



**Parks and Recreation Advisory Board
Meeting Minutes - FINAL
March 9, 2017**

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

Members Absent: Hank Scarangella

Alternates Present: Charlie Dunn

Alternates Absent:

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

Called to Order: Board Chair Mina Liebert brought the meeting to order at 7:32 a.m.

Citizen Discussion

Jim Coonradt, a member of the Cottonwood Creek Disc Golf Club, brought to the Board's attention that the disc golf season begins soon and projects need to be completed on the course. One of the projects consists of a barrier wall on the 17th tee and he would like this to happen before the weather gets warm. Kurt Schroeder stated he will speak with David Deitemeyer, Park Planner, to evaluate the situation.

Toni Knapp, a Boulder Park neighborhood citizen, lives directly across from Boulder Park and stated the surface of the tennis courts are deteriorating and is dangerous. She shared pictures of the tennis courts and hopes the courts will be moved to the top of the list to be resurfaced as it's a significant park due to its location. Karen Palus stated this is on the list of forty two courts that need to be replaced throughout the city. The court will need a complete overhaul.

In addition, Ms. Knapp stated the park is heavily used and next to Memorial Hospital. The hospital's smoking area is on the east side of the park and does not speak well of promoting a healthy lifestyle.

Board Vice Chair Gary Feffer asked if the City is required to designate areas for smoking. Karen Palus stated that when the smoking ordinance was passed City Council requested that smoking areas be designated. The Parks Department worked with Memorial Hospital to designate an area for smoking for their visitors and employees. Typically smoking areas are near a parking lot and/or away from a playground. Gary suggested creating a no smoking policy throughout

the park system. Karen Palus stated she would be willing to have conversations with City Council members regarding a possible no smoking policy.

Cathy Bailie, a Boulder Park neighborhood citizen, distributed a handout with proposed solutions for the smoking issue at Boulder Park to the Board. There is a sign that indicates no smoking; however, people that are smoking are spreading out beyond the smoking area. Pedestrians have to walk through the area where people are smoking to continue walking on the path. The first solution is to relocate the smoking area to the northeast edge of the park. The second solution is to leave the current gate and smoking area intact and add a sidewalk for pedestrians to the west of the tennis and basketball courts.

Kurt Schroeder stated that due to the hospital being a non-smoking campus, workers are coming onto park property to smoke. Karen Palus stated the Parks Department has had conversations with the hospital in the past regarding this issue.

Antoinette Massengale, a Boulder Park neighborhood citizen, stated she would like to see more care given to Boulder Park to include: tree replacements; more trash receptacles; a shelter/pavilion; park benches; and a croquet lawn area.

Susan Davies, Trails and Open Space Coalition (TOSC) Executive Director, stated the “State of the Outdoors” event will be held on March 20th at the City Auditorium and Karen Palus will be a presenter. New legislation is being brought forward regarding Ebikes and if it passes they will be able to use the trails and paths that regular bikes use. She attended the Strawberry Hill Master Plan public meeting and TOSC plans to participate in these meetings and monitor as long as that all conditions are met they can continue to support this project. She hopes that good sustainable trails are planned for this area.

Max Cupp, a citizen, stated he attended the Strawberry Hill Master Plan public meeting and asks that the Board take into consideration more public participation and stated board member Scot Hume was present at this meeting.

Charlie Dunn, alternate Parks and Recreation Advisory Board member, stated a bike shop has scheduled a day to demonstrate to Park staff how to use Ebikes. In addition, he recommended that the public continue to be informed during the Strawberry Hill Master Plan process.

Approval of Minutes – February 9, 2017

Motion – To approve the February 9, 2017 minutes with modifications made per Board member Carol Beckman and Board Chair Mina Liebert.

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

Action Items

Code Scrub – Park Related Revisions (Presented by Karen Palus, Parks, Recreation and Cultural Services Director)

- Thank you to everyone that provided comments during the Code Scrub process.

- The process started in 2014. Terminology and practices were reviewed and meetings occurred with key department staff that help enforce the code.
- Communication with City Council members has continued over the past six months and monthly meetings have occurred to keep Council members informed of park projects.
- City Council members Jill Gaebler and Tom Strand were assigned to the Parks Department to assist with this process and be liaisons to Council.
- The Parks Department has not received additional comments from City Council members since this last redlined revision.
- The code scrub project has multiple chapter revisions to include: Chapters 1, 2, 4, 6, 7, 9 and 10.
- The department name was changed to Parks, Recreation and Cultural Services.
- What is not addressed in this process includes: the museum board; drones; Ebikes; and the Park Land Dedication Ordinance (PLDO).
- The definition of EBikes is codified and the department will be looking at the guidelines the state will create. Class 1 EBikes are peddle assisted and can go up to 20 mile per hour. Class 1 will be allowed on Tier 1 and 2 trails.
- Drones are not allowed in parks unless users have a permit and follow specific rules.
- Thank you to Kari Vollaire, City Paralegal, who has been instrumental during the code scrub process.
 - Chapter 1, no revisions since the last meeting.
 - Chapter 2, 2.3.703 A, added “or to set-up on a grass or natural area within any park or on parkland”.
 - Chapter 4, 4.1.101, under Park Property, added “fences, signs”.
 - Chapter 4, 4.1.105 B1-4, changed the terminology regarding the appeal process and provided four categories of those who have the ability to appeal.
 - Chapter 4, 4.1.105 B3, changed to “own or lease”.
 - Chapter 4, 4.1.105 D1, added “park” before “master plan”.
 - Chapter 4, 4.3.101 deleted “or” and added “construction, access, or”.
 - Chapter 6, no revisions since the last meeting.
 - Chapter 7, 7.3.402 B, changed “tennis” to “sports” courts. Added “cultural” after “natural”.
 - Chapter 9, 9.9.103, added “D. It is unlawful for any unauthorized person to cut any tree or tree branch on park property”.
 - Chapter 9, 9.9.106, added “damage” after “destroy”.
 - Chapter 9, 9.9.202, added “property”.
 - Chapter 10, no revisions since the last meeting.
- Board member Charles Castle inquired if the level of funding as it relates to property value can be incorporated into the codes. Britt Haley stated if Charles Castle can assist with the language and make it more tangible and not take away the power of appropriation, which is a legislative power of City Council, it could be possible.
- Board member Carol Beckman inquired about her suggestion to add a clause in Chapter 9 regarding licenses are not required on free fishing days. Karen Palus stated that free

fishing days are a permitted one-time event for one weekend in June so the clause was not necessary.

- Board Chair Mina Liebert suggested page 3, 2.3.703 E, to include El Paso County Public Health. In addition, under the action item write up to add an extra “t” to City Council member Merv Bennet’s name and add an “s” to Cultural Service.

Motion: To approve the City of Colorado Springs Code Revisions recommendations to Chapters 1, 2, 4, 6, 7, 9 and 10 as they pertain to the Parks, Recreation and Cultural Services Department as depicted in the attachments. Attachments: Chapter One Revisions, Chapter Two Revisions Red Lined and Clean Copy, Chapter Four Revisions Red Lined and Clean Copy, Chapter Six Revisions, Chapter Seven Revisions Red Lined and Clean Copy, Chapter Nine Revisions Red Lined and Clean Copy, Chapter Ten Revisions. In addition, under the action item write up to add an extra “t” to City Council member Merv Bennet’s name and add an “s” to Cultural Service.

1st – Charles Castle, 2nd – Scot Hume, Approved, Unanimous

BLR Village 1-3 (Oakwood Homes) Master Plan Amendment (Presented by Connie Perry, Landscape Architect II and Josh Rowland, LAI Design Group)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: an overview; the current master plan; master plan revisions; Village 2 Parks; Village 2 Parks - Community Park; Village 2 Open Space; Village 3 Parks, Neighborhood Park; Village 3 Open Space; and Park Land Dedication – Acreages.

