



## 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 Thursday March 16, 2023 via Zoom. The meeting was open to the public.

**Attendance:**        Directors:  
Stephanie Kamlet, President  
Dan Marks, Vice-President  
Jane Rieck, Treasurer  
Dave Mohrhaus, Assistant Secretary/Treasurer  
Howard Buchalter, Assistant Secretary/Treasurer

Other attendees:  
ESL  
Aaron Rodger Spencer  
Jessica  
Tarin Trobec  
Jill R  
Heather Robbins, Swim team representative  
Bernie Gehris  
Christian  
Vinton  
Amy  
Kelsey Rich  
Kate  
Steve Worster  
Rachel  
Bia  
Matt Mundy, MPM  
Alicia Corley, Icenogle, Seaver, Pogue  
Dawn Schilling, Schilling and Company  
Sujata Trehan, Circuit Rider of Colorado  
Sarah Shepherd, Circuit Rider of Colorado

**Call to Order/Agenda/Declaration:**        Director Kamlet called the meeting to order at 5:31pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

**Citizens Items:**        No items were presented.

**Legal Items:****Lakeview Cell Tower Lease Updates**

Some graffiti was reported, which has been reported to Crown Castle to resolve.

**Peakview Park Update**

Sarah Shepherd gave the Board an update regarding the baseball field questions raised at the prior regular meeting. The grade of the baseball diamond was not altered in the renovation.

Additional signage has been installed at the park.

**Update Sunrise Vista Park access maintenance SEMSWA and Mile High Flood**

Sarah Shepherd shared the proposed plan with the Board, with details regarding the design. Discussion about the proposed design followed. Management will follow up on the questions requested by the Board.

**Update on Brick Fence Tree Trimming Project**

Management will be following up with the 2 remaining outstanding homeowners to complete the needed trimming.

**Operations and maintenance:****1. Landscape Report**

No update at this time.

**2. Sunset Park Grant Update**

Waiting for the final survey to be completed when snow has melted. Discussion followed. Director Mohrhaus requested that the fibar replenishment be completed in the Spring/Summer prior to major work this fall on the grant project. The Board approved moving forward with this portion of the project by acclamation. Management will obtain quotes for replacing the Fibar at the Sunset Park playground.

**3. Tennis Working Group Update/Tennis Key Rekey and Purchase Process**

The Tennis Working Group has had several very productive meetings, with a lot of community involvement. 2 additional meetings are scheduled.

As Director Kamlet has been managing tennis keys, however since she will be terming off the Board, another method for distributing keys to the community.

Director Mohrhaus will take over distributing keys to members during the off-season. Management will update the website and CivicRec to reflect this change. Keys will be available at the pool during its regular hours over the summer time.

Director Mohrhaus brought up misuse of the tennis court for a lacrosse practice at Orchard Tennis courts. Discussion followed.

Windscreens will be installed/rolled down at all tennis courts and the pickleball court this Spring.

#### **4. Pool construction report & Community Room Opening Date Status Shade Sail, deck lighting installation timeline and registration opening**

An item by item update was shared related to pool construction, including light poles, shade structures, inspections, paperwork; final walk-through will follow all items in the plans and any items brought forth during inspections. The project will be completed well ahead of the pool opening dates for swim practices and regular opening. Discussion followed.

#### **Building Permit II Status and CO/TCO timing**

If there is a short list of to-dos, a temporary CO may be requested, alternatively a regular CO may be requested.

#### **Cottonwood Elementary Auction**

Upon motion by Director Mohrhaus and seconded by Director Kamlet, the Board voted 5-0 to donate a pool membership to Cottonwood Elementary School and High Plains school silent auctions.

#### **Rules and Regulations**

**Membership launch** - Matt Mundy recommended opening registrations between the second and third week of April. Viking swim team is scheduled to start registration on April 1st. Discussion followed. Management to open Registration the week of April 10th.

**Community Room rental** - Community room rentals to be in 'blocks' of time, with MPM coming in between blocks to clean and confirm that the room was not damaged.

**Damage deposit**- Discussion followed regarding setting Damage deposit amounts. Renters who are in breach of contract would lose the deposit. \$500 damage deposit to be charged for all renters upon requesting a reservation for both residents and non-residents, with the room fee booked once the room rental is approved.

