



# **MASTER COMMUNITY ASSOCIATION, INC. ANNUAL MEMBERS MEETING OF DELEGATE DISTRICTS**

Wednesday November 10, 2010 ~ 6:30 - 8:00 pm.  
Stapleton Community Room  
2823 Roslyn St. • Denver, 80238

## **AGENDA**

### **I. CALL TO ORDER**

### **II. STAPLETON COMMUNITY REVIEW**

### **III. CURRENT MANAGEMENT REPORTS**

### **IV. 2011 PROPOSED OPERATING BUDGET & ASSESSMENT SCHEDULE**

### **V. OPEN MEMBER FORUM**

### **V. ANNUAL ELECTION OF DELEGATES**

### **VIII. MEETINGSCHEDULE:**

- 1) Annual Meeting of the District Delegates & Executive Board November 18, Noon – 2pm Stapleton Community Room

### **IX. ADJOURN**

A complete meeting packet can be viewed and printed from the MCA website one week prior to the meeting at [www.StapletonCommunity.com](http://www.StapletonCommunity.com). Meeting Packets contain updated meeting agenda, previous minutes, the 2010 year-end projection, a summary of the Executive Board's Proposed 2011 Reserve Fund and Operating Budgets, and any other pertinent meeting information. If you do not have access to the internet please contact us at the number below to request that a copy of the above information be sent via mail.



October 20, 2010

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## NOTICE OF ANNUAL MEMBERS' MEETING

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Notice is hereby given that the 2010 Annual Members' Meeting for THE MASTER COMMUNITY ASSOCIATION, INC. (the "Stapleton MCA") will be held on Wednesday, November 10<sup>th</sup>, 2010 at 6:30 p.m. in the Stapleton Community Room located at 2823 Roslyn St. This meeting will be available as a webinar to the first 150 members who log on to [www.StapletonCommunity.com](http://www.StapletonCommunity.com) and click on the "Join Meeting" link. (Use access code: 3880724).

The Stapleton MCA is a 501(c)4 community development organization whose mission is to create and sustain a sense of community through comprehensive programs, events and facilities maintenance. All owners of both residential and commercial property are members of the Stapleton MCA and support its mission through monthly assessments levied against all property within the Stapleton Boundaries

A complete meeting packet can be viewed and printed from the MCA website one week prior to the meeting at [www.StapletonCommunity.com](http://www.StapletonCommunity.com). Meeting Packets contain updated meeting agenda, previous minutes, the 2010 year-end projection, a summary of the Executive Board's Proposed 2011 Reserve Fund and Operating Budgets, and any other pertinent meeting information. If you do not have access to the internet please contact us at the number below to request that a copy of the above information be sent via mail.

Members are required to elect seven members of the community to serve as District Delegates for the following calendar year (January – December). Delegates are charged with ratifying the MCA's annual budget and shall elect all Non-Appointed Executive Board Members. A current map of the delegate district along with a list of current serving delegates can be found online at [www.StapletonCommunity.com](http://www.StapletonCommunity.com). In the event that a quorum is not reached to elect all district delegates, a second meeting will be held on November 18, 2010 in conjunction with the Annual Delegate and Executive Board meeting. At which time the quorum requirements will be reduced to total votes cast and proxies delivered by the start of the annual delegate meeting.

If you are unable to attend the meeting or plan to attend the webinar presentation please mail your completed proxy and ballot prior to the meeting date or use the electronic ballot that may be submitted via the MCA website. All returned ballots shall be counted towards the annual meeting quorum requirements. Completed ballots / proxy can be sent by mail to the attention of Jenifer Graham, Executive Committee Secretary at The Stapleton MCA, Inc., 2823 Roslyn St. Denver, CO 80238 or fax it to (303) 388-1673.

Sincerely,

A handwritten signature in black ink, appearing to read "Keven A. Burnett".

KEVEN A. BURNETT  
EXECUTIVE DIRECTOR

**STAPLETON MASTER COMMUNITY ASSOCIATION  
EXECUTIVE BOARD MEETING**

Friday December 11, 2009 ~11:30 – 1:30 pm.  
Stapleton Community Room  
2823 Roslyn Street  
Denver, CO 80238

**ATTENDANCE**

- Denise Gammon (President)
- Heidi Majerik (Vice President)
- Brian Fennelly (Secretary/Treasurer)
- Keven Burnett (SMCA Executive Director)
- Jenifer Graham (SMCA Office Manager)
- Amanda Allshouse (District 1 Delegate)
- Justin Silverstein (Absent-District 2 Delegate)
- Dana Elkind (District 3 Delegate)
- Chantell Taylor (District 4 Delegate)
- Lucia Correll (District 5 Delegate)
- Michael Kearns (District 6 Delegate)

**I. CALL TO ORDER**

Denise Gammon

**II. APPROVAL OF MINUTES**

September 17<sup>th</sup> 2009 meeting minutes were attached.

❖ **M/S/C~ (Majerik/Fennelly) unanimous**  
**Motion to approve:** minutes as presented.

**III. ADDITIONS TO AGENDA**

None

**IV. FINANCIAL REPORT**

1) The Executive Director presented budget.

Balance Sheet (As of November 30, 2009)

• Current Assets	\$1,297,133.93
• Accounts Receivable	\$358,615.56
• Total Assets	\$1,449,362.42
• Total Liabilities	\$287,063.06
• Total Equity	\$1,162,299.36
• Total Liabilities & Equity	\$1,449,362.42



Statement of Activity Budget vs. Actual ~ January through November 2007

- Total Income Y.T.D.      \$2,671,887.89 vs. Budgeted \$2,494,091.00
- Total Expense Y.T.D.      \$2,745,078.80 vs. Budgeted \$2,569,696.00
- Net Income Y.T.D.      \$57,450.64      vs. Budgeted \$102,407.00
  - Item #4010- Assessments – Is under budget due to the lack of homes constructed and closed.
  - Item #5040—Is up due to auditor being brought in to help with pool cash handling procedures. Mapping is another large expense that the MCA has now that maps are not being supplied as has been in the past.
  - Item # 5210 & 5300 – Is up due to added dog bag stations at all parks, even parks that are not maintained by the MCA. The maintenance of all the water pots at the town center and pools.

❖ **M/S/C ~ (Kearns/Fennelly)~ Unanimous**

**Motion to approve:** Financial Statement for January through November 2009 as submitted.

**V. Management Report**

- 1) 2008 James Moore & Associates Accounting Audit

❖ **M/S/C~ ( Fennelly/Gammon ~ Unanimous)**

**Motion to approve:** 2008 Audit Report as submitted.

**VI. Proposed Budget**

- 2010 Ratified Operating Budget & Assessment Schedule  
Delegates approved and ratified the amount collected for the 2010 budget. There are no underlying issues with how the budget is spent.

❖ **M/S/C ~ Delegates-(Elkind/Correa/Taylor)~ Unanimous**❖ **M/S/C ~ (Gammon/Fennelly) ~ Unanimous**

**Motion to approve:** 2010 Ratified Budget

**VII. 2010 Projects – to discuss in depth at February meeting**

1. **Reserve Fund** - Copying stones at Aviator approximately 580 feet has to be completed in 2010. While construction is being completed the MCA has options to make changes to the pool.
  - Add steps only (\$15.25k)
  - Remove two of the three lily pads and add steps (\$30-\$60k)
  - Alton Street Park- continue drainage repair (\$15k)



**2. Improvement Fund Projects;**

- UV-West Crescent (\$11K each fountain = 2 fountains)
- Auto Feed at West Crescent (\$3500)
- PJ Playground -outside of the pool area (\$15k)
- Lighting projects – F15 & Aviator Park (\$10k)
- Arc Park Sandbox

**3. Community Fund**

- Permanent Stage cover-Founders Green (\$60-90k)

**VIII. Meeting Schedule:**

- 1) Q1 Executive Board: Feb 18<sup>th</sup> Noon-2:00pm



**STAPLETON MASTER COMMUNITY ASSOCIATION  
EXECUTIVE BOARD MEETING**

Thursday, February 18th, 2009 ~11:30 – 1:30 pm.  
Stapleton Community Room  
2823 Roslyn Street  
Denver, CO 80238

**ATTENDANCE**

Denise Gammon (absent)  
Heidi Majerik (Vice President)  
Brian Fennelly (absent)  
Keven Burnett (SMCA Executive Director)  
Jenifer Graham (Office Manager)  
Paula Deorio (Aquatics Director)  
Diane Deeter (Program & Events Director)  
Dana Elkind (district 3 delegate)  
Bethany Smith (district 4 delegate)  
Tim Wilson (district 5 delegate)  
Katie Garces (district 6)  
Michael Kearns (resident Board member)  
Justin Silverstein (absent)  
Amanda Allshouse (absent)

**I. CALL TO ORDER**

Heidi Majerik

**Official business can not be done because we do not have a quorum**

**II. APPROVAL OF MINUTES**

Dec 11<sup>th</sup>, 2009 meeting minutes were attached.

