



## WESTMINSTER

### Minutes

Parks, Recreation, Libraries Open Space Advisory Board Meeting  
6 p.m., November 9, 2023  
Hybrid/City Hall Multi-Purpose Room (Lower Level of City Hall)

Call the meeting to order – Meeting was called to order at 6:05 p.m.

1. Roll Call:

- a. Board Members in attendance – Stephanie Bingham, Dan Dolan (Virtual), Davis Gollata, Mary Litwiler, Dan McEwan, Terrance Ramirez, Marley Steele-Inama, and Tonya Yost
- b. Excused Absent Board Members – Wayne East, Mark Harris, Jonathan Herrmann (City had technical difficulties but quickly changed rooms)
- c. Councillor Seymour was in attendance.
- d. Staff Members in attendance – Tomás Herrera-Mischler, Lance Johnson, Joe Reale, Amy Rodda, Kevin Smith, Angie Williams
- e. Guest - Mary

2. Approve the November 9, 2023, Agenda

- a. Tonya Yost made the motion to approve the November 9<sup>th</sup> Agenda.
- b. Dan McEwan seconded.
- c. All Approved

3. Approve the Meeting Minutes from the September 14, 2023, Meeting

- a. Terrance moved to approve the minutes from the September 14, 2023, Meeting as amended.
- b. Stephanie Bingham seconded.
- c. All Approved

4. Update from Councillor Seymour

- a. Talked about the incoming PRLOS Councillor Liaison – Should have an update in January.
- b. New Council will be having a planning session and a Strategic Retreat sometime Q1 2024
- c. Mentioned the Unofficial new Council Members (Kristine Ireland, Claire Carmelia, Amber Hott)
- d. December 4<sup>th</sup> Council Meeting will convene with the current Council then adjourn to a small reception to say thank you to the current Council and then welcome the new Council with the swearing in around 8 p.m. It should be a relatively short meeting.
- e. November 13<sup>th</sup> PRL Council Meeting Items –
  - i. Resolution No. 36 Authorizing the Purchase of 11761 Federal Boulevard for Open Space purposes and pursue an Adams County Open Space Grant to Help Fund the Purchase Costs
  - ii. Resolution No. 37 Approving First Amendment to Interim Intergovernmental Agreement between City of Westminster and Hyland Hills Park and Recreation District for the Exchange of Ownership Interests in Real Property and Buildings



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- iii. Resolution No. 38 Authorizing Execution of Release of Ground Lease, Lease Purchase and Sublease Agreement, and Mortgage and Indenture of Trust for the Ice Centre at the Promenade
- iv. Resolution 39 Accepting a Quitclaim Deed from the City of Westminster Building Authority and Approving Execution of a Special Warranty Deed Transferring 50 Percent Ownership in the Ice Centre at the Promenade to Hyland Hills Park and Recreation District
- f. The City is working with the Marriott for the construction terms and has run its full course. It has been 20 years since the Marriot was built. Board Member asked if the Marriott was going to remain a Marriot. At this time no changes have been mentioned.
- g. Mentioned the Ketner Lake leaking valve situation. Ketner lake has a broken valve on the dam, so the lake is draining. It's draining into the Big Dry Creek like it is supposed to, but Staff are working with divers to figure out a temporary fix while figuring out how to fix it permanently. Ketner lake is a storm water collection location, so it is not a fed lake, so the Division of Wildlife is keeping an eye out for the fish and other wildlife in the area. Lots of debris is being uncovered so staff will be working with volunteers to clean up the area while the water level is low.
- h. The property at 100<sup>th</sup> and Sheridan has signed the final paperwork was completed on October 21 so now the removal of the tree debris will be removed, and construction should begin.

### 5. Director and Staff Brief Updates

- a. Tomás Herrera-Mischler, Director of Parks, Recreation and Libraries
  - i. The City did a National Search for the PRL Operations Manager and dwindled it down to 5 final candidates. Final Interviews were completed and Tomás has offered the position to Alfred (Alex) Reaves. Alex joins us from the City of Greeley (Current Recreation Manager).
  - ii. Chatted about the PRL Vision Plan
    - 1. Kick-Off Meetings were completed Oct.9<sup>th</sup> and 10<sup>th</sup> and the 1<sup>st</sup> Community Meeting on November 1 at the MAC. The consultants and Staff were very happy with the turn out and input from all events.
    - 2. The PRLOS Advisory Board will be joining the Youth Advisory Panel on November 15 to work together with Andrew Spurgin for their Vision on the Departments future.
- b. Lance Johnson, Parks, Golf, Open Space Manager
  - i. Also talked about the Ketner Lake situation. Councillor Seymour did a great job with his update. Not much more was added to this conversation.
- c. Amy Rodda, Library Services Manager
  - i. Introducing our new Archivist – Kevin Smith. Kevin started in August and has been working on the beginnings of the New Archive Center at College Hill Library

### 6. New Business



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- i. Introduction of our New Archivist (Kevin Smith) – Amy Rodda
  1. New Archivist – Kevin Smith. Kevin started in August and has been working on the beginnings of the New Archive Center at College Hill Library
  2. Board Member asked How big is the Archive? It is very small now because we are starting from the ground up, but it will be very nice once it is all set up. Working with the lighting and shelving.
  3. The board Member asked – What motivated you to come over to Westminster. Loves working with local history and starting with a new beginning is very exciting and Westminster has a lot of history.
- ii. Westminster Hills Open Space Area Management Plan Conditions Report – Joe Reale, Open Space Superintendent
  1. Joe Reale did a presentation on the Westminster Hills Open Space. Showing the condition of the area and what the area has to offer in the future. Restoring and preserving the Open Space and the endangered species that live on this land yet possibly still have a smaller dog park on site. This is a proposed presentation that will be presented to the community on Tuesday, November 14<sup>th</sup> at the West View Recreation Center. Doors open at 6 p.m., presentation starts at 6:15. The link to the presentation will be on the City's website after the community meeting (<https://westminsterco.gov>).
  2. After the presentation the question was asked what you need from the PRLOS Advisory Board?" Suggested - support and constructive feedback. If available, come to the Community Meeting on Tuesday the 14<sup>th</sup>.

### 7. Adjournment

- a. Terrance moved to adjourn the meeting at 8:07 p.m.
- b. Dan McEwan seconded.
- c. All Approved

### 8. NEXT PARKS, RECREATION AND LIBRARIES OPEN SPACE ADVISORY BOARD MEETING - Partnership Meeting with the Youth Advisory Board - PRL Vision Plan - Wednesday, November 15, 2023, 6 p.m., Multi-Purpose Room, Lower Level of City Hall.

#### Board Members

Stephanie Bingham  
Dan Dolan  
Wayne East  
Davis Gollata  
Mark Harris  
Jon Herrmann

Mary Litwiler  
Dan McEwan  
Terrance Ramirez  
Marley Steele-Inama  
Tonya Yost

Council Liaison – Councillor Rich Seymour

Staff Liaison: Tomás Herrera-Mishler, PRL Director- 303-658-2198  
[therrera@westminsterco.gov](mailto:therrera@westminsterco.gov)





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Chair Approval

  
Date