



**Parks, Recreation and Cultural Services Advisory Board
Meeting Minutes
Thursday, August 13, 2020**

Members Present: Ron Ilgen, Carol Beckman, Dr. Daniel Bowan, Abby Simpson, Michael Phan, David Siegel, Jason Rupinski, Sarah Bryarly, Greg Thornton

Alternates Present: Larry Bogue, Andrea Perry

Alternates Absent: Lisa Weiland

Staff Present: Karen Palus, Kurt Schroeder, Kim King, Britt Haley, Anna White, Emily Duncan, David Deitemeyer, Lisa O'Boyle, Matt Mayberry, Anna Cordova, Eric Becker

Called to Order: Board Chair Ron Ilgen brought the meeting to order at 7:31 a.m.

Citizen Discussion

Susan Davies, Executive Director for the Trails and Open Space Coalition (TOSC), asked for an update on vandalism in City parks. She also commented that the free Incline reservation system was working well, but wondered when capacity would switch from thirty-five to forty-five people. She added that TOSC supported the super-majority vote for the Protect Our Parks Initiative that was recently brought before City Council and would continue to support that position. Finally, she said she spoke with the Mayor after the most recent City Council about renewing the TOPS tax and he was still supportive of an increase and seeing that initiative on the April ballot.

Cory Sutela, Executive Director for Medicine Wheel Trail Advocates, thanked the Board for their continued service and support. He said that Medicine Wheel's volunteer work days were continuing, with focus in Red Rock Canyon Open Space. He said he had been a part of a productive meeting with Bike Colorado Springs, and would be supportive of motor-less morning operations in the Garden of the Gods.

Jennifer Peterson, Executive Director for the Rocky Mountain Field Institute, thanked David Deitemeyer for his continued work with the Reimagine Waldo Canyon initiative. She added that she was using the Greenway Trail earlier in the week, and there was quite a bit of debris in spots. She called Scott Abbott, and his trails crew was able to move the debris very quickly, which Jennifer thanked them for.

Approval of Minutes – July 9, 2020

Motion – To approve the July 9, 2020 minutes.

1st – David Siegel, 2nd – Greg Thornton, Approved, Unanimously

Action Items

TOPS Wayfinding (Presented by David Deitemeyer, Senior Landscape Architect)

David Deitemeyer, Senior Landscape Architect, presented the Board with the TOPS Wayfinding package. This presentation included the revised and improved guidelines; a view of the new welcome sign; completed kiosk example; kiosk sign updates; wayfinding sign updates; a closer look at the wayfinding signs; and finally, the recommendation to the Board.

[Link to PowerPoint Presentation here](#)

Board member Carol Beckman thanked David for his time working on refinements and felt the new guidelines were a big improvement from the previous meeting. She did say some comments she had emailed him prior to the meeting had not been answered. David said he addressed main concerns, but smaller details and typos can be addressed later. He added he was looking for significant items in the guidelines to address. Carol pointed out that the text of the guideline had not changed in some spots, that the kiosk in the guidelines did not reflect the one in the presentation, and the layout of the kiosk was not in the guidelines. Britt Haley, Design and Development Manager, clarified that the point of the action item in this meeting was to approve the overall design, and smaller details can be addressed later.

Board member Dr. Daniel Bowan commented that he was very happy that the Board's concerns were addressed, and he was happy to see the changes David made. Board Chair Ron Ilgen agreed.

Cory Sutela, Executive Director for Medicine Wheel Trail Advocates, said he was very pleased with the process and thought David had done great work. He said it is great that the guidelines can be flexible to different properties.

Motion: To approve the Open Space Sign Design Guidelines.

1st – Jason Rupinski, 2nd – Greg Thornton, Approved, Unanimously

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 shared a drone video of the property, as well.

