

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT  
Wednesday, July 10, 2018 6:00 p.m.**

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

**ATTENDEES**

Directors present: Adam Ford, Secretary  
Jerry Mohrlang, President  
Ken Seidel, Treasurer  
Lynn J. Shore, Director

Others present: Judy Bertrand, MDM (PBMPRD District Manager)

Employees present: Doug Choate, Director-Golf Superintendent & Parks  
Chuck Curtis, Director-Golf Pro  
Samantha Smith, Director-Rec Center & Programs

Public present: None

**ADMINISTRATIVE  
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Mohrlang at 6:00 p.m. and a quorum was noted. Director Shore made a Motion to accept the Agenda, with Treasurer Seidel seconding said Motion. The Board unanimously approved the Agenda.

Minutes: Director Shore made a Motion to approve the Minutes from the June 12, 2018 Board meeting; with Secretary Ford seconding said Motion. The Minutes were unanimously approved.

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.

Pond Relocation/Western Heritage: Doug Choate and Judy Bertrand explained in more detail the pond relocation capital project. Director Choate explained that if anything went wrong with the pump that the pond could go dry overnight and not provide enough water for the course. He also explained the rationale behind choosing Pond option #3 as it provides benefits the other locations do not. Director Choate stated that the course uses 1.1M gallons in 24 hours and the irrigation pond reserves are needed for the following day. With the new pond it would allow for storage of 9.9M gallons or 10 day's worth of water. Ms. Bertrand stated that the Irrigation report from 2014 stated that golf courses should have 5-14 days' worth of storage. Mr. Choate also mentioned the advantage of having gravity flow in the new location.

Director Choate also discussed that Battlement Mesa Company would be allowed to use water as it sees fit, as this was part of the easement agreement. Water can be directed out either way to the course or BMC property. It will contain a meter to verify usage. Mr. Choate also mentioned that BMC is not using the water at this time.

Secretary Ford asked about the Holy Cross usage. Mr. Choate stated that H2O Pump 5 was the main pump and the Aux Pump is used to pump to the existing pond.

Director Shore asked about the 3 sources of water that fill the pond or are used to irrigate. Mr. Choate stated that the Huntley Ditch runs year round; Dobby Ditch water supply is used from around May-July 4<sup>th</sup> and the Eaton Pump from the river provides the remaining water after the runoff until fall. When all 3 water sources are working it provides around 1M gallons per day. Mr. Choate stated that at this time of year they were using ½ water from Huntley and ½ from the River. Director Choate stated that the course normally begins watering in February or March. He responded to Director Shore that this pond project will not save labor or improve pond evaporation. Mr. Choate stated that the Engineer is applying for permits, and that we cannot store more than we could use in a 72 hour period; but with BMC that will comply.

Treasurer Seidel asked about aerators and Director Choate stated they would not be needed. Secretary Ford asked about whether fencing would be used for security measures. Director Choate stated that ponds on courses do not have fences due to aesthetics and that the current pond has no fence. Director Choate did mention that game cameras could be used to monitor activity and also the level of the pond.

Treasurer Seidel asked if there was trouble pumping from the river. Director Choate stated at this time no, but if run off continues to be low it could cause problems. Mr. Choate stated that the course already lowered the intake years ago.

Director Shore asked about replacing the irrigation system and Director Choate stated the estimate was \$2-\$2.5M.

Director Choate stated that the final design documents would be completed by next week. He stated that if the District received grant funds that he would like to start construction this fall. It is expected to take 8-10 weeks, but is dependent on the number of boulders.

Board Goals and Vision: The Board had been provided with previous Questionnaires completed by the Board in 2016 and they were reviewed and discussed. The Board agreed with the previous comments by the Board as to what the District goals should be.

Secretary Ford stated that he believes the District should prepare a comprehensive study or Master Plan for the District to anticipate needs. He believes that it would be helpful to the staff. The Manager mentioned that she had heard the Town paid close to \$150,000 for their Master Plan.

Director Shore stated he had talked with President Mohrlang about how much tax support should be provided to the facilities and programs vs. how much should be charges for services. Director Shore questioned whether tax funds should only be used for capital projects. The Manager referenced the 2018 budget which showed only \$724,000 in operating income and said that it would be impossible to raise rates enough to cover the total expense of \$2.1M when wages alone were \$738,000.

Treasurer Seidel stated that a lot of projects have been put off and that the Board needs to figure out how to resolve and fund them.

President Mohrlang mentioned applying for grants and stated that it may be necessary to hire a grant writer. He also said the Board should not rule out private entities. Director Shore stated he will investigate the charge for the school district grant writer.

