



**TOPS Working Committee Meeting
Meeting Minutes
Wednesday, May 3, 2023**

Members Present: Bob Falcone, Wendy Thomas, Ingrid Richter, Bob Shafer, Paula Krantz, Wendy Howe, Jeff Davis

Members Absent: Hank Scarangella, Blaze Panariso

Alternates Present: Chelsea Gondeck, Ellen Senf

Parks Board Liaisons Present: Larry Bogue, Greg Thornton, Abby Simpson

Staff Present: Britt Haley, Kim King, Eric Becker, Anna White, David Deitemeyer, Kelly Rajab

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TOPS Working Committee Chair Bob Falcone brought the meeting to order at 7:33 A.M.

Agenda Preview

Committee Chair Bob Falcone announced the agenda for the meeting.

Announcements

Britt Haley, Parks, Recreation, and Cultural Services Director, made the following announcements:

- There will be no site visit in May.
- The Department is working towards a naming policy, following requests that had come from citizens to both the TOPS Working Committee and the Parks, Recreation and Cultural Services Advisory Board. Britt stated she would like to wait until new leadership is in place to make any permanent decisions. However she does understand the need for such a policy for trail and park naming. Committee Chair Bob Falcone said he had helped the County work on their naming policy, and is happy to help Britt and staff with this process. Britt thanked him for that, and said she hoped to have an update sometime around July, but wanted to reassure citizens that this is on staff's radar.
- There is a need for two TOPS Working Committees representatives on the Fishers Canyon master planning process. Committee members Jeff Davis and Paula Krantz volunteered.

Committee Chair Bob Falcone took a moment to thank staff and the Department for recognizing him as "Outstanding Volunteer of the Year" for Parks, Recreation and Cultural Services. He gave special thanks to Amy Rodriguez, Senior Maintenance Technician in the Sign Shop, for her hard work and detail on his award.

Committee member Wendy Howe provided a brief update on the Blodgett master planning efforts. She said the process kicked off last month, and the stakeholder action committee has

been meeting and working on outreach. Currently, there is a survey online, and there will be an on-site event on May 20th at 10 am.

Approval of Minutes – April 5, 2023 Meeting Minutes

Motion: To approve the minutes of the April 5, 2023 TOPS Working Committee meeting.

1st – Bob Shafer, 2nd – Paula Krantz, Approved, Unanimously.

Citizen Discussion

Cory Sutela, Executive Director for Medicine Wheel Trail Advocates, stated that Motorless Morning had been a great success, and thanked all who were involved in the event, whether volunteering, participating, or staffing the event. He said his organization would love to see efforts to expand that event, and hopes that the Committee would support that.

Presentations

2024 Capital Improvement Project (CIP) Recommendations (Presented by Kelly Rajab, Analyst II for Finance and Budget)

Kelly Rajab, Analyst II for Finance and Budget, presented the Committee with the 2024 Capital Improvement Project (CIP) Recommendations. This presentation included what informs the budget process; assumptions; the TOPS Proposed 2024 CIP Budget; the TOPS Ordinance; the 2022 End-of-Year Revenue report; the TOPS Fund future revenue; the TOPS Fund Summary 2022 estimated fund balance; preliminary 2024 revenue; TOPS Administration; TOPS Maintenance; Austin Bluffs/University Park implementation; Blodgett/Pikeview implementation; the Chamberlain Trail; Fishers Canyon implementation; Palmer Mesa Trail Design and Planning; Sand Creek Trail – Airport to Palmer Park; the TOPS Parks Category; the TOPS Parks proposed 2024 budget; Grey Hawk Park implementation; Jimmy Camp Creek/Corral Bluffs planning; the irrigation renovation of Bricker, Otero and Tomah Parks; the TOPS Open Space category; stewardship funding history; and finally, the TOPS Open Space proposed 2024 budget.

[Link to Agenda Packet Here](#)

After an informed discussion about various parts of the CIP recommendations, the Committee asked Kelly if it would be possible to see the overall CIP recommendations, and not just for TOPS. Kelly said she could definitely bring forward the overall CIP recommendations to the Committee next meeting.

Orientation (Presented by Britt Haley, Parks, Recreation and Cultural Services Director)

Britt Haley, Parks, Recreation and Cultural Services Director, wanted to take some time to run through certain aspects of the TOPS Working Committee Policies and Procedures, and the TOPS Ordinance, as a refresher for those who have been on the Committee for a while and as an orientation for some of the newer members. Some highlights of this discussion and presentation were the Committee mission statement; the formation and purpose of the Committee; a few notable Committee policies; and the role of alternate members. Britt also highlighted some of the changes that were approved by voters in the April 2023 election, and how they correlate to the original mission of the TOPS Program. Committee Chair Bob Falcone also took a few minutes to speak about the mission of the Committee and the role of serving on it. Lastly, Anna White, Staff Assistant, debuted the new TOPS poster of Corral Bluffs, which will be for sale soon.

[Link to Agenda Packet Here](#)

Citizen Discussion

There was no additional citizen discussion at this time.

Motion to Adjourn: Motion to adjourn the TOPS Working Committee meeting at 9:44 a.m.

1st – Bob Shafer, 2nd – Paula Krantz, Approved, Unanimously.