

# Master Community Association

## **Q3 Executive Board Meeting**

Wednesday, August 19, 2020 | 12:00 – 1:30 pm.

MCA - Zoom Video Conference

8351 E Northfield Blvd.

Denver, CO 80238

### **ATTENDANCE**

#### **Executive Board**

Dana Elkind – President (District 3)  
Brian Fennelly – Secretary/Treasurer  
Forest Hancock – Director  
Josh Nicholas – Director (District 1)  
Amanda Dorotik – Director (District 11)

#### **Community Delegates**

Erin Osit (District 1)  
Christie Spilsted (District 4)  
Tom Downey (District 5)  
Gary Smy (District 6)  
Sarah Stabio (District 8)  
Hope Miller (District 9)  
Shalise Hudley (District 10)

#### **MCA Staff**

Keven Burnett (Executive Director)  
Jenifer Graham (Business Director)  
Diane Deeter (Community Director)  
Paula Deorio (Aquatics Director)

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

Dana Elkind (President) called the meeting to order

### **II. COMMUNITY UPDATE:**

- [DISTRICT 10](#) (BEELER PARK) SPECIAL ELECTION:
  - After soliciting nominations, three candidates were presented.
  - Ballots were distributed to all members within District 10.
  - 150 ballots were returned prior to the defined deadline, fulfilling the 10% membership requirement. All ballots are authenticated upon acceptance.
  - **Shalise Hudley**, having received the most votes, is elected as Delegate of District 10.
- COMMUNITY NAME CHANGE:
  - Amanda Allshouse, President - [Central Park United Neighbors](#) (f/k/a SUN) provided overview of name change initiative.
    - In June renaming process commenced by gathering feedback from community members on name preference.

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- Seven-week polling progression, resulting in August 1, 2020 announcement of new community name, **Central Park**, claiming 63.23% of [final vote](#).

❖ **M/S/C~ (Spilsted/Downey) Motion passes.**

**Motion to approve:** Delegate recommendation to Executive Board that name of the community, as listed in Section 1.4 in Community Declaration, be changed to 'Central Park.'

- **Delegate Roll Call: YES: 10** - Delegate(s) District 1, 2, 3, 4, 5, 6, 8, 9, 10, 11  
**FORFEIT/ABSENT: 1** - Delegate(s) District 7

❖ **M/S/C~ (Elkind, Fennelly) Motion passes.**

**Motion to approve:** Executive Board recommendation to Declarant that name of the community, as listed in [Section 1.4](#) in Community Declaration, be changed to 'Central Park.' If approved by the Declarant all required documents shall be prepared in record.

- **Executive Board Roll Call: YES: UNANIMOUS**

### III. APPROVAL OF MINUTES

[May 20, 2020](#) meeting minutes were attached.

❖ **M/S/C~ (Fennelly/Nicholas) Motion passes.**

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

### IV. FINANCIAL REPORT

The Executive Director presented financials.

#### **Statement of Activity January through June 2020**

• Income (4000 series)	\$3,820,649	vs.	Budget \$4,224,984	-\$404,335
• Expense (5000 series)	\$3,547,473	vs.	Budget \$3,926,948	-\$379,475
• Net Ordinary Income	\$273,176	vs.	Budget \$298,036	-\$24,860
• Reserve/Improvement	\$360,000	vs.	Budget \$360,000	\$0

#### **Balance Sheet (as of June 30, 2020)**

• Current Assets	\$3,118,191.68	vs.	\$2,670,589.56	+\$447,602.12
○ Operating Funds	\$285,227.40	vs.	\$557,207.35	-\$271,979.95
○ Reserve Funds	\$1,070,461.97	vs.	\$758,235.06	+\$312,226.91
○ Community Fee Fund	\$353,373.65	vs.	\$254,486.22	+\$98,887.43
• Accounts Receivable	\$798,447.47	vs.	\$557,704.39	+\$240,743.08
• Accounts Payable	\$669,935.37	vs.	\$554,307.45	+\$115,627.92
• Total Assets	\$4,910,569.10	vs.	\$4,425,525.52	+11.0%
• Total Liabilities	\$956,420.29	vs.	\$853,749.66	+12.0%
• Total Equity	\$3,954,148.81	vs.	\$3,571,775.86	+10.7%
• <b>Total L&amp;E</b>	<b>\$4,910,569.10</b>	<b>vs.</b>	<b>\$4,425,525.52</b>	<b>+11.0%</b>

#### **Summary of Discussion:**

- COVID-19:
  - Operating at 90% of budgeted income vs. 90% of budgeted expenses.
  - Traditionally earned revenue from seasonal programming and events nearly nonexistent in 2<sup>nd</sup> Quarter, anticipating additional shortfalls in revenue through 3<sup>rd</sup> Quarter.

