

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Monday, October 19, 2020 @ 5:00 p.m.**

Grand Valley Recreation Center, 398 Arroyo Drive
Battlement Mesa, CO 81635

ATTENDEES

- Directors present: Adam Ford, Vice President
Chuck Hall, President
Amber Palcer, Secretary
Ken Seidel, Treasurer
Vinnie Tomasulo, Asst. VP
- Others present: Judy Bertrand, MDM (PBMPRD District Manager)
Doug Choate, Director: Golf Superintendent & Parks Manager
Chuck Curtis, Director: Golf Pro & Pro Shop
Steve Matzl, Director: Rec Center & Programs
- Public present: See sign in Sheet

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The meeting was called to order by President Hall at 5:00 p.m. and a quorum was noted.

Secretary Palcer made a Motion to approve the Agenda, with VP Ford seconding said Motion. The Agenda was unanimously approved.

Public Comments: Betsy Seymour, associated with Three Turtles Investments who rent out rooms at the Rec Center asked about the possibility of a lease with Head Start. It was noted that the potential lease with Head Start would limit the number of rooms available for rent to other entities and people. The Manager stated that the lease had not been signed and that the lobby and gym were options for events. Ms. Seymour’s concern with those rooms was that the kitchen was far from these room options.

Minutes: The Manager provided the Minutes from the September 21, 2020 Regular Board Meeting. VP Ford made a Motion to approve the Minutes as amended; with Secretary Palcer seconding said Motion. The Minutes were unanimously approved.

Discussion of purchase of acreage from BMC and Resolution: President Hall stated that the easement from BMI was recorded on October 13, 2020. Although the purchase of property had been approved via email, the Manager requested retroactive approval during the Board meeting. Treasurer Seidel made a Motion to approve the purchase of property adjacent to the irrigation pond for \$25,000; with VP Ford seconding said Motion. The purchase of the property was unanimously approved. The Manager presented the Resolution providing Eric Schmela and friend with 2 golf memberships. VP Ford made a Motion to adopt Resolution 29212020 with Secretary Palcer seconding. The Resolution was unanimously adopted.

Disclosure of Conflicts of Interest: The Board had previously been informed of the Colorado Revised Statutes to disclose potential conflicts of interest to the Board of Directors and Secretary of State. VP Ford noted a potential conflict of interest with regard to being an owner of Three Turtles Investments who often rent rooms at GVRC, even though he was not involved in negotiating the lease agreement with Head Start.

FINANCIAL MATTERS

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting and checks for board signature at the meeting. Secretary Palcer made a Motion to approve all payments, with Treasurer Seidel seconding said Motion. The payments were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Secretary Palcer made a Motion to accept the financials, with Treasurer Seidel seconding. The Financial Reports were unanimously accepted.

The District Manager had the bank statements and reconciliations for the bank accounts available for review.

OPERATIONS- DIRECTORS REPORTS

Golf Course and Parks: Director Choate discussed the vandalism at the Community Park restroom and stated that Brandon Clouse had repaired the damage for \$1,200. There was discussion of cameras at the Community Park and also locks for the restrooms. The Board requested that Director Matzl have Denie update the message board at the Community Park. The Board mentioned thistles along the sidewalk as well and Director Choate will address with Lush Green.

The Manager suggested posting a "Wanted" poster online and at the message board offering a \$100 reward leading to an arrest for the vandalism.

President Hall requested that Director Curtis check on the Wi-Fi speaker by the weather station.

President Hall asked if Director Choate was getting bids for maintenance at the ballpark due to the high monthly charges of the current contractor. Director Choate will do this in the spring.

Director Choate stated that American Underwater had come back to finish filling the mucking bag and that JC Excavation will begin cleaning out the irrigation pond after the irrigation season.

Director Curtis reported that there were 48 players for the Community Classic and that the course was averaging 100 players per day on weekends.

Bid from Wadsworth for Back Nine: The Board was provided with a bid from Wadsworth for the Back 9 irrigation project. The bid depicted \$967,240 but also included options of a credit of \$15,000 for an existing HDPE road crossing from hole #17 to 18 tees and \$39,720 for adding in the clubhouse irrigation. Director Choate stated that the clubhouse irrigation could save

between \$700-\$800 per month in water savings. This brought the total to \$981,960 but Director Choate stated he was working with Wadsworth on getting a deduction for mobilization charges. Director Choate stated that Wadsworth could order parts now and could be staged on the cul-de-sac by 16 or on the left side of 18. The Manager noted that the District would need to pay around 50% of the total bid up front for the parts. Secretary Palcer asked about noise and Director Choate stated there should not be much and they will keep the course watered down to avoid some dust. Treasurer Seidel asked if the back nine should be closed during the irrigation installation and Director Choate said it may not be needed. Director Choate also said the irrigation system should be completed by July of next year. The Manager stated that there would be a projected \$30,000 for Irrigation Technologies project management. Ms. Bertrand also discussed that there should be limited transfer of funds from the ColoTrust General Fund for completion of the irrigation system and that the Golf Course reserves should fund it in entirety. Treasurer Seidel made a Motion to approve up to \$1,000,000 for the back nine, with Asst VP Tomasulo seconding said Motion. The back 9 capital improvement irrigation project was unanimously approved by the Board.

