
RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

**Minutes of the Regular Meeting
Of the Board of Directors
Mountain Recreation Metropolitan District
August 19, 2020**

The regular meeting of the Board of Directors of the Mountain Recreation Metropolitan District, Eagle County, Colorado, was held on August 19, 2020, at 6:00pm, at the Edwards Field House 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
- Mike McCormack
- Tom Pohl
- Chris Pryor (arrived at 7:34pm)

Also in attendance were:

- Janet Bartnik, Executive Director
- Anna Englehart, Superintendent of Recreation Programs
- Scott Robinson, Business Operations Superintendent
- Scott Ruff, Superintendent of Facilities
- Alethea Platter, Accounting Manager
- Cat Olson, Human Resources Manager
- Becky Johnson, Gymnastics Supervisor
- Brad Johnson, Facility Supervisor – Edwards Field House
- Lizzy Owens, Community Engagement Manager
- Ken Marchetti, Marchetti and Weaver
- Todd Goulding, Goulding Development Advisors
- Joe Hood, Maggard & Hood
- Sophia Gianfrancisco, The Cycle Effect

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 August 19, 2020, at 6:03pm, noting a quorum was present to conduct business.

2. Changes to the Agenda

Director Pohl requested that the citizen request for the addition of a back board to the Eagle Tennis Courts be discussed by the Board.

3. Minutes

Director Jones asked if there were any changes to the June 17, 2020 minutes. Director Curtis moved to approve the June 17, 2020 minutes as presented. Director McCormack seconded the motion. It was unanimously

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

RESOLVED to approve the June 17, 2020, meeting minutes as amended.

4. Public Input and Presentations

No members of the general public were present to share input or concerns.

a. FY 2019 Audit Report

Mr. Hood presented the FY 2019 audit report. Mr. Hood requested that the Board receive the report today and review the financial statements so that acceptance of the report can be considered at the September meeting. The auditors issued an unqualified report. Overall, the District's net position has increased \$257,200 from the previous year.

General Revenues accounted for \$2,875,296 or 49.7% of all revenues. These general revenues include taxes, grants, interest, and other revenues not related to specific programs. Program specific revenues, in the form of charges for services, operating and capital grants and contributions, were \$2,907,143 or 50.3% of the District's total revenues of \$5,782,439.

The District had \$5,525,239 of expenses. Of these expenses, \$2,875,296 were offset by program specific revenues. General Revenues (primarily property taxes) were adequate to provide for the remaining expenses, including depreciation of capital assets.

Director Jones stated that she was surprised that the capital projects and improvements expenses were so low.

Mr. Hood reviewed the management letter with the Board. The District has a strong set of internal controls, strengthened by the involvement of Marchetti & Weaver. Mr. Hood recommended that the District clear the stale accounts in the general ledger. He also recommended that the District review its capitalization policy and review asset listing for obsolete items.

Director Jones asked for more information on the line items that are recommended to be cleared. Mr. Marchetti asked for Mr. Hood's recommendations to be included in the report.

Director Pohl asked if Mr. Hood saw any trends in the review that he might highlight for the board. Mr. Hood stated that the cash reserve was sufficient to cover any losses due to COVID-19. Mr. Marchetti stated that revenues are significantly lower in program fees and charges, and that those are coupled with a reduction in expense.

Director Curtis stated that she was looking forward to reviewing the FY 2019 Audit report in greater detail.

b. The Cycle Effect

Ms. Gianfrancisco presented an annual report of the outcomes of The Cycle Effect's programming and how the community benefitted from the grant from Mountain Rec. The program served 165 girls in 5th through 12th grade. The programming includes 80 days of programming, one-on-one mentorship and coaching, bike, gear, race fees, volunteer opportunities, and leadership retreats. The relationship with Mountain Rec afforded The Cycle Effect the opportunity to extend program year-round. The cash grant afforded one girl a program scholarship and gear needed for the program. COVID-19 protocols and program strategies were shared. Ms. Gianfrancisco thanked the Board for the grant.

Director Curtis asked if participation was maintained though the pandemic. It was.

Director Pohl stated that he was excited to see the program expansion and was curious to learn if there were plans to expand in Eagle County. Ms. Gianfrancisco stated that the organization was looking to grow from 125 girls in Eagle County this year to a total of 200 girls organization wide.

5. Business

a. COVID-19 Response Update

i. Programming Updates

Ms. Englehart presented information detailing recreation programs scheduled for the fall, including aquatics, gymnastics, fitness, outdoor recreation, sports, day camps and non-sports programs, and fifth day school programs needed due to COVID-related school schedule changes.

Director Pohl stated that he was excited to see the fifth day programming in the presentation and the push to try to get the middle school fall sports programs. Director McCormack asked about what it would take to get to use school facilities for outdoor fall programs. Discussion ensued.

Director Pohl asked if there were a way to increase programming to provide opportunities for those kids displaced from after school programs. He was concerned that they might find unhealthy activity options.

ii. Board action or Direction related to response

Ms. Bartnik asked if the board had any additional actions desired for the staff to take in response to the COVID-19 pandemic. No actions were requested.

b. Eagle Sports Complex Construction Project

Ms. Bartnik stated that the reconstruction of the Eagle Sports Complex concession and rest room facility had been paused in April as the effects of the

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

COVID-19 pandemic were just beginning. In June, the board voted to direct the contractor to install the water line. Administrative direction authorized the addition of the sewer line to the water line installation in July. The board was asked to consider ratifying the addition of the sewer line construction to the water line project and to consider restarting the remainder of the project in September.

Ms. Bartnik stated that Owner's representative Todd Goulding was present to provide an update on the water and sewer line construction as well as to answer questions about the restarting the project in September.

