

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTELEMENT MESA PARK AND RECREATION DISTRICT
Wednesday, May 9, 2018 6:00 p.m.**

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

ATTENDEES

Directors present: Adam Ford, Secretary
Dylan Lindauer, Vice President
Jerry Mohrlang, President
Ron Palmer, Outgoing President
Ken Seidel, Treasurer
Lynn J. Shore, Director

Others present: Judy Bertrand, MDM (PBMPRD District Manager)
Steve Rippy, PBM Trail Group

Employees present: Doug Choate, Director Golf Course & Parks
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 Secretary Lindauer at 6:03 p.m. and a quorum was noted. The Board approved the Agenda.

Minutes: Assistant VP Mohrlang made a Motion to approve the Minutes from the April 10, 2018 Regular Board meeting; 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.

Election: The Manager presented Mr. Ford, Mr. Shore and Mr. Lindauer with the Oaths of Office and a Certificate of Election. All elected Board members read aloud the Oath of Office and signed said documents.

Officers:

President: Lynn Shore nominated Jerry Mohrlang for President; with Treasurer Seidel seconding said Motion. Mr. Mohrlang received 3 aye votes from Treasurer Seidel, Lynn Shore and himself and was elected as President.

Vice President: Treasurer Seidel nominated Dylan Lindauer as VP; with President Mohrlang seconding said Motion. Dylan Lindauer was unanimously approved as VP.

Treasurer: President Mohrlang made a Motion for Treasurer Seidel to remain in his current position; with Lynn Shore seconding said Motion. It was unanimously approved, and Treasurer Seidel will continue as Treasurer.

Secretary: Lynn shore nominated Adam Ford as Secretary; with President Mohrlang seconding. Adam Ford was unanimously approved as Secretary.

Director: Lynn Shore stated he would be pleased to serve as a Director, without an official position.

President Mohrlang requested that the Board attend all Board meetings if possible to insure a quorum.

Director Compensation: The Manager asked the Board if they would accept the \$100 director compensation per meeting, up to a maximum of \$2,400 per year. VP Lindauer stated he would accept as he had already served 4 years without compensation. The Manager noted that he was also assisting as Project Manager for the PBM Trail. The other Board members refused the compensation.

PBM Trail: Steve Rippy provided a brief background of the PBM Trail Committee to the new Board members. He discussed the Easement, which Battlement Mesa Company owns. Mr. Rippy stated that Eric Schmela had yet to sign the easement, but it had been approved by his attorney. Mr. Rippy stated that the IGA with Garfield County would provide a \$200,000 grant for the PBM Trail. Mr. Rippy stated the project was straight forward and would include a flow trail. Grand Valley Fire District would perform the work on the trail at no charge to the District. The Manager noted that this would replace the bike trail in the Community Park Master Plan and save the District that expenditure.

Secretary Ford asked if PBMPRD's attorney should review the easement. The Manager stated that at the previous Board meeting, the Board stated if the Manager had no issues with the Easement that an attorney review would not be necessary.

Director Shore made a Motion to approve the Trail Easement; with Treasurer Seidel seconding said Motion. It was unanimously approved and signed by President Mohrlang.

Director Shore made a Motion to approve the IGA with Garfield County; with Treasurer Seidel seconding said Motion. It was unanimously approved and signed by President Mohrlang.

The Manager noted that the IGA could not be filed until the Easement was signed by BMC as the IGA stated the District must have authority to use the easement. Mr. Rippy will obtain Mr. Schmela's signature on the Easement and provide to the Manager.

Craft Fair: The Manager stated that the Town of Parachute had again asked for the vendor list for the Craft Fair. The vendors have not been signed up for this year's Craft Fair yet. Ms. Bertrand stated that the District attorney stated we were not required to provide our vendor list to the Town and that the information provided to PBMPRD vendors included the required documents from the Town. The Manager had asked Director Smith to suggest to the Town that they set up a table at the Craft Fair to collect sales tax; and they agreed. However, the Manager noted that even if \$25,000 was sold the income to the Town would only be \$725.

Secretary Ford made a Motion to again use the High School for the 2018 Craft Fair with a table for the Town to collect sales tax; with Treasurer Seidel seconding said Motion. It was unanimously approved; and Director Smith will request the high school for use of their facility for the 2018 Craft Fair.

VP Lindauer presented Ron Palmer with a plaque and gift certificate for his service on the Board. Mr. Palmer asked the Board to keep in mind that the District should provide sports and recreation for youth from Rulison to Yuma and not just Parachute and Battlement Mesa.

