

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
CHERRY CREEK VISTA PARK & RECREATION DISTRICT  
HELD**

**April 21, 2016**

A regular meeting of the Board of Directors of the Cherry Creek Vista Park & Recreation District was held at 6:00 p.m. on April 21, 2016, at St. Peter's Lutheran Church, Greenwood Village, CO 80111. The meeting was open to the public.

**Attendance**

In attendance were Directors:

Howard Buchalter, Treasurer  
Bernie Gehris, Assistant Secretary  
Melissa Wilson, President  
Brendan Adams, Vice-President

Absent, whose absence was excused:

Erik Hook, Assistant Secretary

Also in attendance were:

Sarah E.E. Shepherd; Circuit Rider of Colorado, LLC  
Elizabeth Wood; JBK Landscape Inc., departed at 7:22 p.m.  
Rich McCarthy, Relish This, departed at 6:25 p.m.  
Matt Mundy, MPM Recreation Management, arrived at 7:22 p.m. and departed at 8:04 p.m.  
Stephanie Kamlet, Resident and Board Member Elect for the CCVPRD to be sworn in May 2016  
Dawn Schilling, Schilling and Company Inc., arrived at 6:15 p.m.  
Victoria Jump, Swim Team Parent Representative, departed at 6:19 p.m.  
Alyson Yoder, Resident, arrived at 6:15 p.m., departed at 7:47 p.m.  
Randy Pye, Fulcrum One, departed at 6:53 p.m.

**Call to Order/  
Agenda/Dec-**

Director Wilson called the meeting to order at 6:08 p.m. and declared a quorum. She asked if there were any conflicts of interest that needed to be The Agenda was approved by acclamation acknowledging that items may be taken out of order.

**Citizens Items:**

Swim Team Presentation

Victoria Jump presented the Swim Team Parent Representative report to the Board. They have 130 signed up for swim team so far (ahead of sign ups for last year). Ms. Jump expects that there will be about the same number of sign ups for this year as last. Ms. Jump gave an overview of the swim season as well as a breakdown of the expense for the swim team

purchased with the District's contribution. She also noted that a sound system upgrade would be welcome in future years. Director Adams discussed the sound system usage being a concern. Ms. Shepherd shared that the swim lane lines are another item that Matt Mundy noted will need to be replaced in the near future. The Board thanked Ms. Jump for her presentation.

#### Snack Shack Contract

Rich McCarthy, of Relish This, presented the summer concession stand contract for 2016. There was no change to the contract except for the dates. Discussion followed regarding the “snack shack” for the season. Upon a motion by Director Gehris, with a second by Director Wilson, the Board voted 4-0 to approve the Relish This 2106 contract.

#### Fulcrum One Presentation

Mr. Pye presented the exploratory discussion to the Board regarding the partnership between Richmond Homes and IBC development in the land to the South of Peakview Park. The development will be changed from a commercial development zoning to a residential zoning with 200 single family homes, which will be included into an independent Metropolitan District. He proposed the concept of including the development into the Cherry Creek Vista Park and Recreation District, as well as deeding a parcel to the District for the construction of a new park.

He outlined the advantages of the inclusion—it could increase the revenue into the District. The negative could be over-use of Peakview Park, but the developers could help in constructing new amenities. Discussion followed regarding creating a common aesthetic, such as a central focus of the development, and perhaps extending the brick right-of-way wall around the development.

Director Buchalter shared some history and models of other successful park development within the District. He also shared some of the long range planning for Peakview Park. Director Adams discussed that Peakview Park may be underutilized currently, yet he shares the concern for the overwhelm that may result at the pool. Discussion followed regarding the presentation. Ms. Shepherd will continue the discussion with Mr. Pye and Ms. Seaver. The Board thanked Mr. Pye for coming to the meeting and presenting the concept.

#### Other

Ms. Yoder, a resident from the Hills East neighborhood commented on her excitement over the new Vista II park, and would like the Board to look into access opportunities from her neighborhood to the East toward that park. The Board would like for this neighborhood association to participate heavily the Vista II planning process. Kids are crossing over

the chain-link fence across that flood-plain anyhow, which is a safety concern. A bridge over the drainage would be important if access is to be created.

