

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
May 15, 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 May 15, 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, arrived at 6:46 p.m.

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Dawn Schilling; Schilling and Co., departed at 8:33 p.m.
Matt Mundy, MPM Recreation Management, departed at 7:11 p.m.
Eric Plouffe, JBK Landscape Inc., departed at 7:50 p.m.
Tom Moscariello, The Handy Store, arrived at 7:26 p.m., departed at 8:05 p.m.

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

Director Buchalter called the meeting to order at 6:10 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.**

**Pool, Park &
Open Space:**

Swimming Pool Manager's Report

Mr. Mundy presented the pool report. He reported on pool registrations. He said the registration may look low because the swim team has a separate registration system, so he'll look for their numbers to come in soon, plus the weather has been poor in the past couple of weeks. The swim team registration is up in its registration numbers though.

The post card mailer went out and it looks great.

Pool repairs and maintenance items have been completed, including railing paint & repair and picnic table painting. The only outstanding item is to repair the side gate. The swim team is beginning practice on Saturday—and all pool operations seem to be running well. There will be a sponsored free hot dog day on opening day which will continue over Memorial Day weekend.

Mr. Mundy recommended repainting the steps up to the pool and the ADA ramp step. He received a proposal from the painter totaling: \$1,055 for these items. **Upon a motion by Dir. Wilson with a 2nd by Dir. Buchalter, and after hearing discussion, the Board measure passed with a vote of 2-1 to approve the painting proposal, with Director Gehris as a no vote and Director Hook abstaining from voting on the motion.** The Board thanked Mr. Mundy for his report.

Discussion followed regarding the 3% payback for swim lessons from the Pool Manager. Mr. Mundy said he would be open to this in the future, and they Board tabled the discussion till contract renewals in the Fall.

Landscape Monthly Maintenance Report

Mr. Plouffe presented the report. He passed around information regarding the emerald Ash Borer. He said JBK doesn't recommend preemptively treating for this blight, because there is no clear risk nor a decisive treatment for the blight. He said the treatment is expensive—so it may not be worth fighting the blight but better to instead replant the trees as they become affected. He recommended some prophylactic “over the counter” treatment for existing borers. **The Board discussed adding a line item to budget for tree replacement so trees affected can be attended to over time, because protecting the trees would be less effective than planting new trees over a few years. Mr. Plouffe said he would do a tree count and would recommend replacement trees that would not be affected by the insect blight.**

Mr. Plouffe then presented the report on regular services, as well as the 2014 renovation approval list. He noted that no aeration will occur as it was removed from the contract. Flower planting will be completed soon, as well as weed mitigation and fertilization. **The Board might want to entertain aerating the lawns or playing fields next year or later in the year.**

Discussion followed regarding JBK's recommended items for Landscape renovations as presented and the planning for and capability to attend to overdue maintenance items. **The Board directed Mr. Plouffe to provide an estimate for aeration for the fields and all lawned areas within the District as well as to update and make recommendations for the**

replacement plantings along the right-of-ways as presented on pages 4 & 5 of his report.

Upon a motion made by Director Wilson, with a second by Director Buchalter, following discussion regarding the types of maintenance and budget overview and planning, the Board voted 3–2 to approve the “Parks Maintenance Items,” listed on pages 1-3 of the Proposal provided from November 2013, not-to-exceed \$10,015.

The Board thanked Mr. Plouffe for his report.

Park and Recreation Updates: Handyman Report

Mr. Moscariello presented the maintenance items to the Board. The tennis court maintenance items have been attended to including surface repairs, net repairs, sign installation and replacements, power-washing of the courts windscreens tie down, gazebo painting at Peakview Park, barbecue parts replacements, and graffiti removal from the brick fence. The snail and playground bubble have been replaced, the vandalized Sunset tennis court door was repairs (which had been ripped off its hinges), as well as replacing the basketball nets at the three parks with courts. The grills have been washed as well. The Board asked for the utility boxes to be attended to as well and thanked Mr. Moscariello for his report.

Financial Matters: Claims for the period ending May 30, 2014

Ms. Schilling presented the Claims for May 2014. **Upon a motion made by Director Buchalter, with a second by Director Adams, the Board voted 5-0 to approve the claims presented for the period ending May 31, 2014, totaling \$82,578.55.**

Claims & Financial Statements

Ms. Schilling presented the draft 2013 Audit. **Approval of the Audit of the 2013 Financial Report was tabled till the June meeting.**

Ms. Schilling presented the financial report for the period ending April 30, 2014. She explained the timeframe for presenting the financials, and said she would make a point of emailing the report as soon as possible prior to the meeting, based upon the date the meeting falls on. She said everything in revenues and expenses seems on track while the tax revenue bulk is still pending. **Upon a motion by Director Adams with a second by Director Wilson, the Board voted 5-0 to accept the financial statements as presented.**

The Board directed Ms. Schilling and Ms. Shepherd to develop long-term plans to increase the contingency funds over the next few years to meet a specific reserve fund goal, and to present a resolution for

2014 or 2015 to that end. The Board thanked Ms. Schilling for her reports and discussion regarding planning.

Discussion regarding Grant Planning for 2014-2015

The Board discussed planning for a community center at the Orchard Pool in the future and planning for improvements of the Windemere Park, with the Arapahoe County Open Space funds and grants available in 2015. **the Board Directed Ms. Shepherd to discuss grant cycles and options for submissions with ACOS—and report on at the following meeting.**

Legal Items

May 2014 Election

Ms. Shepherd presented the certified election results to the Board and presented the Certificates of Election to the elected Directors. **Director Buchalter administered the Oath of Office to Directors Wilson and Gehris.**

Director Hook made a motion to nominate Director Adams to the vacant seat on the Board, with a second by Director Wilson, the Board voted 4-0 to appoint Director Adams to the seat until the 2016 election. Thereafter a two-year seat would be open to fulfill on the completion of the four-year term that his appointment filled.

Administrative & Manager Items:

Review and approve Minutes of the April 17, 2014

Discussion followed regarding the meeting notes and amendments/corrections for approval of the Minutes of the April 17, 2014.

Upon a motion by Director Wilson, with a 2nd by Director Gehris, the Board approved the minutes 3-0, as amended, with Directors Adams and Hook abstaining as they were not in attendance.

Adjournment:

Upon a motion by Director Buchalter, with a 2nd by Director Adams the meeting was adjourned upon a 5-0 vote, at 9:12 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on June 19, 2014 at 6:00 p.m. at St. Peter's Lutheran Church.

Secretary for the Meeting:

