



## 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 pm on Thursday, October 21, 2021 via Zoom due to the ongoing health crisis. The meeting was open to the public.

### **Attendance:**

#### Directors:

**Howard Buchalter, Assistant Secretary/Treasurer**  
**Stephanie Kamlet, President**  
**Dan Marks, Vice-President**  
**Dave Mohrhaus, Assistant Secretary/Treasurer**  
**Jane Rieck, Treasurer**

#### Other attendees:

**Alicia Corley, Icenogle, Seaver, Pogue**  
**Dawn Schilling, Schilling and Company**  
**JC Chamber, MPM Recreation**  
**Joanna Waldenmyer, Root Partnership**  
**Reg Craig, JBK Landscape**  
**Sujata Trehan, Circuit Rider of Colorado**  
**Sarah Shepherd, Circuit Rider of Colorado**

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

Director Kamlet 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.

### **Presentations**

#### **Peakview Park grant bid discussion**

##### 1. Consider bid proposals for Peakview Park

Joanna Waldenmyer gave the Board an update on the Bids received for the Peakview Park project. Discussion followed.

**The Board will reconsider the revised bids at the Special meeting on October 28, 2021.**

##### 2. Discuss scope and budget priorities

The Board reviewed specific line items on the bid packets. Discussion followed.

**Citizens Items:** No Citizen items presented.

**Legal Items:** 1. Maintenance Easement Discussion re: Brick Fence and repair prioritization  
Alicia Corley gave the Board an update on the existing Easement agreement. Discussion followed.

2. Ratify Contract Approval for FCI Construction at Orchard Pool  
Item tabled for next meeting.

3. Ratify Work order for SilverKey Hazardous Material Testing  
**Upon motion by Director Mohrhaus and seconded by Director Rieck, the Board voted 4-0 to ratify the work order. *Director Buchalter had left the meeting.***

**Operations and maintenance:** 1. Pool project update  
No updates for the Pool project.

2. Tennis Court Egress lock discussion per South Metro Fire request  
Board has reviewed the issue and communications regarding the egress issue. Discussion followed. Management to discuss further with the South Metro Fire. Management will obtain an estimate for proposed changes to egress.

3. Landscape and irrigation report

a. Discuss site visit findings from Emerald Isle/JBK  
Sarah Shepherd gave the Board an update on this issue. The District could consider cost sharing with the HOA for water usage. Discussion followed.

b. Discuss snow plow cost comparisons and landscape contract  
The Board reviewed snow plowing bids included in the Board Packet. Discussion followed.

4. Consider approval for the following park proposals

c. Prairie Vista irrigation posts  
Item tabled for the next meeting.

d. Right-of-way trees  
Reg Craigo presented the tree replacement proposal. Discussion

followed.

e. Right-of-way cobble

Item tabled for the next meeting.

f. Right-of-way shrub plantings

The Board reviewed the shrub planting proposal.

5. Brick fence project update

Final walk through for the Brick Fence repair project is at the end of October. The contractor will clear up the storage items at Sunset park parking lot.

6. Consider approval of tree removal and pruning estimate and neighbor communications:

Additional Cottonwood, Russian olive, Apple, Aspen trees and brick repair will be considered outside the current scope of top cap repair.

Item tabled for the next meeting.

7. United Site Services

All portable toilets will be removed by the end of October from the parks till March 2022.

Management to check the portalet being used at Orchard Pool.

**Financial Matters:**

**1. Review and approve claims for period ending October 31, 2021**

The Board reviewed the October claims.

**Upon motion by Director Rieck and seconded by Director Buchalter, the Board voted 5-0 to approve the October claims totaling \$92,814.90**

**2. Financial report for period ending September 30, 2021**

Ms. Schilling presented the financial report.

**Upon motion by Director Buchalter and seconded by Director Kamlet, the Board voted 5-0 to accept the September financials, as presented.**

Management to review pool fees vs field rental fees in CivicRec to ensure that they are being coded correctly within CivicRec.

Ms. Schilling also presented the Capital Project Tracking schedule.

**Administrative  
Matters**

Review and consider approval of meeting minutes: September 22, 2021

**Upon motion by Director Mohrhaus and seconded by Director Kamlet, the Board voted 4-0 to approve the September minutes with one amendment as noted by Director Rieck. *Director Buchalter had left the meeting.***

**Additional Board  
Member Items**

Capital improvement, operations, and maintenance priorities

a. Master project calendar

No update presented.

b. Capital project budget sheet

No update presented.

**Adjournment:**

The Board approved by acclamation to adjourn the meeting at 7:47pm. The next Board meeting is a Special Meeting, and is scheduled for Thursday, October 28, 2021 at 5:30pm via Zoom.

*Sujata Trehan*

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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 2019 BUDGET  
HELD ON NOVEMBER 19, 2020**

**Date: November 19, 2020**

**Time: 5:30 PM**

**Location: Zoom**

**Attendance:**

Directors:

Howard Buchalter, Assistant Secretary/Treasurer

Stephanie Kamlet, President

Dan Marks, Vice-President

Dave Mohrhaus, Assistant Secretary/Treasurer

Jane Rieck, Secretary

Other attendees: REMOVE AS NEEDED

Alicia Corley, Icenogle, Seaver, Pogue

Dawn Schilling, Schilling and Company

Kevin Aguilar, Aguilar Construction  
Mike Leuteneker  
Reg Craigo, JBK Landscape  
Kyle Thomas, D.A. Davidson  
Matt Mundy, MPM Recreation  
Lindsey Reese, Circuit Rider of Colorado  
Sarah Shepherd, Circuit Rider of Colorado

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

The public hearing on the 2020 budget was called to order at 8:03 pm by Director Marks, seconded by Director Kamlet, and approved 5-0 by the board. Being that there was no public present to give input for the hearing, upon a motion by Director Rieck, seconded by Director Gehris, the Board vote 5-0 to close the hearing at 8:09 pm.

The agenda was approved by acclamation.

**Citizens Items:**

No public input provided.

**Board Discussion:**

Proposed 2021 Budget discussion:

**Adoption of the  
2021 Budget:**

The draft 2021 budget, having been properly noticed in the Villager Legals and circulated to the Board on DATE, and upon a motion by Director, and seconded by Director the Board voted 5-0 to: 1. approve and adopt the 2021 Budget; 2. to appropriate the full amount of budgeted expenditures in the adopted 2021 Budget, and: 3. to approve and set the mill levy to fund those expenditures, contingent upon the final certification of valuation, with expenditure amounts of: \$AMOUNT in general fund, \$AMOUNT for Right-of-Way, \$AMOUNT for debt service fund A, \$AMOUNT for debt service B, \$AMOUNT for the enterprise fund, \$AMOUNT in capital projects fund.