



**TOPS Working Committee Meeting
Meeting Minutes
Wednesday, November 5, 2014**

Members Present: Jason Alwine, PJ Anderson, Joe Lavorini, Lee Milner, Jeff Mohrmann, Jim Rees, Kirk Samelson, Becky Wegner

Members Absent: Leslie Thomas

Alternates Present: Cathy Grossman, Sarah Musick

Parks and Recreation Advisory Board Liaisons Present: Jackie Hilaire, Scott Hume, John Maynard

Staff Present: Julie Lafitte, Chris Lieber, Karen Palus, Kurt Schroeder

Jim Rees brought the meeting to order at 7:34am.

Agenda Preview

There were no changes to the agenda as presented.

Announcements

- Karen Palus gave pins to those who participated in the extended TOPS tour of the Watkins Property.
- She also announced that Mayor Steve Bach will host a series of six Community Forums to gather feedback from citizens on the highest priority, backlogged capital improvement projects needed in their neighborhoods for streets, public safety and parks.
- Chris Lieber noted that a public meeting for Venezia Park would be held at 6:30pm on November 6 at Academy International School. He anticipates that the amended master plan for the park will be presented to the Parks Board at their November meeting.

Approval of Minutes

Motion – to approve the minutes of the October 1, 2014 meeting:

- Jason Alwine/Jeff Mohrmann Approved – Unanimous

Citizen Discussion

- Bill Koerner (TOSC) invited everyone to attend Rock the Give, a benefit for five non-profits (including TOSC) to be held at 5:30pm on November 6 at CityROCK. He also mentioned his dismay that item 1B (stormwater) was rejected by the voters in the Nov. 4 election, and encouraged everyone to participate in future efforts to solve this problem. A brief discussion of possible reasons for the measure's failure ensued.
- Susan Davies (TOSC) expressed TOSC's delight that item 1A (county parks) passed by 70%, and thanked the Working Committee for their support. She also thanked Chris Lieber and David Deitemeyer for attending the TOSC Annual Members' Celebration in October.

Staff Reports

2015 Budget Process (Karen Palus)

- The First reading at City Council will be on November 10; TOPS and Parks Board members who wish to participate are welcomed.
- Council has put the CTF money Parks designated for water back into the CTF and has decided to revisit the water budget in August if needed, depending on how the spring weather is. With the additional changes of new Council members and possibly a new administration at that time due to the election in April, there are too many unknowns to predict the 2015 water situation at this time. PR & CS staff are exploring options for the water budget in the future that reduce the unpredictability.
- PR & CS will get a number of new positions, including a water conservation specialist and a full time front desk position. Six existing positions have been transitioned to full-time with benefits.

TOPS Audit (Chris Lieber)

- Overall the 2012-2013 TOPS Audit was very good and we were in compliance.
- The auditors were concerned that spending on Open Space appeared to be less than the required 60%. However, obligations for future payments on Red Rock Canyon and the purchase of the HP property offset that discrepancy.
- The report also revealed a spelling error in the recording of 2012 TOPS ordinance (confusion between biennial and biannual) in the City Code. The intention is to have audits *biennially*, i.e. every two years. The Code will be corrected.
- The auditors pointed out conflicting residency requirements for the TOPS Advisory Board, the Parks and Recreation Advisory Board, and the TOPS Working Committee. The TOPS ordinance requires a Citizen Advisory Committee for the TOPS program, specifically at least three representatives (open space, neighborhood, and parks) who are required to reside within the city limits. Additionally, Council passed an ordinance designating the members of the Parks Board as the members of the Citizen Advisory Committee. However, neither the Parks Board nor the TOPS Working Committee has city residency requirements. Staff and board/committee members will work to create a solution before the end of March.
- The audit recommended more timely reconciliation of the TOPS accounts with the CAFR.

Citizen Discussion

Bill Koerner (speaking as private citizen) said he had had a great experience when he had been on the TOPS Working Committee as a non-resident, and suggested that including people from around the region would provide a needed perspective on the committee. He proposed that the Parks Board include at least three city residents who would be able to serve as the Citizen Advisory Committee, but acknowledged that Chris had already explained why that solution would not work.

Adjournment

Motion – To enter a Closed Executive Session to discuss land acquisition and sensitive negotiation strategies.

Jason Alwine/Lee Milner

Approved – Unanimous

The Working Committee entered a Closed Executive Session at 8:30am and finished at 8:41am. There being no further business, the Working Committee adjourned at 8:41am. After adjournment, most of the group participated in the tour of the southern portion of Shooks Run Trail Corridor.

DRAFT