[Link to PowerPoint Presentation Here](#)

Board member Carol Beckman states that this was a needed acquisition. She asked if there was funding that could be allocated for the Rock Island Trail. Emily responded that there is \$1,960,000 in the TOPS Trails category. There is \$750,000 held for match money for a grant that will be released in the fall. \$1,500,000 received from the Land and Water Conservation Fund will help fund the Rock Island Trail. Carol asked for clarification on the \$1,960,000 and \$1,200,000 from Pikes Peak Rural Transportation Authority. Emily answered that the \$1,960,000 is for the Legacy Loop, and the \$1,200,000 can only be used for other Greenway projects. Carol said she wanted to see this trail connection happen.

Board Chair Ron Ilgen said this acquisition was a no-brainer.

Motion: to approve the proposed budget transfer from the TOPS Trails Category to cover the cost of this acquisition.

1st – Jason Rupinski, 2nd – Sarah Bryarly, Approved, Unanimously

Presentation Items

Ethics Training (Presented by Lisa O'Boyle, Attorney)

Lisa O'Boyle, Attorney, presented the Board with the City Code of Ethics Training. This presentation included the origin of the City Code of Ethics; the purpose of the City Code of Ethics; how the City Code of Ethics affects Parks Advisory Board members; the purpose of the training; primary areas of concern; information about receiving and accepting gifts; conflicts of interest; information about the Independent Ethics Commission; advisory opinions; and finally, she stated that many ethical issues are not clear cut and provided her contact information.

[Link to PowerPoint Presentation Here](#)

Cultural Services Update (Presented by Matt Mayberry, Cultural Services Manager)

Matt Mayberry, Cultural Services Manager, presented the Board with the Cultural Services Division Update. This presentation included the cultural services division mission; core services and operations; the 2020 operating budget; public-private partnership funding; 2018 program participation stats; information about the Colorado Springs Pioneers Museum, Garden of the Gods, North Cheyenne Cañon, and Rock Ledge Ranch Historic Site; the Public Art Master Plan; information about the archaeology division; information about Corral Bluffs; a view of the upcoming sesquicentennial celebration next year; and finally, a look at future projects.

[Link to PowerPoint Presentation Here](#)

Board members David Siegel and Dr. Daniel Bowan stated on record that they would support a new Garden of the Gods Master Plan process.

Archaeology Update (Presented by Anna Cordova, Lead Archaeologist)

Anna Cordova, Lead Archaeologist, presented the Board with the City of Colorado Springs 2019-2020 Archaeological Update. This presentation included information about projects being done at Garden of the Gods; the "Fatty Rice Excavation; projects at Red Rock Canyon Open Space; information about various other projects through the City, including North Cheyenne Cañon and Corral Bluffs, as well trainings; and finally, both upcoming and ongoing project work.

[Link to PowerPoint Presentation Here](#)

Special Improvement Maintenance District Update (Presented by Eric Becker, Special Improvement Maintenance District Unit Supervisor)

Eric Becker, Special Improvement Maintenance District Unit Supervisor, presented the Board with the Special Improvement Maintenance District (SIMD) Update. This presentation included a map of all of the SIMD districts; information about the citizen advisory boards that oversee each district; management of the districts; an overview of each district, its projects and maintenance, and revenues; information about the new district formation; SIMD challenges; and finally, a shout out to seasonal and full-time SIMD staff.

[Link to PowerPoint here](#)

Staff Reports

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

- Our Public Health Ambassadors are doing a great job reminding people to practice social distancing measures
- We are losing staff at spray grounds due to school beginning again, so hours will be adjusted.
- Outdoors pools will close shortly, and indoor pools still cannot be opened.
- Garden of the Gods remains busy and Rock Ledge Ranch is doing well on attendance, however, programming is down 50%.
- Staff is reviewing field use and rentals. Since we are not doing soccer or football programming, we are limiting field rentals.
- The Free Incline Reservation system is working well. The City of Manitou Springs is pleased with how it has been working; however, there is a 25% no-show rate. Board member Carol Beckman mentioned that the previous agreement with Manitou Springs had the Incline hours set between 6 a.m. and 8 p.m., but the reservation system only lets you reserve up until 6 p.m. Karen responded that the reservation system ideally gives a climber two hours of time to get up the Incline and down Barr Trail, so that two hours coincides the operating time. Board member Dr. Daniel Bowan added that he did

not want to see the Memorandum of Understanding continue once COVID-19 issues were over. He wanted to see normal operations once again.

Karen Palus, Parks Recreation and Cultural Services Director, gave the following CAPRA Accreditation update:

- Three "visitors" reviewed our accreditation update and provided feedback.
- However, costs were reduced by not having an in-person visit. The three reviewers were sad to miss out on the in-person review process, but were pleased with the work.

Kim King, Recreation and Administration Manager, gave the following update about the West Side Community Center:

- Kim said we had received notice from the Woodmen Valley Chapel's Center for Strategic Ministry, who operates the West Side Center, that they are no longer interested in extending the contractual relationship we have with them at the end of this year. There are no issues, they just want to impact other areas of the community.
- There is no specific deadline of when they will discontinue operations.
- A request for Information (RFI) has been issued. Responses are due September 1.
- We are looking for opportunities for a new operation in the facility.
- There is a pre-proposal meeting the following week.
- More information to come, and a press release went out as well.
- Board member David Siegel asked if the contract would be awarded by staff decision or would come through the Board. Kim responded that the decision is actually made through the procurement process, and our City procurement team is very involved. There are evaluation committees, so a Parks Board representative could be needed, but it will depend on the response.

Kurt Schroeder, Park Operations Manager, gave the following Park Infrastructure Analysis update:

- Kurt gave background about the main questions the survey evaluates, the scope of the survey, and the different elements being analyzed.
- Kurt showed the Board a few pages that we had received back from the study.

Board Business

Board Recommendation for Appointment of Alternate Larry Bogue - Term of September 10, 2020 to July 14, 2022 (Remainder of Michael Phan's term)

Karen Palus, Parks, Recreation and Cultural Services Director, informed the Board that member Michael Phan would be resigning after the August 2020 Parks Advisory Board meeting. She thanked Michael for his service on the Board. She said this creates a vacancy on the Board,

which can be filled by an alternate member. Larry Bogue, alternate Board member, agreed to step forward to the Board for the remainder of Michael's term.

Motion: Appointment to Board of Larry Bogue for term of September 10, 2020 to July 14, 2022.

1st – Michael Phan, 2nd – Carol Beckman, Approved, Unanimously

Vice Chairman Election

Karen had asked Sarah Johnson, City Clerk, to help with the election of a new Vice Chair, but she could not attend the meeting. Karen said that nominations could be made, and if more than one were made, votes could be texted to her.

Board member Carol Beckman nominated David Siegel, who accepted the nomination. Board member Michael Phan nominated Dr. Daniel Bowan, who also accepted.

Votes were texted to Karen, who confirmed that David Siegel had received the majority of votes and would serve as the Vice Chair.

Carol Beckman – Carol informed the Board of presentations at the TOPS Working Committee, which included a presentation about trailhead improvements in Red Rock Canyon. She asked Britt for an update on new TOPS Working Committee members. Britt responded that she went through the applications and will be scheduling interviews shortly.

David Siegel – David said there was a LART meeting later that afternoon to discuss resolution events, which are events typically funded through LART. He said there was also an upcoming meeting to discuss PLDO.

Ron Ilgen – Residents were concerned about activities on Gold Camp road. Karen responded that we had done everything on the Parks side to include locking gates on Gold Camp Road. It will be up to the Police Department to address other issues.

Dr. Daniel Bowan – Daniel mentioned that the POPS Initiative was back under review of City Council, and though the Board had previously supported the super-majority option, he wondered if this should be revisited as a Board now that there are new members. He also asked if there should be more dialogue about the issue between the Board and City Council. Karen responded that unless City Council requested that the Board revisit their decision, it could remain as is. Board Chair Ron Ilgen added that he and Carol Beckman had discussed the same thing but felt it could be futile. Daniel also recognized that July was Parks and Recreation Month, and said he hoped in the future, the Board could help to celebrate Parks staff.

Adjournment

Motion: Move to adjourn the Parks, Recreation and Cultural Services Advisory Board meeting at 12:50 p.m.

1st – David Siegel, 2nd – Greg Thornton, Approved, Unanimously