



## 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 January 25, 2024, 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 - Excused

Other attendees:

Alicia Corley, Icenogle, Seaver, Pogue

Dawn Schilling, Schilling and Company

JC Chambers, MPM Recreation

Sarah Shepherd, Circuit Rider of Colorado

Sujata Trehan, Circuit Rider of Colorado

Public Attendees:

Colin Mielke, Colin Meikle of Seter & Vander Wall PC

Joel Drew, Colin Meikle of Seter & Vander Wall PC

Ashley Wilson, USTA Tennis

Heather Robbins, Swim team representative

Aaron Rodgers, Resident

Doug Schroeder, Resident

Matt Elam, Resident

Arun Ranadass, Resident

Christine Mayerle, Resident

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

Director Botton called the meeting to order at 5:34 pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

Upon motion by Director Botton, and seconded by Director Mohr, the Board voted 3-1, with Director Mohrhaus voting no, to mark Director Lu's absence as excused.

**Citizen Items:**

Resident Doug Schroeder asked about the cell tower located at Lakeview Park. The Board noted that this item will be discussed as it is listed on the agenda.

**Administrative Items:**

1) **Review and Approval of Meeting Minutes from the Special meetings held on November 16, 2023**

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0, with 1 absent, to approve the November 16, 2023, minutes as presented.

2) **Board housekeeping and onboarding reminders, payroll**

Sarah Shepherd requested that a couple of documents need to be signed – 2024 Budget Resolution and the Streamline contract for the District website transition. One director has still to complete payroll information.

3) **Introduction of Colin Meikle of Seter & Vander Wall PC**

Colin Meikle of Seter & Vander Wall gave an introduction, including his background and experience in Special District management. Discussion followed. The Board thanked Colin and Joel for attending the meeting.

**Legal:**

1) **Lakeview Park Cell Tower Extension Project Review and Updates**

Alicia Corley gave the Board an update. Crown Castle sent a notice packet to Dawn Schilling.

Director Botton addressed the question by resident Doug Schroeder regarding the Board's actions. The Board has no action to take as the process for review of the proposed cell tower is not a District issue, it is moving through the Arapahoe County process.

2) **Legal Counsel proposals consideration**

The Board reviewed the 2 proposals received so far. Discussion followed. The Board directed management to reach out to Ireland Stapleton to inquire as to their interest in providing a proposal.

Upon motion by Director Rieck, and seconded by Director Botton, the Board voted 4-0, with 1 absent, to engage Seter Wander Wall PC as the District's legal counsel if Ireland Stapleton was not interested in providing a proposal.

**Financial Reports:**

1) **Ratify November 2023 and December 2023 Claims Payable and Consider approval of January 2024 Claims Payable, including Special Counsel fees**

Upon motion by Director Mohr and seconded by Director Mohrhaus, the Board voted 4-0, with 1 absent, to ratify the December 2023 claims payable as presented, including the special counsel dues, noting that Chris Carrington's fees had been discounted by \$1,000.

Upon motion by Director Rieck and seconded by Director Mohrhaus, the Board voted 4-0, with 1 absent, to ratify the November 2023 claims payable as presented.

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0, with 1 absent, to approve the January 2024 Claims Payable as presented.

Dawn Schilling presented the addition special counsel fees. Chris Carrington's invoice and Foster Graham Milstein and Calisher LLP invoice total beyond the approved \$7,500. Discussion followed.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted to pay the full invoiced amount due to Foster Graham Milstein and Calisher LLP invoice, with the understanding that no additional costs will be incurred/invoiced, 3-1 as follows:

Director Botton: Yes

Director Mohr: Yes

Director Rieck: No

Director Mohrhaus: Yes.

## **2) Financial Statements for the period ending November 30, 2023**

Dawn Schilling presented the Financial statements for the period ending November 30, 2023. Discussion followed.

Upon motion by Director Mohrhaus and seconded by Director Botton, the Board voted 4-0, with 1 absent, to approve the Financial statements for the period ending November 30, 2023 as presented.