❖ M/S/C~

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

**III. FINANCIAL REPORT:**

1) The Executive Director presented budget.

Balance Sheet (As of December 31<sup>st</sup>, 2009)

• Current Assets	\$942,013.78
• Accounts Receivable	\$455,428.18
• Total Assets	\$1,568,904.72
• Total Liabilities	\$289,596.48
• Total Equity	\$1,279,308.24
• Total Liabilities & Equity	\$1,568,904.72

❖ M/S/C ~ ()~

❖ **Motion to approve:** Financial Statement for January through December 2009 as submitted.



Balance Sheet (As of March 31<sup>st</sup> , 2010)

• Current Assets	\$1,602,113.06
• Accounts Receivable	\$405,854.72
• Total Assets	\$1,754,341.55
• Total Liabilities	\$266,542.54
• Total Equity	\$1,487,799.01
• Total Liabilities & Equity	\$1,754,341.55

**2) Delinquent Accounts**

\$35k is owed to the MCA of the \$14k is assessments the rest is legal fees.

Delinquent accounts have risen 44 to 54 from 2009

- ❖ **M/S/C ~ (Kearns, Fennelly, Majerik)~**
- ❖ **Motion to approve:** Financials for January through March 2010 as submitted.

**IV. GOVERNANCE****1) Draft Investment Policy**

Capital Investment Counsel, Inc presented information about the company and the purpose for the investment of the MCA's reserve funds. **~Executive Director will make updates with CIC and send out completed Reserve Policy to the Board ~**

**2) Appointment of Officers**

2010 Board Members are as follows:

President	Denise Gammon
Vice-President	Heidi Majerik
Treasurer	Brian Fennelly
Secretary	Michael Kearns

**3) Draft 2009 Audit Report**

Audit report was just received; Board will review at the Q3 2010 meeting and request motion then.

- ❖ **M/S/C ~ (Fennelly, Kearns, Majerik)~**
- ❖ **Motion to approve:** CIC draft investment policy after changes are made and Appointment of 2010 of Officers

**V. MANAGEMENT REPORT****1) Administration**

- MCA work truck- Board recommends a "use policy" for those using the vehicle.
- Seasonal Staff Hiring- 38 returning staff and 18 new hires for a total of 56 pool employees

**2) Events**

- June 26<sup>th</sup> is the 1<sup>st</sup> Stapleton Beer festival-\$20 online/\$25 in person (includes 3oz plastic commemorative cup) for the event for anyone sampling the beers. Farmers Market will have pancake breakfast at both the 1<sup>st</sup> and last market.

### 3) Aquatics

- 2010 Aquatics Programs-960 participants have enrolled in the 2010 aquatic program, 16 Junior guards
- 2009 programming income was \$31k to date the 2010 income is \$63k, exact costs are hard to narrow down. The goal would be \$1 in and \$1 out.

### 4) Facilities

- Filing 19 pool is planned to open Memorial Day of 2011
- Aviator coping stones are in and 2 lily pads removed (pictures were posted)
- Backstroke flag anchors were installed which will allow them to be installed and removed easier. This also gives the option for large pool accessories/toys to be used in future.
- West Crescent fountains are up and running with the new chemical feed systems

## VI. COMMUNITY IMPROVEMENT PROJECTS

- Filing 18 pocket parks planters will be updated will cost approve (\$4.5)
- Additional picnic/gathering table are needed at the pools and a couple at the pocket parks (\$12k)
- Arc park (temporary) sand box will be installed this summer

## VII. MEETING SCHEDULE

- 1) Q3 Executive Board: September 16<sup>th</sup> 2010~ Noon-2:00pm





**STAPLETON MASTER COMMUNITY ASSOCIATION  
EXECUTIVE BOARD MEETING**

Thursday, May 20, 2010 ~12:00– 1:30 pm.

Stapleton Community Room  
2823 Roslyn Street  
Denver, CO 80238

**ATTENDANCE**

Denise Gammon (President) **absent**  
Heidi Majerik (Vice President)  
Brian Fennelly (Treasurer)  
Michael Kearns (Secretary)  
Keven Burnett (SMCA Executive Director)  
Jenifer Graham (Office Manager)  
Paula Deorio (Aquatics Director)  
Diane Deeter (Program & Events Director)  
Justin Silverstein (district 2 delegate)  
Dana Elkind (district 3 delegate)  
Bethany Smith (district 4 delegate)  
Tim Wilson (district 5 delegate)  
Katie Garces (district 6 delegate) **absent**  
Amanda Allshouse (district 1 Delegate) **absent**

**I. CALL TO ORDER**

Heidi Majerik

**II. APPROVAL OF MINUTES**

Feb 18<sup>th</sup> 2010 - meeting minutes were attached.

❖ **M/S/C~ (Majerik, Fennelly, Kearns)~**  
**Motion to approve:** minutes as presented.

**III. FINANCIAL REPORT:**

1) The Executive Director presented statement of activity and balance sheet

Statement of Activity (January through March 2010)

• Income (4000 series)	\$704,904.14	Budget	\$727,889.73
• Expense (5000 series)	\$529,874.74	Budget	\$609,912.48
• Net ordinary Income	\$175,029.40	Budget	\$117,977.25
• Other Income	\$70,553.82	Budget	\$70,176.00
• Net Income	\$205,850.85	Budget	\$113,153.25

(Income budget- assessments are down due to lack of sales, Expense budget is \$10k under budgeted due to coupon books posting in January 2009 and December 2009)



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## VII. MEETING SCHEDULE

- 1) Q3 Executive Board: September 16<sup>th</sup> 2010~ Noon-2:00pm



**RESOLUTION  
OF THE  
MASTER COMMUNITY ASSOCIATION, INC.  
REGARDING INVESTMENT OF RESERVE POLICY**

**SUBJECT:** Adoption of an Investment Policy for reserves of the Association.

**PURPOSES:** To adopt a policy for the investment of reserve funds.

**AUTHORITY:** The Declaration, Articles of Incorporation, and Bylaws of the Association and Colorado law.

**EFFECTIVE**

**DATE:** June 30, 2010

**RESOLUTION:** The Association hereby adopts a Policy as follows:

1. Scope. Board members have a fiduciary responsibility to the association. They may not delegate their legal obligation to protect the association's assets to anyone else. The Board must therefore invest association reserve funds responsibly and in a way that provides first safety, then liquidity and finally yield.
2. Goals & Objectives. The Association's reserve assets shall be invested to achieve the following objectives:
  1. Promote and ensure the preservation of the reserve fund's principal.
  2. Structure maturities to ensure the availability of assets.
  3. Minimal costs. Investment costs should be minimized.
  4. Funds should be invested with professional managers who have good reputations and sound credentials.
  5. Achieve long term investment performance based on lowest risk at highest return.
3. Investment Strategy. Use the most recent reserve study to match the effective maturities to the dates of the expenses. The following are considered suitable investment instruments for reserves:
  1. 100% of the fixed-income securities held in the portfolio shall have a Moody's, Standard & Poor's and/or Fitch's credit quality rating of no less than "BBB".
  2. 40% of the portfolio shall not be rated less than AA. If the Manager should hold BBB rated securities they must be US companies only. U.S. Treasury securities and U.S. government agency securities, which are unrated securities, are qualified for inclusion in the portfolio.

3. The exposure of the portfolio to any one issuer, other than securities of the U.S. government or U.S. agencies, shall not exceed 15% of the market value of the fixed income portfolio.
  4. To the extent possible, holdings of individual issues shall be large enough for easy liquidation
  5. The manager shall have the discretion to invest a portion of the assets in cash reserves when they deem appropriate.
    - (a) An issue by issue review will be conducted for each security that has its credit rating lowered after purchase and for each security presently in the portfolio that falls below these criteria's. A decision will be made to either hold and monitor or liquidate.
4. Selection Criteria. Securities will be selected with an emphasis on these characteristics:
1. Preservation of capital
  2. Quality
  3. Effective maturity
  4. Net after-tax return
5. Investment Options. Securities will be selected with an emphasis on these characteristics:
1. Preservation of capital
  2. Quality
  3. Effective maturity
  4. Net after-tax return

An issue by issue review will be conducted for each security that has its credit rating lowered after purchase and for each security presently in the portfolio that falls below these criteria's. A decision will be made to either hold and monitor or liquidate.

