

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

November 17, 2016

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on November 17, 2016 at St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting was open to the public.

Attendance

In attendance were Directors:

Dan Marks, arrived at 6:26 p.m.
Bernie Gehris
Melissa Wilson
Andy Aust
Stephanie Kamlet

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Lindsey Reese; Circuit Rider of Colorado, LLC
Dawn Schilling; Schilling and Co., departed at 7:40 p.m.
Jayne Grant; CCVista II HOA Representative
Elizabeth Wood; JBK Landscape Inc., departed at 8:05 p.m.
Matt Mundy, MPM Recreation Management, arrived at 7:20 p.m. departed at 8:40 p.m.
William Barrett; Windemere HOA Representative
Greg Mitarotonda; Resident of the District, departed at 7:00 p.m.
Kevin Aguilar; Aguilar Construction, departed at 6:30 p.m.

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

Director Wilson called the meeting to order at 6:09 p.m. and declared a quorum. She 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.

Construction Update:

Mr. Aguilar updated the board on the brick wall repair along Havana along with the pool cover installation update. He described the brick matching process in repairing the two impacted areas along Orchard Park and Havana. He will be walking the walls to identify the areas that are in most need of repair. The update from the pool cover replacement and installation is still under way, with another contractor backing out of the project. The insurance money has been paid out, but there will need to be another bidder.

Discussion followed regarding the significant amount of repair work to be done on the brick wall surrounding the district's right-of-way. The cost is prohibitively expensive, so the first year project will need to be repairing the most significantly damaged area.

Citizens Items:

Discussion followed regarding the snow removal map and service provided by JBK Landscaping. Representatives from multiple HOA's were in attendance to discuss the snow plowing and shoveling zones. Mr. Barrett shared information regarding the HOA's trails at Windemere. There are over 1 mile of trails within that particular HOA. The HOA is currently contracting with Elite to remove snow and there may be increased activity at the Windemere Park sidewalks to access the new playground. Ms. Wood explained the contract details and challenges for snow removal. Ms. Grant shared that the county snowplow route was released for 2017.

Legal Items

Discussion followed regarding the SEMSWA issue. The legal fees in defending the District likely outweigh carrying the matter beyond paying the fees to SEMSWA. Director Gehris recommended paying the bill and attaching the included letter, as well as sending the letter to all copied entities. Upon a motion by Director Gehris, with a second by Director Wilson, the Board voted 5-0 to approve the expense to SEMSWA in the amount, and attach the letter drafted by the Board as well as copying all entities.

Administrative &
Manager Items:

Review and approve the Regular Minutes of the October 20, 2016

Discussion followed regarding the meeting notes and amendments/corrections for approval of the Minutes of the October 20, 2016 regular meeting.

Upon a motion by Director Wilson, with a second by Director Kamlet, the Board approved the minutes 5-0, as presented.

Upon a motion by Director Wilson, with a second by Director Marks, the Board voted 5-0 to approve Resolution 2017-01-01 to set meeting dates.

Upon a motion by Director Wilson, with a second by Director Aust, the Board voted 5-0 to approve the contract with Simmons and Wheeler for Auditing services in 2017.

Upon a motion by Director Wilson, with a second by Director Aust, the Board vote 5-0 to approve the contract and estimates for landscaping services for JBK Landscape, Inc.

Upon a motion by Director Wilson, with a second by Director Gehris, the Board vote 5-0 to approve the 2017 contract for pool services MPM Recreation.

Upon a motion by Director Gehris, with a second by Director Kamlet, the board voted 5-0 to approve two pool memberships to local school auctions.

Upon a motion by Director Wilson, with a second by Director Gehris, the Board vote 5-0 to approve the contract for Accounting Services by Schilling and Company, Inc.

Upon a motion by Director Wilson, with a second by Director Aust, the Board voted 5-0 to approve the contract for Management Services by Circuit Rider of Colorado, LLC.

Financial Matters:

Claims for the period ending November 30, 2016

Ms. Schilling presented the Claims for November 2016. Upon a motion made by Director Wilson, with a second by Director Aust, the Board voted 5-0 to approve the claims presented for the period ending November 30, 2016, totaling \$46,109.72.

