



APPROVAL
August 16, 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

August 16, 2022

A meeting of the Board of Directors for the Eastern Rio Blanco Metropolitan Recreation & Park District was held on August 16, 2022, at the Meeker Recreation Center located at 101 Ute Road, Meeker, CO 81641.

Board Members Present:

John Strate, President

Vicky Edwards, Treasurer

Travis Mobley, Vice President

Kim Kendall, Secretary

Also Present:

Sean VonRoenn, Executive Director

Dondi Glasscock, Administrative Services Manager

Rodney Gerloff, Parks and Facilities Manager

Emily Powell, Legal Counsel (via phone)

Town of Meeker Board of Trustees and Town Administrator, Mandi Ethridge

Visitors:

Walt Proctor, White River Integrated Water Initiative

Nikki Turner, Rio Blanco Herald Times (via phone)

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

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

-Roll call: Director Strate: here; Director Mobley: here; Director Edwards: here; Director Kendall: here; Director Walter: absent. Director Kendall made a motion to excuse Director Walter's absence. Director Edwards seconded the motion. Roll call vote. Motion passed unanimously.

-Pledge of Allegiance was recited.

2. Adopt/Amend Agenda

-Executive Director VonRoenn asked that agenda item 4.c. be moved to 4.a. so that Walt Proctor could present the water measurement project information before the other joint meeting topics.

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

3. Visitor Comments

-None

4. Annual Meeting with Town of Meeker Board of Trustees

a. Water Measurement Display Project

-Town Trustee Day introduced Walt Proctor, Director of the Yellow Jacket Water Conservancy District, to present the White River Integrated Water Initiative's water measurement project proposal. Mr. Proctor stated that the State now mandates measurement of water usage in all open channel flow areas and the cost of measurement devices can be extremely high. The potential costs and the public's lack of knowledge about water devices and the need for accurate measurements in helping to conserve water rights are the reasons the initiative group chose to focus on this type of project. Mr. Proctor continued the presentation with information on the types of water measurement devices and general project logistics as well as potential public education opportunities.

-Mr. Proctor stated that he has done some preliminary design work to implement this project at Circle Park Pond and asked for support from ERBM and the Town. Mr. Proctor estimated the project costs to be between \$50,000-\$100,000, adding that the initiative group has already been pursuing grant funding and has an initial commitment from the Yellow Jacket Water District of \$10,000.

-Town Trustee Day stated that this is the starting point for discussion and more work needs to be done before the actual cost and other funding options are known. Executive Director VonRoenn asked the ERBM Board their preference for the District's involvement in the project. By consensus, the Board approved Executive Director VonRoenn and Manager Gerloff to assist with ongoing project design and other related meetings and tasks.

b. Meeker Riverfront Project Next Steps

-Town Administrator Ethridge stated that the SWCA contract has been fully executed and the Project Manager would like to meet with representatives from both Boards for introductions and preliminary project discussions. By consensus, Board representatives agreed to meet on Friday, August 26th at 7:15am at the Town of Meeker. A special meeting notice will be posted.

-Town Administrator Ethridge stated that the discussion will include this year's project objectives; mid-September for data collection and hydraulic modeling, October for preliminary stakeholder meetings, and December for initial design.

c. Parks Lease Agreement-Proposed Changes

-Director Strate stated that the District appreciates the Town's assistance with some of the parks operational costs and that the Boards' communication at the joint meeting has been beneficial.

-Executive Director VonRoenn stated that the lease agreement is the basis of the joint meeting and every year there are practical points or projects to discuss. This year, ERBM is proposing a cleanup of the lease language so the lease aligns with operations. There are three key areas for consideration: shared costs language, communication expectations, and insurance language.

-Attorney Powell stated that the insurance language is especially concerning as it potentially violates TABOR and the District's governmental immunity. Attorney Powell recommended that either the second paragraph in section 23 be struck or language referencing TABOR and governmental immunity be added. Mayor Borchard stated that the insurance issue is more challenging than any other proposed change and should be resolved by Attorney Powell and the Town's attorney, with input from each entities insurance representatives.

-Executive Director VonRoenn stated that defining communication expectations is a key area due to the current cumbersome language regarding Board involvement in park improvement projects. Executive Director VonRoenn provided examples of prior projects when the level of

Board involvement created inefficiencies and increased costs due to changes or delays. Town Trustee Lockwood asked if the intent is for the Town not to discuss capital improvement projects with ERBM. Executive Director VonRoenn responded yes as in some minor project situations already described, but definitely no when it comes to large projects such as Town, Sanderson or Circle park improvements. Director Mobley stated that the Boards shouldn't be involved in minor project decisions and recommended that the difference between a major and minor project be defined by a dollar amount. Trustee Gutierrez concurred. Executive Director VonRoenn added that in addition to determining a dollar amount, defining the type of consent and level of involvement in major or minor project decision making will be helpful.

-Director Strate recommended that Executive Director VonRoenn and Town Administrator Ethridge take the discussion feedback and work together with the attorneys on a second draft For each Board to review at future meetings. Mayor Borchard concurred.

