



TOWN OF FREDERICK  
PARKS, RECREATION, OPEN SPACE, AND  
TRAILS COMMISSION

Wednesday, April 10th, 2024  
6:30 P.M. at Bella Rosa Golf Course  
and via Teams

Built On What Matters

**Regular Meeting**

**Agenda**

**Call to Order - Roll Call:**

**Approval of Agenda:**

**Public Comment:**

- This portion of the Agenda is for members of the audience to provide comments to the POST Commission. If the comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

**Action Agenda:**

- Approval of Minutes – February 2024

**Discussion Agenda:**

- 2024 Annual Action Plan Update
- Skate Park Lighting Discussion
- 2024 Events & Parks Outreach Schedule
- Commission Appointments and Officer Election Update
- General Discussion/Commissioner Reports

**Adjournment**

Microsoft Teams meeting  
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**TOWN OF FREDERICK  
PARKS, RECREATION, OPEN SPACE, AND TRAILS  
COMMISSION**

**Wednesday, February 14th, 2024 Minutes**

**6:30 P.M.**

**At Bella Rosa Golf Course and via Teams**

Built On What Matters

**CALL TO ORDER**

**ROLL CALL:**

- Present: Chairperson Gill, Vice Chairperson Hickman, Commissioners Bolinger, Davis, Fosdick, Pilon, Schlais, Trustee Lamach
- Absent: None
- Staff Present: Colby Johnson, Ali van Deutekom

**APPROVAL OF AGENDA**

No changes were made to the Agenda.

**PUBLIC COMMENT**

There were no members of the public in attendance at Town Hall or virtually.

**ACTION AGENDA**

Approval of Minutes from the January Regular Meeting

- **Motion to approve:** Schlais                      **Second:** Hickman
  - **Motion Passed:** 7-0

**DISCUSSION AGENDA**

The Commission heard an update on the Town’s Comprehensive and Downtown Plans from Planning Manager Ali van Deutekom and RICK Engineering’s Britt Palmberg. The update focused on “big goals” for parks and open space, including a potential loop trail system, naturalization of local parks and updates to the Town’s development code for new parks, open spaces and trails.

An updated concept plan for Frederick Recreation Area was also discussed. The update included all public comments and PROST Commission recommendations from prior outreach efforts. No additional major changes were suggested. Staff and Design Concepts will refine this in the coming weeks for another round of community engagement, starting in March.

Commissioner Davis presented information regarding the Audubon Society’s programs for golf course maintenance. The Commission appreciates the focus on environmental sustainability and tasked the Department with including those goals in their future planning.

Approved by the POST Commission:

Attest:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Staff Liason

**Built on What Matters.**

# Frederick Parks and Open Space - 2024 Annual Action Plan Projects

3/25/2024

Park Area	Project Title	Project Manager	Status/ % Complete	Last Action Item	Current Action Item	Next Action Item	2023 Budget	2023 Costs	2024 Budget	2024 Cost (To Date)	Remaining Budget (To Date)	Additional Notes
FRA/Cent/Bella Rosa	Community Parks Master Plan	Colby Johnson	50%	Completed Final Concept Plan for RA	Public engagement - stakeholder engagement for Final FRA Concept	Begin Master Plan cost estimation and phasing	\$325,000	\$148,933	\$100,000	\$42,274	\$233,793	
All Parks, OS & T	PROST System Master Plan Update	Colby Johnson	5%	RFP Issued - Due April 8	Select Consultant	Finalize Scope and Contract	\$0	\$0	\$500,000	\$0	\$500,000	
Crist Park	Crist Park Master Plan	Colby Johnson	70%	Completed Refined Concept	Public engagement - stakeholder engagement for concept	Final concept and cost estimation	\$25,000	\$24,171	\$20,000	\$1,659	\$19,170	
All Parks, OS & T	Asset Management Program	Colby Johnson and Cindy Kamigaki	25%	Implementation trainings	Finalize implementation trainings	Asset gathering and program build-out	\$0	\$0	\$0	\$0	\$0	
Mendoza OS	Mendoza Site Plan	Colby Johnson	10%	Contract and Scope Finalized	Project Kickoff	Initial Concept	\$0	\$0	\$100,000	\$0	\$100,000	
All Parks, OS & T	Long-Term Funding Plan	Colby Johnson, Kurtis Adams and Jason Leslie	50%	Passed 2C - Implemented 2024 budget	Met to discuss framework	Colby to draft framework for next discussion	\$0	\$0	\$0	\$0	\$0	
Bella Rosa	Business and Operations Plan	Tim Schwartz	60%	Submitted draft Business Plan to Colby	Tim finalizing update	Finalize drafts and begin final versions	\$0	\$0	\$0	\$0	\$0	
OS & T	Community Wildfire Protection Plan	Colby Johnson	5%	Submitted grant application	Awaiting grant awards	Depends on grant status	\$0	\$0	\$9,000	\$0	\$9,000	
All Parks, OS & T	Capital Equipment Program	Matthew Dell		Paid Bobcat, Bench, Lift, Electric Handhelds	Identify next purchases	Complete Program	\$0	\$0	\$165,000	\$71,548	\$93,452	
Golf Course	Capital Equipment Program	Matthew Dell	100%	Received 648 and Grinder	Complete	Complete	\$0	\$0	\$100,000	\$92,000	\$8,000	Remaining funds are from 2022 for 648 - will not utilize remaining
Bella Rosa	Golf Irrigation Repairs	Tim Maloney and Tim Schwartz	75%	Purchased all central control and most repair materials	Install central control and begin repairs	Finalize CC and repairs	\$0	\$0	\$100,000	\$83,305	\$16,695	
All Trails	Trails Preservation Program	Jordan Davison	0%	Project priorities	Purchase grinder - grind trails - bid repair sections	Complete section repairs	\$0	\$0	\$75,000	\$0	\$75,000	
All Parks, OS & T	Tree Program	Colby Johnson	75%	Program details finalized	Issue vouchers - Create signup sheets	Pay Tree Farm and project closeout	\$0	\$0	\$10,000	\$0	\$10,000	
All Irrigated Areas	Irrigation Central Control	Mike Harris	35%	Purchased remaining controllers	Install remaining controllers - setup software - install flow meters	Finalize installation and purchase remaining materials	\$0	\$0	\$125,000	\$18,889	\$106,111	
Bella Rosa	Clubhouse Insulation Repair	Facilities/Tim Schwartz	10%	Bids obtained	Facilities Dept to complete	Project closeout	\$0	\$0	\$60,000	\$0	\$60,000	
CO Blvd Streetscape	Colorado Blvd Median Improvement	Colby Johnson	5%	Drafted concept art for median	Working with Galloway on project bidding and plans	Finalize contract	\$10,000	\$0	\$250,000	\$0	\$250,000	
Tunnel	Tunnel Repairs	Mike Harris	25%	Painted tunnel	Bids for electric improvements	Install electric improvements and PW to crack seal	\$0	\$0	\$50,000	\$1,000	\$49,000	
Milavec	Milavec Water Quality Improvements	Colby Johnson	25%	Finalized Ultrasonics Order	Install Ultrasonics	Discuss vegetation and project closeout	\$0	\$0	\$150,000	\$0	\$150,000	
Non-Potable Water	Pumphouse Repairs	Colby Johnson	25%	Project design finalized	On-Hold due to Engineering Dept fund needs	Bid or hold off until 2025	\$0	\$0	\$150,000	\$0	\$150,000	
Non-Potable Water	Pond Repairs	Mike Harris	25%	Mike obtained bids for #9	Begin repairs	Project closeout	\$0	\$0	\$50,000	\$0	\$50,000	
Skate Park	Lighting Upgrades	Colby Johnson	5%	Working on options and cost estimates	Finalize options and take to PROST/BOT	Construction	\$0	\$0	\$450,000	\$0	\$450,000	
Crist Park	Electrical Upgrades	Mike Harris	0%	Project priorities	Bids for electric improvements	Construction	\$0	\$0	\$5,000	\$0	\$5,000	
All Parks, OS & T	Restroom Upgrades	Mike Harris	0%	Project priorities	Bids for electric improvements	Construction	\$0	\$0	\$8,000	\$0	\$8,000	
Mendoza OS	Shop Improvements	Jordan Davison	0%	Project priorities	Bids for electric improvements	Construction	\$0	\$0	\$10,000	\$0	\$10,000	
<b>TOTAL</b>							<b>\$360,000</b>	<b>\$173,104</b>	<b>\$2,487,000</b>	<b>\$310,675</b>	<b>\$2,353,221</b>	

## **Frederick Skate Park Skate Park Lighting and Electrical Assessment**

**Date: March 11, 2024**

The purpose of this electrical assessment is to provide options to modify the existing LED skate park lighting and its associated lighting controls or replace the skate park lighting with new skate park lighting.

