

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
January 24, 2013**

A special meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on January 24, 2013 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
Eric Hook, Assistant Secretary
Bernie Gehris, Assistant Secretary
Melissa Wilson, Vice President
Brendan Adams, Treasurer

Also in attendance were:

Conner Shepherd, Circuit Rider of Colorado, LLC
Dawn Schilling, Schilling and Co.
Matt Mundy, MPM Recreation Management
Cindy Shepherd; Citizen
Victoria Jump; Swim Team Representative (left at 6:17)

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

Director Buchalter called the meeting to order at 6:09 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.

The Agenda was approved by acclamation.

Public Comment

Ms. Jump said one of the local swim teams around the area is interested in installing a bubble over a pool in the area. We have a meeting in February with Rocky Mountain Swim League where we'll get a schedule for the summer. We are still looking for a head coach.

**Cottonwood Trail
Project Update**

Bridge Construction

Mr. Shepherd distributed the project schedule for the bridge construction. Discussion followed. **Upon a motion by Director Hook with a second by Director Wilson the Board authorized the Board president to sign the documents, and authorized the District Manager and engineer to proceed on the District's behalf.**

Trail Construction

Mr. Shepherd reported that the permitting process is continuing with two public meetings with the City of Centennial. The first is with the Planning Commission. The second is with the City Council. He invited a Board member to join him at those meetings. Once the approvals have been granted the District can proceed toward hiring a contractor to complete the work. **Director Adams asked Mr. Shepherd to be sure to contact the neighbors to apprise them of the progress.**

Financial Matters: Claims

Mr. Shepherd presented the Claims in the amount of \$17,762.07 for the period to December 31, 2012. **Upon a motion by Director Hook with a second by Director Wilson, the Board approved the payment of Claims on a 5-0 vote.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending December 31, 2012. The various governmental funds have the following fund balances: General Fund \$71,048; Fence Fund \$4,551; Debt Service Fund \$300,469; Debt Service Fence Fund \$196,889; and, the Capital Projects Fund \$252,961. The Pool Enterprise Fund has a fund balance of \$33,795. Discussion followed. Both Director Buchalter and Wilson suggested ways to increase revenues. A request for a mill levy increase on the 2014 ballot was discussed. **Upon a motion by Director Wilson with a second by Director Gehris, the Board accepted the financial statements.**

Audit Engagement

Upon a motion by Director Hook with a second by Director Buchalter, the Board approved the audit engagement with Simmons & Wheeler.

Bill Investigator

Mr. Shepherd reported that he met with Ann Koerner, a provider that investigates possible overbilling by utility companies. Director Buchalter offered to review the contract.

Administrative & Manager Items:

Minutes of November 15, 2012

Mr. Shepherd directed the Board's attention to the minutes of the regular meeting of November 15, 2012. **Following discussion, upon a motion duly made by Director Wilson, seconded by Director Hook, the Board approved the minutes of the regular meeting of November 15, 2012 as amended.**

Pool, Park &

Park Maintenance Items

Open Space:

Mr. Shepherd said he would like the Board's permission to enter into a contract with Poo-Free-Parks to supply dog poop disposal stations and maintain the stations with refills at no cost to the District. EH 1st MW 2nd

Pool Items – Discussion of Member Numbers and Fees

Mr. Mundy distributed a pool report. He pointed out that the number of resident family memberships was down considerably in 2012. Director Buchalter asked when membership sign-ups begin. He said in April in conjunction with swim team memberships. He suggested ways to generate more income for the pool. Discussion followed. Discussion followed regarding the cost of running the pool and the fees charged for registration. Sundance Hills is at \$305. Its non-residential fee is \$545. Hills West is the least expensive in the area. Director Buchalter emphasized the need to make necessary improvements around the pool. Mr. Shepherd stressed that the budget hasn't anticipated any improvement costs, yet the pool is operating at a \$20,000/year deficit. Fees for pool users have not increased since 2008. He offered to meet with Mr. Mundy to work on a marketing plan between now and the next meeting.

Landscape & Park Items

Mr. Shepherd said Mr. Plouffe will not be in attendance tonight. He assured us that he will attend the next meeting with ideas for cost-savings for this year.

**Board Member
Items:**

Discussion followed regarding ways to save money and make more money for the District. The Board discussed a provider that investigates possible overbilling by utility companies, in particular Denver Water. Director Gehris said that he did not think we should. If we had evidence we were being overcharged, then I might look at it. I don't see an upside to being possibly perceived as being antagonistic. Does she have examples specific to Special Districts? Director Buchalter said she'll only be asking for records. We're only in the information gathering stage. Director Gehris said we need to see her contract. The Board agreed that it was only asking Mr. Shepherd to communicate with her to find out what might be done on the District's behalf.

Legal Items:

Renegotiated Contract for Cell Tower

Discussion followed regarding a contract extension for the cell tower lease. Director Gehris observed that this is in lieu of an annual revenue stream. Upon a motion by Director Buchalter with a second by Director Adams, the Board approved the UNISON contract 3 – 2 subject to them agreeing to screen additional facilities with appropriate landscaping.

Excess funds after the current capital project costs will be designated as a reserve fund balance.

Adjournment:

Upon a motion by Director Hook with a second by Director Wilson, the meeting was adjourned at 8:30 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on March 21, 2013 at 9300 East Belleview Ave., St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting is open to the public.

Secretary for the Meeting:

Conner W. Shepherd