



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, November 21, 2024, at the Community Room, Orchard Pool, 11350 E Orchard Road, Englewood CO 80111.

Attendance:

Directors:

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

Other attendees:

Dawn Schilling, Schilling and Company, Inc.
Courtney Intara, Seter, Vander Wall & Mielke PC
Colin Mielke, Seter, Vander Wall & Mielke PC
Monique Lucero, JBK Landscaping – via phone
JC Chambers, MPM Recreation
Sarah Shepherd, Circuit Rider of Colorado
Sujata Trehan, Circuit Rider of Colorado

Public Attendees:

Jessica Yoffe, Swim team representative
Heather Robbins, Swim team representative
Kevin McCulloch, Resident
Bernie Gehris, Resident

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

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.

Citizen Items:

No citizen items were presented.

**Administrative
Items:**

1. Review and Approval of Meeting Minutes from the meetings held on October 24, 2024

Upon motion by Director Botton, and seconded by Director Rieck, the Board voted 4-0, to approve the October 24, 2024, minutes, with one spelling correction. The motion was approved 4-0.

Debra Botton - Aye
Doug Mohr - Aye

Jane Rieck - Aye
Dave Mohrhaus - Aye.

2. Board housekeeping: Board Vacancy Submissions

Three submissions have so far been received indicating interest in joining the Board. Discussion followed.

The vacancy announcement will be moved to the website homepage. All interested individuals will be sent a set of questions (to be provided by Board members prior to the December special meeting for approval by the Board prior at the December meeting) plus proof of District residency to validate eligibility, due prior to the Board meeting in January. The Board will review all applicants at the January 23, 2025, regular meeting.

3. Annual Administrative Resolution and Set Meeting Dates for 2025

Sarah Shepherd presented the 2025 Annual Administrative Resolution and Meeting dates.

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to approve the 2025 Annual Administrative Resolution, as amended. The motion was approved 4-0.

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

4. Website updates, if any; Accessibility Updates

No updates at this meeting.

**Operations and
Maintenance:**

1. Landscape and Facilities Reports and Updates

i. Snowplow Issues and County Coordination

Monique Lucero gave the Board an update regarding snow removal issues experienced during the last snowstorm. Sarah Shepherd also clarified that JBK will be mindful of County plowing working against JBK plowing. Discussion followed regarding the trigger depth, the frequency and locations of snow removal, and clearing expectations that were not met in the first large snow storm in November and what should occur moving forward.

District Management and Counsel will update the existing JBK contract regarding snow removal for review at the Special Board meeting in December.

ii. Entrance Damages Update

Sarah Shepherd gave the Board an update – two contractors have been identified as having caused damages. JBK has provided an estimate for a portion of the repairs. With Board approval, a line-order estimate to be passed along to the vendor.

Sarah Shepherd met with both contractors and discussion over the damages is in process; the damage will need to be repaired next spring.

iii. Work Order review: trees at Peakview Park.

The Board reviewed the Work Order/Estimate from the Natural Way for tree pruning and removal at Peakview Park. Upon motion by Director Mohr and seconded by Director Botton, the Board voted 4-0, to approve the estimate from the Natural Way as presented. The motion was approved 4-0.

Debra Botton - Aye

Doug Mohr - Aye

Jane Rieck - Aye

Dave Mohrhaus - Aye.

2. Sunset Park Grant

Sarah Shepherd gave the Board an update on Sunset Park Grant. The Dedication ceremony was a success. A walk through was completed today, and another will be conducted next week to review the final as-built irrigation changes, followed by winterizing of the irrigation system. Management will advise the construction contractor to lock down the irrigation cage.

3. Pool and Community Room Report

JC Chambers gave the Board an update regarding the pool. The Board reviewed the furniture options for the pool. Discussion followed.

The Swim team representatives requested that new starting blocks would be a great update in the next few years. The anchors are scheduled to be replaced in 2025.

Two large swim meets are scheduled to be hosted at the pool in 2025. One final will be held at CCVPRD pool on July 12/13th, 2025. An additional dumpster will be arranged, and Arapahoe County will be provide security to the large event with 19 teams. Portable toilets will also be brought in. Management will coordinate with the Swim team to send an eblast and close the facility in CivicRec for those dates.

Heather Robbins and Jessica Yoffe, swim team parent representatives, noted that the large difference in resident and non-resident pool membership rates may be resulting in lower registration for swim team by non-resident families with children on the swim team. Discussion followed. A request for a discounted rate for swim team registrants was made and will be carried forward to the rate discussion in January 2025.

Financial Reports:

1. Consider approval of November 2024 Claims Payable

Sarah Shepherd presented the November claims. Discussion followed.

Upon motion by Director Mohr and seconded by Director Rieck, the Board voted 4-0, to approve claims for a total of \$169,041, as presented, subject to Board review.

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

2. Official Budget Hearing to Amend the 2024 Budget

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to open the Public Hearing to Amend the 2024 Budget at 7:38 pm.

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

Dawn Schilling presented the amended 2024 Budget. Discussion followed. No public comment was made.

Upon motion by Director Mohr and seconded by Director Botton, the Board voted 4-0, to close the Public Hearing to Amend the 2024 Budget at 7:44 pm.

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

Upon motion by Director Mohr and seconded by Director Botton, the Board voted 4-0, to approve the 2024 Budget amendment, as presented.

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

3. Official Budget Hearing 2025

Upon motion by Director Mohr and seconded by Director Rieck, the Board voted 4-0, to open the Public Hearing for the 2025

Budget at 7:45 pm.

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

4. 2025 Presentation of Budget

Dawn Schilling presented the 2025 budget. Discussion followed. The swim team representatives asked if Orchard Park would be impacted by the Grant project during the swim season. The District confirmed that it would not affect the swim season, due to the planning underway. Another question was asked regarding the Mill Levy. Dawn Schilling clarified the process regarding the Districts Mill Levy. Discussion followed. Another question was posed regarding back-filling funds for the District. Discussion followed.

Upon motion by Director Botton seconded by Director Mohr, the Board voted 4-0, to close the Public Hearing for the 2025 Budget at 8:06 pm.

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

5. Consider Approval of 2025 Budget Resolution to approve budget, set mill levies and appropriate funds

Upon motion by Director Botton and seconded by Director Mohr, the Board voted 4-0, to approve the 2025 Budget Resolution and 2025 Budget, to set Mill Levies and Appropriate Funds, as presented, with the changes as discussed, subject to the final assessed valuation.

Debra Botton - Aye
Doug Mohr - Aye
Jane Rieck - Aye

Dave Mohrhaus - Aye.

6. Discuss and Consider setting Tennis, Pool and Field Rates and Fees

This item will be discussed at the January 2025 meeting.

8. Consider approval for 2025 Contract Renewals

The Board reviewed the 2025 Contracts. The Landscaping contract with JBK Landscape and the tennis contract will be reviewed at the January 2025 meeting. Upon motion by Director Botton and seconded by Director Mohr, the Board voted 3-1, to approve the 2025 Contracts – District Management, District Accounting, and Audit services, as presented.

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

Legal:

1. PCI Payment Processing Policy Adoption

Courtney Intara shared the District's PCI payment policy with the Board. The policy proposed by Global Payments (CivicRec payment portal) is not recommended for the Board to approve.

Upon motion by Director Botton and seconded by Director Rieck, the Board voted 4-0, to approve the PCI policy, as presented.

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

**Additional Board
Member Items:**

No additional items were presented.

Adjournment:

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:20 pm.

The next regular Board meeting is scheduled for January 23, 2025, at 5:30 p.m. at the Community Room at 11350 E Orchard Road, Englewood, CO 80111.



Secretary for meeting