Secretary Ford stated that the Board had a responsibility to educate the public as to the fees being charged and the projects needed. Director Smith was requested to investigate a monthly bank draft for families. Secretary Ford discussed the aging infrastructure and how the public may be unaware of the need for capital improvements. He discussed holding a forum. The Manager stated that the District had no debt.

Secretary Ford discussed transparency, having a robust website and posting budgets, minutes and agendas. The Manager reported that all 3 entities (Rec Center, Golf Course and programs) had different websites and that the cost to build a website at this time was not feasible. Ms. Bertrand mentioned that the golf course and rec center had different POS (Point of Sale) programs that would have to be made compatible with a new site. Ms. Bertrand did mention that she believed the State Internet Portal Authority (SIPA) had grants for upgrading websites.

Executive Session: Per CRS 24-6-402(4)(e) "Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators."

President Mohrlang called the Executive Session to order at 7:10 p.m. The Executive Session was adjourned, and the Board moved to the open meeting at 7:46 p.m. No decisions were made during this Executive Session and it was recorded per Statute.

## **PUBLIC COMMENT**

None

## **FINANCIAL MATTERS**

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting. Treasurer Seidel made a Motion to approve the payments; with Director Shore seconding said Motion. These payments were unanimously approved.

The Manager presented the Check Detail for July. Director Shore made a Motion to approve these payments; with Treasurer Seidel seconding said Motion. They were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Secretary Ford made a Motion to accept the Financial Reports; with Treasurer Seidel seconding said Motion. 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 provided the Golf Course report and Director Choate provided the Golf & Park Maintenance Report.

Director Choate noted that the cement for the restroom and dumpster at the Community Park was complete, but that the block wall for the dumpster would be installed later this summer due to contractor scheduling.

Broome Closet has picked up the Community Park wagons for repair.

Director Choate said they are currently testing a TORO unit for mowing to insure it meets their needs prior to ordering.

R&R Construction has completed the framing for the canopies at the Community Park. The project should be complete in 3 weeks.

Rec Center & Programs: Director Smith has advertised and promoted the trial opening hours of 5:00 a.m. beginning on July 2, 2018.

## **MANAGER'S REPORT**

PMB Trail-SGM Contract: The Manager presented the SGM Agreement for Professional Services, with the Proposal dated 3/26/18. The charge is \$12,750-\$14,750. The agreement was approved and signed by President Mohrlang.

Joint meeting with Town Trustees: The Manager stated she had not heard back from Stuart or Lucy regarding emails dated June 21, 22 and 24.

Western Heritage - Pond Relocation project: The Manager requested approval from the Board to apply for grants and perform as Financial Project Manager when the construction begins.

She noted that Western Heritage's proposal included \$44,000 for the financial services and that she could perform for \$12,000 or less. Director Shore made a Motion to authorize the District Manager to be the Financial Project Manager for the project; with Secretary Shore seconding said Motion. It was unanimously approved.

Director Shore wanted to consider hiring the School District's grant writer for the applying for grants. The Board approved the District Manager's out of scope work for preparing grants, contingent upon Director Shore checking on costs for the School grant writer. Secretary Ford seconded said Motion with the contingency and it was unanimously approved.

2017 Audit: The Manager noted that she is still awaiting the final draft of the 2017 Audit from John Cutler & Associates.

Miscellaneous: The Manager stated that Fortney will begin the boiler capital project when they receive all the parts required. Ms. Bertrand noted that the contract install date was August 17, 2018.

The Manager stated that All Social Matters was renewing their liquor license, so there would be alcohol for the New Year’s Eve Party.

Ms. Bertrand noted that the ADA swing had been installed at the Community Park.

The Manager provided several articles on Effective Board of Directors, Golf Course Boards; impact to the course without sufficient water, and the Boat Ramp Article from January 23, 2017 showing the Town projected cost of \$364,131.

The Manager stated that lighting had been installed in the Rec Center handicapped parking area.

**NEW BUSINESS**

N/A

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 8:07 p.m.

The next Regular Meeting is scheduled for **Tuesday August 14, 2018 at 6:00 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Parachute, CO.**

Respectfully submitted,  
Judy Bertrand, District Oversight Manager

**THESE MINUTES APPROVED AS THE OFFICIAL JULY 10, 2018 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 Ford, Secretary

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Dylan Lindauer, VP

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Jerry Mohrlang, President

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Ken Seidel, Treasurer

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Lynn Shore, Director