

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
August 16, 2012**

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on August 16, 2012 at St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting was open to the public.

Attendance

In attendance were Directors:

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

Absent Brendan Adams, Treasurer

Also in attendance were:

Conner Shepherd, Circuit Rider of Colorado, LLC
Dawn Schilling, Schilling and Co.
J.C. Chambers, MPM Recreation Management
Eric Plouffe, JBK, Inc.

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

Director Buchalter called the meeting to order at 6:13 p.m. and declared a quorum. He asked if there were any conflicts of interest that needed to be disclosed. Director Buchalter noted a change in the agenda. **Upon a motion by Director Wilson with a second by Director Hook, the Agenda was approved as amended on a 4-0 vote.**

**Cottonwood Trail
Project & Update
SEMSWA &
IBC Easements**

Discussion followed regarding the bridges over Cottonwood Creek and the trail from Peakview Park. Mr. Shepherd presented the Board with a draft of the bid and contract package for the bridge work.

Director Hook asked about permits. Mr. Shepherd said permits for construction are the responsibility of the contractor. The permit to proceed on the trail, however, is still held up in the City of Centennial process. Director Gehris said he thought we were told there would not be a problem. Mr. Shepherd said the planning staff believes the trail requires a complete FDP for the parcel. This leaves us with two alternatives: receive additional cooperation from IBC or receive a variance from Centennial. Discussion followed. **Upon a motion by Director Hook with a second**

by Director Gehris, by a vote of 4-0, the Board approved the bid and contract package subject to review by the attorney and the engineer.

Financial Matters: Claims

Mr. Shepherd presented the Claims in the amount of \$114,695.05 for the period to July 31, 2012. This amount includes interim Claims paid in July in the amount of \$22,155.11 **Upon a motion by Director Wilson with a second by Director Gehris, the Board approved the payment of Claims on a 4-0 vote.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending July 31, 2012. The various governmental funds have the following fund balances: General Fund \$72,748; Fence Fund \$11,096; Debt Service Fund \$298,116; Debt Service Fence Fund \$194,126; and, the Capital Projects Fund \$11,466. The Pool Enterprise Fund has a fund balance of \$99,336. Discussion followed. The Financial statements do not reflect the supplemental Claims approved in July. The Board asked Mr. Shepherd to revisit the Handy Store invoices for possible recoding from one line item to another. **Upon a motion by Director Wilson with a second by Director Gehris, the Board accepted the financial statements on a vote of 4-0.**

Preliminary 2013 Budget Discussion

The Board entered in a discussion regarding ideas for the budget for 2013. Director Buchalter observed that the budget is always tightest in the General Fund. He suggested enhancing pool memberships so some funds could go back into the general fund. He suggested management incentives, pool improvements, and better marketing. The Board asked Mr. Shepherd to request escrowed funds to be released to the District by the City of Greenwood Village for expenses incurred in planning for the trail and bridges.

Administrative & Manager Items:

Minutes of June 21, 2012

Mr. Shepherd directed the Board's attention to the minutes of the regular meeting of June 21, 2012. **Following discussion, upon a motion duly made by Director Hook, seconded by Director Wilson, by a 4-0 vote, the Board approved the minutes of the regular meeting of June 21, 2012 as amended.**

Pool, Park & Open Space:

Park Maintenance Items – Pool BBQ Grills
Park Items

Mr. Shepherd reported he has ordered but not received the basketball hoop and standard for Lakeview Park, the play apparatus and bubble for Peakview Park, and swing for Sunset Park. The tennis screen bid has been received but not ordered.

Pool Items

Mr. Chambers provided the pool report. He said everything this season is going great. Total revenues for memberships are predicted to be approximately \$147,090. Equipment is working properly. Recommended preventative maintenance will occur after the end of the season. September 1 will be the Murphy benefit. Director Hook recommended replacing the hinges on the boy's restroom door, possibly with a piano hinge. Other items were suggested to repair. Mr. Chamber said they are compiling a list for the Board's review. The Board suggested changing pool hours to accommodate pool parties and increase membership. Various marketing techniques were discussed including but not limited to reminding District residents who also reside within Greenwood Village that they may receive partial reimbursement from the City for pool membership fees.

Landscape & Park Items

Mr. Plouffe provided the Board with a landscape report. He said all contract services have been performed as scheduled and are ongoing. He said the dead Aspen and dead Cottonwood trees were removed per Board direction. There were additional minor irrigation repairs. He added that water use is up over 2011 because of the hot summer. June and July park irrigation has stayed the same. ROW irrigation has increased 200,000 gallons over the same period. Last, he provided the Board with a \$14,175 estimate of turning the ROW turf along Cherry Creek Pointe to rock beds.

Legal Items:

none

Adjournment:

The meeting was adjourned at 8:14 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on September 20, 2012 at 9300 East Belleview Ave., St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting is open to the public.

Conner W. Shepherd, Secretary for the Meeting