

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT  
REGULAR MEETING NO. 898  
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 5:39 pm on **Wednesday, October 25, 2017** at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair Pro Tem Scott LaBrash presided during the early part of the evening. Chair John Ostermiller presided during the continued public meeting starting after 7 pm.

Board of Directors: John K. Ostermiller (in at 6:44 pm)  
Scott A. LaBrash  
Pamela M. Eller  
Michael T. Anderson  
James A. Taylor

Management staff: Rob Hanna, Executive Director  
Mike Braaten, Deputy Executive Director  
Brett Collins, Director of Planning & Development  
Jay Dikeman, Director of Hospitality Services  
Andy Jennings, Director of Parks and Open Space  
Mike MacLennan, Director of Information Technology  
Eileen Matheson, Director of Recreation  
Bill Ramsey, Director of Golf  
Steve Shipley, Director of Finance  
Erich WonSavage, Director of Human Resources

**2. Study Session**

Items of Interest:

2.1. There were no meeting updates from staff liaisons to share.

Consent agenda items for review included:

2.2. Call Special Meeting on Thursday, November 16, 2017

2.3. Cancel Regular Meeting: Wednesday, November 22

In addition, the Board discussed

2.4. The current structure of and proposed changes to the employee retirement benefits investment structure

## MINUTES

- 2.5. A report on the 2017 facility maintenance closures (August – September 2017), and the major projects accomplished
- 2.6. The Sheridan Square Park conceptual master plan presentation (former Ft. Logan property, City of Sheridan)
- 2.7. 2017 Work Plan quarterly update
- 2.8. Look Ahead (A review of future agendas and special events.)

### 3. **Recess**

The Board paused at 6:59 pm and returned to the public meeting at 7:05 pm.

### 4. **Public Meeting continued**

- 4.1. Formal roll call  
All members were present at this time.
- 4.2. Pledge of allegiance
- 4.3. Certification of agenda  
Mr. Hanna announced there was no need for an executive session this evening.
- 4.4. Unscheduled public comments  
No public came forward at this time.
- 4.5. Employee introductions  
Mr. Dikeman introduced
  - Jennifer Kuhl, Assistant Food & Beverage Manager, Lone Tree Golf Club & Hotel
  - Christian Wall, Lead Cook, South suburban Golf Course Bar & Grill
- 4.6. Executive Director's report  
Mr. Hanna announced that District Finance staff received the Government Finance Officers Association's Award of Excellence for the District's annual audit report, for the 16th year in a row. Members congratulated Mr. Shipley and staff.
- 4.7. Consent agenda items approval:
  - A. Calling a Special Meeting on Thursday, November 16, 2017 at Goodson Recreation, 5:30 pm. (Note: Since the Board meeting, it was determined that staff will post the start time for 7 pm. /ds)
  - B. Cancelling the November 22, 2017 Regular Meeting  
Mr. LaBrash moved to approve items A and B. Mrs. Eller seconded the motion, which was approved unanimously (5-0).

## MINUTES

### 4.8. Minutes approval – Meeting No. 897, October 11, 2017

Without further objection, the presented minutes stood approved as presented.

There were no public hearings tonight. Other items:

### 4.9. Charley Emley Park Renovations, award of construction contract

Brett Collins presented the available funding and plans for this renovations project, which will renovate the entire park. The project will pave a portion of the Lee Gulch Trail where water drainage has impacted the trail in the past; and to members' questions, Mr. Collins reported that most neighbors were aware of the plan, from a meeting in 2015 as well as some subsequent email discussions, but the general public may not be aware; however, Mr. Collins emphasized, staff feels this is the right thing to do.

Mr. Collins reported on the bidding process. Eighty-six contractors picked up plans. Four bids were received. The successful low bidder was T2 Construction, Inc. He asked the Board of Directors to approve the contract and he offered to answer questions. Boardmembers had no questions at this time.

Mr. Anderson moved to approve a construction contract with T2 Construction, Inc. in the amount of \$537,444 for the Charley Emley Renovations Project, and approve a total project budget of \$763,320.83, including a 10% contingency and other project related expenses. Mr. Taylor seconded the motion, which was approved unanimously (5-0).

### 4.10. Entertainment District Park Phase 1, award of construction contract

Brett Collins and Pam Cornelisse, Senior Park Planner, presented. They explained, due to the engineering requirements, the approved master plan could not be completed with the available budget; however, staff is proposing to complete Phase 1, and this is supported by the City of Lone Tree. Staff proposes future phases to complete additional features, as funding becomes available.

For the bid process, staff proposed a base bid plus several alternates, and the engineering estimate for the base bid was \$745K. The District received four bids. At this time, staff anticipates a shortfall due to the retaining walls needed to create a park on the site. Double R Excavating, Inc. submitted the low base bid of \$828,256.20, \$83,256.20 over the engineering estimate. Staff requested that the Board of Directors approve a total project cost of \$1,160,980.82 with the overage of \$87,996.82. Mr. Collins added, the overage is approximately equal to the proposed 10% contingency (\$82,825.62), and he anticipates that staff may need some contingency funds due to the type of project and particularly that this park is being built in a detention pond. Additional money needed would be funded by the operating contingency fund (with a current balance of \$634,689).

To Mr. Ostermiller's question, staff reported that the City of Lone Tree is interested in completing the approved master plan; the estimate for the remaining features is about \$2.1 million (in 2017 dollars). Future phases will

## MINUTES

be addressed as funding is identified. Mr. Collins noted, it's not unusual to build out a park in phases.