Mr. Goulding stated that most of the water line is complete. The line has been tapped and extended to a spot near the existing facility. The water line will sit as is until the building is demolished.

Director Jones stated that she still wanted to move forward with the facility construction project. Board members asked Mr. Marchetti if he had any financial concerns about re-engaging the general contractor. He did not.

Ms. Bartnik stated that a reschedule of summer leagues has resulted in the extension of the season through September 2. She requested that, should the board desire to restart the project, they direct RA Nelson to keep sports lighting available through September 2, 2020.

Mr. Marchetti stated that the funds were budgeted and are available.

Director Curtis asked what the timeline for completion would be. Mr. Goulding stated that he would report back to the board when he has that schedule available.

i. Eagle Sports Complex Sewer Line

Director Jones asked board members to consider ratification of the sewer line construction authorization. Director Pohl moved to ratify administrative authorization of the construction of the sewer line at the Eagle Sports Complex in the amount of \$18,888.92. Director Jones seconded the motion. It was unanimously

RESOLVED to ratify administrative authorization of the construction of the sewer line at the Eagle Sports Complex in the amount of \$18,888.92.

ii. Eagle Sports Complex Concession Stand Construction Project

Director Jones asked board members to consider a restart of the construction project. Director Pohl moved to direct staff to issue a letter to RA Nelson authorizing the construction project to restart September 3. Director Jones seconded the motion. It was unanimously

RESOLVED to direct staff to issue a letter to RA Nelson authorizing the construction project to restart September 3, 2020.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

c. Managed IT Services Contract

In October 2017, a contract for managed IT services was approved with Decypher Technologies that included up to two additional one-year renewals. With that contract expiring, Mr. Robinson presented the board with a contract for such services for the next three-year term.

Director Jones asked if there had been any service issues with Decypher. Mr. Robinson stated that the team had worked with Decypher when issues were identified, and all challenges were resolved satisfactorily.

Director Jones asked if Mr. Fano had reviewed the contract. Mr. Robinson confirmed that Mr. Fano had reviewed and approved as to form.

Director Pohl stated noted that the staff had not bid for services and stated that he understood the complexity of the service agreement and why it would be complicated to switch service providers. He asked if there was an increase in service cost from the last contract to this one. Mr. Robinson stated that there is an increase, but that increase is based on the number of computers covered and not an increase in fees for service.

Director Pohl moved to approve a managed IT services contract with Decypher Technologies as presented, with the correction of a typo. Director Curtis seconded the motion. It was unanimously

RESOLVED to approve a managed IT services contract with Decypher Technologies as amended.

d. Other Business

Director Pohl reported that the District had received a request for back boards to be added to the Eagle Tennis Courts. Ms. Bartnik stated that she was working with the Town of Eagle. Two options for the installation have been identified and the Town is identifying funding for the installation. Ms. Bartnik is communicating with the resident.

Director Pryor joined the meeting.

6. Financial Matters

a. Financial Statements

b. Accounts Payable

Ms. Platter presented an overview of the financial statements. The pandemic has had a significant impact on operating revenues. While revenues are significantly lower than budget, there is a corresponding decrease in expenses.

Mr. Marchetti identified the changes between the first set of financial statements and the corrected version.

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

Director Jones asked Mr. Marchetti if there were any parts of the budget that were of concern. Mr. Marchetti stated that he would be most concerned about how the District meets its mission while under public health restrictions.

Director Pohl noted that there was an increase in outdoor recreation revenues which indicates an interest in these types of programs. He added that the ReckKids programming was also a need in the community, especially in this time.

Director Jones asked that the staff continue to forge ahead with programs and services that serve the community while being mindful of expenses.

Mr. Marchetti reminded the board to watch the activity on the November ballot for organizations attempting to de-Gallagher, in addition to the state-wide initiative. Director Pryor asked if the District could share information about the initiative and tell the story of the issue. Director Curtis suggested that it would be best to have a coordinated effort to get information out to the community. Mr. Marchetti suggested that a resolution could be approved in support. The Board directed staff to draft a resolution for the September board meeting.

Director Jones noted that there were refunds in the accounts payable, but that there were not as many as she expected there might be.

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

RESOLVED to approve the financial statements and accounts payable report.

c. FY 2021 Budget Preparation Period

Ms. Platter reported that the FY 2021 Budget preparation period was well under way. Director Jones asked if board members had any direction to share with the staff as it relates to the preparation of the budget proposal. Board members were asked to send their ideas to Ms. Bartnik.

Discussion ensued regarding the joint meeting with the Town of Gypsum Council scheduled August 25.

d. FY 2021 Audit Acceptance

Director Jones asked the board to review the FY 2019 Audit report in greater detail. She directed staff to place acceptance of the report on the September meeting agenda.

7. Staff Reports

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

RECORD OF PROCEEDINGS

Mountain Recreation Metropolitan District – August 19, 2020 Meeting Minutes

Director Pryor asked if the District has been having phone issues. He noted that patrons had stated that they had encountered issues with the registration system and then were lost in a phone queue. Email messages sent did not receive a response. Director Pryor added that South Suburban Recreation District has built a large facility and that it might be good to connect with staff there to learn more about their funding process.

8. Reports & Info

No discussion.

9. Closed Session

Director Jones moved to enter into a closed session to discuss privileged matters pursuant to CRS 24-6-402(4)(e) concerning determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators. Director Pohl seconded and all approved.

The Board adjourned to closed session at 8:32pm.

The Board returned to open session at 9:15pm.

Adjournment

Director Curtis moved to adjourn the board meeting. Director McCormack seconded the motion. It was unanimously

RESOLVED to adjourn the meeting at 9:16pm.