

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT  
Monday, March 15, 2021 @ 5:30 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): Via Zoom  
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 5:30 p.m. and a quorum was noted.

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

Public Comments: N/A

Minutes: The Manager provided the Minutes from the February 15, 2021 Regular Board Meeting. VP Ford made a Motion to approve the Minutes, with Secretary Palcer seconding said Motion. The Minutes were unanimously approved and will be signed at the next Board meeting.

Golf Website and G Suite: Secretary Ford stated that Denie Noble has now upgraded the golf course site. Director Curtis has talked with Denie Noble about adding tournament results to the site. Secretary Ford said that when accessing Battlement Mesa Golf it will automatically direct the user to the pbmprd.org site. Secretary Ford stated he has talked with Golf Now and our contract with them is up on March 30 and will be discontinued, saving us \$295 per month. Director Curtis expressed concern with ensuring that the tee times will work online. He stated he tried using his phone to make reservations and the mobile side of it was not working. President Hall asked why the Battlement Mesa Golf site was needed and Director Curtis said that Golf Now has tournament information from last year. VP Ford stated that tournament information is now on the pbmprd.org site. President Hall stated he wants all information from the various sites on the pbmprd.org site.

Steering Committee and Master Plan: VP Ford stated he was waiting until the website work was complete before working on an RFP for the Master Plan. He and Asst VP Tomasulo have obtained some information from Steve Rippy who has some names of people/companies to

contact. VP Ford stated that Grand Junction Park & Rec had a Master Plan prepared by Green Play for \$154,000. Asst VP Tomasulo stated that the cost was dependent on how much detail and information was needed and mentioned getting an assessment from the community which would help alleviate some of the expense. The Board directed the Manager to put this discussion on the April 2021 Agenda.

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 since she was calling in via Zoom, the checks for board signature that would be signed by her. The Manager noted an additional check to SIPA for the G-Suite renewals in the amount of \$2,376.48. Secretary Palcer approved the "Checks Outside of the Board meeting"; with Treasurer Seidel seconding said Motion. The checks outside the Board meeting were unanimously approved. At the April Board meeting the Manager will provide an updated listing of the March payments that were to have been signed at the board meeting

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. 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 provided his Director report and noted that as of March 14<sup>th</sup> there were now 50 members. Director Curtis showed 136 rounds played in February and noted that "they were open, then it snowed, they were open, and then it snowed". Secretary Palcer said that Rifle was holding a Junior League and Director Curtis stated they were trying to offer one in June. President Hall asked how Kyle Copen was doing with the IT work at the golf course. Director Curtis stated that there is still work that needs to be done, including installing cable at the GHIN laptop in the hallway and the restaurant. He stated he is still having problems with the printer.

Director Choate provided his Director report which showed that Wadsworth would begin working on the back 9 irrigation system between March 15-22, depending on the weather. Director Choate stated that JC Excavating has finished work at the irrigation pond, including the spillway. JC will be back to reshape the sediment that was placed on the lower side of the dam. JC Excavating work has been completed at Daisy Ditch and work has begun on the lower end of the ditch to install the measuring device. Director Choate has scheduled American Underwater Services to remove the last sediment bag on number 8 in Mid-May. President Hall asked about stockpiling stone and Director Choate stated that the stone will be reshaped near the dam. Asst VP Tomasulo asked about the possibility of selling off water.

The Board discussed uploading maps to the website which shows what properties are owned by PBM Park & Rec District. Asst VP Tomasulo referenced SGM Engineering creating an ownership map. Director Choate stated that the porta-potty (owned by PBMPRD) was set on fire at the Skate and Dog Park.

Asst VP Tomasulo said that Lush Green did not put as much shrubbery at the Community Park as he expected. Director Choate mentioned that they could not find the sleeve and Wadsworth could help finish the irrigation.

Rec Center & Programs: Director Matzl presented the Director Report and corrected the Out of District number to 22 for new memberships. The Manager stated that Dustin Harrelson, the new Sports Coordinator was performing very well, and Director Matzl said the Town of Parachute complimented him. The BAF capital project is 'spinning like a top' per Director Matzl. President Hall mentioned that the Directors need to update the 'Achievements' on the website. The Manager stated that the 'Achievements' came from the 2019 Annual Report she prepared but did state that they needed to be updated with the 2020 achievements. President Hall noted that under "Programs" on the website that there was no information or links. President Hall asked if Kyle Copen was done with all work at the Rec Center. Steve stated that there was only clean-up work. President Hall asked the Manager to get an update from Mr. Copen regarding what is left. Director Matzl stated that a treadmill quit working and we would probably need to order a new one at a cost of around \$1,500.

## **MANAGER'S REPORT**

Ropes Course: The Manager stated she had asked Director Matzl and Denie Noble to check on the availability of the ropes course for a program in the spring/summer. Denie Noble had informed the Manager that no one had been hired to oversee the ropes course. Secretary Palcer said that the School had hired someone. Director Matzl will follow up on this.

Loss of Income Insurance Claim: The Manager stated she had heard back, and the loss of income does not apply to COVID; only to damage to the facility and closures associated with that.

COVID Relief Funds from DOLA: The Manager stated they had received \$237,000 in COVID relief funds and noted that it equates to around 3 years of District Management expense.

Terra: Terra will begin paying gas royalties in April for February. The Manager noted that URSA has begun paying royalties monthly. The Board asked that the Manager obtain a contract with Terra for gas royalties. Asst. VP Tomasulo said he will talk to Brian, the Land Manager at Terra about this.

Ballfields: The Manager stated she had given Director Matzl approval to upgrade the dugouts and signs.

Gym Windows: The Manager provided a bid from ResCom for boarding up the windows with a cost of \$99,517. Ms. Bertrand also provided the previous bid from Elmer's Glass to replace the windows at \$39,575 and recommended moving ahead to replace the windows. Secretary Palcer made a Motion to move ahead with Elmer's window replacement, with Treasurer Seidel seconding. The window replacement for \$39,575 was unanimously approved.

Cameras at the Community Park, Rec Center & Proshop: Kyle Copen will provide updated bids for the cameras with security lights that trigger when the camera is activated to deter vandals. Kyle will call into the Board meeting to answer questions at the April 19<sup>th</sup> meeting. The Manager stated she will try to apply for a grant through Garfield County for the cameras.

Tennis Court Remodel: The Manager provided the bid for refurbishing the tennis courts. She will email the board the plan drawing. Athletic Court Surfaces bid of \$44,677 will include two pickleball courts, 1 tennis court, and basketball hoops. Director Choate asked about permanent nets and Director Matzl said that was not included in the bid, but he would obtain an estimate. President Hall stated he would like to move forward on this project and come back to approve additional charges for the permanent nets and dividers/curtains to separate the various areas.

VP Ford made a Motion to approve the tennis court capital project remodel bid (including a card swiper on the gate, nets, and a screen/divider) for a cost not to exceed \$55,000 with Athletic Court Surfaces. Treasurer Seidel seconded said Motion and it was unanimously approved.

**NEW BUSINESS**

Run, Ride & Raft: President Hall asked about the RRR and was informed that the Town had postponed the event due to COVID.

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 7:15 p.m.

The next Regular Meeting is scheduled for **Monday, April 19 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 MARCH 15, 2021 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