

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT
REGULAR MEETING NO. 829
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, November 12, 2014 at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair Pro Tem Susan Rosser presided.

Present: Susan M. Rosser
Pamela M. Eller
Michael T. Anderson
John K. Ostermiller –*absent/excused*
Scott A. LaBrash –*absent/excused*

Legal Counsel: James P. Collins, Esq.

Management Staff: David Lorenz, Executive Director
Brett Collins, Director of Planning & Development
Jay Dikeman, Director of Hospitality Services
JoAnn Gould, Director of Recreation & Community Services
Mike MacLennan, Director of IT
Jim Priddy, Director of Parks & Open Space
Bill Ramsey, Director of Golf
Clay Shuck, Deputy Recreation Manager
Steve Shipley, Director of Finance
Greg Collette, Social Media Specialist, Communications Department

Study Session

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

The Board paused at 6:58 pm and returned to the public meeting at 7:04 pm.

Special announcements

November 4, 2014 election update

Mr. Lorenz reported on the preliminary results of the District election and Ballot Issue # 4C. He thanked the voters for approving the issue, currently with a preliminary vote margin of 6%. This additional funding will allow District staff to take care of facilities in the condition that citizens want.

Mrs. Rosser added, the District Board received the final report from the Gold Medal Citizens Committee last May and decided to take the question to the ballot. It wasn't many weeks following until Election Day. The public's response shows that the District has a good reputation, and the local voters want parks and trails maintenance, and in some cases facility renovations. Another local agency didn't obtain its voters' approval of a funding question.

Mr. Anderson thanked the Friends of South Suburban (citizen volunteers) for their work in promoting the ballot issue, as well as the District staff who volunteered off-hours to encourage voting and to educate people on the issues. He thanked the 70,000 voters who came out for the mid-term election: It was a vote to keep the District in good condition and to move forward to completing some deferred maintenance.

The Arapahoe Douglas, and Jefferson counties' election canvass boards will certify results within each county in mid-November; and then they will provide the final data for the District Board's acceptance, probably for the December 10 regular public meeting. In the meantime, for all their November 4 races and ballot questions, county elections staffs have been or will be receiving more ballots from UOCAVA voters, resolving issues with signatures on ballot envelopes, and qualifying provisional ballots to include in the final counts.

DRAFT MINUTES

Finance Department, Certificate of Achievement

Mr. Lorenz reported that District Finance staff received this recognition, for the thirteenth year in a row, for the Comprehensive Annual Financial Report (CAFR). The audit covers the period ending December 31, 2014. He congratulated Mr. Shipley, Linda Addison, and the rest of the department staff for the jobs they do, and for keeping Board, staff, and the citizens informed on District finances. Mrs. Rosser added, this annual award gives the citizens confidence in the District. Local media has included photos of staff in their papers recently. Communications staff will continue to get the word out.

Eagle Scouts recognition

Mr. Priddy presented. He noted the work of Shawn Wissel, Grounds, Trails & Natural Open Space Supervisor over the last eight months. Attaining the rank of Eagle Scout is of special significance, and only 5% of all Scouts do so. Those honored tonight were:

Spencer Morton, Troop 36 (Arapahoe District). His team worked on a stabilization project for the Willow Creek Trail in Sweetwater Park.

Keith Wilkins, Troop 556 (Arapahoe District). His team worked on a cleanup and repair project to preserve a memorial bench and baseball bleacher in Cherry Knolls Park.

Nathan Blaylock, Troop 561 (Arapahoe District). His team worked on a benches inventory and repair & cleanup, in Ashbaugh Park, Charley Emley Park, and Clarkson Park.

Diego Schutz, Troop 444 (Arapahoe District. Diego wasn't present tonight). His team raised funds, and they purchased and installed a bench in Lorenz Regional Park, disc golf area.

Mr. Priddy noted that Spencer's troop was led by Rocky Williams, who was the District's Trails Supervisor for many years. Rocky passed away in February 2013.

Boardmembers presented the Scouts with certificates, and their efforts were acknowledged with a round of applause.

New employee introduction

Mr. Shuck introduced Mike Polete, the new Aquatics Specialist at the Buck Center, who has been with the District for about six weeks. Staff appreciates all the work that he's already managed to complete.

