



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, September 19, 2024, at the Community Room, Orchard Pool, 11350 E Orchard Road, Englewood CO 80111.

Attendance:

Directors:

Debra Botton, President

Dave Mohrhaus, Vice-President – Absent Excused

Doug Mohr, Treasurer

Jane Rieck, Assistant Secretary/Treasurer

Quanwei Lu, Assistant Secretary/Treasurer – the Board voted 3-0 as an ‘unexcused’ absence

Other attendees:

Dawn Schilling, Schilling and Company, Inc.

Colin Mielke, Seter, Vander Wall & Mielke PC

Courtney Intara, Seter, Vander Wall & Mielke PC

Amy Wiedeman, City of Centennial

Sarah Shepherd, Circuit Rider of Colorado

Peter Kline, Circuit Rider of Colorado

Public Attendees:

Jessica Yoffe, Resident

Aaron Spencer, Resident

Ashley Wilson, Resident and USTA Tennis Volunteer Representative

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

Director Botton called the meeting to order at 5:35 pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

Citizen Items:

The District received a request for the membership donations from Cottonwood Elementary School. Discussion followed. Director Botton made a motion to provide one (1) family membership each for Cottonwood and High Plains Elementary Schools. The motion was seconded by Director Rieck, and approved 3-0.

Caley Trailhead Partnership Project: City of Centennial

Amy Wiedeman, City Planner with the City of Centennial, shared a presentation regarding the Centennial Link Trail project and the District’s involvement over the past several years. She provided the

background of the project, maps of the interconnect of the trails and a list of the cooperating partners. Ms. Wiedeman outlined the proposed connection with the Centennial Link Trail and the Cottonwood Creek trail between Peakview Park and Prairie Vista Park. Discussion followed. Ms. Shepherd was asked to present on the District's planning efforts related to this project within the Master Planning initiated in 2015 through 2020.

**Administrative
Items:**

Review and Approval of Meeting Minutes from the meetings held on August 15, 2024

Upon motion by Director Rieck and seconded by Director Botton, the Board voted 3-0, to approve the August 15, 2024, minutes, as presented. The motion was approved 3-0.

1) Board housekeeping and onboarding reminders, payroll

No items presented at this meeting.

2) Website updates, if any; Accessibility Updates

Ms. Shepherd indicated the Accessibility Resolution was circulated for signature and will be posted to the District's website once signed.

Financial Reports:

1) Consider approval of August 2024 Claims Payable

Dawn Schilling introduced Kyle Logan of Logan & Associates to present the District's 2023 Audit. Mr. Logan outlined the scope and result of the audit process, which resulted in an Unmodified Opinion, representing a clean Audit.

Director Mohr made a motion to approve the audit, as presented and authorized Director Botton to sign the management letter, and to have Ms. Schilling file the Audit with the State. The motion was seconded by Director Rieck and approved 3-0.

2) Financial Statements and Accounts Receivable Reports

The Board reviewed the July 2024 claims of \$116,662.11 for ratification.

Upon motion by Director Rieck and seconded by Director Mohr, the Board voted 3-0, to approve the ratification of the July 2024 claims as presented.

The Board review the September claims of \$197,521.08 for approval. Following discussion, upon motion by Director Botton and seconded by Director Rieck, the Board voter 3-0 to approved

the claims as presented, minus \$2,099 for an invoice from JBK Landscape Inc. that was not addressed properly. Management will look into this invoice to confirm if this work was related to the District or another property.

Dawn Schilling presented the Financial statements. Discussion followed. She noted that the Pool revenue was down year over year and below budget. Discussion followed.

3) Budget Preparation Discussion

Ms. Schilling opened discussion of the budget process. The draft will be prepared for circulation in October and will include updates on contract costs. Discussion on the budget will occur at the October meeting and the budget hearing will be held in November. Discussion followed.

Operations and Maintenance:

1. Landscape and Facilities Reports and Updates

i. Irrigation and Facilities Reports: Lakeview field repairs, irrigation system/insurance damage

The irrigation system is repaired to a great extent following the damages caused in the theft of a majority of the component of the system. A few more items need to be repaired once the supplies are delivered. An insurance claim has been filed to reimburse for the costs of this repair.

ii. Work Order Review

Discussed in the Sunset Park Grant agenda item.

iii. SEMSWA Drainage Maintenance

The gates have been locked following some issues at several of the SEMSWA entrances to the drainage adjacent to Sunrise Vista Park.

2. Brick Fence Claims Update

Ms. Intara reported that she was investigating the payments from the court order for the damages along the right-of-way near Havana and Maplewood and would report back on this matter once the court repoded.

3. Brick Fence Easement Communications update

Colin Mielke indicated that the letter was ready for delivery. Management will mail the final version of the letter to owners with homes adjacent to the brick fence.

4. Sunset Park Grant: Change Order Discussion

Ms. Shepherd outline the requested and recommended items on the Change Order. Discussion followed. Director Botton made a motion, seconded by Director Rieck, and approved 3-0 to authorize the following items, detailed in the change order from Designsapes Colorado and the Natural Way Tree Service:

- Basketball Hoop
- Wood Screen Wall
- Ash Tree treatment and pruning.

Upon a motion by Director Botton, with a second by Director Mohr, the Board voted 3-0 to authorize the purchase of a replacement trash can and trash can lid at Prairie Vista and Lakeview Park according to the Recreation plus proposals.

The board requested a quote from Natural Way to remove the Cottonwood stump at Peakview Park and will review the remainder of the quote from the Natural Way at the next meeting.

5. Pool and Community Room Report

JC Chambers discussed current activity. Winterization is in process. A list of possible capital improvements was discussed. They included furniture, umbrellas, chlorine system upgrades. MPM will provide budget amount to Dawn Schilling for the 2025 budget. MPM has experience large insurance cost increases, which will affect the MPM contract in 2025. Discussion followed.

6. Tennis Updates

Ashley Wilson Provided an update of the end of season activity. The USTA seasons went well and the reservation system was honored. Membership and team income increased this year. There have been inquiries about a Pickleball reservation system. Discussion followed. No action at this time.

Sarah Shepherd noted that Ashley Wilson's tennis team were State District Champions in 2024 and competed against other State Champion teams at a National USTA event. The District would like to post the tournament pictures on the website. Ashley will check with team members to allow the photo to be posted.

7. Right of Way maintenance and improvement proposals and planning discussion

Deferred to a future meeting.

8. Entrance Damage Repair Discussion

Deferred to a future meeting.

9. Peakview Park Baseball infield report

Update was provided on the extent of damage and discussion of ongoing concerns related to the report of a small vehicle driving on the infield, as reported by a community member.

1). Dog Leash Policy Discussion

Legal:

Courtney Intara provided an update on the issue. She stated that Arapahoe County cannot enforce policies put in place by the District or other private entities. Discussion followed. The Board asked management to investigate creative signage that could be posted at Lakeview Park to educate community members on leash and voice command laws that the County has in place.

**Additional Board
Member Items:**

- After discussion of Board member and contractor availability the Sunset Park Dedication was scheduled for October 27th at 10am.
- Director Botton asked about information regarding a vacated directors seat. How should the Board approach appointing a new director? Colin Mielke addressed the process of appointing a new director. Discussion followed.
- Ms. Shepherd provided some details of the various HOA's that are within the District boundaries. Discussion followed.

Adjournment:

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:22 pm.

The next Board meeting, which is a Regular Meeting is scheduled for October 24, 2024, at 5:30 p.m. at the Community Room at 11350 E Orchard Road, Englewood, CO 80111.



Secretary for meeting