

SOUTH SUBURBAN PARK AND RECREATION DISTRICT REGULAR MEETING NO. 842 MINUTES

Call to order

A regular meeting of the Board of Directors of South Suburban Park and Recreation District was called to order at 5:38 pm, Wednesday, May 13, 2015 at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair John Ostermiller presided.

Present: John K. Ostermiller
Susan M. Rosser
Pamela M. Eller
Michael T. Anderson
Scott A. LaBrash

Legal Counsel: James P. Collins, Esq.

Management Staff: Deanna R. Heyn, Acting Executive Director
Brett Collins, Director of Planning & Development
Teresa Cope, Director of Communications
Jay Dikeman, Director of Hospitality Services
Mike MacLennan, Director of IT
Rich Meredith, Executive Director, Hudson Gardens
Dave Brueggeman, Acting Director of Parks & Open Space
Bill Ramsey, Director of Golf
Clay Shuck, Deputy Recreation Manager
Steve Shipley, Director of Finance

Study Session

After the call to order, Mr. Ostermiller convened the Study Session, and the group discussed the items on the posted agenda.

In addition, Deanna Heyn reported damage to the Family Sports Center Dome as result of heavy snow over the weekend. The fabric attached to the garage door, located at the south side of the Dome, was weighted down so much so that the material tore away from the garage structure. Staff has filed a claim with Tristar Insurance, the Special District Association Insurance Pool's adjustor. Mrs. Heyn informed the Board that the FSC Dome is currently closed and can be expected to be so for 2-4 weeks.

Mrs. Heyn also reported that South Suburban has been approved for three Arapahoe County Grants including: Arapaho Park playground renovation, Writers Vista Park playground and ball field renovation, and the Progress Park master plan update.

The Board paused at 6:59 pm and returned to the public meeting at 7:08 pm. There were several public and staff in attendance.

New employee introductions

Dovie Lopez, Hospitality Sales and Marketing Manager introduced
Kate Jenkins, Sales and Catering Coordinator; and
Clay Shuck, Deputy Manager of Recreation introduced
Nikki Crouse, Active Adult Coordinator.

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Legal Counsel's report

Jim Collins referred the Board to his confidential monthly report that was included in tonight's packet to be discussed later during Executive Session. He added for public discussion that the Cherry Hills Assisted Living agreement has been finalized and recorded.

(See end of public meeting, below, for continued discussion.)

Minutes approval

April 8, 2015

Mrs. Rosser requested a correction of the spelling of the cell phone application to Strava, where it appeared on page 9.

Therefore, with no objections, the minutes of meeting no. 839, April 8, 2015 stood approved as corrected.

April 22, 2015

Mr. LaBrash directed the minute's secretaries to page 8, where discussion took place regarding Mr. Hopping. He noted that Mr. Hopping will run for the Littleton City Council seat in November 2015.

Mr. Anderson had a question about the discussion regarding Cherry Hills Assisted Living on page 3, paragraph 2. He asked if South Suburban's responsibility of maintenance and capital work of Parcel 6 was correct. Mrs. Heyn and Brett Collins confirmed the verbiage should read: The maintenance and capital work on the lot will be 100% South Suburban's responsibility, *after construction*.

There were no other items.

Therefore, with no objections, the minutes of meeting no. 840, April 22, 2015 stood approved as corrected.

Citizens' comments

Mr. Ostermiller asked that any citizens who would like to address the Board, to please limit their remarks to 5 minutes and address topics not related to the published agenda items.

Pete Barrett, 2464 Park Lane came forward as representative of Littleton Soccer Club. He explained how the recent weather had a tremendous effect on the youth group, causing them to cancel games as result of unplayable fields. Historically when several games are cancelled during a season, particularly in the recreational programs, there are less participant signups the following season. Parents feel like they did not get their money's worth, even if weather was at fault, they will look for something in the future that is more dependable.

