



## 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 Wednesday June 14, 2023, at the Orchard Park Community Room. 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; Absence not excused.

Other attendees:

Alicia Corley, Icenogle, Seaver, Pogue  
Heather Robbins, Vikings Swim Team Rep  
Dawn Schilling, Schilling and Company  
Matt Mundy, MPM Recreation  
Sujata Trehan, Circuit Rider of Colorado  
Sarah Shepherd, Circuit Rider of Colorado

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

Director Botton called the meeting to order at 5:32pm and declared a quorum with 4 out of 5 Directors present (Director Lu absent). The agenda was approved by acclamation acknowledging that items may be taken out of order. Dawn Schilling noted that 2 items were added to the agenda related to the audit extension filing and financial report.

Director Botton moved to approve the agenda as amended. Director Mohrhaus seconded.

Roll call vote:

Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve

Notice of Conflict- Discussion. Director Mohrhaus stated his conflict of interest with Cell Tower agenda item and will excuse himself from that discussion.

**B. Citizens Items:**

Meeting was opened to Public Comment:  
No citizens comments were made at this time.

**C. Administrative  
Items:**

**a. Review/ Approval of May 23, 2023 Minutes**

Review of the Amended Minutes as included in the Board Packet. Director Mohrhaus requested a change in wording regarding creating the draft for pool project issues.

Director Mohrhaus requested that a report to the County should not be created at this time by the Board. Discussion followed. Sarah Shepherd and Alicia Corley were directed to create a Working Document instead. Minutes to be amended to reflect this.

Sarah Shepherd also requested clarification regarding trash exclusion for Prairie Vista Park and Sunrise Vista Park till August 13, 2023. These changes to be made to the Minutes.

Director Botton moved to approve the May 23, 2023 minutes as amended. Director Rieck seconded.

Roll call vote:

Director Mohrhaus – Approve

Director Rieck – Approve

Director Botton – Approve

Director Mohr – Approve

**b. Board email addresses, document share and bill pay, website ADA compliance dates.**

Sarah Shepherd brought forth information related to an inquiry of how creating email addresses for the Board via the District’s website server would work. Discussion followed.

Director Mohrhaus moved to create email addresses per Director via the hosting site using the naming convention of `firstname@ccvprd.org`. Director Botton seconded.

Roll call vote:

Director Mohrhaus – Approve

Director Rieck – Approve

Director Botton – Approve

Director Mohr – Approve

Sarah Shepherd suggested creating folder for sharing documents in a Board folder using the District’s file sharing software to meet the request for continued document access to board members.

Discussion followed regarding the structure and cost of creating a folder. Past packets would convert to ‘Read Only,’ and new folder would carry forth new or additional information related to ongoing topics.

Director Mohr moved to create a shared folder for document sharing. Director Rieck seconded.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve

Dawn Schilling described using online software in the Board approval process expenses online. The cost for creating an account will be approximately \$100/month. This would help the District to save time and therefore costs in the long run. There would be 2 signers assigned from the Board. Autopayments for utilities will continue to be paid automatically as they are right now. Director Mohr and Director Rieck to be assigned as signers for the District.

Director Botton moved for the District to set up this software for the District.  
Director Mohr seconded.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve

Alicia Corley gave the Board an update on the upcoming updated ADA accessibility laws, that will come into effect in July 2024, pertaining to the District's website. She will work with management to keep moving forward with this task.

**D. Financial Reports: a. Consider approval of Financial Report for Period ending April 30, 2023**

Ms. Schilling gave the Board an overview of the timing of District's financial reports generated monthly. Discussion followed.

Ms. Schilling presented the financial statements. Discussion followed.  
Director Mohrhaus made a motion to accept the April 30, 2023, financial statements, as presented. Director Rieck seconded.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve

Dawn Schilling requested that the Board approved the letter requesting an extension to file the Audit by September 30, 2023.

Director Mohr made a motion to extend the filing of the Audit to September 30, 2023. Director Rieck seconded.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve

Director Botton – Approve  
Director Mohr – Approve

**b. Long Range Budget and Reserve Planning Process Discussion**

Dawn Schilling gave the Board an overview of the Reserve planning process, discussed a review the policies adopted by the previous Board to see how effective those were. Sarah Shepherd gave the Board additional insight as to how reserves are used or allocated for District needs.

**E. Legal**

**a. Lakeview Park Cell Tower Extension Project Review and Updates**

(At this time Director Mohrhaus excused himself from the meeting).

Alicia Corley stated there was no detailed update at this time. Board Discussion followed, including a partial review of the history of how the cell tower expansion project.

Alicia Corley clarified that the Lease Agreement with Crown Castle was signed in 2013. Director Botton asked if additional insight regarding possible alternatives could be sought. The Board then opened the meeting to public comment.

**Residents who expressed opposition:** 13 residents as marked on the sign-in sheet expressed the following general concerns: using old technology; reduced real estate value; vibrations/health risks; too high/tall and does not blend in with the neighborhood; light on the tower could migration of birds; want better/newer technology that will work better and look better; research if Comcast could provide Wi-Fi coverage.

**Residents who expressed support:** 2 residents as marked on the sign-in expressed support related to safety for cell call success; and adherence to the contractual obligations of the District.

(At this time Director Mohrhaus returned to the meeting).

**b. Update Sunrise Vista Park access maintenance SEMSWA/Mile High Flood**

Sarah Shepherd gave the Board an overview of the fence bordering the drainage, and the process of design and development of the access gate. Discussion followed. Director Rieck noted that the grass has been recently mowed in the drainage, so was being maintained using current access points.

Director Mohrhaus made a motion to approve the design as presented, with a removal post. Seconded by Director Botton.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve

## **F. Operations and Maintenance**

### **c. Update on Brick Fence Tree Trimming Project, if any**

No updates at this time.

#### **a. Landscape and Facilities Report**

Sarah Shepherd reported that JBK will likely not be able to provide a proposal clean out under the bridge at Cottonwood Creek, as the equipment and labor needed is outside their scope. Management is working with another company to receive a bid to complete the work.

Director Mohrhaus noted that the trash has not been picked up on Mondays. Lakeview Park needs these additional trash pickups to keep up with summer/sport use. Management will follow up with JBK to make sure the trash pick-ups are occurring, as directed.

Director Mohrhaus noted that the baseball field in Peakview Park needs maintenance. Sarah Shepherd reported that Designscapes performed work to maintain the field, but just after this maintenance another large rain event and flooding occurred. This work is under warranty currently and will re-done after the rainy weather concludes.

Multiple baseball park renters have offered to grade the field in return for free/reduced price rental use. Discussion followed.

Director Mohrhaus noted that the goals should be moved away, and the nets should be replaced. Sarah Shepherd noted that the nets were not in place prior to the soccer season, and will need to be re-ordered for after the fall soccer season is concluded.

Director Botton brought up the use of Sunset Park in the fall. Director Rieck noted that daily use of the park during soccer season can create a hardship for residents.

Director Mohr noted that when the park being reserved for multiple months it can create an issue for residents to have access and use the park in the evenings and weekends.

Management to ask renter to move the goal posts to the area in Orchard Park without grass, or remove them altogether; and to conduct a study/comparison the use of the parks by renters.

#### **b. Prairie Vista Park Grant and Open Space Holistic Management Review**

Item tabled for a Work Session in July. This will allow the Board to have pool income numbers which would help in making choices regarding future expenses for the District. Dawn Schilling and Sarah Shepherd to provide information as requested by the Board.

**Board to hold a Work Session on Thursday July 20, 2023** – to review contracts, review financials and budgets, and hold the Prairie Vista Park discussion.

**c. Sunset Park Grant Update**

The survey has been completed and design work will be completed in August in preparation for bidding the park improvements.

**d. Pool report**

Matt Mundy gave the Board an update regarding the pool: the new umbrellas, the snack shack etc. are improvements that are being enjoyed by the community.

Swim team is going well. Management is following up with unregistered swimmers from swim team.

The Board requested that Matt share at what times, if any, times/days during the week, the pool attendance is very low. Discussion followed.

Director Botton made a motion to approve offering a \$22 Family pass on Tuesdays after 2pm, after July 16<sup>th</sup>, 2023 at Orchard Pool (after swim team season is concluded).

Director Mohrhaus seconded.

Roll call vote:

Director Mohrhaus – Approve

Director Rieck – Approve

Director Botton – Approve

Director Mohr – Approve.

