



**TOPS Working Committee Meeting**  
**Virtual Meeting**  
**Meeting Minutes**  
**Wednesday, August 5, 2020**

**Members Present:** Bob Falcone, Blaze Panariso, Nancy Hobbs, Ingrid Richter, Bob Shafer, Lee Milner, Paula Krantz

**Alternates Absent:** Scott Lewandowski

**Parks Board Liaisons Present:** Carol Beckman, Greg Thornton, Jason Rupinski

**Staff Present:** Britt Haley, Kurt Schroeder, Karen Palus, Kim King, Anna White, Emily Duncan, David Deitemeyer

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TOPS Working Committee Chair Bob Falcone brought the meeting to order at 7:30 a.m.

**Agenda Preview**

Committee Chair Bob Falcone announced the agenda for the meeting.

**Announcements**

Britt Haley, TOPS Program Manager, made the following announcement:

- The last Sales tax and use report for the City was only down 3.3% per the most recent report. For 2020, the City is only down 8.17%. Mayor John Suthers is feeling confident that there can be some flexibility on hiring frozen positions and that pay cuts or furloughs are not anticipated.

Karen Palus, Parks Recreation and Cultural Services gave the following COVID-19 update:

- No major changes have happened in the last month.
- Capacity of indoor spaces has reduced from 175 to 100 people.
- All of our facilities are open with certain modifications to promote social distancing.
- Additional programming has been added at some facilities to accommodate the late start for school-aged children.
- Pikes Peak – America's Mountain visitation is down 30%.
- The Manitou Springs Incline is open, with a free reservation system, operating under a memorandum of understanding (MOU). This MOU will remain in place until a long-term solution can be reached with Manitou Springs.
- We had another delayed opening for vehicles in Garden of the Gods, which was received positively. Parks Advisory Board liaison Greg Thornton asked how we calculate visitors in Garden of the Gods. Karen responded that we have pedestrian traffic counters.

Karen Palus also provided an update on the Department's CAPRA Accreditation process and visit:

- An overview of the chapters and the accreditation process, including the variety of standards and measurements.
- Three "visitors" evaluated our chapters over a virtual visit.
- We were given feedback and should know in October if we receive accreditation.
- If received, you must reaccredit every five years.

Committee Chair Bob Falcone reminded other members that there is typically an agenda prep meeting two weeks before the regular TOPS Working Committee meeting, and that if other members have topics they would like to see on the agenda, to keep that timeline in mind.

### **Approval of Minutes** – July 1, 2020

**Motion:** To approve the minutes of the July 1, 2020 TOPS Working Committee meeting minutes.

1<sup>st</sup> – Nancy Hobbs, 2<sup>nd</sup> – Lee Milner, Approved, Unanimously

### **Citizen Discussion**

Susan Davies, Executive Director for the Trails and Open Space Coalition (TOSC), congratulated Karen on finding a solution to reopen the Incline, but stated her Board had concerns over the reservation system. She said they hoped the reservation system would only be temporary in regards to COVID-19. She said there were also concerns about long-term costs for the City, as well as people climbing the Incline during warmer hours of the day as requiring medical assistance.

### **Action Items**

**Sand Creek Trail at Dublin Acquisition** (Presented by Emily Duncan, Trails Development Coordinator)

Emily Duncan, Trail Development Coordinator, presented the TOPS Working Committee with the TOPS Trails Budget Transfer for Acquisition at Sand Creek Trail. This presentation included an overview of the parcel; a map displaying where the parcel is and current trail alignment; a picture of the parcel; the budget transfer information; and finally, an alternative trail alignment and cost if the acquisition is not approved. Emily also included a drone video of the property, as the July 15 site visit was cancelled due to inclement weather.

[Link to PowerPoint presentation here](#)

Committee member Lee Milner wanted confirmation that the trail underpass was already constructed on the property. Emily confirmed that it is already constructed. Lee asked if the funding for this acquisition was going to affect money from the Shooks Run budget. Emily

responded that this project would not be taking away from the Legacy Loop funding. Britt Haley added that this project will not affect other trail projects in progress, but will instead keep the current landowner from closing this section of trail.

Parks Advisory Board liaison Jason Rupinski referenced an overhead map, and asked if there were any encroachments. Emily responded that there are no encroachments and the trail segment is entirely within the property boundary. Jason's next question was if there were any issues with the grade or condition of the trail. Emily replied there were no safety issues with the trail at this time that would cause a safety hazard, and the grade of the trail is actually ADA compliant.

Committee member Paula Krantz mentioned that there is sometimes water seepage around the walls of the underpass. Emily said this issue could be addressed. Paula asked if any dredging could be done to make sure there is not additional flooding. Emily answered that storm water had recently dredged the area. Paula's final comment was that, in her experience, this is a very used trail, and having the underpass would be a much better option than moving the trail connection to the nearby intersection, as it is very busy.

Parks Advisory Board liaison Greg Thornton said this would be a great addition to the Sand Creek Trail system.

Committee member Ingrid Richter said she had worked on this project with the previous TOPS Program Manager, Chris Lieber, and was happy to see this project finished up.

**Motion: to approve the proposed budget transfer from the TOPS Trails Budget as presented.**

1st – Bob Falcone, 2nd – Paula Krantz, Approved, Unanimously

### **Presentations**

**Jacob's Park Infrastructure Study Update** (Presented by Kurt Schroeder, Park Operations Manager)

Kurt Schroeder, Park Operations Manager, updated the Committee on the Jacob's Park Infrastructure Study. This presentation included background information on the main questions the survey evaluates; the scope of the survey; and the different elements being analyzed. He showed the Committee an example of a few pages that he had received back from the study.

[Link to PowerPoint presentation here](#)

**Red Rock Canyon Parking Lot Expansion** (Presented by David Deitemeyer, Senior Landscape Architect)

David Deitemeyer, Senior Landscape Architect presented the trailhead and parking lot improvements in Red Rock Canyon Open Space to the Committee. This presentation included implementation recommendations from the Red Rock Canyon Master Plan; before and after

pictures of the three parking lots; and finally, logistics of the improvements.

[Link to PowerPoint presentation here](#)

### **Citizen Discussion**

Bill Koerner, a member of the Corral Bluffs Alliance, expressed concerns about the Jimmy Camp Creek Park being excluded from a list of parks on the Protect Our Parks (POPS) initiative. He said he would like to see Jimmy Camp Creek added to the list. He also asked Britt about the process for him to begin leading hikes on new properties that were acquired from Colorado Springs Utilities. Britt responded that he could make a proposal to her for these guided hikes, but reminded him that there are still residents in some of the homes on the parcels and to be sensitive to their privacy.

### **Motion to adjourn**

1<sup>st</sup> – Nancy Hobbs, 2<sup>nd</sup> – Bob Shafer, Approved, Unanimously