Legal Counsel's report

Jim Collins referred the Board to his written report in tonight's Board packet. Some progress has been made on the water rights discussion with Denver Water. The District has received a couple of claims, which are pretty standard in nature, and which are being handled.

Boardmembers had no questions at this time.

Minutes approval

Staff presented draft minutes for three meetings in October in the Board packet, for the Board's review and approval. Board members had no corrections, additions, or changes. **Therefore, with no objections, the minutes of meeting nos. 826–828, October 8, 22, and 29 stood approved as presented.**

Citizens' comments

No public came forward to speak tonight.

Consent Agenda items

Mrs. Rosser announced, 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 OCTOBER 2014 IN THE AMOUNT OF \$2,310,592

DRAFT MINUTES

B. APPROVE A CONTRACT WITH POWERS CONSTRUCTION, LLC IN THE AMOUNT OF \$62,500 FOR THE FAIRWAYS PARK LANDSCAPE PROJECT AND APPROVE A TOTAL PROJECT BUDGET NOT TO EXCEED \$81,375 INCLUDING A 15% CONSTRUCTION CONTINGENCY, PROFESSIONAL SERVICES AND OTHER PROJECT RELATED EXPENSES.

MR. ANDERSON MOVED TO ACCEPT ITEMS A–B. Mrs. Eller seconded the motion. There was no further discussion. **Consent agenda items were approved unanimously (3-0).**

NEW BUSINESS

PUBLIC HEARING: Approve 2015 Budget

No public remained this evening to speak in the public hearing.

Mr. Shipley asked the Board of Directors to accept the budget as presented, with a total of \$50,676,588. This budget was estimated using funds that staff anticipated would be available in 2015 prior to voters' apparent approval of the November 4 ballot issue.

Finance staff had reviewed the matter of including or not including the estimated \$4.5 million in additional tax revenue from the 2-mill increase (approved by the voters November 4) in the 2015 proposed budget, and particularly whether such a budget would need to be drafted and approved before the mill levies certification, to occur December 2014. On review, legal counsel's office offered the opinion that identification and incorporation of all the funds (as well as use of those funds for projects) wouldn't be necessary at this time. Therefore, District staff will spend some time prioritizing additional projects and 2015 expenditures and will plan to present a 2015 budget amendment for Board approval, probably March 2015. Staff anticipates they will schedule another Board budget retreat (a special Study Session) in advance of the amendment presentation.

Mr. Shipley explained the revisions to the proposed budget since its initial presentation to the Board in October. Funds for another full-time Human Resources position have been added. The new cardio equipment lease for Goodson Recreation Center "will be a wash," as the \$170K lease proceeds will be balanced against 2015 capital expenditures, and lease interest/debt service payments will start in 2016. Mr. Shipley offered to answer any questions the Boardmembers might have.

To Mrs. Rosser's question, staff reported that the three counties are anticipating certification of election results (canvass board reports) by November 20.

MRS. ELLER MOVED TO APPROVE THE RESOLUTION TO ADOPT THE 2015 BUDGET, WHICH INCLUDES THE PROPOSED CHANGES TO FEES AND CHARGES. Mrs. Rosser seconded the motion, which was approved unanimously (3-0). (A copy of Resolution is attached hereto and made part of the permanent record.)

2014 Budget amendment

No public had remained to speak regarding the proposed amendment.

Mr. Shipley reviewed the projects that required a budget amendment.

- This year, the Board approved an energy performance contract audit, including an appropriation of funds for energy-savings improvements around the District. Staff has spent approximately \$700K to date, and most of the remainder will be carried into the 2015 year.
- Last spring, the Board of Directors approved an early payoff of the 1999 revenue bonds. Payoff was completed Fall 2014.

MR. ANDERSON MOVED TO APPROVE THE RESOLUTION TO AMEND THE 2014 BUDGET. Mrs. Eller seconded the motion. There was no further discussion, and the motion was approved unanimously (3-0). (A copy of the Resolution is attached hereto and made part of the permanent record.)

DRAFT MINUTES

Board of Directors items

- Mr. Anderson reported on the most recent Lone Tree Subcommittee meeting. Items of discussion included ongoing partnering relationships with the City: the Willow Creek Trail extension; the proposed pedestrian crossing (bridge) over Lincoln; the proposed Park Meadows Entertainment District developed park; and the Kaiser funds to build bicycle and pedestrian trails.

It's anticipated the new Entertainment District formal park will be better utilized as a gathering place (than the current open space). District and City staff are working on design process. Probably the park will be built in 2015, though there is no formal funding commitment yet for the 2015 budget year.

- Mrs. Eller reported on the most recent High Line Canal Working Group meeting. District Planning Director Brett Collins presented a range of projects for proposed partial funding by Arapahoe County Open Spaces. Mr. Lorenz reported, the projects will be reviewed next by the OSTAB board; and if they approve the projects, then OSTAB would present them to the Arapahoe County Commissioners for final approval and funding (date to be determined). Mrs. Eller added, it's encouraging to see some projects going forward, and Shannon Carter, Open Spaces and Intergovernmental Relations Director seemed pleased. \$3 million has been designated by Arapahoe County for projects, and Brett Collins' projects total approximately \$625K.

Cherry Hills Village representatives also made a presentation to the Working Group. They gave a report on the pilot project to irrigate trees on the Canal trailway. The pilot was carefully engineered to irrigate about 20 trees per 1,000 feet. The cost for the pilot project was \$35K, utilizing an existing water tap. Mr. Lorenz added, the District also has been working on a tree replacement program, to replace old and dying cottonwoods.

Members talked about an invitation to a formation meeting in November, for the High Line Partners Conservancy. The Conservancy will be led by Harriett Crittenden LaMair. The intent of the Conservancy will be to form a plan to preserve the Canal Trailway as a recreational and open space amenity for citizens in future years, after Denver Water ceases to use the Canal to deliver irrigation water. During the first meeting, representatives from the Trust for Public Land-New York will present.

Mrs. Eller also reported on the quarterly meeting of the South Suburban Park Foundation trustees. Jeff Shoemaker, Executive Director of the Greenway Foundation presented. Dan Morris visited as a New York Life representative as well as a board member of the local Audubon Society; he spoke briefly and will return to give a full presentation about family and charitable trust structures which could benefit the Park Foundation.

Other items:

- The Park Foundation is talking about launching a different fundraiser program in 2015. Again in 2014, the Foundation will be participating in the annual state-wide Colorado Gives Day event, December 9.
- The Foundation also wants to create a granite memorial, similar to Littleton's Council Grove, to honor the many trustees who've served the Foundation since inception; a potential location is yet to be determined.
- The most recent Legacy, the Foundation's magazine, has a nice article about the Littleton Community Trail, and there is an updated trail map available.

Mrs. Eller attended a special meeting of the Sheridan CANDO group. Tri-County Health has initiated a comprehensive City-wide health impacts assessment, reviewing health, transportation, shopping centers, and recreation opportunities (much like a master planning initiative). They will form a study group.

Mrs. Eller also directed members' attention to the NRPA's October issue of Parks and Recreation Magazine, and particularly an article about a public-private partnership in Minneapolis, which the City parks and recreation department ultimately turned down.

- Mrs. Rosser noted the significant changes in the Cherry Hills Village City Council after the November 4 election. The current Mayor lost his seat by 86 votes.

DRAFT MINUTES

Lone Tree projects discussion

Mr. Lorenz provided a draft letter to the City of Lone Tree and Mayor Gunning, regarding the proposed Lincoln bridge and Entertainment District park funding structure. He requested Boardmembers provide him with any changes and asked their opinion if the letter reflected Board discussions to date. The three Boardmembers had no changes at this time. Mr. Lorenz will deliver the letter to Mr. Ostermiller for his signature.

Announcements and emergency items

- A special meeting with Littleton City Council, November 13, 7:30 am at The Littleton Center, 2255 West Berry Avenue.
- A quorum event: the South Metro Economic Forecast Breakfast, Friday, December 5, 7 am, Marriott Denver South at Park Meadows: 10345 Park Meadows Drive, Lone Tree.
- Another quorum event: The Centennial Link Trail dedication date has been changed from November 12 to November 19, 11:15 am, by Lois Lenski Elementary.

(Appropriate posting has been or will be accomplished. /ds)

Adjournment

There was no need for an executive session this evening.

There being no further business to come before the Board, the group adjourned for the evening at 7:46 pm.

