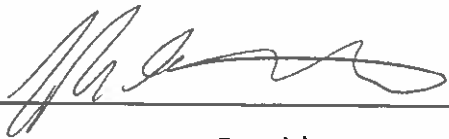





**APPROVAL**  
**March 29, 2022**

We hereby attest that the foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Eastern Rio Blanco Metropolitan Recreation and Park District, are a true and accurate record of the meeting held on the date stated above.

  
\_\_\_\_\_  
, President 5/17/22  
Date

  
\_\_\_\_\_  
, Secretary 5-17-22  
Date



EASTERN RIO BLANCO METROPOLITAN RECREATION AND PARK DISTRICT

March 29, 2022

The special meeting of the Board of Directors for the Eastern Rio Blanco Metropolitan Recreation & Park District was held on March 29, 2022, at the Meeker Recreation Center located at 101 Ute Road, Meeker, CO 81641.

**Board Members Present:**

Kent Walter, President

Travis Mobley, Vice President

Rob Baughman, Secretary

John Strate, Treasurer

Dan Chinn, Director

**Also Present:**

Sean VonRoenn, Executive Director

Dondi Glasscock, Administrative Services Manager

Shelly Rogers, Recreation Manager

Rodney Gerloff, Parks and Facilities Manager

Cathy Kiser, Human Resources Administrator

Katie Day, Recreation Supervisor

Chance Walker, Aquatics Supervisor

Keith Gray, Parks and Facilities Supervisor

Vonni Massey, Administrative Services Supervisor

Donnee Theos, Guest Services Representative II

**Visitors:**

Alicia Mobley, Visitor

Kari Jo Ruchti, Visitor

Antina DiBenedetto, Visitor

Vicky Edwards, Visitor

Aaron Grimes, Visitor

Katrina Ward, Visitor

Kim Kendall, Visitor

Eric Knez, Visitor

Niki 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: here; Treasurer Strate: here; Director Chinn: here.

-Pledge of Allegiance was recited.

**2. Adopt/Amend Agenda**

-Director Strate made a motion to adopt the agenda as presented. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

### **3. Visitor Comments**

-Katrina Ward addressed the Board regarding her Public Concern Resolution request to extend the MRC fitness room hours to at least 8:30pm on weekdays. She previously met with Executive Director VonRoenn on March 25th. The board will consider her proposal and potentially add it as an item to be considered on a future agenda.

-Vicky Edwards inquired about Resolution 2022-02, paragraph 6, asking what the anticipated annual cost of maintaining the river improvements will be. The board explained that the required maintenance has not yet been defined but that they did edit the resolution to read "...and as allowed, will appropriate funds for maintenance in its annual budget".

Secondly, she informed the board that due to increasing market volatility interest rates the county will likely be decreasing their portfolio size and liquidating the funds and is curious if the District would be looking to do the same. The board expressed that their investments are reviewed and discussed quarterly.

### **4. Historical and Projected Fiscal Performance Discussion**

#### **a. Potential Action Concerning Fund Balance Management Options and Related Fiscal Policy Revisions**

-The board tabled this discussion. Fiscal Policies are to be reviewed by the Investment Committee. Recommendations for specific changes will be proposed to the Board at a future meeting, potentially in June.

### **5. Future Budget(s) Objectives: Budget Components Analysis and Cost Savings Options**

#### **a. Possible Action Concerning Personnel Budget**

-The Board requested that staff produce an analysis on modifying health insurance benefits by 5%, 10%, and 20%.

-Transition from PERA to a different non-defined benefit retirement plan was discussed. No immediate action or request for analysis was made, however the Board may further consider this option in the future.

-The Board will also consider restructuring the organizational chart, including transitioning certain full-time positions to part-time positions, eliminating positions, reduction of exempt positions, transitioning exempt positions to hourly, and increasing exempt staff frontline coverage.

-Freezing wages and/or maintaining staff at a lower percentage of the compensation scale could be considered in the future.

-Director Strate made a motion to approve an immediate Hiring Freeze on full-time positions, evaluated annually by the Board. Director Chinn seconded the motion. Roll call vote. Motion passed unanimously.

#### **b. Possible Action Concerning General Operations Budget**

-The Board considered analyzation of the parks lease, all related expenses, and cost sharing and/or desired support from the Town of Meeker Board of Trustees.

-Continued evaluation of contracted and operations budgets was recommended.

-Cell phone per diem reduction of 50% was suggested.

-Recommendation that the incentives budget should not be expended on food for staff was discussed.

#### **c. Possible Action Concerning Capital Improvements (Scheduled and Non-Scheduled) Projects**

-The Board recommended prolonging scheduled replacements and to table all non-scheduled CIP items.

-Further office remodel CIP discussion was tabled until the next regular meeting on April 19<sup>th</sup>.

**d. Possible Action Concerning Revenue/Cost Recovery**

-The Board suggested a comprehensive analyzation of all cost reimbursement, including program fees and all use fees.

-Recommendation to proactively seek sponsorships and grants for CIP and general operations was discussed.

-The Board also encouraged expanding optimization of partnerships and volunteerism.

**6. Other Business**

**a. Circle Park Phase II River Design/Project Management RFP; Meeting with Town of Meeker Trustees**

-Executive Director VonRoenn notified the Board the Notice for RFP will be posted for most of April and bids due by late April. He requested the Board review the prepared documents and give comments back by the end of the day on April 1<sup>st</sup>. The Board will then attend a special meeting with the Town of Meeker Board of Trustees on April 5<sup>th</sup> at 7pm at Town Hall. The meeting will convene at the Meeker Recreation Center at 6:45pm and will adjourn at Town Hall. Director Chinn will not be in attendance.

**b. Other**

-Director Walter and Director Baughman will not be in attendance of the April 19<sup>th</sup> regular meeting.

**7. Adjournment**

Director Chinn made a motion to adjourn the meeting at 8:45pm. Director Strate seconded the motion. Roll call vote. Motion passed unanimously.