

**BATTLEMENT MESA SERVICE ASSOCIATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

December 16, 2025

**Present:**

|                   |   |
|-------------------|---|
| Dan Birrer        | President, Battlement Creek Village                   |
| Anne Kellerby     | Vice President, Valley View Village – <u>By Proxy</u> |
| Tony Haschke      | Sec/Treasurer, Monument Creek Village                 |
| Lynn Shore        | Director, Willow Creek Village                        |
| Chris Davidson    | Director, Stone Ridge Village                         |
| Megan VanCamp     | Director, Canyon View Village – By Proxy              |
| Michael Churchill | Director, Eagle’s Point – By Proxy                    |
| Mary Jo Schreiner | Director, The Reserve                                 |
| Brad Gates        | Director, Fairway Villas                              |
| Cyndi Powers      | Director, Mesa Ridge Townhomes                        |
| Jay Haygood       | Director, Tamarisk Meadows                            |
| Tammie VanDeusen  | Director, Town Center Filing I, II, III               |
| Brian Milleson    | Director, Princeton Management                        |

**Absent Board Members:**

|              |                            |
|--------------|----------------------------|
| Robert Gross | Director, RHP Properties   |
| Vacant       | Director, Tamarisk Village |

**Also Present:**

|               |                               |
|---------------|-------------------------------|
| Brandon Burke | Association Manager           |
| Alex Morris   | Assistant Association Manager |

**Community Members Present:**

|               |                        |
|---------------|------------------------|
| April McCraw  | RHP LLC                |
| Pam Sandoval  | RHP LLC                |
| Judy Thomsen  | Monument Creek Village |
| Sara McCurdy  | Eagle’s Point          |
| Jeremy Fister | Lush Green Landscaping |

**OWNERS OPEN FORUM** – None

**CALL TO ORDER-** President Birrer called the meeting to order at 9:00 a.m.

**DISCLOSURE OF CONFLICT-** None

**QUORUM** - A quorum was established for the regular meeting.

**November 18, 2025, REGULAR MEETING MINUTES-** Director Gates made a motion, seconded by Director Powers, to approve the minutes of the regular meeting. The motion passed unanimously.

**FINANCIAL REPORTS-** Director Haschke made a motion, seconded by Director VanDeusen, to accept the November 2025 financial reports.

**REPORTS:**

**Architectural Committee** – Director Haschke, presented a report on member properties that had submitted architectural applications and the actions taken by the Committee in the month of November. Director Haschke also announced his resignation from the committee. Director Haygood expressed interest in serving on the committee.

**Covenant Control Committee** – Assistant Manager, Alex Morris, presented a report and list of community properties that had been issued a letter of violation of the covenants in the month of November.

**Associated Governments of Northwest Colorado** – None

**Energy Advisory Board** – None

**Common Ground** – Director VanDeusen, presented a report on all community events for the month of November.

## **MANAGER REPORT-**

**New Association Manager** – I am pleased to finally introduce our new District Manager for the BMMD and the new Association Manager for the BMSA. Many of you may already know him, but for those of you who don't, please feel free to stop by the office for a chat!

**Community Clean Up** – With the upcoming Community Clean Up even this spring, coordinated in partnership with the Town of Parachute, we would like to form a committee, similar to last year's, to assist with planning and support. We are fortunate to have Brandon, who brings extensive experience with this event and is enthusiastic about helping us make it even more successful for our community. I will request volunteers to serve on this committee under New Business.

**State of the Community** – The BMSA has another anticipated event scheduled for early 2026. The Colorado River Valley Chamber will host its annual State of the Community Business Luncheon on February 24<sup>th</sup>. I recommend forming a committee to help develop our presentation highlighting the new and ongoing initiatives in Battlement Mesa. We have strong resources within both the Board and management team that can contribute to a clear and informative presentation. I will request volunteers to serve on this committee under New Business.

**Covenant Officer Position** – The Covenant Officer position has officially opened to fulfill the Covenant Protection Services Contract. This role will now be a full-time position based out of the BMMD office, with an anticipated start date in January. The job listing will be posted on Indeed.com. Brandon and I have an interview scheduled for next week.

**Meadow Memorial & Saddleback Park Vandalism** – Unfortunately, we have recently experienced vandalism at both Meadows Memorial Park and Saddleback Park, primarily involving youth damaging park property. At Meadows Memorial Park, incidents have included climbing and breaking tree branches, removing and scattering dog waste bags, carving or scratching the new park signs, throwing or piling gravel onto the turf, and leaving trash throughout the area. At Saddleback Park, significant graffiti has been reported on the decorative boulders.

I contacted our legal counsel to inquire about installing security cameras in the parks. Current laws now allow us to do so; however, the attorney recommends that the BMSA adopt a camera policy outlining how images will be used, how long they will be retained, who will have access to them, and whether they may be shared with law enforcement. I have requested an example policy from counsel for our review.

**Aster Place** – I'm sure many of you have noticed that development at Aster Place, located at the corner of Stone Quarry and W. Battlement Parkway, is now underway. Water main construction is expected to begin by mid-February, if not sooner. We have attempted to contact the developers to request information regarding their HOA plans and governing documents, and we will keep the Board updated as we receive additional details.

**Website Development** – I met with Streamline on December 2<sup>nd</sup> to discuss our next steps for the new website. My recommendation is to focus the site primarily on HOA-related information rather than promotional or advertising content. While we can certainly retain portions of our historical information, there are many other resources available for general community details. I believe a more "streamlined", HOA-specific website will better serve our residents and improve overall accessibility. We are aiming to launch the new site within the next 90 days, targeting an early March release.

