

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

Monday, March 16, 2026, 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 (Absent)
Anne Kellerby, Asst. Vice President
Shandice Churchill, Secretary
Vincent Tomasulo, Treasurer

Others Present: Doug Choate, District Manager
Mary Ochs, Director: Head Golf Pro
Steve Matzl, Director: Rec. Ctr. and Programs
Rachel Miles, Director: Food and Beverage
Ken Overmyer, Director: Parks and Trails
Ashley Rothe, Director: Golf Course Maint.
Diane Schneider, Executive Assistant

Public Present: See Sign in Sheet.

ADMINISTRATIVE MATTERS:

Attendance and Agenda: The meeting was called to order by President Palcer at 5:30 p.m., a quorum was noted. Treasurer Tomasulo made a motion to approve the absence of Vice President Goad, the motion was seconded by Asst. V.P. Kellerby and received unanimous approval. Asst. V.P. Kellerby made a motion to approve the Agenda presented for March 20, 2026. Secretary Churchill seconded the motion, which was approved unanimously. Asst. V.P. Kellerby made a motion to approve February 16, 2026, Minutes, Secretary Churchill supported the motion, and the minutes were approved by everyone without opposition.

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.

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 February 28, 2026.
Treasurer Tomasulo made a motion to approve the Consent Agenda. The motion was seconded by Secretary Churchill and received unanimous approval.

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

CURRENT BUSINESS:

Building Update: District Manager Choate provided an update on the planning progress for the Butler Building project. District Manager Choate stated the Butler Building project is nearing completion of the Design Development (DD) phase, representing approximately 80% of the construction documents. One final phase remains to reach 100% Construction Documents (CDs) he stated. The original architectural contract totaled \$605,000. We have paused between the DD and CD phases to pursue potential grant funding, as the design is now sufficiently advanced to support competitive grant applications. Completion of the final CD phase is estimated at \$170,000, which is deferred at this time but expected to be incurred later. One change order was issued with Land & Shelter, totaling \$34,000 for structural design and \$24,000 for architectural design, with approximately \$9,000 negotiated out. The change resulted from further building investigation, which determined that the existing brick façade must be removed due to the lack of a moisture cavity, creating a risk of trapped moisture and mold. From a professional standpoint, the scope of work represents a significant transformation, including a complete roof replacement and changing the existing brick façade to a cinder block exterior that more closely aligns with the appearance of the Recreation Center. Overall, the remainder of the design phase has progressed extremely well. To meet the parking and trash service requirements, we have identified a nearby parcel of land that we believe is currently owned by Exxon Mobil Oil and Gas. We are interested in exploring the possibility of Exxon Mobil selling or potentially donating this parcel to support these operational needs. The plan is to have Dr. Baugh from the school district attend the April meeting for a 5:00 p.m. workshop, where she will present a slideshow. At that time, there will be an opportunity to provide feedback and ask any questions.

OPERATIONS – DIRECTORS’ REPORTS:

Golf Course: Director Ochs presented the Directors’ Report, which included her standard monthly’s. As reflected in the data, rounds played were strong despite the continued lack of rain and snowfall, which remains a concern. In February, we recorded 465 rounds, surpassing the five-year average for the month. Tee-time performance by sales category was particularly encouraging. For the first time, Garfield County play exceeded public play, while public participation remained strong overall. These results indicate healthy and well-balanced usage. Membership sales are tracking on pace, and in fact slightly ahead of last year. In February, we recorded 42 new memberships, compared to a total of 166 for last year. As of March, we are approaching 90 memberships, which reflects very positive momentum. Ochs noticed that golf course signage is currently missing from the freeway exit ramps. Restoring this signage has proven challenging due to CDOT requirements; however, she is actively working to have the signage reinstated. Harvest Hosts is scheduled to reopen. While it is not a major revenue driver, it does provide added exposure and value. Guests are required to play at least one round of golf during their stay, and we already have four bookings, which is earlier than usual for the season. All demo days are booked for this year. Additionally, she is planning junior golf clinics on four consecutive Mondays in July. Each session will be priced at \$10 per hour, making the program very affordable and accessible. We are hopeful for strong participation.

