

MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT
Monday, August 18, 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
Ken Overmeyer, Director: Parks and Trails
Ashly Rothe, Director: Golf Course Maintenance
Diane Schneider

Public Present: See Sign in Sheet.

ADMINISTRATIVE MATTERS

Attendance and Agenda: The meeting was called to order by Vice President Goad at 5:34pm and a quorum was noted. Treasurer Tomasulo made a motion to approve the Agenda presented for August 18, 2025, Secretary Churchill seconded the motion, and it was unanimously approved.

Minutes: Treasurer Tomasulo made a motion to approve July 21, 2025, Minutes, Secretary Churchill seconded the Motion. The Minutes were unanimously approved, and no corrections were made. Treasurer Tomasulo made a motion to excuse President Palcer from the meeting this evening. Secretary Churchill seconded the motion, and it 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 July 31, 2025

Treasurer Tomasulo made a motion to accept the Consent Agenda subject to audit.

Secretary Churchill seconded the motion, and it was unanimously approved.

CURRENT BUSINESS:

Board Policy Manual Update: District Manager Choate announced that, following requests at the July 21, 2025, Board Meeting, Rule #9 (Media Interaction) and Rule #10 (Social Media Presence) have been revised in the Policy Manual. Media responsibilities are assigned to Choate. Treasurer Tomasulo asked who would assume these duties if Choate were unavailable, Choate indicated Director Matzl as the alternate. Tomasulo recommended adding a formal chain of command to the Policy, which Choate agreed to complete by the next Board Meeting. The Policy Manual, approved on July 21, 2025 (pending the Media update), is currently in effect and structured to remain flexible.

Butler Building Update: District Manager Choate announced the Ford/Land and Shelter Architects contract has been signed for design work through construction. Last week, potential General Contractors/Construction Managers toured the site. The Advisory Meeting at the end of August will determine which CGCM to hire and finalize Consent Drawings for each floor to present at the September Board Meeting. Choate added, given our limited requirements needed for space we can prioritize addressing the needs of the School District.

Monument Gulch Update: Choate reported the team met with the planning and zoning commission on August 14, obtaining approval for the annexation of 0.27 acres. The recommendation will go to the town council on Thursday, August 21. The boundary line adjustment application has begun, pending an update from the surveyor before submission.

OPERATIONS – DIRECTORS' REPORTS

Recreation Center and Programs: Director Matzl reported 2,280 memberships and 385 day passes this month. Fall sports underway include Cheerleading, Volleyball, Flag Football, Girls Basketball, BUE Run Club, Cornhole league, and participation in the weekend Parade. Movies under the Stars has finished for the summer. Craft Fair applications are still open. Skate Night was on August 15th, a wedding on August 16th, Glow Golf is on September 5th, and the Buck Fever 5K is October 11th. The first alcohol service last weekend went smoothly with a small group, making it an ideal starting point. Treasurer Tomasulo asked about promoting the new alcohol service at the Rec Center. Matzl noted it's only mentioned in flyers and social media, mostly in fine print. Tomasulo suggested advertising through Callahan's to make the Rec Center a more visible venue. Director Choate stated that staffing needs for these events are currently being discussed. Tomasulo noted that, with next year's budgets being set, it's important to stay visible during the planning stage. Director Miles suggested the Rec Center promote its new venue opportunities by setting up booths at events. Matzl liked the recommendations and encouraged more ideas. Matzl has added a BOUNCE class to the fitness schedule. As the new Fitness instructor, Heather Bell, becomes more familiar with the programs, additional fitness opportunities will be incorporated into the schedule Matzl said. September building

maintenance includes high painting (late September), plexiglass installation (September 8th), and pool filter replacement (September 2nd). Matzl said the new fingerprint kiosk was introduced today and will be closely monitored. The Trout in the Classroom initiative has commenced, with approximately one month remaining until completion.

Golf Course: Director of Golf Ochs reported a consistent increase in rounds played, continuing each month throughout 2025. Several notable events were highlighted, including Titleist Demo Days which approximately brought in 10K on sales revenue; Grand Valley Bros—a recently formed golf group with 80 players that intends to return next year, also about 10K in sales revenue; the Men's League Championship is next weekend and we can use more players, Ochs said; and the 84 Lumber group, which is new to our club should be a full event as well at the end of August. Ochs applauded the Maintenance Department for its performance of keeping up the grounds with the amount of traffic that continually goes through. Additionally, a favorable article from Golf Afficionado described Battlement Mesa Golf Club as a "Timeless Classic" praising its pristine condition and maintenance comparable to many high-end private club courses.

Maintenance: Director of Golf Maintenance Rothe reported Adcock Concrete will meet soon to determine which cart paths to replace, aiming for an October schedule after the Two-Man event. The #7 fairway bunker was finished on August 14th. Regarding the outside patio, the RFP was received today with a closing date of Sept 5; numbers will be available by the next meeting. Steve Dahmer from Environmental Solutions has been contacted to schedule in September an aeration system installation for the #18 pond. Treasurer Tomasulo asked if the aeration system put in place on #8 has done its job. Rothe said it has been a great help. Rothe stated that Carp have been introduced to the pond, which has contributed to improvements, and she intends to add Carp on #18 in the future. District Manager Choate mentioned that the aeration process spans three years; however, a reduction in chemical usage (less cost occurred) has already been observed.

Callahan's: Director of Food and Beverage, Miles, reported that July was profitable. Miles credited staff and patron loyalty for the results. September events will include Callahan's first-year anniversary Bingo, live music, and a buffet. The Shamrock Expo provided networking opportunities with country club chefs and food and beverage managers, and new specials for the restaurant are being planned. August events featured Sunrise Yoga, with a video and photos coming soon. Due to participant interest, another session may be scheduled. Prime Rib Night was again successful. There are secured bookings for a wedding, a bridal shower, and a birthday party, and are currently in discussions with two additional clients regarding prospective events. Lunchtime generates the highest revenue; efforts are concentrated on developing lunch specials. Miles commended her staff and team on all their continued effort. This month's food costs accounted for 24% of expenses. Treasurer Tomasulo asked if there were any challenges, and Miles replied that keeping the dishwasher position filled has been difficult, but it is currently manageable.

Parks and Trails: Director Overmeyer stated the Mineral Research form and Statement of Authority have been submitted. The County has not yet proceeded with the next step regarding the trail. The shade structure for Sunset Park is currently on order and is expected to be fabricated by October 19th before shipment. A screen was fabricated for the head gate at Daisy Ditch to assist in collecting debris. There are no updates available on the Tanker Trail.

MANAGER'S REPORT

District Manager Choate noted he has already reported on the Butler Building. Choate is meeting with CSD Liability Pool representative Kyle Brown on September 9th for a risk assessment of all properties. Playground inspections will be completed at this time. Choate is also working on developing safety programs to be put into place which will also help reduce the insurance premium. The Town Planning and Zoning meeting regarding the Monument Gulch Annexation was held on August 14. The Colorado River Valley Chambers will meet on August 26 to discuss District membership options and review Glenwood Springs Chamber membership choices. We are applying for Fall FMLD Grants: a Traditional Grant for building a pavilion in the Community Park's Interpretive Garden (currently a weed patch), and a Mini Grant for Phase 3 of the Recreation Center's LED lighting project Choate said. Vice President Goad inquired about an amphitheater; Choate and Overmeyer said that was the idea they were seeking, and Choate will seek a Resolution if there is agreement. Tomasulo asked about electricity—Overmeyer confirmed power exists but noted upgrades would be needed. Concerns regarding stage lighting were discussed, and consideration was given to parking arrangements for events. Choate said updated numbers for the project will be forthcoming.

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 6:15p.m.

The next Regular Meeting is scheduled for Monday, September 8, 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 AUGUST 18, 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

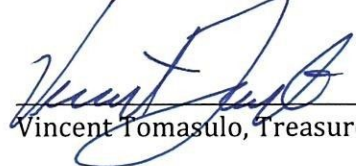


Wendell Goad, Vice President



Anne Kellerby, Asst. Vice President

Shandice Churchill, Secretary



Vincent Tomasulo, Treasurer