

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Tuesday, November 13, 2018 5:00 p.m.**

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

ATTENDEES

Directors present: Adam L. Ford, Secretary
Chuck Hall, Director
Jerry Mohrlang, President
Ken Seidel, Treasurer
Lynn J. Shore, Director

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

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

Public present: Shaun Wood

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Mohrlang at 5:00 p.m. and a quorum was noted.

Director Shore made a Motion to accept the Agenda, with Secretary Ford seconding. The Agenda was unanimously approved.

Minutes: The Manager provided the Minutes from the October 9, 2018 Board Meeting. Director Shore requested that the Minutes reflect his title as Director vs. Secretary. The change was made, and Director Shore made a Motion to approve the Minutes, with Treasurer Seidel 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.

PUBLIC COMMENT

Shaun Wood stated that he would like to see the Districts and Town work together to apply for grants and develop a better working relationship. Mr. Wood stated the Garfield County wanted the entities to work together and apply for joint grants. President Mohrlang stated that we are one community but have different directives and need to find common projects that benefit all parties. Director Shore asked if Mr. Wood was aware that PBMPRD currently had grants with Battlement Mesa Metro District for the PBM Trail project and with Garfield County School District for the ropes course. Mr. Wood stated he was not aware of these projects. President Mohrlang asked Mr. Wood why he did not send in his Letter of Interest after he expressed

interest in being appointed to the Board. Mr. Wood stated things had come up. The Manager asked for clarification regarding Mr. Wood's comment about Garfield County wanting joint grants and he stated that he had been informed that not that many grants came from this area.

FINANCIAL MATTERS

Claims/Accounts Payable: The District Manager presented the claims paid outside of the Board meeting. Director Shore made a Motion to approve the payments; with Secretary Ford seconding said Motion. These payments were unanimously approved.

The Manager presented the Check Detail for November. Ms. Bertrand mentioned that the refrigerator in the Rec Center kitchen and vacuum for the pool had quit working and had been ordered and that a replacement ADA lift for the pool was received. All of these were included in the November payments. Director Shore made a Motion to approve these payments; with Director Hall seconding said Motion. They were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Secretary Ford made a Motion to accept the Financial Reports; with Treasurer Seidel seconding said Motion. The Financial Reports were unanimously accepted. Secretary Ford stated he was impressed with the golf course revenue and thanked Directors Choate and Curtis.

The District Manager had the bank statements and reconciliations for the bank accounts available for review.

2019 Budget: The Board had been provided with the Draft Budget for their review at the October 9, 2018 board meeting. The Manager provided an updated budget with some modifications. The important changes were adding in the additional \$31,500 for the ropes course grant with Garfield County School District and additional expenses for sports sampling.

Director Hall asked about additional golf advertising to increase course usage. Director Curtis discussed various marketing methods, but stated many of them (TV, ads in golf magazines) are very expensive. The Manager stated that Director Curtis had obtained free advertising via an article in the Citizen Telegraph.

President Mohrlang asked about rugby for adults and flag football. President Mohrlang also suggested a discussion of holding an open house/public meeting at the January board meeting.

The Board discussed the membership rates at the Rec Center and Director Hall mentioned that BMSA no longer charged the \$205/yr assessment for the Rec Center. With membership rates at \$40 (moving to \$50) per year rates do not even cover wages. The Manager mentioned an annual fee is less than a monthly cell phone charge. Secretary Ford stated that the Board needs to educate the community as to expenses and comparisons to other facilities.

Secretary Ford mentioned solar sharing and solar panels as a way to decrease Xcel electrical costs.

Treasurer Seidel asked Director Curtis about holding a couple's tournament. Director Curtis stated that it would probably not make money and that more revenue could be had with the course being open. This is in large part due to the cost of food for tournaments.

Director Shore made a Motion to pass the Resolutions to Adopt the Budget, to Set Mill Levies and to Appropriate Sums of Money. Secretary Ford seconded said Motion and the Resolutions were unanimously adopted and signed.

OPERATIONS- DIRECTORS REPORTS

Golf Course and Parks: Directors Curtis and Choate provided their written reports to the Board. Director Shore asked why rounds were down 6-7% and Director Curtis responded that it was too hot and mentioned the smoke from the fires. Director Curtis stated that the Colorado Golf Association would be holding a tournament which will bring in around \$10,000. He also mentioned PGA Juniors which will provide \$1,800 in revenue.

