

MEETING MINUTES

A meeting of the Board of Directors of the Cherry Creek Vista Park and Recreation District was held at 5:30 pm on Thursday January 23, 2025, at the Community Room.

Attendance:

Directors:

Debra Botton, President
Doug Mohr, Treasurer
Dave Mohrhaus, Vice President
Jane Rieck, Assistant Secretary/Treasurer
Vacancy

Other attendees:

Ashley Wilson, USTA Rep
Andy Aust, District Resident
Dawn Schilling, Schilling and Company, Inc.
Courtney Intara, Seter, Vander Wall & Mielke PC
Scott Fong, SF Tennis
Reg Craigo, JBK Landscaping
Matt Mundy, MPM Recreation
Sarah Shepherd, Circuit Rider of Colorado
Sujata Trehan, Circuit Rider of Colorado

Call to order/approve agenda/notice of meeting/declaration of quorum and conflicts of interest

Director Botton called the meeting to order at 5:30 pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

Items from citizens regarding items not already on the agenda

No citizen items were presented.

Administrative Matters

1. Board Vacancy Review Process

Sarah Shepherd gave the Board an update. The District has received one additional email of interest, while one potential candidate removed themselves from the list.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 2-2, to fill the current Board vacancy with Andy Aust. The motion did not pass.

Dave Mohrhaus - No
Debra Botton - Aye
Doug Mohr - Aye
Jane Rieck - No.

2. Board Housekeeping

The meeting agenda and minutes have been reformatted to comply with current accessibility requirements.

3. Approval of minutes from November 21, 2024, and December 4, 2024, Board Meetings

Director Botton noted a spelling error (ploughing/plowing) on November 21st meeting minutes.

Director Botton noted that the Board wanted to close out the Caley Project discussion.



Upon a motion by Director Botton and seconded by Director Mohrhaus, the Board voted 4-0 to not move forward with Caley Project. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr - Aye
Jane Rieck – Aye.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to approve November 21, 2024, and December 4, 2024, meeting minutes with the spelling correction noted above. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr - Aye
Jane Rieck – Aye.

Financial Matters

1. Ratify December 2024 Claims Payable

The Board reviewed the December 2024 claims.

Upon motion by Director Mohr and seconded by Director Botton, the Board voted 4-0, to ratify the December 2024 claims as presented. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr - Aye
Jane Rieck – Aye.

2. Financial Statements for the period ending November 30, 2024

The Board will review the November and December 2024 financial statements at the March Board meeting.

3. Discuss and Consider 2025 Pool Rates and Fees

The Board discussed 2025 rates for the pool. The Board discussed discounting non-resident pool family members and swim team registrants with a \$100 discount per family (not per swim team registrant). Management and MPM to discuss the best way to implement the discount.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 4-0, to approve the 2025 pool membership fees, with no increase from the 2024 membership rates, and to include a \$100 per family discount for non-resident families that have a pool membership and are also part of the swim team. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

The Board discussed the Community Room rental block rates, times and dates.

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0, to maintain the current time blocks and update the rental rates for the Community Room as follows:

**In Season Resident: \$100/block
In Season Non-resident: \$150/block
Off Season Resident: \$150/block
Off Season Non-resident: \$200/block**

The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

The Board discussed the field rental rates.

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0 to update the field rental rates to add \$5/hour for each field rental rate for 2025. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

4. Consider approval for 2025 Contract Renewals: SF Tennis, MPM Recreation Management, Relish This, and HydroSystems

Scott Fong gave the board an update on the SF Tennis contract for 2025. Discussion regarding enrollment and costs followed. The Board discussed heavy court usage by other pros and its impact on the court availability for District residents.

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0, to approve the SF Tennis 2025 contract. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

The Board discussed Community Room cleaning, recommending deep cleaning once a month to take care of some wear and tear, in addition to the regular cleanings after room rentals. Further discussion followed. The Board debated the merits of keeping the room available for off-season rentals. The Pool Management Contract will be reviewed in March, with the inclusion of the cleaning details as an exhibit to the Contract.

The Board reviewed the “Relish This” concessions 2025 contract.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to approve the Relish This 2025 contract. The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

The Board reviewed the HydroSystems irrigation oversight 2025 contract.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to approve the HydroSystems 2025 contract, which one typographical correction (Remove Aurora, add Englewood at the top of the letter). The motion was approved.

Dave Mohrhaus - Aye
Debra Botton - Aye
Doug Mohr – Aye
Jane Rieck – Aye.

Operations and Maintenance Matters

1. Landscape and Facilities Reports and Update

a. Snowplowing and summer facilities maintenance planning

Reg Craigo introduced himself as the new JBK representative for the District. The Board discussed issues around snow removal in the District, including placement of the sand and ice-melt could be improved to cover areas that have high foot traffic and areas that are missed or not accurately plowed.