To Mr. Ostermiller's question about the planned trail to the east, Mr. Collins reported that he obtained two trailway easements from property owners. The City is pursuing the third easement needed. Mr. Collins believes it may be necessary to offer some funds to acquire the third easement.

Mr. Anderson suggested that Alternate 5, the landscape walls and steel screens, could be included in the Phase 1 construction contract at Double R's bid of \$37,900, as it is a relatively low cost and could be completed during Phase 1.

Discussion ensued on several strategies to complete Alternate 5, with related funding issues. Mr. Ostermiller noted that the project is already 10% over budget and wondered if the District could afford the proposed change.

In conclusion, Mr. Anderson moved to approve a construction contract with Double R Excavating, Inc. in the amount of \$866,156.20 (the base bid plus Alternate 5) for the Entertainment District Park (Phase 1) construction project; and approve a total project budget of \$1,160,980.82, which includes \$87,996.82 in additional funds from the Operating Contingency Account. Mr. Taylor seconded the motion. (Note: the project contingency was to be reduced by the dollars needed to pay for Alternate 5.)

Mrs. Eller stated her concerns about the cost of developing this piece of property. Lone Tree and the District have been excellent partners, and while she will not vote against the motion on the table, she believes the District needs to be cautious in the future. Members echoed her comments. The motion was approved unanimously (5-0).

### 4.11. Directors Items. Community meeting updates

Messrs. Taylor and Anderson attended the Littleton Leadership graduation. Mr. Taylor is surprised and pleased at the popularity and success of the program, though expensive. Mr. Anderson added, students' presentations included employee wellness programs and a syllabus for a local bike sharing plan.

Mrs. Eller reported on two tennis public forums held by District staff, including some information on changes to the block time schedule at the Littleton Tennis Bubble.

Mrs. Eller also reported on the most recent High Line Canal Working Group meeting, also attended by Messrs. Hanna and Collins. There was a report on Urban Drainage and Flood Control District's study regarding stormwater detention in the High Line Canal. Ken MacKenzie, Executive Director with Urban Drainage, reported it's feasible to treat stormwater in some parts of the Canal if it is very carefully managed; but Mr. MacKenzie is concerned about some potential liability issues. Urban Drainage is working on a master plan, and they plan to present it to the Working Group next April.

The Working Group also received an update on the tree canopy project. Denver Water is starting on the recommended tree maintenance and will

## MINUTES

spend \$600K over the next two years, focusing on trees identified as either Priority 1 or Priority 2. The task team includes Brett Collins; local agencies will share in the cost of the removal and pruning. Mrs. Eller believes Brett is looking out for the District's interests: Because the District has been maintaining its stretch of the canopy all along and has set the bar for maintenance, the District should not have to take on an inordinate allocation of the current maintenance costs.

The High Line Canal Conservancy is beginning its framework plan and has hired some new employees. John Hoesterey is their new planning manager. Livable Cities will be working with master plan consultant Sasaki Associates. We should be thinking as a District any potential framework projects along our section of the Canal, and talk to partners Littleton and Centennial about them.

The Denver Botanical Gardens is undertaking an urban ecology program to inventory the non-tree botanicals along the Canal (grasses, brushes, etc.). Results will be shared with the framework committee as the study progresses.

Mrs. Eller again reported that the Working Group, and now the High Line Canal Conservancy, have expressed that they're very impressed with the District's maintenance of the Canal. While the Conservancy has a lot of enthusiasm and support, we should not compromise the identity of the Canal as it goes through the District. The District needs representation on the Working Group and to stay in touch with the Conservancy.

Messrs. Anderson and Hanna attended the Lone Tree City Council meeting last Monday. The Council passed resolutions in support of District ballot questions 4B and 4C. Comments supporting these resolutions were presented by Martha Sippel, a member of the Park Meadows Metropolitan District and the South Suburban Park Foundation; and by Dave Lawful, with the Lone Tree Citizens' Recreation Advisory Committee.

Mr. Anderson attended the Lone Tree summit meeting last Thursday, held at the City's Arts Center. Representatives from the 11 homeowner associations and an audience of 60 attended.

The City Council representatives reported on what's happening in the City, including economic development, transportation and infrastructure. The presentation addressed joint City and District projects, signage, and the RidgeGate east development. The public was updated on the Entertainment District Park, Schweiger Ranch, and The Lone Tree Hub.

Currently, the Charles Schwab Lone Tree campus has 4,000 employees and 2500 parking spaces; they want to build a third parking garage with 1,100 spaces to serve current employees). This points to the need for alternative transportation planning in the City. The garage building construction will include some new commercial facilities, to be managed by Schwab.

The City is talking about potentially annexing some land, on the west side of the City and on both sides of Park Meadows Drive. Recently, the City annexed OmniPark on Lone Tree Parkway.

## MINUTES

Mr. Ostermiller reported on the most recent Hudson Foundation Board of Directors meeting last week. The Gardens has submitted proposed projects to the District's 5-year capital plan. The Finance Committee met again on October 25 to talk over plans, and they will be presenting a report to Mr. Hanna before the District budget is finalized. Some items have been altered, and some were moved to a higher priority.

### 4.12. Announcements and emergency items

Mr. Ostermiller announced

- A public meeting on November 7, 6 pm: Boardmembers and staff will gather at the South Suburban Clubhouse beginning at 6 pm, to receive ballot results of District questions 4B and 4C from Arapahoe, Douglas and Jefferson counties.
- A special meeting on Thursday, November 16, 7 pm
- Cancellation of the November 22 sessions

## 5. **Adjournment**

5.1 The group adjourned for the evening at 8:05 pm.

Donna Shephard  
District Records Clerk

/ds