Frederick Skate Park is located along the north side of Godding Hollow Pkwy, near the Frederick Recreation Area in the Town of Frederick, Colorado. The existing electrical service and distribution consists of a 200A, 240/120V, 1-phase Milbank metered pedestal, with a 200A2P Main Breaker, capacity for up to thirty-eight branch circuits, and HOA switches for manual control of the existing skate park/site light poles. The existing pedestal provides power to the existing skate park light poles, as well as the parking lot, a small restroom building, irrigation controller, and a maintenance receptacle in the pedestal. There is an existing pull box in front of the pedestal through which the branch circuits are fed, and this also provides conduit access into the pedestal.

The skate park is currently illuminated with existing LED pole mounted luminaires, and they are controlled by a photocell and time clock and are programmed to turn ON at sunset and turn off at 10pm. The current luminaires do not have any glare control features. There are no user-enabled controls, and the existing lights operate when no one is using the facility. A portion of the existing skate park luminaires also appear to be circuited and controlled with a portion of the existing parking lot luminaires. When assessing the existing lighting, circuiting, and controls, there are a few options to consider, including modifying the existing lighting controls, providing additional security lights, or completely replacing the existing lighting system with a new lighting system.

**Option 1:** Enhance the functionality of the lighting system by isolating the parking lot lighting from the skate park lighting and providing new user controls to operate the luminaires across all three skate bowls.

- Separate the existing parking lot lighting from the bowl lighting by modifying the existing electrical distribution system to incorporate additional lighting branch circuiting and modifying the lighting controls to add another lighting contactor in a new NEMA 3R enclosure at the existing main service distribution.
- Install three new user pushbuttons and corresponding warning lights, strategically positioned near the entrances of each skate bowl, and mounted to new poles ranging from 10' – 14' in height. Users can activate these push buttons to initiate the skate park lights for a predetermined duration, with the warning light activating shortly (e.g., 5 minutes) before the lights are set to turn off, serving as an alert.
- This approach allows users to control the lighting, but also assists in minimizing unnecessary operation of the skate park luminaires, ensuring they only illuminate when the skate park is actively in use.

**Option 2:** Similar to the first option, this alternative involves the separation of the existing parking lot lighting from the skate park lighting. However, it introduces a more refined approach by implementing three distinct skate park lighting control zones, each dedicated to a specific bowl.

- Separate the existing parking lot lighting from the bowl lighting by modifying the existing electrical distribution system to incorporate additional lighting branch circuiting and

modifying the lighting controls to add another lighting contactor in a new enclosure at the existing main service distribution.

- Install three new user push buttons and corresponding warning lights, strategically positioned near the entrances of each skate bowl, and mounted to new poles ranging from 10' – 14' in height. Users can activate these push buttons to initiate the skate park lights for a predetermined duration, with the warning light activating shortly (e.g., 5 minutes) before the lights are set to turn off, serving as an alert. Unlike Option 1 above, additional dedicated control wiring would need to be provided to each bowl's pushbutton and the lighting branch circuiting between the medium and large bowl would need to be separated so that the lights associated with each bowl can operate independently with their respective push button.
- This approach allows users to operate the lights illuminating the respective bowl in use, ensuring they only illuminate when the skate park is actively in use.

**Option 3:** Given the enhanced user controls presented above, there arises a potential concern for user safety and security. Due to the intermittent use of the skate park luminaires during the evening hours, it is recommended that additional security luminaires be installed.

- Luminaires shall be mounted near the top of the new push buttons poles and be controlled with the parking lot luminaires which operate when the park is open.
- New luminaire heads would be LED and full cut-off and would provide limited illumination in the skate park, particularly during periods when the primary skate park luminaires are not in operation.

**Option 4:** Replace the existing skate park lighting system with a new Musco Light Structure Sports Lighting System, which is known for excellent glare control, lighting operation program and monitoring system, as well as 25-year warranty. The new proposed skate park lighting system would be designed to provide an average of 30 footcandles for recreational level skating activity. The existing skate park lighting load on the pedestal is 13.6KW. The proposed Musco Skate Park Lighting load is anticipated to be 15.12KW. The existing pedestal appears to have the capacity to handle the replacement of the skate park lighting loads, however, additional circuit breakers and controls are anticipated and will need to be added. Furthermore, with the removal of the existing skate park luminaires, the existing parking lot lighting will need to be recircuited and be controlled separately from the new skate park luminaires. To incorporate a new skate park lighting system, additional modifications will be required as noted below.

