

# MCA

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# 2018 COMMUNITY BUDGET

DRAFT

November 2<sup>nd</sup>, 2017

# MCA

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## 2018 DRAFT BUDGET SUMMARY

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### MISSION STATEMENT

The Stapleton MCA is a 501(c) 4 Non-Profit Community Development Organization whose mission it is to create and sustain a sense of community at Stapleton through comprehensive management of parks and recreational facilities, community events and cultural programming.

# MCA

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## **MASTER COMMUNITY ASSOCIATION INC.**

### **AUTHORITY & FUNDING**

The Stapleton MCA was originally created in 2001 by Forest City (Stapleton's Master Developer) through the statutes identified in the Colorado Common Ownership Act of 1973 (CCIOA) to be responsible for the management of all common elements created, ensure the enforcement of all covenants and establish rules necessary for the operation of the community.

The Stapleton MCA is funded through monthly assessments levied to each property owner within the boundaries of the Stapleton planned unit development (PUD). The assessment authority granted through Colorado state statute is outlined in the Association's Declaration, which residents are provided when they purchased property. All property owners (residential & commercial) within the Stapleton PUD are members of the Stapleton MCA and are subject to these community assessments.

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### **GOVERNANCE**

Since 2006 the SMCA has been a self-managed organization consisting of the Executive Board, Community Delegates and an Executive Director. The "Community Delegates" set annual assessment rates as part of the budgeting process. Stapleton is currently organized into 11 delegate districts. Members of each district elect a delegate annually to act as the primary advisory committee to the Executive Board. The board is the governing body, which transacts the business of the SMCA. The Executive Director manages the day-to-day operations of the organization and oversees SMCA staff and contractors.

# MCA

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## **What We Do**

We operate Stapleton's Special District through comprehensive parks and recreation management, ongoing recreational and cultural programming, and ensure for the long-term operation and sustainability of all Stapleton's public facilities and assets. We are responsible for the operation all property owned by the Park Creek Metropolitan District, which includes community aquatic centers, neighborhood parks, pedestrian paths, parkways and alleys for the common benefit of all Stapleton residents.

## **Parks & Alleys**

The MCA manages over 40 parks (120 Acres) that are spread throughout the entire community. These include parks, trails, playgrounds, sport fields and picnic areas. In addition, the MCA manages 55 miles of public alleys designed to service individual properties.

## **Pools**

The Stapleton MCA operates and maintains six outdoor pool facilities that are designed to meet the needs of the community. Generally, outdoor pools open Memorial Day weekend and close for the season on Labor Day.

## **Programs**

The MCA produces a wide array of community events and programs to create a vibrancy and sense of community for our residents and businesses. Many of Stapleton's community events are centered around the South Green in the 29th Avenue Town Center and the North Green in the Conservatory Green neighborhood. The event season kicks into high gear May through September. The summer boasts something for everyone, from outdoor movies to live concerts and our celebrated outdoor markets. The CUBE at Conservatory Green hosts community events as well as private events throughout the entire year.

## **Covenant Control**

The MCA maintains covenant control throughout all the neighborhoods which is designed to enforce rules over property owner's responsibility to maintain their properties to the community standard. These covenants apply to both the landscaping and exterior structures. In addition, improvements to individual properties must be approved through the MCA's design review

Stapleton Master Community Association  
**SMCA Statement of Activities**  
 January through December

2017

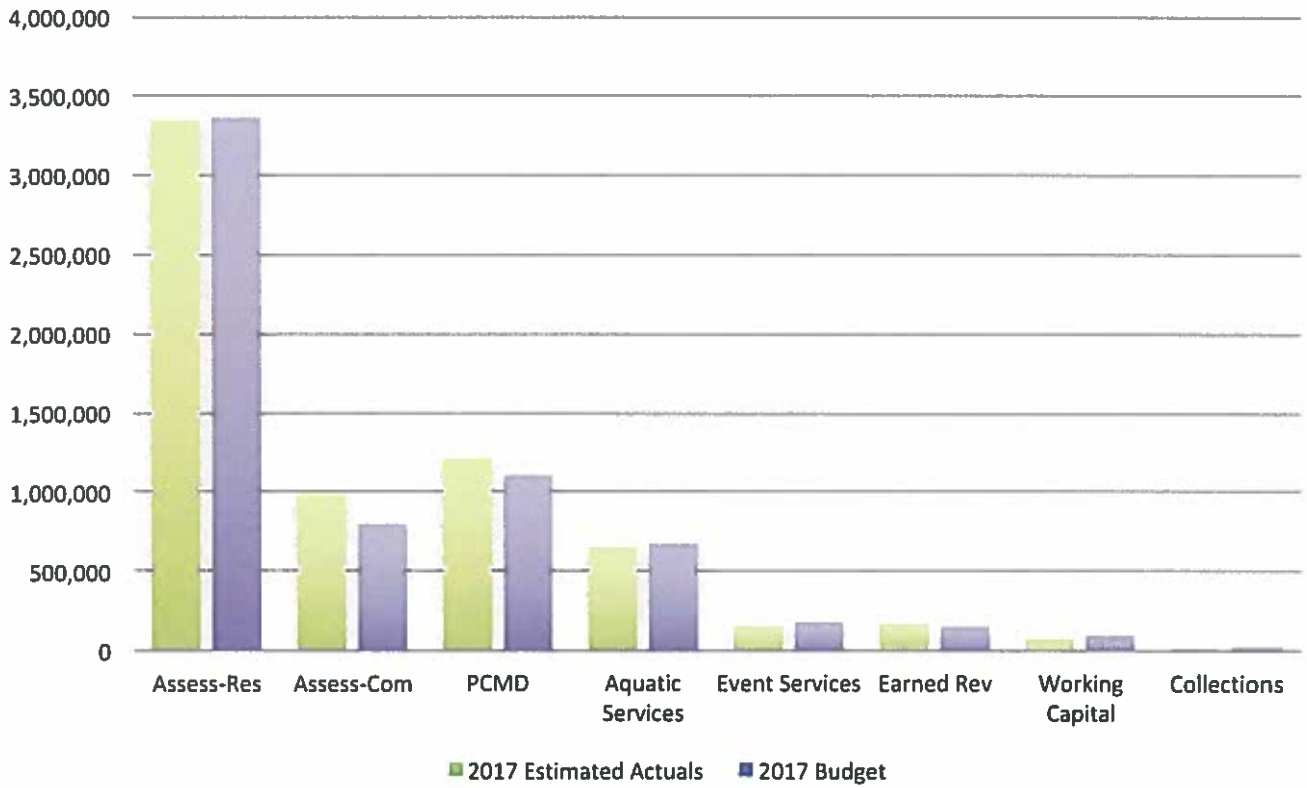
Estimated

	Actuals	2017 Budget	Over/Under	%	2018 Budget	Over/Under	%
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Assess-Res	3,351,785	3,368,544	(16,759)	0%	3,787,440	435,655	13%
Assess-Com	998,434	799,104	199,330	25%	1,141,104	142,670	14%
PCMD	1,211,759	1,107,996	103,763	9%	1,286,288	74,529	6%
Aquatic Services	653,528	674,700	(21,172)	-3%	666,300	12,772	2%
Event Services	154,017	180,000	(25,983)	-14%	163,000	8,983	6%
Earned Rev	169,330	153,000	16,330	11%	149,400	(19,930)	-12%
Working Capital	78,400	96,000	(17,600)	-18%	96,000	17,600	22%
Collections	24,257	24,000	257	1%	25,200	943	4%
<b>Total Income</b>	<b>6,641,510</b>	<b>6,403,344</b>	<b>238,166.00</b>	<b>4%</b>	<b>7,314,732</b>	<b>673,222</b>	<b>10%</b>

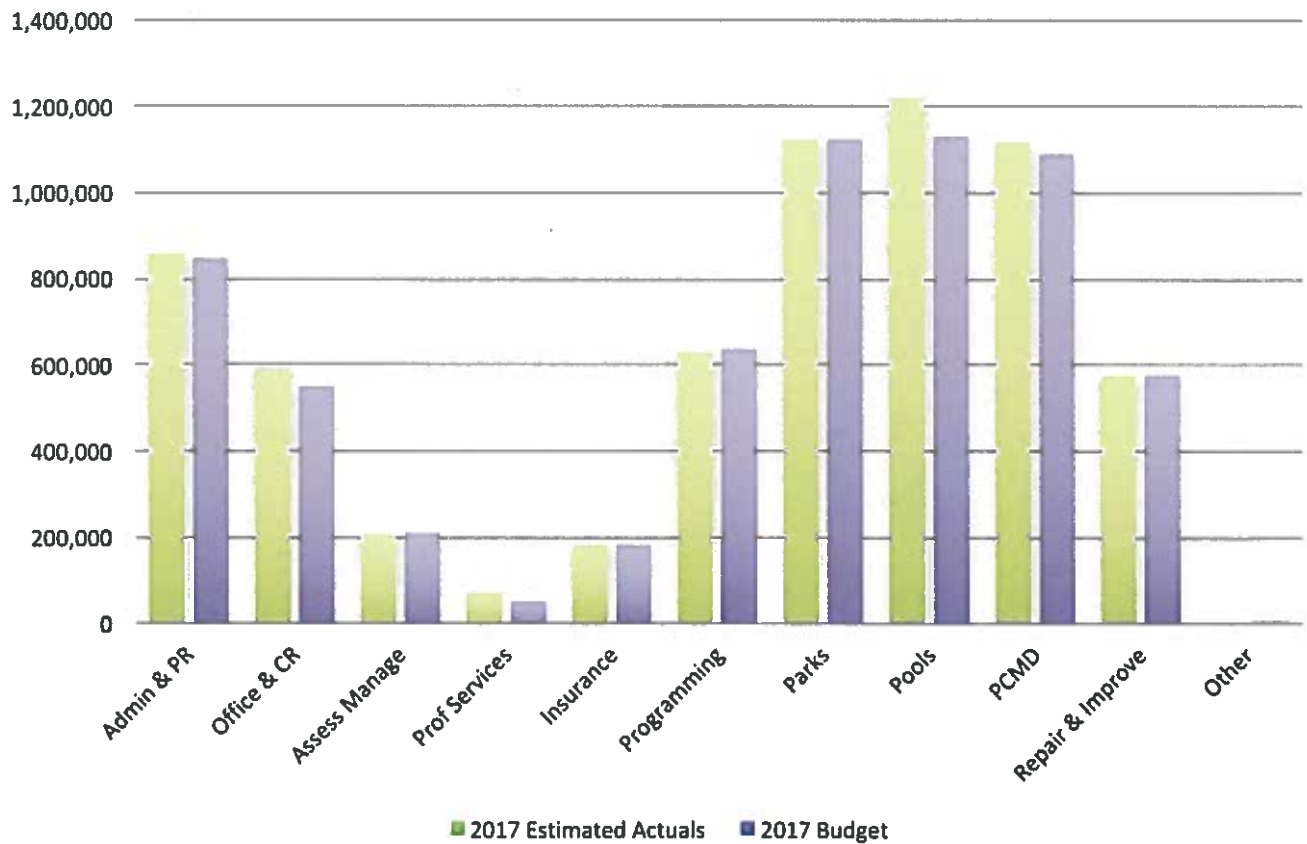
<b>Expense</b>							
Admin & PR	857,276	847,276	10,000	1%	927,240	69,964	8%
Office & CR	595,691	550,356	45,335	8%	610,260	14,569	2%
Assess Manage	206,750	209,600	(2,850)	-1%	215,000	8,250	4%
Prof Services	71,622	50,600	21,022	42%	67,500	(4,122)	-6%
Insurance	182,065	181,325	740	0%	198,435	16,370	9%
Programming	630,537	636,720	(6,183)	-1%	647,512	16,975	3%
Parks	1,124,183	1,123,718	465	0%	1,292,700	168,517	15%
Pools	1,220,244	1,129,860	90,384	8%	1,218,632	(1,612)	0%
PCMD	1,118,627	1,089,996	28,631	3%	1,268,288	149,661	13%
Repair & Improve	576,000	576,000	-	0%	816,000	240,000	42%
Other	12,510	8,000	4,510	56%	24,000	11,490	92%
<b>Total Expense</b>	<b>6,595,505</b>	<b>6,403,451</b>	<b>192,054</b>	<b>3%</b>	<b>7,285,567</b>	<b>690,062</b>	<b>10%</b>

<b>Net Ordinary Income</b>	<b>46,005</b>	<b>(107)</b>	<b>29,165</b>
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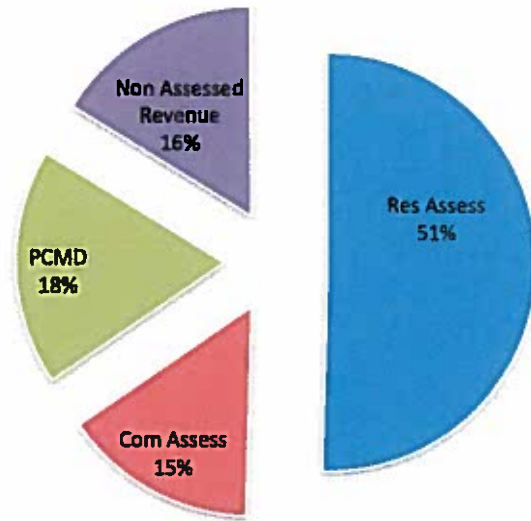
## Revenue



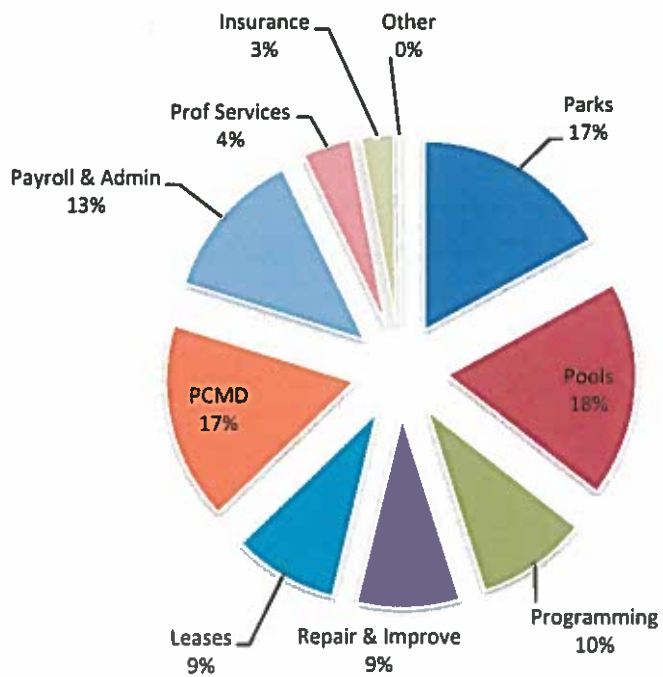
## Expense



## MCA Core Funding 2017



## MCA Core Spending 2017



# MCA

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## COMMUNITY PARKS AND FACILITIES

It is the Mission of the MCA Community Parks & Facilities Department to maintain and operate all community parks and facilities in accordance with the established Stapleton community standards. The parks and facilities department will ensure the ongoing preventative maintenance needed for maximum lifespan of each individual facility. The MCA Parks and facilities department will oversee and/or manage all capital improvement projects (CIP) authorized by the Board of Directors and will ensure proper future maintenance procedures are outlined for each.

### **Parks & Facilities**

1. MCA will manage and oversee the maintenance and operation of 6 outdoor aquatic facilities and corresponding systems that shall be operated between Memorial Day weekend and Labor Day weekend. MCA shall manage the system as a whole and determine the most efficient operating hours and season to best respond to the seasonal demands by residents.
2. MCA will oversee contracts for the maintenance and operation of approx. 120 acres of Park, Medians, ROW and open space.
3. MCA will continue to oversee mosquito control contract for all storm water facilities throughout north and south Stapleton.

### **Repair & Replacements**

1. Pools = \$50K (misc. repairs)
2. Parks = \$100K (Trees, Drainage & Landscaping)
3. Parkways = \$75K (Trees)
4. Alleys = \$120K (Concrete)

### **Improvements**

1. Added park lighting and security systems at Avi, PJ, F15, JS, R35, Mav
2. Additional shade structures at Maverick Pool.
3. Permanent Shade structures at Founders Green.
4. Additional stage improvements at Conservatory Green.
5. Playground Shade where feasible.

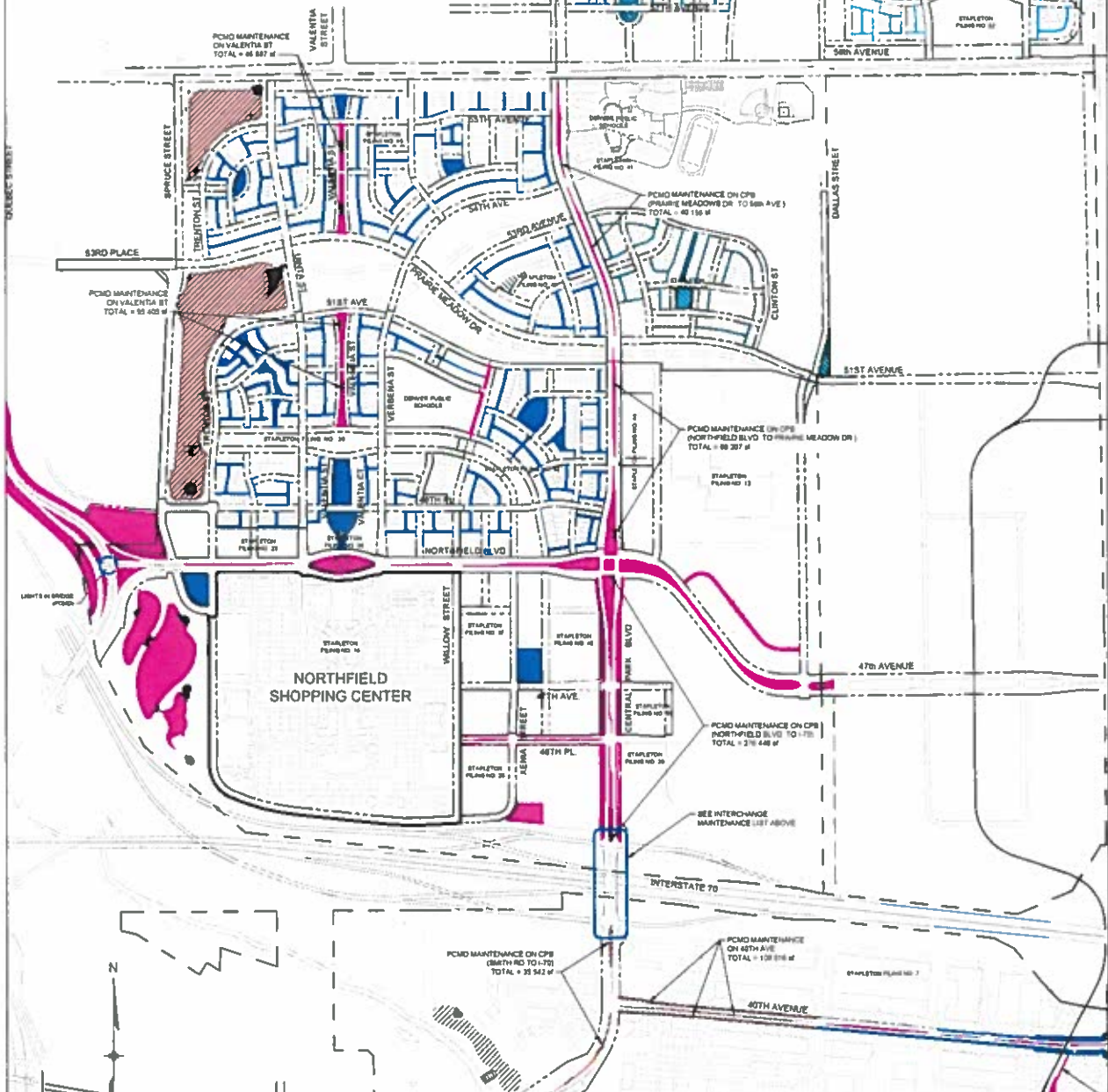


**LEGEND**

- PCMD - CURRENT**
- MCA - CURRENT**
- PCMD - TO BE ADDED IN 2017/18**
- MCA - TO BE ADDED IN 2017/18**
- PCMD - FUTURE**
- MCA - FUTURE**

