

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
CHERRY CREEK VISTA PARK & RECREATION DISTRICT  
HELD  
March 15, 2012**

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:08 p.m. on March 15, 2012 at St. Peter's Lutheran Church, 9300 E. Belleview Avenue, Greenwood Village, Colorado. The meeting was open to the public.

**Attendance**

In attendance were Directors:

Bernie Gehris, President  
Howard Buchalter, Vice President  
Brendan Adams, Treasurer  
Eric Hook, Assistant Secretary  
Melissa Wilson, Assistant Secretary

Also in attendance were:

Conner Shepherd, Circuit Rider of Colorado, LLC  
Dawn Schilling, Schilling and Co.  
JC Chambers, MPM Recreation Management  
Eric Plouffe, JBK, Inc.  
Sharon Freed, Swim Team  
Liz Sheperd  
Judy Brand  
Sheila Rawlins

**Call to Order/  
Agenda/Dec-  
laration of Con-  
flicts of Interest**

Director Gehris called the meeting to order at 6:08 p.m. and declared a quorum. He asked if there were any conflicts of interest that needed to be disclosed. **The Agenda was accepted on a 5-0 vote.**

**Public Comment**

USTA Tennis Team

Judy Brand and Sheila Rawlins requested to have a Ladies 4.0 team play Monday mornings at 9:30 a.m. August 6 – Sept. 26. **The Board approved their request by acclamation.**

### Tennis Instruction Program Contractor Interviews

The Board invited Mark Taylor of Rocky Mountain Tennis, the 2010 – 2011 contract provider, and Diane Daniels of Tennis Kidz, the contractor in 2008 – 2009, to the meeting. Mr. Taylor opted to not attend.

#### Interview with Diane Daniels, Tennis Kidz

Ms. Daniels distributed a packet of materials that introduced her tennis instructional programs. She described her program and the attendance numbers she had at CCV when she was here in 2008 and 2009. She said she is sensitive to scheduling her lessons around swim team programs and family vacations (lesson fees are pro-rated for vacation time off). She said she has a great staff. She said she would like to use smaller court sizes and low pressure balls for 10 and under players per new recommendations of the USTA. For 8 and under players there are portable nets for even smaller competition surfaces. She said that the Colorado Tennis Association has some money for adding court lines for the smaller children's competitive area. She said she would like to promote a children's tennis club with games and activities. She said she encourages her staff to clean up the courts and keep them clean. Questions and discussion followed.

**Upon a motion by Director Buchalter with a second by Director Wilson, the Board approved contracting with Diane Daniels for tennis lessons for the 2012 season on a vote of 5-0 and directed the District Manager to negotiate the contract with Ms. Daniels.**

#### Swim Team Parent Representative

Sharon Freed, the swim team parent representative, was present to discuss last year's and the upcoming seasons. She explained possible reasons for lower participation numbers last season. She said that it appears there are a lot of new parents on the swim team program. She predicted the numbers will still be down. Registration for 2012 is April 3. Signs will be up before the meets. Discussion followed. Ms. Freed requested the installation of a gate to access the pool compound from the soccer field for use during swim meets. The Board agreed to install a gate for the swim team's use.

#### CCV East HOA Sign Improvements at Nome & Orchard

Mr. Shepherd reported on his site meeting with representatives of the Hills East HOA. Mr. Weitzenfeld, representing his HOA, and Mr. Plouffe, were in attendance. They discussed the District Board's position about preserving all of the trees. Mr. Shepherd and Mr. Plouffe offered to propose trimming the eastern-most ornamental cherry tree to afford a 6' sight-line gap for a sign on the west wall. Discussion followed.

Mr. Weitzenfeld was not in attendance at the meeting. No further action was taken from the prior position articulated by the Board.

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**Items from Board**

Cottonwood Trail Project & Update on SEMSWA & IBC Easements

Mr. Shepherd distributed the preliminary plans for the trail and the bridges. He said planning is ongoing. Discussion followed regarding the access plans to the trail site for construction activities.

