



**Notice of Regular Meeting of the  
Montrose Recreation District (MRD) Board of Directors  
Thursday, October 27, at 11:30am  
Montrose Community Recreation Center  
16350 Woodgate Road  
Montrose CO 81401**

**I. Call to Order, Roll Call**

**II. Open Forum:** Call for Public Comment (limit of 3 minutes per person)

**III. Staff Recognition:**

- a. **Anniversaries:** David Morris 4 years
  - i. **Employee Recognition:** James Tanner – received his Lifeguard Instructor Certification
- b. **New Employee Introduction/Announcement:** Facility Leader – Field House
- c. **Employee Awards:**
  - i. Volunteer of the Quarter
  - ii. Patron of the Quarter
  - iii. Part Time Staff of the Quarter
  - iv. Core Staff of the month

**IV. Budget Processes**

- a. Overview of the budget process and timeline, Supplemental 2022 and 1<sup>st</sup> draft 2023

**V. Strategic Plan**

- a. Review of the 2023 Strategic Plan

**VI. Administration Committee Information and Recommendations (2023)**

- a. Employee Insurance Benefits
- b. CO Paid Family and Medical Leave Law

**VII. Staff Reports**

- a. Outreach Activities Report
- b. ADA Transition Plan
- c. Flex Rec and Flex Park

**VIII. Committee Updates and Assignments**

- a. **Exec. Committee of Board** (Board: Christina, Amy. Staff: Mari, Jeremy)
- b. **Administrative** (Board: Alli, Barb. Staff: Mari, Jeremy, Debby, Lisa)
- c. **Foundation** (Board: Amy, Megan. Staff: Mari, Cindy)
- d. **Growth** (Board: Christina, Ken. Staff: Mari, Liz, Justin, Miguel)
- e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy)

**IX. Executive Director's Update**

**X. Approval of BOD Meeting Minutes**

- a. Regular Meeting of the Board 09.29.2022

**XI. Adjourn**

**Next BOD Regular Meeting  
November 17 at 11:30am  
CRC 16350 Woodgate Road  
Montrose CO 81401**

Agenda Item VI. a.

Information only

New Employee Health Benefits starting January 1, 2023

In 2023 the MRD will switch from public service providers CO Employer Benefits Trust (CEBT) to Public Sector Healthcare Group (PSHCG).

Making the switch to PSHCG will be beneficial to both MRD employees and employer. Basically the coverage remains consistent with the plans held in the past, and continues to contract to United HealthCare.

Benefits of switching to PSHCG:

- Rates of the plans offered is 3% less for 2023 benefits, compared to CEBT.
- Plan comparisons: PSHCG plan co-pays, prescription drug, and % after deductible met are better rates and less expensive for employees, includes an emergency room \$400 co-pay and \$25 urgent care co-pay
- Additional benefits we didn't offer before: additional optional employee-paid life insurance and New! Early Retiree Health Insurance Program
- Partner with other local Special Districts
- Avoid payment of the CEBT 100% enrollment requirement

CEBT rate plans to increase 4.5% as of 1.1.2023, and has consistently implemented rate raises.

Dental and vision will break even as far as cost and benefits offered.

Employer paid life insurance of \$25,000 will remain the same and continue providing this benefit to employees (employees may purchase more, paid from their employee-premiums).

**FAMLI – CO Family Medical Leave Insurance**

**SUMMARY:**

**What is FAMLI?** Voter approved program through which employers can provide up to 12 weeks of paid leave beginning January 1, 2024. Supplements the federal Family Medical Leave Act (FMLA), as it applies to employers of any size, public or private.

Exemptions are allowed for: employers providing leave through a private plan that meets or exceeds FAMLI requirements; local government employers declining to participate.

Generally, employers and employees will pay premiums (similar to unemployment benefits).

Deductions begin January 1, 2023. Benefits actually begin January 1, 2024.

Premiums are set to 0.9% of the employee's wage: .45% is paid by employer and .45% is paid by the employee. Employers collect and remit the premiums, UNLESS the employer has opted out completely or has been granted a waiver.

Local government's options for FAMLI:

1. Participate
  - a. Premiums begin on January 1, 2023, as well as wage reporting.
2. Decline ALL Participation
  - a. Declines any and all participation
3. Decline *Employer* Participation
  - a. Declines employer participation, but will facilitate the collection & remittance of the employee premiums

The Board of Directors must vote prior to January 1, 2023 to opt out of the program or automatically will be scheduled to participate. If participating, the employer must participate for a minimum of 3 years. If voted to opt out, a vote to opt out must be held at least every eight (8) years (opt out may last for up to eight (8) years). Within 30 days of the Board decision, employees must be notified. The State must also be formally notified through the online portal.

Cost to MRD? At .9% of the employee wages, approximately \$8,000/year at proposed 2023 wages.

2025 rates will be re-evaluated by the State. Rate is to never exceed 1.25% of wages.

Recommendation from the Administrative Committee: Decline ALL Participation. Employees will still have the option to opt in, if they wish, with their own arrangement with the FAMLI Division.

## How much will employees receive when using FAMILI benefits?

Weekly wage	Weekly deduction	Weekly benefit	Maximum annual benefit	Percent of weekly wage
\$500	-\$2.25	\$450	\$5,400	90%
\$1,500	-\$6.75	\$976.60	\$12,216	65%
\$2,000	-\$9.00	\$1,100	\$13,200	55%
\$2,500	-\$11.25	\$1,100	\$13,200	44%
\$3,000	-\$13.50	\$1,100	\$13,200	37%

Table originally published in Colorado Blue Book 2020. Legislative Council of the Colorado General Assembly Research Publication No. 748-1



12

Discussion: Following discussion from the October 13<sup>th</sup> Administrative Committee meeting, it is the Administrative Committee's recommendation that the Montrose Recreation District declines ALL participation.

Pending full Board agreement, entertain a motion to: *Following the Administrative Committee's recommendation, and in consideration of the Local Government Opt-Out Rule, 7 CCR 1107-2, (declines all participation) OR (declines to participate as an employer but willing to facilitate the collection and remittance of the employee premiums of its employees choosing to participate) from FAMILI.*

If motion passes, staff will prepare a Resolution for consideration at the November 17<sup>th</sup> BOD meeting AND provide employees written notice in advance of the public meeting with information regarding the vote process and the opportunity to submit comments through a public process to the BOD. The resolution will indicate whether the MRD is declining all participation or whether it is declining to participate as an employer but willing to facilitate the collection and remittance of the employee premiums of its employees choosing to participate. Following the vote to opt out, in either form, the MRD will provide notice of that decision within 30 days of the vote on the resolution. Post-Vote Employee Notification will comply with the Local Government Opt-Out Rule.



# Colorado Passes Paid Family and Medical Leave Law

Monday, November 9, 2020

Starting on January 1, 2024, Colorado employees will be entitled to take 12 weeks of paid family and medical leave as a result of the passage of Colorado Proposition 118, the Paid Medical and Family Leave Initiative. Employees will be able to take an additional four weeks of paid leave in connection with pregnancy or childbirth complications.

Employees will be eligible to take paid family and medical leave if they have earned at least \$2,500 at their job and may use paid family and medical leave for the following reasons:

- To care for their own serious health condition
- To care for a new child during the first year after birth or adoption, or for foster care of a new child
- To care for a family member with a serious health condition
- When a family member is on active-duty military service or is called for active-duty military service
- When an individual or the individual's family member is a victim of domestic violence, stalking or sexual assault

The paid leave will be funded through a payroll tax shared equally by employers and employees, starting on January 1, 2023. The Division of Family and Medical Leave Insurance, a new entity created by the initiative within the Colorado Department of Labor and Employment, will institute and administer a paid-leave fund and will collect the payroll tax. From January 1, 2023, through December 31, 2024, the total payroll tax amount will be 0.9% of the employee's weekly wage (0.45% paid by the employer and 0.45% paid by the employee). Beginning on January 1, 2025, the director of the paid-leave fund will establish the payroll tax amount based on a percentage of employee wages and at a rate to fund 135% of the benefits paid during the previous calendar year. Employers can choose to pay a larger percentage of the payroll tax, up to 100%.

Employers having fewer than 10 employees will be exempt from participating in the statewide paid leave program, though employees of these smaller businesses can choose to opt into the program, as can sole proprietors. Employers already providing paid family and medical leave can opt out of the statewide program if their private program meets requirements established by the Division of Family and Medical Leave Insurance.

Employees cannot be terminated while on paid family and medical leave if they've been in their job for at least 180 days. In addition, upon returning from leave employees must be restored to an equivalent job. Employers can require that leave taken under the Paid Medical and Family Leave Initiative run concurrently with leave taken under the Family and Medical Leave Act.

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National Law Review, Volume X, Number 314
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# THE EMPLOYER'S ADVISORY

PERIODICAL NEWSLETTER

HIGHLIGHTING CURRENT EMPLOYMENT LAW ISSUES

PREPARED BY ATTORNEYS BETTY BECHTEL, KESLIE COOPER, CHRISTINA HARNEY,  
MOLLY REINHARDT AND MICHAEL SANTO

April 2022

BECHTEL & SANTO

No. 2

## FAMLI PLANNING PART I: Action Items for Organizations in 2022

The upcoming Colorado Family and Medical Leave Insurance ("FAMLI") program requires all Colorado employers, except self-employed individuals and local governments, to participate in some form of paid family and medical leave insurance that will guarantee most Colorado employees up to 12 weeks (or, for some pregnancy complications, 16 weeks) for qualifying events. Employees won't be able to take FAMLI leave until 2024, but there are some steps all organizations should take this calendar year to prepare for premium deductions that start in 2023.

**Local Government Timeline.** Initially, local governments/special districts are able to exempt themselves from FAMLI. But those organizations must take steps this summer and fall to decide whether they are going to opt in or opt out so that they can provide notice to the FAMLI Division and their employees of their decision early enough to be exempt from premiums on January 1, 2023. In order to be exempted from the program, local governments and special districts must take active steps to notify the FAMLI Division of their intent to opt-out of the program.

Those steps include: (1) securing an affirmative vote of the local government's governing body to decline participation in FAMLI, (2) providing written notice of their decision to employees within 30 days of such vote, and (3) providing written notice of their intent to decline participation to the FAMLI Division.

To undertake such a vote, local governments must engage in a public notice and comment process. The law requires that the local government's employees must be notified in writing prior to the vote and provided both information regarding the vote process and an opportunity to submit comments through a public process to the governing body prior to the vote taking place. While there is no specific deadline, the time to start preparing for such a vote is this summer and fall, so that all invested parties have time to prepare and consider their options.

You may have seen reports and newsletters that identify that that vote needed to take place prior to the start of July. But the FAMLI Division recently provided guidance stating that local governments are not required to conduct this vote 180 days before January 1, 2023 (in other words, by July 5<sup>th</sup>, 2022). Local governments, as a practical matter, should conduct this process in

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THE EMPLOYER'S ADVISORY is published periodically by BECHTEL & SANTO, 205 N 4<sup>th</sup> St Ste 401 Grand Junction CO 81501, (970) 683-5888. Legal editors are Betty Bechtel, Keslie Cooper, Christina Harney, Molly Reinhardt and Michael Santo. This publication is designed to provide information about legal issues facing employers, but not to provide legal advice with regard to specific circumstances. Readers with legal questions should address them to their legal counsel. Downloadable versions of this periodical are available at [bechtelsanto.com/archives](http://bechtelsanto.com/archives)

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Prepared by Attorneys Betty Bechtel, Keslie Cooper, Christina Harney,  
Molly Reinhardt, and Michael Santo. Copyright 1994-2022 Bechtel & Santo.

2022 so that, if they choose to opt out, no premiums will be collected in 2023. However, there is no hard deadline as to when this must take place in statute, regulation, or guidance. So, the best approach would be to prepare to make a vote early enough to ensure that everything is in place.

If a local government does opt out, some employees may want to participate in FAMILI, and those employees may do so by contacting the Division directly. These employees will be responsible for paying their own share of the premiums under FAMILI, but the government employer will not be responsible for matching the employee's premium, nor is the government employer responsible for providing alternative private benefits that match the protections and benefits of the FAMILI program to employee if the government employer opts out. Local government employers who have opted out may elect to withhold participating employees' share of premiums and remit such premiums to the Division on behalf of employees, or they may choose to have no part in transferring premiums from employees to the Division. Whichever route the employer takes, the employer should give employees forewarning so that employees have time to prepare.

**All Other Employers.** All employers other than local governments and self-employed individuals are required to either (1) participate in the FAMILI program, or (2) provide its employees a private alternative to the FAMILI program that provides all the same benefits, rights, and protections for the same or lesser cost to the employee. Notably, employers with nine or fewer employees are not required to contribute the employer's 50% of FAMILI premiums.

So, 2022 is the perfect time to discuss which route the organization wants to go and undertake any necessary financial planning in order to comply with these requirements. If an employer decides to go

private, the employer must submit an application to the FAMILI Division before the employer will be exempted from submitting premiums directly to the Division. The regulations governing such applications have not yet been released. So, at this time, we don't know when such applications should be submitted, what the applications must contain, or how to submit them. This information will be released in the coming months.

In addition to deciding whether to go "public" or "private" for FAMILI compliance, organizations need to calculate the costs associated with the FAMILI program, formulate policies, and modify employee handbooks to reflect the changes expected in the 2023 calendar year.

Part of determining an organization's compliance costs is to determine how many employees you have, or will have, during the 2023 and 2024 compliance years. The standard to determine how many employees you have under FAMILI mirrors the requirements of the FMLA. This process is relatively simple for traditional businesses, but is more complex for seasonal employers, or employers whose employees span multiple states in the administration of their duties. If your business falls into either category, it may be wise to block out extra time to evaluate the "size" of your organization under the regulations to determine your compliance obligations.

In short, now is the time to start thinking about the changes coming in 2023, and to prepare for how your organization is going to adapt to this new paid leave landscape under the FAMILI Act when paid leave becomes available to employees in 2024.

# 2023 Budget Transmittal

## **BUDGET TIMELINE**

<b>August 3</b>	Budget timeline and spreadsheets delivered to staff – All Staff Meeting
<b>August 8 – 25</b>	Spreadsheet walkthrough and assistance individually with Wade (as requested)
<b>Aug 15, 16, Aug 23 – Sept 2</b>	Individual conversations between budget managers and Mari/Jeremy
<b>September 5 – 16</b>	Budget managers can schedule budget work sessions with Mari/Jeremy
<b>September 22</b>	Budget due from budget managers
<b>September 23</b>	Budgets locked for review
<b>September 28 – 30</b>	Individual budget managers present to Administration
<b>Oct 1 – Oct 9</b>	Final adjustments. All changes to be approved by Mari/Jeremy
<b>October 15</b>	Budget submitted to BOD Publish “Notice of Budget Hearing” (set for November 17)
<b>October 27</b>	BOD meeting, BOD acknowledges receipt of draft budget
<b>Oct 28 – Nov 10</b>	Draft 1 revisions. Individual budget meetings scheduled by Mari/Jeremy as necessary.
<b>November 17</b>	BOD Board meeting final Board review of draft 2023 annual budget, and public hearing
<b>December 15</b>	> BOD Meeting – adopting the 2023 Budget > Deadline for certification of mill levy to county commissioners. Local governments levying property tax must adopt their budgets before certifying the levy to the county

## FUND DEFINITIONS

10 GENERAL FUND also known as Transfer Fund, from where General Fund revenues may transfer into other funds to subsidize and offset those other fund expenses. Revenues come from property tax, sales tax, interest income, fees and charges, and sales, primarily. The General Fund is organized into subordinate organizations that encompass operating revenues and expenses for Administration, CRC, Concessions, Rec Programs, Field House, Marketing, and Parks Maintenance.

20 CAPITAL PROJECTS FUND also called Capital Improvement Fund. Funds are used to implement the annual capital improvement projects. Transfers from the Capital Reserve Fund (40) provide the annual funds to implement this.

40 CAPITAL RESERVE FUND Funds flow from the General Fund to the Capital Reserve Fund, and are shown as revenues, which then MAY be transferred into the Capital Projects fund as needs are identified.

60 CONSERVATION TRUST FUND is the fund into which lottery funds are deposited directly from the state. Revenues include interest on those earnings. Spending funds from this fund is restricted to open space and land acquisition, equipment purchases, facility development, park maintenance and renovation or restoration of local facilities.

70 SALES TAX REVENUE FUND is for the collection of the proceeds of the .3% sales and use tax (pursuant to the CoM / MRD IGA, restricted to paying on the Certificates of Participation used to fund the CRC, committed to be paid through 2039. Lease purchase payments are made twice per year, approximately range of \$500,000-\$600,000 in May, and approximately \$1.38m in November.

## EXECUTIVE SUMMARY OF BUDGET DOCUMENT

The Montrose Recreation District continues in its mission and purpose to provide, manage and maintain quality recreational facilities, programs, and services, which will enhance the learning, leisure and recreation opportunities that promote a healthy community.

During budget year 2023, the Montrose Recreation District will provide general public recreation services to District residents and visitors. In budgeting, the District conforms to generally accepted accounting principles and uses a modified accrual system of accounting. The budget is balanced as required by state law. Reviewers will see a 3-year history in addition to the (proposed) adopted budget for the current year, as required when the budget is filed with the State of Colorado, Department of Local Affairs.

As an additional note, a 2022 Supplemental Budget adoption is required as well, as the District received revenues in abundance of its original budget adopted in December, 2021. The additional revenues come primarily through increased property taxes, grants collected via intergovernmental revenue and increases in participation in recreation activities and facilities admissions. Supplemental changes are detailed separately.

In 2022, the District budgeted conservatively within its operations due to continued uncertainty revolving around the pandemic and recovery from its effects. Concurrently, tax revenue expectations were high in 2022, surpassed slightly, and are budgeted to continue growing - albeit more slowly - in 2023. The District experienced pre-pandemic levels of operation for the majority of the 2022 following the start of the year which was hampered by the Omicron wave. In 2023, the District is budgeting for a full year of uninterrupted success at similar levels of service to that which have been seen in the latter three quarters of 2022. The General Fund budget is reflected below in Chart 1.

**Chart 1: General Fund Balance Table by Department - 2023 Budget**

General Fund	Admin	CRC	Parks Maintenance	Concessions	Marketing	Rec Programs	Flex Rec	Field House	Total
Revenues	\$ 3,141,967	\$ 1,750,212	\$ 0	\$ 47,650	\$ 17,450	\$ 255,350	\$ 125,060	\$ 151,498	\$ 5,489,187
Expenses	\$ 2,394,415	\$ 2,019,732	\$ 283,672	\$ 40,722	\$ 114,022	\$ 205,766	\$ 198,165	\$ 255,515	\$ 5,512,009
Subsidy / Earnings	\$ 747,552	\$ (269,519)	-\$283,672	\$ 6,928	\$ (96,572)	\$ 49,584	\$ (73,105)	\$ (104,017)	\$ (22,822)
Cost Recovery	131%	87%	0%	117%	15%	124%	63%	59%	100%

**Chart 2: Expenses 2023 Budget**

**Chart 3: Revenue Sources 2023 Budget**

**Chart 4: Expenses 2023 Budget**

## KEY TRENDS

### Revenues

Total General Fund Revenues are \$5,489,187, an increase of \$282,155, or 5.4% more than the 2022 Amended Budget. Overall tax collections continue to rise, though slower than in recent years. Taking a conservative approach, property tax revenues may hold steady in 2023 with a mill levy certification at the current 5.0 rate, rising a total of \$24,063. Sales tax revenues are projected to rise at a conservative 4.0% rate from 2022 to 2023, totaling \$102,787. Sales tax revenues are collected to pay the Certificates of Participation issued for the construction of the Community Recreation Center (payment is scheduled to be \$1,907,125). The budget packet contains the 2022 Lease-Purchase Supplemental Schedule and Lease Renewal. Overall Admin revenues rise 1.1%.

Page | 4

The starting point for planning most operating revenue items in 2023 was for a 3% growth budget from the 2022 amended budget. This was a challenging task given a number of needs: accommodating the increases to costs of supplies, materials and services to the District; rising costs to the Colorado minimum wage (8.68%), well above last year's 4.2% compensation adjustments.

### **Community Recreation Center**

Within the CRC, General Admission, Annual Passes, and Punch cards are the largest items of note that surpassed the 2022 budget, and are expected to continue rising in 2023. There was a rocky start to 2022 due to the Omicron wave, which was followed by 10 months of nearly 2019 levels of attendance and participation. In 2023, a full year of optimal operations, resulting in projected performance 4.9% over 2022's amended budget.

### **Concessions**

Concessions revenues in 2022 were below expectations but are expected to rebound to 100% of 2019 levels, with pricing adjustments and more efficient operations.

### **Flex Rec**

Revenue estimates are \$125,060 for MRD's Flex Rec venture in 2023, when balanced with expenses resulting in a 63% cost recovery, slightly above original projections from the approved business plan. The income is to come from facility rentals, passes, memberships, rec programs, and personal training.

