



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 5:30 p.m. on Thursday November 16, 2023, at the Community Room at 11350 E Orchard Rd. The meeting was open to the public.

**Attendance:**

Directors:

Debra Botton, President

Dave Mohrhaus, Vice-President

Doug Mohr, Treasurer

Jane Rieck, Assistant Secretary/Treasurer

Quanwei Lu, Assistant Secretary/Treasurer – Absent - Unexcused

Other attendees:

Alicia Corley, Icenogle, Seaver, Pogue

Dawn Schilling, Schilling and Company

Matt Mundy, MPM Recreation

Sarah Shepherd, Circuit Rider of Colorado

Sujata Trehan, Circuit Rider of Colorado

Public Attendees:

Bernie Gehris, Resident

Jeff Erb, Erb Law

Ashley Wilson, USTA representative

Nathan, Resident

Barbara Ariss, Resident

Neal Barkley, Resident

Mike Douglass, Resident

Jessica Douglass, Resident

**Call to  
Order/Agenda/  
Declaration:**

Director Botton called the meeting to order at 5:32 pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

The Board voted to mark Director Lu's absence as unexcused.

**Citizen Items:**

Director Botton spoke about the Cherry Creek School District's Speech and Debate club and asked residents to connect with the club to volunteer and support the club.

Nathan, from Safe Skies Over Colorado shared information about the organization and its goals, with the Board. The Board was asked to consider allowing the organization to take soil sampled from parks around the community.

**Administrative Items:**

**a. Review and Approval of Meeting Minutes from the Special meetings held on September 18, 2023, September 21, 2023, October 10, 2023, October 26, 2023, and November 2, 2023**

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0 (with 1 absent) to approve the September 18, 2023, September 21, 2023, October 10, 2023, October 26, 2023, and November 2, 2023, minutes as presented.

**b. Board housekeeping and onboarding reminders: website ADA compliance, payroll**

Upon motion by Director Botton, with a second by Director Mohrhaus, the Board voted 4-0, with 1 absent, to approve the transition of the district website from Wix to Streamline by the end of 2023 to receive the special rates and meet ADA requirements.

**c. Annual Administrative Resolution and Set Meeting Dates for 2024**

Upon motion by Director Botton, with a second by Director Rieck, the Board voted 4-0, with 1 absent, to approve the 2024 Annual Administrative Resolution, as presented.

**Legal:**

**a. Lakeview Park Cell Tower Extension Project Review and Updates**

Alicia Corley informed the Board that there are no updates at this time.

**b. Legal Counsel proposals**

Jeffery Erb presented his proposal to the Board. Discussion followed. The Board thanked Mr, Erb for his proposal.

**Executive Session:**

No Executive Session was held at this meeting.

**Financial Reports:**

**a. Consider approval of November 2023 Claims Payable**  
Deferred to next meeting.

**b. Financial Statements for the period ending September 30, 2023**

Dawn Schilling presented the Financial statements for the period ending September 30, 2023.

**c. Official Budget Hearing to Amend the 2023 Budget**

Upon motion by Director Rieck, and a second by Director Mohr, the Board voted 4-0, with 1 absent, to open the public hearing for the Amended 2023 Budget at **8:14pm**.

No public comment was received.

Upon motion by Director Mohr, and a second by Director Rieck, the Board voted 4-0, with 1 absent, to close the public hearing for the Amended 2023 Budget at **8:15pm**.

**d. 2023 Amended Budget Presentation/Approval**

Dawn Schilling presented the Amended 2023 Budget.

Upon motion by Director Botton, and a second by Director Rieck, the Board voted 4-0, with 1 absent, to approve the Amended 2023 Budget as presented.

**e. Official Budget Hearing 2024**

See minutes below.

**f. 2024 Presentation/Approval Budget & Budget Resolution**

See minutes below.

**g. Discuss and Consider setting Tennis, Pool and Field Rates and Fees**

The Board considered the Field Rates. Field rental fees for soccer fields and parks were raised by \$5/hour. Baseball field rates were not increased. Other rates will be discussed later in 2024.

**h. Consider approval for 2024 Contract Renewals**

Upon motion by Director Rieck, and a second by Director Mohrhaus, the Board voted 4-0, with 1 absent, to approve the MPM Recreation pool management contract for 2024 as presented.

Upon motion by Director Botton, and a second by Director Mohr, the Board voted 4-0, with 1 absent, to approve the Circuit Rider of Colorado district management contract for 2024 as presented.

Upon motion by Director Mohrhaus, and a second by Director Rieck, the Board voted 4-0, with 1 absent, to approve the JBK Landscape landscape and snow removal rates contract for 2024 as presented.

Upon motion by Director Mohrhaus, and a second by Director Botton, the Board voted 4-0, with 1 absent, to approve the Schilling and Company district accounting contract for 2024 as presented.

