



**Parks and Recreation Advisory Board
Meeting Minutes - FINAL
April 13, 2017**

Members Present: Mina Liebert, Gary Feffer, Hank Scarangella, Jason Rupinski, Carol Beckman, Charles Castle, Scot Hume, Gary Bostrom, Ron Ilgen

Members Absent:

Alternates Present: Charlie Dunn, Michael Phan, Brooks Williams

Alternates Absent:

Staff Present: Karen Palus, Sarah Bryarly, Kurt Schroeder, Kim King, Christi Mehew

Called to Order: Mina Liebert, Board Chair, brought the meeting to order at 7:34 a.m.

Citizen Discussion

Cory Sutela, Medicine Wheel President stated E-bikes are now allowed in the parks system specifically on tier 1 and 2 trails. Please contact Medicine Wheel if you would like more information.

Eric Vaillancourt, Medicine Wheel advocate stated they support peddle assist E-Bikes on tier 1 and 2 trails; however, they do have concerns allowing them on track trails. E-Bikes are great for transportation and they are interested in where technology leads and will review at a later date.

Cathe Bailie, a citizen who lives in the Boulder Park area, reminded the Board that in March they said they would ask Karen Palus to speak with City Council regarding eliminating smoking in all parks. She encouraged the Board to proceed with this discussion now that a new City Council is in place. Susan Davies has reached out to the Boulder Park neighbors who attended the March meeting and seven people met with her to take preliminary steps to form a Friends of Boulder Park Group. They plan to reach out to others to join their group.

Carol Lavoie, a citizen who lives near Remington Park, is concerned about the trash left in the basketball court area by young people. She continues to pick up their trash on a weekly basis and "the Nextdoor Westside group" has commented about the trash as well. In addition, she needs to drive up to North Carefree or Constitution Avenue to get to the Sand Creek Trail to hike and would like to see a better connection in the future.

Susan Davies, Trails and Open Space Coalition (TOSC) Executive Director, stated there are resources out there and TOSC can help promote clean-up projects. TOSC supports the issue on

E-Bikes and considers it a good start. There are new members on City Council and it's an opportunity to make them aware of park issues so please consider reaching out to them.

Jennifer Peterson, Rocky Mountain Field Institute Executive Director stated this month is Earth month and many events are planned. The Aveda Salon 10th Annual Fashion Show and Greenie Awards will be held on Saturday, April 29th at 7:00 p.m. at the City Auditorium. All items are made from recycled materials and go towards RMFI and various organizations.

Christopher Aaby, Director of Catamount Institute, stated he has been involved with the Inspire Grant project for two years. This is a great opportunity for the children in the Hillside community to connect with nature which can change their lives.

Two representatives from the Rugby Community stated they are looking for a park in the community to call home. They are looking to revitalize the neighborhood park at Prospect and Fillmore or use another park. Their organization offers two men's clubs and one women's club.

Caroline Lamz, citizen and user of Prospect Lake stated she would like to partner with the Parks Department regarding the Prospect Lake Master Plan and be a part of the discussion and give user input.

Approval of Minutes – March 9, 2017

Motion – To approve the March 9, 2017 minutes.

Hank Scarangella recused himself due to his absence at last month's meeting.

1st – Charles Castle, 2nd – Jason Rupinski , Approved, Unanimous

Action Items

Cordera Filing 3 – Four Seasons Park – Re-Design (Presented by Connie Perry, Landscape Architect II)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: maps of the area and the four existing qualities of the site driving the design of the new park concept.

The La Plata Communities are requesting the re-approval of the proposed Four Seasons Neighborhood Park (16.0 Acre) design which provides 4 acres of credit located within the larger 16 acre parcel. This park is located southeast of Powers Blvd and Old Ranch Road and sits between Cordera Crest Blvd to the west and the Tier 2 Powers Trail (Gas Easement) on the east.

The Parks and Recreation Advisory Board previously approved the Four Seasons Neighborhood Park Master Plan in 2007. The two parks within Cordera previously approved by the Parks Advisory Board are Ye Olde Castlewood and the Happy Meadows (4 acre) Neighborhood Parks, now built and located in Filing 1 (to the south).

The Four Seasons Neighborhood Park (16.0 Acres) is proposed to be developed in conjunction with the single family lot construction associated with Cordera Filing 3. The park is anticipated to be completed in 2018. Utilizing its natural features, this park will provide a variety of amenities encouraging play, discovery and use of imagination. Amenities include: a primary play area with traditional play structures to include a hillside climbing area, a slide, play mounds, swings, and spinners. A shade structure will be provided, located just east of a lawn area. A nature play/discovery area will be located in the northeast portion of the park, to provide natural obstacles for climb, crawl and balance. A concrete trail will run the entire length of the park, connecting the parking lot with primary play areas up to the Powers Trail; with secondary internal park soft surface trails, and a single track trail for exploration and viewing.

The full 16.0 acres are zoned (PK) and platted. In accordance with the Annexation Agreement the Four Seasons Neighborhood Park will be constructed by La Plata Communities, and owned and maintained by the Cordera Community Association.

Board member Carol Beckman asked what elements were previously approved and not carried over in this design plan. Cody Humphrey, Director of Planning La Plata Communities, responded the basketball court is not in the design as it doesn't fit in with the design of this property and the playground features are more spread out amongst the property.

Board member Carol Beckman inquired about the parking for the park. Cody Humphrey replied that standards exist and they currently have seven spaces planned with handicap access as well as many access points to the park where folks can park.

Board member Carol Beckman asked what access do children have to the channel. Cody Humphrey stated they are planning access points to the channel as well as the stock pond. The stock pond will not be deeper than three to four feet and access points were pointed out on the map and a description was provided. The drainage pipe at the channel will be gated for safety.

Board member Charles Castle inquired if the primary use is for a neighborhood park or a community park and how involved has the neighborhood been in the process. Cody Humphrey said it is a neighborhood park by definition; however, 16 acres is much larger than a neighborhood park. The focus is to provide an area for the Cordera residents but it is public and others are welcome. A presentation was given to the neighborhood HOA group in January and approximately twelve to fifteen people attended. The HOA group walks the areas to ensure it is maintained and that the park is cleaned regularly.

Board member Scot Hume asked the purpose of the 12 acres in the original filing. Akayla Mendoza, Community Design Specialist La Plata Communities, stated outside of the 4 acres was all Open Space. They have now chosen to use the natural drainage patterns and use the entire site well rather than fight the grade. Cody Humphrey stated looking at impact verses uses, they have taken all the uses that were in one space and spread them out throughout the property therefore using the 16 acres more efficiently. In addition, a concrete trail is now planned along with more access points to the park.

Board member Hank Scarangella inquired about the amenities provided at the park as well as ADA options for the playground equipment. Connie Perry replied that they are typical and meeting all the amenity requirements and the design is more sustainable. Hank encouraged Cody Humphrey to include ADA options in the playground.

Jason Rupinski asked if there will be fencing separating the homes from the park area. Cody Humphrey stated a fence will run along the park border next to both development areas.

Motion: A motion to approve the Cordera Filing 3 Four Season (16 Acre) Neighborhood Park Master Plan.

1st – Charles Castle, 2nd – Carol Beckman, Approved, Unanimous
Board Chair, Mina Liebert recused herself due to being a resident of this community.

Presentations

Minor Amendment to the Prospect Lake area of Memorial Park(Presented by Tilah Larson, Senior Grants Analyst)

Minor amendment to the Fountain Park Master Plan (Presented by Tilah Larson, Senior Grants Analyst)

Inspire Grant Implementation Grant Application and Resolution (Presented by Tilah Larson, Senior Grants Analyst)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: project background; planning process overview; Inspire Initiative public engagement; Inspire Initiative youth engagement; community survey – key findings, who completed the survey, existing behaviors/nature experiences, existing barriers to spending time in nature, Hillside neighborhood priority locations for improvement, future improvements/changes needed; Prospect Lake minor plan amendment; Prospect Lake – Inspire Hub and existing conditions; historic use; community outreach and public meetings; long term vision for improvements and minor plan amendment; Fountain Park minor plan amendment; Fountain Park – Inspire Hub; community outreach and public meeting; Fountain Park – existing conditions; Fountain Park-concept ideas minor plan amendment; Inspire Implementation Grant; project background; Prospect Lake-Inspire Initiative grant focus; Prospect Lake – Inspire Initiative requests; Fountain Park – Inspire Initiative ideas; programs, pathways and next steps.

Special Events Update (Presented by Carly Kobasiar, Special Events Supervisor)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: 2016 highlights and what is new for 2017.

The John Venezia Community Park Grand Opening will be held on July 8th. Please save the date.

Ceremonial Items – Time Certain 10:00 a.m.

[Link to PowerPoint presentation](#)

PowerPoint included: 2016 volunteer contributions; accomplishments; volunteers at work; outstanding volunteer recognition 2017; Ron Wright – Living History Association; Charleen Colvin – Therapeutic Recreation; Dan Fleming – Meadows Park Community Center; Shanti Toll – Friends of Red Rock Canyon and Manitou CATS; Pikes Peak Young Marines – Deerfield Hills Community Center; Elizabeth Enas – North Cheyenne Cañon Park; and Linda Sauer – Colorado Springs Pioneers Museum.

Volunteer awards were presented to the above individuals for their outstanding service and dedication.

Ron Wright presented an award to Karen Palus for her dedication to Rockledge Ranch.

2018 Capital Improvement Project Recommendations (Presented by Sarah Bryarly, Interim Parks Development Manager)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: 2018 budget process and timeline; funding sources; informing the budget process; estimated 2018 revenue; TOPS Trails Category – recommended trail projects; Legacy Loop Trail; Cottonwood Trail at Academy; Chamberlain Trail – Upper Skyway; Sand Creek Trail – Hancock Crossing to Academy; Sand Creek Trail – Palmer Park to Constitution; TOPS Parks Category – recommended park projects; water footprint reduction – irrigation replacement; North Cheyenne Canon master plan implementation; Bancroft Park master plan implementation; TOPS Open Space Category - recommended Open Space projects; Red Rock Canyon master plan implementation; Ute Valley Park (Open Space) master plan implementation; North Cheyenne Cañon master plan implementations (Open Space); Chamberlain Trail – above the Cheyenne Mountain Zoo; stewardship program – education; stewardship program – ranger program; stewardship program – land management; stewardship program – resource management; TOPS fund summary – 2017 estimated fund balance; Conservation Trust Fund – recommended CTF projects; Parkland Dedication Fund – recommended PLDO projects; Inspire – Fountain Park; Inspire – Memorial Park; Legacy Loop – PLDO funding; Cheyenne Creek Trail; Pikes Peak Rural Transportation Authority – recommended PPRTA projects; Legacy Loop –Rock Island Trail; additional unfunded priority projects – CIP needs; and additional unfunded priority projects – facility needs.

Sarah Bryarly stated that Kelly Rajab (Parks Financial Analyst) and Chris Wheeler (City Accountant) were present at today’s meeting and they have been instrumental during the budget process.

Board member Charles Castle requested that the PowerPoint be sent to board members.

Matthew Driftmier spoke in regards to budget needs for Monument Valley Park. He provided a list of groups that support the park and distributed a Monument Valley Park Assessment Report. He announced that they will be having a clean-up day on April 22nd.

[Link to Monument Valley Park Conditions Assessment Report](#)

2018 Fees & Charges (Presented by Kim King, Recreation and Administration Manager)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: fees and charges process; areas proposed for 2018 changes; application of a strategy to determine how best to provide services effectively and efficiently; Government Finance Officers Association (GFOA) best practices; city user fee policy; user fee policy – cost recovery levels; and the proposed fees and charges that will be presented at the May 11th Parks and Recreation Advisory Board meeting for approval.

2018 Cemetery Fees & Charges (Presented by Kim King, Recreation and Administration Manager)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included: fees and charges process; application of a strategy to determine how best to provide services effectively and efficiently; Government Finance Officers Association (GFOA) best practices; city user fee policy; user fee policy – cost recovery levels; proposed fees; market data; and the proposed fees and charges that will be presented at the May 11th Parks and Recreation Advisory Board meeting for approval.

Development Plan Process (Presented by Britt Haley, City Attorney Division Chief)

[Link to PowerPoint Presentation](#)

PowerPoint included: Grant of Authority – City Code 4.1.105; quasi-judicial vs. legislative; legislative purpose (1.3.101) ethics code; examples of conflicts of interest; and quasi-judicial ex parte contact.

Staff Reports

Bancroft Park Update (Presented by Kurt Schroeder, Park Operations Manager)

Bancroft Park will be undergoing improvements and renovations with an estimated cost of \$200,000 to repair the bandshell. The bandshell was damaged due to a recent fire. A sign is on the bandshell stating that improvements and renovations are coming soon and the City's website is provided for more information.

A survey has been completed and the Parks Department has received 251 responses thus far. The results included suggestions regarding: additional restrooms; restrict access to the bandshell when not in use; remove restrooms from the bandshell; convert Colbrunn Court to a pedestrian area; a space for Farmer's Markets; and 15% wanted the area to return to its original design.

A community meeting was held on Wednesday, April 5th and approximately 60 - 70 people attended as well as four City Council members. A second community meeting will be held on Tuesday, April 18th. Tomorrow an internal meeting will be held to discuss the proposed modifications for the entire site.

Contractor bids should be submitted tomorrow with feedback on how to repair the structure and a discussion will occur on how to proceed with the best plan. A timeline will be established and improvements will most likely occur after tourist season.

The approval of the Bancroft Park Master Plan will occur at the next Parks and Recreation Advisory Board meeting.

Larry Ochs Sports Complex Update (Presented by Sarah Bryarly, Interim Parks Development Manager)

A public meeting was scheduled last week and was cancelled due to the snow storm. The meeting has been rescheduled for Tuesday, April 25th at Pine Creek High School. The purpose of the meeting is to discuss the rezoning and concept plan. NES will be submitting an application to the City's Planning Department.

A meeting will be held on Thursday, April 20th with the Scott Hall Foundation to reevaluate and design the new site. The public process will then begin and move forward.

The Parks Department anticipates this project to come before the Board and City Council in June and July.

Board Business

Karen Palus

- Tomorrow, April 14th the Parks Board Orientation for alternates will be held in the afternoon.
- Thursday, May 4th at 5:00 p.m. an award celebration will be held for Jackie Hilaire at the Garden of the Gods Visitor and Nature Center.
- Friday, May 5th the City Council Parks Orientation will be held from 8:00 a.m. – 5:00 p.m. and will begin at Parks Headquarters. Please RSVP to Christi Mehew. This is an opportunity for Board members to speak to City Council members regarding the budget.
- Wednesday, May 10th the City Council/Parks Board luncheon will be held from 11:30 a.m. – 1:30 p.m. in the City Hall Pikes Peak Conference Room.
- New Council member, Yolanda Avila has a visual disability. Please introduce yourself before speaking to her and use verbal descriptions when making presentations.

Hank Scarangella

- A Colorado Earth Day event will be held on Saturday April 22nd at the Garden of the Gods Visitor and Nature Center from 9:00 a.m. – 4:00 p.m.

Scot Hume

- The TOPS Working Committee had a presentation on the Capital Improvement Budget for 2018 and an impromptu Forestry discussion occurred regarding the mitigation work in Stratton Open Space.

Mina Liebert

- The Lodgers and Automobile Rental Tax Advisory Committee (LART) met to discuss what the process will be when excess revenue occurs. The Committee decided to open up the application process for short periods of time for items that were not applied for during the regular cycle. These dollars are intended to be used in the same calendar year.
- The E-Bike demonstration will be rescheduled for a later date.

Charles Castle

- A mini expo and neighborhood clean-up will be held at Meadows Park Community Center on Saturday, May 6th.
- He attended a meeting on March 27th with Kathleen Krager (Transportation Manager) and Brian Kates (Meadows Park Community Center Operations Administrator) regarding installing reflective paint on the street between and Meadows Park itself.
- The security system is hooked up at Meadows Park Community Center but not connected to the Fire Department. Kim King replied they are working on getting this resolved.
- He has been in contact with Richard Skorman to discuss a clean-up day at Meadows Park Community Center.
- He inquired about the City Auditorium RFI process. Kim King stated the RFI was distributed yesterday, April 12th.
- Charles Castle inquired about the progress of planning the trails under I25 and Cimarron. Karen Palus responded the Parks Department is working on this project and trails have been designed. The City is working on some acquisitions to enhance those trails.

Carol Beckman

- She asked when the Code Scrub will be going before City Council for approval. Karen Palus stated she has met with the Legal Department to determine the best path forward considering new City Council members are coming on board. She anticipates updating the new members and going before City Council sometime in May or June.
- She inquired if the UCCS grant was approved. Karen Palus stated that it did not get approved; however, all the other grants were awarded.

Kurt Schroeder

- He stated the Parks Department received a recommendation from the City Attorney regarding drone use. The Parks Department can prohibit drone use in parks and citizens cannot launch or pilot one within a park.

Adjournment

Motion: Move to adjourn at 2:01 p.m.

1st – Gary Feffer, 2nd – Charles Castle, Approved, Unanimous