6. Review and Control. The Executive Director and /or the Treasurer shall work closely with the Manager and the Broker to ensure that the policy outlined is adhered to. The Board of Directors will review the investments and make any necessary corrections, changes, additions or deletions.

7. Reserve Study. In order to determine funding of the Reserve Account, the Board of Directors shall determine, with the assistance and advice of professionals, the life expectancy of those portions of the Community to be maintained by the Association and the anticipated costs of maintaining, replacing and improving those identified areas (hereinafter referred to as a "Reserve Study").

8. Review of Reserve Study. The Board of Directors shall cause the Reserve Study, if any and reserve funding to be reviewed and updated periodically, at least once every

three years to adjust and make changes in costs, inflation, interest yield on invested funds plus modification, addition or deletion of components.

9. Definitions. Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.

10. Supplement to Law. The provisions of this Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of Colorado governing the community.

11. Deviations. The Board may deviate from the procedures set forth in this Resolution if in its sole discretion such deviation is reasonable under the circumstances.

12. Amendment. This policy may be amended from time to time by the Board of Directors.

**PRESIDENT'S**

**CERTIFICATION:** The undersigned, being the President of the Association, certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on this 15 day of June, 2010 and in witness thereof, the undersigned has subscribed his/her name.

Master Community Association, Inc.

By:   
President



**STAPLETON MASTER COMMUNITY ASSOCIATION  
EXECUTIVE BOARD MEETING**

Thursday, September 16, 2010 ~12:00– 2:00 pm.

Stapleton Community Room

2823 Roslyn Street

Denver, CO 80238

**ATTENDANCE**

**Board Members**

Denise Gammon (President)

Heidi Majerik (Vice President)

Brian Fennelly (Treasurer)

Michael Kearns (Secretary)

**Delegates**

Justin Silverstein (district 2)

Tim Wilson (district 5)

Katie Garces (district 6- absent)

Amanda Allshouse (district 1-absent)

Dana Elkind (district 3 - absent)

Bethany Smith (district 4 - absent)

**Staff**

Keven Burnett (SMCA Executive Director)

Jenifer Graham (Office Manager)

Paula Deorio (Aquatics Director)

Diane Deeter (Program & Events Director)

**I. CALL TO ORDER**

Denise Gammon

**II. APPROVAL OF MINUTES**

May 20<sup>th</sup> 2010 - meeting minutes were attached.

❖ **M/S/C~ (Kearns, Majerik, Fennelly)~**

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

**III. GOVERNANCE:**

Approve 2009 Final Audit

❖ **M/S/C ~ (Fennelly, Kearns)~**

**Motion to approve:** The 2009 Final audit as provided.



#### IV. FINANCIAL REPORT:

1) The Executive Director presented statement of activity and balance sheet

##### Statement of Activity (January through August 2010)

• Income (4000 series)	\$2,155,880.79	Budget	\$2,148,000.17
• Expense (5000 series)	\$2,142,927.79	Budget	\$2,277,453.00
• Net ordinary Income	\$12,953.00	Budget	-\$129,452.83
• Other Income	\$189,574.77	Budget	\$188,136.00
• Net Income	\$122,909.73	Budget	-\$103,816.83

Assessments are tracking ahead of budget, Builder and Commercial assessments are below budgeting. Builder is due to amount of lots being taken down. By the end of 2010 we will only be behind by about \$16,000.

Working capital is above due to more closings resale and new sales are averaging about 50 a month.

##### Balance Sheet (As of August 31<sup>st</sup>, 2010)

• Current Assets	\$1,236,790.72
• Accounts Receivable	\$276,694.09
• Total Assets	\$1,672,638.43
• Total Liabilities	\$354,353.83
• Total Equity	\$1,318,284.60
• Total Liabilities & Equity	\$1,672,638.43

#### V. 2011 PROPOSED BUDGET

1) Statement of Activity (January through December 2011)

• Income	\$3,438,180.00 (increase of 8%)
• Expense	\$3,438,024.00
• Net Ordinary Income	\$156.00

2) 2011 Budget Assumptions:

- Residential and Commercial Assessments will need to increase; \$37 a month for residential, Commercial will increase 1%
- Estimate units as of Jan 1, 2011 is 3900 and will continue to see 20-25 new sales per month.
- MCA will continue to employ 5 fulltime year round employees
- MCA will hire and train a seasonal staff of approximately 85-90 employees to operate pools from Memorial Day to Labor Day
- MCA will operate 4 pools with an estimated usage of 120,000 visits





- MCA will continue to charge an annual renewal fee for all pool/membership cards to offset pool operating costs.

PRODUCT	2010	2011
Resident card NEW	\$10	\$20
Card renewal	\$5	\$10
Unlimited Guest Pass	\$60	\$80
Temporary Resident	\$60	\$80
Resident Guest	\$4	\$5
Non Resident	\$6	\$7
Res Swim lessons	\$28/42	NC
Non Res Lessons	\$34/52	NC
Swim Team	\$175	NC

- MCA will over see contracts for the maintenance and operation of approx 85 acres of Park, Medians, ROW and open space
- MCA will oversee accounting contract with MSI to bill and collect from residential and commercial tenants.

3) Reserve Fund Budget Assumptions \$80k-\$145k

- Alley replacement identified =\$25k-\$35k
- Park and Drainage projects =\$20k
- Pool and Pool Facility =\$90k (F-15 shade structure, Aviator pump room and paint Aviator building)

4) Improvement Fund Assumptions \$36k-\$48k

- The Green Improvements = \$15k-\$30k (10-12 new gathering tables and umbrellas, additional event fence and additional tent infrastructure)
- MCA office improvements \$18k-\$22k (enclosed office, community room and storage modifications)

- ❖ **M/S/C ~ (Gammon, Fennelly, Majerik)~**
- ❖ **Motion to approve:** Proposed Budget for 2011.

**VI. MANAGEMENT REPORT**

1) Aquatics

- Total Visits in the Season = 100,000 (did not hit capacity, only 4 weather related all day closures)
- Group Lessons = 9248 (will add a Preschool #2 for 3-5 year olds next year which is equal to a Station 2)
- Private Lessons = 466



**2) Events**

- Total Attendance = 63,950  
(Movies~10,800, Concerts~7,500, Farmers Market~27,000, Sweet William Market~5000, Egg Scramble~1500, Beer Festival~2000, 4<sup>th</sup> of July~3000, Stapleton Rocks~2500, Dog Daze~300, Stapleton Activities, Inc~100, Active Minds~250, Pumpkin Patch based on last year~1500 and Winter Welcome based on last year~2500)

