoint Director Plantz to the Urban Renewal Authority Board. This was seconded by Director Files. The motion carries without further discussion 5-0-1 with Director Plantz sustains from voting.

2019 Community Recreation Center Fees and Hours Plan Proposal

Ken presented to the Board the proposed changes for the CRC Fees and Hours for 2019, changes that have been vetted by the MRD Growth Committee. This includes usage charts created by Julie Laube, Lead CSR, which give captured scans per hour throughout the week. This provides information on the busiest times at the CRC to help in decision making. After discussion, a motion was made by Director Files to approve the 2019 hours as follows: Monday through Friday, 5:30 a.m. to 9:00 p.m., Saturday, 8:00 a.m. to 8:00 p.m. and Sunday 11:00 a.m. to 6:00 p.m. and save the discussion about when to close down the pools until the October meeting. This motion was seconded by Director Smith. The motion carries 6 – 0, without further discussion. Ken presented the Growth Committee’s recommendation to the Board to increase the fees 5% every two years to keep pace with inflation including the rising minimum wage, provide Annual Pass holders 5 free guest passes each year, in the Senior category and change from ‘55+’ to individuals ‘born 1964 and before’. A motion was made by Director Plantz to approve the growth committee’s proposal of 2019 fees. This was seconded by Director Warthen. The motion carried without further discussion, 6 – 0.

Montrose Recreation Foundation, the Gym Blinds and Pickleball Players Donations

Ken has worked on the quotes of a motorized shade, with controls at the front desk, to match our existing shades. This estimated cost of the project is \$8,825.00 plus the costs to wire the motorized shades. The pickleball players have fundraised \$3600 towards this project thus far. Director Warthen made a motion to approve MRD paying 25% of the cost of motorized shades that match the existing shades. This was seconded by Director Brown. The motion carried without further discussion 6 – 0.

Picnic Table and Additional Trailhead Amenities as a Part of the Connect Trail Project

Ken shared with the Board the proposed improvements for the trail head including six foot flagstone with a trail map to match the phase II map, bike parking, map trail kiosk and a picnic table. This will be in place early before construction on

the trail project proceeds with a signage 'coming soon' to build excitement on these trails. Ken made a recommendation to the Board to purchase the table, which will match what will be in place at a renovated Holly Park. Director Warthen made a motion to approve Ken's proposal. This was seconded by Director Smith. The motion carries 6 – 0 without further discussion.

Holly Park and Riverbottom Drive Intergovernmental Agreement (IGA) with the City of Montrose for the Department of Local Affairs (DOLA) Energy and Mineral Impact Assistance Fund Grant Program

Ken briefly explained the IGA between the City of Montrose and MRD pertaining to Holly Park and Riverbottom Drive. This would bind the MRD to the City should the DOLA grant be awarded to fulfill the terms of the grant agreement. Director Files made a motion to approve the Holly Park and Riverbottom Drive Intergovernmental Agreement with the City of Montrose for the Department of Local Affairs (DOLA) Energy and Mineral Impact Assistance Fund Grant Program. This was seconded by Director Plantz. The motion carries 6 – 0 without further discussion.

Design Update for the Holly Park and Riverbottom Drive Project

Ken briefly reviewed the project and answered any questions the Board presented.

Special District Association Board Member from the Montrose Recreation District Board of Directors

This was tabled.

Committee Updates

Outreach: Amy and Mark, Board; Wade, Tracie, Matt and Melissa; Staff: Youth Appreciation Day August 18th.

Executive Committee of Board: Jason, Martin: Staff: Ken. The committee met to review the BOD Meeting agenda.

Administrative: Mike and Martin, Board; Cos and Lorie: Staff. Nothing to report.

Foundation: Amy and Kylee, Board; Ken and Cindy: Staff. The Black Canyon Triathlon is September 29. A donation from the Rotary Club of \$2,500 and a letter of support was secured for the Holly Park Renovation project.

Growth: Jason and Christina, Board; Ken, Liz and Justin: Staff. Met to plan future improvements and discuss the fees and hours proposal for 2019.

