

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT
REGULAR MEETING NO. 904
MINUTES**

1. Call to Order

A regular meeting of the Board of Directors of South Suburban Park and Recreation District was called to order at 5:41 pm on Wednesday, January 24, 2018 at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair John Ostermiller presided.

Board of Directors: John K. Ostermiller
Scott A. LaBrash
Pamela M. Eller
Michael T. Anderson
James A. Taylor – *absent, excused*

Management staff: Rob Hanna, Executive Director
Mike Braaten, Deputy Executive Director
Rich Meredith, Executive Director, Hudson Gardens
Dave Brueggeman, Park Maintenance Manager
Brett Collins, Director of Planning & Development
Mike MacLennan, Director of Information Technology
Eileen Matheson, Director of Recreation
Melissa Reese-Thacker, Planning Manager
Steve Shipley, Director of Finance
Erich WonSavage, Director of Human Resources

2. Study Session

Items of Interest topics included the following.

- 2.1 2016 and 2017 Election Costs Report
- 2.2 Meeting Updates from Staff Liaisons
- 2.3 Other Items of Interest
- 2.4 Discussion Regarding David A. Lorenz Regional Park, History and Future Options
- 2.5 Review of Future Agendas and Upcoming Events

Other study session topics (Discussion on Five Year Capital Improvement Plan and Three Year Financial Plan and Review of 2018 First-Quarter Planning & Development Department - Quarterly Capital Projects Report) were rescheduled for discussion during the February 14 Study Session.

3. Recess

The Board paused at 7:02 pm and returned to the public meeting at 7:10 pm.

MINUTES

4. Public Meeting continued

4.1 Formal Roll Call

A quorum of four Boardmembers was present.

4.2 Pledge of Allegiance

4.3 Certification of Agenda

Mr. Ostermiller announced that one public meeting item, Resolution # 2018-005 to Approve a Five Year Capital Improvement Plan, would be presented for approval during the February 14 public meeting instead.

4.4 Unscheduled Public Comments

No public spoke at this time.

4.5 Other Executive Director's Report

Mr. Hanna reported on

- A meeting with Douglas County Manager Doug DeBord. They discussed the upcoming RidgeGate East subdivision inclusion into the District and several upcoming major projects. Messrs. Hanna and Ostermiller were to present to the Douglas County Commissioners the following Tuesday. Their goal is improved communication and partnership between the District and County.
- Staff has received six responses to a Request for Qualifications for architect services, for the upcoming fieldhouse and ice arena complex project. Mr. Hanna hopes to bring an announcement of contract award to the Board next month. To Mr. Ostermiller's questions, Mr. Hanna reported candidate Barker-Rinker-Seacat has worked for the District on a number of projects, and he has worked with two of the other candidate firms. All of these architectural firms have offices in Colorado.
- Staff is still collecting the feasibility report from Ballard*King & Associates, Ltd., for the consideration of constructing a new ice rink.

To Mrs. Eller's questions, staff outlined some election cycle deadlines pertinent to the May 8 regular election. Mr. Hanna hopes to meet with all Board of Directors candidates when they pick up self-nomination forms.

4.6 Approval of Minutes, Meeting # 903, January 10, 2018

Mrs. Eller corrected the discussion on page 6 of the draft minutes: Regarding the award of contract, the proposed Sheridan pickleball courts are adjacent the new Sheridan school rather than the High School. Mr. Ostermiller announced, without further objection, the minutes stood approved as corrected.

There were no public hearings tonight.

4.7 Resolution 2018-006, Revising the District's Property Tax Work Off Program

Mr. Braaten reported that these types of work off programs are fairly common with tax-supported entities in the State. The District's program needed to be updated to conform to current State law. The new program will take up to 50 participants. In the past, most of the volunteers previously

MINUTES

worked out of the Buck Center and on Recreation Department. The program will shift to the Administration Department so that the participants' support is available to departments across the District. To Mrs. Eller's question, Mr. Braaten reported that the participant's payment check is cut to the volunteer's county assessor to directly pay their property taxes, and the checks will be cut as participants meet certain work levels.

Mr. LaBrash noted that the District has quite a few volunteers who do this work anyway: Will they be eligible for the work off program? Mr. Braaten stated they could be, and added, application to the updated program will involve an application process and background check.

To Mr. Anderson's question, Mr. Braaten referred to the Resolution, items 2 and 5 for a discussion of Individuals with Disabilities' participation in the work off program.

