

**SOUTH SUBURBAN PARK AND RECREATION DISTRICT  
REGULAR MEETING NO. 877  
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 5:37 pm on **Wednesday, October 12, 2016** at the Goodson Recreation Center, 6315 South University Boulevard, Centennial, Colorado. Chair John Ostermiller presided.

(Note to the file: The Board held a special study session with four members on September 29: a tour of potential capital project sites related to the proposed 2017 budget. Special posting had been accomplished, per State statute. /ds)

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

**Management Staff:** Rob Hanna, Executive Director  
Rich Meredith, Executive Director, Hudson Gardens  
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  
Kristin Kolstedt, HR Manager  
Mike MacLennan, Director of IT  
Eileen Matheson, Director of Recreation Services  
Bill Ramsey, Director of Golf  
Steve Shipley, Director of Finance

**STUDY SESSION CONVENED**

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

The Board paused at 7:02 pm and returned to the public meeting at 7:15 pm. (See minutes following public meeting, for the continued Study Session.)

## MINUTES

### PUBLIC MEETING CONTINUED

#### Citizens' comments

**David Walcher, Arapahoe County Sheriff** (business address: 13101 E. Broncos Parkway, Centennial) requested the opportunity to present a certificate of recognition to the District. Last week, the Sheriff held a ceremony recognizing employees, citizens and local organizations. Sheriff Walcher spoke about the relationship, begun in 1985, between the Sheriff's Department, District, and the Littleton Rotary Foundation, to manage the annual golf tournament. The District receives some of the annual proceeds for projects, with the remainder to the other organizations, to meet other individual and community needs. He stated, it's incredible that for 31 years, the proceeds have gone right back into the community, to help the community; and without this relationship, it wouldn't happen. He presented a certificate to the Board of Directors and thanked them. He particularly mentioned the efforts of JoAnn Gould to organize and manage the event every year. This year's proceeds were \$27,930. Mr. Ostermiller agreed, this is a great partnership, and he looks forward to continuing it.

No other public came forward to speak tonight.

#### Executive Director's report: New employee introductions

Ms. Gould introduced

- Christina (Ibarra) Wegscheider, the District's new Program Facility Supervisor at the Lone Tree Recreation Center. Mrs. Wegscheider worked for the District for three years at the Family Sports Center previously and had particular success with the Day Camps and Friday Night Extreme classes, as well as successfully planning and executing a range of special events.

And Mr. Jennings introduced:

- Jared Radebaugh, a Maintenance Technician on the Turf Crew, and
- Marcus Sturm, recently promoted to full-time Lead Maintenance Technician on the Turf Crew.

#### Legal Counsel's report

Mr. Ostermiller directed members to the confidential written report in tonight's packet. He noted that the Board planned to have an executive session at the end of the evening, to complete the annual review of Executive Director Hanna.

#### Minutes approval

Board members had no corrections, additions, or changes. **Therefore, with no objections, the minutes of meeting no. 875, September 14, 2016 stood approved as presented.**

Board members had no corrections, additions, or changes. **Therefore, with no objections, the minutes of meeting no. 876, September 28, 2016 stood approved as presented.**

#### 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 SEPTEMBER 2016 IN THE AMOUNT OF \$2,464,310.**

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**MR. ANDERSON MOVED TO ACCEPT ITEM A. Mr. LaBrash seconded the motion.** There was no further discussion. **The consent agenda item was approved unanimously (5-0).**

## NEW BUSINESS

There were no public hearings this evening.

### Proposed 2017 Budget presentation

Mr. Shipley presented the copies of the summary document to the Board of Directors. It is a balanced budget, designed to meet the Board's goals as priorities as outlined in the retreat, summer 2017. Appropriations total \$59,043,663; of which \$9,402,646 is identified for capital projects. The estimated 2017 income includes \$369,181 from proposed fees & charges increases.

Mr. Ostermiller concluded, staff has presented the Board a proposed budget (by October 15) as required by State Statute. The Board anticipates voting for an approved budget during the November 9 regular meeting, after a third and final public hearing is conducted.

Copies of the proposed 2017 Budget Summer and proposed changes to fees & charges were available for public pickup tonight.

### 2017 Employee Benefits renewal

Mr. Hanna explained that this portion of the 2017 Budget is being presented for approval in advance of the full budget, so that the HR Department staff can register employees for 2017 benefits in November 2016. He noted that the Board of Directors has received a couple of presentations in past months regarding the details of this renewal.

Kristin Kolstedt, HR Manager presented. In summary: They budgeted an approximate 1% increase in costs in 2017. There is no anticipated no cost increase to either the employee or District; and instead the 1% increase will be paid from a buy-down in the balance of the Benefit Reserve account. Staff believes the Reserve is adequate to meet any costs in 2017. Mrs. Kolstedt added, there are only two minor changes to benefits. She offered to answer questions.

Mr. Ostermiller praised staff for their accomplishment and in providing a great employee benefit. Mr. Hanna agreed, staff and the consultant did a great job in keeping the cost under control.

Mr. Taylor asked about the potential impact of Amendment 69 should Colorado voters approve the ballot question in November 2016. Staff reported that impacts to the District insurance program would not be felt for about two years, regardless; but District employees could be participating in a State-run health insurance program, funded by additional taxes payable to the State, in future years.

Mr. LaBrash also thanked staff for putting together the package. He stated it would be easy to approve this with no cost increase, and that employees should be thankful. Mrs. Kolstedt reported, the employees are healthy and are using their recreation benefits effectively, and that helps to continue to have a rich program.

**MRS. ELLER MOVED TO APPROVE THE FINAL EMPLOYEE BENEFITS RENEWAL PROPOSAL, RESULTING IN NO INCREASE TO THE 2017 BUDGET; AND AN ANTICIPATED \$24,504 BUY-DOWN FROM THE BENEFIT RESERVE ACCOUNT, FOR THE BENEFIT PLAN YEAR JANUARY TO DECEMBER 2017. Mr. Labrash seconded the motion, which was approved unanimously (5-0).**

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### High Line Canal Conservancy presentation

Executive Director Harriet LaMair of the Conservancy and retired District Executive Director Dave Lorenz came forward to present a brief update on their program and to talk about next steps and deliverables. The original plan was for a two-phase approach, a total of three years. The first phase is coming to completion with the public presentations open house events in the next few days. Phase 2, the master planning and implementation planning, will be complete at the end of 2017 or in early 2018.

Mrs. LaMair reviewed the goals for the project. She highlighted the engagement process, reporting that they have touched 1.2 million citizens through communications published in the Denver Post. The early presentations were to over 500 people and they were able to establish initial partnerships. The public forums brought in over 1,000 people. Fifteen communities along the 71-mile Canal are involved. They've established an electronic newsletter. They've created a positive partnership with Denver Water; and an insert in a recent Denver Water billing was delivered to over 300,000 households. Over 625 people have contributed to the two online surveys.

The major themes of the Conservancy have become the guiding principles for the future, and the guiding principles will be presented for additional public input and confirmation during upcoming open houses. People want the Canal to continue to be an urban refuge, with a natural character. The Conservancy is looking at logical ways to divide the Canal into some smaller jurisdictions or zones, each with a different character (and features). Connectivity is very important to the public, both the physical features (such as bridges and underpasses) as well as connections between communities. While the message is clear that people want to preserve the Canal, the Conservancy is looking at options for use, management and improvement; enhancing public enjoyment and use; and allowing for a varied character along the 71 miles of trailway.

The final vision for the Canal will be revised with feedback from the current open house events, and the Conservancy will work on an action plan for the entire Canal. Results presentations will be given first to the High Line Canal Working Group and then to local agency boards and councils for input. Mrs. LaMair believes that groups will be able to agree, on some level, about the Conservancy's vision and recommendations, and the Conservancy's goal will be to reach as much agreement as possible. Discussion may include some physical improvements. For instance, the City of Aurora is planning a trail underpass construction at I-70 in 2018.

Mrs. LaMair reviewed the partnership funding to date 2015–2017, including a \$1.7 million goal for private funding, to be used as security for the Conservancy and some programmatic initiatives. Each of the jurisdictions is coming forward with their promised contributions. Mrs. LaMair expressed the hope that South Suburban would feel comfortable with the process and would support the Conservancy's master plan.