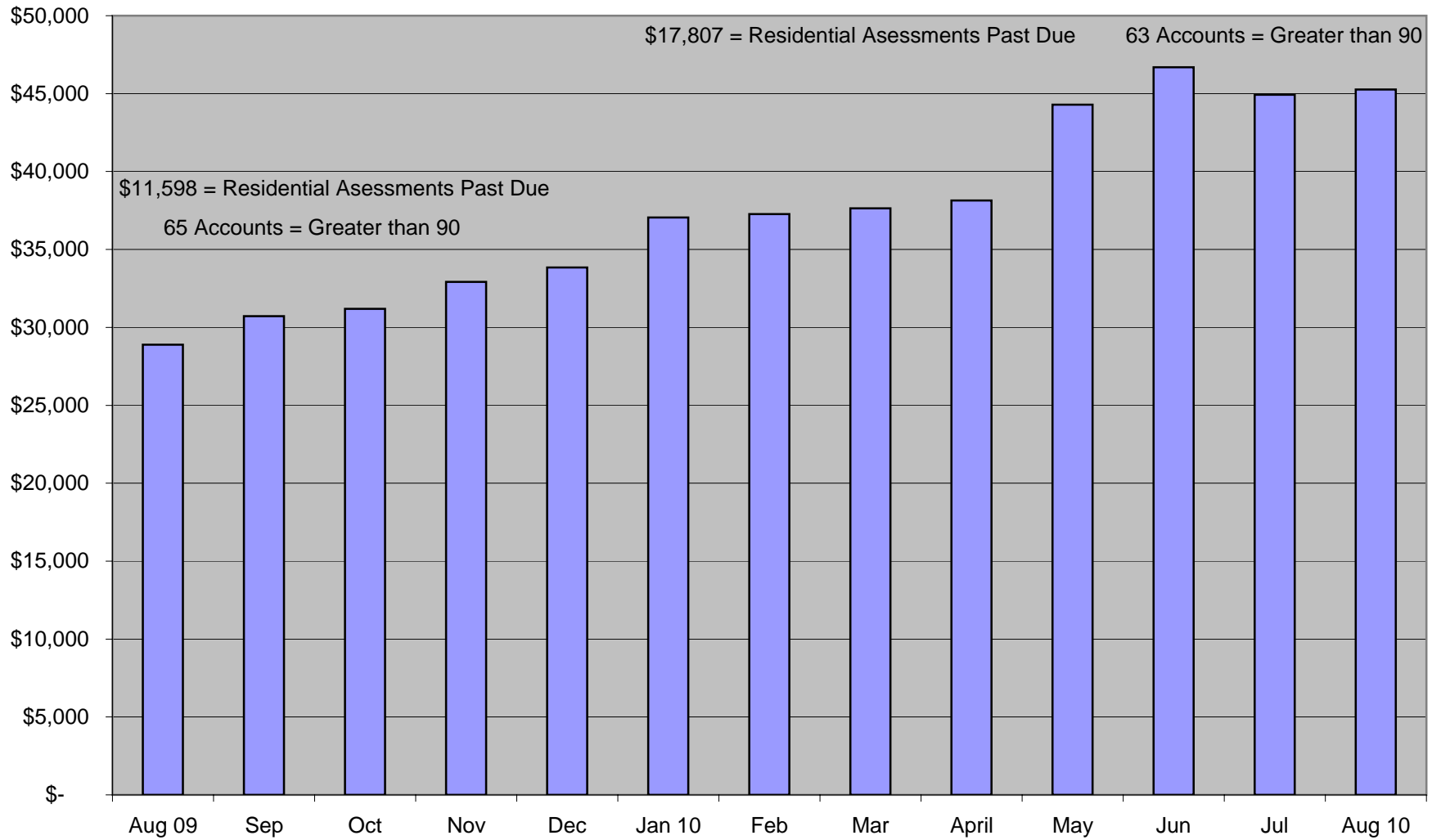
**VII. MEETING SCHEDULE**

- 1) Annual Members Meeting : November 10<sup>th</sup> 2010~6:30pm
- 2) Q4 Executive Board: November 18<sup>th</sup> 2010~ Noon-2:00pm

**Stapleton MCA**  
**Balance Sheet**  
**As of September 30, 2010**

	<u>Sep 30, 10</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1010 · MSI Assessment Acct	131,001.04
1015 · MCA Operating Acct	17,190.36
1020 · MCA Operating Reserve	20,000.00
1030 · MCA Community Reserve	119,007.71
1070 · MCA Community Fee Fund	22,779.88
1080 · MCA Investment - Schwab	750,000.00
<b>Total Checking/Savings</b>	<u>1,059,978.99</u>
<b>Accounts Receivable</b>	
1110 · Accounts receivable	354,879.39
1115 · Doubtful accounts allowance	-40,000.00
<b>Total Accounts Receivable</b>	<u>314,879.39</u>
<b>Other Current Assets</b>	
1410 · Inventories for sale	1,301.24
1420 · Inventories for use	10,506.44
1530 · Petty Cash - MSI	1,200.00
1535 · Cash Banks - MCA	600.00
1550 · Training Equipment - Aquatics	3,890.59
<b>Total Other Current Assets</b>	<u>17,498.27</u>
<b>Total Current Assets</b>	<u>1,392,356.65</u>
<b>Fixed Assets</b>	
1620 · Pool Facility - operating	16,146.35
1630 · Leasehold improvements	92,016.00
1640 · Furniture, fixtures, & equip	41,639.02
1650 · Vehicles	24,831.98
1745 · Accum deprec	-33,878.00
<b>Total Fixed Assets</b>	<u>140,755.35</u>
<b>TOTAL ASSETS</b>	<u><b>1,533,112.00</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2010 · Accounts payable	193,046.75
<b>Total Accounts Payable</b>	<u>193,046.75</u>
<b>Credit Cards</b>	
2050 · Credit card	-7,437.00
<b>Total Credit Cards</b>	<u>-7,437.00</u>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	978.54
2111 · Direct Deposit Liabilities	-5,254.72
2200 · Prepaid Assessments	96,730.23
2250 · Swim Team Fund	1,048.98
2410 · Refundable advances	-347.46
<b>Total Other Current Liabilities</b>	<u>93,155.57</u>
<b>Total Current Liabilities</b>	<u>278,765.32</u>
<b>Total Liabilities</b>	<u>278,765.32</u>
<b>Equity</b>	
3001 · Opening Bal Equity	148,920.30
3010 · Unrestrict (retained earnings)	300,765.77
3300 · Working Capital Equity	745,688.80
Net Income	58,971.81
<b>Total Equity</b>	<u>1,254,346.68</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>1,533,112.00</b></u>

### Delinquent Accounts 90 Days Plus



11/01/10

Accrual Basis

**Stapleton MCA**  
**Statement of Activity**  
**January through September 2010**

	<u>Jan - Sep 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 · Assessments	1,500,393.14	1,540,532.09	-40,138.95	97.4%
4020 · PCMD	519,529.18	594,536.00	-75,006.82	87.4%
4030 · Working Capital	45,928.00	36,000.00	9,928.00	127.6%
4040 · Collections	32,925.61	31,950.00	975.61	103.1%
4060 · Pool Income	268,741.52	194,500.00	74,241.52	138.2%
4070 · Event Income	63,070.75	53,500.00	9,570.75	117.9%
4080 · Other Income	19,482.96			
<b>Total Income</b>	<u>2,450,071.16</u>	<u>2,451,018.09</u>	<u>-946.93</u>	<u>100.0%</u>
<b>Gross Profit</b>	2,450,071.16	2,451,018.09	-946.93	100.0%
<b>Expense</b>				
5010 · Administration & Payroll	428,878.54	441,059.00	-12,180.46	97.2%
5020 · Office & Community Room	64,494.55	66,888.00	-2,393.45	96.4%
5030 · Assessment Management	92,899.82	96,660.00	-3,760.18	96.1%
5040 · Professional Services	28,297.23	34,575.00	-6,277.77	81.8%
5060 · Insurance	76,411.65	74,250.00	2,161.65	102.9%
5100 · Programming & Events	189,599.84	159,100.00	30,499.84	119.2%
5210 · SMCA Grounds Maint.	312,458.82	311,150.00	1,308.82	100.4%
5220 · SMCA Utilities	65,752.67	77,900.00	-12,147.33	84.4%
5300 · PCMD Grounds Maint.	404,364.90	456,736.00	-52,371.10	88.5%
5320 · PCMD Utilities	118,131.22	124,300.00	-6,168.78	95.0%
5400 · Pool Operations	543,516.01	509,825.00	33,691.01	106.6%
5500 · Other Expenses	1,759.90	2,700.00	-940.10	65.2%
5900 · Restricted Fund Transfers	196,128.00	196,128.00	0.00	100.0%
<b>Total Expense</b>	<u>2,522,693.15</u>	<u>2,551,271.00</u>	<u>-28,577.85</u>	<u>98.9%</u>
<b>Net Ordinary Income</b>	-72,621.99	-100,252.91	27,630.92	72.4%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
6010 · Reserve Funds	172,205.72	174,528.00	-2,322.28	98.7%
6020 · Improvement Fund	27,000.00	27,000.00	0.00	100.0%
6050 · Community Fund	12,214.12	9,000.00	3,214.12	135.7%
<b>Total Other Income</b>	<u>211,419.84</u>	<u>210,528.00</u>	<u>891.84</u>	<u>100.4%</u>
<b>Other Expense</b>				
7000 · Fund Projects	79,826.04	162,500.00	-82,673.96	49.1%
<b>Total Other Expense</b>	<u>79,826.04</u>	<u>162,500.00</u>	<u>-82,673.96</u>	<u>49.1%</u>
<b>Net Other Income</b>	<u>131,593.80</u>	<u>48,028.00</u>	<u>83,565.80</u>	<u>274.0%</u>
<b>Net Income</b>	<u><u>58,971.81</u></u>	<u><u>-52,224.91</u></u>	<u><u>111,196.72</u></u>	<u><u>-112.9%</u></u>



# 2011 BUDGET

Draft November 1, 2010



### 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.

### 2010 Community Numbers

#### Current Community Statistics

- Estimated Population..... 12,500
- Number of Households..... 3820
- Number of Business Entities..... 80

#### Aquatics

- # of Recreation Memberships..... 8200
- # of Households with at least 1 membership 2190
- % of households that use Pool facilities 58%
- Current Annual usage (3 pools)..... 100,000 visits
- Lessons Given.... 10,000
- 2010 Swim Team..... 150 members

#### Events

- Season Attendees 75,000
- Free “Movies on the Green” 5
- Free “Music on the Green” 5
- “Markets on the Green” 23
- “Theater on the Green”  
in conjunction with the Aurora Fox Theater 4
- July 4<sup>th</sup> Pancake Breakfast & Parade
- Stapleton Micro Brew fest
- Stapleton Rocks talent show
- Spring Egg Scramble
- Winter Welcome and Town Center Lighting

**Stapleton Master Community Association**  
**SMCA Statement of Activities**  
 January through December 2010

	<u>TOTAL</u>	<u>2010 Budget</u>	<u>+/-</u>	
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
1 Assessments	2,001,755.14	2,066,099.15	(64,344.01)	-3%
2 PCMD	665,702.79	737,595.00	(71,892.21)	-10%
3 Working Capital	57,928.00	48,000.00	9,928.00	21%
4 Collections	43,575.61	42,600.00	975.61	2%
5 Pool Income	269,991.52	195,750.00	74,241.52	38%
6 Event Income	63,070.72	53,500.00	9,570.72	18%
7 Other Income	19,482.96		19,482.96	
<b>Total Income</b>	<b>3,121,506.74</b>	<b>3,143,544.15</b>	<b>(22,037.41)</b>	<b>-1%</b>
<b>Expense</b>				
1 Administration & Payroll	575,565.63	587,912.00	(12,346.37)	-2%
2 Office & Community Room	86,790.55	89,184.00	(2,393.45)	-3%
3 Assessment Management	134,929.82	137,780.00	(2,850.18)	-2%
4 Professional Services	35,322.23	41,600.00	(6,277.77)	-15%
5 Insurance	91,396.04	91,125.00	271.04	0%
6 Programming & Events	233,353.57	203,800.00	29,553.57	15%
7 SMCA Grounds Maint.	366,741.15	372,200.00	(5,458.85)	-1%
8 SMCA Utilities	90,206.96	103,000.00	(12,793.04)	-12%
9 PCMD Grounds Maint.	530,905.89	582,151.00	(51,245.11)	-9%
10 PCMD Utilities	134,381.22	137,450.00	(3,068.78)	-2%
11 Pool Operations	562,669.98	513,425.00	49,244.98	10%
12 Other Expenses	4,513.91	4,020.00	493.91	12%
13 Restricted Fund Transfers	261,504.00	261,504.00	-	0%
<b>Total Expense</b>	<b>3,108,280.95</b>	<b>3,125,151.00</b>	<b>(16,870.05)</b>	<b>-1%</b>
<b>Net Ordinary Income</b>	<b>13,225.79</b>	<b>18,393.15</b>	<b>(5,167.36)</b>	

**Income Notes**

1 Assessments	Residential assessments are tracking ahead of budget while builder and Developer are tracking below budget. Land inventories are significantly reduced from historical norms. Net deficit should be a total of \$64K
2 PCMD	Tracks with actual expense.
3 Working Capital	More new home sales per month than budgeted.
4 Collections	Tracking with budget, but a larger percentage will be uncollectable
5 Pool Income	Increased lessons as well as increased resident and non resident activity at the pools
6 Event Income	Better than expected revenue from the Beer Festival.
7 Other Income	Unbudgeted facility rental income.

**Expense Notes**

1 Administration & Payroll	Increased health insurance costs paired with no major unexpected administrative and overhead costs
2 Office & Community Room	Tracking with Budget
3 Assessment Management	Tracking with budget
4 Professional Services	Opted to not update our maintenance map in 2010. will need to do for 2011
5 Insurance	Tracking with Budget
6 Programming & Events	Slightly higher event expenditure due to Beer festival expense and slightly under budgeted our commitment to outside community events
7 SMCA Grounds Maint.	Working on Efficiencies
8 SMCA Utilities	Working on Efficiencies
9 PCMD Grounds Maint.	Working on efficiencies coupled with a deliberate attention to reduce expenditures where possible without a significant impact to results
10 PCMD Utilities	Working on efficiencies.
11 Pool Operations	Tracking slightly ahead of budget due to increased payroll costs due to increased lesson, program and open swim numbers
12 Other Expenses	Tracking with Budget
13 Restricted Fund Transfers	As budgeted





## 2011 Budget Assumptions

### Assessments

1. Residential Assessments increase \$2 (\$38 per month) for 2011 and Commercial Assessments will increase \$1 per month.
2. Estimated units as of Jan 1, 2011 is 3900
3. We will continue to see 20 – 25 new sales per month.
4. Residential Development will continue in filings 19, 22, 24, 27 and 32
5. Inventory of properties that the builders & developer hold lag for most of 2011
6. Commercial Assessments increase; at an equal percentage.
7. Commercial Development will not increase in 2011

### Operations

1. MCA will staff its operations with 5 fulltime employees (Executive Director, Aquatics Director, Program and Events Director, Office Manager, Facilities Manager)
2. MCA will hire and train a seasonal staff of approximately 85 – 90 employees to operate pools from Memorial Day to Labor Day
3. MCA will operate 4 pools with an estimated usage of 120,000 visits from Memorial Day to Labor Day
4. MCA will continue to charge an annual renewal fee for all Pool / membership cards to offset pool operating costs.

### Contracts

1. MCA will oversee contracts for the maintenance and operation of approx 90 acres of Park, Medians, ROW and open space (60/30)
2. MCA will oversee accounting contract with MSI to bill and collect from residential and commercial tenants (3900/80)

### Pool Fees

1. Pool card renewals will increase to \$10 per year.
2. New pool cards will be issued for \$20 per card
3. Non-Resident fees will increase to \$7 per entry
4. Resident Guests will increase to \$5 per entry

**Stapleton Master Community Association**  
**SMCA Statement of Activities**  
 January through December 2011

	<u>2010 Est. Actuals</u>	<u>2011 Budget</u>	<u>+/-</u>	<u>%</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
1 Assessments	2,001,755.14	2,217,816.00	216,060.86	10%
2 PCMD	665,702.79	767,224.00	101,521.21	13%
3 Working Capital	57,928.00	60,000.00	2,072.00	3%
4 Collections	43,575.61	47,000.00	3,424.39	7%
5 Pool Income	269,991.52	290,001.00	20,009.48	7%
6 Event Income	63,070.72	68,000.00	4,929.28	7%
7 Other Income	19,482.96	20,000.00	517.04	3%
<b>Total Income</b>	<b>3,121,506.74</b>	<b>3,470,041.00</b>	<b>348,534.26</b>	<b>10%</b>
<b>Expense</b>				
1 Administration & Payroll	575,565.63	595,182.00	19,616.37	3%
2 Office & Community Room	86,790.55	90,264.00	3,473.45	4%
3 Assessment Management	134,929.82	140,760.00	5,830.18	4%
4 Professional Services	35,322.23	39,000.00	3,677.77	9%
5 Insurance	91,396.04	96,440.00	5,043.96	5%
6 Programming & Events	233,353.57	224,650.00	(8,703.57)	-4%
7 SMCA Grounds Maint.	366,741.15	444,000.00	77,258.85	17%
8 SMCA Utilities	90,206.96	103,000.00	12,793.04	12%
9 PCMD Grounds Maint.	530,905.89	611,292.00	80,386.11	13%
10 PCMD Utilities	134,381.22	137,932.00	3,550.78	3%
11 Pool Operations	562,669.98	719,168.00	156,498.02	22%
12 Other Expenses	4,513.91	6,849.00	2,335.09	34%
13 Restricted Fund Transfers	261,504.00	261,504.00	-	0%
<b>Total Expense</b>	<b>3,108,280.95</b>	<b>3,470,041.00</b>	<b>361,760.05</b>	<b>10%</b>
<b>Net Ordinary Income</b>	<b>13,225.79</b>	<b>-</b>	<b>(13,225.79)</b>	

