

# Master Community Association



## Q1 Executive Board Meeting

Wednesday, February 21, 2018 | 12:00 – 1:30 pm.

Stapleton MCA Community Room

7350 E. 29<sup>th</sup> Ave., Suite 300

Denver, CO 80238

### ATTENDANCE

#### **Executive Board**

Brian Fennelly (President)  
Tim Hampton (Vice President, District 1 Delegate)  
Dana Elkind (Exec. Board Secretary/District 3 Delegate)  
Josh Nicholas (Director, District 2 Delegate)  
Forest Hancock (Director, Forest City)

#### **Community Delegates**

Christie Spilsted (District 4)  
Andrew Bartlett (District 5)  
Gary Smy (District 6)  
Amanda Dorotik (District 8)  
Eric Wood (District 9)  
Yuri Tavbin (District 10)

#### **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 (Sec/Treas, Forest City) called the meeting to order

### **II. APPROVAL OF MINUTES**

November 15, 2017 meeting minutes were attached.

❖ **M/S/C~ (Hampton/Elkind)**

**Motion to approve:** minutes as presented.

### **III. FINANCIAL REPORT**

The Executive Director presented financials

#### **Statement of Activity December 31, 2018**

• Income (4000 series)	\$6,654,820	vs.	Budget \$6,403,344	+\$251,476
• Expense (5000 series)	\$6,579,471	vs.	Budget \$6,403,451	+\$176,020
• Net Ordinary Income	\$75,349	vs.	Budget -\$107	+\$75,456
• Reserve/Improvement	\$625,211	vs.	Budget \$638,000	-\$12,789

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## **Revenue & Expense Highlights**

- ⇒ Assessment projections for commercial and residential are difficult to project, the commercial assessments were projected under budget. Commercial assessments include new businesses and apartments that come online.
- ⇒ Slightly under on revenue in Aquatics and Programs. Program revenue generally comes from sponsorships.
- ⇒ Increase in facility rentals which include parks, pools, rooms and the Cube.
- ⇒ Assessment dues increased in 2018 for additional infrastructure coming online, this includes parks and a new pool.
- ⇒ Utilities generally increase from year to year. Utilities include water and gas, which are integral with keeping the pools heated and the grounds being watered.
- ⇒ \$75,000 will be put into the Reserve and Improvement fund. These monies are used for improvement in the Community.
- ⇒ Assessment receivables have been steady, higher commercial receivable past due generally are when new buildings/apartments are built.
- ⇒

## **Balance Sheet (as of December 31, 2017 vs. December 31, 2018)**

• Current Assets	\$1,972,502	vs.	\$1,636,895	+\$335,607
○ Operating Funds	\$276,727	vs.	\$200,583	+\$76,144
○ Reserve Funds	\$812,763	vs.	\$653,076	+\$159,687
○ Community Fee Fund	\$132,707	vs.	\$143,346	-\$10,639
• Accounts Receivable	\$233,394	vs.	\$235,022	-\$1,629
• Accounts Payable	\$204,811	vs.	\$145,247	+\$59,564
• Total Assets	\$3,070,789	vs.	\$2,703,637	+13.6%
• Total Liabilities	\$400,565	vs.	\$382,642	+4.7%
• Total Equity	\$2,670,224	vs.	\$2,320,994	+15.1%
• <b>Total L&amp;E</b>	<b>\$3,070,789</b>	<b>vs.</b>	<b>\$2,703,637</b>	<b>+13.6%</b>

## ❖ **M/S/C ~ (Elkind/Hampton)**

**Motion to approve:** Financial Report

**Summary of Discussion:** N/A

## **IV. OPEN MEMBER FORUM**

- Developer Update
  - Construction still going on north of 56<sup>th</sup>. Construction on a new Denver School, contact DPS for details.
  - North filings will be the last Delegate Districts.
  - East of Northfield mall, breaking ground on new apartments.
  - Near Central Park will break ground for shopping center, grocery, apartments and condos.
  - Building a daycare in Eastbridge
  - Central Park bridge extension should be happening soon. Need to work with DIA for the A-Line and Union Pacific. This project should take about 9 months.
  - Martin Luther King extension is happening but having to deal with CDOT but should break ground within 90 days. This project will take about 12 months.

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## V. GOVERNANCE

**Appointment of Officers**– Board of Directors, each year officers must be appointed. Currently the following members are on the Board, new elected are bold:

- **Dana Elkind - President**
- Tim Hampton – Vice President
- Lee Ferguson – Treasurer
- **Brian Fennelly – Secretary/Treasurer**
- **Josh Nicholas – Director**
- **Forest Hancock - Director**

❖ **M/S/C ~ (Nicholas/Hampton)**

**Motion to approve:** appointment of officers

### Committee Assignments–

#### **Design Review Committee**

- Tim Hampton
- Christie Spilsted
- Lee Ferguson
- Eric Wood
- Yuri Tavbin

#### **Compliance Committee**

- Josh Nicholas
- Dana Elkind
- Andrew Bartlett
- Gary Smy
- Amanda Dorotik

## VI. MANAGEMENT REPORT

### **Aquatics**

- **2018 Aquatics Guide** – The 2018 Aquatics Guide was distributed. This guide will be in resident mailboxes the first week of March.
- **Swim Lesson Registration** – Resident swim lesson registration begins March 14 at noon online or in person at either of the MCA offices. Non-Resident registration begins April 25 at noon in person at either of the MCA offices or by filling out a registration form.
- **Membership Card Passes** – The online discount has been removed, the annual membership fee is \$20 per person.
- **Swim Team**– New Swimmer parent meeting Tuesday, March 6 at 6:00pm at the Cube. Resident swim team registration begins on March 7 online or in person at either of the MCA offices. Non-Resident registration begins April 25 in person at either of the MCA offices or by filling out a registration form. There are two different leagues, Stapleton Swim League (SSL) at Jet Stream and Aviator, which is the recreational league. The Metro League is hosted at Runway 35 and is a more traditional league.

### **Programming**

- **Concerts and MojaBlu** – Concerts have been finalized for the season, concerts will begin at 6:00pm. There are four additional MojaBlu concerts this year.
- **Theatre** – We will be doing only one theatre show this season, it will be hosted by The Three Leaches.

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- **The Cube** – Still trying out different programs to see what was successful for the space. One of the most popular events thus far has been the Harry Potter movie marathon lock in. Wine and spirits tastings have been successful.

## **Parks & Facilities**

- **The Green Restrooms** – Will be in the Mint complex on the ground floor, these will be open during events on the Green.
- **Maverick and Runway 35** will get additional shade structures that will be done by this summer.
- **26<sup>th</sup> Ave Park** – Second ball field coming online soon, finishing up final details.
- **Beeler Park Fountain** – Latest fountain, which includes fountain and water play area – should be open sometime summer 2018.

## **Administration**

- **2018 Rough Draft Community Guide** was distributed. This guide is mailed to all new homeowners or can be picked up at the MCA office.
- **2018 Staffing Plan** – The MCA has lost a few people, so looking at re staffing a few more positions.
- **MCA Office plan** – Moving forward on moving to The Shops at Conservatory Green (the old Brixx space). The MCA will keep a front desk at the current space and will manage the Community Room.

## **VII. UPCOMING MEETING SCHEDULE**

March 14, 2018 | Delegate Meeting | 12:00pm | 7350 E 29<sup>th</sup> Ave, Suite 300

April 18, 2018 | Delegate Meeting | 12:00pm | 7350 E 29<sup>th</sup> Ave, Suite 300

May 16, 2018 | Executive Board Meeting | 12:00pm | 7350 E 29<sup>th</sup> Ave, Suite 300