He went on to say that makeups double and triple their work and require the cooperation of South Suburban, particularly the Parks and Athletics departments. Mr. Barrett stated Dave Brueggeman and his staff exhibited the willingness to work with Littleton Soccer, understand their schedule and the importance of having the fields mowed. He continued on that Michelle Helm in the Athletics department has been wonderful to work with and balanced Littleton Soccer makeup games equally with other the user organizations.

He concluded that Littleton Soccer would not be able to meet the expectations of their participants without the help of Dave Brueggeman's and JoAnn Gould's groups doing their parts. He noted that 85% of Littleton Soccer participants are South Suburban residents. He expressed thanks to the Board and South Suburban staff for the wonderful efforts under difficult conditions this Spring.

The Board thanked Mr. Barrett for coming. Mrs. Rosser thanked Mr. Brueggeman.

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Consent Agenda items

Mr. Ostermiller explained that Consent Agenda items are provided for study in the Board's study packets and introduced in Study Session for the Board's review. They can be adopted by a single motion. All resolutions and proposed actions must be read by title prior to a vote on the motion. Any consent agenda item may be removed at the request of a Director and either tabled or heard separately.

- A. APPROVE ACCOUNTS PAYABLE FOR APRIL 2015 IN THE AMOUNT OF \$1,557,094.**
- B. APPROVE THE EASEMENT DEED AND VACATION OF EASEMENT WITH NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT AT PROVINCE CENTER PARK; AND ASSESS A MINIMUM EASEMENT FEE OF \$1500.**

MRS. ROSSER MOVED TO ACCEPT ITEMS A AND B, AS READ. Mr. LaBrash seconded the motion. There was no further discussion. **Consent agenda items were approved unanimously (5-0).**

NEW BUSINESS

PUBLIC HEARING

There were no public hearings this evening.

2014 Audit Presentation

Mr. Shipley presented. The audit committee that includes Mr. Anderson, Mr. LaBrash, Mrs. Heyn, Mr. Shipley and also included staff Mr. MacLennan and Linda Addison, met with the auditors on May 11. Mr. Shipley stated there were no audit adjustments or formal management letter. There was an internal memo from the information technology consultant, with suggestions regarding how South Suburban staff could manage passwords and District email. Mr. MacLennan is looking into those suggestions.

He pointed out that at the end of 2014 the total assets equaled nearly \$151 million, \$111 million of that in capital assets. Capital assets are recorded at historical cost net of depreciation. Further, the District's liability totals \$35 million and outstanding debt of over \$30 million. Half of the District's debt originates from general obligation bonds.

Mr. Shipley replied to Mr. Ostermiller that the general obligation bonds would be paid off in 2019, the Certificates of Participation (COP) in 2021 and the 15 year energy audit lease in 2029.

Mr. Ostermiller asked Mr. Shipley if he might be able to present to the Board for this upcoming budget process, some options regarding what to do when the debt is paid off, as the Board look's forward to the 2016 and 2018 elections. Mr. Shipley stated he could and that he'd just recently put together information for Mrs. Heyn and staff that included a list of all the elections dating back to 1992. He also included paperwork to show the extension of the current mill levy for debt service to consider what the timing would look like. That information could also be shared to the Board during the 2016 budget process.

Mr. Ostermiller said the Board should start looking at that information and consider whether to extend the G.O. Bond or mill levy, or let them expire. He explained that once the G.O. Bond is paid off, the mill levy goes away. One possibility the Board could look into as demonstrated by several school districts is to extend the levy without a tax increase. Mr. Ostermiller and Mr. LaBrash noted the process still must go before voters. Mr. Ostermiller continued, the approval then, would be to enter into debt without a tax increase.

To Mrs. Rosser's question, Mr. Shipley responded the obligation bonds will be paid off in 2019. The District could extend the levy in 2019 for 2020, or in 2018 in anticipation of paying it off in 2019. To Mrs. Eller's question, Mr. Shipley replied that it is currently 1.3 mills but could go down significantly with assessed evaluations.

