

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATLEMENT MESA PARK AND RECREATION DISTRICT  
Monday, May 16, 2022 @ 5:30 p.m.**

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

**ATTENDEES**

Directors present: Adam Ford, VP  
Chuck Hall, President  
Amber Palcer, Secretary  
Ken Seidel, Treasurer  
Vinnie Tomasulo, Asst VP

Others present: Judy Bertrand, MDM (PBMPRD District Manager) Via Zoom  
Doug Choate, Director: Golf Course Superintendent & Parks  
Steve Matzl, Director: Rec Center & Programs  
Mary Ochs, Director: Golf Pro & Pro Shop

Public present: See sign in Sheet – Sara McCurdy

**ADMINISTRATIVE  
MATTERS**

Attendance and Agenda: The meeting was called to order by President Hall at 5:30 p.m. and a quorum was noted.

Asst VP Tomasulo made a Motion to accept the Agenda, with Treasurer Seidel seconding said Motion. It was unanimously approved.

Minutes: The Manager provided the Minutes from the April 18, 2022 Regular Board Meeting. Secretary Palcer made a Motion to approve the Minutes, with Treasurer Seidel seconding said Motion. The Minutes were unanimously approved and signed.

Oath of Office: Adam Ford took the Oath of Office and signed the Oath. He will continue as Vice President of the Board.

Public Comment: Sara McCurdy addressed the Board and thanked them for providing Silver Sneakers fitness classes. Ms. McCurdy stated that she hoped the park & rec website would be updated soon and stated that as of 3:00 p.m. that the financials and minutes needed to be updated. Ms. McCurdy asked that the Board reconsider the policy that stated restrooms were for use by customers only and stated that the policy was not kind or welcoming. She said that she felt it was mean spirited. The Manager reminded the Board of the attorney client privilege regarding this policy, and recommended moving into Executive session to discuss.

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. No Board member stated they had a conflict of interest in any discussion.

**FINANCIAL MATTERS**

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting. VP Ford made a Motion to approve the payments, with Treasurer Seidel seconding said Motion. The payments were unanimously approved. VP Ford informed the Manager that we should be paying a government rate for the licensing of vehicles.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. The Manager noted that the Rec Center and sports programs had a combined loss of around \$217,000 to date and that she expected \$1,000,000 would need to be transferred from reserves to fund the shortage. She recommended that the Rec Center and sports rates be increased in 2023 as this was the third year that there had been no rate increases.

Secretary Ford recommended forming a focus group to discuss rate increases and a potential request for a mill levy increase and President Hall said he was not sure about an increase in rates and a potential request to increase the mill levy in the same year. The Manager noted that her concern was that a focus group would not want to see rate increases, but that the current financial situation was unsustainable, and rates had to be increased.

Secretary Ford made a Motion to accept the financials, with VP Ford 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 Ochs stated they are getting ready for the Kiwanis tournament and that the Men's league has gained 9 teams this season. The Lady's league is at 14. President Hall asked about getting the results of the Men's league online. The Manager stated that the instructions for uploading from Trish Coberly were not working and they were investigating the problem.

Director Choate stated that the end of the driving range was ready for seed, and he planned to seed next week. He has ordered the parts for the water transfer to the rec center. Director Choate said that roughly 50% of the plants and irrigation system were installed around the clubhouse. He is currently awaiting Peak Surveying to survey the Eaton Pump and get the easement in place with Jason Downie. The new PA system is installed and working.

VP Ford asked about the split rail fence near the waterfall and how it is in need of repair. Director Choate stated that is not on District property but that he maintains it. He stated perhaps BMC, or the Town could resolve the problem. Asst VP Tomasulo may investigate with BMSA. VP Ford stated it may also be Garfield County property. Asst VP asked Director Choate if he was having problems obtaining irrigation parts and was told not at this time.

Asst VP Tomasulo said he thought an electrician should be brought in to check out the restaurant kitchen area. (It was noted that there had been a grease fire on the grill in the

kitchen the prior week.) Director Choate recommended waiting until the current tenant left, and an inspection is done on the appliances and equipment.

Rec Center & Programs: Director Matzl noted that attendance for the month of April was 3,800. He provided the movies that would be shown for Movies under the Stars this year and noted that they were posted in the newsletter. The LED light installation is approximately 50% complete and they are ready to tile the area inside the hot tub cavity. Asst VP Tomasulo stated he would like to see the reduction of electrical due to the LED lights and the Manager mentioned that the financial reports would provide this.

Secretary Palcer asked about advertising for sports with the school and said it hadn't been done since COVID. Director Matzl said it was on the District 16 website and in our email blasts. He stated that flyers were no longer allowed to be sent home in student's backpacks, but did say he would request that a flyer be put up in the classrooms.