### **Field House**

The Field House 2022 expected Year End Projected revenues were 2.6% lower than the 2022 budget, and the 2023 Budget projects a modest 2.4% rise in 2023.

### **Programming**

2022 Year End Projections yielded 5.5% growth in Recreation Programs over the original budget, and 11% further growth is expected in 2023 with additional outdoor recreation programs being introduced into MRD's offerings. It is projected that 2023 program revenues will surpass the 2019 peak by \$11,387.

## General Fund, Trends, Continued

### Expenses

Total General Fund expenses are \$5,512,009, an increase of \$537,227, or 10.8% increase from the 2022 Amended Budget. Admin expenses are up \$76,254, a 3.3% rise, mostly attributed to the MRD being at full staff and wage increases to offset compression associated with an 8.68% increase to state minimum wage. Those increases are offset to some degree by a transfer to fund capital projects that is \$146,500 smaller than 2022. CRC expenses are up \$262,761, an 15% increase, also largely due to staffing costs. There are 12 core staff in this department, and the largest contingent of part-time staff. Concessions expense increases 15% also from the 2022 Amended Budget, though are outpaced by expected revenues described earlier. Field House expenses rise \$34,008, or 15.3% from 2022, with the purchase of a new bounce house and aforementioned staff costs accounting for the bulk of this increase. The Field House retains the same 60% subsidy range as it had in 2022 and pre-pandemic years.

Page | 5

Capital and Reserve Funds have their own sections detailed further below, but it is important to note here that these Funds are driven solely from the General Fund. In 2022, \$464,500 in transfers are budgeted to account for current and future capital expenditures.

### **Maintenance**

Last year was the first year that many projects previously appropriated into the CIP were included into the operating maintenance budget. In 2022, that figure was \$80,000. It is \$59,691 in 2023. There are 2 new part time positions, one each in maintenance and custodial, totaling \$26,906 in wages. Additionally, there is another \$11,528 to cover custodial services at Flex Rec with existing part-time staff.

### **Personnel**

Wage increases are seen across part time and full time staff. The minimum wage in 2023 is rising from \$12.56 to \$13.65, an 8.68% increase. For part-time wages this accounts for an approximately \$125,000 expense. Full time wages include 8% adjustment that carries an expense of \$96,469. There are no new full time positions proposed within the 2023 budget.

Employee insurance packages will be changing carriers. Packages remain similar, but with additional benefits and smaller increases than MRD's previous carrier. Additional information will be forthcoming in later editions of this document. MRD's Workers Compensation rate is projected to rise 5-10%, and as of this writing we do not have our rates for next year. Budgeted is a 7% increase.

### **Marketing**

A more robust marketing plan took shape in 2022, and continues in 2023 as MRD seeks to reach newer markets and explore different ways to communicate with potential users. Overall, the marketing budget rises \$6,806, a 6.4% increase, though \$5,156 of this is to build an awards wall at the CRC.

### **Flex Rec**

Flex Rec expenses for 2023 total \$198,165, of which \$78,319 is the lease payment. Operational expenses are comprised primarily from instructors, program staff, equipment, and supplies, and custodial staff. Overall cost recovery of the facility is expected to be 63%.

Budget Transmittal



## General Fund, Trends, Continued

### Programming

Programming related expenses rise \$44,684 in 2023, a 27% increase from 2022. Costs across the board have risen, though this is mostly attributed to staffing and supplies. There are new programs on the slate, which have initial costs higher than existing programs. Coordinators budgeted for more program supervisors than in years past in order to focus on continued program development. Program net sits just shy of \$50,000, and at 124% cost recovery.

Page | 6

### Equipment, supplies, and operating capital equipment

Capital Equipment, for operating items between \$1000 - \$6000, will be continued in 2023. This year, items totaling \$43,450 have been included. These include a bounce house for the Field House, portable electronic scoreboard for adult programs, soccer goals, patio furniture, lane lines, and several aquatic play pieces.

## GENERAL FUND, CAPITAL IMPROVEMENT FUND, CAPITAL RESERVE, AND AGGREGATE FUND BALANCES

### Chart 4: General Fund Reserves – Compared to Desired (chart forthcoming)

### Capital Improvement & Conservation Trust Funds

Capital Items are detailed separately and specifically within the budget. This year's budget places \$464,500 into a capital spending program, to acquire or develop assets valued above \$6,000. This year capital projects plan to use funds from the Capital Improvement Fund, the Capital Reserve, and the Conservation Trust Fund.

### Debt Service

The total maximum payment liability of the Montrose Recreation District under all lease purchase agreements over the entire terms of such agreements, including all optional renewal term is \$47,560,804. This year's (2023) budget reflects the minimum lease payment of \$1,907,125, as well as the required annual \$2,000 bank fees. Lease purchase was fulfilled by the issue of certificates of participation to be used for the cost of constructing, acquiring and equipping the CRC. The certificates of participation are paid from the Sales Tax Fund, and additional transfers are routinely made from the Capital Reserve Fund to subsidize the payments. Because sales tax receipts are expectedly higher in 2022 and 2023 than has been typical, no subsidy is planned to be made from the General Fund nor the CRF in 2022.

### Chart 5: 4 Year history of fund reserves, 2020 – 2023 (chart forthcoming)

### Chart 6: End of Year Fund Balance chart (chart forthcoming)

END



*For a Better Quality of Life...MRD.*

**BOARD OF DIRECTOR'S RESOLUTION: 2022-  
Adopting a Supplemental Budget and Appropriation for Fiscal Year 2022**

A RESOLUTION REVISING THE ORIGINALLY  
ADOPTED 2022 BUDGET

**WHEREAS**, Montrose Recreation District (MRD) is a Colorado Special District pursuant to C.R.S. 32-1-101 et. seq., and

**WHEREAS**, via resolution 2020-8 MRD adopted its 2021 Budget, and

**WHEREAS**, as a result of the Covid-19 global pandemic, the MRD received funds appropriation through the State of Colorado, Department of Local Affairs (DOLA) from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and the subsequent Coronavirus Relief Fund; and

**WHEREAS**, in 2020, MRD received that grant funding from DOLA the original Coronavirus Relief Fund (CVRF) in the amount of \$121,200 and spent against that, receiving \$121,200 reimbursement, and accounted for it in the 2020 budget; and

**WHEREAS**, in 2020, MRD received an additional \$150,000 appropriated funding from the CVRF Reserve and has fulfilled its plan to spend against the remaining \$150,000 and plans to receive reimbursement for those obligated funds; and

**WHEREAS**, in 2021 MRD additionally realized growth in property tax collections and revenues from fees and charges above its original 2021 budget, in the total amount of \$482,535, a 12% growth; and

**WHEREAS**, in 2021 MRD realized increased expenses of \$105,695 in relation to increased revenues, an approximate 3% increase; and

**WHEREAS**, in consideration of these additional revenues and expenses, it is appropriate to amend the 2021 MRD budget.

**NOW, THEREFORE**, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTROSE RECREATION DISTRICT:

**Section 1.** For the 2022 budget year, the Board of Directors hereby approves this supplemental budget and appropriation to revise the 2022 budget as further detailed on Exhibit A, attached hereto and incorporated herein. A complete copy of the full amended budget is on file with MRD.

**INTRODUCED, READ AND ADOPTED** this 15<sup>th</sup> Day of December 2022.

Attest: \_\_\_\_\_  
Christina Files, Board President

Attest: \_\_\_\_\_  
Allison Howe, Secretary of the Board

EXHIBIT A MRD Resolution 2022 -

<b>REVENUE Line Items Amended</b>		
<b>General Fund, Revenues, Admin 10-310</b>		
Property Tax, Specific Ownership Tax, TIF MURA, Interest, Sale of Assets, Brochure Advertisements		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 2,993,233</b>	<b>\$ 3,107,916</b>	<b>+ \$114,683</b>
<b>General Fund, Revenues, Community Recreation Center (CRC) 10-320</b>		
Facility Rental, Child Watch, General Admission, Annual Passes, Punch Cards, -Private Lessons, Public Lessons, Locker Rental, Over/Short, Miscellaneous, Personal Training, Swim Scholarship, Rec Programs, Special Events, Red Cross Training		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 1,176,905</b>	<b>\$ 1,669,088</b>	<b>+ \$492,183</b>
<b>General Fund, Revenues, Marketing 10-350</b>		
Brochure Advertisements		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 0</b>	<b>\$ 14,950</b>	<b>+ \$14,950</b>
<b>General Fund, Revenues, Rec Programs 10-360</b>		
Facility Rental, Sale of Merchandise, Player Fees, Sponsor Fees, Rec Programs		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 217,983</b>	<b>\$ 229,993</b>	<b>+ \$12,010</b>
<b>General Fund, Revenues, Flex Rec 10-370</b>		
Facility Rental, General Admission, Personal Training, Rec Programs		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 0</b>	<b>\$ 5,167</b>	<b>+ \$5,167</b>
<b>General Fund, Revenues, Concessions and Field House 10-340, 10-390</b>		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 190,078</b>	<b>\$ 180,019</b>	<b>- \$10,059</b>
<b>TOTAL GENERAL FUND REVENUE AMENDMENTS</b>		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 4,578,199</b>	<b>\$ 5,207,132</b>	<b>\$628,933</b>

**EXPENSE LINE ITEMS AMENDED**

<b>General Fund, Expense, Admin 10-410</b>		
FT Administration Salaries, Part Time Sick Leave, Tuition Reimbursement, Insurance Package (P&L), Workers Compensation, Postage, Copier/Computer, Paper Supplies, Misc. Office Supplies, Training & Travel, Dues, Bank Charges, Election Expense, Awards, Furniture/Equipment, Transfer to CIF and CRF.		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
<b>\$ 2,163,173</b>	<b>\$ 2,318,162</b>	<b>+ \$ 154,989</b>
<b>General Fund, Expense, CRC 10-420</b>		
FT CRC Salaries, Lifeguards, Slide Attendant, Natural Gas, Chemicals, Program Supplies, Safety/Medical, Red Cross .14% increase (+\$2,533)		

**General Fund, Expense, Parks, 10-430**

Maintenance Worker, Training &amp; Travel, Water Sewer Sanitation, Maintenance Repair, Operating Capital Equipment

2022 Budgeted	2022 Amended	Dollar Change
\$ 327,034	\$ 308,299	- \$ 18,735

**General Fund, Expense, Concessions, 10-440**

Cost of Goods Sold

2022 Budgeted	2022 Amended	Dollar Change
\$ 23,860	\$ 35,422	+ \$ 11,563

**General Fund, Expense, Marketing, 10-450**

No significant changes noted

2022 Budgeted	2022 Amended	Dollar Change
\$ 109,594	\$ 107,216	- \$ 2,378

**General Fund, Expense, Rec Programs, 10-460**

No Significant changes noted

2022 Budgeted	2022 Amended	Dollar Change
\$ 177,858	\$ 161,082	- \$ 16,776

**General Fund, Expense, Field House, 10-490**

Staff costs, Training &amp; Travel, Water Sewer Sanitation, Natural Gas, Telephone, Program Supplies, Maintenance Supplies, Advertising, Awards

2022 Budgeted	2022 Amended	Dollar Change
\$ 251,442	\$ 221,508	- \$ 29,934

**General Fund, Expense, Flex Rec, 10-470**

2022 Budgeted	2022 Amended	Dollar Change
Did not exist	\$ 66,123	+ \$ 66,123

**TOTAL GENERAL FUND EXPENSE AMENDMENTS**

2022 Budgeted	2022 Amended	Dollar Change
\$ 4,807,399	\$ 4,974,728	+ \$ 167,383

**FUNDS OTHER THAN THE GENERAL FUND LINE ITEMS AMENDED**

This is a work in progress, as of the October 15<sup>th</sup> First Draft. Capital Improvement Fund was increased to reflect the construction expenses at Flex Rec. However, this will be reduced as the City of Montrose and CO Outdoors will construction invoices directly, covering their capital construction agreements. This means that ultimately the MRD budget will NOT reflect the full construction costs nor the revenues from either entity, as we will not receive those funding payments.

A full explanation of the changes to capital funds is forthcoming.

<b>Capital Improvement Fund 20-310 and 20-410, 420, 430, 490</b>		
REVENUES: Transfer from other Funds		
EXPENSES: Consulting		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
Rev \$ 302,260	\$ 1,086,889	+ \$ 784,629
Exp \$ 301,812	\$ 835,142	+ \$ 533,330
<b>Capital Reserve Fund 40-310</b>		
REVENUES: Interest, Grant Revenues		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
Rev \$ 424	\$ 8,800	+ \$ 8,376
Exp	No changes	
<b>Conservation Trust Fund 60-310 and 60-410, 430</b>		
REVENUES: Interest		
EXPENSES: Consulting, Furniture, Fixtures and EQ, Facility Repair & Development		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
Rev \$ 173,000	\$ 175,157	+ \$ 1,937
Exp \$ 350,000	\$ 278,043	- \$ 71,957
<b>Sales Tax Fund 70-310 and 70-410</b>		
REVENUES: Interest, Sales Tax Proceeds		
<b>2022 Budgeted</b>	<b>2022 Amended</b>	<b>Dollar Change</b>
Rev \$ 2,377,792	\$ 2,589,670	+ \$211,878
Exp	No Changes	