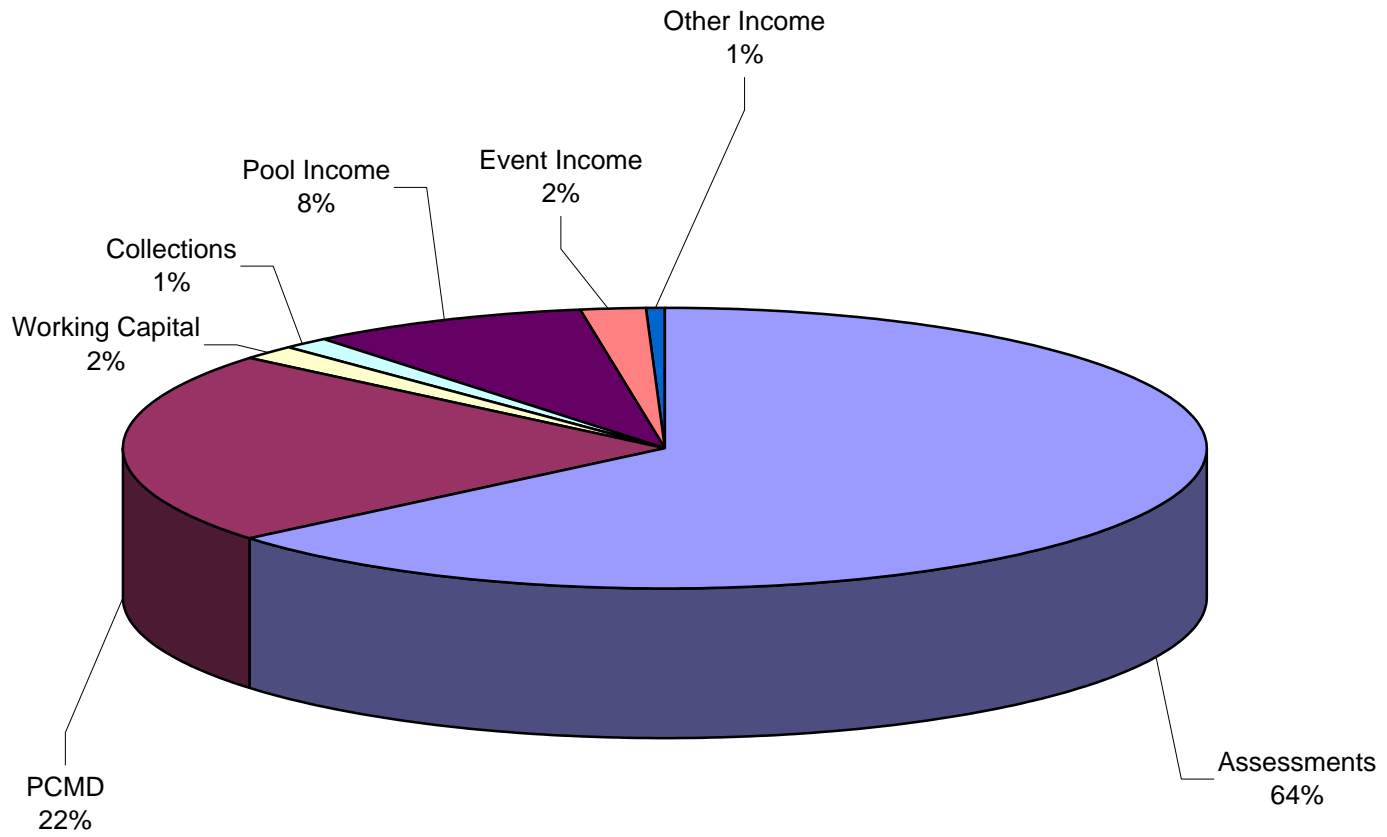
**Income Notes**

1 Assessments	Result of normal absorption of new residents coupled with a \$2 increase in both residential and commercial assessments
2 PCMD	Offset of direct district expense plus \$18K for MCA to manage District maintenance.
3 Working Capital	Average of 25 new home sales per month in 2011.
4 Collections	Continued upward compounding of legal fees, late fees and interest on late accounts. This number is offset by a corresponding *Allowance for Doubtful accounts on the Balance Sheet
5 Pool Income	Based upon 120K visits in addition to an increase in user fees for both residents and non residents
6 Event Income	Increased sponsorship revenue from events and increased beer festival revenue
7 Other Income	Continued growth in facility rental revenue

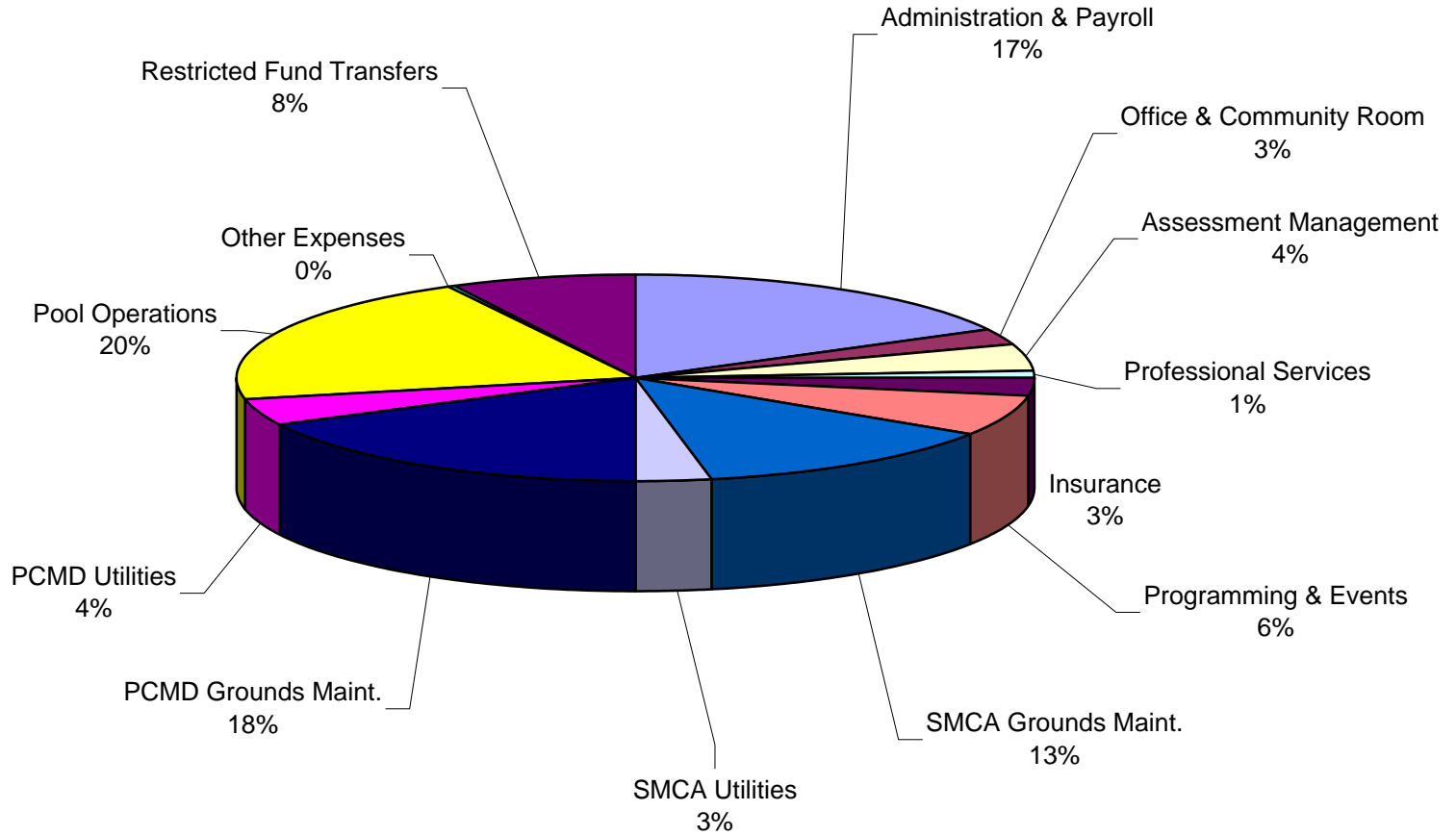
**Expense Notes**

1 Administration & Payroll	Salary increases plus anticipated increase in benefits costs
2 Office & Community Room	Increase in negotiated lease rates. Year four of 5 year lease
3 Assessment Management	Increase in billed units
4 Professional Services	Includes update of maintenance map for PCMD and MCA
5 Insurance	Anticipated increase in insurance costs. Insurance is mainly calculated by number of units and gross revenues.
6 Programming & Events	Planned expansion of community event offerings and community event support. Offset by increased sponsorship opportunities. Goal is approx 10% of Assessment revenue.
7 SMCA Grounds Maint.	Increased parks and open space. Some of this increase is due to lower than normal snow removal expense in Q1 of 2010
8 SMCA Utilities	Increased parks / alleys with anticipated increase in utility costs combined with continued watering efficiencies
9 PCMD Grounds Maint.	Increased parks and open space. Some of this increase is due to lower than normal snow removal expense in Q1 of 2010
10 PCMD Utilities	Increased parks / alleys with anticipated increase in utility costs combined with continued watering efficiencies
11 Pool Operations	Additional pool operation which is an a hard cost of 100K in Payroll and \$40K in maintenance and utility costs. 20K allowance to purchase necessary operational equipment
12 Other Expenses	Holding Steady
13 Restricted Fund Transfers	Any additional savings or income will be allocated at years end to this line item

**2011 INCOME = \$3.4M**



**2011 EXPENSE = \$3.4M**





## 2011 Budget Assumptions

### Reserve Fund Budget Assumptions ..... \$80 – 145K

1. Alley replacement identified ..... \$25K – \$35K
2. Park and Drainage Projects .... \$20K
3. Pool and Pool Facility ..... \$90K
  - a. F-15 Shade structure
  - b. Aviator Pump Room
  - c. Paint Aviator Building

### Improvement Fund Assumptions ..... \$36 – 48K

1. The Green Improvements ..... \$15 - 30K
  - a. 10 – 12 new gathering tables and umbrellas.
  - b. Additional event fence.
  - c. Additional tent infrastructure for concessions and restrooms
2. MCA Office improvements ..... \$18 - 22K
  - a. enclosed office
  - b. community room and storage modifications



## 2011 District Delegates

### District 1 (Filings 16, 20, 21, Aurora 2)

No Current Nominations from this District

### District 2 (Filings 2, 4)

**Gregg Looker** (Resident Nominee). Background: I lived at 1589 Adams Street for 22 years prior to moving here. Even though I moved to Stapleton in January of 2003, I first experienced "Stapleton" when I transferred from the Denver Employment and Training Administration (now the Mayor's Office of Workforce Development where I started with the City & County of Denver in the fall of 1977) to the (then) Aviation Division of the Denver Department of Public Works in November of 1982. I worked on the Stapleton property from 1982 through 1992 when the City offices vacated Stapleton and moved into the new Denver International Airport.

When I retired from the City/DIA in May of 2006 (after 28.3 years in the "information technology" area) I spent 18 months traveling and doing nothing, then 18 months working for United Way, and now I am working at a local school in the area of IT.

Vision thing: I have seen the Stapleton property evolve from the vision expressed in the "Green Book", and almost every day I am thankful in so many ways to be living in such an incredible, vibrant community. With the upcoming Central Park Interchange and new Light Rail Station, this community will become even more "transit oriented" and I am excited about all that will bring.

I have expressed many times to the staff of the MCA how much I appreciate the immaculate way the grounds are maintained, including all the planters, boulevards, etc. I tell friends and acquaintances that living here is like living in Disney World!

Summarizing: With my experience (and history) with the City & County of Denver and as a semi-retired resident, I think I have the time and energies that would best serve this community by representing our district.

### District 3 (Filing 3, 5, 9)

**Dana Elkind\*** (Resident Nominee) I would like to be the District 3 delegate for the Stapleton Master Community Association. My wife, Melinda and I have lived in Denver for 10 years and moved to Stapleton in 2006. We have two grown sons – Stephen is a senior at George Washington University in Washington, DC and Richard is a law student at Cornell University in Ithaca, NY. I have over 20 years of management experience working with budgets as large as 23 million dollars. I am currently an account executive for a technology firm. I have volunteered on many non-profit boards including the Arthritis Foundation. Your district needs a home owner representative to



replace the Forest City appointed delegate. I ask you for your vote and will represent you as a homeowner in District 3.

\*Dana has been serving as the District 3 delegate since 2008

#### District 4 (Filings 6, 8, 10, 17)

**Bethany Smith\*** (Resident Nominee). Bethany Smith would like to serve her neighbors and community as a delegate from District 4. She is a Denver native but has lived all over the world. She received her bachelor's degree in Political Science and French from the University of Colorado at Denver and went on to receive her Master's degree in International Politics from the University of Edinburgh in Scotland. She also studied abroad in Picardie, France and lived in Washington, DC. Her travels have given her a unique perspective and a sincere appreciation for Denver and Stapleton in general. In addition to her studies, she has been heavily involved in the Denver political community. She worked for various state representatives and has held multiple political internships for other Denver and Colorado politicians. She has the experience, ambition and duty to foster, maintain, and build on the beauty and safety of the Stapleton community. She looks forward to making sure the needs and values of our community are heard within the delegation. Bethany is married and has a young son.

\*Bethany has been serving as the District 4 delegate since 2010

**Hank Koehler** (Resident Nominee). I have worked in various capacities over my 25 years in the insurance industry. I began my career in insurance, in an administrative capacity, eventually progressing in and adding to my knowledge of the industry as a field auditor and desk underwriter.

This broad background along with a continuing interest in progressing as an insurance professional helped me earn a CIC designation. I have successfully completed several CPCU courses, and plans to continue to work toward that designation.

I believe the best way to motivate my agents to make Allied their carrier of choice is by providing a bias for action and a passion for results, which are two of Allied's Performance Values. I look forward to working with you to build a successful relationship with Allied and your agency.

**O'Neill Quinlan** (Resident Nominee). Please accept my nomination to join the Stapleton Master Community Association as a Delegate. Following is a background history and key experience factors that might prove useful.

Experience factors of note include a current and successful transportation background; keen understanding of the project process, as well as, being elected twice by 100,000 Metro voters to serve on the RTD Board of Directors.



I might prove useful to the Community Association and Stapleton Board, as we address short and long term mobility and transportation issues resulting from the DIA Commuter Rail Project and follow on Transit Oriented Development that will surely follow. Of particular note is my proven ability to successfully gain funding for unfunded project changes that occur during rail build out.

In addition, during my RTD board tenure I championed numerous special events, pushed programs thru the process, as well worked capital improvement projects from conception thru execution.

### District 5 (Filings 11, 15)

**Tim Wilson\*** (Resident Nominee). Stapleton is a wonderful community that my wife and I have enjoyed living in over the past 3 years. The vast majority of the amenities and community programs are top notch, but my personal philosophy is that there is always room for improvement and innovation. The pools, parks, and associated programming are very impressive and need to be maintained, but areas such as the maintenance of undeveloped parcels and diversification of community events are areas that I would like to address as a delegate to the Stapleton MCA. I am also very interested in serving on the Stapleton DRC to assist in maintaining the architectural integrity of the community which will in turn preserve property values and an aesthetically pleasing environment for all Stapleton Residents.

My professional background includes experience a community planner and currently as a project manager of design and construction for the Wiens Group, a real estate development company located in Broomfield, CO. I have experience in the establishment of master property owner associations and currently serve as the developer representative for multiple master association boards for projects that our company has developed.

Most important, I have a strong desire to serve the Stapleton community to assure the highest level of service, capital improvements, and community programming possible for the residents within my immediate District 5 and the Stapleton community as a whole. I look forward to participating in the delegate election process and hopefully serving as a delegate in 2011.

\*Tim has been serving as the District 5 delegate since 2010

**Nick Evans** (Resident Nominee). Nick, a natural leader, brings experience in marketing and new business development across multiple industries. Applying expertise in data-driven, long-term strategic planning Nick has excelled in creating and executing growth plans.

Since 2008 Nick has been with Liberty-Bell where he created, implemented, and executed strategic sales and marketing plans for its telecom and computing operations. As Sales Director he increased computing revenues by 156%.

Prior to Liberty-Bell Nick was with HomeVestors of America since 2004. While with Homevestors he increased sales volume by 160% through establishing alternative sales channels and partners.





During the early 2000's Nick ran a sales team of 300 independent representatives with Excel Communications. As Executive Director he cut his teeth in sales in this commission only environment.

Nick is also active in his community. He currently serves as an Ambassador for the Denver Metro Chamber of Commerce, is a Big Brother with Big Brothers Big Sisters of Colorado, and is actively involved with Habitat for Humanity of Greater Denver.

Nick was a Chancellor's Scholar at the University of Wisconsin-Madison and holds a Bachelor of the Arts Degree in Political Science from UW-Madison

Thank you for your time and consideration.

#### District 6 (Filings 12, 18, 19)

**Garrett Weekley** (Resident Nominee). My name is Garrett D. Weekley and I live at 3690 Akron Street, Denver 80238, District 6, Filing 18 (I think – the delegate map shows my area as undeveloped). I wish to nominate myself as a Communitywide District Delegate for my filing area in the Stapleton community, for the 2011 calendar year.

I have been a teacher for the past 16-years and I currently teach 6th grade Social Studies in the Cherry Creek School District. I grew up in the Denver-metro area and my wife, Michelle, and I love living in Stapleton with our three children and two cats (though, at 4AM, most mornings, I am not "so in love" with the cats).

I would like to join this delegate assembly, as an area representative, so I can help my neighborhood develop and continue to grow in a positive, sustainable manner that will benefit all the residents of the Stapleton community

**Thomas Atwood** (Resident Nominee). I'm writing to express interest in being nominated as a District Delegate for the Stapleton Master Community Association. We have lived in Stapleton since 2007 and live in District 6, Filing 18.

I am married, with two young children—my wife is a DPS Assistant Principal; my son attends Westerly Creek Elementary School.

