

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATLEMENT MESA PARK AND RECREATION DISTRICT
Tuesday, July 9, 2019 6:00 p.m.**

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

ATTENDEES

Directors present: Adam L. Ford, Secretary
Chuck Hall, Vice President
Jerry Mohrlang, President
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: Laurelee Patton
Shaun Wood

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Mohrlang at 6:01 p.m. and a quorum was noted.

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

Public Comments: N/A

Minutes: The Manager provided the Minutes from the June 11, 2019 Board Meeting. VP Hall made a Motion to approve, with Treasurer Seidel seconding said Motion. The Minutes were unanimously approved.

The Manager provided the Minutes taken by President Mohrlang from the June 25, 2019 Special Meeting. As the Board went into Executive Session, the Minutes contained some information that Secretary Ford and VP Hall felt were not relevant. The Board requested that the Manager remove any issues discussed during the Executive Session. Ms. Bertrand will modify and provide the updated Minutes from June 25th at the next Board meeting.

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.

Vacancy on Board and Potential Change of Board Meeting Dates: The Manager provided the resignation letter(s) from Lynn Shore and Letters of Interest from Amber Palcer, Shaun Wood, Fred Inman and David Halford.

Secretary Ford stated that as an attorney David Hallford would be a good candidate. President Mohrlang stated that we already had an attorney.

President Mohrlang recommended Amber Palcer as she was younger, a woman and had children who used the District's services.

The Manager stated that she believed Fred Inman, who is an employee of the District, would need to resign prior to serving, but she would check with General Counsel.

Treasurer Seidel stated that they were all qualified and good candidates.

President Mohrlang made a Motion to nominate Amber Palcer to the Board; with Treasurer Seidel seconding. Secretary Ford and VP Hall were opposed. The Motion did not pass.

VP Hall made a Motion to nominate David Hallford to the Board; with Secretary Ford seconding. President Mohrlang and Treasurer Seidel were opposed. The Motion did not pass.

President Mohrlang stated that Amber would represent a different faction of the community, that she had young children and has a strong interest in the Park & Rec District.

VP Hall stated he appreciated David Hallford speaking up at the Open House and Secretary Ford said he was active in meetings.

The Board discussed moving the Board meeting later in the month in order to allow for invoices and financials to be prepared which contained all information for the previous month. After discussion, Secretary Ford made a Motion to move the Board meeting date from the second Tuesday of each month to the third Monday of each month at the same time and location. VP Hall seconded said Motion and it was unanimously approved. The next Board meeting will be on August 19, 2019.

The Board determined to wait until the August Board meeting to make sure additional Letters of Interest did not arrive, determine from attorney if Mr. Inman would need to resign; and to contemplate the candidates.

Oil & Gas Audit: The Manager stated that Jason Downie could find no record of the Agreement with Antero for payment being recorded with Garfield County. He has reached out to URSA and if he does not hear back, he will contact URSA General Counsel.

Water Attorney Update: The Manager informed the Board that Water Attorney Ryan Jarvis had met with Chris Manera of Colorado River Engineering. Director Choate explained that the golf course has 160 acres with only 111 currently being irrigated, so there should not be an issue with the golf course not having sufficient water to transfer to the Rec Center. VP Hall wanted to ensure that the water rights transfer would not affect the construction of the pond. The Manager stated the transfer would not affect the pond irrigation construction.

Secretary Ford made a Motion to authorize the Manager to ask Ryan Jarvis to begin the transfer process for both the golf course water to the rec center and to investigate the Daisy Ditch water

transfer from the 15.5 acres to the ballfield. Treasurer Seidel seconded said Motion and it was unanimously approved.

Management Contract: The Manager had emailed the MDM contract to the Board and requested a signature from the President. (The Board had approved in the Special Meeting of June 25, 2019 extending the contract from September 30, 2019 to October 1, 2020.)

Secretary Ford stated he wanted to strike Item #5, which identified the President as the one to assign work (out of scope) to the Manager. Secretary Ford also stated he wanted legal review of the contract. The Board stated that they had approved the contract at the June 25th meeting, and he was not in attendance. President Mohrlang and the District Manager stated that the attorney had reviewed the contract last year.

Secretary Ford stated he wanted to have conversations about evaluating the manager and how she talks to the Board.

President Mohrlang stated he was not in favor of changing the contract.

VP Hall stated the contract should stand as approved.

Treasurer Seidel agreed with President Mohrlang and VP Hall.

Secretary Ford said he retracted his request to strike Item #5. He stated he thought the contract was only approved to May. He was informed that the Board approved extending the contract for another year during the June 25th meeting.

FINANCIAL MATTERS

Claims/Accounts Payable: President Mohrlang mentioned 2 checks for transfer to ColoTrust (\$300,000 from Alpine Bank General Fund and \$100,000 from Alpine Bank Golf Fund).

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 Treasurer Seidel seconding said Motion. The payments were unanimously approved.

The Manager stated that she had received another bill from Western Heritage for work performed in June. She noted that she informed Western Heritage on May 20th to stop all work on the pond project as there might be a new location for the pond. Ryan Altenburg stated the work was to finish up work and provide the plans. The Manager noted that the plans received by Director Choate were dated March 2019. The Manager stated that she was concerned about the payment of \$1,143 in May as they had not performed work for months. She stated she did not believe the latest \$685 invoice was justified as they had not performed any additional work. She noted that General Counsel had stated Western Heritage had clearly violated the terms of the contract. The Board supported not paying Western Heritage.