VP Ford and Treasurer Seidel stated that moving ahead, after the irrigation system is complete, that the focus should be on capital projects at the Rec Center.

The Board recommended removing the porta-potty at the Skate and Dog Parks.

Rec Center & Programs: Director Matzl presented the Rec Center report showing that as of September 30th there were 698 active members. He was asked to provide a breakout of adult vs. youth In District rates. Trunk or Treat is scheduled and contributions from Alpine Bank and Clark's Market have been received for the event. Director Matzl stated that Wally Ball was not taking off, but Pickle Ball is still drawing people. Basketball is also still utilizing the reservation system. VP Ford asked when the BAF would be installed and Director Matzl said November 30th. Treasurer Seidel asked about the Ropes Course and the Manager stated that Denie will get certified for next spring.

After discussion with Betsy of Three Turtles Investment regarding room rentals, Asst VP Tomasulo stated that due to the possible revenue of \$46,800 per year he would make a Motion to approve moving ahead with the Head Start lease of rooms at the GVRC, with the exclusion of the kitchen at nights and on weekends. VP Palcer seconded said Motion; with Treasurer Seidel voting No and VP Ford abstaining. It was approved by the Board 3 to 2. The Board recommended buying better carts for moving food to the gym and lobby for rentals.

MANAGER'S REPORT

Head Start contract: The District Manager signed the 2-year lease and forwarded on to Head Start on October 16, 2020 but has not heard back from them since.

URSA Bankruptcy: URSA has started paying royalties and General Counsel has said not to file a claim for property taxes as Garfield County will handle those collections.

IT contract for installing fiber optics and annual service: The Manager signed the contracts with Copen Technical for both installation of fiber optics at the rec center and golf course for \$20,000 and the annual support contract for \$5,000.

2021 BUDGET

The District Manager presented the 2021 Budget and discussed the potential loss of oil and gas property taxes and the lower assessed value. The Manager noted that the program budget added additional programs and activity revenue. Director Matzl said he will be more aggressive with offering new programs. The Manager also noted that there was no increase in Rec Center membership rates in 2021 due to COVID. Ms. Bertrand further stated that no capital budget had been prepared yet due to COVID effecting revenue and until further information is obtained regarding URSA. After review of the budget the following Resolutions were adopted:

Resolution to Adopt the Budget: Secretary Palcer made a Motion to adopt the budget, with Treasurer Seidel seconding said Motion. The Resolution to Adopt the Budget was unanimously approved.

Resolution to Set Mill Levies: Secretary Palcer made a Motion to allow the Manager to certify the mill levy of 4.000 with the County; with Asst VP Tomasulo seconding said Motion. The Resolution to Set Mill Levies was unanimously approved.

Resolution to Appropriate Funds: Asst VP Tomasulo made a Motion to adopt the Resolution to Appropriate Funds; with Secretary Palcer seconding said Motion. The Resolution to Appropriate Funds was unanimously approved.

NEW BUSINESS

Asst VP Tomasulo discussed an opportunity to obtain Conservation Trust Funds (CTF) from BMMD for completion of the medians at the Community Park. Asst VP Tomasulo stated that Director Choate had obtained a bid from Lush Green for \$16,000 and that PBMPRD could request 50-70% from BMMD for the project. Secretary Palcer made a Motion to authorize the District Manager to request CTF funds from BMMD, with Asst VP Tomasulo seconding said Motion. It was unanimously approved. There was further discussion about getting a radio antenna from the Rec Center to pull a signal at the Community Park in order to install security cameras.

ADJOURNMENT

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:50 p.m.

The next Regular Meeting is scheduled for **Monday, November 16, 2020 at 6:00 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Battlement Mesa, CO.**

Respectfully submitted,
Judy Bertrand, District Oversight Manager

THESE MINUTES APPROVED AS THE OFFICIAL OCTOBER 19, 2020 MINUTES OF PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.

(Signed copy in possession of the District Oversight Manager)

Adam L. Ford, VP

Chuck Hall, President

Amber Palcer, Secretary

Ken Seidel, Treasurer

Vinnie Tomasulo, Asst VP