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- Normal operations are substantially reduced with ongoing COVID-19 related impacts e.g.:
  - Significantly diminished pool-entry fee structure
  - Facilities operating at 50-person maximum capacity
  - Limited swim team revenue
  - Minimal event programming
  - Missed sponsorship opportunities
  - Restricted facility rental offerings
- [2019 DRAFT AUDIT](#)
  - Available for delegate review and inspection before final version is produced.
- 2021 BUDGET
  - Beginning the budgeting process for 2021.
  - Challenge of predicting what spring and summer will look like based on current environment.
  - Committed to keeping assessments schedule unchanged through 2021.

❖ **M/S/C ~ (Fennelly/Hancock) *Motion passes.***

**Motion to approve:** Financial Report

## V. DEVELOPER UPDATE

### • APARTMENT CONSTRUCTION

- Contracts outstanding with two developers to build apartments on southwest corner of MLK and CPB and vacant lot north of the control tower, both reported in Denver Business Journal.

## VI. MANAGEMENT REPORT

### • Aquatics

- Pools currently operating on our Back-to-School schedule. There is limited open swim availability, but facilities will remain open at some capacity through Labor Day.
- Any extended season opportunities will be evaluated and decided in the coming weeks.
- 55,500 total aquatic facility visits to date.

### • Events

- Drive-in movies and concerts were a big success.
- Adapting Kid's Triathlon to maintain social distancing requirements. 500 spaces available for kids ages 6-13. Kids will have running/biking activity card to complete at home under parental supervision. Swim portion will be scheduled independently. Upon completing all three activities they can return their card to receive a medal.
- Farmers Market is continuing to go well. Passed State and City Health Department inspections with approbation.

### • Parks and Facilities

- Moratorium on rentals remains in place.
- Community standard [violations](#) can be reported online at [www.mca80238.com](http://www.mca80238.com).

## VII. UPCOMING MEETING SCHEDULE

November 18, 2020 | Q4 Executive Board Meeting | 12:00 pm | Zoom Video Conference

December 16, 2020 | Annual Members' Meeting | 6:30 pm | TBD

**RESOLUTION  
OF  
MASTER COMMUNITY ASSOCIATION, INC.**

**SUBJECT:** Renaming the area within the Master Community Association formally known as the Stapleton International Airport ("Rename Stapleton").

**PURPOSE:** To provide a recommendation to the Board of Directors from the Delegates to rename the community.

**AUTHORITY:** The First Amended and Restated Community Declaration for the Project Area within the Former Stapleton International Airport.

**EFFECTIVE DATE:** August 19th, 2020

WHEREAS, in 2019 the Association caused to be performed a community wide vote of the members concerning the issue of changing the name of the community (the "2019 Vote");

WHEREAS, the owners voted, with 65.4% of those votes cast voted in favor of retaining the name of the community; and

WHEREAS, as a result of recent national events and conversations concerning the history in the county, the name change issue is being raised again; and

WHEREAS, the Stapleton United Neighborhoods (SUN), the City and County of Denver, and the Community Declarant along with the Stapleton Family have indicated support the renaming of the community; and

WHEREAS, the Delegates at this time believe it is in the best interest of the Association to revisit the name change issue and pursuant to Article I, Section 1.4 the name may be changed upon recommendation of the Delegates and approval by the Board of Directors;

WHEREAS, that the Delegates recommend the community be renamed and that the Delegates worked with SUN to determine an appropriate name for the community.

NOW, THEREFORE, BE IT RESOLVED, that the Delegates hereby recommends to the Executive Board of Director that the name of the community as listed in section 1.4 of the community declaration be changed to CENTRAL PARK pursuant to the process described in section 1.4 of the community declaration and recommend to the Board of Directors for consideration. If approved by the Board, and approved by the Declarant, all required documents shall be prepared and recorded.