MRD June Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the Board packet.

1:05 p.m. Director Martin arrived

Executive Director Update

Please see enclosed list of current projects and priorities. Ken highlighted certain elements in the Update and discussed certain projects and priorities.

Approval of BOD Meeting Minutes 5.24.18 and 6.28.18 BOD Meeting Minutes

A motion to approve the minutes from 5.24.18 and 6.28.18 Board of Directors Meetings was made by Director Files. This was seconded by Director Martin. The motion carried 4 - 0 - 3. Sustaining from voting were Directors Plantz, Warthen and Brown, who had not attended both meetings.

Director Ullmann adjourned the meeting at 1:20 p.m.

Next Regular Meeting
Thursday August 23rd, 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, August 23rd, 2018**

Board Members

Kylee Smith excused
Martin Lutz
Amy Warthen excused
Jason Ullmann
Mark Plantz
Mike Brown excused
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief
Justin Mashburn
John Wagner
Liz Gracesun
Wade Ploussard

Guests

Call to Order

Board President, Director Ullmann, called the August 2nd, 2018 Board of Directors meeting to order at 11:35 a.m. Roll was taken. All were present except Directors Smith, Brown and Warthen, who were excused.

Open Forum

Executive Director Ken Sherbenou passed a card around to be signed for the upcoming wedding for Colin Waters, Community Relations Specialist with the Colorado Lottery.

Core Staff Anniversaries: Melissa Lords, Aquatic Leader, 9th anniversary, on 8.1.18 and Justin Mashburn, Youth Coordinator, 13th anniversary on 8.8.18

On behalf of the Board, the MRD and the community we serve, Ken presented to each employee a certificate of appreciation.

Needs Assessment, MRD Master Plan Update and/or Design for Future Amenities

Ken felt the board needs to review the prospect of conducting a Needs Assessment and/or Master Plan Update. After lengthy conversations of the Board, the Board felt it is the best interest for MRD to wait until 2020 to conduct an independent study including a statistically valid Needs Assessment. There was also strong feeling that it needed to represent the MRD and not just the City of Montrose.

Board Retreat

The Board discussed about the need to have a board/staff retreat. At this time, the tentative plan is to have the retreat in later 2019.

Committee Updates

Outreach: Amy and Mark, Board:, Wade, Tracie, and Melissa, Staff:; Youth Appreciation Day August 18th was well attended and great success.

Executive Committee of Board: Jason, Martin, Board: Staff: Ken. Met with Ken on Monday to review the BOD Meeting agenda.

Administrative: Mike, Martin, Board: Cos and Lorie, Staff: Nothing to report. They have not met but we will be conducting interviews next week for open positions of Facility Leader and Field House Facility Supervisor.

Foundation: Amy and Kylee: Board, Ken and Cindy. Rotary donated \$2,500 to the Holly Park Renovation project. Ken planning to apply for a grant with El Pomar Foundation; entities may apply every three years.

Growth: Jason, Christina, Board: Ken, Liz and Justin: Staff: Have not met. MRD did purchase two large inflatable slides that have been added to the Field House for after-school programming.

Montrose Urban Renewal Authority: Mark is the newly appointed to this Board and they have not met.

MRD July Financial Report and Colotrust Bank Statement Summary

Big kudos to John Wagner, Fitness Leader, for discovering a discrepancy on our reports from the City, which changes some of the numbers previously presented to the Board. Ken did a short review of the reports included in the board packet and answered any questions from the Board.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted our list of many projects and priorities.

Ken Sherbenou 2017-2018 Performance Appraisal Review

Ken's performance review was conducted last month but there was not a quorum when they completed discussion. Therefore, a motion to ratify was scheduled for today's meeting. Director Plantz moved to approve Ken's PAR 2017-2018 as presented to Ken at the July 26th Board Meeting. This was seconded by Director Lutz. Without further discussion, the motion carried 4 – 0.

Approval of 8.2.18 BOD Meeting Minutes

A motion to approve the minutes from 8.2.18 was made by Director Plantz. This was seconded by Director Files. The motion carried 4 – 0.

