





**APPROVAL**  
**May 17, 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.

  
\_\_\_\_\_  
John Strate, President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kim Kendall, Secretary

  
\_\_\_\_\_  
Date



## EASTERN RIO BLANCO METROPOLITAN RECREATION AND PARK DISTRICT

May 17, 2022

The regular meeting of the Board of Directors for the Eastern Rio Blanco Metropolitan Recreation & Park District was held on May 17, 2022, at the Meeker Recreation Center located at 101 Ute Road, Meeker, CO 81641.

### **Board Members Present:**

John Strate, President

Travis Mobley, Vice President

Kim Kendall, Secretary

Vicky Edwards, Treasurer

Kent Walter, Director

### **Also Present:**

Sean VonRoenn, Executive Director

Dondi Glasscock, Administrative Services Manager

Cathy Kiser, Human Resources Administrator

Rodney Gerloff, Parks and Facilities Manager

Shelly Rogers, Recreation Manager

Vonni Massey, Administrative Services Supervisor

Chance Walker, Aquatics Supervisor

Katie Day, Recreation Supervisor

Donnee Theos, Guest Services Representative II

### **Visitors:**

Milo McPherson, Visitor

Danae McPherson, Visitor

Jay Edwards, Visitor

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

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

-Roll call: Director Walter: here; Director Mobley: here; Director Strate: here; Director Kendall: here; Director Edwards: here.

-Pledge of Allegiance was recited.

### **2. Adopt/Amend Agenda**

-Director Mobley made a motion to amend the agenda to add acknowledgement of outgoing and oncoming directors prior to the Annual Meeting Action Items. Director Strate seconded the motion.

Roll call vote. Motion passed unanimously.

### **3. Acknowledgement of Outgoing and Oncoming Directors**

-Director Walter acknowledged the District's outgoing board directors, Rob Baughman and Dan Chinn, thanking them for all of their contributions and wishing them the best in future endeavors. Re-elected, John Strate, and oncoming board directors, Kim Kendall and Vicky Edwards, were congratulated and welcomed to the District.

#### 4. Annual Meeting Action Items

##### a. Election of Officers: President, Vice President, Secretary, Treasurer

-Director Edwards made a motion to elect Director Strate as President. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.

-Director Walter made a motion to elect Director Mobley as Vice President. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.

-Director Strate made a motion to elect Director Kendall as Secretary. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

-Director Strate made a motion to elect Director Edwards as Treasurer. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

##### b. Appoint Standing Committees: Investment Committee (2 Directors), Safety and Wellness Committee (1 Director), ERBM Program Advisory Committee (ePAC) (1 Director)

Investment Committee:

-Director Mobley made a motion to appoint Director Strate and Director Edwards to the Investment Committee. Director Walter seconded the motion. Roll call vote. Motion passed unanimously.

Safety and Wellness Committee:

-Director Mobley made a motion to appoint Director Walter to the Safety and Wellness Committee. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.

ERBM Program Advisory Committee (ePAC):

-Director Walter made a motion to appoint Director Kendall to the ePAC Committee. Director Edwards seconded the motion. Roll call vote. Motion passed unanimously.

##### c. Appoint Director(s) to Project or Other Temporary Committees

Circle Park Project Committee:

-Director Mobley made a motion to appoint Director Walter and Director Strate, with Director Kendall as an alternate, to the Circle Park Project Committee. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.

##### d. Appoint Authorized Signatories for District Cash Accounts

-Director Mobley made a motion to appoint Director Walter, Director Kendall, and Director Strate as Authorized Signatories for the District Cash Accounts. Director Walter seconded the motion. Roll call vote. Motion passed unanimously.

#### 5. Visitor Comments

-Danae and Milo McPherson expressed concerns with staffing turnover rates within the aquatic and recreation divisions. Director Strate referred and encouraged them to participate in the Public Concern Resolution Process.

