

COMMUNITY CENTER COMMITTEE

June 1, 2022 | 5:30 P.M.

Meeting was held via Zoom videoconference

Attendees: Barb Smith, Russ Paper, Tom Norton, Rick Coldsnow, Rick Forsman, Chris Bolz, Billy Jackson, Edwin Burk, Kevin Buehner, David Besel, AJ Beckman, Kate Innes.

The meeting was called to order at 5:30pm.

- The committee members introduced themselves.
- Potential new members then introduced themselves.
- Edwin Burk lives not far from the pool and works in the pre-construction department at Brookfield Properties. Prior to that, he was a contractor in the estimating department. He graduated from CSU with a degree in construction management.
- Billy Jackson also lives close to the current proposed site and also graduated from CSU with a degree in construction management. He runs a custom home building company.
- It was noted that these skill sets are complementary to the existing civil engineering, construction oversight, financing and project management backgrounds of the existing members.

The agenda was reviewed and approved.

The minutes from the May 4th meeting were approved.

Original proposed site discussion

- Rick Coldsnow reviewed the original site issues raised at the pre-application meeting with the City of Aurora in April.
- The primary initial purpose was to support in-house district maintenance. Meeting facilities were added. Requirements are now in the process of being scaled back while storage might need to be increased.
- Tom Norton suggested that further renderings and depictions not be posted online before they are properly vetted. Tom further asked Public Alliance about office needs and how many personnel would be occupying them. AJ Beckman replied that one office is needed for resident relations staff member to use, ideally set up with a dual (partners) desk so that a second member of the field services team could work at the same time from the site. Another informal area for the maintenance technician to use would be practical.

Review site near Inspiration Club

- Rick Coldsnow reviewed the next possible site, located in the current berm on the east side of the Inspiration Club parking lot.
- This site would be closer to sanitary sewer service and wouldn't require a sewer extension.
- The 55 existing parking spots may be sufficient, making it unnecessary to pave a new parking lot.
- Rick Forsman asked about consequences of the utility box near the middle of the site near the pool. Rick Coldsnow said it might limit us to using the north side of the site. Can the garage be separated onto the south side of the site?
- Russ Paper asked if it can be recessed into the berm to reduce the visibility of the building. It was noted this would also save on heating costs. Billy Jackson commented that building

into the topography could result in an aesthetically appealing building.

- Russ pointed out that there's an existing turnaround for emergency vehicles.
- Rick Coldsnow informed the committee that architect Jen Grant is working on evaluating the site constraints and has agreed to lay out conceptual plans on two sites.
- Several committee members and residents have walked this site to evaluate it.
- Russ asked whether the new facility could be added onto the existing pool building and Chris Bolz asked whether the tot lot could be relocated. Public Alliance confirmed that the garage could be separate from the building portion if needed to fit the constraints of a site.
- Russ brought up a point that avoiding a site near Douglas County open space would keep us clear of their restrictions and possible IGA complications/neighbor protests.
- Kate Innes noted on behalf of the Social Committee that the current site does not have a concrete pad under a shelter for bands to perform under, use of a tent is a temporary option. Billy Jackson commented that the cost might not be that much to add it on.
- Russ Paper noted that the not-to-exceed budget for this project is \$1,510,000.
- Billy Jackson recommended narrowing down the list of building functions before an outlay of funds for the next round of work by the architect.
- Rick Coldsnow said developing the program / plan for the architect is a primary function and priority of this committee.

Consider changing name of Committee

- Rick Coldsnow pointed out that the community center name is misleading. More accurate terms could be service center, utility building, operation center, utility center, or maintenance center.
- Rick Forsman commented that the CAC will be renaming some trails and NACs soon, and that the Inspiration Club may also be renamed.
- Tom Norton made a motion to name it Services Center, Russ Paper seconded and the vote was unanimous in favor of recommending to the Board that the committee name be changed from Community Center Committee to Services Center Committee.

Discuss Committee Roles and Responsibilities

- The committee can make recommendations to the Board, within the budget constraints.
- Russ Paper asked if liaisons from other committees are full members with voting rights. Rick Forsman answered yes, while the committee charter is not clear on this, in practical terms all members can vote as equal members.
- Rick Coldsnow asked whether we need a project manager. Billy Jackson & Edwin Burk agreed that a project manager would not be likely to save money on the project. They cautioned that price bids are often only good for 30 days. Tom Norton noted that time is our enemy when it comes to materials costs which continue to escalate. Chris Bolz reminded that city code standards will be tougher and more expensive after October 2022.
- The committee is mostly advisory which may restrict the opportunity to manage costs. AJ Beckman suggested that a process could be set up where a committee member and a Board member would come to agreement for time-sensitive matters that would be ratified at the next Board meeting.
- Billy Jackson asked if the committee is responsible for building construction or whether the Board is and suggested a weekly report to the Board but not direct project management.
- Rick Forsman offered to work with the rest of the Board to point out the need for authority to delegate daily decision-making authority, AJ Beckman will add it to the next Board agenda.

- The architect will provide some level of reporting and oversight.
- The committee discussed what other projects the District has done before, the drop structure is the only completed project and the Piney Creek Trail Extension project is underway and includes a project manual.
- David Besel asked if committee members can communicate with the architect directly. AJ Beckman stated that it would be preferable to route issues through District Management or else centralize communication somehow.
- Tom Norton asked Public Alliance what duties fall under maintenance. AJ Beckman listed duties generally as irrigation repairs, fence staining and fence repairs, general maintenance of the pool facility & winterizing, power washing of deck, minor plumbing issues, snow removal in winter, masonry repair on retaining walls, etc. and daily minor repairs to facilities and weeding, sweeping and trash pickup in common areas.

Equipment and storage needs were discussed

- Items to be stored include chemicals, snowblower, Gator utility vehicle, fence posts/rails, dog station spare parts, we don't have a pickup truck yet but may need one, etc..
- Rick Coldsnow said the building designer can take our list of items and turn it into a storage area recommendation.
- David Besel asked AJ Beckman if he's aware of a comparable building in another community that we could look at. AJ replied that most metropolitan districts don't have an on-site facility and instead contract most of the work out to vendors.
- Russ Paper asked on behalf of Judy Cioper whether Hilltop can incorporate event storage. AJ Beckman responded that it's not possible to spend public monies for use by a private entity.

Community comment and discussion – No public or community comment was received.

Review building uses, plan, area, and exterior

- David Besel noted that a bay for a possible future pickup truck should be added.
- Major vehicle repairs will not be performed in the garage area.
- Conversation was held regarding the number of garage bays needed and the need for a work bench, janitorial sink, and HVAC.
- The committee suggested the future maintenance technician be consulted for their input.
- Suggestions were made regarding orientation of the service sink which could become two sinks on either side of the same wall, and other suggestions were made to reduce cost while increasing functionality.
- Edwin Burk suggested that a third garage bay be noted with the architect as a nice-to-have ("add alternate") in an alternate plan version.
- Meeting room space was compared to Tallyn's Reach Library, where Board meetings had been held in the past. That facility has 800 sqft for 60 people. The committee estimated 50 people in 750 sqft could be sufficient.
- In or adjacent to the meeting room there will need to be storage for furniture and AV equipment.
- The room will require an AV system including projector, electric screen, and PA speakers in the ceiling.
- Outside the meeting room there will need to be a kitchenette with microwave, sink, counter, small refrigerator, and cabinets.
- The smaller meeting room could be absorbed instead by either a larger office or the large meeting space. Storage could be kept offsite or built as a separate out-building.

- Billy Jackson and Edwin Burk agree that starting with the main requirements and adding options is more cost effective than including everything in the original design then value engineering / cutting items out.
- A room divider is probably a \$10,000 cost.
- A meeting room could be useful for committee meetings and executive session breakouts during Board meetings.

Exterior treatments discussion

- Architectural panels could cost slightly more than stone with stucco above.
- Billy Jackson provided current day pricing.
- Rick Forsman suggested considering the flexibility to expand in the future.
- An exterior patio may not be necessary if located here near the existing shelters at the pool.
- The architect can do new plans for two sites, we need to choose which ones.

Action items for next meeting

Rick Coldsnow suggested an informal meeting in two weeks where the committee would take no action but review drawings. He will draw up an example project schedule.

The meeting was adjourned at 8:21 pm.

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