Mr. Ostermiller suggested that, with the lowered program eligibility age from 65 to 60, there would be renewed controversy about the District senior minimum age (65) for recreation programs. Mr. Braaten agreed that it might happen, but added, the program change was to meet a statutory requirement.

Mrs. Eller moved to approve Resolution # 2018-006, Revising the District's Property Tax Work Off Program. Mr. LaBrash seconded the motion, which was approved unanimously (4-0). (A copy of the Resolution is attached hereto and made part of the permanent record.)

4.8 Board of Directors Comments, and Committee Meeting Updates

- Mr. Anderson reported on the recent South Metro Chamber Economic Forecast breakfast. He believed the presented forecast was pretty much what the Board heard in the past, with some moderation due to recent State growth and Colorado economic indicators. Colorado is still amongst the top 10 destinations in the country where people want to work; however, there continues to be a problem in finding enough labor for certain kinds of work, for instance the construction trades. Overall, the future looks good for Colorado.
- Mr. Anderson listened to the Special District Association's webinar on TABOR, and he recommended the presentation to the Board and staff. As South Suburban de-Bruced, not all of the law applies to South Suburban, but there are still things the District needs to pay attention to. As the webinar presenters reported, it is not likely that TABOR is going away.
- Mrs. Eller reported on the most recent High Line Canal Working Group meeting, January 17. The tree project is really moving forward, and the top maintenance priorities (some tree removals) will start April 1; and Denver Water will coordinate with the High Line Canal Conservancy on communications, as the project will take down some large trees. This is a first cooperative effort for all the agencies along the Canal, and it is setting a good tone for the Working Group and Conservancy.

MINUTES

The issue of homeless camps was a topic at the Working Group meeting. Some representatives were unaware of the current issues. Mrs. Eller noted HB 18-1067, now being considered by the State Legislature, which could make it more problematic for District rangers and local police to manage the situation. The Working Group has appointed a subcommittee to evaluate the situation along the High Line Canal. South Suburban is in pretty good shape with regard to communications with local jurisdictions on these issues.

The Working Group reviewed several projects underway along the Canal. The Conservancy is now working on its framework plan with Livable Cities Studio (to include signage and wayfinding guidelines, landscape guidelines, a 10- to 20-year plan, long-term funding and a management strategy), for implementation in 2019.

- Mrs. Eller attended the most recent Sheridan CANDO meeting with Mr. Taylor. The meeting was taken up with a grant application, which the City is resubmitting to the Colorado Health Foundation, to fund a feasibility study to improve the pool and/or repurpose the pool building owned by the Sheridan School District and adjacent the Sheridan Recreation Center. Also, Eddie Kanoza's District Superstar award was announced; CANDO members are appreciative of Eddie's ongoing work for the community.
- Mr. Anderson and Mrs. Eller attended the annual South Platte Park volunteer evening in January. As usual, the volunteers loved the event.
- Mr. Ostermiller reported on the most recent South Metro Chamber Legislative Action Committee meeting. The Committee is monitoring three bills: legislation to reduce personal property taxes; the right to rest bill (HB 18-1067, mentioned by Mrs. Eller above. He noted that this is the third year the bill has come before the Legislature.); and corrective legislation to the 2017 retail marijuana sales tax legislation, which will make taxes payable additionally to the Regional Transportation District and Scientific and Cultural Facilities District.
- Mrs. Eller related a recent incident with homeless individuals spending time in the Buck Center lobby. Boardmembers expressed concern that there is little the District could do, to manage the situation. Staff responded, the City of Littleton and Arapahoe County have services for the homeless, and District staff makes the public aware of those services. Staff received some complaints from Center patrons, and subsequently Recreation Department staff met and discussed options this week. Mr. Ostermiller added, the topic of homeless would be part of the joint session discussion with the Littleton City Council on Thursday morning.

4.9 Session Announcements and Emergency Items

Mr. Ostermiller announced the joint session (a study session) with the Littleton City Council on Thursday morning, January 25, 7:30 am at 2255 West Berry Avenue.

MINUTES

Also, as noted above: Topics not covered this evening, including the 5-year capital improvements projects plan review and approval, 3-year financial plan review, and quarterly capital report presentation from Planning & Development staff, have been re-scheduled for February 14.

