

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT  
Monday, November 16, 2020 @ 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  
Amber Palcer, Secretary  
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.

Public Comments: N/A

Minutes: The Manager provided the Minutes from the October 19, 2020 Regular Board Meeting. Secretary Palcer made a Motion to approve the Minutes; with VP Ford seconding said Motion. The Minutes were unanimously approved.

Golf Website and G Suite: There was discussion that BMC.com still owned Course Trends, which is the only domain not associated with pbmprd.org. VP Ford stated he would like one site for all entities. Director Curtis asked about the accounts and emails associated with Course Trends. VP Ford stated he would talk to Course Trends as he does not want to cause issues with golf course emails or scheduling. Director Curtis has 2 email addresses associated with 'battlementmesa.com' and Director Choate has 1 associated with battlementmesagolf.com. VP Ford will investigate changing the domain to pbmprd.org. VP Ford requested that the District Manager add 3 licenses to G-Suite. VP Ford will confirm that there are currently 10 licenses now and get the District Manager a list of all email addresses associated with G-Suite. The Board will revisit the website and G Suites at the December board meeting.

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. She noted the payment to Wadsworth for the irrigation system capital project. VP Ford made a Motion to approve all 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 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 is back to 25% capacity. He said that when the back nine irrigation system is being installed that they will work on how to hold the men's back nine. They are wiring in the new ice maker.

Director Choate stated that the front nine will be complete by the end of the week and Wadsworth will begin working on the back nine main line before they leave for the season. He noted that the main line is already installed, and Wadsworth just needs to connect to it. Director Choate will schedule a blow out of the system this week and the irrigation pond will be drained by the first of December. He stated that the back nine should be an easier installation as there are no sewer lines. Asst VP Tomasulo asked about the boulders and Director Choate stated that they did not need to use the jack hammer yet. Asst VP Tomasulo asked when the mucking bag would be removed, and Director Choate stated that it needs to set for the winter and should be removed around April of 2021.

Director Choate stated that he and Chris Manera at Colorado River Engineering may get the Daisy Ditch metering complete this year and it will have a plate at the waterfall to measure water.

President Hall asked Director Curtis about speakers on the course. Director Curtis stated that the speakers would not go far enough (only around 20-30 yards) but could be hard wired. He recommended waiting until the clubhouse irrigation system was complete. Director Curtis acknowledged that there should be one at the driving range and another on the putting green. Treasurer Seidel asked if a speaker could be installed near the cart area. Director Curtis said he will revisit in the spring.

The Board asked about the easement on the additional property BMC is selling. The Manager stated she had emailed Jason to prepare and will follow up.

Rec Center & Programs: Director Matzl provided the Director Report which showed 761 Active Members. Annual year to date membership is 1,541. Asst VP Tomasulo stated he had seen more cars in the parking lot and asked about rec center usage. Director Matzl stated that there

are currently 90-110 people per day using the rec center but noted that many attendees hold memberships. Director Matzl said that girls' basketball is in process and the gym is being used for basketball. Wally ball is not taking off as hoped.

Director Matzl stated that Kyle Copen is currently working on the fiber optics cable and will pull the server out of the cable room and move it to the office area. Once the fiber optics cable is installed Kyle Copen will investigate a microwave antenna to connect to the Community Park.

President Hall asked when the Big Ass Fan will be installed. Director Matzl said they will drain the pool after Thanksgiving and install. The pool will be scrubbed down, and small leaks repaired while the pool is empty. Director Matzl said the cost should be less than \$500 for the pool cleaning. The Manager stated that the District has spent thousands to repair the existing hot tub. Director Matzl noted that the hot tub is not ADA compliant and did obtain a quote of \$30,000 for replacing the hot tub without repairs to the deck. The Manager stated that perhaps a new hot tub should be included in the spring FMLD grant for the shower and locker rooms upgrade.

