

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Saturday April 13, 2019 3:30 p.m.**

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

ATTENDEES

Directors present: Adam L. Ford, Secretary
Chuck Hall, Vice President
Jerry Mohrlang, President
Ken Seidel, Treasurer
Lynn Shore, Asst VP

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

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

Public present: See sign in sheet

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Mohrlang at 2:35 p.m. and a quorum was noted.

Asst VP Shore made a Motion to accept the Agenda; with Secretary Ford seconding. The Agenda was unanimously approved.

Public Comments: N/A

Minutes: The Manager provided the Minutes from the March 12, 2019 Board Meeting. VP Hall made a Motion to approve, with Secretary Ford seconding said Motion. They were unanimously approved and signed.

Fiber Optics: Secretary Ford provided the fiber optics report he prepared and noted that the current internet and phone lines were over 35 years old and obsolete. Secretary Ford mentioned that the Proshop lines overheat and a fan is being used to keep the system from failing. Secretary Ford noted that the District currently has only 12M/second and 75-100M/second is needed. For this reason, the golf course and rec center internet connection is often lost and fails during the day.

Secretary Ford stated he had investigated Century Link for fiber optics and that they did provide 100M/second, but not a constant connection. Mr. Ford also noted that our current system is non-managed, and no one supports it. The new bandwidth with Cedar Networks would provide the Rec Center will 1G and the Golf course with 300M.

The total capital upfront cost would be \$27,250. Secretary Ford stated that the District could install point to point access to the Community Park for access and security cameras at any time.

Not included in the Cedar Networks quote was a rack for switches and backup and area/closet that holds the entire system. These rooms would need to be cooled and possibly need additional air conditioning. Secretary Ford stated they would need to be approximately 10-12 degrees cooler and that KSUN would split the costs for this electrical increase.

Cedar Networks also provides a credit for any time the system is down.

President Mohrlang asked how long it would be until installation and Secretary Ford stated up to 75 days due to permits, etc.

Secretary Ford stated that both connections could be run in tandem to insure there was no down time and all the kinks had been worked out.

Secretary Ford made a Motion to have Ms. Bertrand complete the forms, review the contract and sign with Cedar Networks for an amount up to \$32,250. VP Hall seconded said Motion and it was unanimously approved.

Website and Email: Secretary Ford displayed the new work in progress website and stated the target date for going live is July 1st. Mr. Ford stated that the site can include a form builder which allows the entities to prepare forms that can be filled out online and submitted. I.e. Room reservation form for the Rec Center.

Secretary Ford asked what financial information should be available on site and it was determined that the Statement of Net Position (Balance Sheet) and Statement of Revenue, Expenses and Net (Income Statement) Budget to Actual should be uploaded monthly after the Board meetings.

Secretary Ford is meeting with the Board to help them set up their email accounts.

VP Hall requested that the Manager update the ColoTrust account with the new email addresses.

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. Ms. Bertrand noted the \$500,000 transfer of funds from the Alpine Bank General Fund to the ColoTrust General Fund that had been approved by the Board at the March meeting. Treasurer Seidel made a Motion to approve the payments; with Asst VP Shore seconding said Motion. These payments were unanimously approved.

The Manager presented the Check Detail. Secretary Ford 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. VP Hall made a Motion to accept the financials; with Asst VP Shore seconding. The Financial Reports were unanimously accepted.

Asst VP asked the Manager to change the budget line items for the Rec Center to reflect estimated income by category.

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 mentioned that the kegerator had been ordered and that total membership year to date was 89.

Director Choate stated that BMLI received the Easement and Operational Agreement this week. Mr. Choate also stated that the masonry work for the trash bin area will start on Monday or Tuesday of next week. He also stated that he is meeting Colorado River regarding the Daisy Ditch meters and cisterns this month. Director Choate will be walking the PBM Trail sidewalks as well.

Director Curtis discussed silt in the existing pond and stated that at some point they will need to excavate the entire pond.

Director Choate was asked about the underground fuel tanks. He stated that the tanks were reaching the end of their life span at 35 years. His plan is when the asphalt is replaced at the maintenance shop that they can empty the underground tanks and install above ground tanks. Director Choate stated that the tanks are made of fiberglass and that they use a dip stick to tests once a month and there have been no leaks. He stated it was not financially practical to install auto measurements or leak detection of the tanks.

Rec Center & Programs: Director Smith stated that the Rec Center now had 2,100 members and that they are testing out a pilot program for juggling and magic. GVRC is providing an Easter egg dive (with 3,000 eggs) at the pool on April 20th at noon.

Director Smith reminded everyone of the Battle on the Mesa on April 27th. She has also asked the Girl Scouts to put together a proposal to perform upgrades to the Skate and Dog Park for Director Choate to review.

The gym floor has not been resurfaced in 8 years and the gym will be closed from April 14-23 to perform this repair.

Director Smith stated she had provided the Manager with proposals for the furniture and front desk replacement.

MANAGER'S REPORT

PBM Trail: As previously stated Director Choate will walk the sidewalk with Steve Rippy prior to final payment to Accurate Construction. The Manager stated that Garfield County will be mailing the final grant payment on April 21st.

New Years Eve Party: The Manager stated that she had received a request from the Town asking for co-sponsor of the New Years Eve party at GVRC. There would be no cash outflow, only allow for use of the Rec Center at no cost to the Town. The Board had no problem with this arrangement.

Pond Relocation: The Manager stated the final draft agreements were sent to Eric Schmela and they were awaiting his response.

Audit: The Manager informed the Board that the audit would start on April 29th.

SIPA Grant: The Manager stated that they had received a grant from SIPA that would cover the website design and \$300 toward setting up the email accounts and One Drive.

ATVs: Per the discussion by members of the public at the Open House, Director Choate will investigate whether ATVs are being driven on PBMPRD property and if so, will order a sign stating no ATVs on District property. He stated that RHP owns the RV park and some ATVs may be coming from there.

Tanker Trail Sign: Director Choate will install the bike flow trail sign after he walks the property with Steve Rippy and weather permits.

NEW BUSINESS

President Mohrlang mentioned disk golf and putt-putt golf. He also provided the Manager with an application form for the Chamber of Commerce. The Manager said she thought we had already paid for membership and would confirm.

ADJOURNMENT

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 4:26 p.m.

The next Regular Meeting is scheduled for **Tuesday, May 14, 2019 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 APRIL 13, 2019 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, Secretary

Chuck Hall, Vice President

Jerry Mohrlang, President

Ken Seidel, Treasurer

Lynn J. Shore, Asst. VP