- Oakwood Homes is the master developer for Banning Lewis Ranch (BLR) Villages 1-6. They have completed land use studies to plan for necessary school and park facilities that meet density projections. Overall projections for residential densities and commercial uses are well below what was anticipated in the BLR 1980 master plan.
- The focus of the current master plan amendment is to finalize park land dedication requirements for Villages 2 and 3 so that development can continue.
- As part of this BLR Master Plan application, MREC/Oakwood is asking for consideration on two matters: 1) within Village 2, convert the previously approved 4-acre neighborhood parks to three 2-acre neighborhood parks, which are now located along a linear trail corridor with additional open space land that creates a linear park experience. The trail corridors will tie all of the Villages together, as well as connect the Villages to existing and proposed trail networks within the larger system. 2) Allow for partial credit (no more than 30%) for the open space/trail connections in Villages 2 and 3. Credit will only be given for open space corridors that contain developed neighborhood park sites and trail connections that connect Banning Lewis Ranch to the larger trail system.
- Credit will not be given for open space corridors or trails that only service the Banning Lewis Ranch development. Partial credit was previously given for open space/trail corridors within Village 1 for a value not to exceed 30%.

- The Land Use Master Plan Amendment proposes:
 - Village 1 - 19.72 park land acres required / 21.38 acres proposed for credit, 13.4 acres dedicated as neighborhood parks and 26.6 acres dedicated at 30% credit for the open space/trails corridor.
 - Village 2 - 32.39 park land acres required / 42.13 acres proposed for credit, 34.3 acres dedicated as neighborhood parks and 29.4 acres dedicated at 30% credit for the open space/trails corridor.
 - Village 3 - 24.53 park land acres required / 16.13 acres proposed for credit, 3.5 acres dedicated as neighborhood parks and 42.1 acres dedicated at 30% credit for the open space/trails corridor.
- Villages 1-3 will meet their park land requirements if this amendment is approved.
- All approved neighborhood parks will be rezoned to PK.
- The master plan amendment will be presented to the Planning Commission and City Council for final approval.
- Board member Scot Hume inquired about the park land credit percentages. Josh Rowland explained that Oakwood Homes is asking for 100% park land credit for the areas that are green on the map and 30% credit for the areas in yellow.
- Amenities for the parks include: paved trails; active use turf areas; playgrounds with swings; climbing features; archeological dig site; embankment slide; climbing hill with boulders; group play zone; exercise equipment; boulder seating; grass athletic sports fields; picnic and event pavilions; a trail system with native gardens; dog park; amphitheater; aquatic center; zip line; detention ponds and parking lots.
- Board member Gary Feffer asked what is the difference between this project and other community park projects. Connie Perry replied the BLR annexation agreement directed that the developer design and build, as well as the district own and maintain the parks. Homeowners that buy in this area are in the district and pay taxes for this area. The developer makes the initial investment and the district maintains the area.
- Board member Gary Bostrom inquired if the Oakwood Homes project would connect to the Rock Island Trail. Josh Rowland replied that the Rock Island Trail is further south of this project and therefore cannot be connected.
- Board member Scot Hume inquired if it is normal that the residents in the larger density units count towards the park land dedication percentages. Connie Perry stated the density of the homes is included in the overall calculation for public recreation; however, the distribution of the park spaces is based upon the standard residential community versus a senior engaged community. He asked when park land credits can be taken from a different neighborhood. Connie Perry stated that this generally does not happen as this is one master builder and one master plan. Therefore, they have more flexibility to look at options of pulling distribution from other locations.
- Board member Gary Feffer stated that BLR is now owned by both Oakwood Homes and Norwood. He inquired if Norwood's responsibilities are going to be similar to Oakwood Homes in how it relates to the community parks and the district takes on the obligation and not the City. Karen Palus stated it depends upon how the agreement is structured.

There could be changes and modifications made to the annexation agreement and therefore it could be a little different.

- Board member Carol Beckman inquired if there would be restricted access to the parks. Connie Perry stated there will be no restrictions and the neighborhood parks are placed at ¼ mile radius whereas the City's standard is a ½ mile radius.
- Max Cupp, a citizen, inquired if storm water is involved with the Parks Department and who takes care of the parks if the district is not maintaining them. Connie Perry replied that storm water is overseen by the City and involved with the Parks Department. The credited parks have to meet city standards and are monitored.

Motion: To approve the Land Use Master Plan Amendment as presented, providing 51.2 acres of park land through neighborhood and community parks, and 98.1 acres through open space/trail corridors.

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

Old North End Entryway Signage (Presented by Jake Butterfield, Construction Project Specialist)

[Link to PowerPoint presentation](#)

The PowerPoint included: existing locations; proposed new locations; design; Cascade and Uintah median layout; Cascade and Jackson median layout; Wahsatch and Fontanero median layout; and maintenance of entryway signs.

- The Old North End Neighborhood has requested a revocable permit to erect an entry sign within the historic Cascade Avenue and Wahsatch Avenue medians just north of Uintah Street and south of Jackson Street.
- The proposed signs are consistent in scale and character with other signs erected within the Nevada and Wasatch medians. The signs will include stone columns and wrought iron décor.
- The Old North End will be responsible for all costs associated with constructing the signs, including any necessary irrigation adjustments and utility conflicts.
- The Old North End will be responsible for ongoing maintenance, repair and replacement expenses.
- Representatives from the Old North End will work with the Parks, Recreation and Cultural Services Staff on the final location of the signs.
- If all three signs are approved, the Old North End will be required to contact the Parks Department well in advance of construction to make sure all precautions have been taken to protect the City's historic medians.
- City staff will issue revocable permits for each new entry sign. Once all entry signs are built, the City will reissue one permit that will include all Old North End Entry signs for ongoing maintenance.

- Pat Doyle, an Old North End neighborhood citizen, displayed the historical look of the signs and the sign locations and informed the Board that all permissions have been granted and due diligence conducted with the Parks, Recreation and Cultural Services Department.
- Board member Carol Beckman inquired about the kind of maintenance needed for the signs and the funding source. Jake Butterfield replied that each sign is wrought iron and will not rust. Pat Doyle stated the neighbors work on the signs and it's a community effort. The Old North End has a board called ONEN and membership is based on a donation process. Bob Loevy, an Old North End neighborhood citizen, stated the ONEN annual budget is \$45,000 a year which contributes towards neighborhood maintenance.
- Board member Ron Ilgen stated that he hopes the design used in the Old North End and Monument Valley Park will remain the same. Board Chair Mina Liebert agreed.

Motion: To approve three additional entryway signs within the Old North End Neighborhood.
1st – Gary Bostrom, 2nd – Gary Feffer, Approved, Unanimous

Therapeutic Recreation Program Update (time certain 10:00 a.m.) (Presented by Diane Ridderhoff, Parks Operations Administrator)

- The Therapeutic Recreation Program (TRP) provides opportunities for youth and adults with disabilities to acquire skills that enable them to participate in leisure experiences of their choice and enhance their abilities to function within a community setting.
- The staff provides activities in the areas of arts and culture; sports, fitness and aquatics; social enrichment; community integration/leisure education and outdoor adventures.
- The TRP program has received many awards and statewide recognition.
- Several friends groups and community groups have supported and provided assistance for the program.

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

Diane Ridderhoff recognized the Therapeutic Recreation Program Friends Group for their dedication, assistance and support of the program.

Kim King, Recreation and Administration Manager, recognized Diane Ridderhoff's twenty three years of service with the City of Colorado Springs and announced she will be retiring at the end of the month. She will be recognized on March 28th at the City Council meeting and a retirement celebration will be held at the Senior Center on March 31st from 2:00 p.m. – 4:00 p.m.

Annette Proctor, Senior Volunteer Coordinator, recognized the Friends of Cheyenne Cañon's 25th Anniversary and introduced Chris Beyer, the President of the Friends of Cheyenne Cañon. Chris Beyer distributed handouts to the Board and presented information regarding their 25th Anniversary as well as introduced key individuals involved with the group.

Presentations

Rocky Mountain Field Institute 2016 Report (Presented by Jennifer Peterson, RMFI Executive Director)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: mission; RMFI background; 2016 City projects; TOPS stewardship contract; 2016 work objectives; 2016 volunteer statistics; 2016 work statistics; pictures of projects; partnership programs; and 2017 work plans.

Golf Annual Report Update (Presented by Pat Gentile, Golf Course Superintendent)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: 2016 financials; 2016 golf revenue; 2016 rounds data; days closed; 2017 budget; engaging the community through social media; community outreach; looking at 2017 and beyond; Patty Jewett Golf Course; Patty Jewett awards; pictures of Patty Jewett renovations; Plains bridge repair; Valley Hi Golf Course; first tee short course completion; short course ribbon cutting ceremony; Chelton Road improvements; new carts; tee sign upgrade; night golf; and the new restaurant concessionaire.