Rec Center & Programs: Director Smith provided her written report to the Board. She noted that the pool will be closed December 17-21 for cleaning and that youth sports program rates will increase by \$10, but participants will be allowed to keep their jerseys. Director Smith's report showed increases to fees and rates; but noted these were minimal.

President Mohrlang stated he appreciated Jerre Witt's sports sampling project, but questioned Director Smith regarding checking with other Districts & Towns regarding their programs. President Mohrlang suggested holding conferences with other Districts to see what interest they and their community had in various sports programs. He recommended a type of brainstorming session with other park and rec districts.

Director Smith stated that PBMPRD is the only District that provides full sports programs and mentioned that many districts/towns have stopped doing sports programs as they have moved to "club" programs, where everything is parent based. Ms. Smith stated that they kept programs in house so that participants did not have to drive all over to participate in events. Director Smith said she would contact Colorado Park & Rec Association (CPRA) to see if they had information on trends and future programs.

Secretary Ford requested information from Director Smith regarding the number of participants from Rifle. Director Smith stated that 83 participants were from Rifle. Secretary Ford mentioned that Rifle Park and Rec gets sales tax from Walmart now.

Secretary Ford also mentioned that the District was not competitive with its Rec facility (as compared to other Districts) and discussed in and outdoor aquatics and a lazy river.

MANAGER'S REPORT

Town of Parachute New Year's Eve Party: The Manager stated that the Town Manager had contacted Director Smith to ask if PBMPRD staff could work the event. The Town had previously stated they would provide all staff to work the function and for this reason PBMPRD had discounted the rental rate. The Town is now only requesting use of the gym and lobby and is

still responsible for providing staff to work the event. The cost of attending will be \$20 per person and \$35 per couple.

Pavilion: Director Choate talked with Jeff Johnson from Rifle Architecture but said he needed guidance on the structure, size, whether prefab could work, etc. When asked for an estimate of the dimensions of the area Director Choate stated approximately 125x100 ft. There was discussion of a concrete pad, kitchen, natural fireplace, closed off on two sides and a stage area. Director Choate asked if the cinder block would be adequate to tie into the material of the restroom.

President Mohrlang mentioned that most pavilions are not used in the winter months. He also mentioned Rifle's Centennial Park as an example. It was noted that there was an electrical connection. Director Shore suggested visiting the site on December 8th. The Manager was concerned about the cost of the architectural work and Director Choate stated Mr. Johnson had given him an estimate of around \$1,500.

Pond Relocation Easement & Operations Agreement: The Manager stated she had just received the agreements from Jason Downie that day and would forward them on to the Board.

PBM Trail: The Manager stated Steve Rippy had informed her that around 30% of the project is complete. She noted that Accurate provided an additional estimate of \$13,500 for connecting the trail to the picnic tables/benches. Ms. Bertrand also stated that Steve wanted a change order with Accurate for \$1,600 for hot water for the cement.

Signature Form for Director Hall: The Manager provided signature forms for Director Hall for Alpine Bank and ColoTrust, which he signed.

New Health, Dental, Life, from CBET: The Manager reported that they had received the bid from CBET (Rocky Mountain Health and United Healthcare) and the District would save around \$20,000 by switching from Anthem and United Healthcare. The benefit is that CBET charges an average rate per employee irrelevant of the age of the employee. There are some changes to copay and deductible, but they are minimal. The change in providers is still a work in process, but the Manager hopes to make the change on January 1, 2019.

District Manager meeting on 11/13/18: The Manager stated that the Town Manager discussed with the District Managers his desire to purchase a 26 seat shuttle to transport people to Rifle. Also, the District Managers discussed broadband/fiber optics and Ms. Bertrand stated that Brad Ray was working on a project whereby the School District may own the fiber optics lines. Mr. Ray was going to provide more information as Ms. Bertrand was interested in determining if PBMPRD could piggyback on their fiber optics. The Town of Parachute already has fiber optics installed.

NEW BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 7:14 p.m.

The next Regular Meeting is scheduled for **Saturday, December 8, 2018 at 2:00 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 13, 2018 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, Director

Jerry Mohrlang, President

Ken Seidel, Treasurer

Lynn J. Shore, Director