We love it here—I have a vested and strong interest in the continued vitality and future growth of the neighborhood, especially with regards to the Arts and Development (Capital Improvements). I think it's an exciting time to be living in Stapleton with so many development projects occurring here or nearby—the new swimming pool, the new school, the I-70 / Central Park Interchange, the recreation center, the library, the MLK extension to Peoria, the RTD Fast Tracks East Corridor Line (station on Smith Road, DIA Calatrava-designed station/hotel/bridge, Union Station redevelopment), Rocky Mountain Arsenal cleanup... the list goes on and on. I hope the Smith Road station can become one of RTDs TOC pilot projects and I would like to be active in future discussions for development of the next Town Center.



With a young family, I am also interested in maintaining/improving our parks, future park proposals, education issues as well as transit issues (including bikes and mass transit).

I have a varied background that includes the Arts as well as Business/Finance and Information Technology. I currently serve as Treasurer (since 2004) and Arts Committee Chair (since 2003) for the [Nash Foundation](http://nashfoundation.org) as I have a strong interest in the arts, especially the Visual Arts. The Nash Foundation makes grants to 501(c)3 not-for-profit organizations in Minnesota (primarily the Twin Cities), usually to organizations with operating budgets under \$5 million that focus on: the arts, the environment, children and youth, and programs and organizations for women in crisis. During my time as a Board Member, we've created an online grant application system to simplify and quicken the application process; formalized many processes and improved our website: <http://nashfoundation.org>.

Previously served as Board Member of former Denver neighborhood—SUNI (Sunnyside United Neighbors Inc.) (2004-2005) and was actively involved in revitalization efforts (since 1999), including Sunnyside Revitalization Committee Member (2001-2005):

- Created and maintained a community revitalization website.
- Drafted a corridor improvement plan for 44th Avenue and Tejon Avenue.
- Helped secure future light-rail station at 39th and Lipan—written into [Blueprint Denver](#).
- Obtained grant for, and installed, neighborhood welcome signage.
- Obtained \$100,000 Environmental Protection Agency (EPA) grant for Underground Storage Tanks (UST) and Brownfields Sites in Sunnyside/North Park Hill—money was used to assess and/or cleanup four sites.

#### **District 7 (All current and future filings not identified above)**

**Denise Gammon** (MCA Executive Board Member)

Senior Vice President of Residential Development - Forest City Stapleton, Inc.

Denise Gammon is the Senior Vice President – Residential Development for Forest City Stapleton, Inc., the development company that is transforming the former Stapleton International Airport into a new community of 12,000 homes, 35,000 jobs and more than 1,100 acres of parks and open space. She oversees all aspects related to the planning and development of the for-sale housing at Stapleton. The 4,700-acre property will ultimately include approximately 8,000 for-sale units.

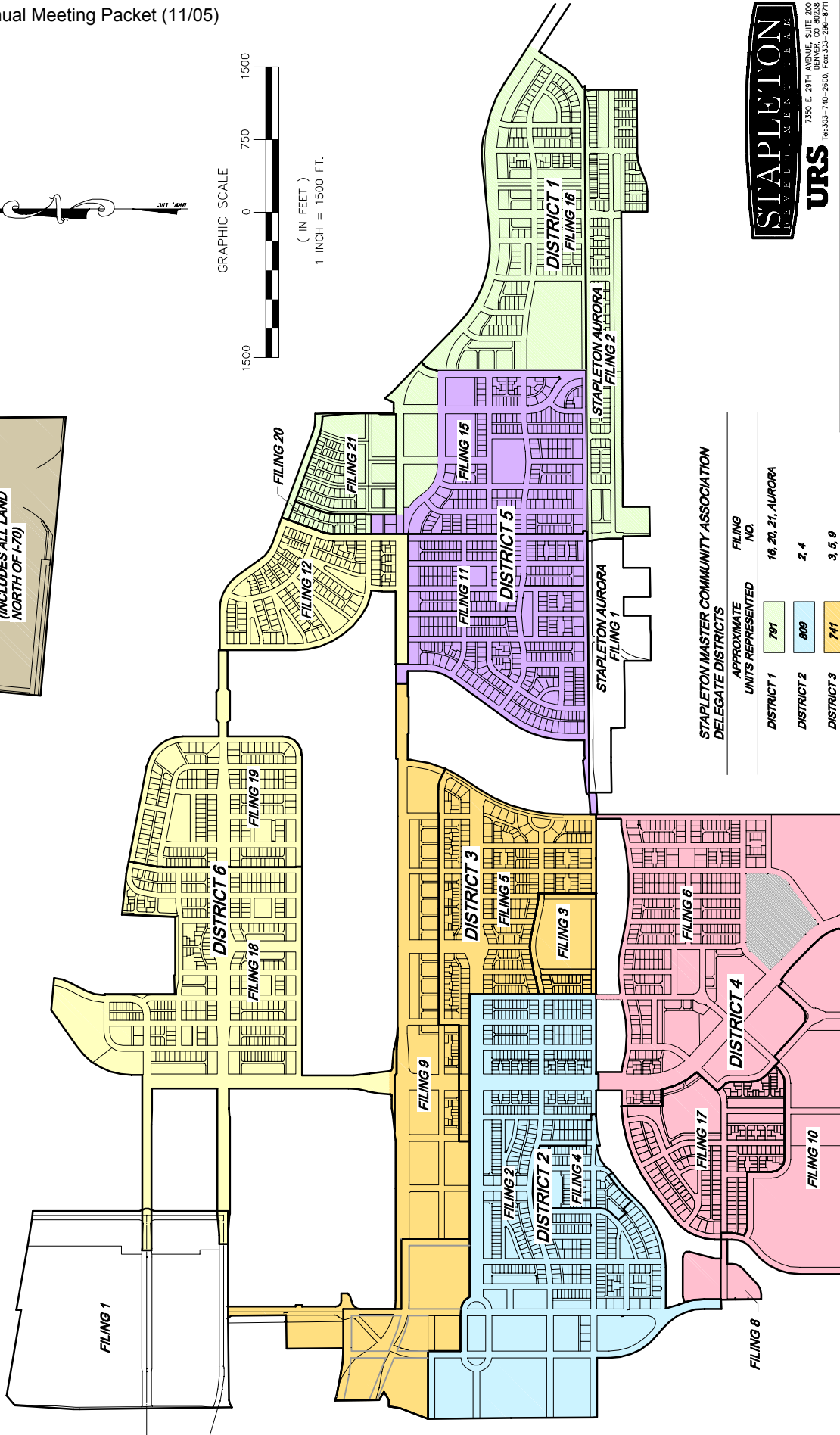
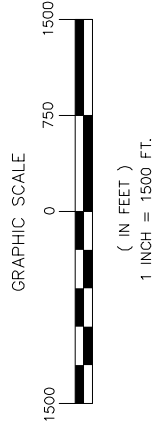
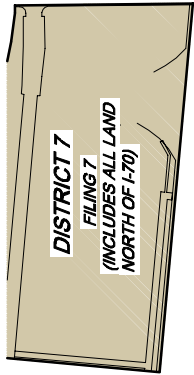
Prior to joining Forest City Stapleton, Inc., Denise was the Director of Residential Development for Koelbel and Company, a family-owned commercial and residential development company.

Denise's efforts were focused on identifying new acquisitions as well as establishing the appropriate regulatory and community framework for new Koelbel projects. Preceding Koelbel and



Company, Denise was the Vice President - Development for Grant Ranch, a 500-acre master-planned community in Southwest Metro Denver. During her tenure there, she was responsible for the formation and development of the new community.

Previously, Denise spent five years on the West Coast working for the Irvine Company, one of the largest community developers in the United States.



**STAPLETON MASTER COMMUNITY ASSOCIATION  
DELEGATE DISTRICTS**

DISTRICT	APPROXIMATE UNITS REPRESENTED	FILING NO.
DISTRICT 1	791	16, 20, 21, AURORA
DISTRICT 2	809	2, 4
DISTRICT 3	741	3, 5, 9
DISTRICT 4	818	6, 8, 10, 17
DISTRICT 5	887	11, 15
DISTRICT 6	865	12, 18, 19
DISTRICT 7	520	7, NORTH STAPLETON



**URS**  
7350 E. 29th AVENUE, SUITE 300  
DENVER, CO 80238  
Tel: 303-740-2600, Fax: 303-299-8711

**FORESTCITY STAPLETON**  
7351 E. 29th Avenue, Suite 300 Denver, CO 80238

STAPLETON REDEVELOPMENT

STAPLETON DELEGATE DISTRICTS

DESIGNED BY:  
DRAWN BY:  
CHECKED BY:

SCALE:  
HORIZ:  
VERTI:

DATE ISSUED: OCT. 2006

EX01