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>GENERAL FUND REVENUE</b>							
<b>REVENUE, ADMIN</b>							
10-310-1220	DUE TO/FROM OTHER FUNDS				\$ -	\$ -	\$ -
10-310-4000	CURRENT PROPERTY TAXES	\$ 1,774,572	\$ 2,042,534	\$ 2,123,589	\$ 2,652,083	\$ 2,673,686	\$ 2,697,749
10-310-4001	PROPERTY TAX PENALTIES & INTEREST	\$ 3,788	\$ 4,525	\$ 3,900	\$ 2,815	\$ 2,815	\$ 3,000
10-310-4002	TIF MURA		\$ (14,362)	\$ (15,026)	\$ (16,000)	\$ (32,015)	\$ (36,817)
10-310-4010	SPECIFIC OWNERSHIP TAX	\$ 283,549	\$ 304,505	\$ 348,228	\$ 271,000	\$ 365,014	\$ 383,000
10-310-4020	INTEREST INCOME	\$ 54,403		\$ 1,375	\$ 1,650	\$ 28,032	\$ 31,000
10-310-4022	CAPITAL CAMPAIGN			\$ -	\$ -	\$ -	\$ -
10-310-4024	DONATIONS	\$ 500		\$ -	\$ -	\$ -	\$ -
10-310-4027	INTERGOVERNMENTAL REVENUE	-	\$ 148,320	\$ 150,016	\$ -	\$ -	\$ -
10-310-4030	SALE OF ASSETS	\$ 1,800		\$ 737	\$ -	\$ 3,950	\$ -
10-310-4040	BROCHURE ADVERTISEMENTS	\$ 7,145	\$ 6,650	\$ 725	\$ 14,050	\$ -	\$ -
10-310-4050	RENTAL PROPERTY INCOME			\$ 64,035	\$ 67,635	\$ 64,035	\$ 64,035
10-310-4100	FACILITY RENTAL			\$ 700	\$ -	\$ 2,399	\$ -
10-310-4105	FACILITY RENTAL COMM CTR				\$ -	\$ -	\$ -
10-310-4126	SALE OF MERCHANDISE			\$ -	\$ -	\$ -	\$ -
10-310-4128	EQUIPMENT RENTAL			\$ -	\$ -	\$ -	\$ -
10-310-4130	MISCELLANEOUS			\$ -	\$ -	\$ -	\$ -
10-310-4310	SCHOLARSHIPS			\$ -	\$ -	\$ -	\$ -
10-310-4350	TRANSFERS IN			\$ -	\$ -	\$ -	\$ -
<b>ADMIN REVENUE TOTAL</b>		<b>\$ 2,125,757</b>	<b>\$ 2,492,172</b>	<b>\$ 2,678,279</b>	<b>\$ 2,993,233</b>	<b>\$ 3,107,916</b>	<b>\$ 3,141,967</b>
<b>REVENUE, CRC</b>							
10-320-4027	INTERGOVERNMENTAL REVENUE	-	\$ -	\$ -	\$ -	\$ -	\$ -
10-320-4100	FACILITY RENTAL	\$ 25,782	\$ 6,963	\$ 13,802	\$ 25,645	\$ 32,200	\$ 36,965
10-320-4116	CHILD WATCH	\$ 14,951	\$ 4,421	\$ 10,156	\$ 16,960	\$ 17,000	\$ 26,400
10-320-4120	GENERAL ADMISSION	\$ 289,725	\$ 105,995	\$ 232,147	\$ 238,500	\$ 317,353	\$ 326,874
10-320-4121	ANNUAL PASSES	\$ 1,066,299	\$ 498,742	\$ 703,271	\$ 700,000	\$ 1,008,572	\$ 1,038,829
10-320-4122	PUNCH CARDS	\$ 97,034	\$ 45,556	\$ 76,500	\$ 81,000	\$ 174,252	\$ 179,480
10-320-4123	PRIVATE LESSONS	\$ 24,587	\$ 21,841	\$ 26,116	\$ 24,075	\$ 18,384	\$ 26,910
10-320-4124	PUBLIC LESSONS	\$ 49,719	\$ 8,160	\$ 31,919	\$ 36,180	\$ 34,727	\$ 39,120
10-320-4125	SWIM CLASSES		\$ -	\$ -	\$ -	\$ -	\$ -
10-320-4126	SALE OF MERCHANDISE	\$ 18	\$ 152	\$ -	\$ -	\$ -	\$ -
10-320-4127	LOCKER RENTAL	\$ 8,505	\$ 4,054	\$ 6,023	\$ 8,500	\$ 8,500	\$ 10,000
10-320-4128	EQUIPMENT RENTAL	\$ 20		\$ -	\$ -	\$ -	\$ -
10-320-4129	OVER/SHORT			\$ -	\$ -	\$ -	\$ -
10-320-4130	MISCELLANEOUS			\$ -	\$ -	\$ -	\$ -
10-320-4132	PERSONAL TRAINING	\$ 53,076	\$ 22,032	\$ 26,291	\$ 23,000	\$ 38,000	\$ 40,000
10-320-4312	SWIM SCHOLARSHIP			\$ -	\$ -	\$ -	\$ -
10-320-4320	REC PROGRAMS	\$ 16,732	\$ 5,199	\$ 5,358	\$ 18,280	\$ 17,300	\$ 20,870
10-320-4325	SPECIAL EVENTS	\$ 3,500	\$ 660	\$ 454	\$ -	\$ -	\$ -
10-320-4330	RED CROSS TRAINING	\$ 5,490	\$ 2,400	\$ 4,635	\$ 4,765	\$ 2,800	\$ 4,765
<b>CRC REVENUE TOTAL</b>		<b>\$ 1,655,438</b>	<b>\$ 726,175</b>	<b>\$ 1,136,672</b>	<b>\$ 1,176,905</b>	<b>\$ 1,669,088</b>	<b>\$ 1,750,212</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>REVENUE, CONCESSIONS</b>							
10-340-4200	CONCESSIONS-POP MACHINES				\$ -	\$ -	\$ 450
10-340-4201	CONCESSIONS-FIELD HOUSE	\$ 2,325		\$ 3,150	\$ 3,000	\$ 2,154	\$ 2,800
10-340-4202	CONCESSIONS-UTE PARK	\$ 2,593		\$ 2,500	\$ 3,250	\$ 3,902	\$ 4,300
10-340-4203	CONCESSIONS-CRC SODA	\$ 3,195		\$ 1,650	\$ 3,000	\$ 2,312	\$ 3,100
10-340-4204	MCNEIL CONCESSIONS	\$ 4,285		\$ 2,750	\$ 3,750	\$ 3,735	\$ 5,000
10-340-4206	CONCESSIONS-HOLLY PARK				\$ -	\$ -	\$ -
10-340-4207	CONCESSIONS-CRC VENDING	\$ 35,377		\$ 17,000	\$ 25,000	\$ 19,912	\$ 32,000
<b>CONCESSIONS REVENUE TOTAL</b>		<b>\$ 47,775</b>	<b>\$ 14,875</b>	<b>\$ 27,050</b>	<b>\$ 38,000</b>	<b>\$ 32,014</b>	<b>\$ 47,650</b>
<b>REVENUE, MARKETING</b>							
10-350-4040	BROCHURE ADVERTISEMENTS	\$ -	\$ -	\$ -	\$ -	\$ 14,950	\$ 17,450
<b>MARKETING REVENUE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,950</b>	<b>\$ 17,450</b>
<b>REVENUE, REC PROGRAMS</b>							
10-360-4100	FACILITY RENTAL	\$ 95	\$ 175	\$ 1,800	\$ -	\$ 3,200	\$ 3,200
10-360-4126	SALE OF MERCHANDISE	\$ 5,588	\$ 3,174	\$ 7,725	\$ 5,500	\$ 4,841	\$ 4,800
10-360-4300	PLAYER FEES	\$ 140,338	\$ 83,718	\$ 155,814	\$ 141,233	\$ 148,508	\$ 159,675
10-360-4302	SPONSOR FEES	\$ 12,197	\$ 7,841	\$ 19,740	\$ 13,350	\$ 11,480	\$ 10,700
10-360-4307	PROGRAM DONATIONS		\$ -	\$ -	\$ -	\$ -	\$ -
10-360-4320	REC PROGRAMS	\$ 84,764	\$ 22,618	\$ 49,948	\$ 57,900	\$ 61,965	\$ 76,975
<b>REC PROGRAMS REVENUE TOTAL</b>		<b>\$ 243,963</b>	<b>\$ 117,526</b>	<b>\$ 235,027</b>	<b>\$ 217,983</b>	<b>\$ 229,993</b>	<b>\$ 255,350</b>
<b>REVENUE, FLEX REC</b>							
10-370-1220	DUE TO/FROM OTHER FUNDS				\$ -	\$ -	\$ -
10-370-4022	CAPITAL CAMPAIGN				\$ -	\$ -	\$ -
10-370-4024	DONATIONS				\$ -	\$ -	\$ -
10-370-4100	FACILITY RENTAL				\$ -	\$ 500	\$ 6,000
10-370-4120	GENERAL ADMISSION				\$ -	\$ 2,000	\$ 24,960
10-370-4121	ANNUAL PASSES				\$ -	\$ 1,500	\$ 51,900
10-370-4122	PUNCH CARDS				\$ -	\$ -	\$ 3,840
10-370-4126	SALE OF MERCHANDISE				\$ -	\$ -	\$ -
10-370-4128	EQUIPMENT RENTAL				\$ -	\$ -	\$ -
10-370-4132	PERSONAL TRAINING				\$ -	\$ 667	\$ 8,000
10-370-4310	SCHOLARSHIPS				\$ -	\$ -	\$ -
10-370-4320	REC PROGRAMS				\$ -	\$ 500	\$ 30,360
10-370-4325	SPECIAL EVENTS				\$ -	\$ -	\$ -
<b>FLEX REC REVENUE TOTAL</b>		<b>\$ 128,738</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,167</b>	<b>\$ 125,060</b>
<b>REVENUE, FIELD HOUSE</b>							
10-390-4025	GRANT REVENUES		\$ -	\$ 46,494	\$ 5,000	\$ 10,000	\$ -
10-390-4100	FACILITY RENTAL	\$ 48,389	\$ 22,193	\$ 42,808	\$ 40,544	\$ 45,700	\$ 45,319
10-390-4120	GENERAL ADMISSION	\$ 25,424	\$ 13,664	\$ 22,252	\$ 28,748	\$ 18,000	\$ 19,455
10-390-4122	PUNCH CARDS	\$ 4,691	\$ 876	\$ 301	\$ -	\$ -	\$ -
10-390-4126	SALE OF MERCHANDISE		\$ -	\$ 32	\$ -	\$ -	\$ -
10-390-4128	EQUIPMENT RENTAL	\$ 359	\$ 19	\$ -	\$ -	\$ -	\$ -
10-390-4300	PLAYER FEES	\$ 16,080	\$ 14,683	\$ 25,536	\$ 22,336	\$ 24,637	\$ 27,514
10-390-4302	SPONSOR FEES	\$ 2,690	\$ 1,052	\$ 600	\$ 2,825	\$ 550	\$ 750
10-390-4320	REC PROGRAMS	\$ 31,105	\$ 16,750	\$ 54,733	\$ 52,625	\$ 49,118	\$ 58,460
<b>FIELD HOUSE REVENUE TOTAL</b>		<b>\$ 128,738</b>	<b>\$ 69,237</b>	<b>\$ 192,756</b>	<b>\$ 152,078</b>	<b>\$ 148,005</b>	<b>\$ 151,498</b>
<b>TOTAL GENERAL FUND REVENUE</b>		<b>\$ 4,201,671</b>	<b>\$ 3,419,985</b>	<b>\$ 4,269,784</b>	<b>\$ 4,578,199</b>	<b>\$ 5,207,132</b>	<b>\$ 5,489,187</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>GENERAL FUND EXPENSE</b>							
<b>EXPENSE, ADMIN</b>							
10-410-5001	FT ADMINISTRATION SALARIES	\$ 445,053	\$ 505,803	\$ 530,961	\$ 777,076	\$ 671,803	\$ 815,246
10-410-5003	COVID LEAVE PAY			\$ 800	\$ -	\$ -	\$ -
10-410-5004	PART TIME SICK LEAVE			\$ 5,000	\$ 6,000	\$ 27,192	\$ 31,500
10-410-5299	TUITION REIMBURSEMENT		\$ -	\$ -	\$ 25,000	\$ -	\$ 2,000
10-410-5300	FICA	\$ 6,194	\$ 5,514	\$ 9,741	\$ 8,961	\$ 9,569	\$ 10,000
10-410-5301	PERA EMPLOYER	\$ 253,156	\$ 210,318	\$ 260,579	\$ 278,308	\$ 274,945	\$ 299,699
10-410-5302	UNEMPLOYMENT	\$ 5,788	\$ 4,704	\$ 4,539	\$ 5,000	\$ 5,898	\$ 6,000
10-410-5303	INSURANCE PACKAGE (P & L)	\$ 70,797	\$ 80,547	\$ 73,761	\$ 86,058	\$ 78,000	\$ 83,000
10-410-5304	INSURANCE - HEALTH/DENTAL/LIF	\$ 239,700	\$ 265,315	\$ 224,125	\$ 288,830	\$ 233,669	\$ 269,120
10-410-5305	WORKERS COMPENSATION INSUR	\$ 20,415	\$ 24,597	\$ 35,891	\$ 49,000	\$ 49,000	\$ 52,500
10-410-5307	BONDING/LIABILITY	\$ 210	\$ 210	\$ 210	\$ 210	\$ 210	\$ 210
10-410-5310	RECRUITMENT EXPENSE	\$ 9,669	\$ -	\$ 599	\$ 18,100	\$ 18,100	\$ 12,000
10-410-5311	SALES TAX EXPENSE		\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5312	NEWSLETTER		\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5318	POSTAGE	\$ 2,357	\$ 2,750	\$ 188	\$ 2,750	\$ 3,250	\$ 3,250
10-410-5319	COPIER/COMPUTER	\$ 6,598	\$ 9,571	\$ 11,820	\$ 18,000	\$ 35,000	\$ 18,000
10-410-5320	PAPER SUPPLIES	\$ 2,026			\$ 2,000	\$ 200	\$ 200
10-410-5321	MISC. OFFICE SUPPLIES	\$ 6,833	\$ 6,189	\$ 6,185	\$ 7,000	\$ 5,000	\$ 5,000
10-410-5322	ACCOUNTING	\$ 19,075	\$ 19,693	\$ 19,887	\$ 20,000	\$ 19,821	\$ 40,000
10-410-5323	AUTO MILEAGE	\$ 1,601	\$ 682	\$ 505	\$ 2,400	\$ 2,400	\$ 2,400
10-410-5324	TRAINING & TRAVEL	\$ 6,884	\$ 5,071	\$ 8,214	\$ 15,000	\$ 22,000	\$ 24,000
10-410-5325	PUBLICATIONS		\$ -	\$ 373	\$ 500	\$ 500	\$ 500
10-410-5326	DUES	\$ 6,067	\$ 4,745	\$ 7,164	\$ 6,880	\$ 9,392	\$ 9,440
10-410-5327	TREASURERS FEES	\$ 35,565	\$ 40,900	\$ 42,551	\$ 54,650	\$ 54,650	\$ 54,650
10-410-5329	SOFTWARE TECHNICAL SUPPORT	\$ 18,129	\$ 14,998	\$ 23,716	\$ 35,800	\$ 40,716	\$ 39,000
10-410-5330	WATER, SEWER, SANITATION	\$ 409	\$ 495	\$ 518	\$ -	\$ -	\$ -
10-410-5332	NATURAL GAS	\$ 2,483	\$ 560	\$ 663	\$ -	\$ -	\$ -
10-410-5333	ELECTRICITY	\$ 990	\$ 767	\$ 963	\$ -	\$ -	\$ -
10-410-5334	TELEPHONE	\$ 3,080	\$ 3,240	\$ 4,168	\$ 3,600	\$ 3,600	\$ 3,600
10-410-5340	UNIFORMS	\$ 1,149	\$ 300	\$ 759	\$ 1,250	\$ 1,250	\$ 1,500
10-410-5341	BANK CHARGES	\$ 33,781	\$ 17,156	\$ 27,170	\$ 25,500	\$ 29,682	\$ 30,000
10-410-5343	BOARD MEETING EXPENSE	\$ 2,725	\$ 1,989	\$ 3,095	\$ 3,000	\$ 3,600	\$ 3,500
10-410-5344	ELECTION EXPENSE		\$ 2,663	\$ -	\$ 3,000	\$ 115	\$ -
10-410-5345	LEGAL	\$ 9,421	\$ 5,970	\$ 9,053	\$ 12,000	\$ 12,600	\$ 14,000
10-410-5346	CONSULTING	\$ 10,421	\$ 3,878	\$ 23,904	\$ 60,000	\$ 60,000	\$ 70,000
10-410-5347	SECURITY	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5350	MAINTENANCE REPAIRS	\$ 24	\$ 4,069	\$ -	\$ -	\$ -	\$ -
10-410-5351	MAINTENANCE SUPPLIES	\$ 78	\$ 1,367	\$ 704	\$ -	\$ -	\$ -
10-410-5353	ADVERTISING	\$ 114	\$ -	\$ 627	\$ -	\$ -	\$ -
10-410-5354	AWARDS	\$ 300	\$ 438	\$ 1,882	\$ 2,500	\$ 3,500	\$ 8,100
10-410-5357	VEHICLE O&M		\$ 439	\$ -	\$ -	\$ -	\$ -
10-410-5363	RED CROSS		\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5365	SPECIAL EVENT EXPENSE		\$ 463	\$ 861	\$ 500	\$ -	\$ -
10-410-5367	SHARED SERVICES - IT	\$ 13,007	\$ 26,994	\$ 10,009	\$ 10,000	\$ 10,200	\$ 10,200
10-410-5369	SIGNAGE		\$ -	\$ 408	\$ -	\$ -	\$ -
10-410-5370	FURNITURE/EQUIPMENT		\$ -	\$ 1,128	\$ 16,300	\$ 5,000	\$ 2,500
10-410-5371	FACILITY REPAIR & DEVELOPMENT		\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5372	INCLUSION SERVICES		\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 2,500
10-410-5380	SHARED SERVICE - FINANCE	\$ 9,201	\$ -	\$ 3,600	\$ 4,500	\$ 4,800	\$ 4,800
10-410-5388	NETWORKING	\$ 2,487	\$ 275	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
10-410-5398	TRANSFER TO CIF and CRF	\$ 1,250,000		\$ 205,103	\$ 302,000	\$ 611,000	\$ 464,500
10-410-5399	CONTINGENCY		\$ -	\$ -	\$ -	\$ -	\$ -
10-410-5400	OPERATING CAPITAL EQUIPMENT		\$ -	\$ -	\$ -	\$ -	\$ -
<b>ADMIN EXPENSE TOTAL</b>		<b>\$ 2,500,964</b>	<b>\$ 1,272,670</b>	<b>\$ 1,561,424</b>	<b>\$ 2,163,173</b>	<b>\$ 2,318,162</b>	<b>\$ 2,394,415</b>



