

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
May 16 2013**

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on May 16, 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
Bernie Gehris, Assistant Secretary
Eric Hook, Assistant Secretary
Melissa Wilson, Vice President
Brendan Adams, Treasurer

Also in attendance were:

Conner Shepherd & Sarah Shepherd, Circuit Rider of Colorado, LLC
Eric Plouffe; JBK (7:45pm)
Matt Mundy, MPM Recreation Management (Arrived at 7:38pm)
Richard McCarthy; Relish This (departed 6:33 pm)
Rob Jump; Swim Team Representative (left at 6:35pm)
Mrs. Azim; Resident

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

Director Buchalter called the meeting to order at 6:11 p.m. and declared a quorum. He asked if there were any conflicts of interest that needed to be disclosed. **The Agenda was approved by acclamation as amended acknowledging that items may be taken out of order.**

Swim Concessions

Mr. Shepherd introduced Richard McCarthy from "Relish This." He enumerated issues that Mr. McCarthy brought up in order to reach an agreement to operate the concessions at Cherry Creek Vista. Discussion followed regarding the District compensation. The Board agreed that a fair amount of compensation from "Relish This" would be \$500 then 5% over \$22,000 gross. Upon a motion by Director Hook with a second by Director Wilson, the Board authorized the district manager to complete negotiations with "Relish This" prior to the beginning of the pool season.

Swim Team Representative

Mr. Jump reported record numbers of registered swimmers. Currently, 239 registrants have begun.

Tennis

Mr. Shepherd reported that Coatings, Inc., is assessing the repair of Sunset Park Courts.

Trail

Mr. Shepherd gave the Board an update on trail construction. The super-structures of the bridges and bridge approaches are complete. The contractor is repairing sidewalk pads and vegetation. Director Buchalter observed that he saw tire tracks over big pedestrian bridge the Greenwood Village installed. He would like collapsible bollards installed.

Mr. Shepherd reported that IBC gave the District permission to access the trail with a tracking pad. Construction of the trail should commence next week.

Mrs. Azim was present to continue conversations about privacy fencing. Discussion followed. The Board agreed it was premature to discuss fencing until the District was confident the trail was constructed. At the next meeting, discussion will concern fencing.

Legal Items

Ms. Shepherd reported that Allen and Velone asked the District if it wants the paper copies of the litigation with DR Horton. Ms. Schilling brought up the statutory requirements for record retention. Ms. Shepherd said she will request the files from Allen & Velone.

Financial Matters:

Claims

Mr. Shepherd presented the Claims in the amount of \$85,557.36 for the period to April 30, 2013. **Upon a motion by Director Wilson with a second by Director Hook, the Board approved the payment of Claims on a 5-0 vote.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending April 30, 2013. Not counting the late invoices that were included in the payables of \$6,298.31, the various governmental funds have the following fund balances: General Fund \$108,036; Fence Fund \$18,063; Debt Service Fund \$398,292; Debt Service Fence Fund \$257,673; and, the Capital Projects Fund \$10,783. The Pool Enterprise Fund has a fund balance of \$37,352. Discussion followed. 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 2013 ballot was discussed. **Upon a motion by Director Wilson with a second by Director Gehris, the Board accepted the financial statements.**

Audit

Ms. Schilling presented the draft audit. Simmons & Wheeler will provide an unqualified opinion. Discussion followed. **Upon a motion by Director Wilson with a second by Director Adams, the Board approved the Audit for 2013 and authorized Ms. Schilling and the Board President to sign the client representation letter.**

Landscape Report

Mr. Plouffe reported that Denver Water is requiring a 35% decrease in water use. Denver Water will measure all land masses and determine the water use calculations for 2013. Discussion followed.

Administrative & Manager Items:

Minutes of April 18, 2013

Upon a motion by Director Wilson with a second by Director Buchalter, the Board approved the April as presented.

Pool, Park & Open Space:

Park Maintenance Items

Mr. Shepherd said Poo-Free-Parks installed the dispensers last week. The Handy Store is going to or has repaired the utility box screen. Mr. Shepherd said The Handy Store repaired the gate to Sunset Park. Coatings, Inc., is scheduled to evaluate the repairs on the Sunset courts.

Pool Management Report

Mr. Mundy reported the Safety pads around the slides and diving boards have been epoxy-coated. The concrete ramp and entryway was repaired. Tom is still completing pool repair items. The pool start-up is going well. Memberships are going on well.

MPM said it will post instructions on how to obtain new tennis keys June 1. Players will have one month to exchange their old keys. All keys will be sold for \$20.00.

Board Member none.

Items: _____

Adjournment: **Upon a motion by Director Adams with a second by Director Wilson, the meeting was adjourned at 8:15 p.m.** The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on June 20, 2013 at 9300 East Belleview Ave., St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting is open to the public.

Secretary for Meeting:

Conner W. Shepherd