**CURRENT LAND PLAN, SECTION 10 LAND PLAN**

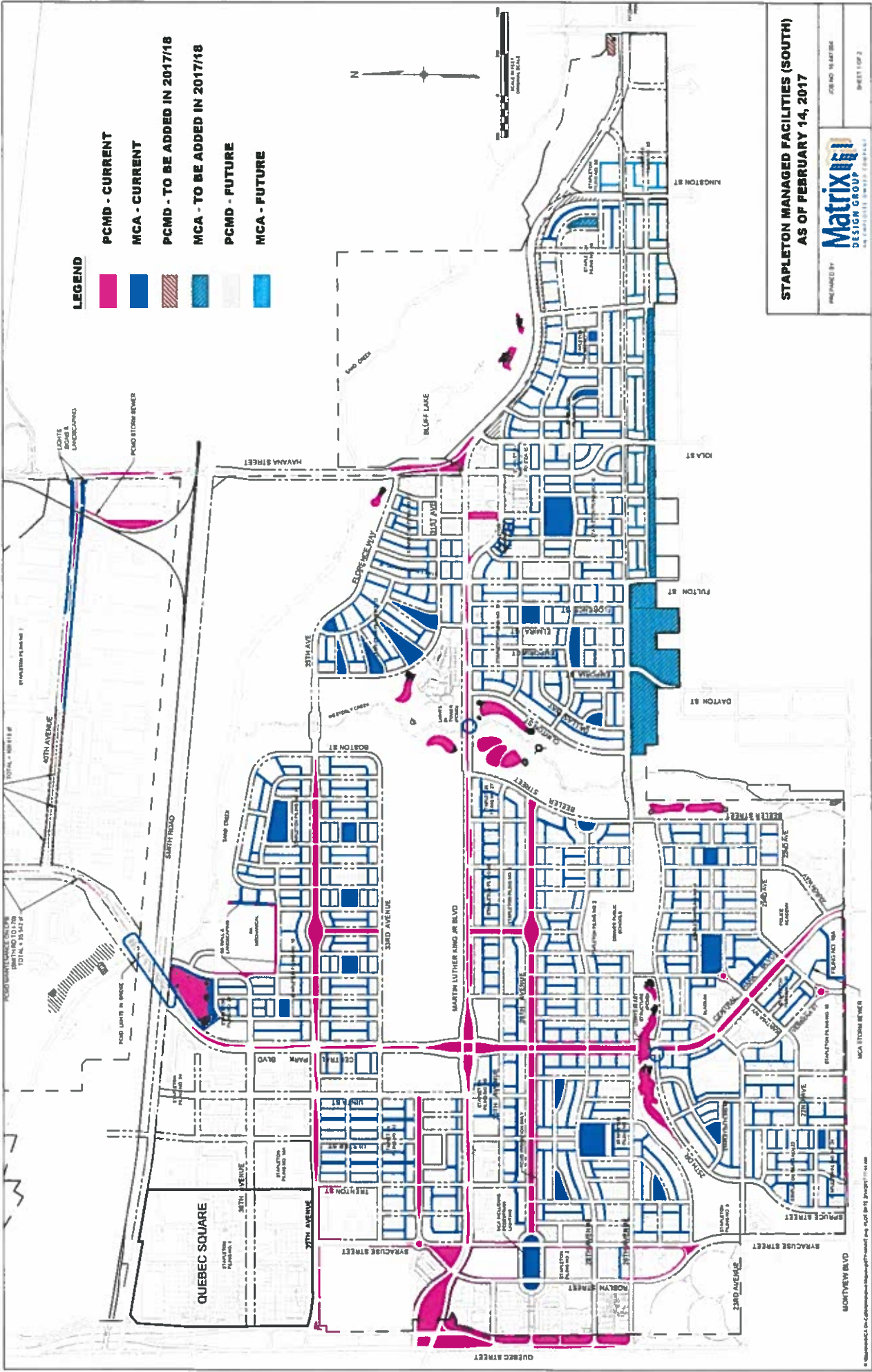
- INTERCHANGE MAINTENANCE WITH COOL PAVEMENT FOR ICA-4A
- SNOW REMOVAL ON SHARED USE PATHS FROM SOUTH ROW LINE TO EB RAMP AND FROM NORTH ROW LINE TO WB RAMP (DOES NOT INCLUDE PATHS BETWEEN -70 RAMP)
- MEDIAN LANDSCAPING & IRRIGATION (IF ANY WITH POWER & WATER PROVIDED BY OTHERS)
- EDGE/INTERLUM LANDSCAPING & IRRIGATION (IF ANY WITH POWER & WATER PROVIDED BY OTHERS)
- INTERCHANGE LANDSCAPING WITH IRRIGATION AS DEPICTED IN SECTION 7 OF #DA IC-4A (POWER & WATER PROVIDED BY OTHERS)
- GRAFFITI REMOVAL & AESTHETIC CONCRETE STAIN OR PAINT WITH APPROPRIATE FEDERAL COLOR NUMBERS ON SITE WALLS & BRG WALLS (#30490), AND CONCRETE SURFACES FACING THE SHARED USE PATH (#23613) (CCO TO PROVIDE A SUPPLY OF PAINT/STAIN)
- AESTHETIC ELEMENTS (MONUMENTS, STREET NAME ON SITE WALLS, SITE WALLS, ACCENT UP LIGHTING ON SITE WALLS AND MONUMENTS (POWER PROVIDED BY OTHERS), AND LED STEP LIGHT PEDESTRIAN LIGHTING ON SIDEWALK SIDE OF TRAFFIC/PEDESTRIAN BARRIERS AND THE PED FILING/FENCING (POWER PROVIDED BY OTHERS)



**STAPLETON MANAGED FACILITIES (NORTH)  
AS OF FEBRUARY 14, 2017**

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 JOB NO: 16-447-004  
 SHEET 7 OF 7

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**LEGEND**

- PCMD - CURRENT
- MCA - CURRENT
- PCMD - TO BE ADDED IN 2017/18
- MCA - TO BE ADDED IN 2017/18
- PCMD - FUTURE
- MCA - FUTURE

**STAPLETON MANAGED FACILITIES (SOUTH)  
AS OF FEBRUARY 14, 2017**



PREPARED BY  
MATRIX DESIGN GROUP  
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DATE: 02/14/17  
SHEET 1 OF 2

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**Stapleton Master Community Association**  
**Parks Budget Overview**  
 January through December 2018

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	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
<b>5210 · Park Maintenance</b>	
5210-01 · Maintenance Contract	507,600.00
5210-02 · Annual Installations	88,000.00
5210-03 · Irrigation Maintenance	51,500.00
5210-04 · Grounds Maintenance	80,000.00
5210-05 · Grounds Improvements	30,000.00
5210-06 · Lighting Maintenance	24,000.00
5210-07 · Playground Maintenance	10,000.00
5210-08 · Snow Removal	90,000.00
5210-10 · Waterscape Maintenance	3,000.00
5210-11 · Trash, Debris & PP	12,000.00
5210-13 · Tree Maintenance	8,000.00
	904,100.00
<b>5220 · Park Utilities</b>	
5220-01 · Water	170,250.00
5220-02 · Gas & Electricity	28,050.00
5220-04 · Storm Drain Fees	135,000.00
5230-01 · F32 Water	55,300.00
	388,600.00
<b>5300 · District Maintenance</b>	
5310-01 · Maintenance Contract	662,988.00
5310-03 · Irrigation Maintenance	50,000.00
5310-04 · Grounds Maint/Repair	40,000.00
5310-05 · Grounds Improvement	20,000.00
5310-06 · Storm Water Maintenance	101,100.00
5310-07 · Lighting Maintenance	19,200.00
5310-09 · Snow Removal	45,000.00
5310-10 · Trash & Debris Removal	18,000.00
5310-11 · Tree Maint/Replace	15,000.00
	971,288.00
<b>5320 · District Utilities</b>	
5320-01 · Water	273,700.00
5320-02 · Gas & Electricity	23,300.00
	297,000.00
<b>Total Expense</b>	<b>2,560,988.00</b>
<b>Net Ordinary Income</b>	<b>-2,560,988.00</b>
<b>Net Income</b>	<b>-2,560,988.00</b>



# MCA

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## STAPLETON AQUATICS

The mission of the MCA Aquatics department is to recruit, train and deploy a qualified and customer service oriented staff intended to provide a safe and accessible facility for the Stapleton residents to swim and recreate on a daily basis. The MCA aquatics department will recruit, train and deploy a qualified teaching staff to ensure sufficient aquatic programming is offered for each skill level and interest group that show the critical mass necessary to make programs financially viable. The MCA Aquatics department will recruit, train and deploy qualified front desk and concession staff necessary to fully operate each aquatic facility in accordance with the community standards.

• Number of Active Resident Cards.....	14,500
• Annual usage (6 pools).....	150,000
• Maximum Daily users	3,500
• Swim Classes offered.....	550
• Program Participants....	3,000
• Program Participant days.....	37,000
• Swim Team.....	400

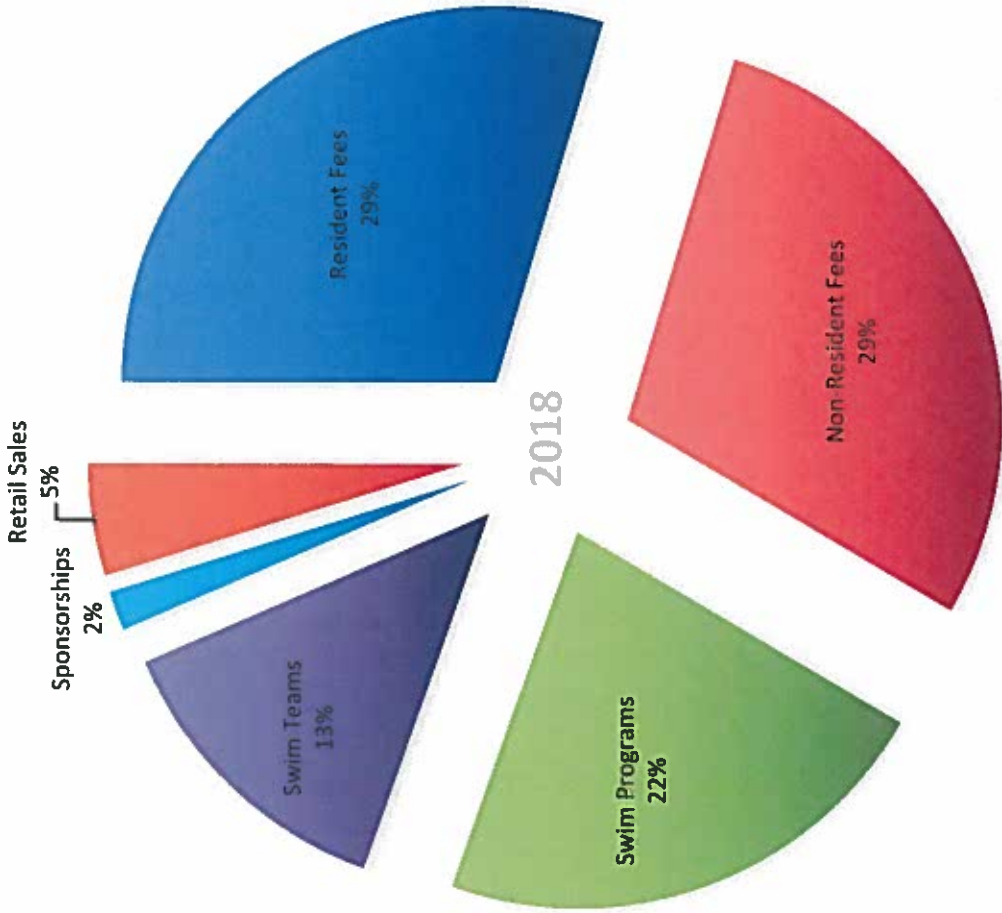
### Pools

1. MCA will hire and train a seasonal staff of approximately 135 Seasonal employees to operate pools from Memorial Day to Labor Day
2. MCA will operate 6 pools with an estimated usage of 150,000 visits from Memorial Day to Labor Day
3. MCA will operate Pool Concession
4. MCA will operate a full offering of swim programs to the community including: Swim Team; Learn to swim; Adult Programs

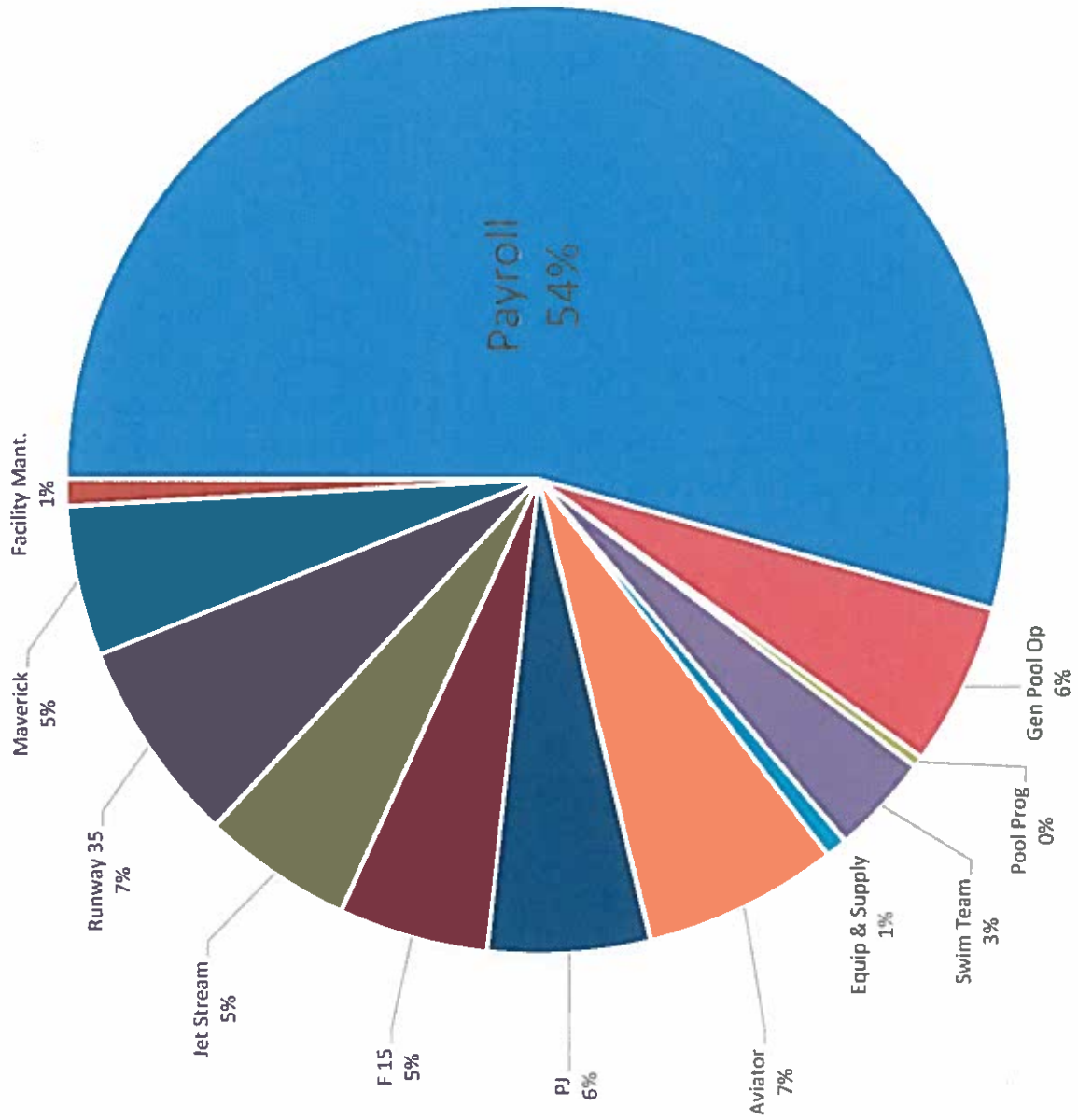
### Pool Fees

1. Resident card fee will be \$20 per year per card (Same price online or in person)
2. Non-Resident fees will remain at \$8 per regular entry (Holidays & Weekends \$10)
3. Resident Guests will remain at \$5 per entry (except weekends and holidays \$10)
4. Unlimited Resident Guest Card will remain at \$80 each (4 max per household)
5. Swim programs will remain the same per session (\$8 per class for standard session \$42-\$50)

# Aquatics Revenue



# Aquatic Expenses



**Stapleton Master Community Association**  
**Aquatics Budget Overview**  
 January through December 2018

	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4060 · Aquatic Services	
4060-01 · Resident Fees	203,800.00
4060-02 · Non-Resident Fees	200,000.00
4060-03 · Swim Programs	147,500.00
4060-04 · Swim Team	100,000.00
4060-08 · Pool Sponsorships	15,000.00
<b>Total 4060 · Aquatic Services</b>	<b>666,300.00</b>
4095 · Retail Sales	
4095-01 · Aquatics Pro Shop	12,000.00
4095-02 · Pool Concessions	12,000.00
<b>Total 4095 · Retail Sales</b>	<b>24,000.00</b>
<b>Total Income</b>	<b>690,300.00</b>
<b>Gross Profit</b>	<b>690,300.00</b>
<b>Expense</b>	
5400 · Aquatic Programming	
5400-01 · Payroll Expense	
5400-02 · Payroll Taxes	36,000.00
5400-03 · Seasonal Bonus	17,500.00
5400-01 · Payroll Expense - Other	632,500.00
<b>Total 5400-01 · Payroll Expense</b>	<b>686,000.00</b>
5405 · General Pool Operation	
5400-05 · Employee Testing	5,000.00
5400-06 · Staff Uniforms	12,000.00
5400-07 · Employee Incentive Program	3,600.00
5400-08 · Staff Meetings & Training	4,800.00
5400-09 · Lifeguard Training	2,400.00
5400-10 · Licensing	2,000.00
5400-11 · Retail Sales Tax	1,050.00
5400-12 · Concessions	5,000.00
5405-02 · Pool ID System	7,000.00
5405-03 · Safety Equipment	8,000.00
5405-04 · Pro Shop	4,500.00
5405-06 · Office Supplies	2,500.00
<b>Total 5405 · General Pool Operation</b>	<b>57,850.00</b>
5407 · Pool Programming	3,000.00
5408 · Swim Team	28,000.00
<b>Total 5400 · Aquatic Programming</b>	<b>774,850.00</b>
5450 · Aquatic Facilities	
5406 · Facility Equip & Supply	8,000.00
5451 · Aviator Pool	71,797.00
5452 · Puddle Jumper Pool	71,797.00
5453 · Filling 15 Pool	71,797.00
5454 · Jet Stream Pool	71,797.00
5455 · Runway 35	71,797.00
5456 · Maverick	71,797.00
5490 · Facility Maintenance	5,000.00
<b>Total 5450 · Aquatic Facilities</b>	<b>443,782.00</b>
<b>Total Expense</b>	<b>1,218,632.00</b>
<b>Net Ordinary Income</b>	<b>-528,332.00</b>
<b>Net Income</b>	<b>-528,332.00</b>

# MCA

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## COMMUNITY PROGRAMMING

The mission of the MCA Community Events & Programming department is to provide community-wide access to a variety of free and low cost creative programming, community oriented events and general community gatherings that are identified by the community through their initiative and/or participation. It is the goal of the community events & programming department to offer programming to all major sectors of the community including but not limited to families, singles, empty-nesters, kids, seniors and “identified common community groups” etc.

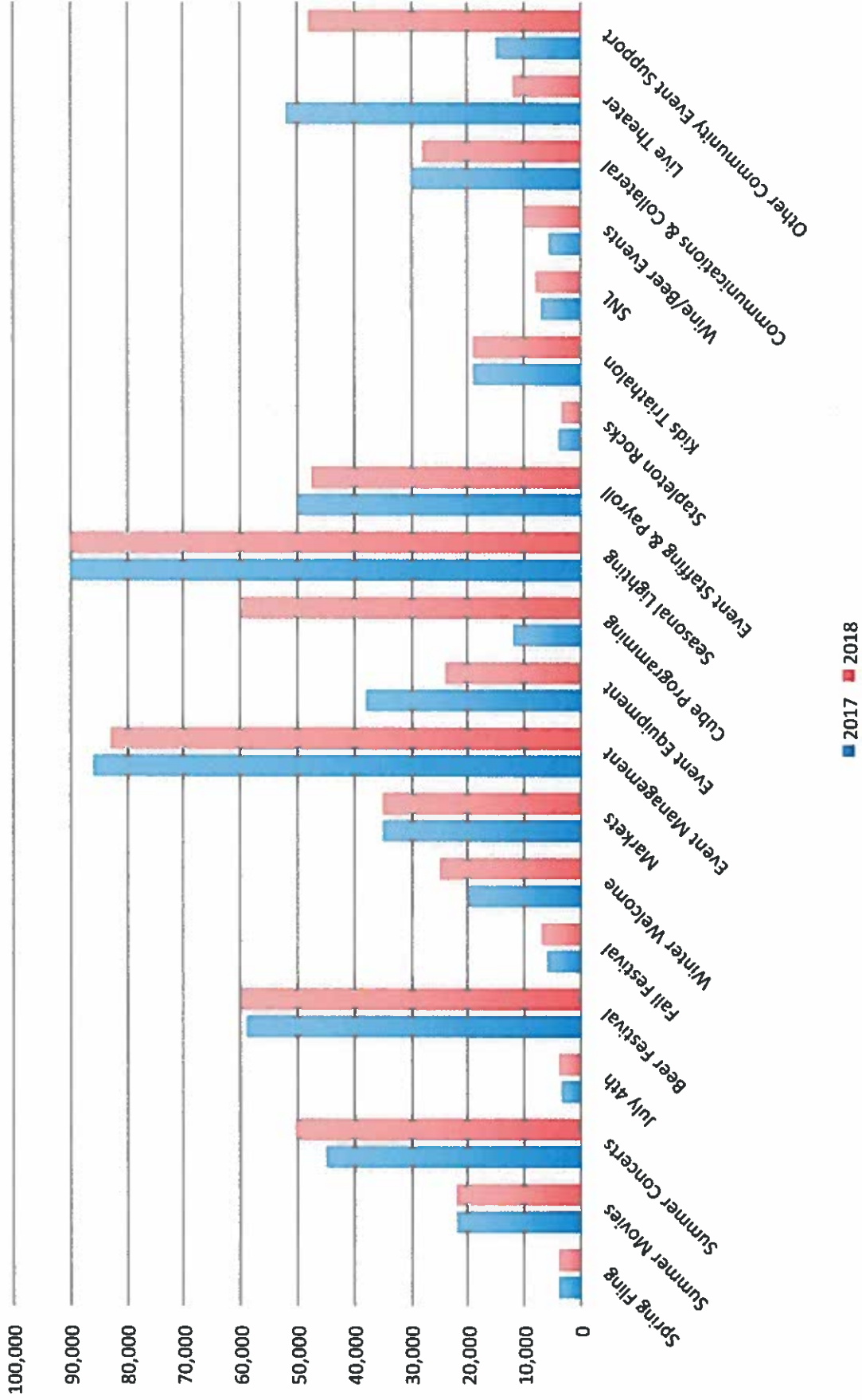
### 2017 Season Attendees

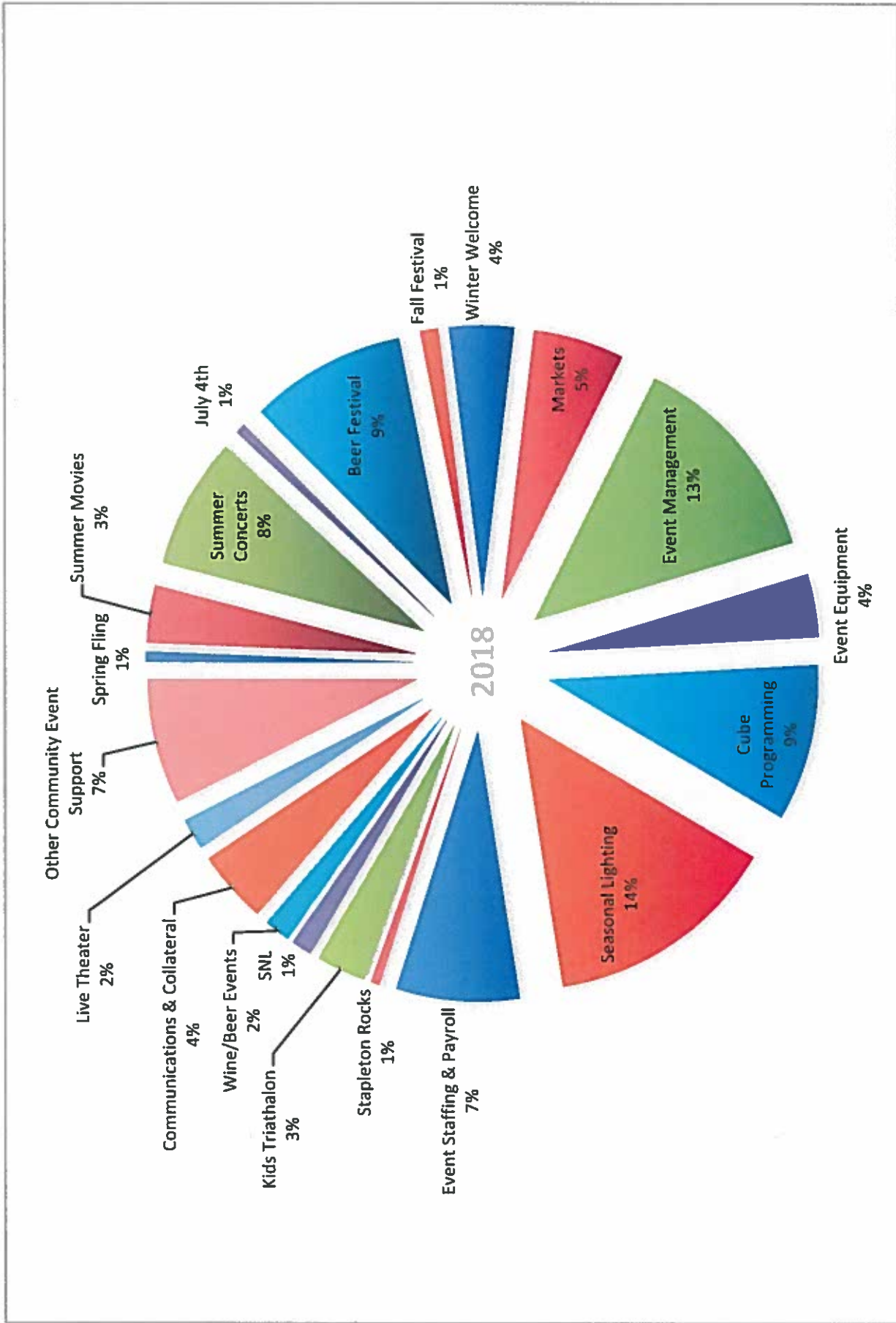
85,000 – 100,000

1. MCA will program the 29<sup>th</sup> Ave Town Center Green with a robust summer series of actives including: Movies, Concerts and Markets
2. MCA will produce the Stapleton Beer Festival, Stapleton Rocks and the Winter Welcome
3. MCA will continue to grow and expand recreational programming such as the Stapleton Kids Triathlon held annually in August
4. MCA will continue to grow several successful events such as “First Friday Flights”, “Active Minds” and “Family Fun Nights at the Pools”
5. MCA will reduce outdoor live theater productions eliminating the August Shakespeare in the Park and Aurora Theater due to low audience numbers
6. MCA will add additional season lighting to reflect both summer and winter ambiance primarily located within the 29<sup>th</sup> Ave town center and Conservatory Green
7. MCA will work to develop unique additional indoor programming designed for Conservatory Green and the Cube (e.g. Thursday evening Jazz/Blues series)
8. MCA will continue our partnership with Sam Gary Library to support added community programming (Focus on tweens & teens)
9. MCA will continue to partner with Central Park Rec Center to support added community programming. (focus on tweens & teens)



# Community Programming





**Stapleton Master Community Association**  
**Community Programming Budget Overview**  
 January through December 2018

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	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4070 · Programming</b>	
4070-01 · Beer Festival	50,000.00
4070-03 · Event Sponsorships	75,000.00
4070-04 · Kids Triathlon	20,000.00
4070-05 · SNL	6,000.00
4070-06 · Wine Events	6,000.00
4070-10 · Other Event Income	6,000.00
<b>Total 4070 · Programming</b>	163,000.00
<b>Total Income</b>	163,000.00
<b>Gross Profit</b>	163,000.00
<b>Expense</b>	
<b>5100 · Community Programming</b>	
5100-01 · Spring Fling	4,000.00
5100-02 · Summer Movies	22,000.00
5100-03 · Summer Concerts	50,300.00
5100-04 · July 4th	4,000.00
5100-05 · Beer Festival	60,000.00
5100-06 · Fall Festival	7,000.00
5100-07 · Holiday Festival	25,000.00
5100-08 · Farmers Market	35,000.00
5100-09 · Event Management	83,000.00
5100-10 · Event Equipment	24,000.00
5100-11 · Storage	5,712.00
5100-12 · Community Meetings	1,500.00
5100-13 · CUBE Programming	60,000.00
5100-14 · Seasonal Lighting	90,000.00
5100-15 · Event Staffing & Payroll	47,500.00
5100-17 · Stapleton Rocks	3,500.00
5100-18 · Kids Triathlon	19,000.00
5100-19 · SNL	8,000.00
5100-20 · Wine & Beer Events	10,000.00
5120-01 · Marketing & Communication	28,000.00
5120-02 · Community Theater	12,000.00
5120-03 · Other Community Event Support	48,000.00
<b>Total 5100 · Community Programming</b>	647,512.00
<b>Total Expense</b>	647,512.00
<b>Net Ordinary Income</b>	-484,512.00
<b>Net Income</b>	-484,512.00

# MCA

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## ADMINISTRATION & GOVERNANCE

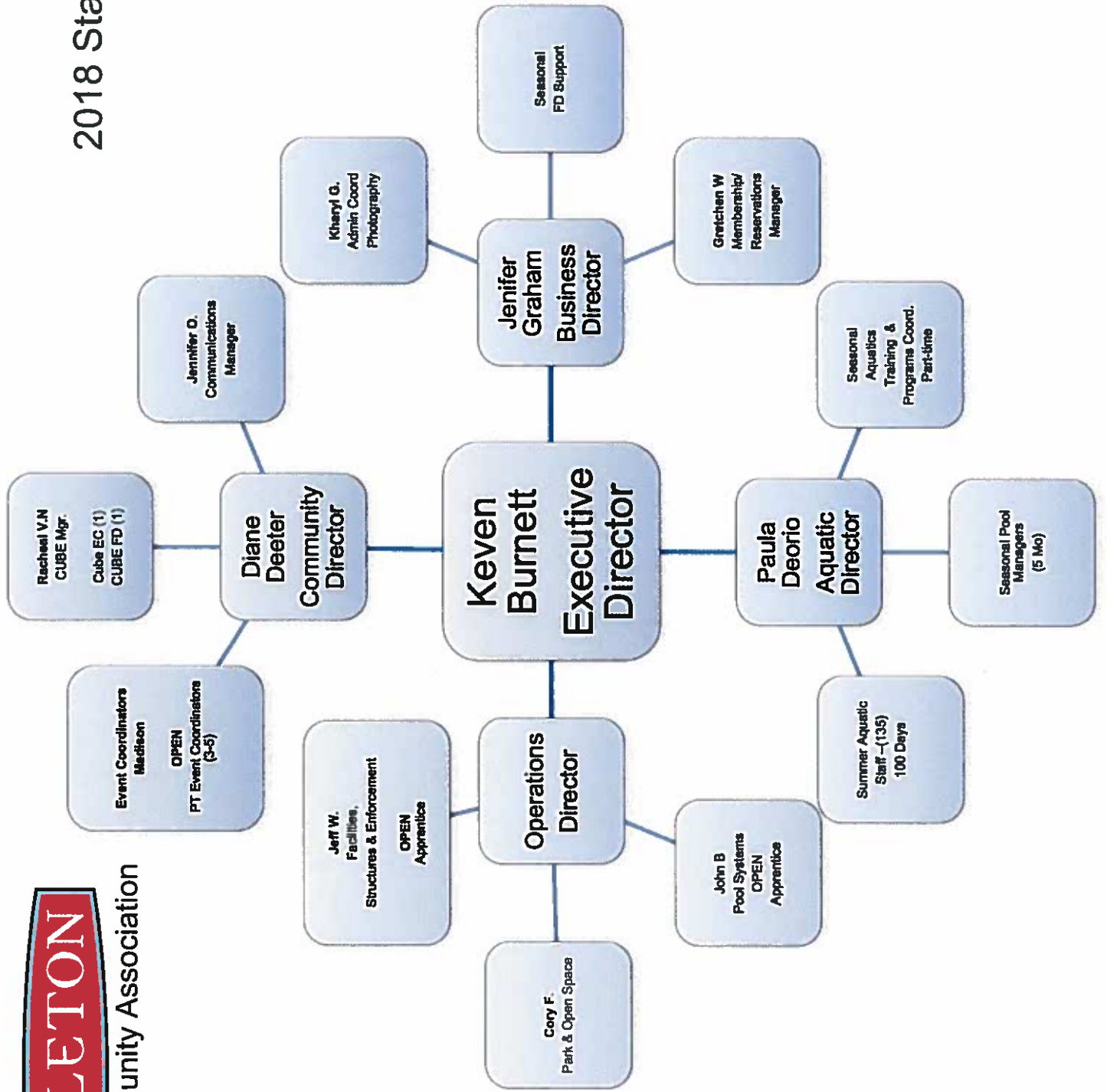
The mission of MCA administration is to provide the appropriate level of operational support and oversight that allows for efficient operations in the three main areas of MCA operations; Pools, Parks and Programming. MCA Administration will provide support through strong accounting and financial management of MCA revenues and expenses. MCA Administration will provide comprehensive human resource management to support the recruitment, training and deployment of the 150+ staff necessary to operate the community as identified. MCA will manage a responsive member services team to promptly respond to the wide variety of community questions, concerns and needs that the MCA office fields on a daily basis.

1. MCA will continue to staff its operations with 4 fulltime Directors (Executive Director, Community Director, Aquatics Director, Admin/HR Director)
2. MCA will maintain its fulltime managing staff of 8 that focus on the Cube, community events, front desk, Membership Manager, Communications Manager and Facility Manager.
3. MCA will continue to lease 7500 S.F. at 7350 E. 29<sup>th</sup> Ave in the Town Center Building to house MCA Front Desk, Aquatic, Programming, Facilities, Administration, and the Community Room. This is still a short-term lease agreement that will be maintained until a long-term solution is determined.
4. MCA will continue to lease our North Cube location at 8371 Northfield Blvd to house MCA front desk as well as additional community space and public restrooms.
5. MCA will lease Restroom facilities located within "The Mint" to support Founders Green events.
6. MCA will oversee accounting contract with MSI Inc. to bill and collect from approximately 9,500 residential, builder, developer and commercial owners.



Master Community Association

2018 Staffing



**Stapleton Master Community Association  
Administrative & Support Budget Overview  
January through December 2018**

	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Expense</b>	
5010 · Administration & Governance	
5010-01 · Payroll Expenses	750,000.00
5010-02 · Payroll Increases	30,000.00
5010-03 · Health Insurance	102,000.00
5010-04 · LTD/Life	9,240.00
5010-06 · 401K Plan	30,000.00
5010-09 · Staff/Board Training	6,000.00
<b>Total 5010 · Administration &amp; Governance</b>	<b>927,240.00</b>
5015 · MCA Office & Community Rooms	
5020 · MCA-South	
5020-01 · Lease	240,000.00
5020-02 · Utilities	4,596.00
5020-03 · MINT Lease & CAM	20,004.00
5020-05 · Janitorial Service	16,500.00
<b>Total 5020 · MCA-South</b>	<b>281,100.00</b>
5025 · MCA - North	
5025-01 · Lease	209,340.00
5025-02 · Utilities	2,100.00
5025-03 · CAM	24,720.00
5025-05 · Janitorial Services	13,800.00
<b>Total 5025 · MCA - North</b>	<b>249,960.00</b>
5050 · Office Operation	
5050-01 · Postage	5,400.00
5050-02 · Office Supply	6,000.00
5050-03 · Intranet	6,000.00
5050-04 · Meetings	1,800.00
5050-05 · Phone	21,600.00
5050-06 · Computer Hardware / Software	19,200.00
5050-07 · Office Equipment	9,600.00
5050-08 · Office F&B	3,600.00
5050-09 · Office Contingency	6,000.00
<b>Total 5050 · Office Operation</b>	<b>79,200.00</b>
<b>Total 5015 · MCA Office &amp; Community Rooms</b>	<b>610,260.00</b>
5030 · Assessment Management	
5030-01 · Assessment Processing	177,000.00
5030-02 · Lien Fees	2,400.00
5030-03 · A/R Processing Fee	13,200.00
5030-04 · Other MSI Management	7,800.00
5030-06 · Coupon Books	11,000.00
5030-07 · MSI Postage	3,600.00
<b>Total 5030 · Assessment Management</b>	<b>215,000.00</b>
5040 · Professional Services	
5040-01 · Legal Fees	12,000.00
5040-02 · Audit / Taxes	25,000.00
5040-04 · Organizational Memberships	500.00
5040-05 · Architecture & Mapping	18,000.00
5040-06 · Graphics & Signs	6,000.00
5040-07 · Website	6,000.00
<b>Total 5040 · Professional Services</b>	<b>67,500.00</b>
5060 · Insurance	
5060-04 · General Liability	161,223.00
5060-08 · Workers Comp	37,200.00
5060-09 · Aquatics Liability	12.00
<b>Total 5060 · Insurance</b>	<b>198,435.00</b>
<b>Total Expense</b>	<b>2,018,435.00</b>
<b>Net Ordinary Income</b>	<b>-2,018,435.00</b>
<b>Net Income</b>	<b>-2,018,435.00</b>

# MCA

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## **2018 COMMUNITY BUDGET**

2018 is a year that the SMCA will continue to see significant growth in its operational responsibilities. This is the first full year that it will oversee the operation of parks, pools and programming in Aurora and north of 56<sup>th</sup> Ave. The MCA is also anticipating significant programming of both the CUBE and Conservatory Green as more homes are occupied north of I70.

MCA staff has focused on compiling and presenting a responsible, forward-looking budget. Given the pace of growth in the community as it relates to facility development we want to ensure the proper funding levels for all areas of operation. It is our intent to expand carefully and conservatively. We will continue to closely evaluate all the contractual services that we currently contract on an annual basis and determine if cost saving will continue or if those areas will be more cost effective under one of the “in-house” departments.

It is the responsibility of the 2017 elected community delegates to ratify the proposed budget and send it to the MCA Executive Board. This ratification will occur at the annual meeting of the Community Delegates and Executive Board scheduled for Wednesday, November 15<sup>th</sup> at Noon at the MCA CUBE (8371 Northfield Blvd Denver, CO 80238). If the delegates fail to ratify a new budget with a revised assessment schedule the board will be required to revert to the most recent previous budget and corresponding assessment schedule.

All comments regarding this proposed budget or any other concerns with MCA operations should be directed to your elected delegate or to the executive board. Delegates can be contacted via email or at the annual members meeting scheduled for Wednesday, November 8<sup>th</sup> at 6:30 PM at the SMCA CUBE (8731 E.49<sup>th</sup> Denver, CO 80238).



# MCA

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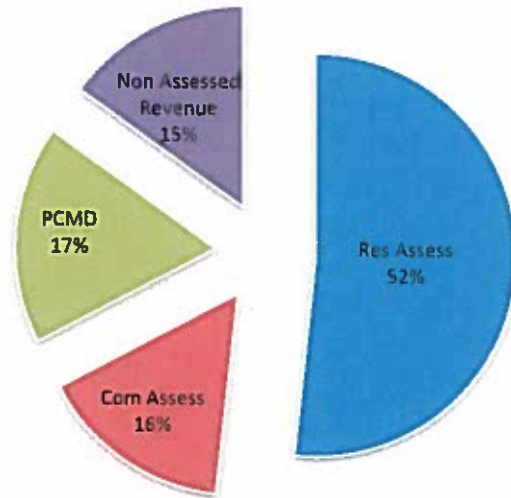


## 2018 BUDGET ASSUMPTIONS

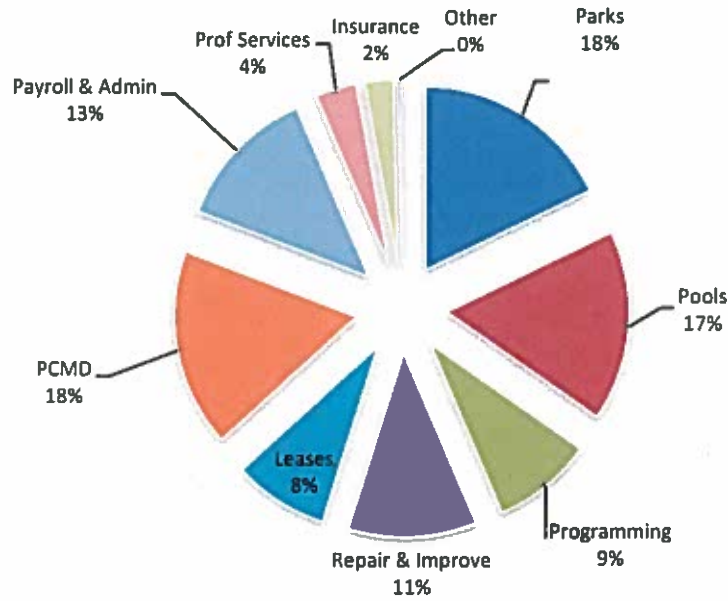
- Estimated Population..... 25,000
- Number of Residential Properties..... 7,900
- Number of Rental Properties..... 1,625
- Number of Business Entities..... 120
- Total Commercial Units ..... 1500
- Park Acres Managed.....120 Acres
- ROW Managed..... 60 acres
- Total Alley Surface Maintained..... 55 Miles
- Pool/Aquatic Facilities Managed ..... 6
- Pool Cards Issued..... 14,500
- Outdoor Amphitheaters..... 2
- Leased Community / Event space..... 10,000 s.f.
- Leased Office space..... 3500 s.f.
- Full time Employees..... 12
- PT and/or Seasonal Employees.....150