**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>EXPENSE, CRC</b>							
10-420-5001	FT ADMINISTRATION SALARIES				\$ -	\$ -	\$ -
10-420-5002	FT CRC SALARIES	\$ 209,961	\$ 835,736	\$ 227,560	\$ 274,091	\$ 228,605	\$ 286,752
10-420-5100	CUSTOMER SERVICE REPS, PT	\$ 156,402		\$ 131,641	\$ 150,937	\$ 150,000	\$ 150,937
10-420-5110	LIFE GUARDS	\$ 303,972		\$ 224,112	\$ 304,054	\$ 280,563	\$ 329,724
10-420-5115	LEAD LIFEGUARD	\$ 66,321		\$ 60,575	\$ 74,424	\$ 76,321	\$ 74,160
10-420-5130	INSTRUCTORS- NON COMMISSION	\$ 39,606		\$ 12,435	\$ 40,766	\$ 35,000	\$ 42,819
10-420-5131	PERSONAL TRAINER	\$ 30,268		\$ 9,048	\$ 19,114	\$ 28,000	\$ 31,600
10-420-5132	INSTRUCTORS-PUBLIC SWIM LESSO	\$ 24,099		\$ 11,554	\$ 10,694	\$ 19,243	\$ 20,933
10-420-5133	INSTRUCTORS-PRIVATE SWIM LESS	\$ 16,325		\$ 17,632	\$ 14,445	\$ 9,127	\$ 17,000
10-420-5134	INSTRUCTORS-WATER AEROBIC	\$ 13,236		\$ 11,693	\$ 12,645	\$ 13,721	\$ 12,649
10-420-5140	INSTRUCTORS-COMMISSIONED	\$ 9,923		-	\$ 735	\$ 1,520	\$ 2,100
10-420-5150	SWIM ASSISTANTS	\$ 17,682		\$ 9,257	\$ 9,433	\$ 14,204	\$ 15,000
10-420-5151	SLIDE ATTENDANT	\$ 28,854		\$ 13,786	\$ 28,799	\$ 18,234	\$ 29,000
10-420-5153	CHILD WATCH	\$ 27,444		\$ 7,424	\$ 20,473	\$ 22,111	\$ 29,326
10-420-5154	CLIMBING WALL ATTENDANT	\$ 50,275		\$ 18,560	\$ 33,840	\$ 35,500	\$ 34,738
10-420-5160	MAINTENANCE CUSTODIAN	\$ 90,515		\$ 51,040	\$ 85,021	\$ 85,021	\$ 133,948
10-420-5180	MAINTENANCE WORKER	\$ 30,121		\$ 58,005	\$ 63,148	\$ 63,148	\$ 84,592
10-420-5230	GYM/FACILITY SUPERVISOR	\$ 38,371		\$ 58,000	\$ 45,112	\$ 44,000	\$ 45,770
10-420-5290	SPECIAL EVENT WORKER	\$ 802		\$ 300	\$ 1,094	\$ 1,094	\$ (0)
10-420-5300	FICA	\$ 16,599	\$ 9,135	\$ 12,549	\$ 17,238	\$ 16,318	\$ 19,445
10-420-5304	HEALTH/DENTAL/LIFE INSURANCE		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5311	SALES TAX EXPENSE		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5315	EQUIPMENT RENTAL		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5318	POSTAGE		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5321	OFFICE SUPPLY	\$ 5,862	\$ 411	\$ 2,627	\$ 850	\$ 350	\$ 900
10-420-5323	AUTO MILEAGE	\$ 21	\$ -	\$ -	\$ 1,137	\$ 400	\$ 400
10-420-5324	TRAINING & TRAVEL	\$ 2,618	\$ 1,594	\$ 1,692	\$ 5,116	\$ 11,011	\$ 11,178
10-420-5330	WATER, SEWER, SANITATION	\$ 30,217	\$ 28,731	\$ 25,405	\$ 35,000	\$ 35,000	\$ 37,500
10-420-5332	NATURAL GAS	\$ 133,278	\$ 107,581	\$ 122,372	\$ 110,000	\$ 171,109	\$ 180,000
10-420-5333	ELECTRICITY	\$ 152,745	\$ 140,772	\$ 135,372	\$ 124,000	\$ 118,992	\$ 121,000
10-420-5334	TELEPHONE	\$ 11,145	\$ 11,006	\$ 15,889	\$ 14,400	\$ 12,000	\$ 12,600
10-420-5335	CHEMICALS	\$ 66,196	\$ 37,482	\$ 49,270	\$ 50,000	\$ 64,250	\$ 69,893
10-420-5336	IRRIGATION	\$ 4,491	\$ 522	\$ 3,044	\$ 4,000	\$ 4,000	\$ 3,250
10-420-5340	UNIFORMS	\$ 3,172	\$ 1,446	\$ 3,394	\$ 10,250	\$ 10,212	\$ 12,500
10-420-5347	SECURITY	\$ 508	\$ 4,381	\$ 5,698	\$ 4,560	\$ 5,701	\$ 6,200
10-420-5349	PROGRAM SUPPLIES	\$ 17,025	\$ 7,463	\$ 11,664	\$ 16,869	\$ 12,630	\$ 18,000
10-420-5350	MAINTENANCE REPAIRS	\$ 58,587	\$ 45,044	\$ 55,432	\$ 71,379	\$ 72,143	\$ 68,381
10-420-5351	MAINTENANCE SUPPLIES	\$ 37,168	\$ 33,001	\$ 43,697	\$ 40,000	\$ 40,125	\$ 29,249
10-420-5352	PROGRAM EQUIPMENT	\$ 22,499	\$ 9,107	\$ 17,503	\$ 24,402	\$ 22,597	\$ 24,500
10-420-5353	ADVERTISING		\$ -	\$ 943	\$ -	\$ 450	\$ 1,550
10-420-5354	AWARDS	\$ 127	\$ 149	\$ 154	\$ 800	\$ 1,451	\$ 1,800
10-420-5355	SAFETY/MEDICAL	\$ 222	\$ 1,379	\$ 3,490	\$ 3,463	\$ 1,425	\$ 1,863
10-420-5356	VEHICLE REPAIRS		\$ -	\$ 674	\$ -	\$ -	\$ -
10-420-5358	SALE ITEMS		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5363	RED CROSS	\$ 4,554	\$ 4,715	\$ 5,895	\$ 2,241	\$ 3,350	\$ 4,025
10-420-5364	RENTAL ITEMS	\$ 293	\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5365	SPECIAL EVENT EXPENSE	\$ 711	\$ 513	\$ 693	\$ 960	\$ 960	\$ 1,050
10-420-5367	SHARED SERVICES - IT		\$ -	\$ -	\$ -	\$ -	\$ -
10-420-5369	SIGNAGE		\$ -	\$ -	\$ 500	\$ -	\$ -
10-420-5370	FURNITURE, FIXTURES & EQUIPME	\$ 146	\$ 7,967	\$ -	\$ 6,950	\$ 6,785	\$ 22,600
10-420-5371	FACILITY REPAIR & DEVELOPMENT	\$ 3,747	\$ 2,205	\$ 3,814	\$ 5,000	\$ 5,000	\$ -
10-420-5372	INCLUSION SERVICES			\$ -	\$ 500	\$ -	\$ -
10-420-5400	OPERATING CAPITAL EQUIPMENT			\$ -	\$ 16,000	\$ 15,299	\$ 30,800
<b>CRC EXPENSE TOTAL</b>		<b>\$ 1,726,108</b>	<b>\$ 1,290,340</b>	<b>\$ 1,443,892</b>	<b>\$ 1,754,438</b>	<b>\$ 1,756,971</b>	<b>\$ 2,019,732</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>EXPENSE, PARKS</b>							
10-430-5180	MAINTENANCE WORKER	\$ 98,123	\$ 95,695	\$ 110,006	\$ 139,708	\$ 138,181	\$ 136,265
10-430-5300	FICA	\$ 1,469	\$ 1,542	\$ 1,593	\$ 2,026	\$ 2,004	\$ 1,976
10-430-5304	HEALTH/LIFE INSURANCE		\$ -		\$ -	\$ -	\$ -
10-430-5315	EQUIPMENT RENTAL	\$ 2,678	\$ 545	\$ 1,021	\$ 5,000	\$ 5,387	\$ 6,750
10-430-5324	TRAINING & TRAVEL	\$ 2,642	\$ 687	\$ 3,367	\$ 5,000	\$ 4,000	\$ 5,020
10-430-5330	WATER, SEWER, SANITATION	\$ 7,667	\$ 2,986	\$ 4,701	\$ 7,000	\$ 2,227	\$ 4,500
10-430-5331	WATER LEASE	\$ 295	\$ 305	\$ 305	\$ 1,300	\$ 1,300	\$ 1,500
10-430-5332	NATURAL GAS	\$ 1,285	\$ 906	\$ 1,060	\$ 1,500	\$ 1,500	\$ 1,750
10-430-5333	ELECTRICITY	\$ 10,026	\$ 9,886	\$ 13,452	\$ 8,500	\$ 8,000	\$ 9,000
10-430-5334	TELEPHONE	\$ 720	\$ 805	\$ 720	\$ -	\$ -	\$ -
10-430-5335	CHEMICALS	\$ 13,653	\$ 7,814	\$ 10,334	\$ 12,000	\$ 12,000	\$ 7,600
10-430-5336	IRRIGATION	\$ 6,259	\$ 5,988	\$ 5,208	\$ 5,000	\$ 6,000	\$ 6,340
10-430-5340	UNIFORMS	\$ 1,726	\$ 1,442	\$ 618	\$ 2,000	\$ 2,000	\$ 2,000
10-430-5350	MAINTENANCE REPAIR	\$ 9,737	\$ 7,232	\$ 6,633	\$ 89,500	\$ 79,500	\$ 59,691
10-430-5351	MAINTENANCE SUPPLY	\$ 11,659	\$ 10,728	\$ 8,087	\$ 15,000	\$ 15,000	\$ 16,190
10-430-5356	VEHICLE REPAIRS	\$ 9,147	\$ 9,376	\$ 5,136	\$ 5,000	\$ 6,500	\$ 5,500
10-430-5357	VEHICLE O&M	\$ 11,499	\$ 6,486	\$ 8,024	\$ 8,000	\$ 7,200	\$ 10,000
10-430-5369	SIGNAGE		\$ -	\$ -	\$ -	\$ -	\$ -
10-430-5370	FURNITURE, FIXTURES & EQUIPMEN	\$ 2,159	\$ 7,377	\$ 6,843	\$ 5,000	\$ 5,000	\$ 7,590
10-430-5371	FACILITY REPAIR & DEVELOPMENT	\$ 2,609	\$ 1,850	\$ 2,600	\$ 5,500	\$ 5,500	\$ -
10-430-5372	INCLUSION SERVICES		\$ -	\$ -	\$ -	\$ -	\$ -
10-430-5374	SHARED SERVICES - MAINTENANC	\$ 2,512	\$ 1,958	\$ 1,879	\$ 2,000	\$ 2,000	\$ 2,000
10-430-5400	OPERATING CAPITAL EQUIPMENT			\$ 4,950	\$ 8,000	\$ 5,000	\$ -
<b>PARKS EXPENSE TOTAL</b>		<b>\$ 195,865</b>	<b>\$ 173,608</b>	<b>\$ 196,537</b>	<b>\$ 327,034</b>	<b>\$ 308,299</b>	<b>\$ 283,672</b>
<b>EXPENSE, CONCESSIONS</b>							
10-440-5200	CONCESSION OPERATOR	\$ 608	\$ 125	\$ 1,872	\$ 1,305	\$ 1,488	\$ 1,350
10-440-5210	CONCESSION ATTENDANT	\$ 4,075	\$ 2,002		\$ 4,446	\$ 3,175	\$ 4,832
10-440-5300	FICA	\$ 68	\$ 31	\$ 27	\$ 83	\$ 68	\$ 90
10-440-5311	SALES TAX EXPENSE	\$ 3,229	\$ 1,057	\$ 1,544	\$ 1,700	\$ 2,042	\$ 3,000
10-440-5323	AUTO MILEAGE		\$ -		\$ -	\$ -	\$ -
10-440-5324	TRAINING/TRAVEL	\$ 230	\$ -		\$ -	\$ -	\$ 250
10-440-5326	DUES	\$ 270	\$ -	\$ 540	\$ 250	\$ -	\$ -
10-440-5340	UNIFORMS	\$ 410	\$ -	\$ -	\$ -	\$ -	\$ -
10-440-5349	PROGRAM SUPPLIES		\$ -	\$ -	\$ 75	\$ -	\$ -
10-440-5350	MAINT REPAIRS	\$ 730	\$ 24	\$ 521	\$ 300	\$ 600	\$ 650
10-440-5351	MAINT SUPPLY	\$ 10	\$ 14	\$ -	\$ 100	\$ -	\$ -
10-440-5357	VEHICLE O&M	\$ 139	\$ 112	\$ -	\$ 100	\$ 50	\$ 50
10-440-5360	COST OF GOODS SOLD	\$ 33,251	\$ 9,102	\$ 16,911	\$ 15,000	\$ 28,000	\$ 30,000
10-440-5370	FURNITURE, FIXTURES & EQUIPMEN		\$ -	\$ 189	\$ 500	\$ -	\$ 500
<b>CONCESSIONS EXPENSE TOTAL</b>		<b>\$ 43,020</b>	<b>\$ 12,467</b>	<b>\$ 21,604</b>	<b>\$ 23,860</b>	<b>\$ 35,422</b>	<b>\$ 40,722</b>
<b>EXPENSE, MARKETING</b>							
10-450-5312	NEWSLETTER	\$ 1,386	\$ 1,638	\$ 195	\$ 1,700	\$ 1,200	\$ 1,200
10-450-5313	WEBSITE	\$ 2,668	\$ 3,542	\$ 4,782	\$ 3,600	\$ 11,955	\$ 11,955
10-450-5317	PRINTING	\$ 24,518	\$ 14,234	\$ 6,974	\$ 43,500	\$ 18,893	\$ 20,460
10-450-5318	POSTAGE	\$ 12,600	\$ 4,400	\$ 4,200	\$ 13,500	\$ 16,500	\$ 16,500
10-450-5321	MISC. OFFICE SUPPLIES	\$ 8	\$ -	\$ -	\$ 500	\$ 500	\$ 500
10-450-5324	TRAINING/TRAVEL		\$ -	\$ 107	\$ 1,000	\$ 1,000	\$ 1,000
10-450-5329	SOFTWARE TECHNICAL SUPPORT	\$ 179	\$ -	\$ 980	\$ 1,040	\$ 1,671	\$ 1,491
10-450-5346	CONSULTING					\$ 19,920	\$ 19,920
10-450-5349	PROGRAM SUPPLIES	\$ 699	\$ -	\$ 105	\$ -	\$ -	\$ -
10-450-5353	ADVERTISING	\$ 4,924	\$ 3,073	\$ 27,892	\$ 31,150	\$ 20,860	\$ 24,890
10-450-5354	AWARDS	\$ 545	\$ 235	\$ -	\$ 600	\$ 2,000	\$ 2,000
10-450-5365	SPECIAL EVENTS EXPENSE	\$ 3,841	\$ 1,344	\$ 3,578	\$ 3,000	\$ 6,170	\$ 2,800
10-450-5368	PROMOTIONAL ITEMS	\$ 5,157	\$ 1,510	\$ 4,715	\$ 5,935	\$ 6,457	\$ 6,060
10-450-5370	FURNITURE, FIXTURES & EQUIPMEN		\$ -	\$ -	\$ 4,070	\$ 90	\$ 5,246
<b>MARKETING EXPENSE TOTAL</b>		<b>\$ 56,525</b>	<b>\$ 29,976</b>	<b>\$ 53,528</b>	<b>\$ 109,594</b>	<b>\$ 107,216</b>	<b>\$ 114,022</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>EXPENSE, REC PROGRAMS</b>							
10-460-5130	INSTRUCTORS-NON COMMISSIONED			\$ -	\$ 2,356	\$ -	\$ 200
10-460-5140	INSTRUCTORS-COMMISSIONED	\$ 39,628		\$ 23,710	\$ 24,471	\$ 26,838	\$ 33,071
10-460-5190	INFIELD MAINTENANCE	\$ 7,640		\$ 3,900	\$ 4,100	\$ 3,835	\$ 5,882
10-460-5220	OFFICIALS	\$ 42,601		\$ 49,529	\$ 40,638	\$ 45,795	\$ 52,472
10-460-5230	GYM/FACILITY SUPERVISOR	\$ 3,422		\$ 11,170	\$ 8,628	\$ 6,267	\$ 12,625
10-460-5240	SCORER/TIMER	\$ 12,530		\$ 10,700	\$ 9,185	\$ 7,097	\$ 10,430
10-460-5242	YOUTH PROGRAM ASSISTANT				\$ -	\$ -	\$ -
10-460-5270	DRIVER - REC VAN	\$ 2,141		\$ 404	\$ 1,005	\$ 1,005	\$ 2,707
10-460-5290	SPECIAL EVENT WORKER		\$ 62,206	\$ -	\$ -	\$ -	\$ -
10-460-5300	FICA	\$ 1,352	\$ 812	\$ 1,196	\$ 1,311	\$ 1,317	\$ 1,702
10-460-5311	SALES TAX	\$ 413	\$ 263	\$ 635	\$ 650	\$ 650	\$ 650
10-460-5315	EQUIPMENT RENTAL		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5316	BUILDING RENTAL	\$ 329	\$ 63	\$ 12	\$ 371	\$ 76	\$ 97
10-460-5317	PRINTING		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5318	POSTAGE		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5321	MISC OFFICE SUPPLIES	\$ 260	\$ -		\$ 300	\$ -	\$ -
10-460-5323	AUTO MILEAGE	\$ 484	\$ -	\$ 219	\$ 406	\$ -	\$ 150
10-460-5324	TRAINING/TRAVEL	\$ 839	\$ 211	\$ 325	\$ 1,250	\$ 671	\$ 2,280
10-460-5326	DUES		\$ -	\$ 300	\$ -	\$ -	\$ -
10-460-5329	SOFTWARE/TECHNICAL SUPPORT		\$ 599	\$ 599	\$ 599	\$ 178	\$ 775
10-460-5330	WATER, SEWER, SANITATION	\$ 935	\$ 1,320	\$ 1,320	\$ 1,820	\$ 1,820	\$ 1,820
10-460-5340	UNIFORMS	\$ 10,906	\$ 9,879	\$ 12,442	\$ 18,525	\$ 17,346	\$ 15,766
10-460-5348	FIELD TRIPS	\$ 12,130	\$ 4,419	\$ 7,066	\$ 10,221	\$ 11,158	\$ 11,500
10-460-5349	PROGRAM SUPPLIES	\$ 4,169	\$ 322	\$ 5,445	\$ 3,071	\$ 2,291	\$ 5,644
10-460-5350	MAINT REPAIRS		\$ -	\$ 553	\$ 200	\$ -	\$ 1,250
10-460-5351	MAINTENANCE SUPPLY	\$ 2,788	\$ 29	\$ 3,757	\$ 6,445	\$ 2,898	\$ 6,001
10-460-5352	PROGRAM EQUIPMENT	\$ 15,218	\$ 12,311	\$ 11,158	\$ 21,648	\$ 17,796	\$ 21,650
10-460-5353	ADVERTISING	\$ 936	\$ 310	\$ 740	\$ 1,250	\$ 250	\$ 1,900
10-460-5354	AWARDS	\$ 6,127	\$ 2,012	\$ 2,959	\$ 4,963	\$ 3,103	\$ 4,107
10-460-5355	SAFETY/MEDICAL	\$ 402	\$ 1,364	\$ 67	\$ 2,516	\$ 2,041	\$ 1,301
10-460-5357	VEHICLE O&M	\$ 1,714	\$ 242	\$ 607	\$ 630	\$ 775	\$ 1,886
10-460-5358	SALE ITEMS		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5359	TOURNEY ENTRY FEES	\$ 4,420	\$ -	\$ 2,895	\$ 3,500	\$ 3,470	\$ 3,500
10-460-5366	TRANSPORTATION		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5368	PROMOTIONAL ITEMS		\$ -	\$ -	\$ 1,200	\$ -	\$ 0
10-460-5372	INCLUSION SERVICES		\$ -	\$ -	\$ -	\$ -	\$ -
10-460-5400	OPERATING CAPITAL EQUIPMENT		\$ 8,195	\$ -	\$ 6,600	\$ 4,404	\$ 6,400
<b>REC PROGRAMS EXPENSE TOTAL</b>		<b>\$ 171,384</b>	<b>\$ 104,557</b>	<b>\$ 151,708</b>	<b>\$ 177,858</b>	<b>\$ 161,082</b>	<b>\$ 205,766</b>
<b>EXPENSE, FLEX REC</b>							
10-470-5050	LEASE EXPENSE					\$ 16,316	\$ 78,319
10-470-5100	CUSTOMER SERVICE REPS, PT					\$ -	\$ -
10-470-5130	INSTRUCTORS- NON COMMISSIONED					\$ 2,640	\$ 49,180
10-470-5131	PERSONAL TRAINER					\$ -	\$ 5,600
10-470-5140	INSTRUCTORS-COMMISSIONED					\$ -	\$ 5,600
10-470-5160	MAINTENANCE CUSTODIAN					\$ 1,921	\$ 11,528
10-470-5230	GYM/FACILITY SUPERVISOR					\$ 1,500	\$ 18,000
10-470-5290	SPECIAL EVENT WORKER					\$ -	\$ -
10-470-5321	OFFICE SUPPLY					\$ 100	\$ 1,200
10-470-5324	TRAINING & TRAVEL					\$ -	\$ -
10-470-5326	DUES					\$ -	\$ -
10-470-5329	SOFTWARE TECHNICAL SUPPORT					\$ 950	\$ 3,600
10-470-5334	TELEPHONE					\$ 200	\$ 2,400
10-470-5340	UNIFORMS					\$ -	\$ 1,250
10-470-5347	SECURITY					\$ 217	\$ 2,604
10-470-5348	FIELD TRIPS					\$ -	\$ -
10-470-5349	PROGRAM SUPPLIES					\$ 320	\$ 3,840

