



EASTERN RIO BLANCO METROPOLITAN RECREATION AND PARK DISTRICT

January 18, 2022

The regular meeting of the Board of Directors for the Eastern Rio Blanco Metropolitan Recreation & Park District was held on January 18, 2022, at the Meeker Recreation Center located at 101 Ute Road, Meeker, CO 81641.

Board Members Present:

Kent Walter, President

Travis Mobley, Vice President

John Strate, Treasurer

Dan Chinn, Director

Also Present:

Sean VonRoenn, Executive Director

Dondi Glasscock, Administrative Services Manager

Rodney Gerloff, Parks and Facilities Manager

Shelly Rogers, Recreation Manager

Cathy Kiser, Human Resources Administrator

Vonni Massey, Administrative Services Supervisor

Donnee Theos, Guest Service Representative Level II

Visitors:

Kim Kendall, Public

Landon Smith, Bureau of Land Management

Regas Halandras, Meeker Classic

Luke Turner, Rio Blanco Herald Times

1. Call to Order, Roll Call, & Pledge of Allegiance

-President Walter called the meeting to order at 6:00pm.

-Roll call: President Walter: here; Vice President Mobley: here; Secretary Baughman: absent; Treasurer Strate: here; Director Chinn: here.

-Pledge of Allegiance was recited.

2. Adopt/Amend Agenda

-Director Mobley made a motion to amend the agenda to add a Consideration of a Public Safety Concern in Regards to Locker Room Tile as action item 7, a Consideration for Winter Signage for Circle Park Pond as action 8, a Review of Updated COVID-19 District Protocols as action item 9, and Review of the Executive Director's 2022 Goals and Objectives as informational item 4. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.

3. Visitor Comments

-None.

4. Regular Business

a. Action Items

- i. Consideration of Request for a Letter Supporting BLM & Rio Blanco County in Developing a Fire Break on Philip and Dorcas Jensen Memorial (PDJ) Park.

- Director Mobley made a motion to approve the Request for a Letter Supporting BLM and Rio Blanco County in Developing a Fire Break on Philip and Dorcus Jensen Memorial (PDJ) Park that will address social trail encouragement concerns and with a contingency of community support. Director Chinn seconded the motion. Roll call vote. Director Walter abstained. Motion passed.
- ii. Consideration of a Request for Sponsorship from Meeker Classic for Sheepdog Trials
-Director Mobley made a motion to approve the Request for Sponsorship from Meeker Classic for Sheepdog Trails in the amount of \$4,000, plus, use of the District's 30x50 tent, stage, and 105 recreation center passes for vendors and handlers. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.
- iii. Consideration of a Resolution 2022-01 to Hold a Polling Place Election on May 3, 2022 and Designate an Election Official
-Director Chinn made a motion to approve Resolution 2022-01 to Hold a Polling Place Election on May 3, 2022 and Designate an Election Official as presented. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.
- iv. Consideration of Contractor Bids for 2022 MRC Lower Parking Lot Asphalt Replacement Project
-The Board reviewed the two contractor bids that were received.
1. United Companies bid for \$191,613.
2. Frontier Paving Inc. bid for \$186,339.90.
-Director Chinn made a motion to approve the Contractor Bid for 2022 MRC Lower Parking Lot Asphalt Replacement Project from Frontier Paving Inc. in the amount of \$186,339.90. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.
- v. Amend/Adopt Minutes (December 14, 2021).
-Director Chinn made a motion to amend Minutes (December 14th) to remove the word "recommended" from item 5, line 5. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.
- vi. Approval of December 2021 Financials- Balance Sheet, Revenues/Expenses Summary, Monthly Vouchers and 4th Quarter Reports; Review of FY 2021 Unaudited Actuals Compared to Budget.
Revenues/Expenses Summary:
-Other County Taxes were over projections by \$109,778.
-Total operations brought in substantially more revenue in 2021 than in 2020.
-Total revenue for 2021 came in \$80,816 over the projected amount.
-Total personnel came in approximately \$55k under budget due to the cost saving measures taken throughout the year.
-Total equipment and supplies also came in under budget.
-Total revenues under expenditures came in at (\$279,277).
Vouchers:
-Contingency was used for a new scrubber at \$6,404.81.
-A combined total of \$737 was paid for water rights engineering and legal fees.
-November legal services were \$340.50 for consult on child care licensing.
-Executive Director VonRoenn highlighted the final cost savings within personnel that was tracked thorough out 2021 and the cost savings within capital improvements

Quarterly Reports:

-Personnel budget cost saving was tracked throughout 2021.

-A third of Capital Improvements savings was encumbered for completion of the IT/Fiber Project in 2022.

-In Investments, two CD's will be maturing in 2022 and will be moved to Colo Trust Edge. The District's final CDs will mature in 2023.

-The Board's GL cash allocation fund for 2022 has been reduced substantially down to \$15,000.

-Meeker Recreation Center usage is rising with 35,726 in 2021.

-Fourth quarter Non-budgeted expenses were reviewed.

-Director Strate made a motion to approve December 2021 Financials- Balance Sheet, Revenues/Expenses Summary, Monthly Vouchers and 4th Quarter Reports; Review of FY 2021 Unaudited Actuals Compared to Budget as presented. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

vii. Consideration of a Public Concern Resolution in Regards to Locker Room Tile Safety

-The Board reviewed the Public Concern Resolution Form and discussed the Safety Committee's recommendation to not implement any changes based on the compliance review of the flooring material in this area.

-Director Mobley made a motion to support the Safety Committee's recommendation to take no additional measures in regards to the Locker Room Tile Safety Concern as presented and to mail a letter detailing the outcome of the investigation to the patron who submitted the concern. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.

viii. Consideration of Winter Signage for Circle Park Pond

-The Board discussed the Town's requested additional verbiage for signage at Circle Park for wintertime activity and approved minimal "Ice May Be Thin" signs to display over the "No Lifeguard on Duty" signs during the winter months, but decided not to add any additional precautionary verbiage on a larger sign; and also reaffirmed their position against doing any additional buoys, visual barriers or maintenance on the ice itself.

-Director Strate made a motion to approve Winter Signage for Circle Park Pond that cautions the public about the possibility of thin ice. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

ix. Review of the District's Employee COVID-19 Protocols

-Executive Director VonRoenn notified the Board of the District's employee COVID-19 protocols updates based off of updated CDC guidelines and that these guidelines will be distributed to all staff via the Safety Committee Meeting Minutes.

-No action was required.

b. Informational Items

i. Department Operations and Executive Director's Report

-None.

ii. Marketing Services and Website Redesign Memo Discussion

-Executive Director VonRoenn reviewed the memo with the Board highlighting that the contracts for the marketing services and website redesign have been awarded and finalized with local contractor, Caitlin Walker. The website redesign will occur in conjunction with ActiveNet online registration implementation. The marketing contract is primarily for Line-Up, Annual Report and other special productions as assigned.

iii. Values Commitment Statements Discussion

-Managers and supervisors will be operationalizing our values commitment statements into our daily operations and developing action items necessary for operationalization over the next several months.

iv. Review of the Executive Director's 2022 Goals and Objectives

-The Board reviewed and approved Executive Director VonRoenn's 2022 appraisal timeline document.

5. Other Business

-Manager Rogers passed on a thanks to the Board from Trina Zagar-Brown for the District's collaboration in making last year's WREA Customer Appreciation Dinner a huge success.

6. Adjournment

Director Strate made a motion to adjourn the meeting at 7:21pm. Director Chinn seconded the motion. Roll call vote. Motion passed unanimously.