**DELEGATES  
CERTIFICATION:**

The undersigned, respectively being the duly elected Delegates of Master Community Association, Inc., a Colorado nonprofit corporation, certify the foregoing Resolution was approved and adopted by the Delegates of the Association, at a duly called and held meeting of the Delegates of the Association on August 19th, 2020, by a unanimous vote of the Delegates.

**MASTER COMMUNITY ASSOCIATION, INC.,**  
a Colorado nonprofit corporation

A handwritten signature in black ink, appearing to read 'Dana Elkind', is written over a horizontal line.

Dana Elkind Delegate Chair

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NOW, THEREFORE, BE IT RESOLVED, that the Executive Board hereby recommends to the Declarant that the name of the community as listed in section 1.4 of the community declaration be changed to CENTRAL PARK pursuant to the process described in section 1.4 of the community declaration and recommend to declarant for consideration. If approved by the Declarant, all required documents shall be prepared and recorded.

**DELEGATES  
CERTIFICATION:**

The undersigned, respectively being the duly elected Executive Board of Directors of Master Community Association, Inc., a Colorado nonprofit corporation, certify the foregoing Resolution was approved and adopted by the Executive Board of the Association, at a duly called and held meeting of the Executive Board of the Association on August 19th, 2020, by a Unanimous 5-0 vote of the Executive Board.

**MASTER COMMUNITY ASSOCIATION, INC.,**  
a Colorado nonprofit corporation

A handwritten signature in black ink, appearing to read 'Dana Elkind', is written over a horizontal line.

Dana Elkind, Board President



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August 27, 2020

Brian Fennelly  
Brookfield Properties  
7351 E 29<sup>th</sup> Ave, Suite 300  
Denver, CO. 80238

Dear Mr. Fennelly,

I am writing you today on behalf of the Master Community Association, Inc.'s duly elected Executive Board of Directors. As you are aware, we are the entity responsible for the oversight and stewardship of the Community Declaration for the "Project Area within the Former Stapleton International Airport" for which Forest City Stapleton, Inc. is the named Declarant. We are also coming to you within the time identified as the "Developer Control Period," which does give legally defined authorities to the Declarant to make unilateral changes to the Community Declaration as defined in the document.

At the regularly scheduled meeting of the Executive Board held on August 19<sup>th</sup> 2020, the elected community delegate representatives put forth a motion the Executive Board that the name of the community be officially changed from "Stapleton" to "Central Park". The name Central Park is the name that received wide spread approval from polls taken throughout the community.

Consistent with Section 1.4 of the Community Declaration, the Executive Board has unanimously supported the resolution to formally request that the Declarant (Forest City Stapleton, Inc.) accept this recommendation from the Executive Board and authorize the change to the appropriate documents be recorded consistent with Section 1.4 of the Community Declaration. The resolution adopted by the Board is set forth below:

**NOW, THEREFORE, BE IT RESOLVED, that the Executive Board hereby recommends to the Declarant that the name of the community as listed in section 1.4 of the community declaration be changed to CENTRAL PARK pursuant to the process described in section 1.4 of the community declaration and recommend to declarant for consideration. If approved by the Declarant, all required documents shall be prepared and recorded.**

We will look forward from receiving a letter signed by Forest City Stapleton, Inc. authorized to act on behalf of the Declarant to officially recognize and implement the above resolution. We ask that you acknowledge your acceptance of the Central Park name by signing below. Please feel free to contact the Association's legal counsel with any questions or concerns with the process outlined in the community declaration or the intent of the Executive Board in this matter. We look forward from hearing back from you in the near future.



# MCA

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Sincerely,

Dana Elkind, Executive Board President



cc: MCA Executive Board

Attachments: Community Delegate Resolution dated August 19, 2020  
Executive Board Resolution dated August 19, 2020

Forest City Stapleton, Inc. hereby consents and agrees to an amendment to the First Amended and Restated Community Declaration for the Project Area within the Former Stapleton International Airport to the Central Park neighborhood

Forest City Stapleton, Inc.

By:



Its:

President