Director Lutz made a motion to adjourn the meeting at 1:05 p.m., which was seconded by Director Files. Without further discussion, the motion carried 4 – 0.

**Next Regular Meeting
Thursday September 27th 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, September 27th, 2018**

Board Members

Kylee Smith - excused
Martin Lutz
Amy Warthen - late arrival
Jason Ullmann
Mark Plantz - excused
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Tracie Rief
Justin Mashburn
Coz Sisneros
Liz Gracesun
Matt Imus
Melissa Lords
John Wagner
Wade Ploussard
Katy French

Guests

Call to Order

Board President, Director Ullmann, called the September 27th, 2018 Board of Directors meeting to order at 11:33 a.m. Roll call was taken; all Directors were present except Directors Smith and Plantz who were excused. Director Warthen joined after about a half hour, at 12:01 pm.

Open Forum

Coz Sisneros, Recreation Programming & Operations Manager, thanked everyone for the special ceremony for the Court Dedication MRD held in his honor. No words can express his feelings of gratitude. Coz also specifically thanked Tracie Rief, Customer Service Specialist, for her significant and meaningful efforts to contribute to the event.

Ken Sherbenou, Executive Director, also wanted to thank everyone who helped to make the Court celebration such a success. Ken also mentioned Coz's receipt of the President's Award at the Colorado Parks and Recreation Association awards banquet. Ken said it was an honor to be on stage at the CPRA Conference with Coz. They both received the President's Award, Coz for this 43 years of service and Ken for his work on supporting the re-authorization efforts for Colorado Lottery proceeds to be devoted to parks and recreation. Ken stated that MRD is fortunate to be held in such high esteem amongst our peers at conference.

Director Ullmann expressed his gratitude to Ken for his efforts on reauthorization. He said the President's awards could not have gone to better leaders. He further said the Rec District and the City of Montrose are fortunate to have two such worthy people.

Ken introduced Katy French, the new MRD Facility Leader. Ken stated that she has a great resume and work history and she will be a great asset to the Community Recreation Center.

Core Staff Anniversaries: Lorie Orme, Internal Services Specialist, 19th Anniversary on 9.1.18 and Wade Ploussard, Adult Coordinator, 11th anniversary on 9.13.18.

Ken, on behalf of the Board, the MRD and the Community we serve, presented to Lorie and Wade a certificate of appreciation.

MRD Board Resolution 2018-3, Resolution Authorizing and Supporting the GOCO Grant Application for the Holly Park Renovation Project.

Ken reviewed the resolution relating to a Grant Application for the Holly Park Renovation Project, as stated in the Resolution document. A motion was made to approve MRD Board Resolution 2018-3, Resolution Authorizing and Supporting the GOCO Grant Application for the Holly Park Renovation Project by Director Files. This was seconded by Director Lutz. The motion carried 4 – 0 without further discussion.

2019 Program Fees for MRD Services

Ken referred to the insert in the board packet with the rate history for Fees since 2008. He described the growth committee's proposal of increasing fees for all passes and activities by approximately 5% in the same year verses

staggering increases as in the past. We will not increase the Field House rates at this time. MRD Annual Pass sales, if paid in full, will see a slight discount versus using installment billing.

A motion to approve the fees as presented, adding a Military day rate of \$6 for resident and \$8 for non-resident by Director Lutz, which was seconded by Director Files. The motion carried 4 – 0 – 1. Director Warthen abstained from voting, she just walked into the meeting at 12:01 p.m. when the motion was presented.

2017 MRD Audit from Don Moreland and Associates

Don Moreland was not available to attend the board meeting today. He has typed up a report for Ken to review, which is included in the board packet. Ken gave a review of the audit and MRD is in a good financial place. Director Files made a motion to approve the 2017 MRD Audit which was seconded by Director Warthen. The motion carried 5 – 0 without further discussion.

Updated MOU with Colorado Mesa University

Ken has updated the MOU with CMU, adding a discounted day pass rate of \$4.50 per visit to encourage use by CMU students who prefer lighter utilization. Director Warthen made a motion to approve the said changes of the MOU with Colorado Mesa University, which was seconded by Director Files. The motion carries 5 – 0 without further discussion.