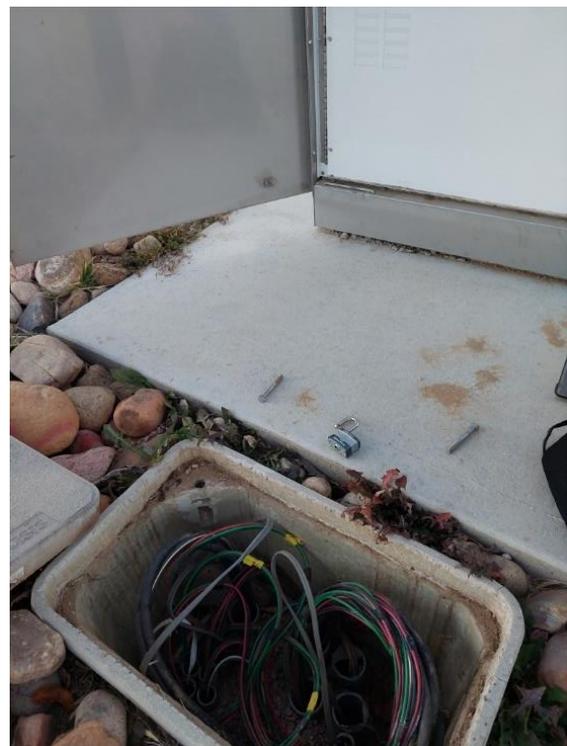
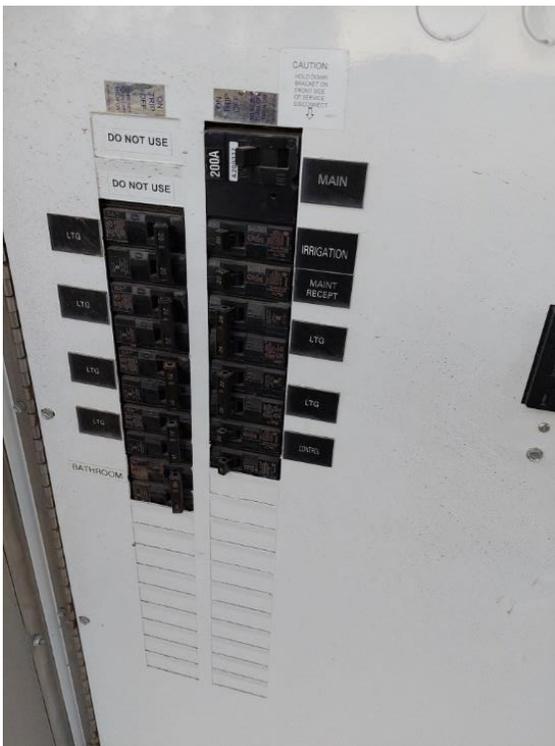
- Remove the fourteen existing skate park light poles, associated foundations, and associated lighting branch circuiting back to the electrical pedestal. The existing underground conduit may be intercepted and extended/reused, if feasible.
- Recircuit the parking lot lights so that all parking lot light poles are connected to one circuit (20A2P). Based on Record Drawings, there are two lighting branch circuits feeding the parking lot luminaires, one of which is also circuited with and controlled with the skate park lights. The other parking lot lighting circuit appears to be controlled via a photocell. It is recommended that the existing parking lot lighting all be circuited together and controlled via a dedicated contactor in the new Musco Lighting control system.
- Install eight new 50' tall Musco skate park light poles, with multiple 540W LED TLC (Total Light Control Technology) luminaire heads on each light pole.

# ackerman engineering, inc.

3000 Youngfield Street, Suite 264, Wheat Ridge, Colorado 80215  
Phone 303-278-7297 / Fax 303-278-9009 / www.aeiconsulting.com

- Provide new lighting branch circuiting to new Skate Park light poles from the existing pedestal and provide at least two new lighting branch circuits (20A2P) for the new Skate Park luminaires/poles. The existing underground conduit may be intercepted and extended/reused, if feasible.
- Provide a new Musco Lighting Controller freestanding mounted to a new concrete pad and located near the existing electrical distribution pedestal.
- Provide a new fenced enclosure to protect the new lighting controller and the existing electrical distribution pedestal.
- Add new user pushbuttons and warning lights to control the skate park lights for an Owner determined duration of time. The Musco Control system can be programmed to allow users to turn ON the lights for a set amount of time and not allow the skate park lights to operate after the park closes. Park closing time determined by Owner.

Photos of the existing electrical distribution pedestal and adjacent pull box, attached for reference.



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**engineering, inc.**

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Project: Frederick Skate Park Lighting Date: 3/11/2024  
 Client: Design Concepts - Shanen Weber By: HFR

In providing opinions of probable cost, Client understands that Engineer does not have control over costs of equipment, material, and labor. The probable costs provided herein are to be made on the basis of Engineer's qualifications and experience. Engineer makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

Description				Quantity	Unit	\$/Unit	Totals
<b>Modify Existing Lighting Controls for 1 Skate Park Ltg Zone</b>							
1	<b>Electrical Distribution:</b>						
2	Add new NEMA 3R Enclosure	1	LS	\$5,500.00		\$5,500.00	
3							
4	<b>Electrical Distribution Sub-Total</b>					<b>\$5,500.00</b>	
5							
6	<b>Separate Ltg Controls of Parking lot lights from Bowl Lights</b>						
7	1" Conduit (w/ Trench/backfill)	145	LF	\$14.00		\$2,030.00	
8	#10 Conductors	145	LF	\$2.85		\$413.25	
9	Flush with Grade J-box	1	EA	\$1,200.00		\$1,200.00	
10	Contactor	1	EA	\$1,000.00		\$1,000.00	
11	Connection to existing Time Clock	1	LS	\$800.00		\$800.00	
12							
13	<b>Separate Ltg Controls of Parking lot lights from Bowl Lights Sub-Total</b>					<b>\$5,443.25</b>	
14							
15	<b>New Ltg Controls for All 3 Bowls - 1 Ltg Zone</b>						
16	Time Adjustable Relays	3	EA	\$400.00		\$1,200.00	
17	Poles for mtg of PB and Warning Lt	3	EA	\$4,800.00		\$14,400.00	
18	Push Buttons	3	EA	\$350.00		\$1,050.00	
19	Warning Lights	3	EA	\$450.00		\$1,350.00	
20	Push Button Wiring						
21	1" Conduit (w/ Trench/backfill)	385	LF	\$14.00		\$5,390.00	
22	#10 Conductors	400	LF	\$2.85		\$1,140.00	
23	<b>New Ltg Controls for All 3 Bowls - 1 Ltg Zone Sub-Total</b>					<b>\$24,530.00</b>	
24							
25	<b>Project Total:</b>					<b>\$35,473.25</b>	
26							
27	<b>Project Mobilization 5%</b>					<b>\$1,773.66</b>	
28	<b>Project General Conditions 10%</b>					<b>\$3,547.33</b>	
29	<b>Construction Contingency 7%</b>					<b>\$2,483.13</b>	
30	<b>Project Total:</b>					<b>\$43,277.37</b>	
31							

Project: Frederick Skate Park Lighting Date: 3/11/2024  
 Client: Design Concepts - Shanen Weber By: HFR