The Manager mentioned the increase in golf course equipment repair expenses due to the Jacobsen mowers breaking down.

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 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: Directors Curtis and Choate provided their Director reports. President Mohrlang asked Director Curtis about possibly using Groupon for golf. Director Curtis stated he had been approached by a Groupon Sales Rep but that they take a large portion of the fees. Mr. Curtis stated he will look at the benefit next year.

Director Choate stated that the cost for lights at the Community Park appeared to be around \$2,000 per pole depending on the height. VP Hall said that BMSA may have light poles to sell. Doug is following up on the pond feasibility study with Ryan Jarvis and Chris Manera. The Callahan flow meter at the pump station will be installed this week. The Manager stated that the cost for the meter was \$1,700. Treasurer Seidel suggested borrowing a road counter to see how many people access the Community Park. However, the County is using all of them at this time.

Rec Center & Programs: Director Smith provided her report and stated that New Castle works with Midland Fitness, a private organization. Director Smith also stated that they have selected the slide vendor for the pool. The total cost is \$29,500. The District Manager stated the Board had approved \$9,500 on 2/8/17 and another \$22,000 on 2/12/19. Ms. Bertrand noted that they had saved \$14,000 on the gym bleachers. Treasurer Seidel asked about a climbing wall and Director Smith said the number of employees needed to monitor it would offset any revenue benefit. The District Manager stated that the Ropes Course being built would have a rock wall. VP Hall recommended putting the golf tournament schedule on the new website.

MANAGER'S REPORT

2018 Audit: The Manager presented the MD&A (Management Discussion and Analysis) and the 2019 Draft Audit to the Board. Ms. Bertrand noted that the MD&A summarizes the financial statements and explained the various financial analysis.

IGA with Town for RRR: The Manager provided the recommended changes requested by Stuart McArthur, Town Manager. She noted that he had changed the total expenditures to \$50,000 and expressed concern as \$30,000 was agreed to. Stuart had wanted Item #10 revised to allow for sale of alcohol. The Board approved his changes but would not agree with an increase in the expenses above \$30,000. The Manager will revise and sign the document.

Community Park one-year lease with Community Holdings: The Manager stated that Eric Schmela was receptive to amending the 1-year lease contract with PBMPRD to make it compatible to his lease with the School District. Ms. Bertrand will work with General Counsel to create an amendment to extend the lease to 25-year renewals.

Jacobsen Mowers: The Manager stated that Director Choate is spending thousands to repair and keep the Jacobsen mowers operational. Ms. Bertrand noted that they had purchased 2 new Toro mowers in June 2018 at a cost of \$36,064 each and that the Capital Improvement Plan had \$45,000 annual equipment replacement. She stated that purchasing new mowers was needed vs. spending \$10,000+ for repairs. VP Hall made a Motion to purchase 2 new Toro Mowers up to \$75,000; with Treasurer Seidel seconding said Motion. It was unanimously approved.

Emails and Website: The Board had previously questioned who had administrative authority for the website and emails. Secretary Ford stated that only he and Trish Coberly (the website designer) had administrative rights to the new website; but that Sam and Denie had authority to upload. Current Secretary Ford stated he is the only one with authority for emails, but there is no storage of emails. The Manager asked where the website contact emails were going. Secretary Ford stated he can add as many contacts as wanted. VP Hall asked about One Drive vs. Google Drive and the Manager stated that previously that Secretary Ford had asked for her to upload documents to On Drive as the Google Drive would not allow her to upload.

Open House: The Manager informed the Board that she spoke with Steve Rippy and BMMD would insert Open House flyers in the water bills at no charge to us.

LED Message Board: The Manager stated she had contacted the Town and they did not know who they purchased their message board from. She tried calling Buds in Parachute about their sign and they stated that the owner ordered it, but she had not heard back. The Manager stated the Fire District said to check with Buds Signs in Grand Junction. Director Smith contacted Buds Signs and they stated it could be around \$44,000. The Board stated this was not worth the cost.

PBM Trail: The Manager stated they had received the final grant funding from Garfield County for \$200,000 total and she stated she would like to close the Alpine PBM Trail account and transfer \$1,570 to the General Fund. The Board agreed.

BOCC hosting USDA Grant Presentation: The Manager and Marylee Mohrlang attended the presentation. The Manager provided the Board with a packet of the various grants offered. She said that she had asked about the golf course irrigation pond and that the presenters stated it was very difficult to get funding for anything related to golf courses.

Town Land Exchange: President Mohrlang asked that the Manager follow up with Stuart McArthur regarding the possibility of exchanging some of the 15.5 acres for the ballpark.

NEW BUSINESS

Secretary Ford stated that he is providing non-profit training through KSUN. President Mohrlang and Treasurer Seidel expressed interest. Director Smith asked Secretary Ford for the date of the training.

ADJOURNMENT

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 7:50 p.m.

The next Regular Meeting is scheduled for **Monday, August 19, 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 JULY 9, 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

Ken Seidel, Treasurer