

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK & RECREATION DISTRICT
HELD
June 19, 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 June 19, 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, Arrived at 6:16 p.m.
Brendan Adams, Treasurer

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Dawn Schilling; Schilling and Co., departed at 7:15 p.m.
Eric Plouffe, JBK Landscape Inc., departed at 7:50 p.m.
JC Chambers, MPM Recreation Management, arrived at 6:30 p.m. and departed at 7:40 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, and with the addition of "Approval of Audit" under Financial Matters.**

**Pool, Park &
Open Space:**

Swimming Pool Manager's Report

Mr. Chambers presented the Pool report. The Board reviewed his written report. He said that registration numbers tracking very well, as are swimming lessons. He reported on repairs items for the pool: 1. There are some issues with the baby pool heater; 2. The pump in the gray slide has been replaced; 3. The guard stand in the diving well is being replaced; 4. The entire pool facility needed to be rekeyed and perimeter lights need to be replaced, as well as a new first aid stand for safety purposes. **Mr. Chambers asked that the replacement of the two other two guard stands be added to next year's budget. He will bring a list of repair and maintenance items at the end of the pool season.** The Board thanked Mr. Chambers for his report.

Landscape Monthly Maintenance Report

Mr. Plouffe presented the report. He said irrigation is going well, though weeds are a major problem this Spring. Discussion followed regarding the irrigation repairs that need to be made. The flowers have been planted and are doing well. The renovations that were approved in May have all been completed, except for the honeylocust tree in Peakview Park. **Mr. Plouffe will present a proposal for all missing trees and shrubs at the August meeting, as well as a screen wall of trees to block the large building at Peakview Park.**

Mr. Plouffe presented estimates for replacing the large ornamental grasses that died over the winter. **Upon a motion duly made by Director Wilson, with a second by Director Buchalter, followed by discussion, the Board voted 5-0 to replace the 11 tall ornamental grasses along the west side of the pool for \$825.00.**

Mr. Plouffe presented another work order with three tree replacements. **Upon a motion by Director Wilson with a second by Director Gehris, the Board voted 5-0 to replace the dead maple tree with a 2" maple tree in Lakeview Park.**

Upon a motion by Director Wilson with a second by Director Buchalter, the Board voted 5-0, to replace a dead hackberry tree with a 1/2" hackberry near the backstop (but further away from baseball bats attention) at Lakeview Park.

Upon a motion by Director Buchalter with a second by Director Adams, the Board voted 3-2, to replace a 1/2" hackberry tree at Peakview Park.

Mr. Plouffe presented another work order to remove one dead spruce tree, and to remove and replace three other trees. **Upon a motion by Director Wilson with a second by Director Buchalter, the Board voted 4-1, to remove the dead spruce tree and replace the dead ash tree with a 1/2" honey locust tree on Orchard Road.**

Upon a motion by Director Gehris with a second by Director Buchalter, the Board voted 4-1, to replace two dead ash trees at Cherry Creek Drive with two honeylocust trees.

The Board thanked Mr. Plouffe for his report.

Park and Recreation Updates

Ms. Shepherd noted that all items from the Park and recreation updates were covered in prior discussions. The Board President and she have been

added to the email listing for City of Centennial re: building and development referrals.

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

Ms. Schilling presented the Claims for June 2014. **Upon a motion made by Director Wilson, with a second by Director Adams, the Board voted 4-0 to approve the claims presented for the period ending June 30, 2014, totaling \$101,153.21. At this point in the meeting Director Hook arrived.**

Financial Statements

Ms. Schiling presented the financial report for the period ending May 31, 2014. Discussion followed. **Upon a motion by Director Hook with a second by Director Wilson, the Board voted 5-0 to accept the financial statements as presented. The Board thanked Ms. Schilling for her reports.**

2013 Audit Approval

Ms. Schilling presented the Draft of the 2013 Audit. Discussion followed. **Upon a motion by Director Hook with a second by Director Wilson, the Board voted 5-0 to accept the 2013 Audit as presented and to allow for Director Buchalter to sign the letter included in this approval.**

Discussion regarding Grant Planning for 2014-2015

Ms. Shepherd reported on her conversation with Lindsey Miller of Arapahoe County Open Space. The plan would be to look forward to a planning grant in the Spring of 2015 followed by a project grant in the Fall of 2015 for the Windemere to Peakview Park corridor, followed by the large project grant for parks maintenance items. **The Board directed Ms. Shepherd to ask for a decision on writing the planning grant at the August 2014 meeting.**

Discussion followed regarding the District Goals and Objectives presented by Director Buchalter. **Director Buchalter asked the Board to allow Ms. Shepherd to research costs on its long list of repairs and maintenance, and to look for a 3-year long range mission for the Board. Ms. Shepherd will present a matrix to that end as well.**

Legal Items

Legal Counsel

The Board asked Ms. Shepherd to request a proposal from Tamara Seaver and MaryAnn McGeady regarding legal services for the August meeting.

**Administrative &
Manager Items:**

Review and approve Minutes of the May 15, 2014

Discussion followed regarding the meeting notes and amendments/corrections for approval of the Minutes of the May 15, 2014 meeting.

Upon a motion by Director Hook, with a second by Director Adams, the Board approved the minutes 5-0, as amended.

Adjournment:

The Board approved by acclamation to move the Regular Board meeting from the third Thursday to the fourth Thursday in August ONLY. The meeting on the 21st will be moved to the 28th of August from 6p.m.-8p.m. at St. Peter's Lutheran Church.

Adjournment:

Upon a motion by Director Buchalter, with a second by Director Hook the meeting was adjourned upon a 5-0 vote, at 8:01 p.m. The next meeting of the Cherry Creek Park & Recreation District is scheduled to be held on August 28, 2014 at 6:00 p.m. at St. Peter's Lutheran Church. It is a special meeting because it does not occur at the normal meeting date. There is no meeting in July.

Secretary for the Meeting:


