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## RECORD OF PROCEEDINGS

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Mountain Recreation Metropolitan District – January 15, 2020 Meeting Minutes

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**Minutes of the Regular Meeting  
Of the Board of Directors  
Mountain Recreation Metropolitan District  
January 15, 2020**

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on January 15, 2020, at 6:00pm, at the Gypsum Recreation Center, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

**Attendance** Director McCormack was absent and excused. The following Directors were present and acting:

- Liz Jones
- Mikayla Curtis
- Chris Pryor
- Tom Pohl

Also in attendance were:

- Ken Marchetti, Marchetti and Weaver
- Janet Bartnik, Executive Director
- Anna Englehart, Superintendent of Recreation Programs
- Scott Ruff, Superintendent of Recreation Facilities
- Alethea Platter, Accounting Manager
- Scott Robinson, Marketing and Communications Manager
- Kacy Carmichael, Aquatics Supervisor
- Brad Johnson, Facility Supervisor – Edwards Field House
- Matt Kreutzer, Sports Programming Coordinator
- Catherine “Feroll Cat” Zaikis, 10<sup>th</sup> Mountain Roller Dolls
- Deb “Cakes” Cohen, 10<sup>th</sup> Mountain Roller Dolls
- Megan “Meg” Worms, 10<sup>th</sup> Mountain Roller Dolls
- Katie “Little Ninja” McClanahan, 10<sup>th</sup> Mountain Roller Dolls

### **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 January 15, 2020, at 6:04pm, noting a quorum was present to conduct business.

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

Director Jones noted that she had an item to add the business agenda. Ms. Bartnik requested that consideration of a letter of agreement with the audit firm be added to the business agenda.

### **3. Minutes**

Director Curtis noted that there was an unfinished sentence on page 7 under item d that should reflect Mr. Marchetti’s suggestion to reallocate funds for the Eagle Sports Complex

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concession facility capital project from FY 2019 to FY 2020. Director Curtis made a motion to approve the December 18, 2019 minutes as amended. Director Jones seconded the motion. It was unanimously

RESOLVED to approve the December 18<sup>th</sup> meeting minutes as amended.

#### **4. Public Input and Presentations**

Members of the Tenth Mountain Roller Dolls presented information from their application for a 2020 Community Partnership Grant Application. The grant request is considered in the business section of the meeting.

Director Jones asked about participation numbers and the general structure of the program. Ms. Cohen replied that games require 15 girls to be rostered and the squad currently rosters the minimum number and are looking to expand. The team is ranked 107<sup>th</sup> in world and plays bouts locally as well as in other locations.

Director Curtis asked about the origins of the derby organization. Ms. Zaikis summarized the history of the partnership, stating that the District staff member Sheryl Staten started a recreational roller derby program prior to the organization moving out on its own.

Director Pohl asked for clarification as to the internal accounting for an in-kind request. Ms. Bartnik stated that it would be staff's intent to perform an internal funds transfer from the grant funding budgeted in the Admin contingency expense line item to the revenue in the area budget affected by the in-kind grant request approved by the board.

Director Pryor asked about the donations given to non-profits in the community following the derby season. He suggested that in-kind donations to the organization being converted to Roller Dolls donations to other organizations seemed unusual. Ms. Cohen stated that all donors and supporters were recognized in Derby advertising and publicity materials.

#### **5. Business**

##### **a. Administrative Matters Resolutions**

Staff prepared the Resolutions of the Board of Directors of the Mountain Recreation Metropolitan District Concerning Annual Administrative Matters – 2020 for Board consideration. Ms. Bartnik noted that there were no major changes to the resolutions except for the public meetings notice requirements, which had changed following the 2019 legislative session to allow for electronic meeting notices.

Director Curtis moved to approve the Resolutions of the Board of Directors of the Mountain Recreation Metropolitan District Concerning Annual Administrative Matters – 2020. Director Jones seconded the motion. It was unanimously

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RESOLVED to approve the Resolutions of the Board of Directors of the Mountain Recreation Metropolitan District Concerning Annual Administrative Matters – 2020.

**b. Resolution – May Board Election and Designated Election Official**

Marchetti & Weaver has prepared a resolution calling for the 2020 Board Election in May. The resolution proposes locations for in-person voting and appoints Meghan Hayes as the District's Designated Election Official. This election will be for three-year terms as the special district election cycles are being adjusted to odd numbered years. Ms. Bartnik added that Mr. Robinson was planning to post information about the election, including the self-nomination forms, to the District's website.

Director Pohl asked for clarification on the polling locations. Ms. Bartnik confirmed that there would be three in-person polling locations, one each in Gypsum, Eagle, and Edwards.

Director Pohl moved to approve the Resolution of the Board of Directors of the Mountain Recreation Metropolitan District Concerning the Regular Election to be Held May 5, 2020. Director Pryor seconded the motion. It was unanimously

RESOLVED to approve the Resolution of the Board of Directors of the Mountain Recreation Metropolitan District Concerning the Regular Election to be Held May 5, 2020.

