

MINUTES OF THE BOARD OF DIRECTORS MEETING
PARACHUTE/BATTLEMENT MESA PARK AND RECREATION DISTRICT
Monday, September 8, 2025 @ 5:30 p.m.
Grand Valley Recreation Center, 398 Arroyo Drive
Battlement Mesa, CO 81635

ATTENDEES

Directors Present: Amber Palcer, President
Wendell Goad, Vice President
Anne Kellerby, Asst. Vice President
Shandice Churchill, Secretary (Absent)
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
Ashley Rothe, Director: Golf Course Maintenance
Karen Frye: Director of Finance
Diane Schneider, Executive Assistant

Public Present: None

ADMINISTRATIVE MATTERS

Attendance and Agenda: The meeting was called to order by President Palcer at 5:31pm and a quorum was noted. Treasurer Tomasulo made a motion to approve the Agenda presented for September 8, 2025, Vice President Goad seconded the Motion, and it was unanimously approved.

Minutes: Vice President Goad made a Motion to approve the August 18, 2025, Minutes, Asst. VP Kellerby seconded the Motion. The Minutes were unanimously approved, and no corrections were made. Asst. VP Kellerby made a Motion to excuse Secretary Churchill from the meeting this evening. Vice President Goad seconded the Motion, and it was unanimously approved.

Resolutions for the FMLD submitted Grants: Treasurer Tomasulo made a Motion to approve Resolution 250908(a) for the Outdoor Pavillion for \$665,000. Vice President Goad seconded the Motion, and it was unanimously approved. Vice President Goad made a Motion to approve Resolution 250908(b) for the LED Lighting for \$30,000. Assistant Vice President Kellerby seconded the Motion, and it was unanimously approved. Treasurer Tomasulo made a Motion to approve Resolution 250908(c) for the CPW Non-Motorized Trails Grant for \$45,000. Assistant Vice President Kellerby 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 June 30,2024

Finance Director Frye presented an update on the NetSuite accounting software.

Vice President Goad made a motion to accept the Consent Agenda. Asst. VP Kellerby seconded the Motion, and it was unanimously approved.

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

CURRENT BUSINESS:

Board Policy Manual Update: District Manager Choate addressed the chain of command procedures during his absence, designating Director Matzl as his alternate. Tomasulo moved to approve the Board Policy Manual; Vice President Goad seconded the motion, which passed unanimously. President Palcer suggested keeping a copy of the Policy at future meetings, with Choate agreeing.

Butler Building Update: District Manager Choate shared initial concept drawings for the Butler Building, outlining five floor plan options for each level. The School District will determine classroom layouts based on their needs, accommodating about 60 children in the Early Education Program. Choate discussed parking logistics and noted plans for fencing around playgrounds to ensure student safety. Treasurer Tomasulo discussed state regulations regarding new charging stations and provided information on funding options available through Grant Choices. Choate shared the distinction between State and County Code, noting that the design team is evaluating potential directions for grant applications related to the charging stations. Both Tomasulo and Choate agreed that most likely it will come from the State. Additional discussions are planned regarding the street (road) currently owned by Exxon Battlement Mesa Inc., which connects to the Butler Building. Choate expects to have finalized pricing based on the chosen designs by the end of December. The building design will comply with fire specifications without including a fire suppression system.

NetSuite Update: Director of Finance Frye noted the NetSuite program conversion is more complex than anticipated. The software is having difficulty importing our data, so Frye is having to use several extra spreadsheets and reports to complete the conversion. Frye has increased her hours but is still concerned about meeting the initial launch deadline for October 1st. The Board prioritized accuracy over speed, extending the deadline to mid-December. District Manager Choate noted to the Board that the year-end budget will be presented as Excel spreadsheets, not in the new or old format. Choate requested that the Budget Committee arrange a meeting between October 6th and 17th. Treasurer Tomasulo and Secretary Churchill had previously volunteered to take on this responsibility. Assistant Vice President Kellerby expressed interest in joining the committee. Choate indicated that he would schedule the meeting as a workshop and provide notice. Frye reported the insurance premium increases to the Board.

Tax Certification Update: District Manager Choate stated the 2025 Certification from Garfield County has been received, including the tax certification documents explaining that Frye is available to answer any questions. Choate also noted that next year's tax revenue is expected to be significantly lower than this

year's. Frye reported that Page 57 is the 2026 Certification numbers for the taxable value by class. Significant changes for next year are in Orange. Oil and Gas is the largest contributor in terms of production and evaluation. Treasurer Tomasulo noted that this line item has fluctuated in recent years, with 90% of district funds coming from Oil and Gas. He added that values for houses, vacant land, farmland, and clean energy remain steady, and Oil and Gas revenue helps keep Property Taxes lower than elsewhere in the State. Choate noted that with this year's sales, funds have been transferred from Savings to the Money Market. Tomasulo reported that, according to profit and loss data, operations at the golf course are fully covered. Frye stated that the restaurant needs to generate \$52,000 by year end to meet the projection. Tomasulo observed that higher staff and activity costs have raised expenses, but margins are up, which should ease pressure on tax revenues. Frye agreed.

OPERATIONS – DIRECTORS' REPORTS

Golf Course: Director Ochs reported that numbers have consistently increased each month this year. Golf groups have provided positive feedback and have scheduled events for 2026. Upcoming September events include Golf for the Cause, Callaway Demo Day, Visual Interest GG from Denver (a group of 40), and Core and Main with 46 golfers. October features the Two Man Championship with 120 golfers and the Member/Guest Outing. She is meeting vendors for next season's merchandise and reducing golf club orders. She introduced the Harvest Host Newsletter an online RV Association, which reported our page reviews, number of Stay Requests, times we have been favorited and our Median Response time of 31 Minutes, adding that is just another way of complimentary advertising.

Golf Maintenance: Director Rothe met with Neil from Core and Main for a river pump replacement quote. She is working with Evro Vivint Security to update the alarm system and will present quotes for both the pro shop and restaurant to the Board in October. Environmental Solutions scheduled aeration system installation for #18's pond in the second week of September. The RFP due date for the Outdoor Patio is September 5, 2025.

Manager Choate stated that the intention was to approve the RFPs during this meeting, but the process became unclear due to missing budget information from the contractors. It was suggested to pause and conduct additional engineering for the structural portion to better define the scope of work for bidding. This approach is expected to result in a more balanced selection process. Vice President Goad agreed.

Callahan's: Director Miles reported that the restaurant had another successful month. She expressed appreciation to the community. The first wedding event is scheduled for September. There will be adjustments to hours corresponding with changes in the pro-shop schedule. Currently, breakfast service begins at 7:30am, and the restaurant closes at 8:30pm, except on Mondays when only grab-and-go drinks are available from 4-7pm, and on Sunday evenings when closing time is 7pm. In August, events held included a Bridal Shower, a One Year Party (Bingo), an Anniversary Party, and the 84 Lumber Golf Tournament Banquet. Miles plans to continue scheduling events throughout the Winter months. Manager Choate stated that the online events calendar is now available on the Website, and any necessary Restaurant closures due to events will be posted there to keep the Community informed.

Recreation Center and Programs: Director Matzl reported rising participation numbers in August. Fall sports included Volleyball, BUE Run Club, and Girls Basketball. Recent activities featured the Hiking Club, Bronco Watch Parties, and Corn Hole/Table Pool Competitions. Upcoming events include Craft Fair Applications, Buck Fever, Trunk or Treat, and Veterans Social. Fitness offerings are Water Aerobics, Cardio & Strength, Bounce, Boxing, Laugh & Splash, Silver Sneakers, Fall Swim Lessons, and Yoga. Facility updates: parking lot curbing is completed; pool filter installation is done and the high painting started this week; exterior block work and elevator progress continue. Pickleball Tournament is coming up, sponsored by the Chamber using our facilities. We are building a moveable 9-hole mini golf course.

Parks and Trails: Director Overmeyer stated the Battlement Pkwy Trail completeness review is done, and a TC letter was sent August 25th to schedule a Planning Commission public hearing, no response to my requests for an update. The Sunset Park shade structure is on order with fabrication expected by October 19th. There are no new updates on Tanker Trail. Overmeyer met with Design Workshop for a Sunset Park Master Plan that includes Monument Gulch. A risk assessment walk-through for Colorado Special District Property is set for September 9th along with the playground inspections.

MANAGER'S REPORT

District Manager Choate has reported that playground inspections are scheduled with Kyle Brown, the representative from the CSD Liability Pool. A walk-through risk assessment for all district properties is set for September 9th. Efforts are underway to collaborate on implementing comprehensive Safety Programs, which may result in further insurance savings. Parachute has approved annexing of .27 acres in Monument Gulch. We are proceeding with the boundary line adjustment and BMMD donation preparations. We met with the Colorado River Valley Chamber and now hold a Silver Membership covering all our entities. Additional services are available à la carte. I will provide an update after meeting with the Glenwood Springs Chamber about membership. Applications have been submitted for two Fall FMLD Grants: one for a Community Park pavilion and a mini grant for Phase 3 LED lighting at the Rec Center. Choate will schedule the Budget meeting for October 20th and ask the Budget Committee to meet sometime between October 6th and 17th.

A letter of intent was sent to Colorado Parks and Wildlife for a parks and trails planning grant, which is due on October 1, 2025. We have introduced a Community Event Calendar on our website to provide announcements for all upcoming events.

NEW BUSINESS

Assistant Vice President Kellerby requested increased transparency among Board Members. She emphasized that, given her daily interactions with the public, it is important for all members to be informed about Board matters so consistent information can be provided when inquiries arise.

PUBLIC COMMENTS N/A

ADJOURNMENT

There being no further business to come before the Board at this time, President Palcer adjourned the meeting at 7:04p.m.

The next Regular Meeting is scheduled for Monday, October 20, 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 SEPTEMBER 8, 2025, MINUTES OF
PARACHUTE BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF
DIRECTORS. *Noted (Signed copy in possession of the District Manager)***

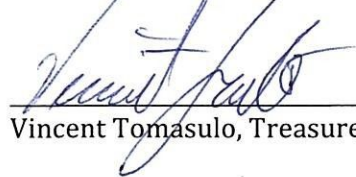


Amber Palcer, President

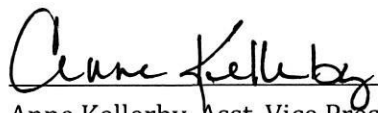
Shandice Churchill, Secretary



Wendell Goad, Vice President



Vincent Tomasulo, Treasurer



Anne Kellerby, Asst. Vice President