

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT  
Monday, September 19, 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)  
Doug Choate, Director: Golf Course Superintendent & Parks  
Mary Ochs, Director: 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.

President Hall made a Motion to move Public Comment up on the agenda (after review of the Minutes) so that Rick Steffen could address the board regarding the golf club restaurant. Treasurer Seidel seconded said Motion and it was unanimously approved. VP Ford made a Motion to approve the Agenda so modified, with Secretary Palcer seconding. The Agenda was unanimously approved.

Minutes: The Manager provided the Minutes from the August 15, 2022 Regular Board Meeting. Treasurer Seidel made a Motion to approve the Minutes, with VP Ford seconding. The Minutes were unanimously approved and signed.

Public Comment: Rick Steffen gave an update on the restaurant and discussed the private party where kids caused some damage (minimal) to the putting green. Director Choate stated that the restaurant had not had a private party in over 5 years. Robin Steffen informed Rick that she had complaints about the size of the restaurant as it could only seat 32. Rick Steffen asked about additional seating. President Hall asked Rick Steffen about signs on the course (#7 and #8) with a few menu items and phone number to order in advance. Mr. Steffen said they are going with a RF code. Treasurer Seidel asked if it would help to cover the patio down below for seating and Rick Steffen mentioned moving and expanding areas and enlarging the kitchen. President Hall said the objective was to serve golfers first and Mr. Steffen said that it is difficult to know who the golfers are. Rick Steffen said that at times oil and gas guys will order things for pick up.

District Manager contract and RFP: The Board discussed the Motion approved by the Board to extend the District Management contract through June 2023 and the Finance Management contract through September 2023. However, Ms. Bertrand stated she would be willing to

extend both positions only through March 2023. President Hall said he would like to address this again and do something acceptable to both the Board and Ms. Bertrand. He mentioned the possibility of 4 board members going off the board in May 2023 with no continuity if a new management firm came on. President Hall proposed that both positions be extended through September 2023 and they look for replacements in May-June 2023.

VP Ford made a Motion to accept the contract through March 2023. Treasurer Seidel expressed concern as to who will be qualified. VP Ford stated it will not be difficult to find someone to perform these jobs as they are not rocket science. Secretary Palcer asked the Directors their opinion. Director Ochs stated Ms. Bertrand was always available and did not micromanage and she would hate to see her go. Director Choate said things are very productive and smooth with Ms. Bertrand as the District Manager. Director Matzl said he would prefer to have the contracts extended through September 2023. Treasurer Seidel asked VP Ford why he wanted to make a change and it seems that it had to do with VP Ford and Asst VP Tomasulo not getting along with her and having interpersonal issues. Asst VP Tomasulo said that Ms. Bertrand had no skin in the game, and he wanted someone who lives in the District. VP Ford stated he wanted an employee not a contractor. Ms. Bertrand reminded them that the cost of these management changes and benefits would be over \$100,000 per year.

Asst VP Tomasulo seconded the Motion to accept the contract through March 2023, with Secretary Palcer voting to accept and President Hall and Treasurer Seidel voting no. The contract was extended through March 2023.

VP Ford said the District should prepare an RFP for election services. The Manager said her contract expired before the election and that RFP services was out of scope. VP Ford said he would prepare an RFP and check with our law firm about being the DEO. The Manager said our general counsel does not do Election services and many law firms do not. VP Ford made a Motion to allow him to prepare an election RFP and submit to the Board. Asst. VP Tomasulo seconded, and it was unanimously approved.

VP Ford said he thought that a committee should be formed to prepare the RFP for the District and Finance Manger positions. The Manager stated that she had provided the job descriptions and RFPs in June via email. It was decided to wait a month and look at the job descriptions at the next board meeting.

FMLD Grants: Asst VP Tomasulo said the grant decisions will be made by October 12, 2022. The Manager reminded the Board that with any project over \$60,000 that an RFP must be posted per Colorado Revised Statute.

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 signature. Asst VP Tomasulo made a Motion to approve the

payments, with Secretary Palcer seconding said Motion. The payments were unanimously approved.

The Manager noted that the NAV of the Edge fund account balances had been recovered and asked if the Board wanted to transfer the funds from the Rec Center and General Edge funds into the Plus accounts. Asst VP Tomasulo made a Motion to do so, with Treasurer Seidel seconding. The transfers were unanimously approved.

The Manager stated that the Alpine Bank golf course fund had over \$200,000 and requested approval to transfer \$100,000 to ColoTrust. Asst. VP Tomasulo asked why we shouldn't transfer all of it to ColoTrust and the Manager said there will be capital projects and expenses. Asst VP Tomasulo made a Motion to authorize the transfer of \$100,000, with VP Ford seconding. It was unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Treasurer Seidel made a Motion to accept the financials, with Asst VP Tomasulo seconding said Motion. The financials were unanimously approved.

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 that there were 'growing pains' at the course and that many employees had gone back to school. She noted that rounds were up 321 from last year. CGA is hosting the ladies teaching clinic at BMGC from Grand Junction. Director Ochs is meeting with vendors and suppliers to ensure pro-shop merchandise is available by spring of 2023. The Two Man Tournaments is the last tournament of the season and is sold out at 116 players. President Hall asked if we have email addresses for all members and Director Ochs stated she was trying to capture them. She has still not received all information from Denie Noble regarding the Community Park Classic. Asst VP Tomasulo asked Director Ochs to break out in and out of district.

Director Choate stated that the pump station ship date is 9/26/22. TNT Striping should have the cart path repair done this week. Director Choate is still working with Chris Manera on the Huntley diversion this fall.

Rec Center & Programs: President Hall asked Director Matzl if the Fire Department had cleared the brush at the park and Steve said it is not done per the look of it. President Hall wants to make sure a thank you letter is sent after the work is completed.

Director Matzl stated that attendance was 3,655 and membership count was 1,690. Director Matzl said they need more pool instructors, and many employees are going back to school. The Men's and Women's' locker room counter tops are complete. They anticipate 120 booths for the Craft Fair.

President Hall asked about the replacement for Brittany Clark, the sports manager. Director Matzl said they have not found the right person yet. The President asked Director Matzl to remove Brittany from the website and also to prepare a letter to the school regarding us not using the ropes course.

Pivot Energy: The Board discussed the multi-year contract and the Manager stated that Colorado Community Solar would not sign the agreement regarding the contract being contingent upon appropriation of funds. The concern was that this contract would violate TABOR. It was decided that the new Board elected in May would make the decision.

**MANAGER'S REPORT**

2023 Draft Budget: The Manager provided the updated budget for board review but no discussion was held as the Notice of Budget notice was posted for October 17, 2022.

Social Media and Golf Digest: The Board discussed having a full-time website/social media and IT person on site to perform the marketing and keep the sites up to date.

**NEW BUSINESS**

N/A

**ADJOURNMENT**

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

The next Regular Meeting is scheduled for Monday, October 17, 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 SEPTEMBER 19, 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