

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT
Monday, December 11th, 2023 @ 5:30 p.m.**

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

ATTENDEES

Directors present: Adam Ford, President
Amber Palcer, Vice President
Wendell Goad, Asst Vice President
Vincent Tomasulo, Secretary
Karen Hamick, Treasurer

Others present: Doug Choate, District Manager, Director: Golf Course
Superintendent & Parks
Steve Matzl, Director: Recreation Center and Programs
Karen Frye, Accounting and Finance Manager (Zoom)

Public present: See sign in sheet.

ADMINISTRATIVE MATTERS

Attendance and Agenda: The meeting was called to order by President Ford at 5:30 p.m. and a quorum was noted. Secretary Tomasulo made a motion to approve the Agenda with Vice President Palcer seconding. The agenda was unanimously approved.

Minutes: The Manager provided the Minutes from the November 20th, Board meeting. Asst. VP Goad made a motion to accept the Minutes with Vice President Palcer seconding said motion. The Minutes were unanimously approved and signed.

Public Comment: See Sign in Sheet.

Rick Steffen addressed the Board and questioned events leading to The Rough not receiving a lease agreement for 2024. President Ford stated the Board would not discuss the events at this time. Rick Steffen requested the minutes reflect the Board opted not to discuss events prior to The Rough non-renewal of lease. The Board questioned Mr. Steffen about the payment of the December rent. Mr. Steffen stated he paid the first month and last month rent when he signed the lease. Mr. Steffen was informed he paid the first month rent and a security deposit, December rent has not been paid. Secretary Tomasulo stated to Mr. Steffen he could make a written request to apply the security deposit to the December rent. District Manager Choate asked Mr. Steffen if he would cooperate with the transfer of the liquor license. Mr. Steffen indicated he would not cooperate with the District in the transfer of the liquor license.

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.

FINANCIAL MATTERS – Consent Agenda

Finance Manager’s Report- Finance Manger Frye presented her Manager’s Report to the Board.
Payment of Claims/Accounts Payable
Statement of Net Position
Statement of Activities Budget to Actual

The District Manager had the bank statements and reconciliations for the bank accounts available for review.

Secretary Tomasulo made a motion to approve the Consent Agenda with Asst. VP Goad seconding the motion. The Consent Agenda was unanimously approved.

CURRENT BUSINESS

Budget: Finance Manager Frye presented the final 2024 budget. Manager Frye noted any updates to the budget. Finance Manager Frye stated the District would see \$18,000 added to reserves in 2024 after spending the surplus on capital improvements. Finance Manger Frye noted \$2.335 million in capital improvements for 2024. Finance Manager Frye stated the potential for Great Outdoors Colorado grants for several of the District projects at the Parks. Secretary Tomasulo discussed the current FMLD grants that are outstanding. Finance Manager Frye noted we will be able to submit phase two of the Rec Center roof as soon as it is complete. Vice President Palcer discussed the budget for some of the programs. Finance Manager Frye stated we still have the programs they are just on a different line item in the budget. Treasurer Hamick inquired about updating the Golf Course restrooms soon. Vice President Palcer made a motion to approve the 2024 budget with Secretary Tomasulo seconding. The 2024 budget was unanimously approved.

Resolutions: Secretary Tomasulo made a motion to approve the resolution to set mill levies with Treasurer Hamick seconding. The resolution was unanimously approved. Secretary Tomasulo made a motion to approve the resolution to appropriate sums with Vice President Palcer seconding. The resolution was unanimously approved. Vice President Palcer made a motion to approve the annual administrative resolution with Asst. VP Goad seconding. The annual administrative resolution was unanimously approved.

OPERATIONS – DIRECTORS’ REPORTS

Golf Course and Parks: Director Choate presented Director Ochs report. Director Choate noted the increase in rounds from 2022 to 2023 of 1600 rounds. Director Choate stated he is expecting permits for the restaurant in the next couple weeks. Director Choate stated Beachside Golf Cars has finally picked up the remaining carts from the old fleet. Director Choate noted Lush Green has started the project at the Community Park to bury the native, above ground irrigation. Director Choate also stated the irrigation at the Rec Center to replace the wire, solenoids, and controller is complete. Director Choate stated Peak Surveying has been contacted to establish the boundary of the easement for the Tanker Trail. Secretary Tomasulo asked about the cost effectiveness of the raw water irrigation for the Rec Center. Director Choate stated the cost per month for the raw water irrigation was \$5000-\$6000 per month less than using the potable water. Director Choate noted that even during low ditch flows at the end of the season the Rec Center was still able to operate the pumps for the raw water irrigation. This would indicate use of potable water will not be necessary.

Recreation Center and Programs: Director Matzl presented his report to the Board. Director Matzl stated his attendance numbers continue to increase. Director Matzl stated the Rec Center will see an additional 10,000 visits this year. Director Matzl discussed the upcoming programs and basketball camps. Director Matzl noted that interior painting of the building is in progress. Director Matzl stated the audio/video for the Grand Valley Room is scheduled for January 2024. Director Matzl noted the gym curtain project has been delayed due to shipping issues. Director Matzl stated the sewer line project is scheduled for April 29th 2024. The Recreation Center will be closed the week of May 4th. President Ford requested to make sure the closures would be posted online. Vice President Palcer inquired about prorated monthly memberships during the time the Rec Center is closed. Director Matzl stated he would prorate

the monthly membership during that time. Secretary Tomasulo and Director Matzl discussed the goals and amenities included in the Grand Valley Room audio/video upgrade.

MANAGER'S REPORT

District Manager Choate stated the termination letter had been sent to Lincoln Financial. Colorado Retirement Association will be setting up the retirement program for the District. Colorado Retirement contributions will start the first full pay period of 2024. District Manager Choate presented a list of the 2024 capital improvements and significant maintenance items. District Manager Choate noted the list was categorized according to how the projects were budgeted. District Manager Choate stated Finance Manager Frye was going to help apply for Great Outdoors Colorado grants. District Manager Choate gave a list of potential projects for the grant including shade structures for the dog park, outdoor entertainment at the golf course, RV parking at the golf course, trail at the Rec Center and a pavilion at the community park. District Manager Choate stated the maximum number of RV spots at the golf course would be four. District Manager Choate stated Director Matzl will begin policing the lower parking at the Rec Center to make sure only those in need of handicap parking are using the lower parking. District Manager Choate noted additional lighting for the lower parking area and the road down to the lower parking are scheduled to receive additional lighting. Asst. VP Goad asked about the budget numbers for the restaurant remodel. District Manager Choate stated the budget numbers should be high based on estimates that were available at the time budgeting started. District Manager Choate noted as the project nears estimated expenses are \$600,000-700,000.

NEW BUSINESS

Secretary Tomasulo discussed strategies for the Master Plan. Secretary Tomasulo is familiar with a company, Dynamic Program Management, that has helped the local school district and the Eagle Parks department with planning strategies. Secretary Tomasulo suggested we look at Dynamic Program Management to help put the Master Plan and implementation of the Master Plan together. President Ford suggested having facility maintenance and improvements as part of the Master Plan. Asst. VP Goad stated response letters from the Board need time to involve input from all the Board members.

PUBLIC COMMENTS N/A

EXECUTIVE SESSION

Vice President Palcer made a motion to go into Executive Session per C.R.S. 24-6-402(4)(e). Determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations and instructing negotiators.

CONCLUSION

District Manager Choate introduced the Parks Maintenance Manager Kenneth Overmyer to the Board.

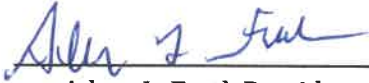
ADJOURNMENT

There being no further business to come before the Board at this time, President Ford adjourned the meeting at 6:54 p.m.

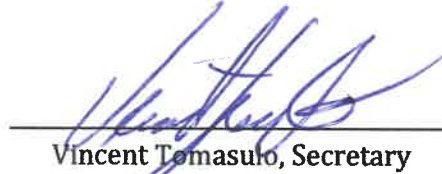
The next Regular Meeting is scheduled for **Monday, January 15th, 2024 at 5:30 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Battlement Mesa, Colorado.**

Respectfully submitted,
Doug Choate, District Manager

**THESE MINUTES APPROVED AS THE OFFICIAL DECEMBER 11TH, 2023, MINUTES OF
PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF
DIRECTORS.**



Adam L. Ford, President



Vincent Tomasulo, Secretary

Amber Palcer, Vice President



Karen Hamick, Treasurer



Wendell Goad, Asst. Vice President