

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT  
Monday, January 17, 2022 @ 5:30 p.m.**

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

**ATTENDEES**

Directors present: Chuck Hall, President  
Ken Seidel, Treasurer  
Vinnie Tomasulo, Asst VP

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

Public present: See sign in Sheet

**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 excuse Secretary Palcer, with Treasurer Seidel seconding. It was unanimously approved.

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

Minutes: The Manager provided the Minutes from the November 15, 2021 Regular Board Meeting. (The December 2021 board meeting was cancelled.) Asst. VP Tomasulo made a Motion to approve the Minutes, with Treasurer Seidel seconding said Motion. The Minutes were unanimously approved.

Mary Ochs: President Hall introduced Mary Ochs, who is assuming the position of Asst. Golf Pro

Annual Administrative Resolution: The Manager provided the Annual Administrative Resolution, which included designating her as the DEO for the 2022 Election. Asst VP Tomasulo made a Motion to adopt the Resolution, with Treasurer Seidel seconding. The Annual Administrative Resolution was adopted and signed by President Hall.

Master Plan Discussion: VP Ford: Not discussed as VP Ford was not in attendance.

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 and the checks for board signature. Treasurer Seidel made a Motion to approve the payments, with Asst VP Tomasulo 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. The Manager noted that the year-end financials did not yet include journals for depreciation. Ms. Bertrand also mentioned the loss in NAV (Net Average Value) in the ColoTrust Edge account due to increases in interest rates which lower the bond values. Treasurer Seidel made a Motion to accept the financials, with Asst VP Tomasulo 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 Curtis requested an Executive Session at the end of the public meeting. The Board agreed.

Director Curtis said that he has contacted Western Slope pass at \$45 but hasn't heard back from them. He stated leagues will be starting soon. Director Curtis stated memberships will be \$1,825 with cart for 2022, \$1,260 for walking and \$89 for tee-times during peak (Friday-Sunday), \$79 (Monday-Thursday) and \$69 for local. The total rounds played for 2021 was 16,656.

Director Choate stated most of the projects are on hold until spring. Asst VP Tomasulo stated he has contacts at FMLD and wants to apply for a mini grant project and traditional. He mentioned applying for the blinds for the Rec Center for \$25,000. He stated there is a 30% match and he believes he could present the water transfer to the Rec Center as a conservation savings. Asst VP Tomasulo said he is targeting for the end of February. Director Choate stated he was unsure if he could obtain estimates by then. He will try to obtain bids from Rainbird and Walker Electric for power.

Asst VP Tomasulo mentioned looking at electric golf carts in 2024. Treasurer Seidel stated he would like to install auto charging stations in parking lots.

Rec Center & Programs: Director Matzl said the membership count of 1,447 was the best month since he has been managing. The second Community Activities Committee met but only 4 members attended. Director Matzl discussed holding next year's craft fair at both the Rec Center and High School, but President Hall stated he does not want it at two locations. President Hall stated a member of the public told him there was a charge for Silver Sneakers and Director Matzl said there was not.

President Hall mentioned doing more advertising for the Community Park Classic next year. Asst. VP Tomasulo said he would reach out to Todd Barton about providing a contribution.

President Hall asked the Directors what they thought of the fiber optics. For the most part the Directors were pleased as the Internet did not go down as it had in the past, but Director Curtis did not like that he could not use a cordless phone outside.

## **MANAGER'S REPORT**

Audit Engagement Letter: The Manger presented the Engagement letter from John Cutler & Associates for the 2021 Audit. She noted the cost for the audit was \$9,000; the same as last year's audit. Asst VP Tomasulo made a Motion to approve the audit, with Treasurer Seidel seconding. It was unanimously approved and signed by the President and Manager.

Golf Easements & Survey: Director Choate is scheduling the survey in order for General Counsel to prepare the easement.

Golf Cart Replacement: The Manager provided the estimate from Colorado Golf & Turf for 15 new carts (dated December 30, 2021) with trade-ins in 2023 for a total of \$64,245. The estimate was requested now in order to lock in the price. Treasurer Seidel made a Motion to approve up to \$129,000 for ordering and trading in 30 carts. Asst VP Tomasulo seconded said Motion and it was unanimously approved. The Board requested that a new estimate be obtained without the customization as color did not matter to them.

Golf Digest: The Manager stated that she and Director Choate had been holding Zoom calls with Audible Design and Golf Digest regarding the artwork, photos, and videos for the website. Trish Coberly, who worked on the existing website will be working with Audible Design and Golf Digest to upgrade the existing site using the SIPA (State Internet Portal Authority) platform that is currently used for pbmprd.org.

The previous agreement with Audible Design was for the artwork, photo, videos, logo design work and did not include upgrading the website. Audible Design will have to create each and every page for Trish Coberly to upload to the website and their estimate is \$8,500 for that work (which includes Trish Coberly's fee). The Manager noted that this website design is a one-time fee and will only need to be updated with new pictures and information in the future. The Board asked about the budget amount for this additional work and the Manager stated with the \$20,000 contingency there would not be an issue. Treasurer Seidel made a Motion to approve the \$8,500 expenditure to upgrade the website, with Asst. VP Tomasulo seconding. It was unanimously approved.

SGM Inspection: The report has been received but not reviewed by Director Matzl or the District Manager. The Board requested that it be forwarded on to them.

Last CVRF grant reimbursed: The Manager noted that the final \$15,039.48 was received from DOLA for reimbursement due to COVID. The total grant amount received by the District was \$325,504.

New Computers for Pro-shop & Restaurant: The Manager noted that the computers in the pro-shop and restaurant had not been updated in 5 years and were still running on Windows 7. Mary Ochs will follow up with Club Prophet to order new computers and software to support

them. The Manager expects the cost to be around \$8,500, but it is necessary to get them prior to the course opening for the season.

**NEW BUSINESS**

President Hall asked the Directors to investigate running electricity to the cameras.

**EXECUTIVE SESSION**

At 7:01 p.m. Asst VP Tomasulo made a Motion to adjourn the Public Meeting and move into Executive Session per CRS 24-6-402(4)(f), Personnel matters, Chuck Curtis. Treasurer Seidel seconded said Motion and it was unanimously approved. At 7:20 Asst VP Tomasulo made a Motion to adjourn the Executive Session and move back into the open meeting; with Treasurer Seidel seconding said Motion. It was unanimously approved.

The Board noted that Chuck Curtis had given his resignation letter, effective January 31, 2022.

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:25 p.m.

The next Regular Meeting is scheduled for **Monday, February 21, 2022 at 5:30 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Battlement Mesa, CO.**

Respectfully submitted,  
Judy Bertrand, District Oversight Manager

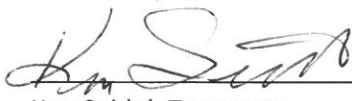
**THESE MINUTES APPROVED AS THE OFFICIAL JANUARY 17, 2022 MINUTES OF PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.**

(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