

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT  
Monday, July 19, 2021 @ 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  
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 5:30 p.m. and a quorum was noted.

Secretary Palcer made a Motion to approve the agenda with Treasurer Seidel seconding said Motion. The agenda was unanimously approved.

Public Comments: It was noted that Brittany Clark, Sports Manager was in attendance. Ms. Clark did not comment.

Minutes: The Manager provided the Minutes from the June 21, 2021 Regular Board Meeting. Secretary Palcer made a Motion to approve the Minutes, with VP Ford seconding said Motion. The Minutes were unanimously approved.

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.

Master Plan: VP Ford stated his proposed RFP for publication had been pared down into Phase 1 and 2. Phase 1 is requesting (1) an inventory of what the District owns, (2) how the District compares to other Districts of comparable size and amenities, and (3) what the community wants. Phase 2 (which Asst VP Tomasulo stated will be the most expensive) will describe how to accomplish that and consists of more detailed analysis. Asst VP Tomasulo stated that VP Ford put in a lot of work on the RFP and that he doesn't want to see it 'sit on a shelf'. VP Ford discussed creating focus groups to provide input on amenities and programs and what the community would be willing to pay for those services. Asst VP Tomasulo stated that he would like to see a group from the board liaison with the community. VP Ford said he wanted to post

the RFP on August 1<sup>st</sup> with the deadline for the RFP on October 1, 2021. VP Ford mentioned that he had discovered that a 30-acre parcel in the center of the District was not part of PBMPRD.

Secretary Palcer made a Motion to approve publishing the RFP after the Board had provided the District Manager with comments and updates. It was agreed that the Board would review the RFP by July 26<sup>th</sup>. Treasurer Seidel seconded said motion and it was unanimously approved.

## **FINANCIAL MATTERS**

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting and the checks for board signature. The Manager noted an additional check that was included for board signature to Athletic Court Surfaces in the amount of \$30,486.30 for the tennis/pickleball remodel final payment. VP Ford made a Motion to approve the 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 punch passes were up by 3 to 26 for the month and that year-to-date 10,000 rounds had been played vs. 14,000 for the entire year in 2020. He mentioned due to the heat that rounds in the afternoon had dropped off. President Hall asked Director Curtis to provide the numbers for the previous month on the reports. The Manager stated she could pull that information and put it in an Excel spreadsheet. Director Curtis said that the majority of players were seniors. This was based on discussion of the median age (in the RFP) of 36.9.

Director Choate stated that the asphalt cart paths were complete through #9. He is waiting for the muck sack to dry and then will remove it. President Hall asked about the sprinklers and Director Choate stated that there are 4 wires; one for each 50 sprinklers. Asst VP Tomasulo asked if the punch list was complete, and Director Choate stated it was. President Hall asked about the posts in front of the clubhouse and Director Choate stated that due to the material (cinder blocks) that they leach. He will try to paint them when he paints the booster pump station later this year. The Manager asked about the grass on the chipping green and Director Choate stated with the irrigation installation it had not gotten water for a few days and would come back. Director Choate discussed water levels and said they are at levels not normally seen until September.

Rec Center & Programs: Director Matzl noted that attendance for June was 3,542 and stated this was the highest since he has been the director. He noted that the tennis/pickleball court was complete and the only things missing were a pin pad with a bar code and a steel post to affix the nets. He said that people have made positive comments about the court, but a few

have complained about the fee to use the pickleball court. He has reminded them that we must charge for services in order to maintain the facility and for operations. President Hall asked if people still played pickleball inside and Director Matzl stated they did. Director Matzl said the Splash Palooza event was cancelled as no one signed up. The items purchased for the event will be used at the Back-to-School Bash on August 22<sup>nd</sup>. He stated that the Dirty Hog Dash in New Castle was held on the same day. Secretary Palcer said we should have a notice saying people needed to pre-register for events such as this and that it was hard to determine if the \$10 was for food or the event.

Secretary Palcer stated that people are discussing soccer and Director Matzl said that soccer pre-registration was not looking good. VP Ford recommended posting a sign at the Fire Station and BMSA regarding soccer.

Director Matzl stated that the heat was off to the pool and a domestic water pump and heat loop pump were needed. The new POS will be installed by August 23<sup>rd</sup>. Director Matzl will inform the community about the 2.5% charge passed onto the public for credit card charges. The Manager asked Director Matzl to cancel the Max Galaxy service and obtain a refund.