#### 6. Regular Business

##### a. Action Items

###### i. Approval of 2022 Board Bylaws

-Director Walter made a motion to approve the 2022 Board Bylaws with an amendment to section 4.3, second paragraph, "Lincoln" will be changed to "Rio Blanco". Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

- ii. Bids Review and Approval Recommendation for Circle Park Phase II Project: Riverfront Design and Project Management
- The Board reviewed two bids, one from SGM for \$181,295 and the second from SWCA for \$158,520. Discussion included the merits of the SWCA bid which included: a lower cost, familiarity with the project background, and inclusion of ice formation subconsultant to assess that aspect of the project.
  - Director Mobley made a motion to approve a bid recommendation for Circle Park Phase II Project: Riverfront Design and Project Management from SWCA for \$158,520 to the Town of Meeker Board of Trustees. Director Walter seconded the motion. Roll call vote. Motion passed unanimously.
- iii. Consideration of an Unscheduled Capital Improvements Project: Circle Park Pond Aeration and Mapping
- Packet materials included a memo with recommendation from Colorado Pond and Lake for water management program enhancements at the Circle Park Pond. The Board tabled further discussion on this topic and requested a more detailed report and complete treatment proposal prior to considering approval of the project.
  - No action was taken.
- iv. Approval to Sell a District Vehicle at the June Surplus Auction
- Director Mobley made a motion to approve the sale of a District vehicle at the June surplus auction with a minimum bid of \$5,000. Director Edwards seconded the motion. Roll call vote. Motion passed unanimously.
- v. Approval of Financials- Balance Sheet, Rev/Exp Summary, Monthly Vouchers
- Revenues and Expenditures:
- Tax receipts are tracking well.
  - Investment/interest income is down.
  - Total personnel is down from last year.
- Monthly Vouchers:
- \$5,011.50 in March legal services for work on the request for proposal, contract templates, and the election.
  - \$690 in marketing and website development.
  - \$37,355 for annual preventative maintenance with Trane.
  - Director Edwards requested further information on overall marketing costs; and clarification on Board direction from the March workshop on exempt staff cell phone stipend reductions. ED VonRoenn will follow up on request for detailed marketing budget breakdown, and the Board requested a review of the resolution on cell phone stipends at their next meeting.
  - Director Mobley made a motion to approve the Financials- Balance Sheet, Rev/Exp Summary, and Monthly Vouchers as presented. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.
- vi. Amend/Adopt Minutes (March 29<sup>th</sup>, April 5<sup>th</sup>, April 19<sup>th</sup>)
- Director Walter made a motion to adopt the minutes for March 29<sup>th</sup> and April 5<sup>th</sup> as presented. Director Mobley seconded the motion. Roll call vote. Director Mobley: yea; Director Strate: yea; Director Kendall: abstain; Director Edwards: abstain; Director Walter: yea. Motion passed.
  - Director Mobley made a motion to adopt the minutes for April 19<sup>th</sup> as presented. Director Walter seconded the motion. Roll call vote. Director Strate: yea; Director Kendall:

abstain; Director Edwards: abstain; Director Walter: abstain; Director Mobley: yea.

Motion failed.

**b. Informational Items**

**i. Executive Director Updates**

-Executive Director VonRoenn announced Katie Day's resignation and thanked her for her service to the District, her last day being June 3<sup>rd</sup>. The District does not plan to rehire her position.

**ii. Confirm Board Special Meeting and Other Committee Meetings/Training Dates**

-Oncoming director orientation will be held on May 23<sup>rd</sup> from 1:00pm-5:00pm.

-The Board set the June 14<sup>th</sup> special meeting for 5:00pm.

-The June 21<sup>st</sup> regular meeting was also set for 5:00pm and will begin with the annual board tour. Regular business will be conducted following the tour.

**7. Other Business**

-None.

**8. Adjournment**

Director Mobley made a motion to adjourn the meeting at 7:25pm. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.