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Mr. Anderson pointed out that the G.O. Bond debt and COP's debt went down this year; but total debt went up due to the leases the District entered into for golf carts and an energy performance program. Mr. Shipley added, the total increase in new debt was \$6.3 million.

Mr. Ostermiller asked if the auditor had presented any items. Mr. Shipley noted the auditor only found a few past journal entries, including one for an energy audit retainer, which had been missed. Mr. Anderson added that in the opinion of auditor, John Cutler, all statements were accurate and materially stated. There were no issues with the material regarding the major funds; and his opinion was also similar, in that there were no problems in the subordinate information that Mr. Shipley put together to back up data. Mr. Anderson stated that the documents are so well prepared they are favorably received when put forth for recognition, as has been evident with finance awards received in the past 13 years.

Mr. Shipley concluded that South Suburban has one year left with its contract with Cutler and Associates, LLC (John Cutler). He has been very pleased with their services.

MR. ANDERSON MOVED TO FORMALLY ACCEPT THE 2014 COMPREHENSIVE ANNUAL FINANCIAL REPORT. Mr. LaBrash seconded the motion, which was approved unanimously (5-0).

South Suburban Ice Arena and South Suburban Golf Course architectural services

Brett Collins presented for Melissa Reese-Thacker, who was not in attendance. He reminded the Board of discussion in February 2015 regarding a report from the 2020 Gold Medal Committee, regarding priority projects. Two items the Committee commented on were the need to improve the South Suburban Golf Clubhouse (SSGC) and the South Suburban Ice Arena (SSIA). The Board had directed staff to move forward with the process of obtaining design proposals, creating a list of improvements to be made and costs of those improvements. In the first step of the process, Planning staff has sought preliminary schematic design proposals from Barker Rinker Seacat Architecture (BRS) and Saunders Construction, Inc. (SCI).

Brett stated the process would include getting stakeholder input from users of both facilities, creating a schematic design of improvements and presentation to the Board for further direction. Financing mechanisms would also need to be discussed in the process.

To begin the process, staff suggests utilizing money from the new Operating 2 Mill Contingency in the total of \$87,766, to obtain 2-3 schematic concepts per facility. The concepts would be in accordance with small-, medium- and large-scale improvements. Brett Collins stated having several concepts would allow for flexibility to determine what can be funded, if items should be scaled back or project completion should be done in phases.

Mrs. Eller pointed out an error in the Board packet, page Main-96, under Financial Details. The expenses should read, \$930 to fund an additional stakeholder meeting for South Suburban Golf Course and \$635 for reimbursable expenses for South Suburban Golf Course.

Mr. Anderson expressed concern that staff may be creating expectations for an unreasonable scale of improvements, and spending on those improvements that will not be in the best interest of the District. He asked how small, medium and large concepts will be controlled with the design. What distinguishes the levels of proposals? Mr. Collins explained at this point we are unsure what improvements the stakeholders and staff want to see. After obtaining that information, BRS could put together phased levels of design with dollar amounts, and the Board of Directors would approve which improvements to complete. Mr. Collins explained the large concept could include renovating the entire facility, whereas the small scale concept might be renovating the restaurant or bar area.

Brett stated, it is not abnormal for designing processes to start with a bit of uncertainty. It is with more data of what is wanted that staff has the flexibility to put together different options for the Board. He stated that District planning staff could create realistic public expectations by holding meetings with the stakeholders, and by

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explaining that South Suburban is trying to come up with a variety of options, and therefore is not guaranteeing an entire renovation of either facility. Mr. Anderson asked that in those meetings, the District's priority system for capital projects and justification for funds be presented.

Brett added, one way Planning staff could approach the public is with a list of specific items to renovate and ask the public for prioritization of those items. Another strategy would be just to ask what improvements the public would like to see at the SSIA and SSGC and let the public create the list.