CRC Facility Benchmarking Report from Barker Rinker Seacat

Ken reviewed the 2018 Recreation Facility Benchmarking Report from BRS, which covers 16 centers in 7 states. This includes MRDs CRC in the report.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Matt and Melissa. The 17th Annual Black Canyon Sprint Triathlon was a success.

Executive Committee of Board: Board: Jason, Martin: Staff: Ken. Met with Ken to review the BOD meeting agenda.

Administrative: Board: Mike, Martin, Staff: Cos and Lorie: They did not meet. Katy French was hired as our new Facility Leader.

Foundation: Board: Amy and Kylee, Staff: Ken and Cindy: Ken is working on the GOCO grant, thus far they MRF is at \$9,000 towards their goal \$25,000 goal for the Holly Park Renovation Project.

Growth: Board: Jason, Christina, Staff: Ken, Liz and Justin: They did not have a meeting.

Montrose Urban Renewal Authority: Board: Mark: Mark is absent today so nothing was reported.

MRD August Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet.

Executive Director Update

Please see enclosed list of current projects. Ken highlighted MRD's list of many projects and priorities.

Approval of BOD Meeting Minutes 8.23.18

There was not a quorum to vote since Directors Warthen and Brown were not present at the 8.23.18 meeting. They are therefore not able to vote on the Board Meeting minutes.

Adjourn

Director Lutz made a motion to adjourn. This was seconded by Director Files. Without further discussion, the motion carries 5-0.

**Next Regular Meeting
Thursday October 25th 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road, Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, October 26th, 2018**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Coz Sisneros
Tracie Rief
Justin Mashburn
Liz Gracesun
Cindy Marino
Melissa Lords
Wade Ploussard
Matt Imus
John Wagner
Katy French

Guests

Lorraine Shide, Montrose Botanical Society
Molly Shaver, Montrose Botanical Society
Gilbert Luna
Adam Egloff
Renata Raziano, COPMOBA
Garry Baker, COPMOBA
Gabe Baca
Bo Nerlin

Call to Order

Board President, Director Ullmann, called the October 26th, 2018 Board of Directors meeting to order at 11:33 a.m. Roll was taken and all Directors were present.

Open Forum

Nothing was presented.

People of the Quarter, 3rd Quarter 2018

Core: John Wagner, Part-Time: Gabe Baca, Volunteer: David Lopez, Patron: Adam Egloff and Gilbert Luna

Ken Sherbenou, Executive Director, recognized the people of the 3rd Quarter, which are nominated and voted on by core staff. They are given a certificate of appreciation and Montrose Bucks to thank them for their dedicated service to the MRD and the community.

Presentation from the Colorado Plateau Mountain Biker's Association (COPMOBA)

Garry Baker, representing COPMOBA, introduced Renata Raziano, Montrose Chapter President. Garry presented a PowerPoint explaining COPMOBA, which is a nonprofit organization dedicated to building, maintaining and advocating for single-track mountain bike trails on the Colorado Plateau in Western Colorado.

Request from Support from the Montrose Botanical Society for their Planning Grant Request to Great Outdoors Colorado

Lorraine Shide and Molly Shaver from the Montrose Botanical Society presented to the Board a PowerPoint presentation to give us a history and update of what there are trying to accomplish in Montrose. They missed the GOCO Grant last year, just 2 point out of 100. It was suggested to them the need for better collaboration with other entities in the community. They are seeking a letter of support to GOCO as they are applying for the second time. MRD has grant matches available, which is a part of the 2019 Budget. These funds to help partners pursue grant funds. Director Ullmann has suggested \$1,000 donation to the Montrose Botanical Society. Director Plantz made a motion to approve the draft letter of support and a \$1,000 contribution out of the 2019 Budget to be made to the Botanical Society. This was seconded by Director Smith. The motion carried 7 – 0 without further discussion.