Golf Maintenance: Director Rothe reported JC Excavating completed repairs to the water line serving the Front 9 restroom. In addition, dirt work has commenced at the Outdoor Event Center. Formwork

was completed March 13, and concrete is anticipated to be poured the March 17. Repairs to the river pump section are scheduled for the last week of March. All required parts were delivered last week, and the team is fully prepared to proceed as scheduled. We have also ordered AED defibrillators for each of the Front 9 restrooms. While we currently have an AED in the pro shop, having units accessible on the course will significantly enhance emergency preparedness. The RFP for the new section of the cart path was issued on February 27. Additionally, she reported receiving electrical quotes from multiple electrical contractors for the planned electrical work on the patio and the Outdoor Event Center.

Callahan's: Director Miles reported that spring has officially arrived, marking the return of the golf season. The restaurant staff are enthusiastic and excited to welcome everyone back. Beginning April 1, operating hours will be extended on Mondays and Tuesdays until 7:00 p.m. All items for the Event Center have been ordered. Tables and chairs have been selected and are scheduled for delivery during the week when the project is completed. Catering activity continues to grow; we have been hosting one to two events where clients either rent out the restaurant or place catering orders for pickup. With three additional catering bookings today, we are very encouraged. The venue is shaping up to be an excellent asset, allowing golf, catering, and private events to operate simultaneously. Our new slushy machine is now operational and has already proven to be a success, with 52 slushies sold to date—even before consistently warm weather. We currently have three new staff members in the hiring process, one for the back of house and two for the front of house. Having additional staff will be especially beneficial as we prepare for weddings, tournaments, and other large events. We are looking forward to getting them fully trained and integrated. Valentine's Day was once again a very successful event, and it was great to see so many returning guests. This month's promotion, Martini March, has been extremely popular, with strong turnout and high volume on Fridays. It is encouraging to see guests enjoying the atmosphere and spending their Friday afternoons with us. Additionally, we are developing a discreet cutoff card system that can be placed in front of a guest to indicate that their next beverage will be a complimentary non-alcoholic or soft drink. This approach is intended to promote responsible service while minimizing disruption and avoiding uncomfortable situations.

Recreation Center and Programs: Director Matzl stated, we had a strong month. While membership is down by 38 members compared to the same month last year, our total numbers remain solid. Attendance increased, and day-pass sales were also up, indicating continued strong community engagement. From a sports programming standpoint, activity levels are very strong. Youth soccer participation has grown significantly this spring, with 70 children already registered. Baseball and softball registration is open, CRV has begun programming, and the high school has started activities at Callahan Fields. Wrestling is currently underway with a small group of nine participants, and a basketball camp is scheduled to take place soon. We have several upcoming events planned. A stuffing party is scheduled for Wednesday for anyone interested in participating. Our annual Easter Egg Hunt is also planned, with a goal of distributing approximately 10,000 eggs, which will be a large-scale event. Additionally, the high school "Shark Tank" event is scheduled for the same evening, and I will be moving between both activities. Active shooter training for staff is scheduled for the 7th and will mark our second annual session. Anyone who would like to send additional participants is welcome to do so. We experienced a minor setback in fitness programming this past week, one of our fitness

instructors sustained a sprained ankle. Fortunately, there was no break, and we are awaiting her recovery before she returns. Facility updates continue to progress. Spring cleaning has begun outdoors, Charla's new office is complete, and the LED Lighting Phase III and door installation have been completed. Exterior work is still ongoing. We have initiated a plowing, sanding, and salting contract with BMSA for the rural drive and parking area, positioning us well for next year. Southside Gutter installation is being scheduled and is expected to occur by the end of next week. Block resurfacing is set to begin Wednesday of this week. Regarding capital projects, five contractors submitted bids last week for the hot tub replacement. One bid did not follow the required process and has been returned to Dynamic Program Management for review. We also received multiple bids for 3D modeling related to interior HVAC and hot water system design, and we are hopeful of receiving one additional proposal.

