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## RECORD OF PROCEEDINGS

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Mountain Recreation Metropolitan District – March 17, 2021 Meeting Minutes

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### **Minutes of the Regular Meeting Of the Board of Directors Mountain Recreation Metropolitan District March 17, 2021**

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on March 17, 2021, at 6:00pm, in the Gypsum Recreation Center, 52 Lungren Blvd, Gypsum, Colorado, and via Zoom platform, in accordance with the applicable statutes of the State of Colorado.

**Attendance** The following Directors were present and acting:

- Liz Jones
- Mikayla Curtis
- Tom Pohl
- Chris Pryor (attending remotely)

Director McCormack was absent and excused.

Also in attendance were:

- Janet Bartnik, Executive Director
- Anna Englehart, Superintendent of Recreation Programs
- Scott Robinson, Superintendent of Business Operations
- Scott Ruff, Superintendent of Facilities
- Alethea Platter, Accounting Manager
- Eddie Campos, Marketing and Communications Manager
- Lizzy Owens, Community Engagement Manager
- Brad Johnson, Facility Supervisor – Edwards Field House
- Sheryl Staten, Facility Supervisor – Eagle Pool and Ice Rink
- Ken Marchetti, Marchetti and Weaver
- Bill Ray, W-R Communications
- John Weiss, Small Champions
- Catherine Berglund, Small Champions

#### **1. Call to Order**

The regular meeting of the Board of Directors of Mountain Recreation Metropolitan District was called to order by Chairperson Jones on March 17, 2021, at 6:05pm, noting a quorum was present to conduct business.

#### **2. Changes to the Agenda**

There were no changes to the agenda.

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### 3. Minutes

Director Curtis moved to approve the February 17, 2021 minutes as presented. Director Pohl seconded the motion. It was unanimously

RESOLVED to approve the February 17, 2021, meeting minutes as presented.

### 4. Public Input and Presentations

There were no members of the public present to speak to the board.

#### a. Polling Information

Mr. Ray summarized the work completed to develop a poll to study a 2021 capital program. The poll's target deployment is the first week of April, with a goal to reach a representative group of respondents via landlines and cell phone numbers. In addition, the polling survey will be available online in both English and Spanish to acquire more data from the public. Mr. Ray shared the draft survey questions.

Director Pohl asked if the mill levy could be translated to a more understandable number. Mr. Ray stated that the ballot question is legally required to have the language as presented in the question included in the survey. A later question in the survey breaks it down to the per home value level that is more easily understood. Financial information included in the polling questions was calculated by the District's financial advisor.

Director Curtis asked for clarification on the mill levy ballot question and whether it was to be added to the existing levy or would be a separate levy. Staff responded that the levy in the question is proposed to be a standalone capital bond levy separate from the operating levy.

Mr. Robinson stated that the question proposed could include de-Gallagher language for the capital bond. He added that if the board wished to de-Gallagher the operating levy, that would need to be a separate ballot question.

Director Pohl asked if the list of amenities being tested should include a larger list that might give more detailed information to decision makers. Ms. Bartnik stated that the questions were designed to address the improvements included in the phase being proposed for funding. Director Pohl added that he thought the questions were well designed.

Director Jones thanked Mr. Ray for his presentation.

### 5. Business

#### a. Small Champions Partnership Agreement

Ms. Englehart stated that the District has received an increasing number of requests for accommodation to include participants with disabilities in traditional

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recreation programs. She stated that the Mountain Rec staff has attempted to accommodate the need but does not have the expertise to manage legally required accommodation requests. A partnership agreement has been drafted that addresses both the responsibility of assessing need for and establishing a plan for accommodation. Accommodations requiring inclusion aides to support the inclusion of the participant are contemplated in the agreement. In exchange for the expertise and assistance, the agreement permits complimentary use of Mountain Rec facilities for Small Champions' adaptive programs.

Ms. Berglund stated that it was disappointing to leave a community that had a strong adaptive recreation program and to come to Eagle County during the pandemic where there were so few options for her child. She stated that the community center and its programs should represent everyone.

Mr. Weiss stated that Small Champions offerings were curtailed heavily in the pandemic. He is looking forward to seeing greater opportunities to come this summer. Mr. Weiss shared the general qualifications for his contractual staff and a sampling of types of accommodations that could be made.