Mrs. Rosser looked back at discussion on February 25 regarding the new Operating 2 Mill Contingency. She stated, the first point of discussion was that the Board wanted to make sure all funds from the 2 mill fund be spent as promised to the voters. Mrs. Rosser agreed that improvements at SSGC and SSIA need to be done for the facilities to remain competitive; however, she was leery of funds from the 2 mill being used for those project improvements. She reminded the Board and staff to be mindful of what was promised to the voters and how money would be spent. Mr. Ostermiller reminded Mrs. Rosser that 2 mill funds were only being used for the architectural services; and decisions have not been made to spend any money for construction, let alone out of which fund.

Mrs. Heyn agreed that it's always important to look back at what was promised to citizens. One of the main items in discussion with voters was repair and upgrade of existing recreational facilities. SSIA and SSGC are two of the District's oldest facilities that do need work done, to make sure they are facilities our citizens want to use.

Mr. Anderson stated, both facilities are dollar generators and it's important to look into the future what the District's financial capabilities are to maintain those facilities, so they are desired by our constituents and so that they are the most cost effective to operate. He reminded the Board that a decision was made to go forward and get costs. He asked to look through the lens of our normal capital priority system, in terms of creating small-, medium- and large-scope concepts.

Mrs. Heyn agreed, flexibility is key in listening to the Board and the citizens. The goal is to have really good information with many options so the best decisions can be reached. She stated, staff is on the right track. The architectural designs will come back with good information for the Board to make decisions.

MRS. ELLER MOVED TO APPROVE \$87,776 FROM THE NEW OPERATING 2 MILL CONTINGENCY FOR SCHEMATIC DESIGN SERVICES THAT WILL IDENTIFY POSSIBLE FUTURE IMPROVEMENTS AT THE SOUTH SUBURBAN ICE ARENA AND SOUTH SUBURBAN GOLF COURSE, AND DIRECT STAFF TO PROCEED WITH SCHEMATIC DESIGN. Mr. Anderson seconded the motion, which was approved unanimously (5-0).

Mrs. Heyn added staff should have options to present to the Board in August 2015. Mr. Ostermiller added, the funding mechanism discussion would be in September.

Board of Directors items

Mr. Anderson asked those in attendance to imagine an unusual, interesting group of American White Pelicans on the 6th hole at the Lone Tree Golf Course. It reminded him that golf courses are parks. The birds are migratory and have returned to LTGC for the last 4-5 years, and they travel to the coastline in the Winter.

Mrs. Eller noted she had seen 3-4 at the Englewood Golf Course as well.

Mr. Anderson visited the community gardens near Lone Tree Elementary. It was much more extensive than he had anticipated. He reported 26 plots were laid out in the gardens. He explained that the construction was very high quality, including a built up fence, multiple watering capabilities and work benches.

Mrs. Eller reported on the South Suburban Park Foundation's regular quarterly meeting, April 16. The Foundation is planning a retreat on June 6 and is looking for a moderator/facilitator. They will be working on a strategic plan,

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and addressing the future of the Foundation, or if there is a future for the Foundation. The Executive Director of the Audubon Society of Greater Denver attended and showed pictures of the Discovery Pavilion. He reported on their Be Involved, Give (B.I.G) day project was attended by a lot of people from Comcast.

Mrs. Eller reported there were very nice articles about the War Rose Memorial Gardens and Hudson Gardens in the latest EnCompass magazine, published by AAA Insurance.

Mrs. Eller attended the Sheridan Can Do meeting. They skyped with a group from Tri-County Health. The group presented good ideas and plans to connect trails in Sheridan as part of the Complete Streets program. She noted that the City of Sheridan is really pulling a lot of things together: a new, beautiful school, a new development by Habitat for Humanity, and a new park across from the Civic Center. It looks very nice.

