

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
January 16, 2014**

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on January 16, 2014 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
Erik Hook, Assistant Secretary
Brendan Adams, Treasurer departed 7:07 p.m. for a family emergency

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Dawn Schilling, Schilling and Company Inc., departed at 8:20 p.m.
Eric Plouffe; JBK, Inc., departed at 8:00 p.m.
Matt Mundy, MPM Recreation Management, departed at 8:10 p.m.
Rob Jump; Swim Team Representative, departed at 7:30 p.m.

**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 acknowledging that items may be taken out of order.**

Board Member:

Bridge and Trail Final Status Report and Dedication Event

Discussion followed regarding the date for completion: Ms. Shepherd will conduct the final walk-through with the ACOS office in early March. The project will be completed when Greenwood Village signs off on the flood mitigation, which will allow for the District to release the to the contractors. The signs have been delivered for installation at the bridge sites and at Peakview Park, and the bollards have been installed.

Discussion followed regarding the date for scheduling a dedication ceremony between April 4th & 14th. The Board set the event for April 12, 2014 from 11 a.m.-12 noon. Director Wilson said she would write and circulate a press release, 1 week prior to the event. Ms. Shepherd will post

notice on kiosks and website in early April and the event will be advertised in MPM's newsletter send out at the end of March.

Financial Matters: Claims for the period ending December 31, 2013 & January 31, 2014

Ms. Schilling presented the revised Claims for January 2014 and December 2013. **Upon a motion made by Director Adams, with a second by Director Hook, the Board voted 5-0 to approve the claims presented for the period ending January 31, 2014 and ratified the claims for December 2013.**

Financial Statements

Ms. Schilling presented the Financial Statements for the period ending December 31, 2013. **Ms. Schilling presented the financial statements--the Crown Castle payment and finds from Landmark were deposited in December and the CPF was refunded that amount due to the General Fund. She noted that total expenditures were under Budget in 2013. Discussion followed. Director Buchalter asked what the best rating would be to test the financial health of the District--the bonds will be paid off in 5 and 10 years? Discussion followed regarding the strides in financial stewardship the Board has undertaken. Upon a motion by Director Wilson with a second by Director Hook, the Board voted 5-0 to approve the financial statements as presented.**

Ms. Schilling presented the Mill Levy history from 2007 to present. Discussion followed regarding the 2014 Budget with focus placed upon the need to increase the revenue while still keeping expenditures low. **Upon a motion by Director Gehris, with a second by Director Wilson, the Board voted 5-0 to seek an increase of 1.8 mills and de-Tabor General Fund and mill levy increase.**

Ms. Shepherd would update the FAQ's to reflect the proper amounts for information to the District and would ask for legal counsel to review the ballot question, mill increase and de-Tabor question for the 2014 election.

Discussion of Fees & Charges

Discussion followed regarding pool fees. **The Board decided to keep pool and park fees as is for 2014. Ms. Shepherd would compare fees for the park reservations with other parks and rec. She will also call regarding the port-o-potty at Peakview Park. The District could also increase fees to offset the cost of providing port-a-potty at each park/tennis court. The Board decided to keep the fees the same for the Spring cycle and Ms. Shepherd will recommend fee increase or static rates for the fall so the Board can decide this spring to give ample notice to renters.**

Administrative & Manager Items:

Review and approve Minutes of the November 21, 2013

Discussion followed regarding the meeting notes and amendments/corrections for approval of the Minutes of the November 21, 2013 meeting and Official Budget Hearing. Noting the spelling and format error to be corrected, with a **1st by Director Hook and a 2nd by Director Wilson, and upon a vote of 4-0, the Board approved both sets of minutes.**

Ms. Schilling noted that she would be unable to attend the meeting in March.

The Board approved the FAQ's document with the revisions made by legal counsel, and Ms. Shepherd would disseminate the document with legal counsel's final approval.

Pool, Park & Open Space:

Ms. Shepherd presented the park and recreation update, noting that most of the report was covered in the prior agenda items.

Swim Team Update

Nothing to report.

Tennis

Nothing to report.

Landscape Report

Landscape Monthly Maintenance Report

1. Flower Design Approval Summer 2014:

Mr. Plouffe presented the report. Discussion followed re: pricing and new color schematic of flowers. **Upon a motion made by Director Wilson, with a second by Director Buchalter, the Board voted to approve the flower plan 3-1, with Director Gehris opposed.**

Mr. Plouffe also noted that two dog trash containers need to be replaced and three are missing containers completely. **Upon a motion made by Director Wilson, with a second by Director Hook the Board approved to replace the 2 broken trash containers, 4-0. The Board thanked Mr. Plouffe for his time.**

Swimming Pool Manager's Report

Mr. Mundy presented the pool report. He noted that they will be sending out a flier mailing in March with information re: trail dedication in addition to the pool opening information. MPM's and pool fee prices will stay the same. Metro Construction will start early spring to start punch list

and the painting company will begin in the spring. Director Wilson will assist in choosing the paint color. Pool furniture purchases will not occur till late spring and pricing will come in March. The registration numbers and swim team numbers will be about the same or higher than last year. A good indicator of enrollment is the school enrollment numbers. The Board requested that the swim team representatives attend the meeting in March.

The Board also requested that Poo Free Parks information be mentioned in the MPM Newsletter.

Legal Items

Completed Contract for Cell Tower

Ms. Shepherd reported that the contract was finalized on schedule and is complete.

Landmark Completion

Ms. Shepherd reported that legal counsel recommended the District reserve the funds that come in from the Landmark surpluses till the end of the year, but had no reservations otherwise.

Park Dog Waste Issue

Ms. Shepherd reported that the District is in compliance with regard to its obligations described in the contract, and that it would remain so till the completion of the contract.

Election Resolution: May 2014 Election

Discussion followed regarding the Cottonwood Creek Elementary Parent Teacher Organization meeting. Ms. Shepherd repeated that per legal counsel advice, a resident could attend the meetings, discuss with residents, etc., but must present him/herself as a resident, not representative of the District.

Discussion followed regarding the Election resolution, question and procedures during the election process. **Upon a motion by director Hook, with a second by director Wilson, the Board voted 4-0 to approve the election resolution and question as presented, contingent upon legal approval.**

Ms. Shepherd was asked to and will check with legal counsel regarding holding public meetings to give information re: the election.

Upon a motion by Director Wilson, with a second by Director Buchalter, the Board voted 4-0 to appoint Sarah Shepherd as Designated Election Official, to Approve the Resolution Certifying her as such, and to approve the Resolution Calling for the Election.

Upon a motion by Director Gehris, with a second by Director Buchalter, the Board voted 4-0 to approve Resolution 2014-01-01, which set the schedule and place for meetings in 2014.

Adjournment: Upon a motion by Director Buchalter with a 2nd by Director Gehris the meeting was adjourned upon a 4-0 vote, at 8:28 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on March 20, 2014 at St. Peter's Lutheran Church.

Secretary for the Meeting:


