

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Monday, January 18, 2021 @ 6:00 p.m.**

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

ATTENDEES

Directors present: Adam Ford, Vice President
Chuck Hall, President
Ken Seidel, Treasurer
Vinnie Tomasulo, Asst. VP

Others present: Judy Bertrand, MDM (PBMPRD District Manager)
Doug Choate, Director: Golf Superintendent & Parks Manager
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 6:00 p.m. and a quorum was noted.

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

VP Ford made a Motion to excuse Secretary Palcer, with Asst VP Tomasulo seconding said Motion. Secretary Palcer was unanimously excused.

Public Comments: N/A

Minutes: The Manager provided the Minutes from the November 16, 2020 Regular Board Meeting. VP Ford made a Motion to approve the Minutes, with Asst VP Tomasulo seconding said Motion. The Minutes were unanimously approved.

Golf Website and G Suite: VP Ford stated that he was able to access Go Daddy in order to create a new site for the golf course. He still has some work with Course Trends to ensure the transfer is successful. The Manager had obtained the 3 new email licenses and once the site is transferred VP Ford will set up the emails. Director Curtis wanted confirmation that the new site would still allow for reservations. The Board requested that this issue be included in the agenda for the February board meeting.

Steering Committee and Master Plan: Asst VP Tomasulo stated that at this time he has nothing to report. He stated that he does not want to incur a lot of expense to have a master plan prepared and hopes to provide an outline at the February board meeting. VP Ford added that he would like to learn more about the possibility of a master plan before forming a committee.

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 checks for board signature at the meeting. Due to the cancellation of the December board meeting there were several check registers provided for checks outside the board meeting. Asst VP Tomasulo made a Motion to approve all payments, with VP Ford 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. VP Ford made a Motion to accept the financials, with Treasurer Seidel seconding. The Financial Reports 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: Director Curtis stated that the course was open a week longer this year, as the course previously closed on December 5, 2019. There were 390 rounds played in December. He noted that tournaments were down due to COVID. President Hall asked about the IT for the golf course and Director Curtis stated that Kyle Copen should be coming out this week or next to work on the computers and install the fiber optics cable. The Manager noted that the golf course is still running on Windows 7 and they may need new computers as well as operating system upgrades.

Director Choate stated that the front nine is complete and #18 is installed except for the sprinkler heads. Director Choate said the main line is also complete on #17 and #18 and Wadsworth will be back between March 1-15, 2021 to complete the back nine. He presented a video showing the construction and stated that the new irrigation system will use less water due to efficient coverage and not hauling water hoses. Director Choate suggested that this could save the District upwards of 200,000 gallons per day. The previous storage was around 500,000 gallons and should now hold 1,000,000 gallons.

Director Choate said the irrigation pond is 90% complete and after the spillway is constructed will give the course 1 day of water.

Asst VP Tomasulo suggested a small settling pond for the spring run-off on the property we purchased. Director Choate stated this was a good recommendation and will obtain a bid from JC Excavation.

Treasurer Seidel asked about revegetation of the areas where the ground was torn up during the sprinkler installation. President Hall asked where the removed brush was located, and

Director Choate stated it had been buried on the low side of the dam. Director Choate noted that they had received a reimbursement check from the County for removal of noxious weeds.

Director Choate noted that Jason Downie is working with Eric Schmela on the easement. President Hall asked about the pipes at the four corners area. Although we have the water rights, Director Choate stated he would like an easement and then bury the pipes. We will still be accessing from both Dobey and Huntley.

Asst VP Tomasulo asked about the mucking bag. Director Choate stated that when it dries out it will be removed.

There was discussion about finishing the mucking on #8 vs. improvement of the cart paths. The cost for mucking is expected to be \$40,000. Director Choate stated there is still around 870 feet of cart path to repair/replace. President Hall discussed the weeds, algae, and odor by not finishing the mucking. Director Choate said the pond depth is around 12 feet. No decision was made at this time.

President Hall asked about the PBM Trail. Bob Reed plowed and there was discussion about him plowing the Community Park or allowing Director Choate to borrow the truck for that purpose.

President Hall asked about the trash cans at the Community Park and Director Choate stated that he had already talked to Lush Green about it.

Rec Center & Programs: Director Matzl provided the Director Report which showed 694 active members and 168 new member activations. He noted that the highest usage day was Tuesday and there were 145 members per month entering the center between 5 a.m. and 6 a.m. Director Matzl noted that the public can now shoot hoops on one side of the gym. The two new programs: Candy Cane Hunt and Mug decorating had 12 and 20 participants, respectively. Charla McCredie is working on providing creative fitness classes.

Xcel Energy completed their audit of the rec center and the main recommendation was LED lights. The Rec Center staff will monitor the Xcel site for rebate programs.

President Hall asked if there were any sports programs being offered and Director Matzl stated not at this time due to COVID. Director Matzl did mention the County offering the '5 Star Program' which may allow for more usage.

Director Matzl discussed the gym window blowing out on December 22nd. He provided pictures of the damage and the previous 'repairs' to the windows. Director Matzl noted that the caulking material previously used is decaying and there is only one piece of glass per window (on 16 windows). These are the windows looking down on the running track. He also noted vandalism to the garage window. The Manager provided Elmer's Glass bids for replacing one window and all of the windows. The cost to replace all windows was \$39,575. VP Ford believed it would be more cost effective to remove the glass and board up the windows. Director Matzl stated he will obtain bids for boarding them up. Asst VP Tomasulo mentioned ensuring the appearance looked original for aesthetic purposes. The Board will discuss at the February meeting.

President Hall asked Director Matzl about the heat exchangers in the office and lobby. He said they are currently working. Director Matzl confirmed to VP Ford that the recirculation pump was working.

The Board was provided with a \$44,677 bid from Athletic Court Surfaces for refurbishing the tennis courts to include pickleball and basketball hoops. It was decided to wait until estimate for boarding up the windows was obtained prior to making a commitment.

MANAGER'S REPORT

Annual Administrative Resolution: The Manager provided the Annual Administrative Resolution for 2021. The Board decided to move the board meeting time from 6:00 p.m. to 5:30 p.m. for 2021. VP Ford made a Motion to Adopt the Resolution, with Treasurer Seidel seconding said Motion. It was unanimously approved and signed.

Annual Report for 2020: The Board decided not to hold a public meeting to present the Annual Report for 2020 due to COVID. The Manager stated she will email the report to the Board prior to sending it out for printing. Asst VP Tomasulo recommended putting a notice in the BMSA newsletter regarding the Annual Report. The Manager will request BMSA to do so.

CVRF (COVID Relief Funds): The Manager stated that as of 12/31/20 the District has received \$201,547 in COVID relief grant funds. Ms. Bertrand noted that she had originally applied for up to \$400,000 and the deadline for submission is now through 2021. She will continue to submit for funds.

457B Analysis: The Manager asked if the Board wanted the retirement analysis done and noted that CRA never responded for their fees, funds, and rates of return. It was agreed that this analysis did not need to be performed at this time.

Irrigation System Expenditures and Balance: On the Manager's Report, Ms. Bertrand presented the total contract amount, amount paid to date and balance remaining. The balance due after completion of the back 9 and clubhouse is projected to be \$826,255.

NEW BUSINESS

VP Ford stated he will not be attending the April 2021 board meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:42 p.m.

The next Regular Meeting is scheduled for **Monday, February 15 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 18, 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