

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARACHUTE/BATLEMENT MESA PARK AND RECREATION DISTRICT  
Tuesday, April 10, 2018 6:00 p.m.**

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

**ATTENDEES**

Directors present: Jerry Mohrlang, Asst. VP  
Ron Palmer, President  
Ken Seidel, Treasurer

Others present: Judy Bertrand, MDM (PBMPRD District Manager)  
Ryan Altenburg, Western Heritage (Engineer)

Employees present: Doug Choate, Director Golf Course & Parks  
Chuck Curtis, Director Golf Course & Golf Pro  
Samantha Smith, Director Rec Center

Public present: Noted on sign-in sheet

**ADMINISTRATIVE  
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Palmer at 6:03 p.m. and a quorum was noted. The Manager requested a modification to allow Western Heritage to present the golf course pond relocation engineering maps immediately following the Minutes. Asst. VP Mohrlang made a Motion to modify the Agenda, with Treasurer Seidel seconding said Motion. The Board unanimously accepted the Agenda with the modification.

Minutes: President Palmer made a Motion to approve the Minutes from the March 13, 2018 Regular Board meeting; with Asst. VP Mohrlang seconding said Motion. The Minutes were unanimously approved; with the addition of Ryan Altenburg, Western Heritage presenting the pond relocation engineering after the Minutes.

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.

Pond Relocation: Western Heritage: Mr. Altenburg discussed the plans to relocate the pond and presented maps showing the location and lines. The Manager stated that Mr. Altenburg had revised his Agreement to remove the \$44,000 for management as the District Manager can perform as the financial project manager. Ms. Bertrand reminded the Board that she would be charging out of scope for this work, but it would greatly reduce the cost by around \$30,000. It was agreed at the meeting with Judy Bertrand, Doug Choate and Ryan Altenburg on the afternoon of April 10<sup>th</sup> that Director Choate could contact Mr. Altenburg during the construction process for advice. Ms. Bertrand informed the Board that she wanted to make sure that the contract did not contain any construction work as this could preclude applying for grants prior to work starting. The contract with Western Heritage states that they will complete the final design, prepare the construction and bid documents, easement and Opinion of Water Rights

and manage construction bidding, bid showing, inspection and administration and support. The Board reviewed the contract and President Palmer made a Motion to approve; with Asst. VP Mohrlang seconding said Motion. It was unanimously approved and the Agreement was signed by President Palmer and Mr. Altenburg.

## **PUBLIC COMMENT**

There were 20 members of the public in attendance; with a large majority staff or Trustees from the Town of Parachute.

Mayor McClug stated he had an issue with PBMPRD not signing the Property Usage form for Rockmagedon on July 6-9 and Octoberfest scheduled to begin on September 29<sup>th</sup>. Mr. McClug stated that Cinco de Mayo was now cancelled due to conflicts and the Town would not be using District property that had been approved for that date. The Manager stated that she did not approve all three dates as she was unsure of the Town's intent to exclude from the District. She asked Mr. McClug about this and he stated that would be discussed later. Asst. VP Mohrlang made a Motion to have the Manager sign the Usage form for this year; with Treasurer Seidel seconding said Motion. It was unanimously approved, and the Manager will sign when she receives the updated form. Ms. Bertrand noted that she had received the certificate of liability from the Town for 2018.

The Mayor discussed the sports programs and stated that a letter sent out to members by PBMPRD was contentious. He stated that the Town had no desire to take over sports programs. (Note: The letter emailed to residents clarified misinformation from a Town Trustee that PBMPRD had requested the Town to assume sports programs.)

Asst. VP Mohrlang asked about the intent to exclude from the District and Mr. McClug stated it was contingent upon many things. Mr. McClug said they are trying to build a rec system in the Town. Asst. VP Mohrlang stated they had not seen much from them. Treasurer Seidel said that the District was founded to provide sports programs.

Trustee Olk asked for the cash flow from the golf course.

There were various other comments from Trustees and Town staff about the sports programs, wrestling, capital projects, etc.

Asst. VP Mohrlang asked why Town Manager Stuart McArthur was not in attendance and Mr. McClug stated he did not want to get 'skewered'. Asst. VP Mohrlang said a lot of the issues were due to the Town Manager.

## **FINANCIAL MATTERS**

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting. President Palmer made a Motion to approve the payments; with Asst. VP Mohrlang seconding said Motion. These payments were unanimously approved.

The Manager presented the Check Detail for April. Asst. VP Mohrlang made a Motion to approve these payments; with Treasurer Seidel seconding said Motion. They were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Asst. VP Mohrlang made a Motion to accept the Financial Reports; with Treasurer Seidel seconding said Motion. 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: The Board was provided with the Director report. Director Curtis stated the golf customers liked the new golf carts. Director Choate stated they had a 2 year warranty. Director Curtis stated that the number of teams increased from 19 to 27 and that the Men's League had 54 players.

Rec Center & Programs: The Board was provided with the Director report. Director Smith stated that Seth Jackson would reach out to Larry regarding the HVAC software, but that the HVAC system was now functioning. Director Smith has updated the website and the system allowing for online registration and membership will go live on May 1, 2018.

## **MANAGER'S REPORT**

Transfers: The Manager informed the Board that she had made 3 ACH transfers: \$74,900 and \$25,100 from Alpine General Fund to ColoTrust General Fund in order to get better rates of return on the URSA Community Park funds. She stated she left \$25,000 in Alpine in anticipation of purchasing canopies for the picnic tables at the Community Park. The third transfer was \$350,000 from the ColoTrust Golf Fund to Alpine Bank Golf Fund to pay for the golf carts.

Garfield County Interest: The Manager stated she had received the \$11,607.83 payment from Garfield County for the interest abatement due to the oil and gas companies. This reverses the previous distribution deduction.

Town of Parachute requesting vendor list for PBMPRD Craft Fair: The Manager stated the Town had contacted Director Smith again requesting the vendor list for the 2018 Craft Fair. Per advice from legal counsel, Director Smith was instructed not to provide. They had informed Director Smith that if PBMPRD would not provide the vendor list that the District would be responsible for collecting the sales tax. The Manager stated that if the vendors sold \$25,000, the sales tax income to the Town would be \$725. The Board agreed to table the issue until May in order to determine if the Craft Fair would continue to be held at the High School or another location.

PBM Trail Update: The Manager stated she received an email this morning from Mr. Rippy with an estimate from SGM for engineering but had not heard back regarding the easement.

Canopies for Picnic Tables at Community Park: Director Choate obtained bids from R&R Construction (who built the restroom) for the canopies. Asst. VP Mohrlang made a Motion to approve the bid of \$2,550 per canopy, which includes cement and posts; with President Palmer seconding said Motion. It was unanimously approved and Director Choate will get an updated bid and a commitment for completion date.

**ADJOURNMENT**

There being no further business to come before the Board at this time, President Palmer adjourned the meeting at 7:23 p.m.

The next Regular Meeting is scheduled for **Wednesday, May 9, 2018 at 6:00 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Parachute, CO.**

Respectfully submitted,  
Judy Bertrand, District Oversight Manager

**THESE MINUTES APPROVED AS THE OFFICIAL APRIL 10, 2018 MINUTES OF PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.**

**(Signed copy in possession of the District Oversight Manager)**

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Dylan Lindauer, Secretary

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Jerry Mohrlang, Asst. Vice President

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Danny Medina, Vice President

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Ron Palmer, President

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Ken Seidel, Treasurer