**Pool, Park &  
Open Space:**

Landscape Monthly Maintenance Report

Ms. Wood presented the maintenance report and work order proposals for landscape maintenance items. Discussion followed regarding preparation for the spring. She will fill new flower pots at the pool prior to planting day.

Discussion regarding the brick fence on Kenton and Orchard. The fence needs to be repaired very soon. Ms. Shepherd will be out to view and pursue repair estimates next week.

Ms. Wood and Ms. Shepherd noted the other items: a tree branch removal hanging over the ROW fence into a resident yard was completed.

Ms. Wood had contacted Hall-Irwin to assist with Lakeview Park re-surfacing and turf cutting of the baseball field infield to outfield border.

Damaged tree branches will be removed and chipped in the next couple of weeks.

Ms. Wood presented the flagstone and paver replacement proposal #273. Upon a motion by Director Wilson, with a second by Director Buchalter, the Board voted 4-0 to approve proposal #273 for the flagstone repair in the amount of \$475, with the paver repair to be assessed after the pool opens.

Park and Recreation Updates

Mr. Mundy presented the pool report. The pool covers will be uncovered and ramped up the first week in May. He presented the updated contract 2016 MPM Recreation and Management. The pool postcard has been sent out. The new furniture and equipment has been ordered. Mr. Mundy and Kevin Aguilar will need to coordinate to install the new pool covers and remove the old pool cover prior to the pool start up.

Mr. Mundy also presented the proposal for the new lane line reel. The cost was approximately \$2,500. The Board approved the purchase by acclamation.

Discussion followed regarding the board member privilege of free pool membership during Board membership, with a free year after service had concluded. A former Board member has requested for her free membership this year. Ms. Shepherd will look into the terms of service for

the prior Board member. Upon a motion by Director Gehris, with a second by Director Buchalter, the Board voted 4-0 to approve the policy that all Board members would be eligible for a free pool membership during their term of service, with a free membership the year of the termination of their Board membership, as the Board members are stewards of the park and recreation facilities and will use their time spent at the facility to that end. The Board thanked Mr. Mundy for his report.

The Board will visit the pool on the 22<sup>nd</sup> of May to plant flowers from 11a.m.-1p.m.

Ms. Shepherd shared the additional updates: port-o-potties have been ordered for May 1, a fence portion has been requested from a resident of the Windemere trail, and a proposal from The Handy Store has been included in the packet. Discussion followed regarding completion of the sign installation along Windemere signage. Ms. Shepherd will pursue another estimate for installation of the fencing around the Lakeview Park Port-o-Pottie. Ms. Kamlet proposed the name Sunrise Park for Vista II Park.

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**Administrative & Manager Items:**

Review and approve the regular meeting minutes of March 17, 2016.

Upon a motion by Director Buchalter, with a second by Director Wilson, the Board approved the minutes 4-0, as presented.

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**Financial Matters:**

Claims for the period ending April 30, 2016.

Ms. Schilling presented the Claims for April. Upon a motion made by Director Wilson, with a second by Director Gehris, the Board voted 4-0 to approve the April claims, totaling \$33,613.14.

Ms. Schilling present the financial statements for the period ending March 31, 2016. Upon a motion by Director Buchalter, with a second by Director Wilson, the Board voted 4-0 to accept the March 31 financial statements as presented.

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**Legal Items:**

Cherry Creek Vista II HOA Park Transfer

Ms. Shepherd contacted Ms. Seaver regarding the park transfer CD agreement. She had no concerns about this agreement.

2016 Audit Contract

Discussion followed regarding the Simmons and Wheeler audit contract for the 2015 financial statements. The Board approved the contract by acclamation.

Election

Discussion followed regarding the filling of the Board of Directors vacancy in May 2016. Howard Buchalter said he would be available to serve if appointed to that vacancy. Director Gehris has shared Ms. Shepherd's contact information with a couple of candidates who may be interested in filling the vacancy. Ms. Shepherd will keep her eye out for those.

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**Adjournment:**

The Board approved by acclamation to adjourn the meeting at 8:52 p.m. The next Board meeting is a Regular Meeting, and is scheduled for May 19, 2016 from 6:00 p.m.-8:00 p.m. at St. Peter's Lutheran Church.

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Secretary for the Meeting:



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