Director Pryor asked about the evaluation of the program and who would be responsible for that evaluation. Ms. Englehart stated that the evaluation listed in that section of the agreement was intended to be a joint organization evaluation of the partnership. Mr. Weiss added that there would be a participant / participant parent evaluation conducted after each program that would be reviewed in the staff-conducted partnership evaluation.

Director Pohl stated that he was excited to see this agreement in the packet. He stated that he had identified a couple of minor typos and a few sections that could be tightened up legally that he had shared with Ms. Bartnik.

Director Curtis stated that this initiative is a great fit to the direction of the board in reducing barriers to access.

Director Pohl moved to approve a partnership agreement for inclusion services with Small Champions LLC following review of terms and provisions by legal counsel. Director Pryor seconded the motion. It was unanimously

RESOLVED to approve a partnership agreement for inclusion services with Small Champions LLC pending legal counsel review.

### **b. Freedom Park Maintenance Contracts**

Mr. Ruff stated that, under the continued arrangement for the management of Freedom Park, staff anticipate managing an even greater proportion of service needs in-house than in 2020. The contract with Stevens Home Care has been negotiated for a further reduced scope of services for 2021. The contract with ServiceMaster includes weekend service that should be considered "on call" in

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that the staff will request service as needed for large events when staffing is not available to manage those services. Costs for those weekend services will be billed to the rental organization.

Director Pryor asked about the division of responsibility for irrigation, specifically as it relates to irrigation overspray onto the bike path. Mr. Ruff explained that the contractor was responsible for the initial seasonal opening of the system. Mountain Rec staff are responsible for the adjustments to the system once it is operating.

Director Pohl asked about the inclusion of the additional area around the pond. Mr. Ruff stated that the area became a responsibility of the District last year. Director Pohl asked about the ServiceMaster contract pricing structure and its subjectivity to the ability of the District to hire seasonal maintenance staff. Mr. Ruff stated that the contract filled the gap should staff not be found to fill the open positions.

Director Pryor moved to approve a contract with Stevens Home Care and with ServiceMaster for the 2021 Freedom Park season. Director Pohl seconded. It was unanimously

RESOLVED to approve a contract with Stevens Home Care in the amount of \$7,801 for landscaping services and approve a contract with ServiceMaster in an amount not to exceed \$18,196 for custodial services for the 2021 Freedom Park season.

**c. Eagle Pool Replastering Project**

Mr. Ruff stated that the Eagle Outdoor Pool requires maintenance funded in the amount of \$80,000 through the EPIR Capital Fund shared with the Town of Eagle. Staff summarized the procurement process for a full replastering project. With bids received for the full replastering much higher than expected, and the potential for the pool to be rebuilt in the next couple of years, staff recommends that the board consider reducing the project to patching instead of a full replaster.

Director Pohl suggested that there be publicity efforts that share the decision to curtail the work in light of the projects proposed for the November ballot.

Director Curtis asked about the longevity of the patch projects. Ms. Staten stated that the last full replaster was completed in 2014 and is due now for patching.

Mr. Ruff stated that the timing of the completion of the work in time to open the pool may require that the board authorize staff to execute a contract for the patching project.

Director Curtis moved to direct the Executive Director to review and authorize the reduced scope patching project in lieu of a full replaster. Director Jones seconded the motion. It was unanimously

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RESOLVED to direct the Executive Director to review and authorize a patching project.

**d. Settlement Agreement for 1995 Intergovernmental Agreement**

A settlement agreement has been prepared for board consideration that will terminate the 1995 IGA under which the Town of Eagle, Eagle County Schools, and Mountain Rec constructed an expanded gymnasium at Eagle Valley Middle School. Ms. Bartnik stated that the School District had approved the agreement at its March 10 business meeting. The Town Council in Eagle will consider the settlement agreement March 23.

Director Pohl stated that it would be good to ensure regular review and revision of the 2019 Intergovernmental Agreement. He suggested that staff reach out to the School District to see if a review is warranted.

Director Pryor asked that staff ensure that the 2019 Intergovernmental Agreement be reviewed for future facility improvements that could be added to ensure full use of available spaces by each entity.