## MCA Core Funding 2018



## MCA Core Spending 2018



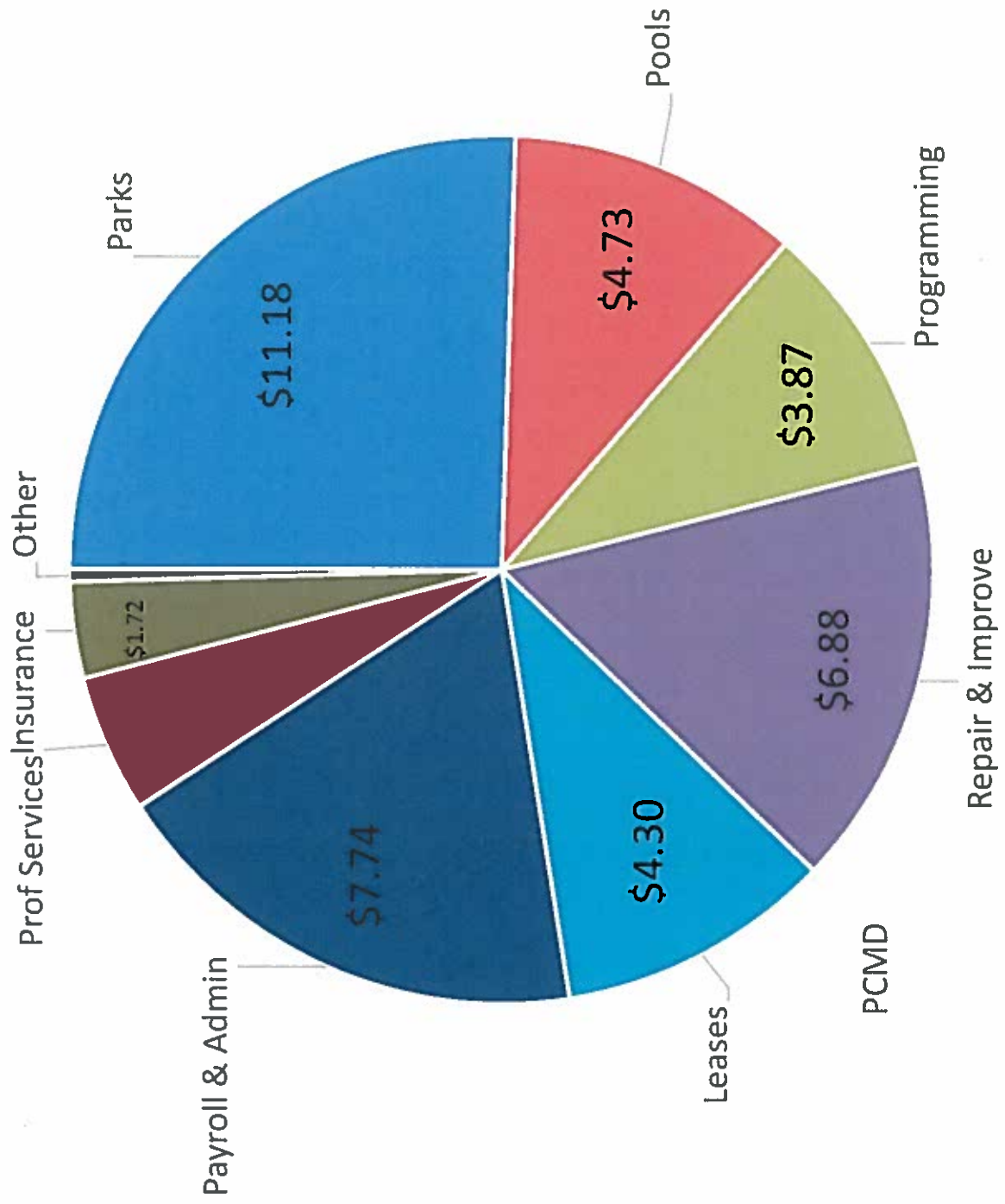
# MCA



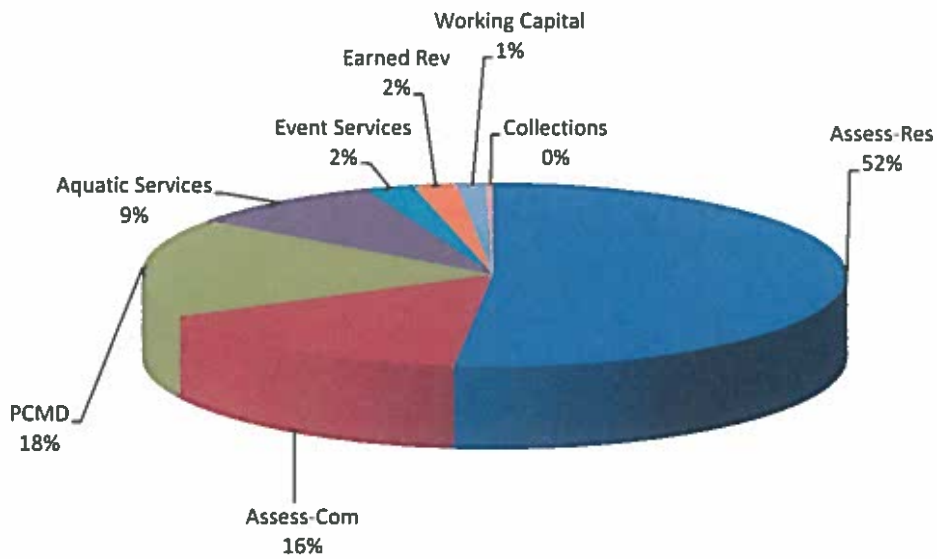
## 2018 ASSESSMENT SCHEDULE

Assessment are as follows: Effective January 1, 2018		
TYPE OF UNIT	DESCRIPTION	ASSESSMENT
For Sale Regular Residential	Individually owned dwelling units sold at market rate prices.	\$43.00 / Month
For Sale Affordable Residential	Individually owned dwelling units' subject to restrictions under the Workforce Housing Program.	\$25.00 / Month
For Rent Residential - Market Rate	Apartments/multi-family rental units.	\$26.00 / Month
For Rent Residential - Affordable	Apartments/multi-family rental units.	\$12.00 / Month
Filing 2 Commercial, Office, Other	Units used for commercial, retail, light industrial, office, or public or private recreation use.	\$14.00 per 2,000 s.f./ Month
Filing 13 & 7 Industrial	Units used for commercial, retail, light industrial, office, or public or private recreation use.	\$4.85 per 2,000 s.f./ Month
All other Commercial, Office, Other	Units used for commercial, retail, light industrial, office, or public or private recreation use.	\$9.25 per 2,000 s.f./ Month
Filing 10 Montevue & Central Park Mixed-Use	Commercial units located to adjacent private storm sewer system owned by Park Creek Metro District (PCMD)	\$9.25 per 2,000 s.f./ month PLUS \$15/ parcel /month