5. Regular Business

a. Action Items

i. Consideration of Resolution 2022-09 Adopting a PTO Carryover and Payout Amendment to the 2017 Employee Handbook

-Director Strate stated that there had been discussion concerning policy language that allows the Executive Director to make discretionary decisions concerning PTO carryover. Director Strate added that there will always be exceptions to policies and in this case, there could be situations where exceptions are needed. Director Edwards agreed but asked that the Board be informed when an exception occurs. Director VonRoenn stated that he would notify the Board informally as in one-on-one meetings.

- Director Mobley made a motion to approve Resolution 2022-09 Adopting a PTO Carryover and Payout Amendment to the Employee Handbook. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.

ii. Approval of Director Payment Revision to Section 4.11 Compensation of the 2022 Board of Director Bylaws

-Director Edwards made a motion to approve the payment revision to section 4.11 of the 2022 Board Bylaws. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

iii. Approval of Parks Lease Agreement Changes

-Item tabled.

iv. Consideration of Meeker Recreation Center Painting Project Cost Increase

-Referring to the Board memo, Manager Gerloff stated that in order to repaint MRC in the lighter tone selected by staff, the Board will need to approve an additional \$14,000 over the \$35,000 currently budgeted for the project. Director Strate stated that it makes no sense for the Board to approve an expenditure increase when cuts to next year's budget are being considered. The Board agreed; no action was taken.

v. Amend/Adopt Minutes

-Director Kendall made a motion to adopt the minutes for July 19th. Director Edwards seconded the motion. Roll call vote. Motion passed unanimously.

vi. Approval of Monthly Financials

-Director Edwards stated that the District had received a tax payment of \$478,000 and based on analysis of last year's receipts, the District is on track to collect the remaining \$40,000 due this year. Referring to the Statement of Revenue and Expenses, Director Edwards stated that interest/investment income was \$13,393 in July and that after

reviewing prior ColoTrust statements, there is a rebound in the District's investments as long as interest rates continue to increase or stabilize. Specifically, ColoTrust EDGE has been fluctuating but with time, stability should increase. Referring to the voucher listing, Director Edwards noted Overton Recycling is up 30% over the prior year and payment to the Golf Association for fees was a non-budgeted expense for the golf program. Executive Director VonRoenn added that the District had not paid fees to the golf course in over six years. Director Edwards commented that legal fees were significant but warranted.

-Director Kendall made a motion to approve the monthly financial reports. Director Mobley seconded the motion. Roll call vote. Motion passed unanimously.

b. Informational Items

i. Executive Director's Report

-None

ii. Seasonal Park Labor Positions Analysis

-Manager Gerloff stated that the Board had received a detailed memo about the value of seasonal laborers and referred to a "trickle down" effect where during the busiest time of year, seasonal labor takes on daily work that allows skilled full-time staff to take on other higher level, often critical, tasks in a timely manner. This helps control costs by reducing or eliminating the need for contracted services. Additionally, as many as sixty labor hours are donated to other entities to assist with events and various activities.

-Executive Director VonRoenn stated that the District has learned a lot about effectively using seasonal labor and after overcoming various operational challenges and reducing the number of seasonals to two, the Parks and Facilities Department is producing high quality work.

-Director Edwards stated that seasonal labor makes sense but that the District needs to scrutinize the number of hours spent helping other entities. Executive Director VonRoenn responded that guidance in this area will be helpful as the District has become a "yes" entity, committing many resources to a number of community entities. Director Strate agreed stating that the District is expected to take on more as was proposed in tonight's water measurement project presentation and recommended that two seasonal positions remain in the budget. Director Mobley suggested that only one position remain in the budget and Director Kendall agreed. Executive Director VonRoenn recommended that the District budget for two positions but only hires one and if the need for the second position arises, staff would ask for Board approval before hiring. The Board agreed by consensus. Executive Director VonRoenn confirmed that the decision will be reflected in September's budget notes.

6. Other Business

-Executive Director VonRoenn thanked the staff for their great work in handling operations while he was away for two weeks.

- Director Mobley provided an update on meetings about potential field use fees with representatives from the softball and baseball programs. After general discussion about fees options and the negative impact fees would likely have on the programs, Executive Director VonRoenn recommended that no further consideration be given to field use fees; the Board concurred.

-Director Edwards stated that she had been approached by a citizen about their displeasure

in being charged a walking fee for using the indoor track and asked if the fee is necessary for the walking group. Executive Director VonRoenn stated that if consideration is given to one group, the door is opened for other groups and this is inconsistent. Additionally, the fee is \$1.00 per use and if the fee is too burdensome for users, the District offers a discount / scholarship program. Program specific fees and compliance with adopted cost recovery philosophy will also be discussed in EPAC meetings.

7. Adjournment

Director Mobley made a motion to adjourn the meeting at 7:50pm. Director Kendall seconded the motion. Roll call vote. Motion passed unanimously.