**BMSA Board Emails** – I contacted our IT team to inquire about establishing email addresses for the Board members. I met with them on December 9<sup>th</sup>, and fortunately the process will be straightforward. The BMSA will be set up with its own Microsoft 365 account, which each of you will be able to access. These email addresses will be used exclusively for BMSA business and correspondence. The IT team is preparing a quote, and I will share it with you as soon as it is available.

**CO River Valley Chamber Membership** - Erin with the Colorado River Valley Chamber touched base with me about BMSA's Chamber membership as they prepare for the 2026 year. She mentioned that with the increased participation they see from Battlement Mesa businesses, and their expanded presence in the community, she wanted to explore the possibility of the BMSA upgrading our membership level. Erin also gave me some regional context explaining that both Silt and Parachute participate at the Gold level (\$1,000) and each contributes an additional \$2,000 in community support. The level of participation contributes to the regional programming and business support the CRVCC offers across the service area. As Battlement Mesa's engagement continues to grow, and upgraded membership would help them match that momentum and strengthen the support they provide locally. Erin is happy to talk through options or answer any questions you may have. She has also provided a chart explaining the chamber membership advantages at each level. The chart is provided in your meeting packet. I would like to discuss this under New Business and request a motion to renew our membership at whichever membership level the Board chooses.

**Architectural Committee Vacancy** – Delegate Haschke announced his resignation from the Architectural Committee on December 3<sup>rd</sup>. We sincerely appreciate Tony's knowledge, dedication and the valuable contributions he made during his time on the committee. Thank you, Tony!

This position is open to the community, and committee members do not need to serve on the Board of Directors to participate. I will be advertising the vacancy on our Facebook page and on the electronic sign at Turkey Trail Park. If you, or anyone you know, may be interested in serving, please let us know.

## **NEW BUSINESS –**

**Community Clean Up** - Delegate Milleson and April McGraw voiced to the Board that Princeton Management and RHP would like to participate in the Community Clean Up, and coordinate with employees and high school volunteers. Delegate Gates volunteered to sit on the future Community Clean Up committee.

**State of the Community** – The Board reviewed the upcoming State of the Community business luncheon on February 24<sup>th</sup>. President Birrer and Director Shore volunteered to help with the presentation, as well as attend the luncheon with Association Manager, Brandon Burke.

**CO River Valley Chamber Membership** – Director Shore made a motion, seconded by Director Birrer to approve purchasing a Bronze Membership with the CRVCC for \$250, for the year 2026. The motion passed unanimously. Director Gates made a motion, seconded by Director Davidson, to approve purchasing 2 additional seats at the CRVCC luncheon. The motion passed unanimously. Director Birrer volunteered to fill the At-Large seat for the CRVCC Board.

**Community Counts Membership** – Director Birrer made a motion, seconded by Director Gates to approve the 2026 Membership to Community Counts for \$100. The motion passed unanimously.

**Journey Home Animal Care Center Donation** – Director Gates made a motion, seconded by Director VanDeusen to approve a donation of \$2000 to Journey Home Animal Care Center. The motion passed unanimously. The Board of Directors noted that Journey Home primarily serves the BMSA residents and helps control the local stray animal population.

**2026 Contract Renewal** – Director Shore made a motion, seconded by Director Gates to approve the 2026 Covenant Protection Services contract, in the yearly amount of \$72,000, with modifications for documentation of violations and confidentiality requirements. The motion passed unanimously.



Director VanDeusen made a motion, seconded by Director Davidson to approve the 2026 Landscape Management contract, in the yearly amount of \$231,120. Director Gates recused himself from discussion and voting. A quorum of the remaining directors was present.

Director Shore made a motion, seconded by Director Gates, to approve the 2026 Street Sweeping Services contract, in the yearly amount of \$4,460, to service residential streets only, and with changes to the contractor's name and addition of liability insurance requirements. The motion passed unanimously.

Director Birrer made a motion, seconded by Director Haschke, to approve the 2026 Weed Management contract, in the yearly amount of \$10,000. The motion passed unanimously.

Director VanDeusen made a motion, seconded by Director Gates, to approve the 2026 Trash Services contract, in the yearly amount of \$175,140. The motion passed unanimously.

**2026 Final Budget** – Director Shore made a motion, seconded by Director VanDeusen, to approve an increase in the Common and Trash Assessments. Increasing the Common Assessment from \$324 per year to \$352 per year and increasing the Trash Assessment from \$197 per year to \$210 per year. The motion passed unanimously.

Director Shore made a motion, seconded by Director Gates, to approve the 2026 Final Budget as presented. The motion passed unanimously.

Director Shore made a motion, seconded by Director Powers to approve the 2026 meeting schedule of the regular scheduled BMSA Board of Directors meetings. The motion passed unanimously.

Director Birrer made a motion, seconded by Director Haygood to approve citing the Pledge of Allegiance at the beginning of every BMSA Board of Directors meeting. The motion passed unanimously.

**OLD BUSINESS –**

**OTHER BUSINESS –**

**EXECUTIVE SESSION** – Director Birrer made a motion, seconded by Director VanDeusen to enter executive session at 11:27 am. The motion passed unanimously.

Director Haygood made a motion, seconded by Director Birrer to come out of executive session at 11:44 am. The motion passed unanimously.

Director Birrer made a motion, seconded by Director Powers, to send accounts 6882.02, 7146.02, and 7024.02 to collections for unpaid debt. The motion passed unanimously.

**ADJOURNMENT** - at 11:46 a.m.