



## **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 22, 2026, at the Community Room.

### **Attendance:**

#### Directors:

Debra Botton  
Doug Mohr  
Bernie Gehris  
Aaron Spencer  
Greg Mitarotonda

#### Other attendees:

Matt Mundy, MPM Recreation  
Courtney Intara, Seter, Vander Wall & Mielke PC  
Dawn Schilling, Schilling and Co.  
Scott Fong, SF Tennis  
Ashley Wilson, USTA tennis representative  
Jessica Yoffe, swim team representative  
Heather Robbins, swim team representative  
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 Gehris called the meeting to order at 5:37 pm and declared a quorum with all 5 Directors in attendance. 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 items were presented.

### **Administrative items**

#### **Approval of minutes from November 20, 2025, Meeting**

Upon a motion by Director Spencer, and seconded by Director Botton, the Board voted 5-0 to approve the minutes from November 20, 2025, meetings, as presented.

Sarah Shepherd noted that the 2026 Seter Van Wall rates are in the packet for the Board to view.



### **Community Emails**

No items were presented.

### **Discuss Strategic Planning process and schedule for 2026**

The Board will review this item at a future meeting.

### **Operations and Maintenance items**

#### **Landscape and Facilities Reports and Updates**

#### **Grant Updates**

Sarah Shepherd shared that at the meeting next month the Board will review and have a deeper discussion regarding Orchard Park grant and construction bidding process and proposals.

#### **Pool and Community Room Report**

Matt Mundy gave the Board an update on fixing the starting blocks – he is waiting on estimates for block replacement and repairs. The Board also reviewed options for pool furniture. Discussion followed. The Board also reviewed the swim lane lines. Heather Robbins and Jessica Yoffe also shared that the swim team may be able to contribute towards some expenses for the lane ropes. With any remaining funds, MPM will order the white strap lounge chairs, with a blue accent stripe, for the pool.

Matt Mundy shared an update on repairs to the starting blocks. The Board also reviewed options for pool furniture. Discussion followed. The swim lane ropes will need to be replaced. Heather Robbins and Jessica Yoffe reported that the swim team will contribute towards some expenses for the lane ropes. The Board Directed Mr. Mundy to move forward with the furniture order, the starting block repairs, and the lane rope replacement. Management will coordinate with the swim team on the cost-share.

Swim team registration will open April 1, 2026. The Summer Swim Meet schedule should be finalized by the end of the month. They anticipate 4 home meets at the CCV pool. CivicRec will also be set up for pool membership registrations prior to April 1, 2026.

Director Mitarotonda asked if there was anything the Board or District could do to better support Swimteam. Swim Team Representatives requested a better internet service at the pool, especially to serve the facility better during swim meets when there was a larger group of people at the pool. The Board directed management to obtain estimates and options for internet and phone service at the pool.

#### **Tennis Updates**

Ashley Williams presented an update for USTA activities. Registration opens on February 1<sup>st</sup>, 2026. Director Mitarotonda asked if there was anything the Board or District could do to increase awareness and registration. Ashley suggested that the District look into tennis socials or drills.



The Board directed management to schedule a meeting with Scott Fong and Ashley Williams to discuss possibly tennis socials and drills for the community as well as review tennis facility needs for the season and longer term.

### **Financial items**

#### **Ratify November and December 2025 Claims Payable**

Dawn Schilling presented the November and December 2025 claims. Discussion followed. Upon a motion by Director Gehris, and seconded by Director Mohr, the Board voted 5-0 to approve the November and December 2025 Claims as presented.

#### **Discuss and Consider setting Tennis, Pool and Field Rates and Fees**

##### **Pool memberships:**

Dawn Schilling presented the proposed pool membership rates for 2026. The Board reviewed the proposed rates. Discussion followed. The Board discussed in detail the merits of increasing rates versus keeping them static. Upon a motion by Director Mitarotonda, and seconded by Director Mohr, the Board voted 5-0 to approve the pool membership and facility rates with a 5% increase for residents and non-resident 2026 rates, as presented.

##### **Tennis fees:**

The Board viewed the Tennis rates for USTA teams. The rate is based on a \$9/hour rate for the courts. Each league is 7-weeks long, the team plays at home 3 or 4 times. The fees amount to a total cost of: \$315 for a 5-line team fee in the 1<sup>st</sup> session: April-June; \$252 for a 4-line team fee 2<sup>nd</sup> session: Early June-mid July; \$189 for a 3-line team fee 3<sup>rd</sup> session: July-August. Discussion followed.

Upon a motion by Director Spencer, and seconded by Director Mitarotonda, the Board voted 5-0 to approve increasing the tennis court rental fee to \$10/hour.

##### **Tennis keys:**

The Board discussed the tennis key fees for 2026.

Upon a motion by Director Gehris, and seconded by Director Mohr, the Board voted 5-0 to approve increasing the tennis court keys for residents to \$30 per key.

Upon a motion by Director Gehris, and seconded by Director Mitarotonda, the Board voted 5-0 to approve increasing the tennis court keys for non-residents to \$80 per key.

##### **Field Rates:**

The Board reviewed and discussed the field rates for 2026. Upon a motion by Director Spencer, and seconded by Director Mitarotonda, the Board voted 5-0 to approve decreasing the field rental rates to 2024 rate levels.

##### **Community Room rates and Pool party rates:**



The Board reviewed room rental rates. Discussion followed.

This item will be discussed at future meetings. The Board would like to learn about the costs involved with cleaning and maintenance for the room.

### **Consider approval for 2026 SF Tennis Contract Renewal**

Scott Fong presented the 2026 program for tennis lessons, JTT, and other programs. Scott shared that SF Tennis would prefer not to manage other tennis pros. Discussion followed. The Board discussed various options – including charging pros a reservation fee (to create CivicRec reservations) and possibly an administrative fee on top of court rental fees. Upon motion by Director Mitarotonda, and seconded by Director Spencer, the Board voted 5-0 to approve the SF Tennis contract for 2026 as presented.

The Board reviewed dated and new proposals for a variety of services. Discussion followed. The Board reviewed the JBK proposal #25493 for replacing irrigation posts at Prairie Vista Park. Discussion followed regarding Prairie Vista Park and its ongoing maintenance and management. Sarah Shepherd and Courtney Intara encouraged the Board to move forward with the replacing the irrigation posts for liability and known safety issues.

Director Mohr stated that the park should not be watered. Director Mitarotonda asked to review the Prairie Vista Park maintenance plan and Intergovernmental Agreement with Arapahoe County at a future meeting. Director Spencer request that the proposal be modified to show a “per post cost.”

Director Botton noted that tennis keys need to be reordered – and she will be out of town for a portion of the month of March. Management was directed to oversee key distribution while she is out of town.

### **Legal items**

Courtney Intara reported that that Crown Castle is responsible for maintaining the shed. Discussion followed. The Board directed management and legal counsel to contact Crown Castle to maintain the shed, including replacement siding and paint. The work should be completed by the end of May.

### **Additional Board Member Items**

Director Gehris asked that the District investigate having hybrid meeting hardware and processes. Discussion followed.



Director Botton reported that she may be out of the country for the next board meeting date. She will report if this is the case, whereby the meeting will shift from an in-person meeting to a virtual meeting venue.

**Adjournment**

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:15pm.

The next Board meeting is scheduled for March 26, 2026, at 5:30pm in the Community Room.

*/s/ Sarah Shepherd*

Secretary for the meeting