**Operations and Maintenance:**

**a. Tennis Working Session Recommendations**

The Board reviewed the Tennis and Pickleball Court rules and resolution document. Ashley Wilson gave the Board an overview of the proposed changes. Discussion followed.

Upon a motion by Director Botton, with a second by Director Mohrhaus, the Board voted 4 – 0, with 1 absent, to approve and adopt the following: the Tennis code of conduct as amended; for the USTA court usage in 2024 to not exceed more than 50%; the fee structure as presented; the tennis/pickleball courts will be rekeyed for 2024 (cost will be \$25/\$65 for resident/non-resident) recognizing that anyone who purchased a key after September 1, 2023, will be provided the new key at the 2023 rates.

**b. Landscape and Facilities Reports and Updates**

No updates at this meeting.

**c. Hail Insurance and Brick Fence Claims Update**

Sarah Shepherd gave the Board an update, management will be meeting with the Engineer to assess the damage.

**d. Sunset Park Grant Update**

Sarah Shepherd gave the Board an update, bid packet will be coming in in January 2024 once the irrigation design is finalized by Hydrosystems.

**e. Pool and Community Room report**

Matt Mundy gave the Board an update on the pool.

Sarah Shepherd gave the Board an update on additional proposals for the heat regulator and meter from Ballard Group.

Upon a motion by Director Mohrhaus, with a second by Director Rieck, the Board voted 4 – 0, with 1 absent, to approve the proposal from Ballard Group, with expense not to exceed \$3,060, as presented.

**f. Improvement, operations, and maintenance priorities: Master project and calendar**

No updates at this meeting.

**Additional Board  
Member Items:**

**a. Continuation of Long Range Budget and Reserve Planning  
Process**

No updates at this meeting.

**b. Community Recreation Committee Planning**

No updates at this meeting.

**c. Community Communications**

Sarah Shepherd gave the Board an update on the community communications included in the Board packet.

Light at intersection: Management to direct HOA to contact the City to address light.

Lead testing at parks: After a short discussion, the Board decided to defer this discussion to the next meeting.

**Adjournment:**

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:55 pm.

The next Board meeting which is a Regular Meeting is scheduled for January 25, 2024 at 5:30 p.m. at the Community Room at 11350 E Orchard Road, Englewood, CO 80111.



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Secretary for meeting

**MINUTES OF THE PUBLIC HEARING  
OF THE BOARD OF DIRECTORS OF THE  
CHERRY CREEK VISTA PARK AND RECREATION  
HELD TO CONSIDER THE ADOPTION OF THE 2024 BUDGET  
HELD ON NOVEMBER 16, 2023**

A regular meeting for the official budget hearing of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 5:30 pm on Thursday, November 16, 2023, at the Community Room at 11350 E Orchard Rd. The meeting was open to the public.

**Attendance:**

Directors:

Debra Botton, President

Dave Mohrhaus, Vice-President

Doug Mohr, Treasurer

Jane Rieck, Assistant Secretary/Treasurer

Quanwei Lu, Assistant Secretary/Treasurer – Absent, whose absence was not excused.

Other attendees:

Alicia Corley, Icenogle, Seaver, Pogue

Dawn Schilling, Schilling and Company

Matt Mundy, MPM Recreation

Sarah Shepherd, Circuit Rider of Colorado

Sujata Trehan, Circuit Rider of Colorado

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Neal Barkley, Resident

Mike Douglass, Resident

Jessica Douglass, Resident

**Call to**

The agenda was approved by acclamation.

**Order/Agenda/**

Upon a motion by Director Rieck, with a second by Director Mohr, the

**Declaration:**

Board voted 4-0, with 1 absent, to open the public hearing on the 2024 Budget which was called to order at 6:43 pm.

**Citizens Items:**

Citizens shared their views on fees and assess valuation increases.

**Board Discussion:**

**Proposed 2024 Budget discussion:**

Dawn Schilling presented the 2024 Budget. Discussion followed.

Upon a motion by Director Rieck, with a second from Director Mohrhaus, the Board voted 4-0, with 1 absent, the public hearing was closed at 8:05 pm.

**Adoption of the 2024 Budget:**

The draft 2024 budget, having been properly noticed in the Villager Legals and circulated to the Board on before October 15, 2023, and upon a motion by Director Mohrhaus, and seconded by Director Rieck, the Board voted 4-0, with 1 absent, to:

1. Approve and adopt the 2024 Budget subject to final assessed valuation;
2. To appropriate the full amount of budgeted expenditures, as amended, in the adopted 2024 Budget, and;
3. To approve and set the mill levy to fund those expenditures, contingent upon the final certification of valuation, limited below the increase in property tax collection set by the Board.

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Secretary for meeting