1st Draft of the 2019 Budget

Ken presented the 1st draft of the 2019 budget to the Board of Directors. After reviewing the budget in detail, he answered questions and explained the MRD budget process. Ken is also recommending that the Board keeps the Mill Levy the same for 2019. The 2nd draft will be presented at the November 15th, 2018 meeting of the Board. The vote to approve will be at the December 13th, 2018 meeting of the Board. Assuming approval, Ken then files the budget as required including with the Department of Local Affairs.

Discussion of Pool's Hours for the Winter-Spring Guide

Ken and Liz Gracesun, Aquatic Activities Coordinator, presented an analysis of hour by hour and day by day of the usage of each pool, including the Field House analysis usage Julie Laube made at the end of summer. Ken is recommending to the Board updated hours for the Field House hours beginning with the summer of 2019. This is as follows: 10:30 a.m. to 4:00 p.m. Monday through Saturday and closed to the public on Sunday. This would leave Sunday open to Private Parties and events. Director Warthen made a motion: Field House hours for 2019 summer change, to 10:30 a.m. to 4:00 p.m. Monday through Saturday. This was seconded by Director Plantz. The motion carried 7 – 0 without further discussion.

Ken also presented to the Board three options for hours in the CRC natatorium. After discussion, Director Lutz made a motion that the 2019 hours of operation in the natatorium Labor Day to Memorial Day include a closing time of for the pools of 8:00 p.m., Monday through Friday. For Memorial Day through Labor Day, the pools will close at 8:30 p.m, Monday through Friday. This was seconded by Director Files. The motion carried 7 – 0.

Update for the Holly Park and Riverbottom Drive Project

Ken gave a quick review of the Holly Park and Riverbottom Drive Project. The GOCO grant is due on November 1st. The DOLA grant hearing will be on November 6th.

Director Lutz made a motion to amend the agenda, moving XIII to X. This was seconded by Director Files. Motion carries 7 – 0.

Approval of 8.23.18 and 9.27.18 BOD Meeting Minutes

Director Files made a motion to approve the BOD Meeting minutes 8.23.18. This was seconded by Director Plantz. The motion carried 4 – 0 – 3 with the following Directors abstaining from vote due to absence: Directors Smith, Warthen and Brown

Director Files made a motion to approve the BOD Meeting minutes 9.27.18. This was seconded by Director Lutz. The motion passes 5 – 0 – 2 with the following Directors abstaining from vote due to absence: Directors Smith and Plantz.

2019 MRD Board Meeting Dates and MRD Staff Holidays

Included in the Board packet is the 2019 MRD BOD meeting dates and MRD Staff Holidays. After discussion, a motion to approve the dates as presented with the change of moving the Dec. 11 meeting to Dec. 12 at 1pm by Director Plantz. This was seconded by Director Files. The motion carried 7 – 0.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Matt and Melissa; MRD had a booth at the County Health Fair

Executive Committee of Board: Jason, Martin: Staff: Ken. Jason met with Ken to review the BOD Meeting agenda.

Administrative: Mike, Martin, Cos and Lorie: New hire, Scooter Shenefield, will be the new Facility Leader at the Field House.

Foundation: Amy and Kylee, Ken and Cindy: Next meeting is November 13th.

Growth: Jason, Christina, Board: Ken, Liz and Justin: Staff: They have not met recently but will soon.

Montrose Urban Renewal Authority: (Mark: board) There was an Oct 15 meeting, but Director Plantz was unable to attend.

MRD September Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted many projects and priorities.

Adjourn

Director Files made a motion to adjourn. This was seconded by Director Smith. Without further discussion, the motion carried 6 – 0 at 2:35 p.m. and the meeting adjourned.

**Next Regular Meeting
Thursday November 15th 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, November 15, 2018**

Board Members

Kylee Smith
Martin Lutz-excused
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Coz Sisneros
Tracie Rief
Justin Mashburn
Liz Gracesun
Scooter Shenefield
Melissa Lords
Wade Ploussard
Katy French
Matt Imus

Guests

Jim Scheid, Public Works Manager with the City of Montrose

=

Call to Order

Board President, Director Ullmann called the November 15th, 2018 Board of Directors meeting to order at 11:34 a.m. Roll was taken. All Directors were present with the exception of Director Lutz, who is excused.

