

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT
Monday, September 16, 2019 6:00 p.m.**

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

ATTENDEES

Directors present: Chuck Hall, Vice President
Jerry Mohrlang, President
Amber Palcer, Asst VP
Ken Seidel, Treasurer

Others present: Judy Bertrand, MDM (PBMPRD District Manager)

Employees present: Doug Choate, Director Golf Superintendent & Parks Mgr.
Chuck Curtis, Director Golf Course
Samantha Smith, Director Rec Center& Programs

Public present: None

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The meeting was called to order by President Mohrlang at 6:00 p.m. and a quorum was noted.

VP Hall made a Motion to excuse Secretary Ford; with Treasurer Seidel seconding said Motion. Secretary Ford was unanimously excused.

Treasurer Seidel made a Motion to accept the Agenda; with VP Hall seconding. The Agenda was unanimously approved.

Public Comments: N/A

Minutes: The Manager provided the Minutes from the August 20, 2019 Regular Board Meeting. VP Hall made a Motion to approve, with Treasurer Seidel seconding said Motion. The Minutes were unanimously approved.

Oath of Office and Certificate of Appointment-Amber Palcer: Ms. Palcer took the Oath of Office and was presented with the Certificate of Appointment to the PBMPRD Board. VP Hall made a Motion to appoint Ms. Palcer to the position of Assistant Vice President; with Treasurer Seidel seconding. Ms. Palcer was unanimously approved as the Asst. VP. The Manager asked Ms. Palcer if she would be taking the \$100 director compensation per meeting and she agreed to accept. The Manager had Asst VP Palcer sign the signatory form for ColoTrust. Alpine Bank requires Minutes showing Asst VP is a member of the Board prior to providing signature cards.

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.

Public Notice and Hearing of 2020 Budget: The Manager requested that the Board select a date for notice of the 2020 budget discussion. Ms. Bertrand stated that she needed to post notice in the newspaper. VP Hall made a Motion to hold the budget hearing on Monday, October 14th at 6:00 p.m. at the Grand Valley Rec Center. 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 Check Detail for checks to be signed at the meeting. VP Hall made a Motion to approve the payments; with Asst VP 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. VP Hall 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 they were ready for the Community Park Classic and also stated that he wondered if PBMPRD was getting reimbursed for liens against properties. The Manager stated that the County would distribute property taxes even if they were from previous years. The Manager said that Director Smith had also spoken to her about liens filed by BMMD for assessment fees. The Manager will investigate.

Director Choate stated that four solar lights for the Community Park have been ordered and should be installed by the end of September.

Director Choate said he provided U.S. Aqua Vac with 4 sites for the mucking bag. They chose a site and after around 45 minutes of pumping debris into it, it fell into the ditch. They are coming back on Wednesday and Thursday to pull the bag out. Director Choate stated this tore 2 trees out of the ground and has taken a staff of 4 around 5 hours to assist with the mucking. He will need to have an excavator come out to level the area. Due to these problems the cart path project has been delayed. Doug said U.S. Aqua Vac's original estimate was 4 days on hole #8 and 2 days for hole #5.

Rec Center & Programs: Director Smith stated that the fiber optics is installed, and her staff now has Wi-Fi. The new phone system was ported over today and they will cancel with Century Link.

Installation of the new HVAC system started today and will take approximately 6 weeks. The new pool slides are on the deck and will be installed. Director Smith stated there are 2,641 members, which exceeded her goal of 2,500. Youth flag football has a team, but there were not enough participants for Tiny tot flag football.

MANAGER'S REPORT

Director Choate increase in credit card limit: The Manager informed the Board that she had raised Director Choate's credit card limit to \$20,000 in order to pay U.S. Aqua Vac \$19,177. She will lower it once this charge has been made.

Rec Center lightning strike: The Manager stated that Director Smith had confirmed that the cause of the issues with the HVAC system was not due to lightning strikes.

Resolution on Posting Meeting Notices: The Manager said that Jason Downie, General Counsel had provided a Resolution regarding meeting notices being posted on the website. However, she stated that since the public knew the physical locations of the notices that they would continue to post at those locations; and they already posted notices on the website. The Board decided it was not necessary to pass this Resolution.

IGA for RRR with Town: The Manager stated that Stuart McArthur informed her that the Town Council would meet on September 17, 2019 and sign the IGA.

Land Exchange with Town: The Board discussed the 11 acres and decided that would not be part of the land exchange. The Manager stated that Mr. McArthur stated the 11 acres was their number one priority in the exchange and that it would probably kill the deal. She will inform Mr. McArthur.

Octoberfest for 2020: Anne Kellerby had approached President Mohrlang about PBMPRD being responsible for Octoberfest as the Town is not willing to manage the event. It was noted that Grand Valley Park Association had previously organized the event. The Manager stated her concerns due to the Run, Raft and Ride event scheduled for August 1, the Community Park Golf Class scheduled in September and the Craft Fair in November. Ms. Bertrand stated she was not sure they had the bandwidth to organize an event during this time period. No decision was made at this time.

Ropes Course: The Manager stated she will attend the Ropes Course grand opening and reminded the Board members who had planned to attend.

KSUN Rental Agreement: The Manager said she had provided the KSUN with the new lease agreement lowering the monthly rent from \$250 per month to \$125 per month.

Rec Center Pond Feasibility Study: The Manager stated that Colorado River Engineering informed Director Choate that the feasibility study should be 80% complete by November 30th.

Draft 2020 Budget: The Manager provided the Board with a draft of the 2020 budget. There was no discussion of the budget, which will be discussed on October 14, 2019.

URSA Oil and Gas Audit: The Manager stated she had mailed the letter to URSA on September 4, 2019 and had not heard back from them regarding a new contract.

Garfield County Commissioners Letter re. reimbursement due to flooding: The Manager reminded the Board that she had mailed a letter on August 30, 2019 requesting reimbursement from the County due to flooding damage from County roads onto the golf course. She emailed them again on September 12, 2019 and had not received a response.

Rec Center 1-Hour Parking Signs: The Manager stated that Director Smith had ordered more 1-Hour signs for parking spaces at the lower entrance.

Water Rights: The Manager provided the map prepared by Chris Manera at Colorado River Engineering showing the Point of Diversions (POD) for the Daisy Ditch metering and well. Water Attorney Ryan Jarvis wanted approval to use this map to submit to the Water Court. The Manager explained that Chris Manera wanted POD 4 included as it is closer to power, and he found a transformer by the rodeo grounds. The issue with POD 3 is that it will be more difficult to get power at that location. The Manager had emailed Mr. Jarvis and Mr. Manera that the POD #4 was on Town property. The Board stated they would prefer to have the POD #4 on property owned by PBMPRD (to the west of the arena). The Manager was instructed to request that change. Ryan Jarvis is submitting the document to Garfield County by September 30th.

URSA: The Manager stated that she was concerned that the oil and gas royalties had decreased and that URSA may not be producing as much. The Board requested that the Manager contact the County and perhaps Kirby Wynn regarding what we can expect in the future. The Manager stated she will try and contact Jim Yellico, County Assessor as well.

NEW BUSINESS

N/A

ADJOURNMENT

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 7:35 p.m.

The next Regular Meeting is scheduled for **Monday, October 14, 2019 at 6:00 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 SEPTEMBER 16, 2019 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, Secretary

Chuck Hall, Vice President

Jerry Mohrlang, President

Amber Palcer, Asst VP

Ken Seidel, Treasurer