**2023 Montrose Recreation District Budget - First Draft**

<b>MRD 2023 OVERALL BUDGET</b>		<b>2019 Audited</b>	<b>2020 Audited</b>	<b>2021 Audited</b>	<b>2022 Budget</b>	<b>2022 Amended</b>	<b>2023 BUDGET</b>
10-470-5350	MAINTENANCE REPAIRS					\$ -	\$ 1,000
10-470-5351	MAINTENANCE SUPPLIES					\$ 7,176	\$ 5,819
10-470-5352	PROGRAM EQUIPMENT					\$ 12,000	\$ 2,500
10-470-5353	ADVERTISING					\$ 2,300	\$ 1,700
10-470-5354	AWARDS					\$ -	\$ -
10-470-5355	SAFETY					\$ -	\$ -
10-470-5357	VEHICLE O&M					\$ -	\$ -
10-470-5365	SPECIAL EVENT EXPENSE					\$ -	\$ 3,000
10-470-5368	PROMOTIONAL ITEMS					\$ 800	\$ 525
10-470-5369	SIGNAGE					\$ 500	\$ 500
10-470-5370	FURNITURE/EQUIPMENT					\$ 14,185	\$ -
10-470-5371	FACILITY REPAIR & DEVELOPMENT					\$ -	\$ -
10-470-5372	INCLUSION SERVICES					\$ -	\$ -
10-470-5400	OPERATING CAPITAL EQUIPMENT					\$ 4,998	\$ -
<b>FLEX REC EXPENSE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 66,123</b>	<b>\$ 198,165</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>EXPENSE, FIELD HOUSE</b>							
10-490-5100	CUSTOMER SERVICE REP	\$ 1,278			\$ -	\$ -	\$ -
10-490-5110	LIFE GUARD	\$ 12,602		\$ 12,300	\$ 12,730	\$ 7,549	\$ 10,000
10-490-5115	LEAD LIFEGUARD	\$ 6,353		\$ 6,000	\$ 7,396	\$ 4,250	\$ 6,900
10-490-5130	INSTRUCTORS NON COMMISSION	\$ 21,257		\$ 27,000	\$ 37,597	\$ 37,378	\$ 41,265
10-490-5132	PUBLIC SWIM LESSON INSTRUCTO	\$ 642		\$ -	\$ -	\$ -	\$ -
10-490-5140	INSTRUCTORS COMMISSIONED	\$ 1,549		\$ -	\$ 3,921	\$ 1,232	\$ 4,200
10-490-5150	SWIM ASSISTANTS	\$ 28		\$ -	\$ -	\$ -	\$ -
10-490-5151	SLIDE ATTENDANT	\$ 3,153		\$ 3,500	\$ 3,828	\$ 900	\$ 2,500
10-490-5160	MAINTENANCE CUSTODIAN	\$ 10,231		\$ 7,200	\$ 10,608	\$ 10,608	\$ 11,528
10-490-5180	MAINTENANCE WORKER	\$ 346		\$ -	\$ -	\$ -	\$ -
10-490-5220	OFFICIALS	\$ 5,540		\$ 6,550	\$ 8,764	\$ 9,580	\$ 12,344
10-490-5230	GYM/FACILITY SUPERVISOR	\$ 35,559		\$ 39,500	\$ 42,596	\$ 49,735	\$ 50,000
10-490-5242	YOUTH PROGRAM ASSISTANT	\$ 12,486		\$ 22,500	\$ 25,507	\$ 17,200	\$ 19,579
10-490-5290	SPECIAL EVENT WORKER	\$ 731	\$ 99,240	\$ -	\$ 4,270	\$ -	\$ -
10-490-5300	FICA	\$ 1,558	\$ 1,462	\$ 1,846	\$ 2,280	\$ 2,007	\$ 2,296
10-490-5317	PRINTING	\$ 132	\$ -	\$ -	\$ 60	\$ -	\$ -
10-490-5321	MISC OFFICE SUPPLIES	\$ 70	\$ 24	\$ -	\$ 250	\$ -	\$ 250
10-490-5324	TRAINING/TRAVEL	\$ 114	\$ -	\$ 192	\$ 7,450	\$ 50	\$ 1,775
10-490-5330	WATER, SEWER, SANITATION	\$ 8,001	\$ 5,938	\$ 8,654	\$ 8,000	\$ 4,697	\$ 6,000
10-490-5332	NATURAL GAS	\$ 13,782	\$ 9,401	\$ 12,893	\$ 13,000	\$ 18,658	\$ 20,000
10-490-5333	ELECTRIC	\$ 23,506	\$ 16,578	\$ 16,719	\$ 14,000	\$ 16,252	\$ 17,000
10-490-5334	TELEPHONE	\$ 931	\$ 999	\$ 824	\$ 1,060	\$ -	\$ -
10-490-5335	CHEMICALS	\$ 2,495	\$ 6,116	\$ 3,793	\$ 5,000	\$ 5,000	\$ 4,500
10-490-5336	IRRIGATION	\$ 933	\$ 1,996	\$ 950	\$ 2,000	\$ 2,000	\$ 1,100
10-490-5340	UNIFORMS	\$ 3,336	\$ 1,731	\$ 2,022	\$ 3,760	\$ 3,527	\$ 1,980
10-490-5347	SECURITY	\$ 2,780	\$ 633	\$ 958	\$ 1,041	\$ 1,041	\$ 1,041
10-490-5348	FIELD TRIPS	\$ 80	\$ -	\$ -	\$ 500	\$ 197	\$ 500
10-490-5349	PROGRAM SUPPLIES	\$ 1,417	\$ 3,229	\$ 30,670	\$ 6,270	\$ 5,204	\$ 10,252
10-490-5350	MAINT REPAIRS	\$ 7,732	\$ 3,595	\$ 6,769	\$ 8,000	\$ 8,000	\$ 5,757
10-490-5351	MAINTENANCE SUPPLY	\$ 11,294	\$ 4,890	\$ 6,899	\$ 8,350	\$ 7,100	\$ 8,795
10-490-5352	PROGRAM EQUIPMENT	\$ 2,429	\$ 2,152	\$ 32,590	\$ 4,917	\$ 7,698	\$ 5,699
10-490-5353	ADVERTISING	\$ 265	\$ 660	\$ 1,675	\$ 2,000	\$ 100	\$ 760
10-490-5354	AWARDS	\$ 993	\$ 748	\$ 1,561	\$ 3,037	\$ 1,100	\$ 1,295
10-490-5355	SAFETY	\$ 641	\$ 800	\$ 453	\$ 900	\$ 245	\$ 800
10-490-5357	VEHICLE O&M		\$ 24	\$ 1,386	\$ 1,000	\$ 200	\$ 200
10-490-5359	SIGNAGE	\$ 418	\$ -	\$ -	\$ 250	\$ -	\$ 250
10-490-5365	SPECIAL EVENT EXPENSE	\$ 240	\$ -	\$ 470	\$ -	\$ -	\$ -
10-490-5366	TRANSPORTATION	\$ 178	\$ -	\$ -	\$ 900	\$ -	\$ 500
10-490-5369	FURNITURE, FIXTURES & EQUIPMEN		\$ 4,926	\$ -	\$ 200	\$ -	\$ 200
10-490-5372	INCLUSION SERVICES		\$ -	\$ -	\$ -	\$ -	\$ -
10-490-5400	OPERATING CAPITAL EQUIPMENT		\$ -	\$ -	\$ -	\$ -	\$ 6,250
	<b>FIELD HOUSE EXPENSE TOTAL</b>	<b>\$ 195,080</b>	<b>\$ 165,142</b>	<b>\$ 255,874</b>	<b>\$ 251,442</b>	<b>\$ 221,508</b>	<b>\$ 255,515</b>
	<b>TOTAL GENERAL FUND EXPENSE</b>	<b>\$ 4,888,946</b>	<b>\$ 3,048,760</b>	<b>\$ 3,684,567</b>	<b>\$ 4,807,399</b>	<b>\$ 4,974,782</b>	<b>\$ 5,512,009</b>
<b>GENERAL FUND SUMMARY</b>							
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 4,201,671</b>	<b>\$ 3,419,985</b>	<b>\$ 4,269,784</b>	<b>\$ 4,578,199</b>	<b>\$ 5,207,132</b>	<b>\$ 5,489,187</b>
	<b>TOTAL GENERAL FUND EXPENSE</b>	<b>\$ 4,888,946</b>	<b>\$ 3,048,760</b>	<b>\$ 3,684,567</b>	<b>\$ 4,807,399</b>	<b>\$ 4,974,782</b>	<b>\$ 5,512,009</b>
	<b>REVENUES OVER (UNDER) EXPENSE</b>	<b>\$ (687,275)</b>	<b>\$ 371,225</b>	<b>\$ 585,217</b>	<b>\$ (229,199)</b>	<b>\$ 232,351</b>	<b>\$ (22,822)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>\$ 3,352,767</b>	<b>\$ 2,665,492</b>	<b>\$ 2,276,232</b>	<b>\$ 2,861,449</b>	<b>\$ 2,861,449</b>	<b>\$ 3,093,799</b>
	<b>ENDING FUND BALANCE</b>	<b>\$ 2,665,492</b>	<b>\$ 2,276,232</b>	<b>\$ 2,861,449</b>	<b>\$ 2,632,249</b>	<b>\$ 3,093,799</b>	<b>\$ 3,070,977</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>CAPITAL IMPROVEMENT FUND (CIF)</b>							
<b>REVENUE, CIF</b>							
20-310-4020	INTEREST INCOME	\$ 17,642	\$ 4,075	\$ 180	\$ 260	\$ 450	\$ -
20-310-4024	DONATIONS	\$ 32,520	\$ 52,124	\$ -	\$ -	\$ -	\$ -
20-310-4025	GRANT		\$ 464,348	\$ -	\$ -	\$ -	\$ -
20-310-4350	TRANSFERS FROM OTHER FUNDS	\$ 1,000,000	\$ 824,148	\$ 141,068	\$ 302,000	\$ 302,000	\$ 464,500
20-370-4024	DONATIONS					\$ 430,439	
20-370-4025	GRANT					\$ 45,000	
20-370-4350	TRANSFERS FROM OTHER FUNDS					\$ 309,000	
<b>CIF REVENUE TOTAL</b>		<b>\$ 1,050,162</b>	<b>\$ 1,344,695</b>	<b>\$ 141,248</b>	<b>\$ 302,260</b>	<b>\$ 1,086,889</b>	<b>\$ 464,500</b>
<b>EXPENSE, CIF</b>							
20-410-5312	NEWSLETTER				\$ -	\$ -	\$ -
20-410-5329	SOFTWARE TECHNICAL SUPPORT				\$ -	\$ -	\$ -
20-410-5341	BANK CHARGES				\$ -	\$ 38	\$ -
20-410-5346	CONSULTING EXPENSE			\$ 130,000	\$ -	\$ 41,243	\$ -
20-410-5350	MAINTENANCE REPAIRS				\$ -	\$ -	\$ -
20-410-5351	MAINTENANCE SUPPLY				\$ -	\$ -	\$ -
20-410-5352	PROGRAM EQUIPMENT	\$ 4,190			\$ -	\$ -	\$ -
20-410-5356	VEHICLE REPAIRS				\$ -	\$ -	\$ -
20-410-5370	FURNITURE, FIXTURES, & EQUIPMENT				\$ -	\$ -	\$ -
20-410-5371	FACILITY REPAIR & DEVELOPMENT				\$ 301,812	\$ 25,802	\$ 288,000
20-410-5398	Transfer to Capital Reserve				\$ -	\$ -	\$ -
20-420-5350	MAINTENANCE REPAIR	\$ 1,188			\$ -	\$ -	\$ -
20-420-5370	FURNITURE, FIXTURE & EQ.			\$ 45,186	\$ -	\$ -	\$ 15,000
20-420-5371	FACILITY REPAIR & DEVELOPMENT				\$ -	\$ -	\$ -
20-430-5346	CONSULTING EXPENSE				\$ -	\$ -	\$ -
20-430-5350	MAINTENANCE REPAIR	\$ 29,162			\$ -	\$ -	\$ -
20-430-5370	FURNITURE, FIXTURE, & EQ.	\$ 6,593		\$ 25,000	\$ -	\$ -	\$ 91,500
20-430-5371	FACILITY REPAIR & DEVELOPMENT	\$ 253,952		\$ 150,000	\$ -	\$ 2,909	\$ 30,000
20-470-5346	CONSULTING EXPENSE					\$ -	\$ -
20-470-5370	FURNITURE, FIXTURES, & EQUIPMENT					\$ 98,000	\$ -
20-470-5371	FACILITY REPAIR & DEVELOPMENT					\$ 667,150	\$ -
20-490-5352	PROGRAM EQUIPMENT				\$ -	\$ -	\$ -
20-490-5370	FURNITURE, FIXTURE & EQ.			\$ 31,580	\$ -	\$ -	\$ 40,000
<b>CIF EXPENSE TOTAL</b>		<b>\$ 295,085</b>	<b>\$ 1,816,985</b>	<b>\$ 381,766</b>	<b>\$ 301,812</b>	<b>\$ 835,142</b>	<b>\$ 464,500</b>
<b>CAPITAL IMPROVEMENT (CIF) FUND SUMMARY</b>							
<b>TOTAL CIF REVENUE</b>		<b>\$ 1,050,162</b>	<b>\$ 1,344,695</b>	<b>\$ 141,248</b>	<b>\$ 302,260</b>	<b>\$ 1,086,889</b>	<b>\$ 464,500</b>
<b>TOTAL CIF EXPENSE</b>		<b>\$ 295,085</b>	<b>\$ 1,816,985</b>	<b>\$ 381,766</b>	<b>\$ 301,812</b>	<b>\$ 835,142</b>	<b>\$ 464,500</b>
<b>REVENUE OVER (UNDER) EXPENSE</b>		<b>\$ 755,077</b>	<b>\$ (472,290)</b>	<b>\$ (240,518)</b>	<b>\$ 448</b>	<b>\$ 251,747</b>	<b>\$ -</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 30,563</b>	<b>\$ 785,640</b>	<b>\$ 313,350</b>	<b>\$ 72,832</b>	<b>\$ 72,832</b>	<b>\$ 324,579</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 785,640</b>	<b>\$ 313,350</b>	<b>\$ 72,832</b>	<b>\$ 73,280</b>	<b>\$ 324,579</b>	<b>\$ 324,579</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>CAPITAL RESERVE FUND</b>							
<b>REVENUE, CRF</b>							
40-310-4020	INTEREST INCOME	\$ 15,948	\$ 5,278	\$ 300	\$ 424	\$ 4,800	\$ -
40-310-4022	CAPITAL CAMPAIGN			\$ -	\$ -	\$ -	\$ -
40-310-4025	GRANT REVENUES			\$ -	\$ -	\$ 4,000	\$ -
40-310-4050	RENTAL PROPERTY INCOME	\$ 64,035	\$ 32,017		\$ -	\$ -	\$ -
40-310-4350	TRANSFER FROM GEN FUND	\$ 250,000		\$ 64,035	\$ -	\$ -	\$ -
<b>CRF REVENUE TOTAL</b>		<b>\$ 329,983</b>	<b>\$ 37,295</b>	<b>\$ 64,335</b>	<b>\$ 424</b>	<b>\$ 8,800</b>	<b>\$ -</b>
<b>EXPENSE, CRF</b>							
40-410-5398	TRANSFER TO OTHER FUNDS			\$ -	\$ -	\$ -	\$ -
<b>CRF EXPENSE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL RESERVE (CRF) FUND SUMMARY</b>							
TOTAL CAPITAL RESERVE REVENUE		\$ 329,983	\$ 37,295	\$ 64,335	\$ 424	\$ 8,800	\$ -
TOTAL CAPITAL RESERVE EXPENSE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>REVENUE OVER (UNDER) EXPENSE</b>		<b>\$ 329,983</b>	<b>\$ 37,295</b>	<b>\$ 64,335</b>	<b>\$ 424</b>	<b>\$ 8,800</b>	<b>\$ -</b>
BEGINNING FUND BALANCE		\$ 360,764	\$ 690,747	\$ 728,042	\$ 792,377	\$ 792,377	\$ 801,177
<b>ENDING FUND BALANCE</b>		<b>\$ 690,747</b>	<b>\$ 728,042</b>	<b>\$ 792,377</b>	<b>\$ 792,801</b>	<b>\$ 801,177</b>	<b>\$ 801,177</b>
<b>CONSERVATION TRUST FUND</b>							
<b>REVENUE, CTF</b>							
60-310-4020	INTEREST INCOME	\$ 1,853	\$ 909	\$ 120	\$ 220	\$ 2,157	\$ 2,243
60-310-4026	LOTTERY	\$ 180,726	\$ 161,738	\$ 176,000	\$ 173,000	\$ 173,000	\$ 179,920
60-310-4350	TRANSFER FROM CAPITAL RESERVE		\$ -		\$ -	\$ -	\$ 144,500
<b>CTF REVENUE TOTAL</b>		<b>\$ 182,579</b>	<b>\$ 162,647</b>	<b>\$ 176,120</b>	<b>\$ 173,220</b>	<b>\$ 175,157</b>	<b>\$ 326,663</b>
<b>EXPENSE, CTF</b>							
60-410-5341	BANK FEES				\$ -	\$ 38	\$ -
60-410-5346	CONSULTING EXPENSE			\$ 20,000	\$ 60,000	\$ 38,000	\$ -
60-410-5350	MAINTENANCE REPAIR				\$ -	\$ -	\$ -
60-410-5371	FACILITY REPAIR & DEVELOPMENT			\$ 8,000	\$ 290,000	\$ -	\$ 108,000
60-410-5398	TRANSFER TO OTHER FUNDS				\$ -	\$ -	\$ -
60-430-5350	MAINTENANCE REPAIR		\$ 2,177		\$ -	\$ -	\$ -
60-430-5351	MAINTENANCE SUPPLY				\$ -	\$ -	\$ -
60-430-5352	PROGRAM EQUIPMENT	\$ 5,036			\$ -	\$ 4,805	\$ -
60-430-5370	FURNITURE, FIXTURES & EQ				\$ -	\$ 66,430	\$ 16,500
60-430-5371	FACILITY REPAIR & DEVELOPMENT	\$ 101,265		\$ 114,000	\$ -	\$ 168,770	\$ -
60-460-5352	PROGRAM EQUIPMENT			\$ 18,000	\$ -	\$ -	\$ -
60-490-5371	FACILITY REPAIR & DEVELOPMENT		\$ 39,000		\$ -	\$ -	\$ 20,000
<b>CTF EXPENSES TOTAL</b>		<b>\$ 106,301</b>	<b>\$ 41,177</b>	<b>\$ 160,000</b>	<b>\$ 350,000</b>	<b>\$ 278,043</b>	<b>\$ 144,500</b>
<b>CONSERVATION TRUST FUND (CTF) SUMMARY</b>							
TOTAL CONSERVATION TRUST REVENUE		\$ 182,579	\$ 162,647	\$ 176,120	\$ 173,220	\$ 175,157	\$ 326,663
TOTAL CONSERVATION TRUST EXPENSE		\$ 106,301	\$ 41,177	\$ 160,000	\$ 350,000	\$ 278,043	\$ 144,500
<b>REVENUE OVER (UNDER) EXPENSE</b>		<b>\$ 76,278</b>	<b>\$ 121,470</b>	<b>\$ 16,120</b>	<b>\$ (176,780)</b>	<b>\$ (102,886)</b>	<b>\$ 182,163</b>
BEGINNING FUND BALANCE		\$ 46,234	\$ 122,512	\$ 243,982	\$ 260,102	\$ 260,102	\$ 157,216
<b>ENDING FUND BALANCE</b>		<b>\$ 122,512</b>	<b>\$ 243,982</b>	<b>\$ 260,102</b>	<b>\$ 83,322</b>	<b>\$ 157,216</b>	<b>\$ 339,379</b>

**2023 Montrose Recreation District Budget - First Draft**

MRD 2023 OVERALL BUDGET		2019 Audited	2020 Audited	2021 Audited	2022 Budget	2022 Amended	2023 BUDGET
<b>SALES TAX FUND</b>							
<b>REVENUE, SALES TAX</b>							
70-310-4005	SALES TAX PROCEEDS	\$ 1,843,048	\$ 1,988,673	\$ 2,315,018	\$ 2,376,792	\$ 2,569,670	\$ 2,672,457
70-310-4020	INTEREST INCOME	\$ 80,239	\$ 55,689	\$ 900	\$ 1,000	\$ 20,000	\$ 20,000
70-310-4021	LEASE PURCHASE PROCEEDS		\$ -		\$ -	\$ -	\$ -
70-310-4350	TRANSFERS FROM CAPITAL RESERVE		\$ -		\$ -	\$ -	\$ -
<b>SALES TAX REVENUE TOTAL</b>		<b>\$ 1,923,287</b>	<b>\$ 2,044,362</b>	<b>\$ 2,315,918</b>	<b>\$ 2,377,792</b>	<b>\$ 2,589,670</b>	<b>\$ 2,692,457</b>
<b>EXPENSES, SALES TAX</b>							
70-410-5341	BANK CHARGES	\$ 2,000	\$ 5,100	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
70-410-5371	FACILITY REPAIR				\$ -	\$ -	\$ -
70-410-5383	LEASE PURCHASE	\$ 1,911,075	\$ 1,906,225	\$ 1,910,625	\$ 1,908,625	\$ 1,908,625	\$ 1,907,125
70-420-5378	FURNITURE, FIXTURE & EQUIPMENT				\$ -	\$ -	\$ -
<b>SALES TAX EXPENSE TOTAL</b>		<b>\$ 1,913,075</b>	<b>\$ 1,911,325</b>	<b>\$ 1,912,625</b>	<b>\$ 1,910,625</b>	<b>\$ 1,910,625</b>	<b>\$ 1,909,125</b>
<b>SALES TAX FUND SUMMARY</b>							
<b>TOTAL SALES TAX FUND REVENUE</b>		<b>\$ 1,923,287</b>	<b>\$ 2,044,362</b>	<b>\$ 2,315,918</b>	<b>\$ 2,377,792</b>	<b>\$ 2,589,670</b>	<b>\$ 2,692,457</b>
<b>TOTAL SALES TAX FUND EXPENSE</b>		<b>\$ 1,913,075</b>	<b>\$ 1,911,325</b>	<b>\$ 1,912,625</b>	<b>\$ 1,910,625</b>	<b>\$ 1,910,625</b>	<b>\$ 1,909,125</b>
<b>REVENUE OVER (UNDER) EXPENSE</b>		<b>\$ 10,212</b>	<b>\$ 133,037</b>	<b>\$ 403,293</b>	<b>\$ 467,167</b>	<b>\$ 679,045</b>	<b>\$ 783,332</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 3,317,938</b>	<b>\$ 3,328,150</b>	<b>\$ 3,461,187</b>	<b>\$ 3,864,480</b>	<b>\$ 3,864,480</b>	<b>\$ 4,543,525</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 3,328,150</b>	<b>\$ 3,461,187</b>	<b>\$ 3,864,480</b>	<b>\$ 4,331,647</b>	<b>\$ 4,543,525</b>	<b>\$ 5,326,857</b>
<b>GENERAL FUND ENDING BALANCE</b>							
<b>GENERAL FUND ENDING BALANCE</b>		<b>\$ 4,201,671</b>	<b>\$ 2,276,232</b>	<b>\$ 2,861,449</b>	<b>\$ 2,463,662</b>	<b>\$ 3,093,799</b>	<b>\$ 3,070,977</b>
<b>CIF FUND END BALANCE</b>		<b>\$ 1,050,162</b>	<b>\$ 313,350</b>	<b>\$ 72,832</b>	<b>\$ 73,280</b>	<b>\$ 324,579</b>	<b>\$ 324,579</b>
<b>CAPITAL RESERVE FUND END BALANCE</b>		<b>\$ 329,983</b>	<b>\$ 728,042</b>	<b>\$ 792,377</b>	<b>\$ 792,801</b>	<b>\$ 801,177</b>	<b>\$ 801,177</b>
<b>CTF END BALANCE</b>		<b>\$ 182,579</b>	<b>\$ 243,982</b>	<b>\$ 260,102</b>	<b>\$ 83,322</b>	<b>\$ 157,216</b>	<b>\$ 339,379</b>
<b>SALES TAX FUND END BALANCE</b>		<b>\$ 1,923,287</b>	<b>\$ 3,461,187</b>	<b>\$ 3,864,480</b>	<b>\$ 4,331,647</b>	<b>\$ 4,543,525</b>	<b>\$ 5,326,857</b>
<b>TOTAL BALANCE ALL FUNDS</b>		<b>\$ 7,687,682</b>	<b>\$ 7,022,793</b>	<b>\$ 7,851,240</b>	<b>\$ 7,744,712</b>	<b>\$ 8,920,296</b>	<b>\$ 9,862,970</b>



## CAPITAL IMPROVEMENT PLAN

**What it is** The capital improvement plan (CIP) is the district’s planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment, with a life-span of more than three years and that can be accounted for as a physical asset that costs over \$6,000. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and is designed to be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

**Funding Sources** Financing of recreation and park facility acquisition, development and improvements are collected from the Conservation Trust, Capital Reserve, and Capital Improvement Funds. Of these, only the Conservation Trust represents actual external revenue, and it comes from the State Lottery proceeds allocated to parks and recreation. The remainder of revenue into these funds are from internal sources, as transfers from the General Fund or from Capital Reserve Fund as a simple “shuffle” of money. Finally, this spending is supplemented from the General Fund through a transfer into the above funds.

**Annual Appropriations** Each year, a committed and dedicated annual appropriation is recommended, regardless of the annual variability of projects. Average capital spending in years 2015 – 2022 grew to \$716,313. This average relative expenditure of capital to the General Fund operating expenses is approximately 20%. Capital spending, as reported through the NRPA 2022 Agency Report<sup>1</sup> reflects that median capital spending per year is \$8.0 million. Among agencies<sup>2</sup> similar in size to the MRD, the median is \$3,735,306. The 2022 appropriation was \$651,812 and the 2023 current recommended appropriation is \$609,000 for specific projects (excludes the COP payment, also a “capital” cost, raising this to \$2,562,437 and \$2,516,125, respectively).

**The Appropriation Categories** These categories were established in 2021 and help ensure that most facets of long-term operations are categorized, prioritized and equitably funded.

**INDOOR FACILITIES** – funds improvements and repairs to the Community Recreation Center, Field House, and other standing facilities.

**ACCESSIBILITY** – generally funds accessibility features that enable greater access to the recreation district’s properties and services. This can include planning, creating connectivity, or even leveraging funds for partnerships that enable greater access to services and facilities.

**OUTDOOR PLAY** – generally can fund athletic field/complex, ball fields, courts, and general play fields, natural areas and natural play areas, and spaces and assets for basic recreation opportunities.

**EQUIPMENT, TECHNOLOGY, AND VEHICLES (FLEET)** – funds are used to acquire vehicles and rolling stock for district use, as well as those places that hold, maintain or provide for improved and efficient services of that fleet; equipment that is not fixed in place or assigned to another facility specifically; and technology improvements.

**GENERAL LONG TERM PLANNING** – funds are used for planning services, fees, mapping, and projects that are intended to contribute to establishing the framework for future growth, improvement, modifications, rehabilitation of district properties and services.

Additionally, **PLANT OPERATING COSTS** as a category was added in 2022, to help alleviate further deferred maintenance throughout the MRD system.

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<sup>1</sup> 2022 NRPA Agency Performance Report provides relevant metric comparisons that enable detailed data aggregations to compare the MRD with comparison parks and recreation agencies.

<sup>2</sup> Community population density 20,000 to 49,999.

**Purposes of Capital Improvement Planning:** ♦ Ensure the timely repair and replacement of aging infrastructure. ♦ Provide a level of certainty for residents, businesses and developers regarding the location and timing of public investments. ♦ Identify the most economical means of financing capital improvements. ♦ Provide an opportunity for public input in the budget and financing process. ♦ Eliminate unanticipated, poorly planned, or unnecessary capital expenditures. ♦ Eliminate sharp increases in tax rates, user fees and debt levels to cover unexpected capital improvements. ♦ Ensure that patterns of growth and development are consistent with the comprehensive plan. ♦ Balance desired public improvements with the community’s financial resources

**Prioritization and Selection Criteria:**

- Projects which address life and safety related issues.
- Projects which generate additional funds to support operations.
- Projects which preserve the district’s role as the steward of existing recreation, park and trail assets.
- Projects which provide partnerships that enhance operations.
- Projects which allow for implementation of new programs/activities without new operational costs.

The input and selection process for developing specific projects comes as a result of district staff prioritizing recommendations that meet the criteria listed. If greater funding than as typically available is needed to support a project, those will be presented to the Board Growth Committee and be reviewed within the context of the annual budget.

**What you see in looking at the CIP spreadsheet** Projects and improvements have been listed in one, current year segment, and in a second, 7-year segment. Funding estimates by year are subtotaled, as are estimates by annual and cumulative 7-year block. Projects have been accounted for from the MRD’s “existing” CIP – those projects that MRD staff and board have previously or additionally now identified, and the Master Plan CIP – those projects that PROS Consulting and Logan Simpson identified and provided cost estimating and recommended timing.