Donna Shephard
Executive Assistant

/ds

SOUTH SUBURBAN PARK AND RECREATION DISTRICT

RESOLUTION TO ADOPT 2015 BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, AND ADOPTING A BUDGET FOR THE SOUTH SUBURBAN PARK AND RECREATION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING THE LAST DAY OF DECEMBER, 2015.

WHEREAS, the Board of Directors of the South Suburban Park and Recreation District ("District") has appointed a budget committee to prepare and submit a proposed 2015 budget to the Board at the proper time; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, and public hearings were held on August 13, 2014; September 17, 2014; October 8, 2014, and November 12, 2014; and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law;

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

Section 1. That estimated expenditures for each fund are as follows:

General Fund	\$15,429,566
Debt Service Fund	3,675,922
Conservation Trust Fund	948,613
2010 1 Mill Fund	5,388,209
Golf and Recreation Facilities Enterprise Fund	25,234,278
TOTAL BUDGETED EXPENDITURES, ALL FUNDS	\$50,676,588

Resolution to adopt budget

Section 2. That estimated revenues for each fund are as follows:

<u>General Fund</u>		
From the 2014 fund balance carryover	\$ 3,443,509	
From sources other than general property tax	1,649,637	
From the general property tax levy	10,336,420	
TOTAL GENERAL FUND		15,429,566
<u>Debt Service Fund</u>		
From the 2014 fund balance carryover	-	
From sources other than general property tax	10,000	
From the general property tax levy	3,665,922	
TOTAL DEBT SERVICE FUND		3,675,922
<u>Conservation Trust Fund</u>		
From the 2014 fund balance carryover	217,613	
From sources other than general property tax	731,000	
TOTAL CONSERVATION TRUST FUND		948,613
<u>2010 1 Mill Fund</u>		
From the 2014 fund balance carryover	340,794	
From sources other than general property tax	2,734,500	
From the general property tax levy	2,312,915	
TOTAL 2010 1 MILL FUND		5,388,209
<u>Golf and Recreation Facilities Enterprise Fund</u>		
From the 2014 fund balance carryover	1,439,950	
From sources other than general property tax	23,794,328	
TOTAL GOLF AND RECREATION FACILITIES ENTERPRISE FUND		25,234,278
TOTAL BUDGETED REVENUE, ALL FUNDS		\$ 50,676,588

Section 3. That reserves have been or are hereby established for each appropriate fund or combined as a single reserve fund as set forth in the budget in order to preserve the spending exemption for reserves under Article X, Section 20 of the Colorado Constitution, and all such reserves shall be transferred or expended within any fund as set forth in the budget.

Section 4. That the budget as submitted, amended, and herein above summarized by fund, be, and the same hereby is approved and adopted as the budget of the South Suburban Park and Recreation District for the year 2015.

Section 5. That the budget hereby approved and adopted shall be signed John K. Ostermiller, Chairman of the Board, attested to by Pamela M. Eller, Secretary, and made part of the public records of South Suburban Park and Recreation District.

ADOPTED this 12th day of November, 2014.

Attest:

SIGNED

JOHN K. OSTERMILLER, CHAIRMAN

PAMELA M. ELLER, SECRETARY

RESOLUTION TO AMEND 2014 BUDGET

WHEREAS, the Board of Directors of South Suburban Park and Recreation District appropriated funds for the fiscal year 2014 as follows:

General Fund	\$20,298,456
Golf and Recreation Facilities Enterprise Fund	25,756,518

WHEREAS, the necessity has arisen for additional expenditures requiring the expenditure of funds in excess of those appropriated for the fiscal year 2014; and

WHEREAS, the unanticipated additional expenditures are contingencies which could not have been reasonably foreseen at the time of adoption of the budget; and

WHEREAS, funds are available for such an expenditure from surplus funds available to the District,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the South Suburban Park and Recreation District shall and hereby does amend the Budget for the fiscal year 2014 as follows:

General Fund	\$26,059,443
Golf and Recreation Facilities Enterprise Fund	26,562,087

BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the proper funds for the purposes stated.

DATED this 12th day of November, 2014.

South Suburban Park and Recreation District, by

SIGNED

John K. Ostermiller, Chairman

ATTEST:

Pamela M. Eller, Secretary

ss/