The path to the Community Room from the parking lot has not been cleared along with a section on the East side of Cherry Creek Drive. The Board also noted other specific areas that routinely get missed or where ice build-up occurs. Future issues will be passed onto management to be forwarded to JBK for attention, or can be directed to JBK at their 24/7 contact if the issue is an emergency.

The Board noted their appreciation for Reg's attendance and requested that he attend future meetings.

Sarah Shepherd noted that JBK will correct the missed leaf removal at the District. Discussion followed regarding extra trash pickup this summer; moving the regular maintenance day with trash pickup to earlier or later in the week could make the extra pick up day more effective. Regular weekly trash pick up is on Wednesdays, and the add on in 2024 was on Mondays and Fridays. Sarah Shepherd suggested moving the regular service day to Monday or Friday, so an extra pick up could be done later or earlier in the week. Reg Craigo noted that JBK can add the extra trash pickup as needed. Additional discussion followed.

Director Mohrhaus noted that tennis trash cans were not being cleared. Management to remove any remaining small trash cans that are remaining in the tennis courts.

2. **Sunset Park Grant Update**

Sarah Shepherd noted that most of the work at Sunset Park is complete, however some tennis items are still pending (due to weather), which will be completed in the spring. Once finalized, the grant will be closed out.

3. **Orchard Park Update**

Sarah Shepherd shared the quote for the survey of Orchard Park. She recommended that the District close out the Sunset park grant, which would allow Orchard park rentals this season, and time for appropriate planning. The District has 2 years to use the grant funds. She recommended that the July Board meeting be a session to proceed with actions for the Orchard Park project.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 3-0 with 1 abstaining, to approve the estimate for a survey scope and design survey of Orchard Park by Proof Civil for \$18,500. The motion was approved.

Dave Mohrhaus - Abstain

Debra Botton - Aye

Doug Mohr - Aye

Jane Rieck – Aye.

4. **Pool and Community Room report**

Matt Mundy gave the Board an update on the pool. He noticed that there is increased unauthorized use of the dumpster. He suggested adding a solar powered camera pointed at the trash enclosure.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 3-1, to approve installation of a solar powered camera at the facility to monitor the dumpster area. The motion was approved.

Dave Mohrhaus - Aye

Debra Botton - Aye

Doug Mohr - No

Jane Rieck – Aye.

The Board discussed taking care of minor repairs at the Community Room, such as paint touch ups, texture touch ups, to maintain the room.

5. Tennis

Ashley Wilson gave the Board an update for upcoming USTA registrations, specifically regarding court usage and fees. There is no USTA activity scheduled on Fridays.

Management will set up the 2025 USTA league registrations in CivicRec to open on or before February 1, 2025.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 4-0, to approve the 2025 USTA usage of District courts. The motion was approved.

Dave Mohrhaus - Aye

Debra Botton - Aye

Doug Mohr - Aye

Jane Rieck – Aye.

6. Right-of-Way Planning

Sarah Shepherd shared the updated ROW estimate from JBK. Management to follow up with JBK to get a correct updated estimate (remove boulder) for consideration at the next board meeting.

Legal Matters

1. Consider adoption of May 6, 2025, Regular Board Member Election Resolution

The Board discussed the election process.

Upon motion by Director Botton and seconded by Director Mohrhaus, the Board voted 4-0, to approve the 2025 Election Resolution. The motion was approved.

Dave Mohrhaus - Aye

Debra Botton - Aye

Doug Mohr - Aye

Jane Rieck – Aye.

Additional Board Member Items

Sarah Shepherd noted that the Cherry Creek Vista South HOA has requested to have their food truck events at Orchard Pool instead of Peakview Park. The impact on safety, trash, and crowds was discussed. Director Botton suggested they approach Cottonwood Creek Elementary School to explore that option.

Sarah Shepherd noted that a prospective renter for Peakview Park has requested that the baseball field be dragged before the season. The Board requested a quote for dragging the field.

The Board discussed a comment from a resident that the District did not place enough plant material on the mulch behind his fence, which causes his dogs to bark. The park renovation plan did not include plant material in these areas to reduce irrigation system size and water use; mulch was installed to discourage walking traffic.

The trashcan replacement along the Cottonwood Creek pathway will be completed once the parts are delivered to the vendor, which should be prior to the next board meeting.

Sarah Shepherd shared some design options for pets on a leash signage. The Board discussed the benefits of adding a new sign and deferred the placement of any new signage.

Sarah Shepherd shared an estimate from JBK to repair the damage by a still unidentified damage at the entrance for \$1,137.30. Discussion followed regarding the damage and repairs. The Board elected to defer this repair for later in the season, should it be required.

Sarah Shepherd shared an estimate from The Natural Way for tree treatments. The Board reviewed the estimate. An updated estimate will be requested from the Natural Way.



Cherry Creek Vista
Park and Recreation District

Adjournment

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:57pm.

The next Board meeting is scheduled for March 13, 2025, at 5:30pm via Zoom.

Sarah E.E. Shepherd

Secretary for meeting