

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT HELD
October 17, 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 October 17, 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
Melissa Wilson, Vice President
Bernie Gehris, Assistant Secretary
Eric Hook, Assistant Secretary

Brendan Adams, Treasurer was absent whose absence was excused.

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Eric Plouffe; JBK
Matt Mundy, MPM Recreation Management
Rob Jump; Swim Team Representative
Bill Airy; Poo Free Parks Owner

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

Director Buchalter called the meeting to order at 6:05 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.**

**Pool, Park &
Open Space:**

Poo Free Parks

Mr. Airy was in attendance presented contract renewal and changes to the contract. He described the services that Poo Free Parks. He described that the costs of advertising is not covering the cost of running the program and is \$13.33 per station per month, which would obligate the District to \$159.96 per month and \$1,919.52 per year. The stations would still be maintained. The other option would be to remove the advertising and contact information and allow the District to service the stations as it chooses. The new agreement would need to be signed on by the end of the month or the District would need to terminate the agreement at the end of the month. Discussion followed regarding the terms of the agreement and the services that fall in under the contract of Poo Free Parks versus JBK. **The Board decided that it would not be able to make a new agreement with Poo Free Parks until the November meeting.** Mr. Airy said that 2 of his clients have not continued with his new program and 29 others have stayed on board with his company. **Mr. Airy said he would accept the**

Board's request to come to a new agreement in November and would also agree to have the new term begin in January 2014. The Board thanked Mr. Airy for attending the meeting in person and would discuss the agreement.

Swim Team Update

Mr. Jump reported that the team was very happy with the current arrangement it has with the District. Discussion followed regarding any requests the swim team might have to add to the pool maintenance list for the 2014 budget and project priorities. Mr. Jump said that there are a couple of items that would be nice to be attended to: **concrete posts that demarkate the pool—they are difficult to move and somewhat dangerous because they are prone to tip over. He requested that orange cones replace the concrete posts or drill holes to sink markers into. Mr. Jump noted that the sound system doesn't project very well, so people cannot hear announcements when they are standing in the field.** The Board thanked Mr. Jump for his report and said they would consider these items in the Budget discussion.

Bridge and Trail Update

Ms. Shepherd reported on the Bridge and Trail construction. The signs have been ordered for the bike path and will be installed as soon as they are delivered. There is no deadline for the dedication and the final grant report will be finalized after the City inspects and approves the silt fence removal and straw flood barriers. The final report will be submitted as soon as the trail signs and Arapahoe County sign are in place.

The Bollards will be installed by the low bidder, Metro Contractors. Ms. Shepherd will visit the location with Metro when their representative returns from vacation.

The Board requested an area map of all the parks be bid out to be placed at all parks and at the pool. **Ms. Shepherd will get bids from Sign Design for kiosk backing and plexiglass replacement, park sign replacement, and the park maps.**

Tennis

Nothing to report.

Landscape Report

Landscape Monthly Maintenance Report

Mr. Plouffe presented his report. He discussed the maintenance of the parks included dog waste removal. **Mr. Plouffe said he would check on the pricing for servicing the stations with bags removing waste.** His concern was the provision of ownership over the existing stations that were replaced by Poo Free Parks. Discussion followed.

Mr. Plouffe asked JBK to service the area along the pathway past Windemere Park. Discussion followed regarding the ownership of the pathway and picnic tables and maintenance. The Board thanked Mr. Plouffe for his report.

Swimming Pool Manager's Report

Mr. Mundy presented the bid list for items on the Budget in 2014 at the pool. **Asphalt bids and painting bids came in.** They are top priorities. Director Buchalter asked about adding flower planters to the pool deck. The pool maintenance items are a top priority for the Budget in 2014. **The Board said it would ask Ms. Schilling if there was enough money in the 2013 Budget to paint the building before the year is out, in order to get the best price possible. Director Wilson said she would work on a paint color choice for the pool structures.**

Legal Items

Crown Castle

No update to report. The Board was concerned about the communication practices of the current legal counsel. Discussion followed. There is an extreme urgency to complete the Crown Castle deal. Directors Gehris and Buchalter said they would contact current legal counsel and Ms. Shepherd will contact the SDA regarding the Board's concerns.

Election Update

Discussion followed regarding the election and ways to communicate with the District regarding the needs for improvements while keeping within legal guidelines for the election process.

Director Buchalter said he would draft a of talking points and FAQ's that focus on outreach and education/communication. Ms. Shepherd will help assist with the talking points and FAQ's and visual representation of the maintainance in improvement issues alongside Director Buchalter. **The November meeting with be the date to decide upon the mill levy increase to place on the election ballot, per Ms. Schilling's advice. Ms. Shepherd will share the election timeline and FAQ's with the Board and legal counsel when completed.**

Financial Matters:

Financial Statements

Because of a family-member's illness, Ms. Schilling was not present to provide the Financial Statements. Ms. Shepherd presented the Claims totaling \$27,120.93. **Upon a motion made by Director Hook, with a second by Director Wilson, the Board voted 4-0 to approve the claims presented for the period ending October 31, 2013. The Board tabled**

approval of the 2014 Budget and October 2013 financial reports for the November meeting, when Ms. Schilling could be present.

Administrative & Manager Items:

Minutes of September 19, 2013

Discussion followed regarding the meeting notes and amendments/corrections. **Upon a motion by Director Buchalter with a second by Director Wilson, the Board approved the September 19, 2013 minutes, 4-0, as amended.**

Board Member Items:

The Board discussed the items listed in the facilities walk-through list from its Special Meeting. **The Board asked Ms. Shepherd to provide item cost projections for the most important items on the list to Ms. Schilling for her Budget preparations, in addition to projections for the election and planning grant preparations.** Ms. Shepherd would also disseminate contracts for 2014 for the Board to review prior to the meeting, in addition to as much of the packet materials that are completed in order to allow the November meeting to run as efficiently as possible.

Adjournment:

Upon a motion by Director Wilson, with a second by Director Hook , the meeting was adjourned at 8:37 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on November 21, 2013 at 9300 East Belleview Ave., St. Peter's Lutheran Church, Greenwood Village, CO 80111. **The meeting is the public hearing for the 2014 Budget and is open to the public.**

Secretary for the Meeting:


