

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT
REGULAR, MEETING NO. 868
MINUTES**

Call to order/Roll call

A regular meeting of the Board of Directors of South Suburban Park and Recreation District was called to order at 5:36 pm on **Wednesday, May 25, 2016** at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair John Ostermiller presided.

Present: John K. Ostermiller
Scott A. LaBrash
Pamela M. Eller
Michael T. Anderson
James A Taylor

Legal Counsel: James P. Collins, Esq.

Management Staff: Rob Hanna, Executive Director
Rich Meredith, Executive Director, Hudson Gardens
Deanna R. Heyn, Deputy Executive Director
Brett Collins, Director of Planning & Development
Teresa Cope, Director of Communications
Jay Dikeman, Director of Hospitality Services
JoAnn Gould, Director of Recreation Facilities
Andy Jennings, Director of Parks & Open Space
Mike MacLennan, Director of Information Technology
Eileen Matheson, Director of Recreation Services
Bill Ramsey, Director of Golf
Steve Shipley, Director of Finance
Clay Shuck, Recreation Facilities Manager

Study Session convened

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

The Board paused at 7:01 pm and returned to the public meeting at 7:10 pm.

PUBLIC MEETING CONTINUED

Intern recognition

Mr. Dikeman presented Ashley O'Daniel and her supervisor, Kate Jenkins, the Lone Tree Clubhouse Sales Manager to the Board of Directors. Ashley, a student at Mountain Vista High School, has been an intern in the Hospitality Department, January–May 2016. Mr. Dikeman expressed appreciation for Ashley's hard work. Mr. Dikeman reported the Department is participating in intern and apprenticeship programs as part of their growth in professionalism.

Citizens' comments

No public came forward to speak tonight.

MINUTES

Minutes approval

Mr. Anderson reported a correction on page 11 of the draft May 11 minutes and his report about what's going on in the City of Lone Tree. The estimated light rail system expansion cost *is* \$205 million. Therefore, **with no objections, the minutes of meeting no. 867, May 11, 2016 stood approved as corrected.**

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 THE ENGAGEMENT LETTER FOR AUDITING SERVICES WITH JOHN CUTLER & ASSOCIATES FOR THE YEARS ENDING DECEMBER 31, 2016, 2017, AND 2018, AT A COST NOT TO EXCEED \$21,000 IN EACH YEAR.

B. REJECT ALL BIDS FOR THE SOUTH SUBURBAN GOLF COURSE ROOF REPLACEMENTS.

MRS. ELLER MOVED TO APPROVE ITEMS A–B. Mr. LaBrash seconded the motion. There was no further discussion. **Consent agenda items were approved unanimously (5-0).**

NEW BUSINESS

There were no public hearings this evening.

2015 Comprehensive Annual Financial Review (audit) approval

Mr. Shipley presented. The District Audit Committee (Messrs. Anderson, Taylor, and Hanna) met with Finance staff on May 19. John Cutler, District auditor presented the required disclosures. There were no material weaknesses, disagreements with the audit, or journal entries made through the audit; he presented an unqualified opinion. There was no management letter presented to the District; there was an internal from the IT consultant, and that didn't represent a material weakness. The IT consultant reported the District still needs to hire more IT staff; and the consultant addressed the District's email policy.

Mr. Shipley referred the group to the summary sheet provided in the packet. As of year-end 2015, there were over \$152 million in assets; funds totaled a little over \$10.5 million; debt was \$26 million, of which about half is in GO bonds to be paid off by 2019; the net position (assets less liabilities) is almost \$100 million, of which about \$9 million is in unrestricted funds; total income was almost \$50 million, of which property taxes were \$20 million and user fees \$23 million; and expenditures totaled \$51 million.

He offered to take any questions the Board might have.

During the audit meeting, Mr. Taylor had asked Mr. Cutler how many of these audits require no corrections at all, and the auditor estimated about 90% require some corrections. Mr. Taylor congratulated Finance staff for a positive financial report. Mr. Ostermiller echoed the sentiment. **MR. ANDERSON MOVED TO FORMALLY ACCEPT THE 2015 COMPREHENSIVE ANNUAL FINANCIAL REPORT. MR. TAYLOR SECONDED THE MOTION.** Mr. Anderson also offered his congratulations, and he encouraged Boardmembers to read the notes included in the audit, which document current District finance policies and the debt situation, to think about as the District moves

MINUTES

forward with the 2017 Budget preparation process. There were no further comments, **and the motion was approved unanimously (5-0).**

Capital projects quarterly update

Brett Collins presented. He referred the Board to his reports in the packet,

Also this week, staff received notice that the District was awarded two more grants of \$400K each from Arapahoe County Open Spaces (2016 grant cycle), to be used on improvements for the Charley Emley and Sterne parks. There will be a County awards ceremony at the end of June.

He directed the Board's attention to the brief updates included in the cover document to the detailed spreadsheet, summarizing current work. He offered to answer Boardmembers' questions.

Mr. LaBrash reported the public does ask Boardmembers about these capital projects. He appreciates the detail in the spreadsheet.

To Mrs. Eller's question, Brett reported that the new Goodwin memorial/rest stop is to remember an individual who died in a tubing accident on the Platte. The memorial (concrete pad, bench, and some fitness equipment) is being placed on the west side of the River and just north of Englewood's Centennial Park, overlooking the River.

Mr. Ostermiller asked if any improvements to Writer's Vista Park shelter are in the current project. Brett described the Park improvements, which do not include the shelter at this time; if there are remaining funds, staff would like to work on the shelter in a future phase.

To Mr. Anderson's and Mr. Taylor's questions, staff reported on plans to repair the sinkholes in the Lorenz Regional Park athletic fields. Staff is working on permits from Douglas County to bring fill dirt onto the property. District crews can pull back the artificial turf and fill the depressions. The repairs timeframe is TBD. Crews need somewhere between 500 and 1,000 cubic yards of fill dirt currently, and they are considering ways to stockpile dirt onsite (with Douglas County's permission) for future repairs. Mr. Anderson noted, the public sees the ballpark sinkhole every time they enter or exit the Park. Mr. Taylor added, there may be fill dirt available from the Sterling Ranch development.

The District has signed a lease renewal with Arapahoe County for the Landfill property (Lorenz Regional Park) with property owner Arapahoe County. Mr. Hanna added, the lease will be renewed on a year-by-year basis for the foreseeable future, to allow for some flexibility.

Wild Plum Farms (Tuck property) referral, town of Columbine Valley

Brett Collins reported. The District received a referral from the Township, for a proposed 105-acre single-family homes development, located on the north and west sides of Cooley Lake (South Platte Park). The existing zoning for the property is RA-Agricultural; the developer is requesting a

PD zoning. Approximately 35.80 acres would be in private home lots, 58.7 acres have been identified as "open space," and 9.7 acres would be used for infrastructure (e.g. roads). The District was asked to comment as an adjacent owner/manager of the South Platte Park and Cooley Lake.

Brett explained the subdivision design, noting that the homes would be completely surrounded with a strip of open space (called the "buffer open space" for this discussion). Staff anticipates this buffer open space would be used for passive open space uses only (including a trail or trails); more active recreation uses would be placed on some open space toward the centers of the two residential lot "loops," and the interior open space probably would be managed by an HOA or a metro district. There would be a couple of detention ponds on the buffer open space, which would drain into Cooley Lake or the Platte. Staff broached the possibility of the District's taking on some of the buffer open space,

MINUTES

to ensure that the uses and maintenance practices would be compatible to the current uses for Cooley Lake (which is closed to the public) and South Platte Park generally. Brett reviewed the fence and swale plans, which would add protection to Cooley Lake and the Park and keep the public further away from the Lake. Staff stated, their main concern is any property development immediately abutting Cooley Lake. Mr. Hanna added, if the buffer open space is dedicated to the District or City of Littleton, there would be some control of its use into the future.

Mrs. Eller reported on a local public meeting the last evening: The map presented by the developer's representative was somewhat different than the submittal, and included a driving range on one of the buffer space areas. (The group agreed that this was an unlikely approved use.) Mrs. Eller also reported that the residents who live inside Columbine Valley Country Club want trailway on the buffer open space, while other Town residents do not. Mrs. Eller concluded this referral and development approval will be a long-drawn-out and contentious process. Members discussed some of the current issues as well as two previous proposals to develop the property and why those developments didn't go forward. Mr. Hanna encouraged the group to focus tonight on the District's referral response; he believes there would be many changes to this proposed subdivision over time.

Brett reviewed the draft points to include in the referral letter and overviewed next steps. The Town has scheduled for another meeting on June 14. He asked if the Board would like staff to request an open space dedication to the District. After discussion, staff concluded they should not ask for the dedication; there would be a later opportunity as the process continues, if plans change. Mr. Hanna suggested the District consider requesting a conservation easement on the buffer open space as well, to control uses. Mr. Ostermiller asked Brett to try to incorporate the Boardmembers' thoughts in the referral letter. Mr. LaBrash asked Skot Latona, South Platte Park Manager if the letter would address South Platte Park staff's concerns; Mr. Latona responded, it would.

Mary Carter Greenway East Bank Trail. Resolution # 2016-07 to Endorse Grant Application to Great Outdoors Colorado

Brett Collins presented. He reported that they've identified partner funding, which is nearly adequate to construct approximate one mile of trailway: the alignment is east from Big Dry Creek bridge, under Oxford, and to Broken Tee Golf Course. This will be a very expensive mile of trail because of the existing infrastructure; but it is an important trail connection and will help with the crowding currently on the trailway. This project has strong support from the South Platte Working Group.

The proposed project was submitted as a concept paper to Great Outdoors Colorado (GOCO), and this project and nine others are being submitted for a grant application. Project design has reached CD stage, and District staff is confident that the \$3.3 million cost to build the trailway is really firm. Staff proposes to request a \$1 million grant from GOCO and asked tonight for an additional \$160K from the District's 2010 one-mill fund. Staff estimates the cost to maintain the trail surface year-to-year will be \$5,500 in 2016 dollars. Brett recommended that the Board approve the grant submittal (sign the resolution of support) and allocate the \$160K from the 2010 one-mill fund.

To Mr. Taylor's question, Brett reported the trail alignment is entirely within the City of Sheridan, and the City is contributing \$415K to the trail development. To Mr. Ostermiller's question, Brett reviewed staff's discussions to date, should the GOCO grant not materialize; he concluded, staff doesn't have a strong alternate plan to a full construction project at this time. Mr. Hanna added, this trailway construction would be a 2017 project and if the funds aren't awarded by GOCO, staff would want to look at the project again in terms of other District priorities. Members discussed whether the partners might agree to provide some additional construction funds, and Brett reported what he had been told by other agency representatives; Mr. Ostermiller encouraged staff to ask when the final agreements

MINUTES

are being developed. To Mr. Taylor's question, staff reported they are confident that they have budgeted for potential construction cost increases.

To Mrs. Eller's question, staff reported that the District manages the trailway along the Platte on both sides in this area, through an agreement with the Colorado Water Conservation Board.

MRS. ELLER MOVED TO APPROVE DISTRICT RESOLUTION # 2016-07 TO ENDORSE APPLICATION FOR FUNDS FROM GREAT OUTDOORS COLORADO, FOR THE 2016 CONNECT INITIATIVE GRANT, FOR THE MARY CARTER GREENWAY EAST BANK TRAIL; AND TO ALLOCATE AN ADDITIONAL \$160,000 FROM THE DISTRICT'S 2010 ONE-MILL FUND, FOR A TOTAL DISTRICT CASH MATCH OF \$560,000. Mr. LaBrash seconded the motion. There was no further discussion, and **the motion was approved unanimously (5-0).** (A copy of the Resolution is attached hereto and made part of the permanent record.)

Board of Directors items

- Mr. Anderson attended the informational and educational meeting held by the High Line Conservancy recently. The event was very well attended and there was good dialogue between the presenter and audience. Some attendees reported concern about allowing any development by the High Line Canal, and others were concerned there is no opportunity for development. Conservancy leader Harriet LaMair invited local officials to offer statements, and Mr. Anderson believes the public was assured by those representatives that they are standing behind the master plan being developed by the Conservancy.
- Mrs. Eller reported on the most recent Sheridan CANDO meeting, attended by Mr. Taylor and Eddie Kanoza as well. The idea of creating a farmers' market in the city was discussed and ultimately rejected. There is some discussion about creating a space for several activities inside the old Sheridan Recreation Center pool building (owned by Sheridan School District), possibly including a smaller farmers' market, food bank pantries, and a food preparation demonstration area. There is an effort to bring in all the local food banks/outreach groups into a single distribution center and to create more structure. Discussion will continue, pending some discussion with the property owner. Members noted some previous issues with re-using the pool building.
- Mr. LaBrash attended the Creekside Experience dedication event. A lot of public attended. He noted that the buildout didn't create an access to the creek, and he had wondered why. Planner Mellissa Reese-Thacker explained the issues to him; he suggested, if there's any way to make it accessible in the future, that'd be a good idea. Messrs. Taylor and Ostermiller, also in attendance, agreed with Mr. LaBrash's request. Mr. Ostermiller expressed appreciation for the ConocoPhillips volunteers' project, and for District staff's work to make the event successful.

Mrs. Eller asked Brett Collins whether the Creekside Experience master plan, approved several years ago, allowed for creek access. Brett believed there were some issues with floodplain and grading.

- Mr. LaBrash also attended the City of Centennial, districts 1 and 2 meetings. Local candidates Doug Tisdale and Mike Williams spoke. The new City fiber optic infrastructure planning project is underway, an estimated \$5.7 million cost: The City would use most of the bandwidth, and then outside agencies would be able to use what is left. The Senior Commission Report was presented, and the District received kudos for the Spring Fling and Health Fair. There was some discussion about creating some senior-friendly parks in the area, and possibly the District will hear more about that in the future; the report will be presented to the City Open Space Committee in June. The City's public works representative received some negative input regarding the current construction projects on local roadways.

MINUTES

- Messrs. Taylor and Ostermiller attended Littleton's Meet, Greet & Eat event at Writer's Vista. Mr. Taylor was pleased at the number of children participating in the South Suburban play activities. Mr. Ostermiller reported the City ran out of food.
- Several Boardmembers reported the new "Look Ahead" report in the packet, which includes future regular meeting agendas as a range of local events that some Boardmembers are likely to attend, is helpful. Mr. Ostermiller added two dates, May 31 and June 9, for the next High Line Conservancy events. (Note to the minutes: See Announcements and Emergency Items below for a list of special meetings and quorum events. /ds)
- Mr. Ostermiller also asked if Boardmembers would be available on July 18 for a proposed joint meeting with the Sheridan City Council. Members believed they will be. Staff will continue with arrangements.
- Mr. Ostermiller noted the "surfing on the Platte" report on the local news. The surfer was in the Union boat chutes/rapids.

Announcements and emergency items

As reported on the agenda posting:

- Wed., June 1, Board quorum event, a retirement party for Director Sue Rosser. June 1, start time 5:45 pm, at the Lone Tree Clubhouse. This event is by invitation.
- Fri., June 10, Board quorum event. Red Box Sculpture dedication, at the Lone Tree Golf Course & Hotel at 5 pm. Music on the Clubhouse patio at 6 pm.
- Wed., June 22, Special study session. Start time: 8 am, at the Lone Tree Golf Club & Hotel, 9808 Sunningdale Boulevard, and agenda to be determined.

Mr. Ostermiller added: Following discussion during Study Session this evening and some schedule conflicts, the Board of Directors' preliminary 2017 budget retreat, tentatively scheduled by staff for August 1, will be rescheduled to July 25.

Mr. Anderson asked about the date for the next Lone Tree Subcommittee meeting. Mr. Hanna reported that the June meeting was cancelled, and the next session will be during the first week in July. Probably, District liaisons would not be available to meet because of the July 4 holidays.

There was no executive session this evening.

Adjournment

There being no further business to come before the Board, the group adjourned for the evening at 8:26 pm.

Donna Shephard
Executive Assistant

/ds

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT
RESOLUTION # 2016-07 TO ENDORSE APPLICATION FOR FUNDS**

Supporting the Grant Application for a Local Parks and Outdoor Recreation Grant from the State Board of the Great Outdoors Colorado Trust Fund and the completion of the Mary Carter Greenway East Bank Trail–Union to Oxford.

WHEREAS, the Board of Directors of South Suburban Park and Recreation District supports the Great Outdoors Colorado grant application which the District and its partners have submitted for the Mary Carter Greenway East Bank Trail-Union to Oxford Project (“Project”). If the grant is awarded, the South Suburban Park and Recreation District supports the completion of the Project; and

WHEREAS, the South Suburban Park and Recreation District has requested \$1,000,000 from Great Outdoors Colorado to construct a multi-use trail.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTH SUBURBAN PARK AND RECREATION DISTRICT THAT:

- Section 1: The Board of Directors of the South Suburban Park and Recreation District strongly supports the application and has appropriated matching funds for a grant with Great Outdoors Colorado.
- Section 2: If the grant is awarded, the Board of Directors of the South Suburban Park and Recreation District strongly supports the completion of the Project.
- Section 3: The Board of Directors of the South Suburban Park and Recreation District authorizes the expenditure of funds necessary to meet the terms and obligations of any Grant awarded.
- Section 4: The Project site is owned by Colorado Water Conservation Board and will be owned by the Colorado Water Conservation Board for the next 25 years. South Suburban Park and Recreation District holds a lease to operate the trail.
- Section 5: The Board of Directors of the South Suburban Park and Recreation District recognizes that, as the recipient of a Great Outdoors Colorado Local Government grant, the Project site must provide reasonable public access.

Section 6: The Board of Directors of the South Suburban Park and Recreation District will continue to maintain the Mary Carter Greenway East Bank Trail-Union to Oxford in a high quality condition and will appropriate funds for maintenance in its annual budget.

Section 7: If the grant is awarded, the Board of Directors hereby authorizes the Executive Director to sign the grant agreement with Great Outdoors Colorado.

Section 8: This resolution to be in full force and effect from and after its passage and approval.

PASSED, APPROVED, AND ADOPTED this 25th day of May, 2016 by the Board of Directors of the South Suburban Park and Recreation District,

by a vote of 5 for, and 0 against.

South Suburban Park and Recreation District, by

ATTEST:

SIGNED

John K. Ostermiller, Chairman

Pamela M. Eller, Secretary