PUBLIC COMMENT

None

FINANCIAL MATTERS

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

The Manager presented the Check Detail for May. VP Lindauer made a Motion to approve these payments; with Secretary Ford seconding said Motion. They were unanimously approved.

Financial Reports: The District Manager presented the Statement of Revenue, Expenditures & Net and Statement of Net Position. Treasurer Seidel made a Motion to accept the Financial Reports; with Secretary Ford seconding said Motion. The Financial Reports were unanimously accepted.

Director Shore asked about financials by fund. The Manager stated she had previously provided them, but the Board had felt there was too much detail and agreed to a summary of funds. The Manager stated she could provide the Statement by Funds in the future if the Board wanted that level of detail.

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

OPERATIONS- DIRECTORS REPORTS

Golf Course and Parks: The Manager provided the Board with the R&R Bid for installation of canopies at the Community Park picnic tables. Director Choate stated that he would like to start the project soon and that R&R Construction stated the project could be complete by August 1st. Director Choate informed the Board that the covered wagons were basically destroyed and that they have become an eye sore. VP Lindauer instructed Director Choate to remove them. Director Choate said he will store them and contact the vendor about refurbishing them.

Director Choate also discussed the issue with the restroom access not being ADA compliant. The curb cut was too far away for wheelchairs and a handrail is needed. Another access must be constructed. Secretary Ford made a Motion to update the restroom to insure ADA compliance and install a retaining wall for a trash dumpster, not to exceed \$12,500; with VP Lindauer seconding said Motion. The Motion was unanimously approved.

Director Choate stated that the County may want the rocks from the pond relocate excavation.

Rec Center & Programs: Director Smith discussed the possibility of opening at 5:00 a.m. She mentioned that Brad Ray would pay for his staff of 250 to join if the Rec Center would open early. Director Smith said she would like to try opening at 5:00 a.m. for a 3 month period Monday-Friday to see if the Center was utilized. Ms. Smith stated she would like to start the trial opening from July 1-September 30. Director Shore questioned the trial opening now that school was almost out, and the school staff would not be utilizing the Center. VP Lindauer believes the community would utilize the Center if opened at 5:00 a.m. Secretary Ford agreed with VP Lindauer and said the District should not deny access if there was demand. Director Shore recapped that Director Smith would perform a trial opening in order to collect data on usage and cost if opened at 5:00 a.m. from July-September.

VP Lindauer made a Motion to perform a 3 month trial of opening the center at 5:00 a.m. Treasurer Seidel seconded said Motion. The Motion was approved with Secretary Ford opposing the Motion until more data was gathered regarding whether opening early or staying open later was considered.

MANAGER'S REPORT

Manager provided to the Board:

- SDA Newsletter May 2018 with article on Parachute Battlement Mesa
- Capital Project Lists for Rec Center and BMGC
- SDA Workshop Notice in Parachute on June 13, 2018
- Annual Administrative Resolution, Debt & Reserve Policies
- Analysis of Residential Assessment Rate (ARA) and impact to PBMPRD
- Town of Parachute: P&L Loss and Grants applied for in 2017-2018
- Title Search update: Commonwealth Title found not records

Requests for Out of Scope Projects by Secretary Ford:

- Property & Liability Insurance comparison – CTSI and Colorado Special District Property and Liability Pool. The Manager mentioned that Rifle Insurance was chosen as they are in Rifle and the Board wanted to keep business in the area when possible.
- Health Insurance comparison – CEBT. The Manager mentioned that a review of Rocky Mountain Health Plan had been performed prior to selecting Anthem and United Healthcare.
- Pay analysis – the Manager stated that a pay analysis had been performed during the transfer of the Rec Center and Golf Course and valid analysis was difficult due to job titles and rates of pay on the Western Slope.

President Mohrlang requested an analysis of what the cost would be to cover employees' dependents.

The Manager stated that with the Election and State filings and the audit starting on May 21 that these analyses would take some time.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Shore made a Motion to adjourn the meeting at 7:57 p.m. with VP Lindauer seconding said Motion. The meeting was adjourned.

The next Regular Meeting is scheduled for **Tuesday June 12, 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 MAY 9, 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 Ford, Secretary

Dylan Lindauer, VP

Jerry Mohrlang, President

Ken Seidel, Treasurer

Lynn Shore, Director