Parks and Trails: Director Overmyer reported The RFP for the Battlement Parkway Trail has been issued, and a project walkthrough was conducted this morning. We are hoping to receive bids by April 1, allowing us to award the project and move forward promptly. For Sunset Park, the reimbursement request for the shade structure has been submitted. Additionally, we are scheduled to meet with Design Workshop this Thursday for an overall project review and planning session. Their team will also be coming onsite to conduct a focused discussion as part of the design process. I attended the 2026 Western Colorado Pest Management Workshop in Grand Junction, and the TORO Irrigation Equipment seminar was particularly informative, highlighting emerging AI technologies within the industry, including advancements in autonomous mowing systems. The Grand Valley High School baseball season has begun, with teams utilizing the fields at Callahan's for practices and games. The school approved and completed replacement of the fencing along both dugouts due to poor condition. The completed work looks excellent. At the Community Park, a slide was found to have developed a crack. While the cause is unknown, I contacted the manufacturer and confirmed the damage is covered under warranty. A replacement slide and all required parts are being shipped for installation. We have begun working on the sprinkler system upgrade at the ball fields. The controller was installed this weekend, and an electrician is onsite to assist with power, pump startup, and related components to bring the system fully online. BMSA has expressed interest in us taking over lawn care services around the office area. I am currently reviewing costs and details to prepare a proposal; however, given our current approved budget, no changes would be considered until the spring of 2027. The grant application for the Dog Agility Park has been submitted and was included in the packet outlining the proposed layout at the Community Park. The planned location is the relatively flat area behind the restroom facility. If funded, the park will be fully fenced and include agility obstacles, benches, and a proposed shade structure for user comfort. The CPR Directors' monthly meeting included 22 participants from across Colorado. Discussions focused on recreational facility operations, new software platforms being adopted statewide, and potential staffing and water shortages this season. We have received the drought plan from Grand County. While we were not awarded the CPW Trails Planning Grant, we intend to reapply after completing the high-level planning work with Design Workshop.

MANAGER'S REPORT:

District Manager Choate reported that on Friday he received the boundary line adjustment plat back from the surveyor. With this step complete, the matter is now back under our control. He plans to submit the documentation to the Town of Parachute by Thursday, with the goal of advancing the boundary line adjustment approval process. Regarding the Tanker Trail Subdivision, we have decided not to pursue any changes to the existing easement. While there had been discussion about modifying the easement to accommodate multiple mountain bike trails, the current plan is to leave the easement as is. The annual report is now available online. Steve has emailed it out or is in the process of distributing it via the email list. I have also requested the report be promoted on electronic signage and posted on Facebook to ensure broad public access. Printed copies are available at both the Recreation Center and the Golf Club. Charla and I have scheduled our first safety meeting for March 24. Historically, we have rented IT equipment from Cedar Network; however, the equipment has become outdated, and service support has declined. As a result, we will be switching to Comcast Business and purchasing our own equipment, which was budgeted for this year. This change will allow us to maintain our own service plan and replace equipment every three to five years as needed. In the long term, this approach is expected to result in cost savings, including potential reductions in fire and security insurance premiums, while also ensuring we own and control all IT assets. Spring FMLD applications have been submitted. I also notified the FMLD Board of our request to modify the Parkway Grant by removing the portion of the project that we were unable to secure from NG Squared.

NEW BUSINESS N/A

PUBLIC COMMENTS N/A

ADJOURNMENT:

There being no further business to come before the Board at this time, President Palcer adjourned the meeting at 6:30 p.m.

The next Regular Meeting is scheduled for Monday, April 20, 2026, at 5:30 p.m. at the Grand Valley Recreation Center, 398 Arroyo, Battlement Mesa, Colorado.

Respectfully submitted by Diane Schneider, Executive Assistant

**THESE MINUTES APPROVED AS THE OFFICIAL MARCH 16, 2026, MINUTES OF PARACHUTE
BATTLEMENT MESA PARK AND RECREATION DISTRICT BY THE BOARD OF DIRECTORS.**

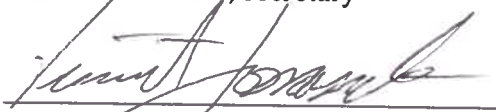
Noted (Signed copy in possession of the District Manager)



Amber Palcer, President



Shandice Churchill, Secretary



Vincent Tomasulo, Treasurer

Wendell Goad, Vice President



Anne Kellerby, Asst. Vice President