The Manager stated that Director Matzl had approved a \$10,000 repair with Fortney for the domestic hot water heat exchanger and they were scheduled for November 18<sup>th</sup>. Director Matzl stated that moving forward he will get authorization from the District Manager prior to any capital expenditure or repair and maintenance over \$1,000. President Hall asked why the new boiler did not accommodate the heat and Director Matzl said it does not handle domestic hot water.

Director Matzl said that there is still not heat in the lobby or offices and #3 was lost last year. The Manager stated that U.S. Boiler had stated it was repaired.

Asst VP Tomasulo made a Motion to approve up to \$15,000 for both the domestic hot water heat exchanger and to repair #3 that heats the lobby and offices. President Hall recommended approving up to \$20,000 and Asst VP Tomasulo stated he would approve that modification to the Motion. Secretary Palcer seconded said Motion up to \$20,000 and it was unanimously approved.

Secretary Palcer mentioned a leak in the KSUN roof. Director Matzl stated it was not a leak but from the duct work.

## **MANAGER'S REPORT**

December Board Meeting: VP Ford made a Motion to move the December meeting from December 21 to December 14 at 5:00 p.m. Asst VP Tomasulo seconded said Motion and it was unanimously approved.

URSA: President Hall said that the sale of URSA to Terra was to occur on November 19<sup>th</sup> for \$60M for all assets. He mentioned that COGCC (Colorado Oil and Gas Conservation Commission) was pushing for a set back of 2,000 feet (from 500 feet). President Hall requested that Jason Downie get a contract in place for gas royalties with Terra.

Xcel Energy Audit for the Rec Center: The energy audit will be performed by Xcel Energy in January.

Community Park Cameras: The Manager stated that Kyle Copen (IT support) will investigate cameras at the park after the fiber optics cable installation at the Rec Center.

Water Rights Update: Solvay may not take issue with the dismissal of our water rights request. The request to transfer some golf course rights to the rec center is still in process.

CVRF COVID Relief Funds: The Manager stated that she submitted the 5<sup>th</sup> request for reimbursement of diverted employees with modifications.

Equal Pay for Equal Work Act: The Manager is working on the job descriptions and pay ranges and will have it completed by December 31<sup>st</sup> as required.

Christmas Bonuses: Since the District cannot hold a Christmas party the Manager is providing full time staff with Christmas bonuses for around \$650. She noted that this is less than the cost of a Christmas party.

## **NEW BUSINESS**

Asst VP Tomasulo stated that BMMD had received the District's request for CTF funds for the median at the Community Park and the BMMD Board meeting would be held on Thursday, November 19<sup>th</sup>. VP Ford made a Motion to approve median upgrades up to \$6,000 pending BMMD grant, with Treasurer Seidel seconding said Motion. It was approved by 4 Board members with Asst VP Tomasulo abstaining.

VP Ford stated that Garfield County used Colorado Retirement Association (CRA) for their 457B retirement. He stated that the fees were lower than Lincoln Financial, and the returns were better. VP Ford requested that the Manager perform an analysis.

VP Ford recommended establishing a steering committee for Rec Center improvements to determine what the public wants. He recommended 1 staff member, 1 board member and 12 community members. VP Ford stated he would lead this committee.

Asst VP Tomasulo suggested a Master Plan for the entire park and rec district. He believes that there will be more development in the area and expects building along Spencer. Asst VP Tomasulo mentioned that Todd Martin bought a lot of the properties and all commercial and plans to develop them. Asst VP Tomasulo stated he wanted to be proactive in providing services for twice the number of people in 5 years. The Manager mentioned that the Town paid around \$120,00 for their Master Plan. VP Ford said he did not want to pay that much.

President Hall requested that Asst VP Tomasulo and VP Ford look into these committees and master plan and provide more information at next month's board meeting. Director Matzl stated that he is concerned that outside ideas might get thrown into plans. Treasurer Seidel stated that the majority of people do not want to see major changes.

## **ADJOURNMENT**

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:50 p.m.

The next Regular Meeting is scheduled for **Monday, December 14, 2020 at 5:00 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 NOVEMBER 16, 2020 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