Director Jones moved to approve the Settlement Agreement terminating the 1995 Intergovernmental Agreement. Director Pryor seconded the motion. It was unanimously

RESOLVED to approve the Settlement Agreement.

**e. Other Business**

Director Pohl asked the staff if there is any new information on the Haymeadow land swap proposal. Ms. Bartnik provided an update on the Town of Eagle Planning Commission action and future Planning Commission and Town Council consideration dates.

Director Pryor shared a resident request for better maintenance of the sand volleyball courts in Freedom Park, including improvements to the maintenance of the sand, improved nets, and removal of weeds.

**6. Financial Matters**

**a. Schedule of Fees Amendment – Camp Fees Revision Ratification**

Ms. Englehart stated that she had prepared the formal documentation of the Schedule of Fees and Charges revision made informally at the March 2021 business meeting. Since that request was informally approved in February, she noted that there were camps missing from the Schedule of Fees. That missing fee forced her to raise the cap on outdoor recreation camp fees to \$190.

Director Curtis stated that she had concerns about the accessibility of the camps with the jump in rates proposed. Director Pryor stated that he shared that concern and asked that staff prepare answers for parents who may have questions. Ms. Englehart clarified that the camp rate was not properly included in the Schedule of Fees.

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Director Curtis moved to ratify the revision of Outdoor Rec Camp Fees in the Schedule of Fees and Charges. Director Pryor seconded the motion. It was unanimously

RESOLVED to ratify the revision of Outdoor Recreation Camp fees adjustment made by the Programs Superintendent in the Schedule of Fees and Charges.

**b. Capital Equipment – Golf Cart Purchase**

The purchase of a golf cart was included in the FY 2021 budget. Staff summarized the procurement process and recommended board approval of the purchase of a 2019 Club Car from Colorado Golf and Turf.

Director Curtis moved to authorize the purchase of a 2019 Club Car Carryall 500 – Electric golf cart from Colorado Golf and Turf in the amount of \$10,220. Director Pohl seconded the motion. It was unanimously

RESOLVED to authorize the purchase of a 2019 Club Car Carryall 500 – Electric golf cart from Colorado Golf and Turf in the amount of \$10,220.

**c. Financial Statements**

**d. Accounts Payable**

Ms. Platter stated that finances through the first two months of the year are as projected. She highlighted that the grant revenue is not showing in the monthly financial report since it has not yet been moved from the balance sheet to realized revenue. Ms. Owens has brought in additional grant funding again this year. Ms. Platter stated that the computer capital item appears over budget, although it reflects the early year purchase of computer replacements. An expense assigned to the signage project was miscoded. The District received refunds from the CSD Liability Pool from decreased Liability Pool operating costs and from the Workman's Comp Pool for the reduced staff hours worked in 2020. She offered kudos to the Gymnastics and Kids Night Out programs that are bringing in significant revenues while serving the community. She also noted Edwards memberships picking up as the facility has opened during the day for pickleball.

Ms. Platter shared an update on the difficulties incurred with the registration software. The software company has said that the error is repaired and that she is seeing evidence that may be the case.

Director Curtis asked about processing fees for those charges and refunds. Ms. Platter stated that the chargebacks are more challenging and that she is fighting those to ensure the District is not charged.

Board members asked about revenues for Edwards facility rentals. Ms. Platter stated that those were groups renting turf time in the Field House.

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Director Pohl stated that feedback from the public indicated to him that the work of the staff on March 1 and the public information that was sent helped significantly with the duplicate charges issue.

Director Pohl moved to approve the financial statements and accounts payable report as presented. Director Jones seconded the motion. It was unanimously

RESOLVED to approve the financial statements and accounts payable report.

### **7. Staff Reports**

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

Board members were pleased to see the progress on the concession stand construction. Discussion ensued related to reserved and scheduled events and leagues. There has been an increased demand for reserving fields from Mountain Rec.

### **8. Reports & Info**

Ms. Bartnik stated that staff were planning a ribbon cutting for the Eagle Sports Complex concession stand and restroom facility reconstruction project to coincide with the Baseball / Softball Opening Day event June 12.

Director Curtis asked if staff were still looking for coaches. Mr. Robinson stated there was always a need for coaches.

### **Adjournment**

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

RESOLVED to adjourn the meeting at 8:12 pm.