MPM will be send Cherry Creek School District a request to post this information at the Cottonwood Creek School electronic announcement board.

**e. Reschedule ice cream and discount date**

The District to host an ice cream day, as the dedication date was rained out. The rescheduled date is June 25<sup>th</sup>. Management to post on website and send an eblast this week regarding the updated date. MPM to send the date to Cottonwood Creek School in order to run on the school’s announcement board.

**f. Caley Lot Update**

No updates currently.

**g. Capital improvement, operations, and maintenance priorities: Master project calendar**

Sarah Shepherd gave the Board an overview of the Master project calendar.

Director Mohrhaus had some updates for the District website:

Pool page - update the dedication date to the new ice cream social date, and remove “remove anticipated open date”.

Pool – preferred the Rules and Regulations need to be posted on the website versus the CivicRec leap page.

Community Room - max capacity should be 45 as noted.

**H. Additional Board Member Items:**

Director Mohrhaus made a motion to mark Director Lu's absence as unexcused.  
Director Botton seconded.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve.

**G. Adjourn into  
Executive Session**

At 8:42 p.m., Director Botton made a motion to enter into the Executive Session, pursuant to §24-6-402(4)(e), C.R.S. to receive legal advice, develop negotiating positions, strategy, or instruct negotiators, pursuant to §24-6-402(4)(b), C.R.S., to consult attorney on specific legal questions, pursuant to §24-6-402(4)(a), C.R.S, for the purposes of discussing the purchase, sale, acquisition, lease, transfer or sale of real, personal or other property related to the Lakeview Park Cell Tower.

Director Mohr seconded the motion.

Roll call vote:  
Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve.

At this point Director Mohrhaus left the meeting at 8:43 p.m.

Director Botton made a motion to end the Executive session at 10:03 p.m.  
Director Mohr seconded.

Roll call vote:  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Approve.

**H. Additional Board  
Member Items (cont.):**

Director Mohr made a motion to retract the District's Letter of Authorization on the current design of the Cell tower extension.

Director Botton seconded.

Roll call vote:  
Director Mohr – Approve  
Director Rieck – No  
Director Botton – Approve  
Director Mohrhaus – Recused.

Director Mohr made a motion to immediately reach out the Crown Castle to understand the District's options.

Director Botton seconded.

Roll call vote:

Director Mohrhaus – Approve  
Director Rieck – Approve  
Director Botton – Approve  
Director Mohr – Recused.

**I. Adjournment:**

The Board approved by acclamation to adjourn the meeting at 10:06 pm.

The next regular Board meeting is a Regular Meeting and is scheduled for August 17, 2023, at 5:30pm at the Orchard Park Community Room. A Special meeting is set for July 20, 2023 at 5:30pm at the Orchard Park Community Room.



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*Sarah Shepherd, District Manager*  
Secretary for meeting



CCVPRD 6/14/2023

# SIGN IN PLEASE!

Name	Address
Ashley Wilson	6153 S Macom Way Englewood CO 80111
(4) William Hu	6034 S. Paris St, 80111
(5) Taylor Spalding	5968 S. Rome St
(2) Ling Lu	11916 E Lake Cir.
Jessica Yoffe	10133 S Moline Way
Hui Zhang	11907 E Lake Cir.
(13) Wenchang Zhang	11942 E Lake Cir
Fen He	6082 S. usneza St.
(8) Richard Rui	6035 S. Parris st.
Hui Bin Zeng	11920 E lake cir
(1) CHUANG ZHOU	11916 E LAKE CIR SERG
(11) Joanna Zhu	5945 S. Paris Place
Alan Fliegelman	11944 E. Lake Cir.
(14) <del>Jon Spors</del>	12087 E Ida Cir
Maisa (4) Bryan Fractman	11937 E Lake Ct
Pecai Zhu	5945 S Paris
Joannid Zhu	5945 S Paris
Dexiang Gao	6081 S. paris st
(6) BINYI RAPHAEL	11914 East Lake Circle
(7) Katherine Puttmann	[neighbor to later in Park]
(10) Jeffney Kohn	
(12) Aaron Rodger Spener	
(15) Bernie Gehris	
(16) Qiong Deng	12015 E Lake Cir