

MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT

Monday, July 21, 2025 @ 5:30 p.m.

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

ATTENDEES

Directors Present: Amber Palcer, President (ABSENT)

Wendell Goad, Vice President

Anne Kellerby, Asst. Vice President

Shandice Churchill, Secretary

Vincent Tomasulo, Treasurer

Others Present: Doug Choate, District Manager

Mary Ochs, Director: Head Golf Professional

Steve Matzl, Director: Recreation Center and Programs

Rachel Miles, Director: Food and Beverage (phone)

Ken Overmeyer, Director: Parks and Trails

Ashley Rothe, Director: Golf Course Maintenance

Diane Schneider, Executive Assistant

Public Present: See Sign in Sheet.

ADMINISTRATIVE MATTERS

Attendance and Agenda: The meeting was called to order by Vice President Goad at 5:43 pm and a quorum was noted. Vice President Goad made a motion to approve the Agenda presented for July 21, 2025, Treasurer Tomasulo seconded the motion, and it was unanimously approved.

Minutes: Treasurer Tomasulo made a motion to approve the June 16, 2025, Minutes, Vice President Goad seconded the motion. The minutes were unanimously approved, and no corrections were made. District Manager Choate informed the Board that President Palcer would not be attending this evening's meeting and mentioned that she had a conflict with the August meeting date. He asked the Board if anyone else had a conflict for August 18 to ensure a quorum would be represented. No Board Members reported any conflict for the August meeting. Vice President Goad made a motion to excuse President Palcer from the meeting this evening, Treasurer Tomasulo seconded the motion, the motion was unanimously approved.

Disclosure of Conflicts of Interest: The Board has previously been informed of the Colorado Revised Statutes to disclose 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: None

FINANCIAL MATTERS – Consent Agenda

Finance Manager's Report

Accept Payment of Claims/Accounts Payable

Accept the unaudited financial statements for the period ending June 30,2024

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

Treasurer Tomasulo asked for an update on the Software Conversion. District Manager Choate said that the official date is targeted for October 1, 2025. Vice President Goad made a motion to accept the Consent Agenda as is. Treasurer Tomasulo seconded said motion, the motion was unanimously approved.

CURRENT BUSINESS:

Board Policy Manual Update: District: Manager Choate reported that no revisions were made to the Policy Manual at the Workshop, leaving room for revisions within section 14 for any amendments that may come up to be addressed and added in the future. Secretary Churchill asked about the Social Media Clause. Choate replied currently he would be the one responsible for interreacting with the Media but if the Board wanted a Social Media Policy, it could be added to Section 14 before the next meeting. Treasurer Tomasulo thought that a Public Information Policy could include Social Media. It could include a formal request for information that would cover communication from outside. District Manager Choate agreed and asked for approval for the manual as it is now and will amend by the next meeting. Vice President Goad made a motion to accept the Board Policy Manual and Secretary Churchill seconded said motion; the motion was unanimously approved.

Chamber Membership Update: District Manager Choate reported that currently we have the lowest membership at the Grand River Valley Chamber (GRVC). There are two memberships, one for the Rec Center and one for the Golf Course where we pay \$250 per. He asked the board if they wanted to change the level of membership up, and did the Board want a 3rd membership, adding Callahan's, or to just add the restaurant to the Golf Course membership? Secretary Churchill asked which levels would have the most email blasts. Choate replied that going up from the Bronze to the Silver membership would allow two email blasts yearly rather than the one email blast we have at the