Mrs. Eller noted that Eddie Kanoza, Facility Manager of Sheridan Recreation Center, is doing a project with the school kids, as part of the Complete Streets activity. The project will utilize Photovoice, a method of analysis where personal and community issues are highlighted through group discussion of photographs.

To Mrs. Eller's questions regarding a community garden request from Sally Daigle of Sheridan City Council, Mr. Brueggeman responded:

- The Sheridan School District currently has a master plan for that area for an outdoor classroom.
- There is not a timeline for that project.
- Using the space for a community garden would be temporary in nature, as the plan for the area is to build an outdoor classroom.

Mrs. Rosser added to Mr. Anderson's report, that the community gardens in Lone Tree are amazingly extensive. She was not certain if they are guarded or locked and hoped that they'd be safe.

Mrs. Rosser asked when the proposed Big Dry Creek Trailhead project (by Littleton High School) would go to the Littleton City Council. Brett Collins reported it is not currently scheduled for City Council review—perhaps, late Fall. Mr. Ostermiller added, two planners and a secretary had left the City Planning Department, and the transition will be difficult.

Mr. LaBrash did not attend any meetings recently but did speak with residents following the storms. He gave kudos to Mr. Brueggeman and staff for clearing off the trails so quickly.

Mr. LaBrash also extended kudos to Todd Marley, Head Pro at South Suburban Golf Course. Mr. LaBrash's son wanted to shadow Mr. Marley for career day. He came home so excited. Mr. LaBrash commented how well Mr. Marley connects with youth, is a great person for South Suburban and a great sponsor of youth golf.

Mr. Ostermiller did not attend any meetings recently. He visited the Open Littleton online forum and read a lot of good neighbor comments about Reynolds Landing. There were 40+ comments so far, and the leading topic: new restrooms. He indicated there were 6-8 items that people could rate in order of importance, including: easier access to river, more parking, better shelters, more picnic tables etc.

Mrs. Rosser asked Mr. Brueggeman if the high water has affected the River Restoration project at South Platte Park. He replied that so far, a lot of topsoil has washed away, but until the water recedes they will not know the full effects. He learned that water out of Chatfield has been increased to 1500 cubic feet per second and is unsure how long that will last.

Announcements and emergency items

Mr. Ostermiller announced

A quorum event: Lone Tree State of the City. May 19, 2015, start time: 11:30am at the Lone Tree Arts Center, 10075 Commons Street. This event is open to the public.

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Other items

Jamison Property litigation update

Following his comment under Legal Report (above) Jim Collins spoke to Mr. Ostermiller and Mrs. Heyn and it was decided it not be necessary to adjourn into Executive Session after all.

Mr. Collins reported the South Bridge Terraces HOA has come back with arguments to the court and has delayed the process to convey the Jamison property with easements. He explained delays are to be expected in this type of litigation.

To Mrs. Rosser's question, Jim Collins reported a hearing has been set for July 1, 2015 for the judge to hear arguments regarding whether the Jamison property litigation should be bifurcated. Mr. Collins explained that the judge is giving time for both sides to develop their cases.

Lone Tree properties inclusion update

In response to Mr. Anderson's inquiry, Mrs. Heyn reported City of Lone Tree has signed a petition for inclusion, for the property they own. Mrs. Heyn has been working with Keith Simon (Coventry Development) related to the other development areas and the Rampart Range Metro District properties. She will provide an update in an upcoming Executive Director's report.

Mr. Collins stated that the inclusion process will evolve over time. It can be expected that some inclusion actions will happen in June, and more in July. He suggested, it can be expected that not all the established businesses will be willing to participate. Mrs. Heyn noted that Parker Water and Sanitation has a few properties as well, and they are not sure it makes sense for them to participate in the inclusion process, but those areas are not critical like the major properties slated for development. Mrs. Heyn said, the District is moving in the right direction.

Adjournment

There being no further business to come before the Board, the group adjourned for the evening at 8:24 pm.

Mindy Albert
Administrative Office Coordinator

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