Open Forum

Ken introduced Scooter Shenefield, our new Field House Facility Leader. Scooter has a Bachelor Degree with a major in Sport Management and minor in Marketing. Scooter also has a strong sales background. He brings a wealth of great work experience to take the Field House into new heights for 2019.

Montrose Rotary Club Amphitheatre at Cerise Park Project Update

Jim Scheid, City's Public Works Manager presented to the Board a PowerPoint, describing the Amphitheatre project. They are currently in the middle of the design process, which is currently at about a 75% level. The stage location was moved from previously planned, at the Jacal site. This is a huge improvement. This takes advantage of the natural slope, which will enhance the viewing throughout, is surrounded by the mature cottonwood trees and preserves the use of the multi-purpose fields.

Update for the Holly Park and Riverbottom Drive Project

Ken and Director President Ullmann gave a quick review of the Holly Park and Riverbottom Drive Project, which is currently at about 90% in design. Ken is also working with Western Area Power Administration to prepare a 50 year license agreement. The GOCO grant presentation was in Burlington, Colorado. In attendance with Ken and Director Ullman, was Bill Bell, Montrose City Manager, Kendall Cramer, Montrose City Grant Coordinator, Councilors Judy Ann Files and Barbara Bynum and City Engineer Scott Murphy.

2019 Marlins Agreement

Ken included in the board packet a copy of the memorandum to the Board and Staff members from November 12, 2018. This covers a review of the patron count conducted for a period in September and October and staff recommendation that we keep the current evening lane assignments as set out in the 2018 Marlin's Agreement. The Marlins were sent the proposed 2019 agreement and invited to this Board meeting to bring their requests and concerns. Staff is recommending approval of the 2019 agreement as proposed. Director Brown made a motion to approve the 2019 Marlins Agreement as presented. The motion was seconded by Director Smith. The motion carried 6 – 0.

2019 Patron Survey

After a brief discussion pertaining to a survey, Ken recommends to the board that we wait another year to conduct a survey. No board action is needed.

1:00 p.m. Director Files had to excuse herself.

2nd Draft of the 2019 Budget

Ken reviewed the 2nd draft of the budget, highlighting the areas in green, they are changes from the 1st draft.

Director Smith made a motion that MRD offer \$50,000 out of our 2019 Budget project contingent upon the assembly of a pro forma. This was seconded by Director Brown. The motion carried 5 – 0.

1:20 Director Plantz excused himself.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Matt and Melissa; Justin: We hosted approximately 300 preschool children over a series of days, giving them tours, playing games in the gym and giving them a free day pass to return. There were also parents that attended. We did both facilities; the first week happened at the Rec Center and second week was the Field House. Katy: had approximately 120 teens at Rock the Rec. Tracie: Hosted the Montrose U Leadership October Meeting here at the Rec Center.

Executive Committee of Board: Board: Jason, Martin: Staff: Ken. Jason met with Ken to review the BOD Meeting agenda.

Administrative: Board: Mike, Martin, Staff: Cos and Lorie: Reviewing gaps in our manuals, which Kira is helping.

Foundation: Board: Amy and Kylee, Staff: Ken and Cindy: They had a meeting on Tuesday, Nov 13. Foundation members David Ryan and Ellen Angeles are leaving the board. The Foundation would like to recognize the years of service on the Foundation to David and Ellen at the next BOD meeting. The Foundation will assist in The Green Mile in the spring. The Black Canyon Sprint Triathlon had over 200 entries; the number of children is down. We are looking to move soccer to encourage participation.

Growth: Jason, Christina, Board: Ken, Liz and Justin: Staff. Have not met recently, planning on a January 2019 meeting.

Montrose Urban Renewal Authority: (Mark: board) No report.

MRD October Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet and answered questions from the Directors.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted our list of many projects and priorities.

Approval of 10.25.18 BOD Meeting Minutes

Director Warthen made a motion to approve the minutes as presented, with the date on agenda corrected to 10.26.18. This was seconded by Directed Smith. The motion carried 4 – 0.

Request for Executive Session- Under C.R.S. Section 24-6-402 (4)(f)

At 1: 45 p.m., Director Brown made a motion to request for executive session. Under C.R.S. Section 24-6-402 (4)(f), executive session under C.R.S. Section 24-6-402 (4)(b) for conference with an attorney to discuss specific legal question. This was seconded by Director Warthen. The motion carried 4 – 0 without further discussion.

Return to Regular Session

At 2:14, the Board returned to regular session. President Ullmann stated that the Board did not deviate from the state purpose of the Executive Session.

Adjourn

At 2:14pm, Director Warthen made a motion to adjourn, which was seconded by Director Smith. The motion carried 4 – 0 without further discussion.

**Next Regular Meeting
Thursday December 13, 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Special Meeting for Recreation Manager Interviews
Wednesday, December 12, 2018**

Board Members

Kylee Smith
Christina Files
Amy Warthen
Jason Ullmann
Mike Brown

Staff Members

Ken Sherbenou
Coz Sisneros
Tracie Rief
Justin Mashburn, candidate
Liz Gracesun, candidate
Scooter Shenefield
Melissa Lords
Wade Ploussard
Katy French
Matt Imus
Miguel Lopez, candidate
Lorie Orme
Cindy Marino
John Wagner
Mike Shelton
Brad Distel
Jessica Workman

Guests

Rob Schoeber, GJ Parks and Rec Director
Jeanna Katsaros, candidate
Joe Sack, candidate
Ted Mittelstaedt, candidate

=

Call to Order

The interview sessions began at 1:00 p.m. The staff and the board conducted 5 hours' worth of interviews with 6 candidates for the Recreation Manager position.

**Next Regular Meeting
Thursday December 13, 2018 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road
Montrose Colorado 81401**

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, December 13, 2018**

Board Members

Kylee Smith
Martin Lutz-late arrival
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Ken Sherbenou
Coz Sisneros
Tracie Rief
Justin Mashburn
Liz Gracesun
Scooter Shenefield
Melissa Lords
Wade Ploussard
Katy French
Matt Imus

Guests

John English
Suzi King
Ellen Angeles
Penny and Howie Peterson

=

Call to Order

Board President, Director Ullmann, called the December 13th, 2018 Board of Directors meeting to order at 11:35 a.m. Roll was taken; all Directors were present with the exception of Director Lutz who was running late.

Open Forum

John English expressed his frustration with our locker rental policy and his perception of a lack of supervision in the weight room. Executive Director Ken Sherbenou let Director Ullmann know he planned to follow up with Mr. English after the meeting. Director Ullmann informed Mr. English of this plan.

Staff Anniversaries

Matt Imus 1st Anniversary on 11.14, Jada Redmon 2nd Anniversary 11.15, Leslie Staggs 2nd Anniversary 11.17, Greg Trujillo's 1st Anniversary on 12/4, and Penny Peterson 10th Anniversary 12/12

Ken presented to staff members certificates of appreciation for their hard work and dedication. Ken apologized as he ordered a plaque for Penny, but it was not made in time for presentation.

Director Lutz arrived at 11:41 a.m.

Recognition of Dave Ryan's Service on, Montrose Recreation Foundation Board Member 2015-18

Dave was unable to attend the board meeting today.

Recognition of Ellen Angele's Service, Montrose Recreation Foundation Board Member 2015-18

Ken presented to Ellen a certification of appreciation for her dedication and hard work in serving on the Foundation's board for 3 years. She is a hard-worker, a true cheer-leader and dedicated board member. She will be missed.

Recognition of Suzi King's Service, Montrose Recreation Foundation Board

Ken presented to Suzi a certificate of appreciation for her dedication and hard work in serving on the Foundation's board for 3 years. Suzi is a fantastic organizer and IT guru. Suzi is an amazing friend, leader and powerhouse during our campaign. Director Warthen also wanted to reiterate that these three people did so much for MRD and this community. She stated that we are very blessed to have them in our community.

MRD Scholarship Program

In the board packet was the revised form for scholarship applicants for the board to review. Director Plantz would like the wording 'behind Wal-Mart' removed and add 'as long as funds are available'. Our scholarship program 2019 changed to \$50/child or senior per year. The Youth and Senior Form will utilize the same form.

Director Plantz made a motion to approve the application for scholarships with the above changes. The motion was seconded by Director Lutz. Without further discussion the motion carried 7 – 0.

2019 MRD Budget

Ken pointed out a couple adjustments from the last draft from the November 2018 board meeting. He also explained the contents to the MRD Budget packet as follows:

- a. MRD Board Resolution 2018-4, Approving Budget Fiscal Year 2019.
Director Plantz made a motion to approve the MRD Board Resolution 2018-4, Approving the Budget Fiscal year 2019. This was seconded by Director Warthen. The motion carried 7 – 0 without further discussion
- b. MRD Board Resolution 2018-5, Setting Mill Levy Fiscal Year 2019.
Director Smith made a motion to approve the MRD Board Resolution 2018-5, Setting Mill Levy Fiscal Year 2019. This was seconded by Director Files. The motion carried 7 – 0 without further discussion.
- c. MRD Board Resolution 2018-6, Appropriating the Budget Fiscal Year 2019.
Director Warthen made a motion to approve the MRD Board Resolution 2018-6, Appropriating the Budget Fiscal Year 2019. This was seconded by Director Lutz. The motion carried 7 – 0 without further discussion
- d. Lease-Purchase Supplemental Schedule to the Adopted Budget.
Director Lutz made a motion to approve the Lease-Purchase Supplemental Schedule to the Adopted Budget. This was seconded by Director Plantz. The motion carried 7 – 0 without further discussion.

Form of Notice of Lease Renewal, Exhibit D of Lease Purchase Agreement: MRD 2014 Certificate of Participation Sale

Ken explained the lease renewal. Director Lutz made a motion to complete the Form of Lease Renewal. This was seconded by Director Plantz. The motion carried 7 – 0 without further discussion.

Bynum/Ullmann Volunteer of the Year Award for 2018

Ken gave a brief history of the Volunteer of the Year Award. After a brief discussion Director Plantz made a motion to award 2018 to this honor to three individuals. This was seconded by Director Smith. The motion carried 7 – 0 without further discussion.

Committee Updates

Outreach: Board: Amy and Mark, Staff: Wade, Tracie, Matt and Melissa; We hosted a box for Toy Drive and Sharing Ministries Food Bank.

Executive Committee of Board: Board: Jason, Martin; Staff: Ken. Jason met with Ken to review the BOD meeting agenda.

Administrative: Board: Mike, Martin, Staff: Cos and Lorie; A modified committee screened 82 applicants for the Recreation Manager position.

Foundation: Board: Amy and Kylee, Staff: Ken and Cindy; They earned the Anschutz Family Foundation grant and are actively working on scholarship funding.

Growth: Jason, Christina, Board: Ken, Liz and Justin; Staff: have not met recently. They are planning on a January 2019 meeting.

Montrose Urban Renewal Authority: Mark; Board, no report; they meet quarterly.

MRD November Financial Report and Colotrust Bank Statement Summary

Ken did a short review of the reports included in the board packet and he answered questions from the Directors.

Executive Director Update

Please see enclosed list of current projects/priorities. Ken highlighted some of many projects and priorities.

Approval of 11.15.18 BOD Meeting Minutes:

Director Warthen made a motion to approve the minutes as presented, which was seconded by Directed Plantz. The motion carried 7 – 0.

Ken wanted to thank Coz for all he has done, as this is his last board meeting. He has contributed his life to MRD in many ways and this Community. He will be sorely missed!

Adjourn

Director Files made a motion to adjourn at 1:15. This was seconded by Director Smith. The motion carried 7 - 0

**Next Regular Meeting
Thursday January 24, 2019 at 11:30 a.m.
Montrose Community Recreation Center (CRC)
16350 Woodgate Road, Montrose Colorado 81401**