

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Monday, January 16, 2023 @ 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
Vinnie Tomasulo, Asst VP

Others present: Judy Bertrand, MDM: PBMPRD District Manager (Via Zoom)
Doug Choate, Director: Golf Course Superintendent & Parks
Mary Ochs, Director: Golf Pro
Steve Matzl, Director: Rec Center and Programs

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. Secretary Palcer made a Motion to approve the Agenda, with VP Ford seconding. The Agenda was unanimously approved.

VP Ford made a Motion to excuse Treasurer Seidel, with Asst VP Tomasulo seconding. Treasurer Seidel was unanimously excused.

Minutes: The Manager provided the Minutes from the December 19, 2022 board meeting. Secretary Palcer made a Motion to accept the Minutes, with VP Ford seconding said Motion. The Minutes were unanimously approved and signed.

DEO: VP Ford stated that he learned that the attorney he recommended did not actually perform as the DEO. The Manager stated she had contacted another attorney that had provided a proposal to VP Ford and learned that they did perform as the DEO, but the hourly rates were \$375/hr. for the attorney and \$175/hr. for the paralegal. The Manager stated that the attorney confirmed the cost for providing DEO services would be around \$35,000 without the cost of printing and postage at an estimated \$10,000.

The Manager stated if the Board agreed that she would perform as DEO to save the District money and train Director Choate at \$100/hr. VP Ford made a Motion to designate Judy Bertrand as the DEO with Secretary Palcer seconding. It was unanimously approved.

Public Comment: N/A

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: VP Ford made a Motion to approve the payments, with Asst Tomasulo seconding. The payments were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Asst VP Tomasulo made a Motion to accept the financials, with Secretary Palcer seconding said Motion. The financials 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: As the course is closed, Directors Choate and Ochs did not have Director reports but Director Choate stated that the upgrade to the pro-shop is almost complete. Director Choate has received a bid for updating the restaurant, but he is hoping to receive more bids. President Hall asked about the aeration of pond #8 and Director Choate stated it would be done in early springs. Asst VP Tomasulo asked about the new carts and Director Choate responded that they would be delivered in mid-May.

Director Ochs stated that she will begin building tee sheets after the pro-shop upgrade is complete. President Hall asked about updates to the website and Director Matzl said he had reached out to Holly and hadn't heard back.

Rec Center & Programs: Director Matzl provided his director report and stated that there were 1,739 members and attendance is growing over last year. He said that the RFP had been posted for the roof replacement and noted that they had received a bid from Western Roofing. The lockers are being painted and the Abbey Carpet punch list is complete. President Hall asked about speakers and microphones for the Grand Valley Room and Director Matzl said that he is getting a quote.

MANAGER'S REPORT

Finance Manager: The Manager stated that she and Director Choate had interviewed two qualified people and one had more experience, but had mentioned that she wanted to slow down a bit. The Finance Manager job was reposted on Indeed and Facebook. Asst VP Tomasulo stated that the district could hire a CPA firm to do a 1 year contract and Director Choate stated the CPA firm he reached out to in Glenwood Springs could not do all the work required.

NEW BUSINESS

N/A

ADJOURNMENT

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 6:13 p.m.

The next Regular Meeting is scheduled for **Monday, February 20, 2023 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 16, 2023 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