President Hall asked why his insurance stated he must pay \$25 for Active and Fit or Silver Sneakers. The Manager stated that most insurance companies do not require payment and Director Matzl will investigate.

## **MANAGER'S REPORT**

Logos on Signs: The Manager stated that Carlson Memorial would begin working on the Community Park, Golf Course and Rec Center signs to etch in the new logo in June or July, depending on their schedule.

Liquor License and Restaurant Tenant: The Manager stated that the current restaurant tenant had been informed by Garfield County Clerk's office that I had contacted them about what it would take for a new tenant to apply for a liquor license. Tee'd Off informed the Manager that she would not be renewing as she would not sign the Scope of Services. The Manager said that there were no beverage carts out last weekend, which again violated the current tenant agreement. The Golf Pro stated that the tenant refused to talk with her.

Treasurer Seidel asked if the current tenant would transfer the license and the Manager stated no. VP Ford stated he would speak with Ms. Ballard and request that she transfer it.

Rec Center locker room bids for plumbing: Director Matzl is awaiting bids and stated that B&B Plumbing was currently preparing a bid for the work.

Ropes Course: The Manager stated that Director Matzl had ropes course training scheduled for June 6<sup>th</sup>.

Rec Center tile work: The Manager provided the bid from Abbey Carpet that broke out material and labor. She noted that they said they could begin work in July and have the project completed in September, but stated that was dependent on getting the plumbing work done prior to the tile. Asst VP Tomasulo made a Motion to approve the tile project in the amount of \$161,700, with Treasurer Seidel seconding said Motion. It was unanimously approved.

Hiring Security for large events: The Manager noted that an agreement had been signed with Citadel Security to provide security for large events and noted that a person had been killed at an event in Rifle. VP Ford recommended preparing a policy for this potentially including the number of people or after a certain time of day. Director Matzl committed to preparing it and will send along to the Manager for review.

Request to Transfer \$500,000 to ColoTrust Plus Fund: The Manager requested approval to transfer \$500,000 from the Alpine Bank General Fund to the ColoTrust General Plus Fund as there was currently \$903,000 in the account earning no interest. Ms. Bertrand noted that another \$547,000 will be coming in for property tax revenue in the next two months. Asst VP Tomasulo made a Motion to authorize the transfer with Treasurer Seidel seconding. The transfer was unanimously approved.

2021 Audit: The Manager said the audit was proceeding and she expects to present the audit to the Board at the June 20<sup>th</sup> board meeting. Ms. Bertrand noted that Colorado Revised Statutes requires that the audit be presented to the Board by June 30<sup>th</sup> and filed with the State Auditor by July 31<sup>st</sup>.

## **NEW BUSINESS**

VP Ford brought up raising Rec Center rates and requesting a mill levy increase in 2023. He believed that a focus group was needed. President Hall asked why we did not charge more per month for memberships in order to encourage people to sign up for an annual membership. The Manager stated that with the probability that the district will need to transfer \$1,000,000 from reserves to fund the Rec Center and sports programs in 2022 that she was concerned a focus group would not understand the financial issues and may simply state that they do not want increases. The Manager recommended waiting to discuss until August or September when she will start preparing the 2023 budget.

## **EXECUTIVE SESSION:**

Treasurer Seidel made a Motion to move into Executive Session at 7:00 p.m. per CRS 24-6-402(4)(e), "Determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations and instructing negotiators." Secretary Palcer seconded said Motion and the Board unanimously moved into Executive Session. Asst VP Tomasulo made a Motion to adjourn the Executive Session at 7:22 p.m. and move back into the Public meeting. Treasurer Seidel seconded said Motion and the Executive Session was adjourned.

Secretary Palcer made a Motion to remove the Policy from the doors and order signs that read "Restrooms for Customers Only" to be placed on the Rec Center restrooms and Clubhouse restrooms. In addition the Motion included installing locks on the women's and men's restrooms in the Golf Clubhouse which would allow for people to lock the door from the inside and golf staff would have a key in case of emergencies. Asst. VP Tomasulo seconded said Motion and the Board unanimously agreed that new signs will be ordered and locks installed.

## **ADJOURNMENT**

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:26 p.m.

The next Regular Meeting is scheduled for **Monday, June 20, 2022 at 5:30 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 MAY 16, 2022 MINUTES OF PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.**

**(Signed copy in possession of the District Oversight Manager)**

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Adam L. Ford, VP

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Chuck Hall, President

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Amber Palcer, Secretary

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Ken Seidel, Treasurer

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Vinnie Tomasulo, Asst VP