## **3) Discuss and Consider 2024 Pool Rates and Fees**

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, with 1 absent, to approve the pool membership rates and fees, as presented.

## **4) Consider approval for 2024 Contract Renewals: SF Tennis and Logan and Associates**

Upon motion by Director Mohrhaus and seconded by Director Rieck, the Board voted 4-0, with 1 absent, to approve the Logan and Associates contracts for 2023 Audit, as presented.

Upon motion by Director Mohrhaus and seconded by Director Botton, the Board voted 4-0, with 1 absent, to approve the SF Tennis 2024 contract, as presented.

## **Operations and Maintenance:**

### **1. Tennis Working Session Recommendations continued discussion**

Ashley Wilson gave the Board an update on tennis items – currently there are 5 confirmed teams. Last spring there were 12 teams. Some teams are running into an issue with the 75% resident requirement. Discussion followed.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 4-0, with 1 absent, to limit court usage by the USTA teams to under 50% of the courts, while removing the resident status requirement for team composition.

All USTA members, residents and non-residents, will be buying tennis keys. Discussion followed.

- Management to email all that have purchased a tennis key, reminding them to hang the roller back on the hook on the fence.
- Director Mohrhaus noted that he will be unavailable to give out tennis keys from 1/26 to 2/3 during the off-season. Management will coordinate with nay purchasers during this period accordingly.

### **2. Landscape and Facilities Reports and Updates**

Sarah Shepherd gave the Board an update regarding the community room key code. Management to contact lock manufacturer to follow up on replacing it in case it is faulty. Management to put up a laminated sign on the inside of the door – letting renters know that the lock must be ‘woken up’ (press any button), then enter the key code.

FCI needs to the Community Room to close for usage for the next 2-3 weeks as the heat will be off during repairs and will need several inspection approvals by Araphoe County, Xcel energy. FCI will set up heaters in the room and lifeguard room to prevent freezing pipes.

Management has received some additional requests for de-icing on sidewalks around the school have. Management to forward requests that are school responsibility to Cottonwood School and will continue

working on communications with community members, JBK and other sidewalk owners.

Sarah Shepherd gave an update regarding the HOA request for lighting at the intersection on Orchard Road. HOA representatives will follow up when they are available to join a meeting.

### **3. Hail Insurance and Brick Fence Claims Update**

Joanna Waldenmeyer will be looking into the wall crack caused by the tree roots. Discussion followed regarding the possibility to repair with caulk, and not replace the brick if possible while matching aesthetically.

District legal counsel will work with management to inform homeowner that the crack is a result of the tree on property of the adjacent home.

Sarah Shepherd gave the Board an update on the recent car accident at the brick fence near Lakeview Park. Management will receive an estimate for repairs, and is waiting to receive an accident report whereby they will follow up with the auto owner's insurance company.

Ms. Shepherd will follow up with the insurance adjuster related to the secondary inspection to be scheduled for hail damage at the pool house.

Alicia Corley gave the Board an update regarding the brick fence accident on Maplewood. The District anticipates being fully reimbursed for the cost of repairs of the brick fence and irrigation by the auto owner's insurance.

The Board reviewed the JBK proposal for installing cobble on Cherry Creek Drive. Discussion followed. The spring site-walk will focus on right of way areas.

### **4. Sunset Park Grant Update: Discuss playground design**

Sarah Shepherd presented playground options for Sunset Park. Discussion followed. The Board reviewed 3 options. Discussion followed. The Board selected Option 3 as presented.

Upon motion by Director Botton, and seconded by Director Rieck, the Board voted 4-0, with 1 absent, to select option 3 for the playground.

The Sunset Park Grant walk through is scheduled on Monday February 26th, 2024. Management to schedule a walk through at Orchard Park on that same day. The time will be confirmed once shared with consultants.

**Additional Board  
Member Items:**

**1. Special meeting in February to consider a Grant application  
for Orchard Park**

A working session will be scheduled in February to consider a grant application for Orchard Park.

**Adjournment:**

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:30pm.

The next Board meeting which is a Regular Meeting is scheduled for March 14, 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