

Master Community Association



Q2 Executive Board Meeting

Wednesday, May 18, 2016 ~ 12:00 – 1:30 pm.
Stapleton MCA Community Room
7350 E. 29th Ave., Suite 300
Denver, CO 80238

ATTENDANCE

Executive Board

Brian Fennelly (President)
Lee Ferguson (Treasurer)
Tasha Jones (FC Director)
George Pavlik (Vice President)
Gregg Looker (Exec. Board Secretary/District 2 Delegate)

Community Delegates

Tim Hampton (District 1)
Dana Elkind (District 3)
Christie Spilsted (District 4)
Andrew Bartlett (District 5)
Thomas Atwood (District 6)
Brandy Bishop (District 8)
Michael Villegas (District 9)

MCA Staff

Keven Burnett (Executive Director)
Jenifer Graham (Admin Director)
Diane Deeter (Program & Events Director)
Paula Deorio (Aquatic Director)

I. CALL TO ORDER

Brian Fennelly (President) called the meeting to order

II. APPROVAL OF MINUTES

February 17, 2016 meeting minutes were attached.

❖ **M/S/C~ (Pavlik/ Ferguson)**

Motion to approve: minutes as presented.

III. FINANCIAL REPORT

The Executive Director presented financials

Statement of Activity March 31, 2016

• Income (4000 series)	\$1,384,378.90	vs.	Budget \$1,411,789.00	-\$27,110.10
• Expense (5000 series)	\$1,044,889.22	vs.	Budget \$1,088,489.00	+\$16,489.68
• Net Ordinary Income	\$339,489.68	vs.	Budget \$323,000.00	+\$16,489.78
• Reserve/Improvement	\$62,008.22	vs.	Budget -\$353,000.00	+\$415,008.22

Revenue & Expense Highlights

⇒ Running at 100% of budget (98%), slightly under budget on assessments
⇒ Expense running about 96% of budget, savings on rent at the CUBE in Conservatory Green
⇒ Gaining more cash, due to registrations for programs and event sponsorships.

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- ⇒ There has been a significant reduction in Residential Assessment account receivables.
- ⇒ \$750,000 has moved from the Investment Fund into the liquid asset account for the CUBE construction, these monies will be repaid by the MCA once construction is complete

Balance Sheet (as of March 31, 2016 vs. March 31, 2015)

• Current Assets	\$2,613,513.47	vs.	\$2,289,459.40	+\$324,054.07
○ Operating Funds	\$966,436.57	vs.	\$682,500.68	+\$283,935.89
○ Reserve Funds	\$1,441,112.63	vs.	\$1,429,995.93	+\$11,116.70
○ Community Fee Fund	\$205,964.27	vs.	\$176,962.79	-\$29,001.48
• Accounts Receivable	\$209,158.76	vs.	\$279,523.74	-\$70,364.98
• Accounts Payable	\$84,868.40	vs.	\$170,489.90	-\$85,621.50
• Total Assets	\$3,480,863.44	vs.	\$3,286,197.69	+5.9%
• Total Liabilities	\$324,658.44	vs.	\$417,084.06	-22.2%
• Total Equity	\$2,997,049.27	vs.	\$2,738,985.44	+9.4%
• Total L&E	\$3,481,263.44	vs.	\$3,286,197.69	+5.9%

❖ **M/S/C ~ (Ferguson/Pavlik)**

Motion to approve: Approval of Financials

Summary of Discussion: N/A

IV. OPEN MEMBER FORUM

1. Board member Pavlik asked about the pedestrian crosswalk in the Eastbridge on MLK, is it a signaled crossing?

P: The President confirmed that this crossing would be a light.

2. RTD Eco Pass Requirements

ED: The Executive Director and Diane Deeter met with the Eco Pass program director for RTD. Their program revolves around a community purchasing an Eco Pass for every household in its geographic boundary. Stapleton has about 8,000 households; the average cost will be \$250-\$400 per household. So in order for the Stapleton MCA to sign up for this program, it would be a minimum of a \$2,000,000 payment to RTD, this would be an annual fee. Boulder pays for this program from their parking lot fees.

V. GOVERNANCE

- Gregg Looker will be stepping down as a Board Member. He was thanked for his service for the Stapleton MCA and the community.
- Pursuant to Article 6 in the Bylaws, the delegates and the board must create a nominating committee one member of the board and at least two delegates. This committee will bring forth nominations to a special meeting of the delegates that then they would elect a successor and would fill the current term (2016-2018).
- George Pavlik (Board), Michael Villegas (Delegate), Dana Elkind (Delegate) and Tim Hampton (Delegate) have volunteered for the nomination committee.

VI. RESERVE FUND PROJECTS

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VII. IMPROVEMENT FUND PROJECTS

- **The CUBE at CG** – still waiting on building permits to be approved by the City. Have been assured that the permit will be in hand by next week, then there is a 15 week build out.
- **Playground Shade** – Two additional shade structures have been installed at the Maverick Pool.
 - 1) A hand out was given of the varying playground shade structures. Costs range from \$6,000-\$15,000. Stapleton MCA currently manages 17 playgrounds. The ideal shade for the play structures would be the \$15,000.

The President is going to talk to the landscape architect that worked with the developer with construction about added structures.

VIII. MANAGEMENT REPORTS

Pools & Aquatics

- 317 swimmers registered for Swim Team, 35 registered for Intro to Synchro. The total swim team program is 445 total participants (which includes Squirts program)
- 35 Adults signed up for Masters Program
- 324 Parent Tot (6 months – 2 years) registrants, 900 Preschool (3-5 years) registrants, 663 Station kids (6 and older) registered
- Many returning staff as well as a lot of new applicants this summer
- Pools open May 28 at noon

Programs & Events

- Diane distributed flyers for MoJaBlu, 2016 Event Calendar and Denver Arts Festival
- New events this year include the Denver Arts Festival and Beers & Cheers in Conservatory Green
- Wine events will continue at the West Crescent
- The CUBE is the new Stapleton MCA event space listed on the Event Calendar
- Diane clarified that all programs/event budgets are designed to break even, if there is a profit it will be donated to a non profit

Parks & Facilities

Mosquito Management

The Executive Director read a statement from the Department of Health, “We want to reassure you and the public that:

- Mosquitos species that carry and transmit Zika virus do not sustain local populations in Colorado and for that reason, make it highly unlikely that anyone will contract the disease locally (from mosquitoes)”

IX. UPCOMING MEETING SCHEDULE

- June 15, 2016 / Delegate Forum
- July 20, 2016 / Delegate Forum
- August 17, 2016 / Executive Board Meeting