

MINUTES
PARKS & RECREATION ADVISORY BOARD
September 12, 2011

The regular monthly meeting for the Parks & Recreation Advisory Board was called to order at 7:00 pm at the Parks Maintenance Building by Sharon O'Leary.

1. Roll Call

Those present were committee members: Sharon O'Leary, Kelly Dirks, Matt Linden, Doug Gollhofer, Alicia Howell. Those absent were Councilman McCoy, and committee members: Greg Braun, Jim Wardell.

Staff Present: Jeff Friesner and Kim Shugar

2. Approval of Agenda. Motion to approve passed 5-0.

3. Approval of previous months minutes

A motion by Sharon O'Leary to approve the August 8, 2011 was seconded by Kelly Dirks. Alicia Howell abstained as she was not present at the meeting. The motion to approve passed.

4. Public Invited to be heard.

John Kostelnik, 997 Pasque Drive and Ray Athey, 1458 Cherry Wood Way presented an idea for a veterans memorial at Roosevelt Park. The idea included enhancement to the flagpole area at the east entrance of the park. Each branch of the service would be represented with a flag on a lighted flagpole. Additionally, a memorial monument would be placed in the area. The project would be complete for a June 14, 2012 dedication. The installation, approximately \$25,000) would be funded by private donations. The City is being asked to assume ongoing operation and maintenance. A letter of support from Colorado Senate President Brandon Shaffer was provided. The item will be brought back to PRAB as a voting item in November for further discussion. Mr. Kostelnik was asked to provide an update on the status of funding. City staff was asked to look into logistics and costs and report back.

5. Old Business

A. Jeff shared information about the PRAB By-Laws. They were last updated in 1992. The PRAB members went through each section of the document and discussed the edits needed. The edited by-laws will be brought back to the October meeting for discussion and a vote

6. New Business

A. Jeff Friesner – At the October 10, 2011 meeting, the Board will discuss potential topics for the Council Retreat in January. Kim Shugar and Jeff Friesner will forward the ideas to Sandi Seader. Example for this past year included Open Space acquisitions and disposal, at-risk kids, affordable housing and economic development. The meetings are open to the public. If there is a Parks and Recreation item, the Board members will be invited to the meeting. Conservation Trust Fund was suggested as an idea for discussion in October

B. CIP Update – provided by Jeff Friesner. At a September Council meeting, staff provided updates to Council on the status of certain CIP projects. The four items recommended by PRAB were discussed. Three of the four are funded in the 2012 CIP.

1. Quail Campus - Funded
2. Primary Greenways – Funded
3. Master Planning for Parks – Funded
4. Lighting efficiency – Unfunded. It will be reviewed by the City’s energy contractor.

7. On-Going Items

- A. Park Survey – Jeff Friesner mentioned that a list of water-based recreation opportunities at parks and greenways is being developed by the Natural Resources Division and will be brought to PRAB in November for discussion.
- B. Dry Creek Park – Kim provided an update on the construction of Dry Creek Park. Phase 1 is approximately 40% complete. Depending on weather, the project is likely to be completed by in spring 2012 with grow-in time to spring 2013.
- C. Conservation Trust Funds – Jeff discussed that the process for looking at uses for Conservation Trust Funds will begin at the next PRAB meeting with an interactive survey.
- D. Gift Catalog – Jeff Friesner mentioned that the Gift Catalog will be brought to the October PRAB meeting for discussion. The catalog will have a broader audience to include the Library, Library, Museum, Parks, Recreation, Children & Youth Programs Public Safety, Senior Services. The primary change in the document is that the public will be directed to the website to look at available opportunities that will be updated regularly. This is different from the static printed version that was previously used.

8. Items from Staff

1. Jeff Friesner discussed the former fire station on Lashley Street. It is a CIP project to covert the site for use by seniors and will cost approximately \$200,000. The Friends of Senior Center will provide \$100,000 as seed money to get the project going. The boxing club is no longer interested in the site.
2. Jeff Friesner mentioned that Sunset Pool contractor is back on site and will finish construction mid-October.
3. Jeff Friesner provided an update that the Quail Campus pool leak has been detected. The water curtain water features has been turned off. CHIL will be recognized in November.
4. Staff will also be going to council with funds to purchase more skates.
5. Kim Shugar mentioned that The Friends of Colorado Front Range Trail have a new Facebook page that the City has ‘liked’.

6. Kim Shugar mentioned that the scoping for the request for proposal – St. Vrain Phase 11 – Dickens Park has been created and will be released in October. The process will begin with a master plan update.
 7. Kim Shugar updated that the shelter at Alta Park funded by CDB G funds is underway and is expected to be completed in October.
 8. Kim Shugar mentioned that the Union Reservoir Master Plan is undergoing final graphic revisions and will be brought to PRAB and the public in October.
9. Items from Board
1. Kelly Dirks asked about the dead trees on the greenway and maintenance. Staff will update at the October meeting. He also shared information about a Campout in Erie Park where REI sponsors movie and food. Jeff Friesner will look into possibilities.
 2. Alicia Howell asked about the Halloween Event. The event will not occur, but the Halloween Parade will occur
 3. Doug Gollhofer asked that Kim Shugar provide an overview of her observations and strategic Planning initiatives at the next meeting.
 4. Matt Linden mentioned that homeowners are extending their backyards into Left Hand Creek riparian area (Sunset & 95th on the South side). They are throwing yard debris into creek, and weed whacking and mowing the area. Kim Shugar will have staff look into this issue
 5. Jeff Friesner reviewed the CIP process, which begins in March, and extends into April and May with discussions with the Board. The Board votes with dots. Staff can meet with any Board member to go over projects if more information is needed. If more than 4 board members want to meet, it must be advertised as a PRAB meeting.
 6. Sharon O’Leary complimented staff on the trail signage in Longmont. She also mentioned that Kinetics was a great event and wants to look at how the City can better promote the event.
 7. Kim Shugar asked Board member to review the Parks and Recreation webpages and provide feedback on what is useful to the public versus what is not.
 8. Jeff mentioned that a new Registration Program for Recreation will begin early next year.
 9. Alicia Howell asked about a walking challenge with Livewell and looking at other options with longevity.
 10. Jeff Friesner mentioned that there will be some course changes to the Turkey Trot.

10. Public Invited to be heard (none)

11. Adjournment

There being no further business to come before the Park & Recreation Advisory Board, it was moved to adjourn the meeting at 9:16 pm and was seconded by Kelly Dirks. The motion passed 4-0.