



**TOPS Working Committee Meeting
Meeting Minutes - FINAL
Wednesday, May 3, 2017**

Members Present: Jason Alwine, Becky Wegner, Cathy Grossman, Nancy Hobbs, Lee Milner, Silas Musick

Members Absent: Jeff Mohrmann, Joe Lavorini, Jim Klever

Alternates Present:

Parks Board Liaisons Present: Scot Hume, Jason Rupinski, Charles Castle

Parks Board Liaisons Absent:

Staff Present: Sarah Bryarly, Karen Palus, Christi Mehew, Kurt Schroeder, Kim King

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Jason Alwine brought the meeting to order at 7:32 a.m.

Executive Session

In accord with the City Charter Art. III, §3-60(d) and the Colorado Open Meetings Act, C.R.S. § 24-6-402(4)(a, b and e), the TOPS Working Committee, in Open Session, is to determine whether it will hold a Closed Executive Session. The issues to be discussed involve receipt of legal advice and determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators regarding a land acquisition matter. The Chair shall poll the TOPS Working Committee members, and, upon consent of two-thirds of the members present, may hold a closed executive session. If consent to the closed executive session is not given, the item may be discussed in open session or withdrawn from consideration.

Motion – To enter a closed executive session.
1st – Nancy Hobbs, 2nd – Silas Musick, Approved, Unanimous

Motion – To close the executive session.
1st – Nancy Hobbs, 2nd – Cathy Grossman, approved, Unanimous

Agenda Preview

Jason Alwine, TOPS Working Committee Chair, reviewed the agenda.

Announcements

Sarah Bryarly

- The TOPS site tour will be held on Wednesday, May 17th from 3:00 p.m. – 5:00 p.m.
- The Bike Master Plan public meeting will be held this evening from 5:00 p.m. – 7:00 p.m. in the Carnegie Reading Room at the Penrose Library.
- New trails are being constructed in Red Rock Canyon to include the Intemann Trail and the Red

Rock Canyon Overlook Trail.

- The Parks Department is working with Trails and Open Space Coalition on improvements of the Section 16 Trailhead.
- The south edge of the Ute Valley Trail will be completed this month.
- The Larry Ochs Sports Complex Master Plan meeting will be held on May 10th at 6:00 p.m. at Mountain View School. A community meeting was held last Wednesday regarding a zone change. The master plan will go before the Parks and Recreation Advisory Board for approval.

Approval of Minutes – April 5, 2017

Motion: To approve the April 5, 2017 minutes with modifications per Nancy Hobbs to add under “Karen Palus” that “City Council member Tom Strand and future City Council member Richard Skorman are present at today’s meeting”.

1st – Cathy Grossman, 2nd – Silas Musick, Approved, Unanimous

Citizen Discussion

Time for any individual to bring before the TOPS Working Committee any matter of interest they wish to discuss that is not elsewhere on the agenda. Comments are restricted to three (3) minutes; you will hear an alarm when your time is up. Please contact PR&CS staff no later than the last Wednesday of the month prior if you wish to place a longer presentation on the agenda.

Susan Davies, Trails and Open Space Coalition Executive Director, encouraged Committee members to attend the Bike Master Plan meeting this evening and to look for connections so trails connect with street infrastructure.

Action Items

2018 Capital Improvement Project Recommendations (Presented by Sarah Bryarly, Interim Parks Development Manager)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: 2018 budget process; timeline; funding sources; informing the budget process; estimated 2018 revenue listed by fund; TOPS Trails category recommended trail projects; Legacy Loop Trails; Cottonwood Trail at Academy; Chamberlain Trail – Upper Skyway; Sand Creek Trail - Hancock Crossing to Academy; Sand Creek Trail - Palmer Park to Constitution; TOPS Parks category – recommended park projects; water footprint reduction – irrigation replacement; North Cheyenne Canon – Master Plan implementations (Parks); Bancroft Park Master Plan implementations; TOPS Open Space category – recommended Open Space projects; Red Rock Canyon Master Plan implementation; Ute Valley Park (Open Space) – Master Plan implementations; North Cheyenne Canon Master Plan implementations (Open Space); Chamberlain Trail – above the Cheyenne Mountain Zoo; stewardship program – education; stewardship program – ranger program; stewardship program – land management; stewardship program – resource management; and TOPS Fund Summary - 2017 estimated fund balance.

- Open Space TOPS dollars were used to fund the Chamberlain Trail due to it is a four foot soft surface trail that continues through many Open Spaces.

- Lee Milner and Becky Wegner expressed concern of allocating dollars for the Chamberlain Trail in the Open Space category and would like to see it in the Trails category. Lee Milner stated he will be proposing to put these dollars into the Trails category for purity and staying true to the purpose of the TOPS sales tax ordinance.
- The Open Space wayfinding signage package of \$125,000 dollars will allow the Parks Department to hire a consultant to help design a package to help trail users navigate Open Space properties better. The package will include the study and construction documents; however, not the implementation. Nancy Hobbs suggested this to be clarified when presenting the budget.
- Nancy Hobbs expressed concern regarding the trail signage at Ute Valley Park and specifically for the Blue Moon Trail Series. Sarah Bryarly replied that the concepts resulting from the wayfinding package can be used throughout all Regional Parks and Open Spaces and be standardized.
- Cathy Grossman stated she was in strong favor of the signage package. Erosion is taking over and many social trails exist so correct signage is critical. She expressed concern with the education aspect of stewardship dollars in the Open Space category and suggested moving some of these dollars out of this category and allocating more dollars for mitigation and maintaining properties.
- Stewardship funding has been increased by \$680,000. This is a direct response to the issues discussed by the Committee in April's meeting regarding using a lighter touch when performing forest mitigation. The cost for hand mitigation is more expensive per acre than machine mitigation. A grinder will need to be purchased to aid in hand mitigation.
- Jason Alwine thanked the Park staff for responding to some of the Committee members concerns regarding using a lighter touch with forest mitigation. Some Committee members expressed concern with the dollar amount added to respond to their request.
- Becky Wegner expressed concern that the Open Space category was funding many things including stewardship management which is a stretch. She is concerned that \$680,000 is now added for using a lighter touch on forest mitigation as well as a signage package which is part of management and should go into the maintenance and management area. She inquired about forest mitigation and Sarah Bryarly replied that Dennis Wills (Forester) will do a public outreach process to identify parcels.
- Becky Wegner stated she was concerned about the North Cheyenne Canon Master Plan implementation and the dollars being allocated from both the Parks and Open Space categories in conjunction with the pending litigation status of the Land Exchange with the Broadmoor. Sarah Bryarly stated these properties are not connected to the litigation issue and the process has been implementation dollars are budgeted for the master plans prior to it being approved. Through the master plan process priorities are identified as high, medium and low. The high priorities are focused on first unless a grant is identified for a medium or low priority and then they will move up in priority. Karen Palus stated that the Parks Department has been instructed to move forward as the litigation issue does not stop the process and the Parks Department needs to fulfill its commitments to the community.
- Nancy Hobbs expressed concern about the Rock Island Trail and the safety issue of connecting across Powers Boulevard. Sarah Bryarly replied that the alignment of the Rock Island Trail and Sand Creek Trail from Palmer Park to Consitution will directly address this issue. An underpass will be constructed under Powers Boulevard. Construction documents have been completed and one easement is still needed before construction can start. The majority of this project has been funded through a Transportation Enhancement Grant and TOPS dollars over the last several years.

Kent Obee stated that TOPS dollars were originally intended for acquisitions of Open Space properties and now over 50% of the TOPS budget is going towards maintenance and stewardship. In addition, the

dollars for the Chamberlain Trail should be in the Trails category rather than the Open Space category. He recommends removing the \$100,000 dollars for the North Cheyenne Canon master plan implementation which includes Stratton Open Space connection improvements which he feels are not needed.

Bill Koerner, private citizen, stated the importance of the Corral Bluffs area from a paleontology perspective as well as being listed on the Park System Master Plan. He encouraged the Committee to be more prudent on how they use Open Space dollars as more properties in this area need to be purchased in the future. He also recommended that the Chamberlain Trail not be in the Open Space category and be moved to the Trails category.

Linda Hodges, private citizen, stated the Chamberlain Trail should be under the Trails category and dollars are put in categories to meet the Parks Department needs versus the perceived intent of the categories per private citizens. She expressed concern of accountability of the Stratton Open Space mitigation project as comments have been made that the workers and staff Forester did not do what was prescribed. She will be talking to Dennis Will regarding the situation and encouraged the Committee to research everything and not take things for face value.

Susan Davies, TOSC Executive Director, is concerned with the forest mitigation situation. Parks staff took steps to take into consideration the comments made from some Committee members regarding using a lighter touch and now some members are expressing concern regarding the cost. She stated that TOSC could support a lighter touch with forest mitigation as well as moving the Chamberlain Trail out of the Open Space category and into the Trails category.

Motion: Lee Milner made a motion to approve the 2018 Capital Improvement Project budget with an amendment to move the Chamberlain Trail out of the Open Space category and into the Trails category. 2nd – Nancy Hobbs.

Amended: Becky Wegner amended the above proposal to not include the additional \$680,000 in stewardship funding that is planned for forest mitigation and keep it at \$739,000.

Amended: Becky Wegner amended the above proposal to remove the \$125,000 for the Open Space wayfinding signage package.

Amended motion failed on a 4-2 vote.

Motion: made by Becky Wegner to move \$100,000 for the Chamberlain Trail from the Open Space category and move it to the Trails category and to remove the \$680,000 from Stewardship Funding and keep it at \$739,000.

2nd – Nancy Hobbs, approved, unanimously

Presentations

2018 Budget Overview (Presented by Kelly Rajab, Parks Financial Analyst)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: budget development and timeline; 2018 general fund budget; and 2017 budget – key dates.

Committee discussion included: all utility dollars were consolidated into the Utilities budget in 2017 to include the parks water portion; heard concerns from Committee members that the budget is coming too early in the year for approval; budget timeline for the Committee – April presentation and May as an action item; June budgets are loaded into the overall City budget; the focus of the budget is finishing up current projects that are underway; Lee Milner asked for a committee to be organized to review budgets prior to presentations; Jason Alwine stated a TOPS Working Committee agenda preparation meeting is held two weeks prior to the Committee meeting with the Chair and Vice Chair to discuss the next month's agenda and address concerns.

Susan Davies, TOSC Executive Director, stated the Committee's role is important and people expect you to take care of Open Spaces. This will be a discussion for the Parks Board as well as for the community as they consistently say, "do not buy it if you can't take care of it".

Legacy Loop Update (Presented by Sarah Bryarly, Interim Parks Development Manager)

- The Legacy Loop Trailhead groundbreaking ceremony will be held on Thursday, May 11th from 2:00 p.m. – 3:00 p.m. at Fontanero and Recreation Way. Construction will continue for ninety days and then an opening ceremony will be held.
- Construction documents are 95% complete for the Rock Island Trail and approximately 65% complete for the underpass.
- A Great Outdoors Colorado (GOCO) meeting occurred on Monday, May 1st and modifications will be made to the grant.
- FHU has been hired as a consultant to help with the issues related to the railroad and the connection at Las Vegas Street. Communication is continuing with property owners to acquire easements.

TOPS 20th Anniversary Events Update (Presented by Sarah Bryarly, Interim Parks Development Manager)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: the social media campaign; BioBlitz - a 24 hour event; youth and family activities; and the TOPS 20th Celebration.

- Park staff would like two TOPS Working Committee members at each BioBlitz event. A doodle poll will be sent to members.
- The July 14 – 15th BioBlitz location has been moved to Jimmy Camp Creek.
- Regional Park staff is working with the Community Centers to provide backpacks for youth with items to help explore our Open Spaces and Parks.

Adjournment

Motion: To adjourn the TOPS Working Committee meeting at 10:27a.m.

1st – Nancy Hobbs, 2nd – Lee Milner, Approved, Unanimous