

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
October 18, 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 October 18, 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
Brendan Adams, Treasurer
Eric Hook, Assistant Secretary
Bernie Gehris, Assistant Secretary
Melissa Wilson, Vice President

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.
Cindy Shepherd; Citizen
Diane Daniels; Tennis Kids
Victoria Jump; Swim Team Representative

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

Director Buchalter called the meeting to order at 6:17 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 Hook with a second by Director Adams, the Agenda was approved as amended on a 5-0 vote.**

Public Input

Tennis Kids

Diane Daniels distributed her end of year report. She said the year went very well. There were two 5-week sessions for 3-6 yr olds, 7-8 year olds, and 9 years and over. She served over 100 children. Ms. Daniels said she prorates fees to accommodate families who go on vacation. The lines that were painted for smaller participants helped to make the play more exciting and more successful. A number of teams made it to the state tournament. She pointed out a number of maintenance issues. She also

requested better coordination of adult team scheduling and court cleaning scheduling in conjunction with the children's programs. She asked Mr. Shepherd to relate to the Adult Tennis Coordinator that alcoholic beverage trash should be taken out of the courts. The Board expressed its collective appreciation for her program. She recommends the use of an on-line system to schedule tennis court times. **The Board asked Mr. Shepherd to update the informational sign on the courts and check on the invoice for the court line painting.**

Swim Team Representatives

Victoria Jump, parent representative for the swim team was present. She said the Sundance Hills Metro District swim program has applied to join the Rocky Mountain Swim League that Cherry Creek Vista participates in. She said that may have implications regarding membership in the Vista program. To improve swim team numbers, she is developing a survey for swim team members to help the District develop better attendance. Discussion followed regarding strategies to increase attendance. She presented the Team Handbook, By-Laws, and Financials. **The District Board authorized the District Manager to release the \$2,000 subsidy to the swim team with a motion by Director Hook, seconded by Director Gehris.**

Financial Matters: Claims

Mr. Shepherd presented the Claims in the amount of \$34,651.24 for the period to September 30, 2012. Mr. Shepherd said the prior month distribution for director fee checks along with three checks for park maintenance items came to \$2,141.00. Mr. Shepherd pointed out that once again, Denver Water has applied delinquency fees to some taps when the District as a whole has a \$14,000 balance. Ms. Schilling suggested setting up an automatic payment program. Director Wilson said she knows someone who represents clients for relief of delinquent charges. **Upon a motion by Director Wilson with a second by Director Adams, the Board approved the payment of Claims on a 5-0 vote.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending August 31, 2012. The various governmental funds have the following fund balances: General Fund \$84,432; Fence Fund \$7,804; Debt Service Fund \$299,269; Debt Service Fence Fund \$195,573; and, the Capital Projects Fund \$264,672. The Pool Enterprise Fund has a fund balance of \$29,356. Discussion followed. Ms. Schilling pointed out items that appear to be over-budget.

Ms. Schilling said there is a First Bank rate that may be better than COLOTRUST for funds. She will check on this. **Upon a motion by Director Wilson with a second by Director Gehris, the Board accepted the financial statements on a vote of 5-0.**

Preliminary 2013 Budget

Ms. Schilling presented the preliminary budget for 2013. Director Buchalter said the District really needs to go to the voters for a mill levy increase. Fund balances do not provide for unexpected emergencies. For example, if a major irrigation problem arose or a boiler blew in the pool, the District would be hard-pressed to address the financial impact adequately. Discussion followed.

**Cottonwood Trail
Project Update**

Discussion followed regarding the bridges over Cottonwood Creek and the trail from Peakview Park. Mr. Shepherd presented the Board with a final draft of the bid and contract package for the bridge work. He enumerated the schedule for the bid process and said he hopes to have an acceptable bid for the Board to review at its next meeting. He said he just received comments and revisions on the Agreement from the attorney. Discussion followed.

Mr. Shepherd also presented a letter to Mr. Brian Mott, once again imploring him to assist the District in getting through the City of Centennial's plan approval process. He said he has not heard back from Mr. Mott. Discussion followed.

**Administrative &
Manager Items:**

Minutes of September 20, 2012

Mr. Shepherd directed the Board's attention to the minutes of the regular meeting of September, 2012. **Following discussion, upon a motion duly made by Director Gehris, seconded by Director Adams, by a 5-0 vote, the Board approved the minutes of the regular meeting of September 20, 2012 as amended.**

**Pool, Park &
Open Space:**

Park Maintenance Items

Mr. Shepherd reported the basketball hoop and standard for Lakeview Park have arrived and is scheduled to be replaced as are the play apparatus and bubble for Peakview Park, and swing for Sunset Park. The tennis

screen bid has been received. He advised the Board to wait until spring since the screens are scheduled to be rolled up for the winter.

Pool Items

Mr. Chambers presented the MPM contract proposal for 2013. He said there is no increase, except that there may be a slight increase in insurance costs. In the Contract is a clause for additional compensation based on increases in membership. There are suggesting a 25% incentive for any increase above \$165,000. Mr. Shepherd expressed concern that participation growth may come as a result of some unforeseen reason, not solely through efforts by MPM. Director Adams asked what kinds of marketing ideas are proposed by MPM. Mr. Chambers suggested a number of ideas. Director Adams asked, rhetorically, if marketing dollars can be spent in more fruitful ways. He said he thinks not. Director Adams observed that it appears the proposal is a good idea. Director Buchalter agreed. Discussion followed regarding how pool membership can increase for 2013. Director Adams said he would like to review the budget prior to approving the MPM Contract for 2013.

Mr. Chambers said winterization is complete. He said he received an estimate for deck repairs. It will cost \$4-\$8/ sq.ft. for overlaying concrete. There is about 1,000 sq.ft. that needs repair. It would come with a five-year warranty.

Mr. Chambers presented the quotes from The Handy Store for the list of repairs. Upon a motion by Director Adams with a second by Director Gehris, the Board approved the improvements.

Landscape & Park Items

Mr. Plouffe provided the Board with a landscape report. He presented the Board with a proposed contract for each year of the next two years with no change in price. He also provided estimates for improvements to irrigation and landscape materials.

He said all contract items have been completed. The irrigation system has been winterized. The stop valve at Peakview Park had to be replaced at a cost of \$1,780.

Dog Pooper Stations

Director Hook presented an option from a firm that provides dog refuse stations, bags, and maintenance free of charge. The caveat is that they sell advertising space on each station. The Board directed Mr. Shepherd to sniff that one out and report back to the Board.

Legal Items:

none

Adjournment:

Upon a motion by Director Hook with a second by Director Wilson, the meeting was adjourned at 9:10 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on November 15, 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

FINAL