4.10 Adjournment: The group adjourned for the evening at 7:46 pm.

Donna Shephard
District Records Clerk

/ds

SOUTH SUBURBAN PARK AND RECREATION DISTRICT
RESOLUTION NO. 2018-006
RESOLUTION REVISING THE DISTRICT'S PROPERTY TAX WORK OFF
PROGRAM

WHEREAS, the South Suburban Park and Recreation District ("District") is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Colorado Revised Statutes; and

WHEREAS, Colorado Revised Statutes § 39-3.7-101 *et seq.* ("Statute") permits any taxing entity that levies and collects real property tax to establish a property tax work-off program in accordance with provisions found in the Statute; and

WHEREAS, the Statute was passed by the Colorado General Assembly in 1991 and the District put in place a property tax work-off program in 1992 and has been operating the program ever since; and

WHEREAS, from time to time, the District's Board of Directors will review and thereafter revise, if necessary, the District's property tax work-off program to ensure it conforms to state law.

NOW, THEREFORE, be it resolved by the Board of Directors of the South Suburban Park and Recreation District that:

1. The District shall continue to offer a property tax work-off program ("Program") in accordance with the Statute, subject to the annual appropriation of funds for the Program which shall be administered in accordance with the requirements identified in the following paragraphs.

2. The purpose of the Program is to provide individuals sixty years of age or older or individuals with a disability (as defined in paragraph 5 of this Resolution) the opportunity to perform work for the District in lieu of the payment of any real property taxes, or any portion thereof, as determined by the District, due and owing on the owner occupied residence of the taxpayer, including any owner occupied unit in a condominium, townhouse, or similar structure ("Homestead") for any given property tax year.

3. In addition to age or disability requirements, in order to qualify for participation in the Program, the following requirements shall be satisfied at the time of application to the Program and for so long thereafter as the taxpayer participates in the Program:

(a) The property on which the property taxes are due and owing is in the boundaries of the District and is the Homestead of the taxpayer making application.

(b) The taxpayer making application must, singularly or jointly with another person residing in the Homestead, own the fee simple estate or be purchasing the fee simple estate to the Homestead under a recorded instrument of sale; except that nonresidence of the joint owner in the Homestead because of ill health of the joint owner shall not prevent the taxpayer from meeting the requirements of this paragraph (b).

(c) The property on which the property taxes are due and owing is not income-producing.

4. The District Executive Director or designee shall develop an application and application process to be managed by District staff. The application process shall include a background check and require the taxpayer to present a copy of their tax notice, among other requirements. The selection process will be first-come-first-served, as long as Program application requirements are met.

5. Any taxpayer who is a person with a disability and who applies to participate in the Program, shall upon application, submit a signed and dated letter from a Colorado licensed health care professional verifying that the taxpayer is a person with a disability. The District further defines the term "person with a disability" for purposes of determining the eligibility as a person having a physical impairment that limits one or more major life activities; and which does not prevent the individual from successfully performing the tasks or duties of the project or assignment related to this Program.

6. The maximum number of taxpayers allowed to participate annually in the Program shall be fifty (50). Subject to such limit, the District will determine the actual annual number of participants based upon participant interest, District need, and the availability of appropriated funds for the Program.

7. District staff will monitor the work of individuals participating in the Program and track the hours of work completed for purposes of the Program. District staff may terminate a participant from the Program due to unsatisfactory work performance.

8. The maximum number of hours to be performed by a taxpayer participating in the Program shall be based upon the calculation of the amount of property taxes, or portion thereof, to be worked off divided by the minimum wage then in effect set by Colorado law; provided, however, District staff reserves the

ability to limit the number of hours per participant or determine the maximum amount a participant may work off annually depending upon participant interest, District need, and the availability of appropriated funds for the Program.

9. Once a taxpayer has satisfactorily completed their assigned work or at a maximum, met their property tax liability due to the District, the District shall issue a check to such taxpayer which shall be made payable only to the appropriate county treasurer. The taxpayer shall be responsible for the delivery of the check or checks to the county treasurer in order for such amount to be credited to the property tax which is due and owing on the Homestead of the taxpayer for such property tax year.

10. The District shall make information regarding the availability of the Program available to the District's taxpayers through a notice on its website or by any other means as deemed appropriate by District staff.

11. The Program shall be reviewed every seven years or more frequent interval as may be convenient, or whenever action by the Colorado General Assembly may necessitate a change in the Program by the District.

12. The provisions of this Resolution shall take effect immediately.

PASSED, APPROVED, AND ADOPTED this 24th day of January, 2018,
by the Board of Directors of the South Suburban Park and Recreation District,
by a vote of 4 for and 0 against.

SOUTH SUBURBAN PARK AND
RECREATION DISTRICT

ATTEST:

SIGNED

By _____

John K. Ostermiller, Chairman

By _____

Pamela M. Eller, Secretary

Approved as to content:

SIGNED