Bronze Level. Choate asked the Director of Golf, Ochs if the golf course uses the Chamber for advertising and she replied that the golf course does much of their own advertising. Choate then addressed Director Matzl of the Rec Center and Matzl replied they have used the email list. Secretary Churchill asked about the resources from the Chamber. She thought it would be beneficial to use their marketing resources because they span a large area. Asst. VP Kellerby thought it beneficial to take advantage of Business After Hours. A Chamber promoted event inviting Chamber members and nonmembers to come and see the facility, to see what it offers, an opportunity to showcase your business. District Manager Choate asked if moving up to Silver Level would be the next move, to cover the blasts and the Business After Hours. Asking how many memberships do we want? Choate recommended 3 separate Silver Memberships, so that each entity would have 2 yearly email blasts, but said he would get further information, and then asked if the board wanted to pursue membership from the Glenwood Springs Chamber (GSC). Asst. VP Kellerby thought that the GSC was more touristy so more prime for marketing the Golf and Rec Center. Choate thought Get Connected Membership would work best. Treasurer Tomasulo recommended that a discussion take place with GSC asking them what benefits they have over the membership that we have at RGVC (once one was selected). Would Glenwood give us more of something we don't have? Then based off that, decide if there is value to joining GSC. Choate said he thought the GSC's email list would be the advantage. Secretary Churchill recommended that Choate sign up for the email blasts from the Chamber to see what they look like. Choate agreed and said he would. Choate agreed to look further into the Chamber's for information.

Butler Building Update: District Manager Choate updated the Board he had reached out to Dynamic Program Management, and she said she has sent what she believes to be the final draft of the Contract to the Land and Shelter Architects and hopes that they will receive signatures later this week. He mentioned a DAG meeting is scheduled for July 22, 2025, with the design group which consists of the school members, himself, along with the architects. He then asked if anyone had any more on the Butler Building. Treasurer Tomasulo responded that he secured \$70,000 from the Aspen Community Foundation to go towards paying for the Design. He believes with the DOLA Grant for \$67,000 and the Aspen funds that they cover at least a quarter of the Design Bill for the Butler Building. Asst. VP Kellerby asked in what capacity the Hospital is included? Tomasulo commented "they are kind of waiting in the Wings for us to get further along in the process and then we can pull them in, but they have told us verbally they want space and will help fund the construction". He said we need to know through the design process what the capacity will be, so we know at what level we can accommodate the Hospital District. Which then can also be included in grant applications to enhance our position as co-applicants having three large entities applying for funds.

Monument Gulch Update: District Manager Choate reported the annexation application with the town has gone through complete review, details were adjusted as per the town request. They have signed the Resolution as of July 17th, 2025. They emailed everyone for comments, so we are in the referral process, and we are two weeks from the Annexation process. Treasurer Tomasulo added that it goes to Planning and Zoning to approve it into the low-density residential zone. Which then Planning and Zoning recommends it to the Town Council for approval. A property line adjustment is next, so the land owned by the Metro District goes from a quarter acre to 5 acres. After, the Metro District will do the formal donation to the Park and Rec District. Choate responded by saying he will submit the boundary line adjustment next week.

OPERATIONS – DIRECTORS' REPORTS

Recreation Center and Programs: Director Matzl reported on the year to date 2024-25 summary for June did 243 more members this month over last year, attendance was up 642 for check in. Daily passes are down but that's ok, as long as we keep increasing our numbers. Summer Sports are completed; we are registering for our Fall sports. The District-sponsored Summer Camps were very successful." Keep rolling with that, it is fantastic!" The Movie Under the Stars was Harold and the Purple Crayon, we have one more coming up it's a Marval Movie, Glow Golf is coming up on September 5th. The pool opened at 7am this month. Building quotes for painting are coming in. The domestic hot water replacement is complete; the hot tub heat exchanger is scheduled for August. For CAP EX some of the things on my list are the Hot Tub Remodel, Exterior Paint and Block, Mechanical Upgrade Engineering, Fitness Equipment and HIT Training Room to make out of one of the Racket Ball rooms, saying it aligns with the Master Plan, saying "it's the vision, utilizing the space better". He plans on visiting other sites to compare what they have before going forward with upgrades. Treasurer Tomasulo asked Matzl if upgrading now was more amenable to bringing in other components later Matzl responded absolutely. Tomasulo said he would like to see us tour other facilities every year to see who is doing what. Which brings us to a different level of resources to solve problems when something comes up. We could do this across the board with all our programs. District Manager Choate responded that we are budgeting for educational training. Some are more available than others, we are looking into that. In closing, Choate also wanted to make the Board aware that Matzl had exhausted his resources on the Hot Tub Remodel before going to Dynamic Program Management with an RFP to get plans and budget numbers. Asst. VP Kellerby asked if Family Friendly programs could be added at a reasonable price for families to enjoy things like Family Swim Day/Night, Swim for Teens with Pizza bringing more youth and families into the Rec Center. Matzl responded, great suggestions, please keep them coming. Secretary Churchill thought adding a cold plunge would be a good idea.

Parks and Trails: Director of Park and Trails Overmeyer stated the packet for the trail along Battlement Pkwy is submitted. He is waiting for an update. Drawings have been received on the Shade structure for Sunset Park; material is being fabricated. The upgraded attachment for the Community Park sprinkler system came in. It is installed and activated. He plans to do online video training to learn more about programing and extra settings. Tanker Trail Attorney, Balcomb and Green have the necessary survey information topographical survey to proceed with the subdivision application. Asst. VP Kellerby said the trail from the Apartments to the shopping center is a very steep trail and she worried that some of our residents cannot do it without fear of injury, and wanted to know if it is in our plan? After room discussion to figure out the exact location of said trail District Manager Choate said that after the meeting they could get together and google earth the area to be sure which trail she was speaking of.

Golf Course: Director of Golf Ochs reported that rounds were up for June, that some small groups are coming in, "they are small, but they are good bread and butter" she said, because they are Monday through Thursdays. A couple of the groups are return groups that stated they would again return. We have a new large group, Grand Valley Pro's, coming in. She stated, "the word is out we are no longer a hidden gem; we are the gem!"

Maintenance: Director of Golf Maintenance Rothe reported that JC excavation repaired a pin hole leak in a section of pipe down by the river which they temporarily welded. There is a need to replace about 20-50 feet of the 40-year-old pipe later this year as it is rusted out. She is getting some numbers from Grand Junction Pipe for HDPE pipe. Treasurer Tomasulo asked if there are future capital budgets to redo the pump station District Manager Choate stated as of now, we do not. The pump has been sufficient, and was completely rebuilt last year, he believes we are in good

shape for the foreseeable future. Director Rothe reported that JC Excavating also cleaned out the channel down by the river pump to help eliminate logs and silt. The kitchen door was replaced for the Restaurant. The Battlement Mesa Logo signs are hung up in the Pro Shop and the main entrance. She has received many compliments on them. She collected new numbers from J Martinez and Company on the remodel of the outdoor patio. Rothe mentioned she also has received quotes for outdoor shades from Ambassador Blind and Shutter for \$49,308 for the outdoor area and believes the motorized shades are stronger and would endure the wind. The other quote is for a dual motor for outdoor vinyl to help keep heat in. The quote for the screens, vinyl, dual Motor, tracks, shipping, and installation is \$98,717.82 She has spoken with Western Slope Shading Solutions and received a rough estimate from them as well. They only do shade they do not do vinyl. District Manager Choate said the Ambassador shades are far superior project which also gives the Restaurant almost a 4-season space by adding patio heaters. Whereas the shade-only option would not do the same. Adding this feature allows the Restaurant to book additional functions as well as double for any dates all year long. Choate reported that 85% of the outdoor space would be covered." Keep in mind these are numbers from J Martinez, and we still will have to put an RFP out to see what comes in". Tomasulo would like to give authorization to go through the RFP process. Vice President Goad made a motion to start the RFP process, Asst. VP Kellerby seconded said motion, it was passed unanimously.

Callahan's: The Director of food and Beverage Miles reported that on August 2nd, there will be Sun Rise Yoga with over 30 people already signed up. During the session there will be a drone fly over showcasing the course, restaurant and pro-shop. Thunderbird Yoga will share it, and people will post their stories tagging the course, restaurant and pro-shop. She feels it's a great marketing tool, basically, "it's free advertising". The restaurant has successfully had Prime Rib Night. A few Couple Dinners which have been booked 3 times, for every other week. Callahan's hosted a baby shower for a staff member. Event pictures are posted and placed on the changing picture frames in the restaurant to showcase what we are capable of, essentially to bring more business our way. We are now offering a Special Dinner a week. All the specials are posted on the website with Posts showing what we are offering up through December. Giving people the opportunity to plan and join us. June numbers were a little bit smaller than last month but feel they have picked up. Everything looks good, she is just pushing to keep the Restaurant busy during the Winter months. District Manager Choate asked Miles to tell the Board about the upcoming Event she is signed up to go with Jordan. She replied that Shamrock is hosting a showcase of new foods they are adding to their catalog on August 12, 2025, to all their members. Any orders that day or the following two months will receive rebates, saving money for the Restaurant. Treasurer Tomasulo asked if she needed any more staff, she replied she is feeling good with the staff they have, after weeding out some of which they no longer need. Secretary Churchill asked if she felt she needed any photographers or special resources to help her with advertising and promotion of the restaurant. Miles replied that she really likes the aspect of doing it herself but would be open to that, She felt the video she posted got a lot of positive responses and would like to do more of that. Churchill thought her video was great and asked, "do you want any professional videography to post, since your video was a success?" Miles replied I would love that and can investigate that.

MANAGER'S REPORT

District Manager Choate stated that we are close to having a contract with Ford/Land and Shelter Architects for the design work on the Butler Building. Kelsy has researched and found several grant opportunities. She has provided a spreadsheet of timeline when monies become available. Some as early as Spring for the Butler Building or planning for the Sunset Park are essentially GOCO Grants. There are several programs available with the SDA Liability Pool such as a Safety Program, Safety

Management Risk Assessment, Cyber Assessment that Diane is getting us to sign up for. Three of those programs will save us as much as 8% on our annual premium if we get these safety programs in place and get all staff to watch the provided safety videos, which they help set up. We have had movement on the Monument Gulch project which was discussed earlier. Choate is attending the SDA Leadership Academy for the 3rd Leg of 4 this Wednesday in Denver. Treasurer Tomasulo asked once the land deal is finalized and donated what additional infrastructure will we provide, and what does that do to our Insurance? Choate replied that the insurance won't change. Jeremy is ready once we own the property to execute the plan we originally approved. Besides Tanker Trail we will have an intermediate trail and an advanced trail within the Easement. Choate and Jeremy have also had conversations about what it would look like to have trails in Monument Gulch once we own that property. We had a conversation on what it might look like if he worked part-time for the Park Rec District. Treasurer Tomasulo said there might be need for a new Master Plan for this area. That some folks would like walking trails as well. Choate agreed, stating there would have to be a combination of both kinds of trails saying it is a large piece of property. Tomasulo added that at some point CPW should be involved in the discussion on the impact of Wildlife. Secretary Churchill added that Fire Mitigation was another important aspect to check in on, so we can budget properly.

NEW BUSINESS N/A

PUBLIC COMMENTS N/A

ADJOURNMENT

There being no further business to come before the Board at this time, Vice President Goad adjourned the meeting at 6:45p.m.

The next Regular Meeting is scheduled for Monday, August 18, 2025, at 5:30 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Battlement Mesa, Colorado.

Respectfully submitted,
Diane Schneider, Executive Assistant


**THESE MINUTES APPROVED AS THE OFFICIAL July 21, 2025, MINUTES OF
PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD
OF DIRECTORS**

Noted (Signed copy in possession of the District Manager)

Amber Palcer, President


Wendell Goad, Vice President


Anne Kellerby, Asst. Vice President


Shandice Churchill, Secretary


Vincent Tomasulo, Treasurer