

**MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT
Tuesday, September 11, 2018 6:00 p.m.**

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

ATTENDEES

Directors present: Adam Ford, Secretary (Attended via phone)
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
Samantha Smith, Director-Rec Center & Programs

Public present: Joe Kellebrew
Sara McCurdy

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The Regular meeting was called to order by President Mohrlang at 6:00 p.m. and a quorum was noted. Secretary Ford called in from California at 6:04 p.m. Director Shore made a Motion to accept the Agenda, with Treasurer Seidel seconding said Motion. The Board unanimously approved the Agenda.

Minutes: The Manager provided the Minutes from the August 13, 2018 Work Session and the August 14, 2018 Board Meeting. Treasurer Seidel made a Motion to approve the Minutes, with Director Shore 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.

Vacancy on the Board of Directors: President Mohrlang noted that there were 4 candidates; however, Shawn Wood had not provided a Letter of Interest. The Board stated that they had reviewed all letters and/or CVs and they were asked for comments. There were none. Secretary Ford made a Motion to appoint Chuck Hall to the vacancy; with Treasurer Seidel seconding said Motion. Mr. Hall was unanimously approved to fill the vacancy and it was noted he was not able to attend the meeting due to a previously scheduled appointment.

Director Compensation: Treasurer Seidel stated that he would be willing to accept the \$100 director compensation per meeting. The Board had no issue with this.

PUBLIC COMMENT

None

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 President Mohrlang seconding said Motion. These payments were unanimously approved.

The Manager presented the Check Detail for September. Director Shore 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. Secretary Shore had questions on the funds associated with the Movies under the Stars. Treasurer Seidel made a Motion to accept the Financial Reports; with Director Shore 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: Director Choate stated that the owner of R&R Construction has had some physical problems and has yet to install all the canopies at the Community Park. Director Choate also stated that they are awaiting the dumpster from Dependable Waste.

Rec Center & Programs: Director Smith stated that the Rec Center currently has 2,700 members and noted that there are an average of 15 people per day utilizing the early opening. Garfield County School District #16 had 136 employees sign up for Rec Center memberships. Director Smith also noted that the boiler has been installed and was working effectively. Director Smith noted that she has hired a new building superintendent, Bob Reed.

MANAGER'S REPORT

Withdraw Pond Relocation Grant from DOLA: The Manager had informed the Board that the Garfield County DOLA Regional Manager stated the pond relocation grant application was not competitive. The Regional Manager had mentioned the competition from various Districts for health and safety grants and believed that funds for a golf course would not have a chance. Rather than the District Manager providing more documents and attending various meetings as out-of-scope charges, the Manager suggested that the grant application be withdrawn in order to save these expenditures. The Board agreed.

Easement & Operational Agreement for Pond Relocation Project: The Manager stated that there is a conference call scheduled on September 26, 2018 with Eric Schmela, Jason Downie-Attorney, Doug Choate, Ryan Altenburg-Engineer and herself to discuss specifics of agreements for this project.

PBM Trail: The Manager stated that Steve Rippey had posted an RFP in the Citizen Telegraph. Ms. Bertrand noted that Eric Schmela had asked about the upper loop and she informed him that the Board was awaiting bids.

District Management Contract: The District Manager had previously provided the Board with a contract for services from September 30, 2018 to October 1, 2019. Treasurer Seidel made a Motion to approve the contract, with Director Shore seconding said Motion. It was unanimously approved.

Town Trustee Meeting with Board in October 2018: The Manager stated she had emailed the City Clerk requesting that the Trustees provide dates they were available for the October meeting. The District Manager informed the City Clerk that the PBMPRD Board had sent their availability to the Town for the August 13th meeting, but never received a response from the Town. For this reason, the Manager suggested that prior to again scheduling with the PBMPRD Board that we would like to know when the Trustees were available. The Manager stated that she received a letter from the City Clerk after this request asking PBMPRD to again offer dates.

The Board discussed the Town's previous requests for meetings, and their failure to respond to dates offered by the PBMPRD Board. They also discussed that the Board had requested an Agenda of the topics they wished to discuss, and no such Agenda was ever provided.

The Board decided that the best option would be for President Mohrlang to reach out to the Town Mayor regarding a one-on-one meeting.

2019 Budget: The Manager stated that the Facility Directors had received the 2019 draft budget and were in the process of reviewing it. She stated that she would provide the Board with a DRAFT at the October meeting. The Manager asked if it was acceptable to post the Notice of Budget Hearing for November 13th. The Board stated that would be acceptable.

Mill Levy and Fee Analysis: The Manager provided some analysis regarding the effect to residential properties if the mill levy was increased. She noted that it would be minimal as approximately 90% of property taxes received by the District comes from oil and gas.

The Manager also prepared a rough draft of what the cost would be for services if no property taxes were transferred to the Rec Center, programs and Golf Course. However, she noted that with the implementation of the new Point of Sale system at the Rec center that details behind specific programs were not readily available. Ms. Bertrand stated that in 2019 the new system would accommodate individual programs and services by income and expense.

NEW BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, President Mohrlang adjourned the meeting at 7:12 p.m.

The next Regular Meeting is scheduled for **Tuesday October 9, 2018 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 11, 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

Chuck Hall

Jerry Mohrlang, President

Ken Seidel, Treasurer

Lynn Shore, Director