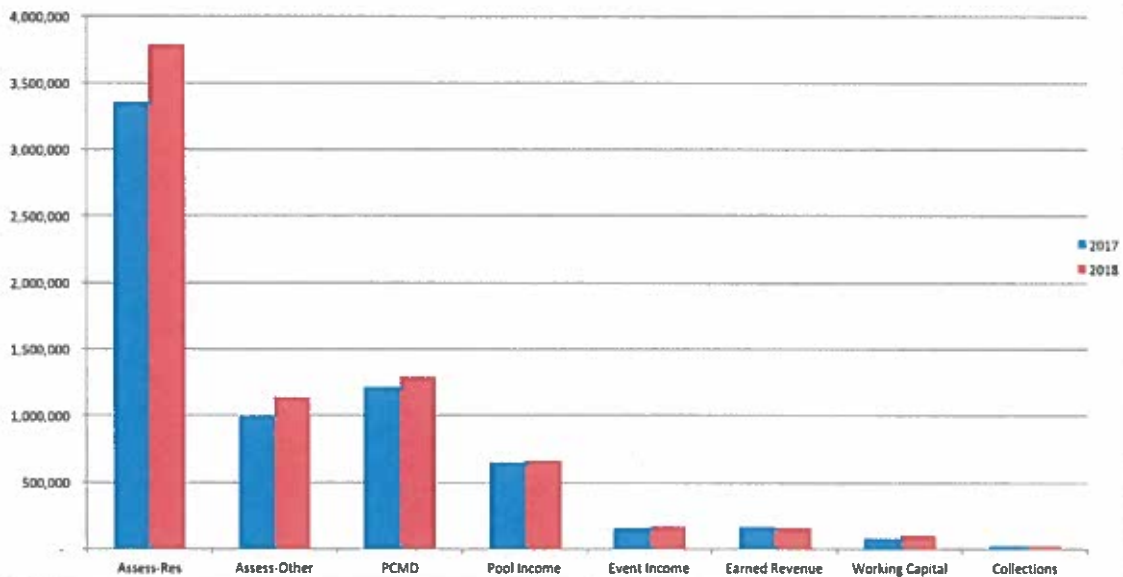
# 2018 Assessment Allocation



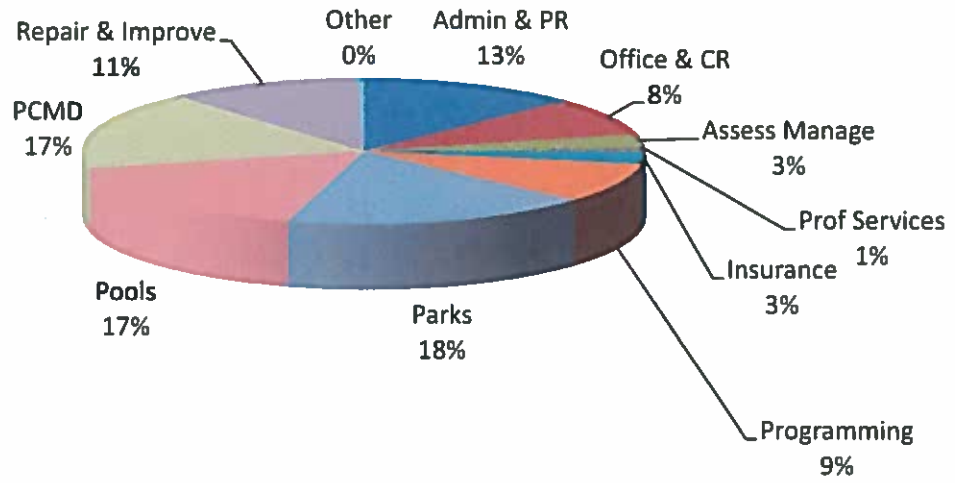
### 2018 Revenues



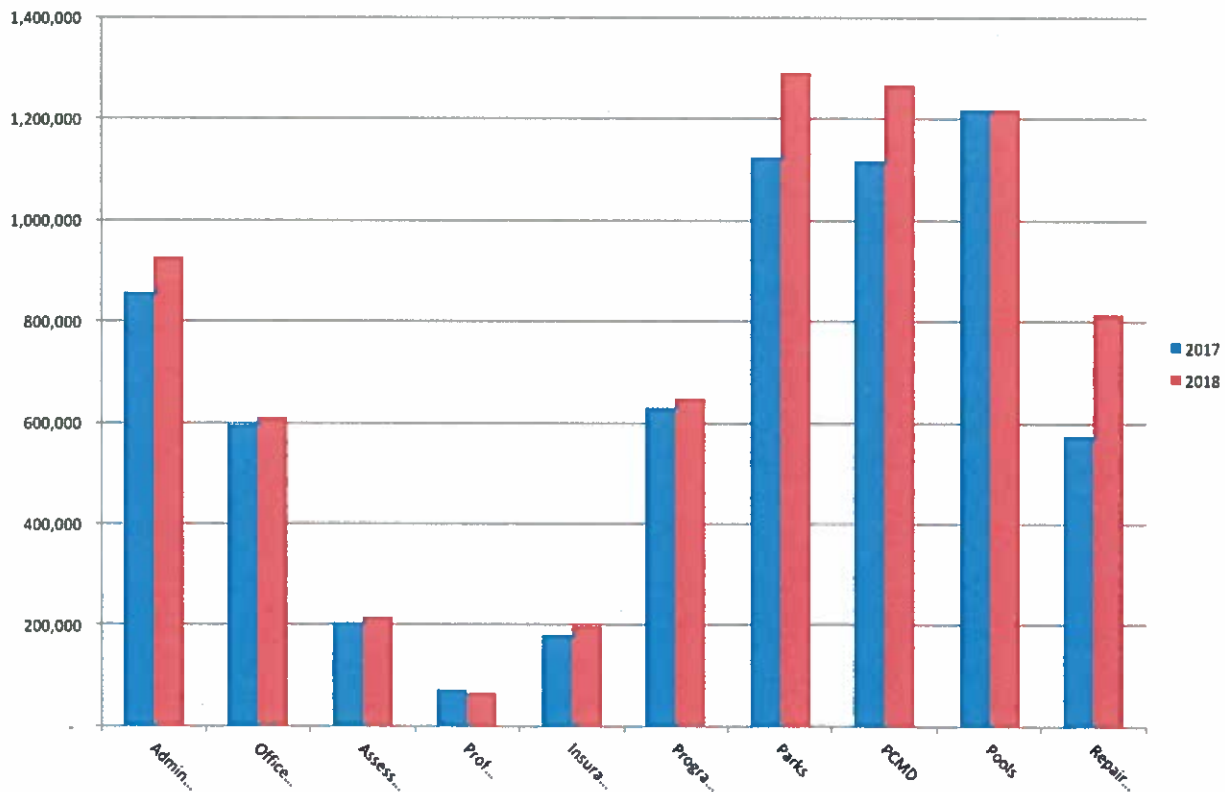
### Revenue Comps



### 2018 EXPENSE



### Expense Comps



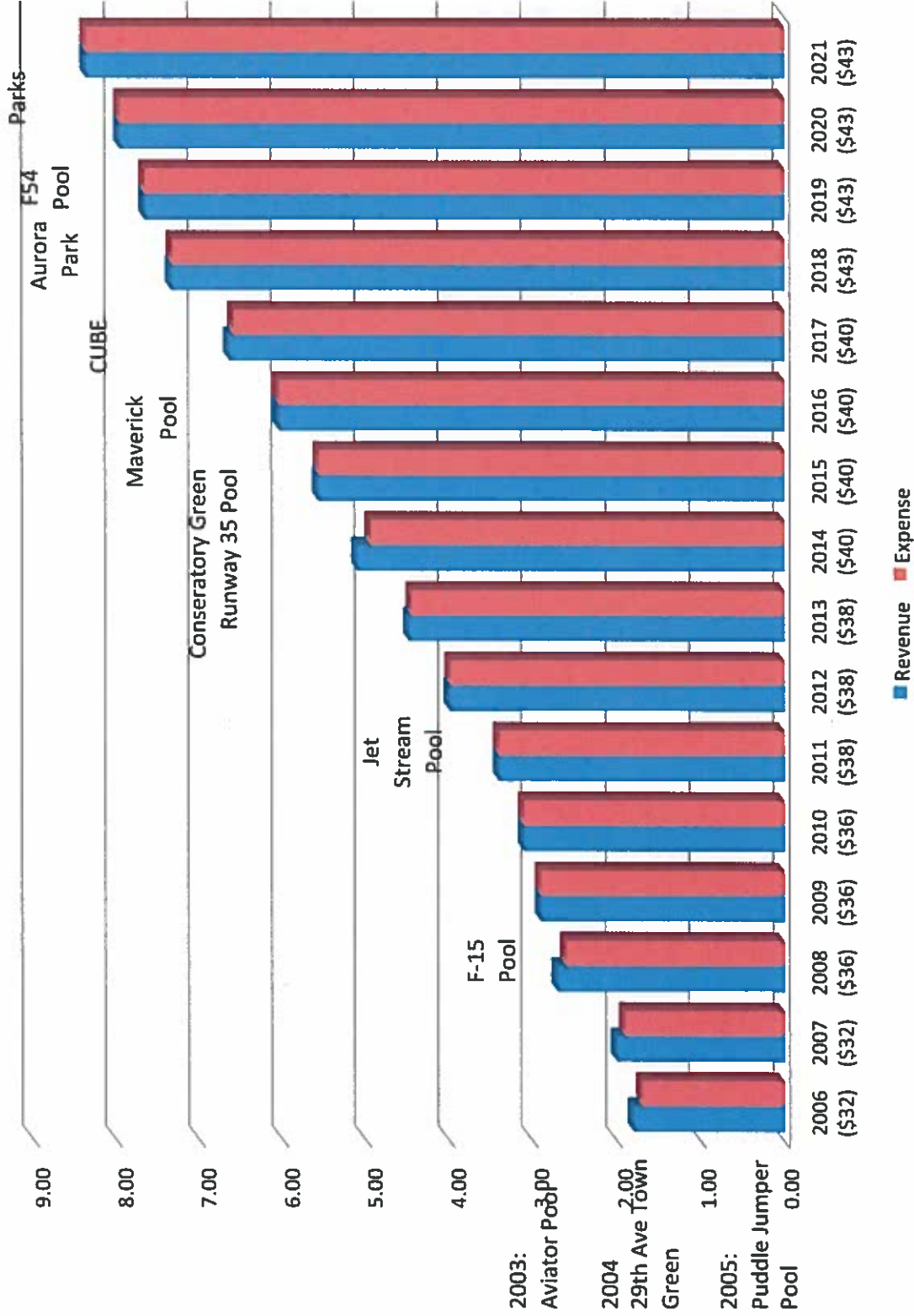
**Stapleton Master Community Association**  
**Budget Overview**  
 January through December 2018

	<u>Jan - Dec 18</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4010 · Residential Assessments	3,787,440.00
4015 · Commercial Assessments	1,141,104.00
4020 · PCMD	1,286,288.00
4030 · Working Capital	96,000.00
4040 · Collections	25,200.00
4060 · Aquatic Services	666,300.00
4070 · Programming	163,000.00
4080 · Facility Rental	87,300.00
4085 · Special Services	38,100.00
4095 · Retail Sales	24,000.00
<b>Total Income</b>	<u>7,314,732.00</u>
<b>Gross Profit</b>	7,314,732.00
<b>Expense</b>	
5010 · Administration & Governance	927,240.00
5015 · MCA Office & Community Rooms	610,260.00
5030 · Assessment Management	215,000.00
5040 · Professional Services	67,500.00
5060 · Insurance	198,435.00
5100 · Community Programming	647,512.00
5210 · Park Maintenance	904,100.00
5220 · Park Utilities	388,600.00
5300 · District Maintenance	971,288.00
5320 · District Utilities	297,000.00
5400 · Aquatic Programming	774,850.00
5450 · Aquatic Facilities	443,782.00
5500 · Other Expenses	24,000.00
5900 · Fund Transfers	816,000.00
<b>Total Expense</b>	<u>7,285,567.00</u>
<b>Net Ordinary Income</b>	29,165.00
<b>Other Income/Expense</b>	
<b>Other Income</b>	
6010 · Reserve Funds	408,000.00
6020 · Improvement Fund	288,000.00
6050 · Community Fund	50,000.00
<b>Total Other Income</b>	<u>746,000.00</u>
<b>Other Expense</b>	
7010 · Reserve Repairs & Replacements	330,000.00
7020 · Improvement Projects	150,000.00
7050 · Community Fund Projects	85,000.00
<b>Total Other Expense</b>	<u>565,000.00</u>
<b>Net Other Income</b>	<u>181,000.00</u>
<b>Net Income</b>	<u><u>210,165.00</u></u>



# MCA Revenue & Expense History

Section 10  
Parks



# MCA

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## Next Steps...

### **November 8<sup>th</sup> – Annual Members Meeting**

- 6:30 – 8:30pm MCA CUBE (8371 Northfield Blvd)
- Continuing education of the community on the roles and responsibility of the MCA
- Budget presentation
- Election of 2018 Community Delegates

### **Nov 15<sup>th</sup> – Annual Executive Board & Delegate Meeting**

- Noon - 2 pm Stapleton Community Room (7350 E. 29<sup>th</sup> Ave)
- 2017 Delegates approve/reject 2018 Budget
- Member input: [delegates@stapletoncommunity.com](mailto:delegates@stapletoncommunity.com)
- Updated Meeting Information & Dates:  
[www.StapletonCommunity.com](http://www.StapletonCommunity.com)