**Community Room occupancy** - Discussion regarding maximum occupancy, within the fire code allowances, followed.

The maximum people allowed in the Community Room for a private party to be set at 50 people.

**Hours and Fees** - Rentals to be in blocks - 3 blocks per day at \$65/block for residents of the District and \$100/block for non-residents of the District.

Reservations must be made at least 7 days in advance. Reservations will be available for 90 days from the current date.

Reservations will be opened in May, pending the Certificate of Occupancy approval for the facility.

**Daytime Pool parties** - Matt Mundy recommended that pool parties during hours be limited to 25 people or less. Pool parties during the day will be allowed a maximum of 25 people per party. Lifeguard charges will be \$35/hour for such parties.

**Evening parties at the pool** - after the pool closes to the public, it can be available for private party rentals. After-hours pool party maximum will be set to not exceed 200 people per party. Additional lifeguard charges will also apply, relative to the amount of people booking.

**Renting the community room during pool season** - Management recommends that members who want to reserve the community room and a pool party must reserve the room and pool party separately as 2 separate transactions, so that an appropriate number of lifeguards can be available.

**No alcohol allowed** - No alcohol will be allowed at the Community Room or Pool.

**Upon motion by Director Mohrhaus and seconded by Director Rieck the Board voted 5-0 to adopt the rules and regulations as discussed and presented and outlined above.**

#### **Outdoor Furnishings and Floatable**

No updates at this time.

#### **5. Capital improvements, operations, and maintenance priorities:**

The Board reviewed proposals, and discussed scheduling the Goat Mowers at Prairie Vista Park this Spring, and hosting the City Nature Challenge on Saturday April 29<sup>th</sup> from 12pm – 2pm.

**Upon motion by Director Buchalter and seconded by Director Mohrhaus the Board voted 5-0 to approve the proposal to replace the dead tree at Peakview Park as presented.**

#### **6. Caley Lot Update**

Sarah Shepherd gave the Board an update. Discussion followed.

Requirements would include: Install an asphalt ADA parking space, install a

sidewalk for a short section, also possibly a seasonal portalet in enclosure, and a covered space. The District would maintain this improvement once it's completed, but is not committed to pay for the construction of these facilities. The Board directed management to continue discussions with the City of Centennial.

7. [Master project calendar](#) & [Capital project budget sheet](#)

**Financial Matters:**

**1. Ratify Claims for Period ending February 28, 2023**

Dawn Schilling presented the Claims for period ending February 28, 2023 for \$52,114.32

**Upon motion by Director Rieck and seconded by Director Kamlet, the Board voted 5-0 to ratify the claims for period ending February 28, 2023, as presented.**

**2. Consider approval of Claims for Period ending March 31, 2023**

Dawn Schilling presented the Claims for period ending March 31, 2023 for \$116,004.77

**Upon motion by Director Rieck and seconded by Director Mohrhaus, the Board voted 5-0 to ratify the claims for the period ending March 31, 2023, as presented.**

**3. Consider approval of Financial Report for Period ending January 31, 2023**

Dawn Schilling presented the January 2023 Financials.

**Upon motion by Director Buchalter and seconded by Director Marks, the Board voted 5-0 to approve the Financial Report for the period ending January 31, 2023, as presented.**

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

No update at this time.

**Administrative Matters**

Review Meeting Minutes from the Regular meeting on October 27, 2022, January 9, 2023, January 19, 2023 and February 8, 2023.

**Upon motion by Director Mohrhaus and seconded by Director Rieck , the Board voted 5-0 to approve the minutes from October 27, 2022; January 19, 2023 and February 8, 2023, as amended.**

**Additional Board Member Items**

Discuss CCV logo apparel. Tabled for next meeting.

The portalets were not tethered or secured during delivery. Management will follow up with USS to ensure that the portalets are secured

JBK Landscape did not complete their fall clean up. Management and legal counsel to follow up with JBK Landscape.

Management will send community updates on 3/28, and the week of April 4th, instead of April 11th based on Board directive.

**Upon motion by Director Mohrhaus and seconded by Director Buchalter, the Board voted 5-0 to approve the installation for a ballot drop off box at the Pool.**

**Adjournment:** The Board approved by acclamation to adjourn the meeting at 8:00 pm. The next Board meeting is a Regular Meeting, and is scheduled for April 20, 2023 at 5:30 pm via Zoom.



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Secretary for meeting