## 2023 Projects

The total amount listed in 2023 has been vetted by the Growth Committee and sums to \$619,000\*

### Projects by category

#### GENERAL LONG-TERM PLANNING

##### UTE & MCNEIL PARK SITE MASTER PLAN

Funds to be provided to the City of Montrose in support of its managing the project to site master plan Baldrige Regional Park. This project was identified in mid-2022 resulting from collaborating discussion with City staff of MRD Comprehensive Master Plan findings and possibilities. The MRD had originally budgeted funds in 2022 to complete the Ute & McNeil Park Site Master Plan on its own; upon further discussion with the City, deferred to leverage the funds. (\$60,000)

##### FIELD HOUSE SITE MASTER PLAN

Through the formal facility assessment, numerous deficiencies and short-comings of the Field House site have been identified, and recommended a site master plan to identify potential (re)development opportunities. PROS provided cost estimating for the plan (\$40,000) to be outsourced.

#### ACCESSIBILITY SPECIFIC

ADA Improvements to come forth from the ADA Transition Plan, delivered to the MRD in the final quarter of 2022. It is a current “placeholder” to accomplish critical, high-priority items. Those items will be identified by staff in very early 2023 and as outlined in the overall MRD Strategic Plan. (\$30,000)

## PARTNER ORGANIZATION GRANTS

A placeholder of \$10,000\* is to be included for partner organization grants to fund recreation projects within the community; however, unless greater than \$6,000 goes to any one project, these funds are moved to the general and operating fund. If a partner grant is given, such that it qualifies for a capital project, a transfer from the General Fund to the CIF will occur.

## OUTDOOR PLAY PROJECTS

Field House Outdoor Pool Assessment (\$20,000) to provide a thorough review of existing conditions and the repairs needed in upcoming years to continue to extend pool life or determine ultimate life span.

## INDOOR FACILITIES

Plant Operating Costs (\$288,000) annual maintenance fund for repair and replacement on MRD properties; ADA Aquatic Lift Chairs replacement (called out as special items due to priority and previous ranking); HVAC Green Technology Environmental improvements, building upon the air/surface technologies previously added to CRC and FH – this item to be installed at all three MRD indoor facilities (\$30,000).

## EQUIPMENT, TECHNOLOGY AND VEHICLES

Includes a replacement Kubota tractor with multiple grooming attachments for improved multi-purpose parks maintenance (\$91,500); lease of an autonomous turf tank painter (\$16,500) [6-year lease, annual payments]; replacement automatic floor scrubber for improved cleaning, advancing technology (\$15,000).

## Excerpt from the 2022 NRPA Agency Performance Review

Beyond day-to-day operations, park and recreation agencies have a median of \$8 million in capital expenditures budgeted for the next five years. Not surprisingly, the larger the agency, the larger its five-year capital budget. The typical park and recreation agency serving a population of less than 20,000 has a median five-year capital budget of slightly more than \$1 million. Five-year capital budgets increase to more than \$13.5 million at agencies serving jurisdictions of 50,000 to 99,999 residents and \$45 million at agencies in areas with more than 250,000 residents. In addition, factors that are positively related to the size of the five-year capital budget include:

- The number of parks maintained: Less than 10 parks – \$1.3 million; 50 or more parks – \$31.3 million
- Acreage of parks maintained: 250 or fewer acres – \$2 million; more than 3,500 acres – \$54 million
- Operating budgets: Annual operating budgets less than \$500,000 to \$375,000; annual operating budgets greater than \$10 million to \$27.8 million
- Population density: Less than 500 people per square mile – \$2.9 million; more than 2,500 people per square mile – \$14.6 million

Park and recreation agencies designate their capital expenditures to a variety of areas. On average, agencies designate 56 percent of their capital budget for renovation and 30 percent toward new development. New development is the focus of a greater percentage of capital budgets, while the amount focused on renovation is slightly less. Agencies serving more than 250,000 residents earmark 34 percent of capital budgets for new development, while they dedicate 51 percent of capital budgets to renovating current properties. On average, park and recreation agencies have \$16.7 million of deferred maintenance projects on their books. Agencies operating in less densely populated areas have fewer deferred projects than those with a greater population density. Agencies serving a jurisdiction of fewer than 500 people per square mile have an average of \$9.1 million in deferred maintenance projects compared to \$30 million for agencies serving a jurisdiction of more than 2,500 people per square mile. Average deferred maintenance balances rise at agencies that:

- Have higher operating budgets: \$335,143 at agencies with operating budgets less than \$500,000 compared to \$40.1 million at agencies with operating budgets that exceed \$10 million.
- Have a larger staff: \$1.4 million at agencies with a staff of fewer than 10 FTEs compared to \$37.6 million for agencies with 100 or more FTEs.
- Serve larger populations: \$1.3 million for agencies in jurisdictions with less than 20,000 people compared to \$57.7 million agencies in jurisdictions with more than 250,000 people.
- Have more parks: \$1.1 million for agencies with less than 10 parks compared to nearly \$45.1 million at agencies with 50 or more parks.
- Maintain more parkland: \$2 million at agencies that maintain 250 acres or less of parkland compared to \$63.3 million at agencies that maintain more than 3,500 acres of parkland.

Further, jurisdiction type plays a prominent role in the value of deferred maintenance projects found in park and recreation agencies. Agencies located in towns have deferred maintenance totaling an average of \$1.2 million, while the average at city-based agencies is \$22.3 million. County park and recreation agencies have an average of \$23.3 million in deferred maintenance projects. In comparison, independent park districts/ authorities and special park districts have an average of \$5 million and \$6.4 million, respectively, in deferred maintenance projects.

**EXISTING CIP**

Priority	Fund/ Project No.	Project Title	2023	Code
	Indoor Facilities	Plant Costs 1% annual maintenance fund on initial investment CRC / FH	\$ 288,000	20-410-5371
	Equipment, Technology & Fleet	Kubota Utility Vehicle / Tractor with attachments - multi-purpose	\$ 91,500	20-430-5370
	Outdoor Play	Field House Outdoor Pool Assessment	\$ 20,000	60-490-5371
	Indoor Facilities	ADA Aquatic Lift Chairs, CRC (2 ea)	\$ 18,000	60-420-5370
	Indoor Facilities	HVAC Green Tech Environmental	\$ 30,000	20-430-5370
	Equipment, Technology & Fleet	Turf Tank Painter	\$ 16,500	60-430-5370
	Equipment, Technology & Fleet	Automatic Floor Scrubber Machine	\$ 15,000	20-420-5370
		<b>TOTAL YEAR (Existing Plan)</b>	<b>\$ 479,000</b>	

**MASTER PLAN CIP**

Rank Priority	Fund/ Project No.	Project Title	2023	Code
	General Long Term Planning	Ute & McNeil Park Site Master Plan (to City for Baldrige Regional Park)	\$ 60,000	60-410-5371
	General Long Term Planning	Field House Site Master Plan	\$ 40,000	20-490-5371
	General Long Term Planning	ADA improvements	\$ 30,000	60-410-5371
		<b>TOTAL YEAR (Master Plan)</b>	<b>\$ 130,000</b>	

<b>TOTAL YEAR (COMBINED CIPS)</b>	<b>\$ 609,000</b>
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\*mistakenly omitted \$10,000 in partnership grants, needs to be added

**EXISTING CIP**

Priority	Fund/ Project No.	Project Title	2023	Code
	Indoor Facilities	Plant Costs 1% annual maintenance fund on initial investment CRC / FH	\$ 288,000	20-410-5371
	Equipment, Technology & Fleet	Kubota Utility Vehicle / Tractor with attachments - multi-purpose	\$ 91,500	20-430-5370
	Outdoor Play	Field House Outdoor Pool Assessment	\$ 20,000	60-490-5371
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**MASTER PLAN CIP**

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		<b>TOTAL YEAR (Master Plan)</b>	<b>\$ 130,000</b>	

<b>TOTAL YEAR (COMBINED CIPS)</b>	<b>\$ 609,000</b>
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# MONTROSE RECREATION DISTRICT STRATEGIC ACTION PLAN 2023



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**October 21, 2022**

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MONTROSE RECREATION DISTRICT

Authored by: STAFF



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# VISION

WHERE we will get to

Be a leader in providing exceptional  
parks and recreation experiences

# Mission

Our WHY

FUNdamentally improving lives by building community in fun,  
engaging ways, and by providing excellent parks and recreation  
facilities, activities and services.

# Values

How we will behave

Community Focused

Inclusive

Innovative

Customer Centric

Stewardship

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## MRD 5 BIG MOVES

1. Plan for Capital Improvements
  - a. Standardize the CIP
  - b. Construct an outdoor aquatic facility
2. Develop strong trails and connections
3. Expand programs and increase program participation to best practice levels
4. Focus on MRD employees – create the “MRD Way”
5. Attain CAPRA Accreditation / National Gold Medal Award

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# FOCUS AREAS

## WHAT WE WILL FOCUS ON TO HELP OUR PROGRESS

**OBJECTIVES:** What we want to achieve

**ACTIONS, TACTICS** How we will achieve those objectives (also think of them as projects)

**KEY PERFORMANCE INDICATORS (KPI)** How will we measure progress, including timelines and key performance metrics

Who is this assigned to?

How much will it cost?

---

# PARKS & TRAILS

EXAMPLE

## BUILD CITIZEN ENGAGEMENT THAT EXPANDS PARK AND TRAIL RESOURCES

Organize a citizen action team (CAT) that meets regularly to advise executive team on ways to enhance park and trail spaces.

KPI: CAT involves members of business, government, not-for-profit sectors + private citizens and has met at least 5 times in 2023, creating a documented list of action items that staff has either implemented or scheduled.

MARI, MIGUEL, DEBBY (MEETING HOSTING/ FACILITATING: \$500)

## DEVELOP SITE MASTER PLAN FOR UTE PARK / MCNEIL FIELDS

Work in concert with City of Montrose staff and park designer to include and integrate MRD park spaces with the Master Plan for Baldrige Regional Park.

KPI: MRD performs Use Assessment of Baldrige Regional Park by January 31<sup>st</sup>, 2023, and provides to City / designer; MRD meets regularly throughout 2023 so that Ute/McNeil elements are included and connected with BRP; Ute/McNeil Site Master Plan is completed and adopted by December 31, 2023.

MARI, JUSTIN, WADE COST: STAFF TIME FOR USE ASSESSMENT, + \$60,000 contribution toward BRP MP

## UPDATE THE ADA TRANSITION PLAN ANNUALLY TO CAPTURE PROGRESS ON INCREASED/IMPROVED ACCESSIBILITY

Review Evaluation Summary and Site Assessments to strategize priorities based on location, frequency/severity of infraction. Incorporate plan into MRD Strategic Plan and Capital Improvement Plan.

KPI: Access Committee is established by December 2022, meeting monthly until Transition Plan is finalized into 2023. Access Committee provides quarterly reports to BOD and to staff throughout 2023 at All Staff meetings to collaborate and infuse BOD/Staff priorities into the plan's formation. Provide basic materials for staff on-boarding checklist / knowledge base by end of Q1, March, continuing to build throughout 2023 as needed.

RESPONSIBLE STAFF: ADA ACCESS COMMITTEE

COSTS: \$500 FOR MEETING EXPENSES

## IDENTIFY ENHANCEMENT OPPORTUNITIES TO CREATE/IMPROVE ACCESSIBILITY AND INCORPORATE ADA STANDARDS INTO A TRAIL AND WALKWAY PLAN

ADA Access Committee works with stakeholders and citizens (CAT, possibly) to audit current trail "system" and identify challenges and opportunities. Formalize into a needs assessment report.

KPI: Access Committee to outline strategy to identify engaged stakeholders and citizens by end of Q2 2023 with the intent to perform a trail/walkway audit.

RESPONSIBLE STAFF: Access Committee

COSTS: Internal audit staff costs Meeting and supply expenses \$500. Prepare for 2024 budget.

**FOCUS AREA LEAD: JEREMY**

**WORK GROUP:** James Tanner, Jack Hay, Brad Distel, Miguel Lopez, Greg Trujillo



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# FACILITIES, PROGRAMS & EVENTS

## COMPLETE THE COST RECOVERY AND SUBSIDY INVESTMENT STRATEGY AND INCORPORATE INTO PROGRAMMING PLAN (CAPRA STANDARDS)

Conduct Phase 2 Cost of Service with 110% and recommend / gain approval for specific strategies within the 2023 budget.

Framework of 2023 Programming Plan is established to reflect 2022-2023 subsidy investment goals, and all Coordinators successfully adopt cost recovery adjustments into program and service fee structures.

Key Performance Indicator: All key strategies for fee adjustments are adopted, implemented, and evaluated to ensure positive financial performance, with a year-end report produced; new investment strategies are detailed for 2023-2024.

RESPONSIBLE STAFF: WADE, COST OF SERVICE WORK GROUP COSTS: \$2,500 one time, \$3,600 annual

## UTILIZE FINDINGS IN STATISTICALLY VALID SURVEY TO EXPAND ON PROGRAM OFFERINGS (FITNESS/WELLNESS, NATURE, SENIOR, OUTDOOR ADVENTURE AND ART/DANCE/PERFORMANCES, SPECIAL EVENTS)

Review the Master Plan template to identify all programs offered 2019 through present. Identify the gaps in programs, and identify and plan specific and targeted opportunities to fill those gaps.

Key Performance Indicators:

Increase the number of participants and contact days by 10% each season within those specified program areas.

Increase the number of programs offered by two (2) per activity guide that fall into the following categories: Fitness/Wellness, Nature, Senior, Outdoor Adventure, Special Events, art/dance/performance

RESPONSIBLE STAFF: Wade, Jeremy, Recreation Coordinators COSTS: \$0

## UPDATE PROGRAM ASSESSMENT DATA ANNUALLY TO TRACK THE EVOLUTION OF PROGRAMS AND EVENTS FOR IMPROVED DECISION – MAKING

Define, and agree to, the specific data points that will be tracked consistently within each program and reported, creating a central portal that all Coordinators and Leaders use to help them continue to expand, grow, and manage the recreation program offerings and participation.

Key Performance Indicator: By January 15<sup>th</sup>, define the absolute list of data from each program area that has been agreed to by program staff and approved through the Data Analyst's work products. By January 31<sup>st</sup>, set up the centralized portal to be used every program session by the Coordinators and Leaders. By March 30<sup>th</sup>, draft the system framework that helps Coordinators to identify opportunities and reach decisions about next program offerings.

RESPONSIBLE STAFF: Jeremy, Mari, Recreation Coordinators, Data Analyst COSTS: None Identified

**FOCUS AREA LEADS: WADE AND JUSTIN**

**WORK GROUP: Astro, John, Liz, Abby, Gene**

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# MAINTENANCE, OPERATIONS & STAFFING

## IDENTIFY FOUNDATIONAL KNOWLEDGE NEEDED FOR NEW FULLTIME STAFF, SEASONAL PART-TIME STAFF AND DEVELOP ONBOARDING CHECKLIST

Review and update employee handbook(s) each year among the administration / executive team. Each department will develop and/or update the onboarding checklist, and foundational knowledge descriptive list. Separate the onboarding checklists for full-time and part-time staff implementation.

**KPI:** Create update the orientation PowerPoint by March 30, and coordinators will meet monthly to develop both a key foundational knowledge list and an onboarding checklist. Complete an action plan to communicate, implement and evaluate to ensure foundational knowledge is communicated and understood by all staff.

RESPONSIBLE STAFF: Lisa, Admin Committee staff members, Coordinators

COSTS: Staff Time

## CREATE STANDARD OPERATION PROCEDURES FOR ALL ROUTINE MAINTENANCE, RECREATION, FACILITIES, CUSTODIAL AND CUSTOMER SERVICE (CAPRA STANDARDS)

Follow CAPRA guidelines and standards, defined within Management of Parks and Recreation Agencies 4th edition. Use guidelines to develop and update policies and procedures.

**KPI:** Develop and/or update all policies and procedures following CAPRA guidelines. First draft of all existing written policies, following the standards, by the end of 2023. Provide standards to staff and management for review. Fine tune documents, present to the BOD. Implement and evaluate in 2024. Possibly begin process for accreditation in 2025.

RESPONSIBLE STAFF: Abby, Miguel, Matt, Julie, Justin, Jessica, Debby, Liz, Lisa COSTS: Staff Time/Accreditation Materials

## UTILIZE DATA ANALYST / GRANT SPECIALIST POSITION TO HELP THE DISTRICT GENERATE ADDITIONAL REVENUE AND MAKE BETTER DATA-DRIVEN DECISIONS

Acquire and maintain sound knowledge and understanding of the organization, and use that knowledge and understanding to better comprehend all projects and programs for which grants will be sought and to recommend the seeking of grants. Use and report consistent data in master planning purposes, capital investment decisions, and measuring usage of facilities and participation in programming.

**KPI:** Use data to determine the changes in socioeconomic and demographics of the patrons within the district to see potential changes in programming depending upon those changes (aging population, patron time based availability). Review findings seasonally, during the first two years, (2023-2024) and then biannually after third year (2025, 2027, etc...) Document usage patterns for operations and programming. Collect and report benchmark data for years through 2023. Present findings to staff and Board.

RESPONSIBLE STAFF: Astro, Debby, Mari

COSTS: Staff Time

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**CREATE IN-DEPTH STAFFING PLAN THAT ADDRESSES RECRUITMENT, ONBOARDING, TRAINING, RETENTION, STAFFING LEVELS, SUCCESSION PLANNING, AND A SALARY ANALYSIS**

Develop organizational design and staffing levels/alignment, compare staffing utilization levels against standards desired, and assess staffing pay levels for full-time, part-time, and seasonal staff, Identify partnership/volunteer support and management. Continue to develop incentives programs.

KPI: Develop and distribute RFP, hire consultant to implement compensation survey, analysis, and gain recommendations. Create consistent recruitment operating standards. Develop a specific action-plan to offer competitive, market-driven pay following consultant recommendations/survey. Budget for 2023, create RFP by end of January, selection of consultants by end of February, 2023. Complete audit and survey, prepare future strategies by December 2023.

RESPONSIBLE STAFF: Lisa, Consultant for Salary Analysis

COSTS: \$15,000

**FOCUS AREA LEADS: MIGUEL AND LISA    WORK GROUP: Jessica W., Julie L., Matt I., David V., Lisa L., Miguel L.**



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# FUNDING

## ASSESS CURRENT DISTRICT RENTAL PROGRAM TO IDENTIFY WHAT FACILITIES/AMENITIES CAN OR SHOULD BE ADDED AS "CHARGE FOR SERVICE"

Prepare financial analysis of facility rentals and present fee adjustments in time for the 2023 budget implementation.

KPI: Place all facility rentals onto a single document and review existing fees, clarify philosophy, analyze cost recovery / subsidy achievement. Perform market comparison of the rental fees. Prepare and present adjusted rental program plan as a part of the 2023 budget enhancements. Develop and adjust operating policies as needed by end of Q1 2023.

RESPONSIBLE STAFF: Mari, Jeremy, Debby, Miguel, Justin, Wade

COSTS: Marketing materials for program roll-out \$1,500 (activity guide share, rack cards, etc.)

## INCREASE EXTERNAL FUNDING OPPORTUNITIES

Review and comprehend external funding methodologies outlined within the Comprehensive Master Plan, sharing information with the Board.

KPI: By January 30, 2023, study, research identify potential funding mechanisms, outlining an action plan and funding goals for further development into 2023.

RESPONSIBLE STAFF: Mari, Debby, Astro

COSTS: Staff and research time.

## REVIEW DEBT CAPACITY AND REVENUE PLAN OPPORTUNITIES

Develop a revenue plan 2023 – 2027, to potentially inform a longer-range plan to balance operating costs with achieving future capital plans.

KPI: By January 30, 2023, working in concert with District's bond consultant, create a 5-year revenue plan denoting different revenue scenarios to show possible and future spending plans and priorities, sharing and enhancing understanding and planning with the Board.

RESPONSIBLE STAFF: Mari

COSTS: Staff and research time.

**FOCUS AREA LEAD: MARI**

**WORK GROUP: None**

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# MARKETING & BRANDING

## CALCULATE AND MEASURE MARKETING ROI (RETURN ON INVESTMENT)

Define and record the precise formulas that will define marketing ROI for the MRD, establishing the 2022 benchmark against which all future years and activities can be measured.

KPI: MRD will define the specific rates of return on activities. Record all marketing costs for each year, and potentially by program / activity, as well as total revenue received through fees and charges (removes taxes and other compulsory revenue sources), and potentially by program / activity. Rates of return formulas will be defined and recorded by February 28, 2023, and will be implemented and reported on for end of year 2022 and for each quarter of 2023.

RESPONSIBLE STAFF: Debby, Mari, Wade

COSTS: \$0

## ENSURE CONSISTENCY IN MARKETING APPROACHES AND OUTREACH AND DEVELOP BRAND GUIDELINES AND STANDARDS

Establish consistency in marketing efforts, by defining, using, and reporting on the standards that staff are to use across all facilities and programs.