Secretary Palcer mentioned that the Town took down their volleyball net and Director Matzl mentioned that installing a sand volleyball area could save around 240,000 gallons of water. The Manager noted the cost of \$55,000 to install and the need to use those funds for the interior of the rec center that was visible to all patrons. Ms. Bertrand also noted that in the last 3 years the District has not had enough people sign up for volleyball and the program had been cancelled and payments refunded. Director Matzl stated that GOCO said they are getting a lot of requests for grants for BMX pump tracks.

President Hall and Treasurer Seidel asked about the heat in the Grand Valley Room and directed Director Matzl to get it repaired and order a spare chiller box.

Asst VP Tomasulo asked about the issues with wiring to the scoreboard at the ballfield. Director Matzl stated it had been fixed and Asst VP Tomasulo asked him to have an electrician make sure it was up to code.

There was discussion about constructing a pipe from the golf course to the rec center to transfer some water. Director Choate stated he will meet with Chris Manera when Chris is available. President Hall asked if the water would be taken before it went into the pond and Director Choate said yes. Director Choate believes we may only need a small wet well and pump. He also mentioned being able to close off the backflow and still have potable water at the rec center if needed. Director Choate said the first step is to dig up the pipeline and then look at how to get to the rec center. The Manager mentioned that Director Choate would like to work on the Eaton Pump House, and she will include that in the capital budget.

## **MANAGER'S REPORT**

Thank you letter to Lowes: The Board signed a thank you letter to Lowes for concession stand upgrades.

COVID Relief Funds: The Manager stated she had applied for and received an additional \$26,502 in CVRF grant funds; bringing the total to \$264,527 received.

Cameras: The Manager stated she had invoiced GC BOCC for \$4,000 even though Kyle Copen had not yet ordered the cameras. Ms. Bertrand stated they have still not heard from Mr. Copan regarding the ability to install cameras at the Community Park.

Terra: The Manager noted that the gas royalties had decreased around \$1,000 last month and asked Asst VP Tomasulo if he had heard from them regarding a contract. He had not.

Golf Digest: The Manager provided a packet from Golf Digest regarding advertising in the fall. She stated she still has some questions and will give them an update. Director Curtis said if we wait till next year that February and March are good times to put ads together. Director Choate stated that fall is the best time to take pictures. Secretary Palcer mentioned issues members are having at the Broadmoor with more players pushing members out of time slots.

Easements for golf course: The Manager stated she and Director Choate are in discussions with the attorney and BMC regarding the need for additional easements.

Rec Center men's locker room: The Manager stated that she and Director Matzl were working with Rifle Insurance regarding a claim for a burst pipe in the wall.

River Pump and Huntley projects: Director Choate is awaiting availability from Chris Manera prior to obtaining bids for this work.

Approval for additional ton for cart paths and circular sprinkler heads: The Manager noted that she had given approval to Director Choate for these items in the amount of \$5,000 to complete the front 9 cart paths and \$4,500 to switch out sprinkler heads.

2022 Budget and Capital: The Manager will start work on the 2022 budget in August to present a rough draft in September with the final draft in October. Asst VP Tomasulo suggested preparing a more detailed capital plan and the Manager said she would modify the existing one to include past capital projects going back to 2018 and projecting 5 years ahead. Ms. Bertrand suggested holding a separate meeting for capital projects; possibly to be held in October or November.

Property north of ballfield: The Manager noted that the owners of the adjacent properties were only offering \$7,000 for the parcel and that she had checked the assessor's office and each property's land value was \$50,000 for approximately the same size. The Manager stated that Director Matzl will have Mac's Landscaping clean up the parcel and remove dead trees.

Trip Advisor: Asst VP Tomasulo asked about getting on the Trip Advisor site for BMGC. The Manager stated that she and Director Curtis will investigate.

## **NEW BUSINESS**

N/A

**EXECUTIVE SESSION**

VP Ford made a Motion to adjourn the Regular meeting at 7:02 and move into Executive Session per CRS 24-6-402(4)(e), "Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators" with Metropolitan District Management. Treasurer Seidel seconded said Motion and it was unanimously agreed.

VP Ford made a Motion to adjourn the Executive Session and return to Regular meeting at 8:07. Asst VP Tomasulo seconded, and it was unanimously agreed.

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Hall adjourned the meeting at 8:08 p.m.

The next Regular Meeting is scheduled for **Monday, August 16, 2021 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 JULY 19, 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