Mr. Taylor stated this is a great funding partnership and is getting all the agencies involved. Mrs. LaMair added, the groups are coming together nicely, but there is still a lot of work to be done. She was not surprised by the evolving vision, and she believes the agencies will not be surprised by that or by the proposed action items.

Mr. Lorenz stated, while the Conservancy has done a lot, the end result is miles down the road. He noted work to be done with the new Sterling Ranch development and in the City of Aurora, both significant projects. Mrs. LaMair added, the stretch of the Canal within the District and the cities of Cherry Hills Village and Greenwood Village are the standard to follow, and they want to learn from South Suburban, going forward.

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Mr. Ostermiller noted work on the District's recent master plan survey. The High Line Canal was mentioned often; citizens are concerned about it. He is pleased the District is involved with the Conservancy and the master plan effort for the Canal. Mrs. LaMair added, the storm water idea has a lot of potential.

Mr. LaBrash stated this is impeccable timing, given the recent District master plan survey. 95% of the respondents are all about the local trails—connectivity, and keeping them in shape. He appreciated the Conservancy's efforts.

Mrs. Eller noted a that couple years ago, a person for development of the Highline Trail in the New York City area visited with the local High Line Canal Working Group, and he was very excited about the potential for the Canal. Mrs. Eller visited New York last week and walked the City's Highline, and it is very encouraging.

Mr. Lorenz congratulated Board and staff for winning a Great Outdoors Colorado grant for the Mary Carter Greenway, East Side Trail project.

Mr. Hanna noted that the proposed 2017 Budget includes \$15K for the Conservancy funding request.

### **Carson Nature Center staff parking lot, rejection of bids**

Brett Collins presented. The staff parking lot is not paved now, but Littleton City Code directs that it should be paved. The bid project was for an asphalt parking lot, concrete curb & gutter work, concrete flatwork, an improved ADA access, landscaped parking lot islands, and an add-alternate option for parking lot lighting. Planning staff solicited bids; and two bids were received, the lowest of which was double the approved 2016 budget. District Planning staff needs to talk to City staff, review the possibility of a phased project, and discuss what can be done in the short-term; and therefore Brett asked the Board of Directors to reject all bids tonight. The South Platte Park staff is OK with an un-paved lot. To members' questions, he explained that the intent is to fund the project 50/50 with the City, and this project was funded in the 2016 Budget. Mr. Ostermiller suggested that the parking lot is likely to come up during the upcoming joint study session with the City Council (October 25).

**MRS. ELLER MOVED TO REJECT ALL BIDS RECEIVED FOR THE CARSON NATURE CENTER STAFF PARKING LOT PROJECT. STAFF WILL WORK WITH THE CITY OF LITTLETON TO SEE IF THERE IS A PHASED PLAN THAT WILL FIT INTO THE \$70,000 BUDGET. Mr. LaBrash seconded the motion. There was no further discussion, and the motion was approved unanimously (5-0).**

Mr. Anderson noted that there are several proposed parking lot projects for the 2017 budget for staff to look at and strategize effectively. Brett suggested a package of projects might get a better price. Mr. Hanna concluded, with the current building market, it's just been a bad year to complete this project.

### **Cherry Knolls Park, art placement**

Brett Collins presented. Melissa Reese-Thacker, District Planning Manager is working with the citizen-led District Public Art Committee on a park placement. After looking after several parks, they are proposing a placement in Cherry Knolls Park. Following the presentation and the Board's direction tonight, they would next set up a neighborhood meeting to talk about a potential location in Cherry Knolls Park. A call for artists would occur, and a piece would be chosen by the Public Art Committee. The group would return to the Cherry Knolls neighborhood for more input, and then hopefully would return to the Board for a final presentation and Board approval in a public meeting. Staff and the Public Art Committee will conduct a careful public process to make sure everyone is informed. Brett asked the Board to give their permission to start the location process in Cherry Knolls.

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Following the allocation for this project, staff believes that the Public Art Committee would have some remaining funds in their proposed 2017 budget. The Committee anticipates allocating \$1K to work on an inventory of existing art, to ascertain each piece's condition and needs for repairs; and then to complete some priority repairs on the worst problems.

Mr. Ostermiller suggested that an art piece should be identified before talking about a location in any given park. Brett explained that they are trying to create some latitude for a location suggestion by the artist. If the neighborhood just says "No" to any art placement, then the Committee would regroup and make another recommendation. Mr. Ostermiller expressed dissatisfaction with the placement of the Lone Tree Golf Course piece, which has been in two locations to date.

Mr. LaBrash also expressed concern. He also noted that the City of Lone Tree wants to work with the Public Art Committee on any suggested placement in the new Entertainment District Park. Brett reported that the idea hasn't been discussed with the Public Art Committee yet. (See continued report in Directors Items, below.)

**MR. LABRASH MOVED TO PRELIMINARILY APPROVE THE SOUTH SUBURBAN PUBLIC ART COMMITTEE'S RECOMMENDATION OF PLACEMENT OF PUBLIC ART AT CHERRY KNOLLS PARK, AND DIRECT STAFF TO SOLICIT PUBLIC INPUT ON THE LOCATION. Mrs. Eller seconded the motion, which was approved unanimously (5-0).**

### Board of Directors items

- Mr. Anderson reported on the National Recreation and Parks Association (NRPA) annual national conference, held the previous week in St. Louis. It was well attended, and the speakers and topics were very professional and well done. Mr. Anderson used the conference to renew relationships with people from around the country. Part of the focus of the conference was to highlight several parks in St. Louis: the Forest Park—which is the largest park in the US, that has a number of formal features as well as open parkway and trails; the Arch Park, which is under redevelopment now after the installation of the arch 50 years ago; and the Trojan Park, which is in an economically challenged area in St. Louis, and which was recently redeveloped with private contributions.
- Mr. LaBrash attended the most recent Lone Tree Subcommittee monthly meeting. He reported, Brett Collins did an exceptional job in presenting the District's 2016 projects and planning efforts, and this helped to create better understanding and appreciation from the City for Brett and for the District's project work.

City representatives were especially interested in discussion about the Entertainment District Park and upcoming phases of development, and the need for green space in that part of town. There was a discussion about the art placement. The choice of the art piece is important to the City, as it needs to fit in with what they're envisioning for the Park.

- Mr. Taylor reported that he attended the recent Reynolds Landing dedication; the recent joint Study Session with the Sheridan City Council (Leon Hartness, City Councilman was in attendance tonight, and Mr. Taylor thanked him for his comments.); the Friends of the Library and Museum annual meeting in Littleton—which was a great opportunity to do some PR work for the District; the Sheridan Celebrates events, where South Suburban had a good presence; the Boardmembers' capital projects tour on September 29; the Lone Tree bridge groundbreaking ceremony, which drew in lots of people with a great interest in this new project; and the recent Special District Association and NRPA conferences. He noted there were 8,000 people in attendance at the NRPA.

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- Mr. Ostermiller reported he attended the Lone Tree bridge groundbreaking event and a Sheridan Celebrates event at the Englewood Depot.

He noted the Great Outdoors Colorado grant announcements with pleasure, and the great job that Brett Collins had done in negotiating the politics through the GOCO staff, committees, and board discussions. He thanked Brett for all his efforts: The East Bank Trail on the Platte will be a great addition to the District trail system on the north end and will tie together a lot of recreation features in that area, including the River Run and Creekside Experience parks.

Mr. Ostermiller attended the citizens' meeting about the old Lone Tree Library building and the District's plans for recreation programming. Eileen Matheson did a good job explaining plans and initial programming for the building. He suggested, as the new facility opens and people share comments, then this flexible programming plan will allow for consumer-driven programming. The building also will provide a place for residents to sit and talk, much like the old Littleton Community Center. The project is getting off the ground, and the City is excited. For those public present, he noted that the City bought the library building and now is paying for all the renovations.