KPI:

By January 15<sup>th</sup>, 2023: A defining list of all marketing standards will be developed; a defining list of the targeted number of each type of media will be developed; By January 31<sup>st</sup>, each of these will be provided to MRD Coordinators for agreement and implementation. Each quarter of 2023, an accounting of actual uses will compare to the targets and a report generated.

RESPONSIBLE STAFF:

COST: \$610 annually

RESPONSIBLE STAFF: Debby

COSTS: None at this time.

## UPDATE DISTRICT-WIDE MARKETING PLAN TO CAPRA STANDARDS

CAPRA standard 3.4.3 – Marketing Plan: “The agency shall have an established marketing plan, based on market research that is evaluated periodically for effectiveness. The fundamental principle of marketing is to gain an understanding of customer needs, wants, concerns and behaviors. The marketing plan addresses the appropriate mix of communications tools to promote agency programs, facilities, events and services and to provide accurate, timely and useful information to the various segments of the target audience.”

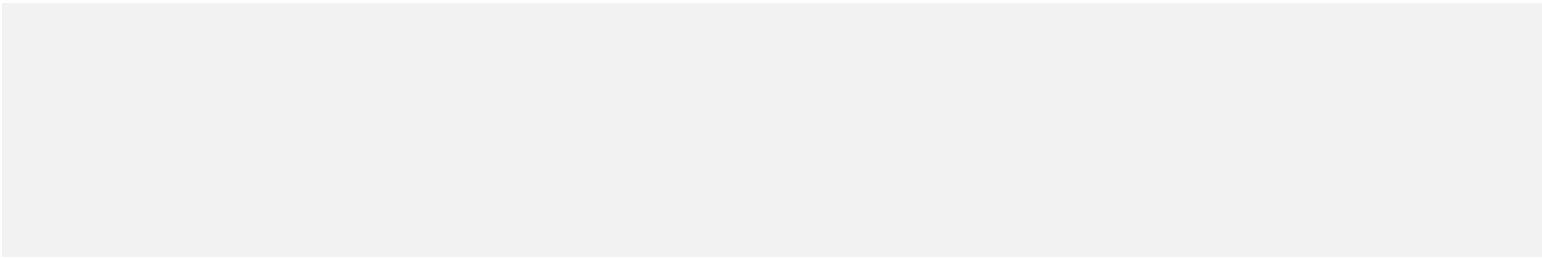
KPI: By June 30, draft a revised and improved, more comprehensive marketing plan than is currently in use by the District. Links to data collection KPI in Facilities, Programs and Events, January 15<sup>th</sup> define the absolute list of data from each program area that has been agreed to by program staff and approved through the Data Analyst’s work products.

Demographic data begins being collected as of January 1, 2023. Develop and implement a survey instrument that can help provide customer perceptions. Survey to be distributed by June 30, 2023, continued annually.

RESPONSIBLE STAFF: Astro and Debby

COSTS: \$5,000.

**FOCUS AREA LEAD: DEBBY    WORK GROUP: Wade, Melissa, David, Astro**



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For a Better Quality of Life...MRD.

## **FORMAL REPORT to Board of Directors: ADA Access Audit and Transition Plan**

August 25 2022

Project Leader: Jeremy Master, Recreation Manager

[jeremy@montroserec.com](mailto:jeremy@montroserec.com)

970-497-8568

Project Team:

Gabe Baca, Facility Leader

Lisa Lopez, HR Generalist

Cindy Marino, Recreation Coordinator – 50+ Activities

Jeremy Master, Recreation Manager

Mari Steinbach, Executive Director

Debby Zarkis, Coordinator – Business Operations/Communications

Project Budget: \$50,000

Expenses to date: \$21,250

The project team on October 17<sup>th</sup> to review the draft ADA Evaluation Summary Report and provide Jennifer Skulski with the feedback required to deliver the final report. Also in this meeting, the team reviewed the recommendations contained in the report for MRD's next steps. It was agreed upon to:

1. Form a staff Accessibility Management Team, comprised of Debby, Amy Russell, Justin, Jeremy, and Liz. This team brings covers the recommended representation across the organization
2. Designated Jeremy as the ADA Coordinator, tasked with orchestrating day-to-day compliance activities, program access, and policy enforcement.
3. Designated Mari as the Designated Responsible Employee (DRE) to investigate complaints and oversee the District's compliance efforts led by the ADA Coordinator.

Jeremy will by the time of this meeting have set up the first meeting of the Accessibility Management Team. The first steps for that team will be:

1. Review the Evaluation Summary draft and the Site Assessments
2. Set the meeting schedule
3. Compose Team's charter. Items to consider include, but are not limited to:
  - a. Getting from the Evaluation Summary and Site Assessments to a functional Transition Plan
  - b. Determine actionable plans related to
    - i. Continued outreach
    - ii. Improved program access
    - iii. Project prioritization
    - iv. Funding recommendations
    - v. Improved employment practices



For a Better Quality of Life...MRD.

To empower the Accessibility Management Team and support organizational efforts to improve accessibility in our programs and facilities, here is a rundown of funding included in the 1<sup>st</sup> draft of the 2023 Budget.

1. \$10,000 in Consulting to contract with a local leader in Adaptive programming, to develop new programming and help train program staff to improve inclusion in existing programming
2. \$2,500 for Inclusive Services. This can be for ASL interpreters at meetings, Assistive Listening devices, braille signage, and a myriad of other products/services to improve patron experiences.
3. \$30,000 in the Capital Improvement Plan to begin making headway on facility improvements identified in the Individual Site Assessments. The Accessibility Management Team will prioritize projects based on impact and feasibility.



For a Better Quality of Life...MRD.

## FORMAL REPORT to Board of Directors: Flex Rec at Colorado Outdoors

October 20, 2022

Project Leader: Jeremy Master, Recreation Manager

[jeremy@montroserec.com](mailto:jeremy@montroserec.com)

970-497-8568

Project Team:

Miguel Lopez, Maintenance Superintendent

Justin Mashburn, Facilities Manager

Jeremy Master, Recreation Manager

Wade Ploussard, Recreation Coordinator – Outreach and Community Engagement

Mari Steinbach, Executive Director

John Wagner, Recreation Coordinator – Fitness and Outdoor Recreation

Debby Zarkis, Coordinator – Business Operations/Communications

**Construction** – Construction is underway. Current projections have MRD obtaining temporary occupancy on our around December 1<sup>st</sup>. The rooms are framed, and the space is literally taking shape. MRD's project team has provided Shaw the locations for all sockets, fans, audio/visual items, security cameras, and also worked with Shaw to locate the blocking locations for current and projected wall fixtures. The team has also selected building finishes such as flooring, door handles, countertops, etc. with practical and frugal eyes. To date, we have \$4,087 remaining in our allowances, and have also secured a \$4,502.91 credit by taking on the procurement of bathroom dispensers in house, almost all of which is supplied for free by our current vendors. This will also simplify custodial operations, with consistent inventory and procedures across MRD facilities. The one item that is costing more than expected is the aerial rigging structure to be used by Weehawken. Originally projected at \$12,000, the cost is now \$19,320. Weehawken will be paying off this cost with their program revenues, and have reduced MRD's additional risk by agreeing to additional payments if the structure is not paid off at 18 months. All parties are confident these programs will be highly successful at Flex Rec, which is a much more suitable space than this!



**Adult Aerial Classes Begin! And ONLY 3 Spots Left in Ouray!**



For a Better Quality of Life...MRD.

**Programming** – This remains the biggest challenge. To address this major issue, staff is pursuing a subscription based service to a high end supplier of virtual fitness classes. We are beefing up the audio/visual components to make this a first class experience, and one that can offer far more classes at flexible times than we could ever staff, and at a much lower cost. This will become less prominent as in-person instructors are hired, but is likely to remain a source of programming at Flex Rec, especially at non-peak times. Staff will develop a set schedule of classes, and also a means for people to try out new programs and to pursue their individual interests outside of the set schedule.

Montrose Rec District Flex Rec														
Hours of Operation (draft)														
	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room
6:00 AM	Functional Circuit		Functional HIIT Class		Functional Circuit		Functional HIIT Class		Functional Circuit					
7:00 AM	Public Drop In		Public Drop In		Public Drop In		Public Drop In		Public Drop In		Public Drop In			
8:00 AM														
9:00 AM	Fitness Class (virtual)				Fitness Class (virtual)				Fitness Class (virtual)					
10:00 am											Functional HIIT			
10:00 AM	Public Drop In				Public Drop In		Public Drop In		Public Drop In		Functional Circuit			
11:00 AM														
12:00 PM			Advanced Suspension Training				Advanced Suspension Training		Public Drop In					
1:00 PM														
2:00 PM	Public Drop In		Public Drop In		Public Drop In		Public Drop In							
3:00 PM	Public Drop In		Public Drop In		Public Drop In		Public Drop In							
4:00 PM									Happy Hour Functional Circuit		Public Drop In			
5:00 PM	Fitness Class		Fitness Class		Fitness Class		Fitness Class							
6:00 PM	Functional Circuit		Public Drop in	Weehawken Class	Functional Circuit		Public Drop in	Weehawken Class	Public Drop In		Public Drop In			
7:00 PM	Public Drop in	Weehawken Class	Public Drop in	Power Flow Yoga	Public Drop in	Weehawken Class	Public Drop in	Power Flow Yoga	Public Drop In		Public Drop In			
8:00 PM				Public Drop in				Public Drop in						
9:00 PM														
Fee Schedule (draft)				Fee & Operational Notes (draft)										
Fee Schedule (draft)		Rate		MRD All access pass includes Flex Rec, CRC and Field House										
Daily Drop In (no classes)		\$8.00		Flex Rec passes are for individuals 14 YO and up only										
Daily Drop In Classes		\$10.00		Corporate membership program will mirror CRC plan (15% discount for investors)										
20 Punch Card Classes		\$180.00		Facility will be staffed 40 hours per week (25 hrs by PT, 15 hrs by FT)										
Drop in Only Membership		\$50.00		Key cards will be needed to access facility during member only times										
All Access Membership		\$75.00		We anticipate needing to hire 3-5 new fitness coaches for higher intensity level classes than normal.										
MRD ALL ACCESS PASS		\$100.00		Estimating 60 annual memberships and an average of 4 drop ins per day.										
				74 hrs per week										
				8 drop ins per day and 60 annual memberships										

**Flex Park** – The City of Montrose has submitted a grant application to the Colorado Health Foundation for the amount of \$992,947. This cost is to fully develop the half acre parcel as conceptually designed by Design Concepts, and with continued input from the local neighborhoods and the partners involved. There are allowances in the budget to account for amenities to change based on this input. A community engagement plan was included in the application, and is already in action. Wade and Jeremy will join Bright Beginnings at a meeting called by the City on Monday, October 24<sup>th</sup> to transition the conversation from a park based focus to one based more on program development and continued community engagement.





## MAPA LOCAL/ EXISTING SITE





# CO OUTDOORS FLEX PARK



## MAPA LOCAL/ EXISTING SITE





# Espacio Abierto Flexible / Flexible Open Space





# Area de Juego y Descubrimiento/Play and Discovery



1



2



4



3



5



6



7

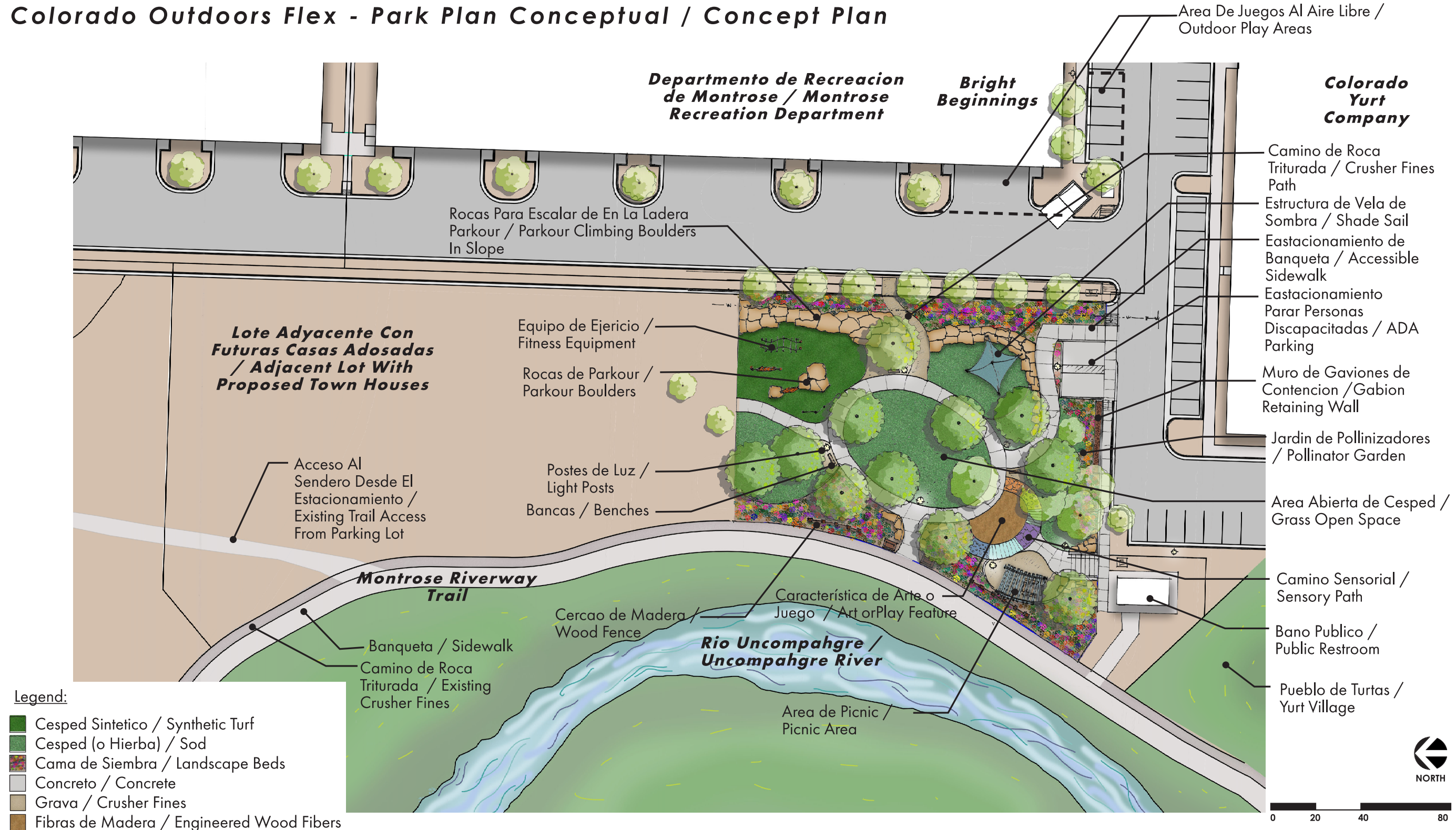


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# Colorado Outdoors Flex - Park Plan Conceptual / Concept Plan



# Montrose Rec District Flex Rec

## Hours of Operation (draft)

	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday			
	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room	Functional Training Room	Group Fitness Room		
6:00 AM	Functional Circuit		Functional HIIT Class		Functional Circuit		Functional HIIT Class		Functional Circuit		Public Drop In		Public Drop In			
7:00 AM	Public Drop In		Public Drop In		Public Drop In		Public Drop In		Public Drop In							
8:00 AM	Public Drop In				Public Drop In		Public Drop In		Public Drop In							
9:00 AM	Fitness Class (virtual)		Fitness Class (virtual)		Fitness Class (virtual)		Fitness Class (virtual)									
10 :00 am	Public Drop In		Advanced Suspension Training		Public Drop In		Advanced Suspension Training		Public Drop In		Functional HIIT		Public Drop In			
10:00 AM											Functional Circuit					
11:00 AM			Public Drop In				Public Drop In				Public Drop In				Public Drop In	
12:00 PM			Public Drop In				Public Drop In				Public Drop In				Public Drop In	
1:00 PM	Public Drop In		Public Drop In		Public Drop In		Public Drop In		Happy Hour Functional Circuit		Public Drop In		Public Drop In			
2:00 PM																
3:00 PM																
4:00 PM																
5:00 PM	Fitness Class		Fitness Class		Fitness Class		Fitness Class		Public Drop In		Public Drop In		Public Drop In			
6:00 PM	Functional Circuit	Weehawken Class	Public Drop in	Weehawken Class	Functional Circuit	Weehawken Class	Public Drop In	Weehawken Class								
7:00 PM	Public Drop in			Power Flow Yoga	Public Drop in			Weehawken Class							Public Drop In	Power Flow Yoga
8:00 PM				Public Drop In												
9:00 PM				Public Drop In												

Fee Schedule (draft)		Fee & Operational Notes (draft)	
Fee Schedule (draft)	Rate	MRD All access pass includes Flex Rec, CRC and Field House	
Daily Drop In (no classes)	\$8.00	Flex Rec passes are for individuals 14 YO and up only	
Daily Drop In Classes	\$10.00	Corporate membership program will mirror CRC plan (15% discount for investors)	
20 Punch Card Classes	\$160.00	Facility will be staffed 40 hours per week (25 hrs by PT, 15 hrs by FT)	
Drop in Only Membership	\$50.00	Key cards will be needed to access facility during member only times	
All Access Membership FI	\$75.00	We anticipate needing to hire 3-5 new fitness coaches for higher intensity level classes than normal.	
MRD ALL ACCESS PASS	\$100.00	Estimating 60 annual memberships and an average of 4 drop ins per day.	
		74 hrs per week	
		8 drop ins per day and 60 annual memberships	

## EXECUTIVE DIRECTOR'S REPORT, October 2022

### Human Resources

#### Recruitments

Three full-time position active recruitments are open as of October: Recreation Leader (splits Youth/Adult), Field House, and Fitness. As of October 20<sup>th</sup>, the Recreation Leader – Field House has been hired!

#### Aquatics staffing

We were able to utilize the special DOLA funding / statewide aquatics initiative to help retain more staff this year as the summer season wound down. We paid bonuses for staff to stay on the schedule longer as they could, get extra training, reward staff through small seasonal and fun motivation programs, and have a season – end celebration. The MRD supplemented the state program to ensure that all the needs were covered. In all the MRD spent about an extra \$20,000 to help attract and retain the summer aquatics staff.

### Special Projects

Verbal updates will accompany the written reports at the BOD meeting on ADA Transition Plan, Flex Rec/Flex Park, and Human Resource projects.

### Recreation and Community Activities/ Metrics:

We have mountain bikes! Through a grant through and in partnership with Friends of Youth and Nature, the MRD is receiving 25 youth mountain bikes to propel the (middle school) mountain bike development program. FOYAN is working on additional grant funds to procure helmets, water bottles, tools, etc.... to completely outfit the program. Staff is working on storage solutions to house the bikes at the Field House so that we can take delivery of the bikes the week of October 24<sup>th</sup>.

**386** fee assistance scholarships have been awarded, for **\$11,778** so far in 2022.

There are 6,216 passes held this month (all combined), an increase of 8 over last month (August) the highest of the year. We are still 660 passes below those held in September of 2019 and lost ground on that growth. Passes held have grown steadily each month this year, although not as quickly as the second half of the year in 2019. In September, the Senior Insurance program passes were used the most, only slightly more than family passes, just as in August.

#### **CRC –**

**By week 39 through September 28**, visits dipped JUST below pre-Covid weekly visit averages which means 4,383, quite down from the August highs. The first three weeks of the month, however, exceeded pre-Covid weekly visits.

Weekly admissions revenue at the CRC was half of what it was in August, along with that attendance reduction.

People per hour of operation for all of September also dropped to an average of 49, the lowest of the year.

We recorded 18 private rentals for \$2,853, or \$158 per rental, for the CRC and FH combined. This is an increase over August, and better average performance.

Childwatch visits dipped in September, to 317 on the month. While overall visits were down a bit, the number of punch passes used for Childwatch increased slightly. Certified climber visits continued climbing, to 151...reflecting a steady increase each month of the year so far.

Total paid daily visits since January 27, 2017 = 1,393,865.

## Division Reports

### FACILITIES OPERATIONS

- 3 new CSRs were hired, to replace the 3 CSRs who moved on to other things. The main reason all of the new hires stated for wanting to work here is the friendly atmosphere they notice when they come here to exercise and recreate.
- Staff have received quite a few compliments about how the CRC looks after reopening. We are still working on the fitness layout upstairs to find the optimal set up for the cardio equipment
- Vending machine prices have gone up 50 - 75 cents depending on the item. Justin fully expects to be above 100% cost recovery by the end of the year, despite earlier lagging and projections.
- MRD is implementing a new credit card processing software that is made by the same company used for all of our front-facing payment and pass processing. The change should result in safer, more secure payment processing and less staff time to process daily business. This will take effect in November. Our registration landing page on the MRD website will also receive a much needed upgrade during this time.

