

LEAWOOD METROPOLITAN RECREATION AND PARK DISTRICT

Meeting minutes of February 14, 2024

The Leawood Metropolitan Recreation and Park District Board meeting was called to order at 6:15 p.m. by President Kyle Sargent. Members present: Judy Anderson/Vice President, Maggie Tocco and Myra Pasco. Other District: Debby Baker/Secretary and Dave Padilla/Park Manager. Visitor: Leawood Resident Dave Grove.

Approval of Agenda – The proposed agenda was approved without objection.

Approval of Minutes – Myra moved that the minutes of the January 20, 2024 meeting be approved. Maggie seconded and the minutes were approved without objection.

Public Comments – (A) David Tschetter, developer of Arcadia Creek, contacted Kyle and Judy to inform them that they are moving to Final Platte approval. A public meeting will be held on March 5, 2024.

(B) A Leawood resident spoke with Myra about a deteriorating teepee structure in Raccoon Hollar. They felt that the structure was a safety hazard. **Board Response:** Dave will remove the teepee.

New Treasurer - Kyle moved that the Board proceed out of order on the agenda to appoint a new Treasurer. Kyle moved to appoint Judy as Treasurer. Maggie seconded and the motion passed unanimously. Judy will assume the duties from Donna who retired from the Board in January.

Treasurer's Report – Judy presented the Treasurer's Report. Bills to be paid this month include Xcel Energy, Denver Water, Honey Bucket, SDA (annual association cost), Jefferson County Clerk (trailer plates), Olive Garden (retirement dinner for Donna), Rich Alarcon, Dave's invoice, and reimbursement to petty cash. Myra moved that the Treasurer's Report be received, and bills paid. Maggie seconded and the motion passed unanimously.

Parks Manager Report – Snow was removed, doggie bags checked and replenished as needed in all parks. A new wear bar was put on the ATV.

(A) Leawood Park – The split rail fence damaged by Honey Bucket has been repaired.

(B) Weaver Park - Denver Water has requested that the ranch pump be removed.

Old Business – (A) **Future of the District Board:** The future of the District and the Board will be an ongoing discussion for the year. Decisions need to be made by the end of 2024. Possible options need to be defined along with the pros and cons of each.

(B) **Document Retention Policy:** Maggie presented information on the process, costs and possible vendors for the conversion of District paper documents to digital files. The digital records can be stored at the Colorado State Archives. The Colorado State Archives has a Special Districts Records Manual which defines requirements for what documents must be retained and for how long. Judy moved to adopt the Colorado State Archives Special Districts Records Management Manual as the Records Retention Policy for the District. Maggie seconded and the motion passed unanimously.

New Business – (A) The District financial files are stored on Donna's computer. Those files need to be converted from old DOS files to a current format then placed on a pc. Myra moved to give Judy the authority to move forward with the task of hiring a professional for that process. Maggie seconded and the motion passed unanimously.

Future Board Meetings: The next Board meeting will be **Wednesday, March 13, 2024, 6:00 p.m.** at Leawood Elementary School.

Adjournment: The meeting was adjourned at 8:15 p.m.

Debby Baker
Secretary

Future Meetings:

Wednesday, March 13, 2024, 6:00 p.m., at Leawood Elementary School

Wednesday, April 10, 2024, 6:00 p.m., at Leawood Elementary School

Wednesday, May 8, 2024, 6:00 p.m., at Leawood Elementary School