### Announcements and emergency items

Mr. Ostermiller announced

- On Tuesday, October 25, a joint study session with Littleton City Council: start time 7 pm, in the Littleton Center City Community Room, 2255 West Berry Avenue. Discussion will include the South Platte Park Management Plan and District master planning effort. The South Platte Park Master Plan will be the major point of discussion during the joint meeting, and this is in followup to a number of discussions about the Park several years ago. Mr. Jennings and Skot Latona, South Platte Park Manager will give the major presentation. Overall, Mr. Hanna believes there won't be lot of surprises on the updates; he reported that Scott and Andy and their team have done a great job. Mr. Hanna will also provide the City with an update on the District's master planning process. Mr. Jennings reported the draft updates to the master plan would be delivered to the City and District representatives about October 20.
- For the District master plan/strategic plan project: Public information meetings have been scheduled for Thursday, November 10, 6:30-8:30 pm at the Goodson Recreation Center; and Thursday, November 17, 6:30-8:30 pm, at the Lone Tree Golf Club and Hotel. Mr. Ostermiller strongly encouraged Boardmembers to attend. He directed Ms. Shephard to post the sessions.
- The Board of Directors has cancelled the November 23 regular sessions. The next regular meeting will on be on December 14.

### Study Session continued at 8:20 pm

In addition to the items posted on the agenda,

- Mr. Jennings updated the Board on the status of the CHAL assisting living facility construction, adjacent the Goodson Recreation Center and deKoevend Park. The developer is responsible for repairing construction damage to the District-owned side of the parking lot when construction ends, as well as refinishing the lot surface. The entry road to University Boulevard will receive repairs for construction damage (only). Probably CHAL's facility construction project will be complete in late Spring 2017. Mr. Jennings reviewed the anticipated costs, and asked he asked the Board for some direction on the timing or phasing of the work. To Mr. Jennings' request, Boardmembers informally gave staff the direction to coordinate with the developer and to try to complete all the repairs at one time next year.

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To Mr. Ostermiller's question, Mr. Hanna reported that there is a formal agreement on the lot work with CHAL; and while staff needs to work with "a lot of moving parts," staff is planning to move forward efficiently, will work with the City of Centennial and CHAL, and will come back with a recommendation to the Board. The goal is that the public will see a finished product which makes a very good impression. The work schedule will create minimal impact to users. The ballpark cost for all the repairs at this time is \$100K, and staff will be talking to CHAL representatives about some additional funding.

- To another member's question, Mr. Jennings clarified that the proposed 2017 resurface/repair lot and roadway projects by other District facilities and locations will be going forward soon, and then they'll look at the parking lots generally in 2018, with an eye to cleaning up some delayed maintenance as soon as possible. Mrs. Eller noted, the west side of the Sheridan Recreation Center parking lot adjacent the tennis courts has a large pot hole to be repaired before the snow flies this year. To Mr. LaBrash's question, staff affirmed that the South Suburban Golf Course parking lot is slated to be re-done in 2017.
- Members also discussed the current status of the South Suburban Clubhouse renovations. Mr. Hanna reported that staff is meeting with Centennial staff this week. They hope to be able to get some construction tasks started (demolition, GESC permits) while the City completes a full review of the project site plan, and they are hoping for a final approval process for the site plan some time in November, to include two formal readings before Centennial City Council. Boardmembers urged staff to keep moving ahead with speed.

## **PUBLIC MEETING RECONVENED: CALL FOR EXECUTIVE SESSION**

At 9:01, **MRS. ELLER MOVED TO ENTER INTO EXECUTIVE SESSION PURSUANT TO, OR, AS AUTHORIZED BY... C.R.S. SECTION 24-6-402(4), #**

### **(F) FOR DISCUSSION OF A PERSONNEL MATTER**

**AND SPECIFICALLY, TO COMPLETE THE EXECUTIVE DIRECTOR'S ANNUAL REVIEW. Mr. LaBrash seconded the motion, which was approved unanimously.** Mr. Ostermiller announced that the public meeting would not reconvene for any additional discussions after Executive Session.

The Board paused briefly, continued into Executive Session at 9:08 pm, and returned from Executive Session at 9:45 pm.

## **Adjournment**

There being no further business to come before the Board, the group adjourned for the evening at 9:45 pm.

Donna Shephard  
Executive Assistant

/ds