**c. Community Partnership Grant Program**

Ms. Bartnik stated that one organization had applied for a Community Partnership Grant for this cycle. The 10<sup>th</sup> Mountain Roller Dolls had requested \$4,500 in rental fee waivers to be applied to their annual Melee in the Mountains event and summer weekly practice sessions. The Roller Dolls had presented their request and organization information in the public input and presentations portion of the meeting.

Director Pohl stated that the Roller Dolls is a positive organization that does serve these women toward the District's mission. Given this group's smaller size, outreach, and impact, he suggested that the gift could be proportional to that impact.

Director Pohl moved to approve a Community Partnership Grant in an amount not to exceed \$1,500 for the 10<sup>th</sup> Mountain Roller Dolls to use to subsidize rental fees at the rink for the Melee in the Mountains event. Director Pryor requested that they come back to give a post-event report. Director Pryor seconded the motion. It was unanimously

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RESOLVED to approve a Community Partnership Grant in an amount not to exceed \$1,500 for the 10<sup>th</sup> Mountain Roller Dolls to use to subsidize rental fees for the Melee in the Mountains event.

**d. Eagle Valley Behavioral Health Partnership Agreement**

Following staff's pitch of a sponsorship opportunity, the new Eagle Valley Behavioral Health Board (EVBH) has extended a grant award offer to Mountain Recreation in the amount of \$30,000 in scholarship funding to expand the District's ability to meet community need for financial assistance for families to enroll their children in District programs. An agreement for the award has been drafted for board consideration by merging the sponsorship agreement with EVBH's grant award agreement. Mr. Robinson added that he and Anna Englehart had been working on how this grant award would be operationalized, including CivicRec systems review, general ledger tracking, and public information.

Director Pohl stated that he was concerned with the requirement for a performance report that was not provided in advance for review and the blanket statement requiring staff to send information on behavioral health events and trainings to EVBH for joint publicity. Mr. Robinson clarified that the performance report was the same template report attached to the agreement. Director Curtis stated that the EVBH was looking to create an online calendar for these events that is publicly accessible.

Director Pohl moved to approve the agreement with Eagle Valley Behavioral health and to accept the \$30,000 grant award for program scholarships. Director Pryor seconded the motion. It was unanimously

RESOLVED to approve the agreement with Eagle Valley Behavioral health and to accept the \$30,000 grant award for program scholarships.

**e. Audit Engagement Letter**

Ms. Platter stated that the audit firm used for FY2018, Maggard and Hood had submitted a letter of engagement for the audit of financial statements for FY2019.

Director Jones moved to approve an audit engagement letter with Maggard and Hood for the FY2020. Director Curtis seconded. It was unanimously

RESOLVED to approve an audit engagement letter with Maggard and Hood for the FY2020.

**f. Other Business**

Director Jones suggested that she would be interested in holding a board retreat following the May election to review priorities and ensure direction. The consensus of the board was to host a retreat in late May, after the election and the May board meeting.

**6. Financial Matters**

**a. Capital Equipment Purchases**

The FY2020 approved budget includes \$60,000 in funding for the planned purchase of capital equipment. Mr. Ruff explained that this request is for the purchase of the two John Deere mowers and the utility vehicle. A bagger attachment is requested for the mowers. The equipment will be used by maintenance staff for a wide variety of projects between Freedom Park and the Fairgrounds Sports Complex and will be the primary equipment used for maintenance of Freedom Park under the new maintenance arrangement in which mowing tasks will be absorbed by Mountain Rec staff and removed from the contractor's responsibilities.

Staff proposes to utilize the Colorado state purchasing contract to fulfill procurement requirements for this project. A quote from Berthod Motors in the amount of \$34,761.23 is included in the board meeting materials.

Director Pohl asked why the spreader and aerator were not proposed with this purchase. Mr. Ruff explained that those smaller items were in stock while those items proposed today needed to be ordered. He also stated that the team wanted to wait on the smaller items to ensure the equipment currently being used was sound and that they would not exceed budgeted amounts.

Director Pryor asked why there was a difference between the 72" mower for Freedom Park versus the 72" mower for the fairgrounds that was twice the cost. The board asked that staff report back on the rationale for the cost difference in the equipment prices.

Director Pryor moved to approve the purchase of the three pieces of equipment as presented. Director Curtis seconded the motion. It was unanimously

RESOLVED to approve the purchase of capital equipment from Berthod Motors in the amount of \$34,761.23.

**b. Financial Statements**

**c. Accounts Payable**

Ms. Platter stated that the FY2019 December financial statements ended in a stronger position than had been anticipated. There were still a number of expenses to be posted in December that are invoices coming in in January. She stated that staff would be reviewing the sports programs revenues across the District as it appears that some revenues were misallocated to incorrect area budgets.

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

RESOLVED to approve the financial statements and accounts payable report.

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### **7. Staff Reports**

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

Director Curtis asked if staff had any information on the impacts of the ACA. Ms. Bartnik stated that Ms. Olson was researching the impacts and would be working with Employer's Council and legal counsel prior to presenting recommendations.

Ms. Bartnik shared an update on the EVMS noontime basketball program conversation with participants and school district staff.

Ms. Bartnik noted that the employee party was scheduled for Sunday. She encouraged board members to attend.

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

#### **Adjournment**

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

RESOLVED to adjourn the meeting at 8:38pm.