



MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

A special meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 5:30 pm on Wednesday, September 22, 2021, via Zoom. 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
Lindsey Reese, Circuit Rider of Colorado
Sarah Shepherd, Circuit Rider of Colorado

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

Director Kamlet called the meeting to order at 5:38 pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

Board meeting survey results: The Board discussed meeting time keeping improvement methods. District management will move financial items to the beginning of the meeting agenda, and will note action items in the packet aligned with agenda items. The agenda will include added detail on what is needed to be considered for approval or decision. Citizen reports and comments will be limited to 3 minutes each and will be requested to be submitted in writing beforehand). The Board also decided to keep monthly meetings and add a budget planning meeting in 2021 between October/November.

Citizens Items:

Kari Nelson attended the meeting to ask about shade structures at Sunrise Vista. Ms. Shepherd reported that the District is still waiting on learning more from the pool project to salvage some of the shade structures and consider its use at the park.

Legal Items:

A. Letter of Intent re: City of Centennial and Caley Lot

Alicia Corley presented the letter of intent that the District can provide to the landowner at the Caley lot to the City of Centennial to own and maintain the property once improved.

Upon motion by Director Mohrhaus and seconded by Director Rieck, the Board voted 5-0 to approve the Letter of Intent to send to the City of Centennial regarding the land adjacent to Prairie Vista Park.

B. Sunrise Vista Park Access Letter

The Board reviewed the access point letter drafted to allow access to SEMSWA/MHFD to maintain the drainageway via Tract-D.

Upon motion by Director Kamlet and seconded by Director Buchalter, the Board voted 5-0 to approve the Sunrise Vista Park Access Letter.

C. Pool construction easement license agreements

The Board reviewed the easement license agreements required for the pool construction project. Legal counsel has made comments and they have been accepted by the other party.

Upon motion by Director Rieck and seconded by Director Buchalter, the Board voted 5-0 to approve the two license agreements for the pool construction easement.

Operations and maintenance:

A. Pool report

FCI will be bringing updated construction costs to the next board meeting. The demo of tile at the pool has begun.

B. Landscape and irrigation report

Ms. Shepherd provided an update regarding the Hills East irrigation findings with a meeting with Emerald Isle and JBK. Discussion followed. It was discussed possibly capping the irrigation in that area. Ms. Shepherd will visit the location with JBK to see what irrigation is needed.

The Board reviewed another snow plowing proposal that was received. The Board would also like to see one more proposal. The landscape contract was discussed and possible consideration for different options for landscape maintenance will occur in 2022.

C. Brick fence project update

Ms. Shepherd reviewed the brick fence tree damage list along the right-of-way. Homeowners have been contacted and requested to remove the trees to minimize damage. The District's easement was discussed. The Board would like to use the easement to remove the trees and repair the brick fence areas. Management and legal counsel will coordinate to provide easement details.

D. Tree removal and pruning

Peakview Park grant update

Ms. Shepherd gave a quick update on the peakview park grant. Bids have been requested and a site meeting will occur in the coming weeks with review to follow at the next board meeting.

Financial Matters:

Review and approve claims for period ending September 30, 2021

The Board reviewed the September claims.

Upon motion by Director Rieck and seconded by Director Kamlet, the Board voted 5-0 to approve the September claims totaling \$263,877.25.

August 31, 2021 financial report

Ms. Schilling presented the financial report.

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

Director Buchalter wanted to propose a new category to be added to the budget to focus on the tree canopy, which can include removals, replacing, trimming, etc. Ms. Schilling will work on adding this to the 2022 budget.

**Administrative
Matters**

Meeting meeting minutes - August 19, 2021

The Board reviewed the August 19, 2021 meeting minutes. Upon motion by Director and seconded by Director, the Board voted 5-0 to approve the August meeting minutes, as presented.

**Additional Board
Member Items**

None.

Adjournment:

The Board approved by acclamation to adjourn the meeting at 8:03 p.m.. The next Board meeting is a Regular Meeting, and is scheduled for October 21, 2021 from 5:30 pm via Zoom.

Lindsey Reese

Secretary for meeting