Cancelling the Election for May 2012

Mr. Shepherd passed on the report from the Designated election Official that there were no more candidates than positions to be filled on the Board for the upcoming election. Therefore, the election is cancelled. Director Gehris administered the Oath of Office to Director's Buchalter and Hook for four-year terms and to Director Adams for a two-year term.

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**Financial Matters:**

Claims

Mr. Shepherd presented the Claims in the amount of \$36,820.87 for the period February 28, 2012 to March 31, 2012. **Upon a motion by Director Wilson with a second by Director Gehris, the Board approved the payment of Claims on a 5-0 vote.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending February 29, 2012. The various governmental funds have the following fund balances: General Fund \$105,218; Fence Fund \$10,415; Debt Service Fund \$404,706; Debt Service Fence Fund \$184,130; and, the Capital Projects Fund \$56,747. The Pool Enterprise Fund has a fund balance of \$46,275. Discussion followed. Ms. Schilling noted that the budget for 2011 will need to be amended at the next board meeting. **Upon a motion by Director Hook with a second by Director Gehris, the Board accepted the financial statements.**

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**Administrative & Manager Items:**

Minutes of January 19, 2012 and February 23, 2012

Mr. Shepherd directed the Board's attention to the minutes of the regular meeting of January 19, 2012 and the minutes of the special meeting on February 23, 2012. **Following discussion, upon a motion duly made by Director Wilson, seconded by Director Buchalter, by a 4-0 vote, the**

Board approved the minutes of the regular meeting of January 19, 2012 as amended. Director Gehris was absent from the January meeting, so he abstained. Following discussion, upon a motion duly made by Director Wilson, seconded by Director Buchalter, by a 4-0 vote, the Board approved the minutes of the special meeting of February 23, 2012 as presented. Director Adams was absent from the February meeting, so he abstained.

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**Pool, Park &  
Open Space:**

Park Maintenance Items – Pool BBQ Grills

Mr. Shepherd said the three grills have been ordered.

Cherry Creek Pointe Water Share Agreement

Mr. Shepherd reported that he received correspondence from the Cherry Creek Pointe HOA requesting payment for water share for 2004 – 2011. Discussion followed. Director Buchalter observed that the contracts are annual and not cumulative. Bills for the year's irrigation should be submitted by November's meeting. The District should state that all prior written or oral contracts should be rescinded. The Board directed Mr. Shepherd to work with the District's legal counsel to respond to the HOA. Any correspondence should go through legal counsel, authored by Mr. Hunsaker. **Upon a motion by Director Gehris with a second by Director Adams, the Board approved payment of \$1,749.80 for 2011.**

Pool Items

Mr. Chambers reported that the pool furniture has been ordered. Registration for the pool will open April 1, 2012. An email blast went out March 2<sup>nd</sup> with a follow-up planned for April 1<sup>st</sup>. The pool will be scheduled for start-up beginning April 23, 2012. He said all lifeguards have taken lifeguard certification in 2011 and all employees will be recertified in key skills. Discussion followed regarding the possibility of getting a grant from the American Red Cross for partial cost for an AED (defibrillator). **Upon a motion by Director Gehris with a second by Director Wilson, the Board approved the application and the expense of \$1,200 for the District's portion of the purchase.**

Landscape & Park Items

Mr. Plouffe provided the Board with a landscape report. He said snow plowing continues. He presented the Board with a proposal to plant ornamental flowers at the Orchard pool. The Board deferred a decision on

the Orchard pool plantings until after the grant awards for the trail and bridges have been announced.

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**Legal Items:**

Director Buchalter reported that it is his understanding that the DR Horton will go to mediation sometime in May.

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**Board Member Items:** none.

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**Adjournment:**

The meeting was adjourned at 8:55 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on March 15, 2012 St. Peter's Lutheran Church, 9300 E. Belleview Avenue, Greenwood Village, Colorado. The meeting is open to the public.

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Conner W. Shepherd, Secretary for the Meeting