



BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Tuesday, March 31, 2020, 5:30 pm
Meeting held via Zoom

I. CALL TO ORDER

President Roger Hedlund called the meeting to order at 5:40 pm.

II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE

Roger Hedlund, David McKnight, Kelley Glancey and Al White were present. The Board members had no conflicts to disclose. Rainie Murdoch joined the meeting late.

Staff present: *Scott Ledin, Ann McConnell, John Florkiewicz, Michelle Lawrence, Mary Moynihan, Craig Cahalane, Jordan Rea, John Ferlita, Austin DeGarmo, Kristen Chua, Dan Weida, Emily Weida, Jesse Dickinson, Ryan Graham, Carrie Casals, Blaine Unicume.*

Public present (signed-in): *Jack Dicola, Scott Marohnic,*

III. OPEN FORUM

The Board provides opportunity for the public to comment on items not on the agenda. *Scott requested to add a presentation of information that has been gathered with options for discussion and review by the Board in executive session. Information included:*

- *List of projects staff has been working on since the facility closures on March 15th.*
- *Seventy plus hourly staff was notified on March 25th that they will be laid off with job attachment effective March 28th. Full time hourly staff will retain all benefits during the layoff.*
- *Options for discussion regarding exempt employees included:*
 - *Continue to pay full wages through April*
 - *Require staff to work remotely or with strict distancing procedures*
 - *Require minimum of 32 hours worked per week and require use of accrued PTO for unworked hours*
 - *Continue benefits for all exempt staff*
 - *Reduce all salaries by 10% - 25%*
 - *Require staff to work remotely or with strict distancing procedures*
 - *Require minimum of 24 hours worked per week and require use of accrued PTO for unworked hours*
 - *Could be applied to “non-essential” staff only*
 - *Continue benefits for all exempt staff*
 - *Develop a work share plan for approval by the Colorado Department of Public Health*
 - *Require staff to work remotely or with strict distancing procedures*
 - *Allows for a reduction in hours worked / pay from 10% - 40%*
 - *Staff would be eligible to apply for unemployment benefits to help offset the reduction in pay*
 - *Requires continuation of all benefits for all exempt staff*
 - *Plan would be in lieu of furloughing or layoffs.*
 - *Furlough non-essential exempt employees until facilities reopen.*
 - *Staff would be eligible to apply for unemployment benefits*
 - *Enforce strict non-working policy during furlough period.*
 - *Continue health benefits for all exempt staff*
 - *Freeze accrual of and use of any PTO*

Rainie Murdoch joined the meeting at this time.

The next part of the presentation included the potential impact of the closures on the District Reserve Funds. Several assumptions were made regarding revenue reductions and potential savings in some expense line items and deferring certain capital expenditures. These preliminary numbers indicated the following potential impacts:

	Parks & Rec	Golf Course	Foundry	Debt / CTF / Tabor	General Fund (Unassigned)	Total Reserves
Beginning Reserves	\$616,405	\$392,257	\$128,668	\$201,936	\$374,687	\$1,781,656
Net Revenues	(\$5,421)	(\$73,649)	(\$8,330)	\$0	\$0	(\$56,661)
Capital Expenditures	(\$87,275)	(\$212,011)	\$0	(\$25,000)	\$0	(\$324,286)
Unassigned General Fund	<u>\$8,572</u>	<u>\$14,912</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$23,484)</u>	<u>\$0</u>
Ending Reserves	<u>\$532,281</u>	<u>\$121,509</u>	<u>\$120,338</u>	<u>\$275,378</u>	<u>\$351,203</u>	<u>\$1,400,709</u>
Net Change in Capital Reserve	(\$84,124)	(\$270,748)	(\$8,330)	\$5,739	(\$23,484)	(\$380,947)

Scott added that staff continues to research the potential for available funding through the CARES act, however, it does not appear that these funds will be available to local governments. Scott has been in contact with Special Districts Association on the potential for available funds to local governments and will continue to research.

Roger asked about golf course operations in Colorado. Craig replied that several courses have received approval from their counties to remain open. Most of the public courses, however, are closed. The Rocky Mountain Golf Course Superintendents Association has recommended that golf courses remain closed at this point, however, maintenance staff is considered essential to maintain the courses and protect the asset. The Turf Maintenance crew is moving forward with getting the course ready to open this spring when allowed.

Kelley Glancey asked if the District would be eligible for the Paycheck Protection Plan under the CARES act. Scott replied that this is a Small Business Association related loan and we would not qualify as a small business. Roger asked about insurance coverage for business income interruption. Our insurance company has replied that this coverage is for income interruption tied specifically to property loss / physical damage and therefore would not be triggered by this event. Scott added that the Property & Liability Pool will be issuing credits related to workers compensation and has opened the Safety Grant Program to full reimbursement for COVID 19 related expenses.

IV. EXECUTIVE SESSION

Roger Hedlund made a motion that the board go into Executive Session pursuant to C.R.S. 24-6-402(4)f – For the purpose of discussion of personnel matters related to the impact of the COVID19 on salaried and certain essential staff, and C.R.S. 24-6-402(4)e – For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. Al White seconded; all in favor 5-0.

Roger Hedlund reconvened the public meeting. After discussion, the board gave direction to continue to pay all exempt employees through the month of April.

V. FOUNDRY LEASE DISCUSSION AND POSSIBLE ACTION

The board expressed concern about their ability to maintain enterprise status as required in the lease at The Foundry due to the COVID 19 crisis. Roger Hedlund informed the Foundry representatives in attendance at the meeting that the Board will be sending a letter to further explain our situation, providing the possibility of formal notice to terminate the lease and asking for rent abatement or concession as a means to prevent the formal notice of termination. Scott Marohnic replied that they understand and would like to see this amenity remain for the community. They will continue to pursue options for mitigation or stimulus relief that might be available. They remain committed to Grand County and hope this will work itself out in the near future.

The board requested that a special meeting be tentatively scheduled for April 14th at 5:30 pm to continue to evaluate the fast changing situation.

VI. ADJOURNMENT

Rainie Murdoch made a motion to adjourn the meeting; Kelley Glancey seconded; all in favor 5-0. The meeting was adjourned at 7:00 pm.