Financial Statements

Ms. Schilling presented the financial report for the period ending October 31, 2016. Discussion followed. Upon a motion by Director Wilson, with a second by Director Kamlet, the board voted 5-0 to accept the financial report, as presented. Because of the hail damage repairs and a couple other irregular bills, including the water meter that was repair and billed through for prior year's use, the 2016 budget will need to be amended. This will be done at the end of the year after the financial year closes. The Board thanked Ms. Schilling for her reports.

Pool, Park &
Open Space:

Landscape Monthly Maintenance Report

Ms. Wood presented the report. Discussion followed regarding the project items on their lists for 2017, and JBK will bid on the removal of the large cottonwood tree at Sunset Park. Ms. Wood presented the flower planting proposal for the pool-house and District entrance flower bed. The Board liked the plan.

The Board thanked Ms. Wood for her work and report.

Park and Recreation Updates

Discussion followed regarding tennis team costs and collection.

Upon a motion by Director Kamlet, with a second by Director Wilson, the board voted 5-0 approved issuing a \$100 fee per tennis team per season for court use. Ms. Shepherd will coordinate with Ms. Schilling and Ms. Lukes in assessing and collecting the fees. Maintenance will be included and a new port-o-pottie at Orchard Park.

Swimming Pool Manager's Report

Mr. Mundy presented his report. He suggested that the pool open one day early with Cherry Creek school district out of school the Friday before Memorial Day. He presented his contract with no change and with the extra weekends for weather contingency and the 5% share-back on swimming lesson revenue. He noted that the Board would want to discuss pricing and membership options at the pool. Discussion followed regarding adding an extra weekend into the MPM contract, so it can advertise to the community.

The Board thanked Mr. Mundy for his presentation.

Adjournment: The Board approved by acclamation to adjourn the meeting at 8:57 p.m. The next Board meeting is a regular meeting, and is scheduled for January 19, 2017 at 6:00 p.m. at St. Peter's Lutheran Church.

**MINUTES OF THE PUBLIC HEARING
OF THE BOARD OF DIRECTORS OF THE
CHERRY CREEK VISTA PARK AND RECREATION DISTRICT
HELD TO CONSIDER THE ADOPTION OF THE 2017 BUDGET
ON NOVEMBER 17, 2016**

Attendance

In attendance were Directors:

Dan Marks, arrived at 6:26 p.m.
Bernie Gehris
Melissa Wilson
Andy Aust
Stephanie Kamlet

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC
Dawn Schilling; Schilling and Co., departed at 7:40 p.m.
Jayne Grant; CCVista II HOA Representative
Elizabeth Wood; JBK Landscape Inc., departed at 6:50 p.m.
Matt Mundy, MPM Recreation Management, arrived at 7:20 p.m. departed at 8:40 p.m.
William Barrett; Windemere HOA Representative

Call to Order:

The public hearing on the budget was called to order at 7:12 p.m. by Director Wilson.

Agenda & Disclosure
Of Conflicts of

Interest:

The agenda was approved by acclamation.

Public Comment

None.

Board Budget Discussion Ms. Schilling presented to budget to the Board. The figures in the draft budget were explained and discussed.

Adoption of the 2017 Budget

The draft 2017 Budget, having been properly noticed in the Villager Legals, and circulated to the Board on October 15, 2016, was discussed in detail. Discussion followed regarding the premium of insuring the brick wall and setting the deductible at \$2,500, with the goal of self-insuring.

Upon a motion by Director Gehris, with a second by Director Wilson, the Board voted to approve the insurance policy at a rate of \$2,500 deductible, with the intention to review the policy in the following year and to work toward self-insuring.

A motion was made by Director Gehris with a second by Director Wilson to: 1. adopt 2017 Budget, as amended; 2. to appropriate the full amount of budgeted expenditures in the adopted 2017 Budget, and: 3. to approve and set the mill levy to fund those expenditures, contingent upon the final certification of valuation, with expenditure amounts of: \$279,798 in general fund, \$ 79,826 for Right-of-Way, \$278,371 for debt service fund A, \$153,943 for debt service B, \$215,279 for the enterprise fund, \$392,000 in capital projects fund. Upon a vote, the motion was unanimously approved 5-0.

Budget Hearing Closed: Hearing none, the public hearing on the budget was thereafter closed at 7:13 p.m. by Director Wilson.

Secretary for the Meeting:
