

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT
Monday, September 27, 2021 @ 5:00 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)
Doug Choate, Director: Golf Superintendent & Parks
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 5:06 p.m. and a quorum was noted.

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

Public Comments: N/A

Minutes: The Manager provided the Minutes from the August 16, 2021 Regular Board Meeting. President Hall requested changes to the verbiage regarding the Men’s League winners. Asst VP Tomasulo made a Motion to approve the Minutes with the modification. Treasurer Seidel seconded said Motion. The Minutes were unanimously approved. The Manager will make the changes and the Board will sign the revised Minutes at the October meeting.

Master Plan RFP Update: VP Ford stated he had received no bids, but did provide a list of individuals & companies that had requested a bid packet. He said that two callers verbally stated the cost would be around \$120,000 for both phases. VP Ford stated that the majority of those he spoke with do not want to bid on phase 1 and would prefer to bid for phase 2. He noted that the deadline for bid submission was October 11, 2021. President Hall asked what the plan was if no one bid and VP Ford stated we could do phase 1 in house for around \$15,000.

The Manager stated that the Directors and she had developed the capital improvement projects, which was included in the 2022 budget packet. Asst VP Tomasulo stated that the District should not make focusing on increasing revenue the priority as we had a responsibility to provide park and recreation services to the community. President Hall stated that we have to look at the bottom line before committing to projects that provide no revenue. VP Ford stated

that the previous Rec Center Master Plan did not include repairs and maintenance that was needed. The Manager told the Board that she had provided Asset/Depreciation Work papers so they could see the assets owned by the District. President Hall stated that we should look at the proposals when they come in. The Manager mentioned that she was providing the board with a rough draft survey she had prepared for the Rec Center and stated that Director Matzl was reviewing with his staff. The Manager stated that they would need to clean up the questions and determine how to rate the questions (i.e. scale of 1 to 5; multiple choice, etc.) VP Ford stated that he would ask one of the responders who had park and recreation experience for a copy of their survey questions.

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. VP Ford made a Motion to approve the payments, with Secretary Palcer 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 VP Ford seconding. The Financial Reports were unanimously accepted.

2022 Budget Presentation: The Manager provided the Board with the 2022 Draft Budget, which will be discussed at the October 18, 2021 board meeting. Notice will be posted in the paper on September 30th.

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 presented his Director report which reflected 2,198 rounds played in August. Director Choate stated that with the new irrigation system water usage is down around 30%. He said that preliminary work on transferring water to the rec center had begun.

Rec Center & Programs: Director Matzl noted that the new member in-district activation should be 172 and out of district 22. He discussed the possibility of having gym classes on Saturdays. Director Matzl stated CivicRec POS is live and working well thus far. There was discussion of solar and it was recommended that Director Matzl speak with the school about who they contracted with and what the benefits are. The Manager mentioned that she had included some funding for solar in the capital budget. Treasurer Seidel asked if Silver Sneakers provides training for instructors. Director Matzl was not sure. President Hall stated that 3 searches go to the same link on the website. Director Matzl will investigate. President Hall asked about the bar code for the tennis/pickleball court. Director Matzl said the lock won't connect with CivicRec so

there is no way to ensure inactive members cannot access the court. With HID it can provide the ability for staff to turn off the card. He will be ordering cards that allow this function. Secretary Palcer said girls' basketball is looking good, but nothing was sent out to the school. President Hall asked about Trip Advisor. Director Curtis said he had provided the Manager with the user id and password, but there had been no activity for years. President Hall asked about the cameras. The Manager stated that Kyle Copan said we cannot get a connection to the Community Park. VP Ford disagreed with this and mentioned Pro-velocity out of Glenwood for IT. President Hall stated some of the posted rates differed for the Rec Center on the website. The air was operational in the Grand Valley Room and Director Matzl explained that it had finally be repaired. The Manager stated that the Building Superintendent had resign to move out of State and Director Matzl was going to see if two part time building maintenance staff would suffice.

MANAGER'S REPORT

ColoTrust General to ColoTrust Edge Fund: The Manager provided the ColoTrust Statement from August 31, 2021 showing the rate of return for Edge Fund was 5 times higher than the current Plus fund. But she stated that the ROR was still poor at .01%. She requested approval to transfer \$500,000 from the ColoTrust General Plus Fund to the ColoTrust General Edge fund. At approximately \$100,000 per month for payroll she felt that was the maximum amount to transfer at this time. Asst VP Tomasulo made a Motion to authorize the transfer of \$500,000 with Secretary Palcer seconding said Motion. It was unanimously approved.

American Rescue Funds: The Manager provided letters to legislators for Board signature requesting distribution of American Rescue Funds to special districts. Each Board member signed letters to the Governor, Speaker of the House, President of the Senate and Senator Bob Rankin.

Achievements for Website: The Manager did provide a list of achievements by year for review by the Board prior to posting to the website. She stated she still needed to review repairs and maintenance in case she missed something.

Golf Digest: The Manager stated that she and Director Choate had a Zoom call with Noel Lucky and her staff. Ms. Bertrand mentioned that Noel believed we needed to upgrade our golf course website to make it more compatible with professional golf course sites. She noted that Noel is also providing companies who will provide drone and professional photography of the course.

Nepotism Policy: The Manager provided the Nepotism policy that will take effect on January 1, 2022.

Grants: The Manager stated she would need to hire a part time person to help out with grant applications. She noted she had not been charging for this and it was not part of her contract. She also mentioned that she had applied for, and the District had received over \$300,000 in CVRF funds at no cost to the District.

Easements: Jason Downie has requested title work on the properties in order to prepare easements for the river pump and Huntley. There are delays with the title company getting the information.

SGM Inspection Bid: Director Matzl has been in contact with SGM to perform an inspection at the Rec Center. The Manager noted that they have been unable to get anyone to bid on the leak in the men’s shower room wall, but that it is repaired for now.

Survey Monkey: The Manager provided the very rough draft of questions that she provided to Director Matzl for review. Ms. Bertrand noted that there is still work to do before sending the survey to the public.

NEW BUSINESS

N/A

ADJOURNMENT

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:32 p.m.

The next Regular Meeting is scheduled for **Monday, October 18, 2021 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 SEPTEMBER 27, 2021 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