Cemetery Update (Presented by Kim King, Recreation and Administration Manager, and Jody Sanchez, Cemetery Specialist)

[Link to PowerPoint presentation](#)

The PowerPoint presentation included: Evergreen cemetery background and facts; Fairview Cemetery background and facts; current operation; service levels; revenue vs expenditure; fund balance; endowment; 2010-2014 business plan; Pikes Peak National Cemetery; and moving forward.

Sand Creek Drainage Improvements – South of Platte Avenue (Presented by David Deitemeyer, Park Planner and Adam Copper, Civil Engineer)

[Link to PowerPoint Presentation](#)

The PowerPoint presentation included maps and pictures of the project area.

- The project includes restoring the Sand Creek corridor with a proposed drop structure and constructing a maintenance road that will serve as a bike connection to the channel. The channel will be a single track trail for fat bikes.
- An environmental team conducted a survey and the area has degraded 32 feet and is unsafe, deteriorating and losing trees.
- The channel needs to be stabilized to bring the grade back up and structures for stabilization are being considered at this time.

- The project is 100% funded between a grant and FEMA dollars.
- Board member Scot Hume, who is also a liaison to the TOPS Working Committee, asked if the project team is working with Eric Eaton who is a citizen who submitted an application for funding for the Sand Creek area. David Deitemeyer responded he's involved in conversations and is not as concerned with this area as he is with the confluence.
- Board member Gary Feffer stated by the City completing this project it will increase the potential of usability.

Strategic Plan EPPIC Committee (Presented by Michelle Bies, Special Events Coordinator and Jeff Wichman, Patty Jewett Golf Course Senior Skilled Maintenance Technician)

- A video was shown to the Board that highlighted various Park Department employees and their accomplishments.
- EPPIC stands for excellence, passion, professionalism, innovation and collaboration. These core values align with the Parks Department strategic plan.
- The Committee is working on programs that involve peer recognition in which awards can be received as well as creating activities that the staff can participate in together.

Planet Walk Introduction (Presented by Matt Mayberry, Cultural Services Manager, and Jesse Collette, Planet Walk Colorado Springs Committee member)

- The purpose is to design and install a scaled solar system walk along the Monument Valley/Santa Fe Trail in Colorado Springs.
- The planet walk is scaled so that a normal walking pace would equate to the speed of light.
- The cost of the project is approximately \$500,000 dollars which they hope will be funded through fundraising and in-kind donations.

Board Business

Karen Palus

- A PlanCOS meeting will be held on March 16th at 5:30 p.m. at the Pikes Peak Community College. PlanCOS is a process in which a citizen-created vision and clear plan will be defined for the future of Colorado Springs.
- The 2017 Rising Stars Reception will be held on March 16th at 5:00 p.m. at the Cheyenne Mountain Resort. Jason Alwine, Trails, Open Space and Parks Working Committee Chair, has been selected to receive an award at this event.
- A celebration event will be held for Jackie Hilaire, former Parks and Recreation Advisory Board Chair, on March 24th at Garden of the Gods Visitor and Nature Center from 5:00 p.m. – 7:00 p.m. for being the recipient of the Columbine Award from the Colorado Parks and Recreation Association.
- The annual report has been distributed to the Board which highlights many of the department's accomplishments.

Charles Castle

- Jake Butterfield, Construction Specialist, stated the roof at Meadows Park Community Center is completed and the electrical lines are being upgraded. Some delays have occurred; however, the contractors are working at the Center this week and it should be completed very soon.
- Karen Palus stated the RFI draft is currently being written for the City Auditorium.

Mina Liebert

- A LART meeting will be held this afternoon. The last LART meeting consisted of a presentation from the Cultural Office of the Pikes Peak Region. LART has excess revenue for 2016 and they will be providing the final payment to the Summit House this year ahead of schedule. Due to excess revenue, the Committee will be revisiting how to distribute funds when this situation occurs.
- Two Parks and Recreation Advisory Board alternates have been chosen, Michael Phan who is present today and Brooks Williams. They will be presented to City Council for approval next week.

[Link to handouts distributed during meeting](#)

Adjournment

Motion: Move to adjourn at 1:38p.m.

1st – Scot Hume, 2nd – Carol Beckman, Approved, Unanimous