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Description				Quantity	Unit	\$/Unit	Totals
<b>Modify Existing Lighting Controls for 3 Skate Park Ltg Zones (one per bowl)</b>							
1	<b>Electrical Distribution:</b>						
2	Add new NEMA 3R Enclosure	1	LS	\$5,500.00		\$5,500.00	
3							
4	<b>Electrical Distribution Sub-Total</b>						<b>\$5,500.00</b>
5							
6	<b>Separate Ltg Controls of Parking lot lights from Bowl Lights</b>						
7	1" Conduit (w/ Trench/backfill)	145	LF	\$14.00		\$2,030.00	
8	#10 Conductors	145	LF	\$2.85		\$413.25	
9	Flush with Grade J-box	1	EA	\$1,200.00		\$1,200.00	
10	Contacto	1	EA	\$1,000.00		\$1,000.00	
11	Connection to existing Time Clock	1	LS	\$800.00		\$800.00	
12							
13	<b>Separate Ltg Controls of Parking lot lights from Bowl Lights Sub-Total</b>						<b>\$5,443.25</b>
14							
15	<b>New Ltg Controls for Each Bowl - 3 Ltg Zones</b>						
16	Time Adjustable Relays	3	EA	\$400.00		\$1,200.00	
17	Poles for mtg of PB and Warning Lt	3	EA	\$4,800.00		\$14,400.00	
18	Push Buttons	3	EA	\$350.00		\$1,050.00	
19	Warning Lights	3	EA	\$450.00		\$1,350.00	
20	Push Button Wiring						
21	1" Conduit (w/ Trench/backfill)	385	LF	\$14.00		\$5,390.00	
22	#10 Conductors	605	LF	\$2.85		\$1,724.25	
23	Separate Large/Med Bowl Ltg Cktg						
24	Flush with Grade J-box	1	EA	\$1,200.00		\$1,200.00	
25	1" Conduit (w/ Trench/backfill)	285	LF	\$14.00		\$3,990.00	
26	#10 Conductors	300	LF	\$2.85		\$855.00	
27	Contacto	1	EA	\$1,000.00		\$1,000.00	
28	Connection to existing Time Clock	1	LS	\$800.00		\$800.00	
29	<b>New Ltg Controls for Each Bowl - 3 Ltg Zones Sub-Total</b>						<b>\$32,959.25</b>
30							
31	<b>Project Total:</b>						<b>\$43,902.50</b>
32							
33	<b>Project Mobilization 5%</b>						<b>\$2,195.13</b>
34	<b>Project General Conditions 10%</b>						<b>\$4,390.25</b>
35	<b>Construction Contingency 7%</b>						<b>\$3,073.18</b>
36	<b>Project Total:</b>						<b>\$53,561.05</b>

Project: Frederick Skate Park Lighting Date: 3/11/2024  
 Client: Design Concepts - Shanen Weber By: HFR

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Description				Quantity	Unit	\$/Unit	Totals
<b>Modify Existing Lighting Controls - New Security Area Lights (Additional cost to 1 &amp; 3 Zone Control Modifications)</b>							
1	<b>Electrical Distribution:</b>						
2							
3							
4	<b>Electrical Distribution Sub-Total</b>						
5							
6	<b>New Security Lights</b>						
7	Luminaire Head (mnt to PB poles)	3	EA	\$1,500.00			\$4,500.00
8	#10 Conductors	400	LF	\$2.85			\$1,140.00
9	Contactor	1	EA	\$1,000.00			\$1,000.00
10	Connection to existing Time Clock	1	LS	\$800.00			\$800.00
11							
12							
13	<b>New Security Lights Sub-Total</b>						<b>\$7,440.00</b>
14							
15							
16							
17							
18							
19							
20							
21							
<b>Project Total:</b>							<b>\$7,440.00</b>
Project Mobilization 5%							<b>\$372.00</b>
Project General Conditions 10%							<b>\$744.00</b>
Construction Contingency 7%							<b>\$520.80</b>
<b>Project Total:</b>							<b>\$9,076.80</b>

Project: Frederick Skate Park Lighting Date: 3/11/2024  
 Client: Design Concepts - Shanen Weber By: HFR

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Description				Quantity	Unit	\$/Unit	Totals
<b>New Musco Lighting</b>							
1	<b>Electrical Service:</b>						
2							
3							
4	<b>Electrical Service Sub-Total</b>						
5							
6	<b>Electrical Distribution:</b>						
7	Demo existing skate poles/bases	14	EA			\$1,400.00	\$19,600.00
8	Recircuit existing parking lot lights	1	LS			\$3,795.00	\$3,795.00
9	20A2P Breakers	2	EA			\$450.00	\$900.00
10	Concrete pad for new ltg controls	1	LS			\$3,500.00	\$3,500.00
11	Ltg Controller fenced enclosure	1	LS			\$7,500.00	\$7,500.00
12	<b>Electrical Distribution Sub-Total</b>						<b>\$35,295.00</b>
13							
14	<b>Skate Park Lighting</b>						
15	Musco Skate Park Lights & Controls	1	LS			\$161,000.00	\$161,000.00
16	Musco Lighting installation	1	LS			\$149,500.00	\$149,500.00
17							
18							
19							
20	<b>Skate Park Lighting Sub-Total</b>						<b>\$310,500.00</b>
21							
22							
23							
24							
25							
26							
27							
28							
<b>Project Total:</b>							<b>\$345,795.00</b>
Project Mobilization 5%							<b>\$17,289.75</b>
Project General Conditions 10%							<b>\$34,579.50</b>
Construction Contingency 7%							<b>\$24,205.65</b>
<b>Project Total</b>							<b>\$421,869.90</b>