### ADULT PROGRAMS

Matt worked hard on getting 3 new officials/field supervisors and working with them to get them trained in all things adult sports. They are all excited and like the "sports" world, they are friendly, outgoing and know the sports that they are working. So far they have done a great job of learning and jumping right in with both feet. Having better on-site supervisors leads to a stronger emphasis to move Coordinators, and not just Matt, away from consistently and directly supervising their programs to improved overall coordination and growth of programs. Recreation Coordinators should, in general, do less on-site leading and supervising and more higher-order work and schedules that allow for 'drop-in' site visits and management.

Matt effected some new rule changes in kickball to help increase the fun factor, which have been met quite favorably from the adult participants. Matt rejoices as he closes out another flag football season and that there were better balanced games, rather than having certain teams seriously outplay all the other teams. Playoffs for kickball and football began the first week of October.

### 50+

MRD is coordinating with the Blue Sage Center for the Arts located in Paonia, CO. The Blue Sage has a Next 50 Initiative Grant which funds a variety of programs/services for older adults.

Chautauqua performer Susan Marie Frontcza portrayed the late humorist Erma Bombeck for a group of 62 in attendance on September 8<sup>th</sup> at the Senior Center. In November, we have an author talk with Scott Graham. The talk is titled, "Canyonland Carnage Mysteries for Environmental and Social good: The Challenges and rewards of activist fiction."

The 9<sup>th</sup> annual Alpine Bank Western Region Pickleball Tournament took place on September 10 and 11. 131 players and 93 teams played. The tournament took place in 2 locations with a lot of volunteer help.

One of our most popular trips to date is the Elk Mountain Resort lunch and tour. A total of 83 people (8 full buses) will have participated on the tour as of Oct 21.

## **FITNESS**

In September MRD hosted the 2nd annual Renew the Way You Heal Whole Being Health and Wellness Expo. The expo had 39 vendors and was attended by over 300 attendees which is more than we had over two days last year. We heard positive feedback from everyone, and the CRC buzzed with wellness excitement that day! MRD employees John Wagner, Jan Graves, and Sara Schifino all led movement-based classes including MovNat, Tai Chi, and Vinyasa Yoga. MRD used booth space to highlight upcoming programs, the Flex Rec facility, employment opportunities, and RFPs for Flex Rec programming and the wellness room. Contacts made during this event have led to one new Fit Zone instructor and West African dance and drumming classes that will be offered at the CRC in January.

## **YOUTH PROGRAMS**

Abby spent September immersed in youth soccer outdoors, and the program successfully attracted many new referees for the youth programs overall. The HS boys soccer team (JV and Varsity) seemed to recruit their friends by word of mouth which is really great to see. The new kids are joining the "ref team" and to continue to make MRD programs successful; it's tricky to run more sports programs without referees.

Also, in September Abby received a lot of feedback from Debby about MRD social media pages getting a lot of interest in youth lacrosse and from word of mouth of parents/coaches. Abby has a coaching prospect from the existing coach and MOD ranks, who is interested in running more clinics and camps for the younger kids (1–5 grades) interested in lacrosse. Abby is excited to see how we can go about planning for this and growing a sport that generally is harder for kids to join due to the expensive nature of the sport.

It has remained a significant challenge for both Matt & Abby to run everything as the only coordinator in their areas, although – particularly in youth programs - there is a lot of support shown from the volunteer coaches and parents who seem to be ready to help when needed. Abby notes this just highlights how great the community of Montrose is!

### **Adopt-A-Trail October cleanup**

It's always good to get out and interact with staff who we don't always get to see, as well as maintaining MRD properties, community roadways and trails, by making sure they stay clean and clear of debris.

October 19<sup>th</sup>, 16 staff member (volunteers) dedicated 2 hours of staff time and collected 20 bags of litter, 2 shopping carts, and removed and disposed of "tons of" weeds and everyone had the opportunity to check in on one another.

## **AQUATICS**

September was a bustling month for Aquatics! The month began by putting the finishing touches on the clean and shine shut down period. The decks alone took staff 7 days to complete. Other items included waxing the slides, cleaning and polishing the play feature, disinfecting all equipment, and reorganization of the guard room and storage areas. So much of the work was done by an eager aquatics staff, pitching in and getting it done.

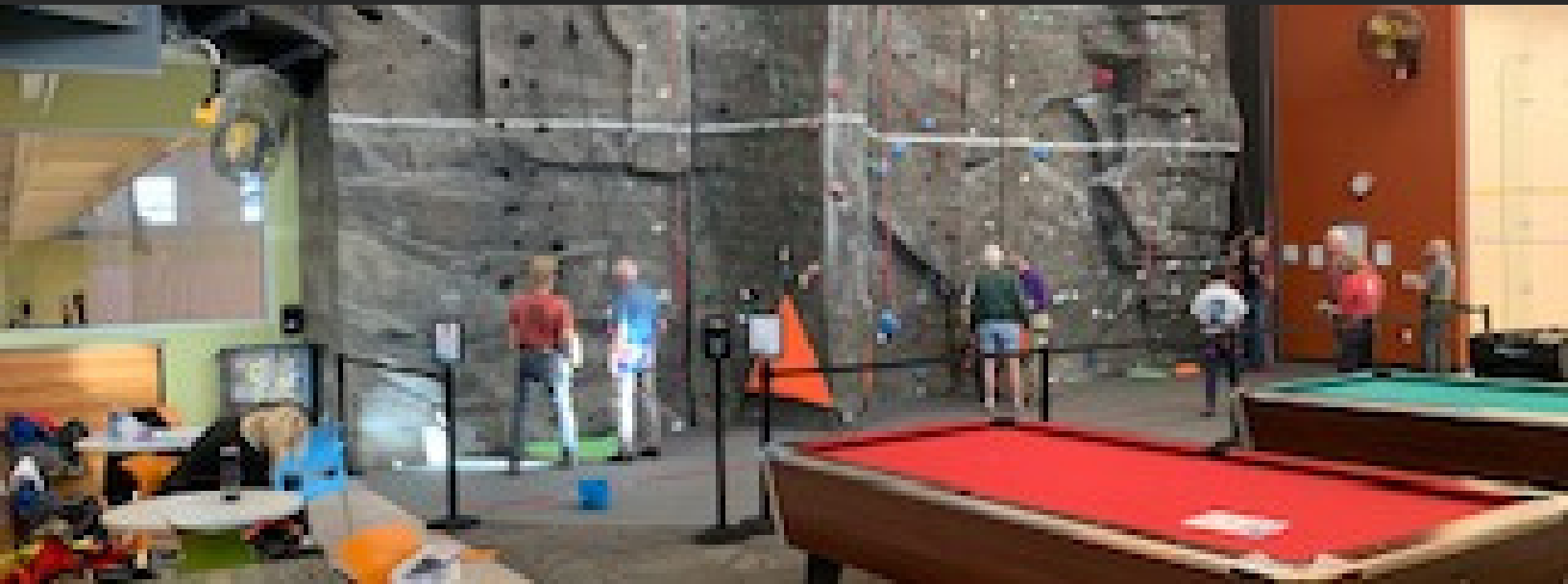
Swim lessons are off to a great start! Sixteen classes are being offered on Tuesday/Thursday evenings. Our free third grade swim lesson outreach program started on September 21st and classes are full. Thanks to the Pool Initiative Grant that was awarded to MRD in July, 61 staff were awarded a total of \$10,950 in bonuses based on hours worked to keep the doors open throughout the summer. We ended the month with a Lifeguard class, which certified 3 more lifeguards.

**END**



# 27'

## NEWS & UPDATES FROM THE MONTROSE REC CENTER CLIMBING WALL



### SUPERVISED CLIMBING SCHEDULE

**Mondays 4-7:30pm**  
**Tuesdays Classes**  
**Wednesday 4-7:30pm**  
**Thursdays 4-6pm**  
**Friday 4-7:30pm**  
**Saturday 12 - 4 pm**  
**Sunday Closed**

### WALL HOURS FOR CERTIFIED CLIMBERS

**Monday thru Friday**  
**5:30 am to 7:30 pm**  
**Saturday 9:00 am to 5:00 pm**  
**Sunday 11:00 am to 4:00 pm**

### MIDDLE SCHOOL CLIMBING TEAM

We are excited to announce that MRD is now forming a middle school climbing team! The mission is to build a strong group of climbers going into high school with skills to help them compete and build skills to carry them long into the future for a long life of climbing. The season will run from mid December through mid-February. Know of someone who is interested joining? Reach out to Gene Stollsteimer at [gene@montroserec.com](mailto:gene@montroserec.com) to be put on the interest list. We are also looking for a coach to lead the program. No prior coaching experience necessary. Just a climbing background. Give us a call if your someone you konw is interested!

**COACHES  
NEEDED!**

## SPECIAL STAFF TRAINING



A SPECIAL THANKS TO ASTRO FOR PROVIDING A FEW MRD STAFF MEMBERS WITH SOME SPECIAL CLIMBING WALL TRAINING. NOT ONLY DID STAFF GET TO CLIMB THE WALL THEY GOT TO LEARN SOME VERY VALUABLE SAFETY RULES AND PROCEDURES THAT WE USE EVERYDAY TO KEEP OUR PARTONS SAFE. FOR A COUPLE OF THEM IT WAS THEIR FIRST TRIP UP THE WALL. HOPEFULLY THEY ARE HOOKED.



## UPCOMING CLASS SCHEDULE

### Level 1 Kids Class

Tuesday Oct.11-Nov. 1

4:00-4:50 pm

### Level 2 Kids Class

Tuesday Oct.11-Nov. 1

5:00-5:50

### Family Climbing Class

Tuesday Oct.11-Nov. 1

6:00-6:50pm

To register for any of these classes or for more info go to [montroserec.com](http://montroserec.com) or call us at 970-249-7705 use code CLIMB\*

## Women on the Wall (WOW)

We are very honored to have the group WOW climb every Thursday 6-7:45pm. These amazing women are the epitome of strength, power, and determination. Interested in joining them? Stop by to check it out. Women of all skills and abilities are welcome!

## Seeking Donations

If you or someone you know has slightly used & well maintained climbing equipment (shoes, harness) they no longer use we would gladly put that to good use. Donations can be dropped off at the front desk anytime.



## MINUTES

**Regular Meeting of the  
Montrose Recreation District (MRD) Board of Directors  
Thursday, September 29, at 11:30am  
Montrose Community Recreation Center  
16350 Woodgate Road  
Montrose CO 81401**

- I. Call to Order, Roll Call – Meeting was called to order at 11:31pm**  
a. Megan Maddy on Google Meets, Paul Wiesner, Barb Sharrow, Ken Otto, Christina Files
- II. Open Forum: Call for Public Comment (limit of 3 minutes per person)**  
a. No public comment
- III. Staff Recognition:**  
a. **Anniversaries:** Wade Ploussard, 15 years. Mari Steinbach, 3 years.  
b. **New Employee Introduction/Announcement:** Data Analyst / Grants Specialist; Recreation Coordinator – Youth Programs  
c. **Employee Awards:**  
i. Core Staff of the Month – Lisa Lopez, HR Generalist
- IV. Receipt of Annual Audit**  
a. Don Moreland, CPA, presentation  
i. The audit represents the Year ending December 31, 2021  
ii. Page 1 states the CPA audit opinion.  
iii. Page 11 is the statement of Net Position. It is a listing of assets and liabilities and net position for the year. Cash and investments are also represented in this section. Property taxes received are stated in the audit, and the amount was increased from 2020. Capital assets is less than a year ago due to depreciation. Liabilities are; certificates of participation as well as net pension liability and OPEB liability. Net position shows the finances of the MRD is improving since the effects of COVID on MRD finances. Don mentioned that PERA, the retirement benefits offered MRD staff, is in debt. OPEB is; other post-employment benefits, including health care.  
iv. Page 12 is the Statement of Activities. 2021 total expenditures were less than revenues. We say a sales tax increase in 2021 as people starting getting out of their homes, after COVID, and spending more money.  
v. Financial statements. The MRD operates with 5 funds: General fund, conservation trust fund, capital improvement fund and capital reserve fund. Listed on page 13. Sales tax increased as well as property taxes. Liabilities are only in the General Fund. The liabilities have gone down. Deferred revenues have increase as well. Fund balance; restricted, assigned and unassigned. Net result in fund balance is an increase.  
vi. Page 15 is the statement of revenues and expenditures. The General Fund is the largest fund. Intergovernmental revenues are a bit down because donations are down. Interest rates are up therefore investment profits are down compared to the year before. Expenditures have declined mostly because 2020 we did large improvements on Holly Park and nothing of that size on CIP this year. Total; revenues over expenditures.  
vii. Footnotes make up the majority of the rest of the audit. A couple of footnotes worth noting: Page 17 summary of accounting policies. Page 25 deposits and investments. Have to state if deposits

- are insured, all band balances of MRD are insured. Investments are with Colo Trust, who has done a good job getting returns on investments. These funds are fully secure.
- viii. Page 28 is capital assets. Big change for the year is in improvements on the irrigation projects for McNeil and Ute Field. Depreciation expense, the CRC makes up most of this.
  - ix. Page 29-50 pension plan and OPED is addressed.
  - x. Page 52 leases certificates of participation. Reduction continues as outstanding bonds get less.
  - xi. Required supplementary information is at the end of the audit. Each fund is detailed for revenues and expenditures.
  - xii. 2021 was probably the best year the MRD has had according to the CPA.

## **V. Budget & Strategic Plan processes**

- a. Overview of the budget process and timeline –
  - i. ED Mari gave an overview of the budget process. Deadline of October 15 is when the first draft of the budget is due to the Board, it will be emailed to the Board. It will also be available for public viewing. By December 15, the board must approve the budget and it must be submitted by January 1 to the state. The first draft may not include special initiatives. They will be presented and approved at a later date.
  - ii. The MRD has been asked by the City of Montrose to take over competitive baseball. This is being discussed internally at this time.
  - iii. Proposition 118 asks that local governments to opt in or opt out to pay families for leave. The Admin committee will meet in October to discuss this. The MRD may have a new health care plan. We would like to stabilize premium increases.
  - iv. There is a state increase to minimum wage of over 8%. This means that administration will also look at wages for full time, salaried staff to avoid compression.
  - v. Cost Recovery will determine some actionable items to look at current fees.
  - vi. CIP will be finalized with the financial and growth joint committee, this will be brought to the board with recommendations.
- b. Overview of the strategic plan process and timeline
  - i. Items came from a staff engagement process to address in 5 significant focus areas. Parks and trails, Maintenance Operations and Staffing, Funding, Marketing and Branding, Facilities, Programs and Events. The objectives were refined. Staff has formed focus groups who are now defining action items. And Key Performance Indicators as well as responsible staff and costs. October's board meeting the board will have this information finalized and presented. Board will get reports every quarter.

## **VI. Capital Projects and Purchases**

- a. Announcement joint Finance & Growth Committee meeting
  - i. Meeting date will be October 4 from 8am-10am. This meeting will be posted.
- b. Flex Rec at Colorado Outdoors –
  - i. Jeremy presented updates. The MRD has reached a usage agreement with Weehawken to use the facility. This will be a mutually beneficial agreement. Director Barb asked what the agreement will look like. Jeremy stated that the MRD staff will run programs and Weehawken will cooperate and will pay a fee for using the facility. Construction on the Flex Rec began about 2 weeks ago. A committee is currently working on programming. RFP's have been put out for the wellness room as well as programming in the other rooms. Concerning the park behind the Flex Rec Facility; plans are coming together in cooperation with the City of Montrose and with approval of the local neighborhoods. A very preliminary design of the park was presented to the board. The Community Outreach Coordinator stated that the MRD is looking forward to working with the local neighborhoods, and leaders of MADA and HAP and La Marada have come to meetings regarding this park. The MRD goal is to build programs with these groups. A \$700,000 grant has been applied for with the Colorado Health Foundation jointly by the City of Montrose and the MRD for the park.

## **VII. Staff Reports**

- a. Outreach Activities Report

- i. Wade is doing a recreation assessment. Is compiling activities and what other entities are offering and where there is overlap or gaps. We will then find instructors to teach these classes where there is interest. The MRD can also help with programming in La Raza park. Wade has also been helping with budget. Wade went to the fiesta party on September 20<sup>th</sup>. He has also attended other outreach events.

## **VIII. Committee Updates and Assignments**

- a. **Exec. Committee of Board** (Board: Christina, Amy. Staff: Mari, Jeremy)
  - i. Christina and Mari met by email to discuss the agenda
- b. **Administrative** (Board: Alli, Barb. Staff: Mari, Jeremy, Debby, Lisa)
  - i. October 13 this committee will meet.
- c. **Foundation** (Board: Amy, Megan. Staff: Mari, Cindy)
  - i. Director Megan reported that the Triathlon will be held on October 1. The foundation did also approve funding that would be put toward the Flex Rec Facility, \$8,000.
- d. **Growth** (Board: Christina, Ken. Staff: Mari, Liz, Justin, Miguel)
  - i. Has not met. Will meet next week with Finance Committee.
- e. **Finance** (Board: Paul, Alli. Staff: Mari, Jeremy)
  - i. Director Paul stated that the committee made a monthly report to present to the Board on revenues and expenses and it was presented at this meeting. This report shows “how we are doing” by month. The report compares 2021 to 2022. The report shows the MRD is way ahead of revenues compared to what was expected for 2022. On expenses, the MRD has been spending less than what was budgeted. Revenues collected for the CRC; we are at 94% as of this month, compared to what was predicted for the year. One item that could be improved upon is concessions revenue although it is not a big line item. Recreation programs are doing extremely well, they are at 91% of revenues for the year as of now. The General Fund, parks; there is no income from parks. Marketing; we are above the budget but the major expenditures are the Activity Guides. The activity guide brings in program participants therefore we may look at increasing the marketing budget for next year as the activity guide and marketing are bringing in participants. This report will be provided at every Board meeting.

## **IX. Executive Director’s Update**

- a. Mari reported that she and Jeremy attended the NPRA conference last week. Diversity, Inclusion and equity and access as well as using data in decision making were the main themes. Two keynotes included Dr. Sanjay Gupta, who spoke about the results of the pandemic. He spoke about the use of data and looking for patterns. He stated that George Bush Jr started a pandemic committee and wrote a plan that subsequently was not followed up on. Dr. Temple Grandin also spoke, she works at CSU. She has revolutionized how animals are treated. The MRD also paid for a virtual access to the conference for staff at home to participate and watch the presentations. Both Mari and Jeremy found the conference to be very beneficial. The CPRA conference in Breckenridge will be next week and 6 staff members will be attending and will report back on what they learned.
- b. The Ute/McNeill irrigation project has been completed after much work by the Maintenance team.
- c. Mari stated that Astro, the new Data Analyst/Grants Specialist, will be reaching out to Board members to get their opinion on what they would like to see reported on.
- d. The MRD has a new CPRP professional, Miguel Lopez! He has passed his certification and achieved this recently. There are several others on track to get this certification.

## **X. Approval of BOD Meeting Minutes**

- a. Regular Meeting of the Board 08.25.2022
  - i. Paul moved and seconded Barb minutes were approved unanimously.

## **XI. Adjourn – the meeting was adjourned at 1:40pm.**

**Next BOD Regular Meeting**  
**October 27 at 11:30am**  
**CRC 16350 Woodgate Road**  
**Montrose CO 81401**



**Minutes of A Special Meeting of the  
Montrose Recreation District (MRD) Board of Directors  
Finance & Growth Committees Workshop  
Tuesday, October 3, at 8:00am  
Montrose Community Recreation Center  
16350 Woodgate Road  
Montrose CO 81401**

**I. Call to Order, Roll Call (Christina Files, Ken Otto, Paul Wiesner, Megan Maddy)**

- a. The meeting was called to order at 8:06am

**II. Purposes of the meeting, joint goals**

- a. The committee reminded of annual goals, calling for joint meeting to bring together the concepts of capital improvement planning with annual operating budget and finances of the District, to lead toward improved longer-range forecasting and planning. An additional goal is to enable greater understanding among board members of the CIP.

**III. Capital Improvement Budget & Master Plan Materials**

- a. Executive Director Mari presented the part of the Master Plan that discusses funding strategies. Documents on the Capital Improvement Plans (CIP) were also presented. The CIP will be discussed to determine what the Board's priorities are for the CIP.
- b. Director Paul stated that his priority is to maintain/improve our current parks and facilities. The Board members discussed the need for the Field House, in particular, to be upgraded and maintained.
- c. Director Christina proposed that the Growth Committee review the requested CIP projects and items, and the Finance Committee, separately determine what funds will be available for CIP. Director Paul also suggested that COLA is discussed at the Finance Committee level. These will be discussed at the next Finance Committee meeting on October 14. Director Christina also requested seeing the balance of the Reserve Fund. A Growth Committee meeting will be scheduled.
- d. ED Mari stated that the 2023 budget will be presented to the Board on October 15.

**IV. Adjourn – the meeting was adjourned at 9:58.**

**Next BOD Regular Meeting  
October 27 at 11:30am  
CRC 16350 Woodgate Road  
Montrose CO 81401**