



Built On What Matters

TOWN OF FREDERICK  
PARKS, OPEN SPACE, AND TRAILS  
COMMISSION

Wednesday, February 12, 2020 Agenda

Regular Meeting

7:00 P.M.

401 Locust Street  
Frederick, CO 80530

Call to Order – Roll Call –

Additions to the Agenda

Action Agenda

- a. Approval of the minutes from the January 8, 2020 meeting
- b. Overview of Responses to the Master Plan Update Request for Proposals – Planning Director Simmons
- c. 2020 POST Project Updates– Planning Director Simmons
- d. Municipal Code Change Regarding Skate Park Hours – Planning Director Simmons

Other Business

Adjourn



Built On What Matters

# TOWN OF FREDERICK

PARKS, OPEN SPACE, AND TRAILS  
COMMISSION MINUTES



Wednesday, January 8, 2020  
7:00 P.M.

The meeting was called to order at 7:02 p.m. Attendance was taken and the following people were present: Chairman Beehler, Commissioners Davis, Fosdick, Griffin, Pilon, and Schlais. Trustee Crites and Planning Director Simmons were also present. Commissioner Gill was absent.

## ADDITIONS TO THE AGENDA:

There were no additions to the agenda.

## APPROVAL OF MINUTES FROM THE PREVIOUS MEETING:

The meeting minutes were available for review from the regular meeting held November 13, 2019. Commissioner Schlais made a motion to approve. Commissioner Pilon seconded the motion. A vote was taken and the motion carried unanimously.

## POST PROJECT UPDATES:

The Commission appreciated the update on the projects budgeted for 2020. A request was made to have planting tips for each variety of tree available to hand out at the sale as well as planting tips.

There was additional conversation regarding mosquito control and things residents can do on their own. Consider having boy scouts build bat boxes at DIY day. Perhaps the CSU extension has information available.

## CLEARVIEW VILLAGES PARK REVIEW:

Will bike lanes stripe the bike lanes on collectors? Maybe the Town should consider a wider lane than 4'. See about doing a 5' lane.

Ask the Developer to reach out to the school to partner and make the trail connection along the Godding Hollow (the western side of Legacy Elementary property).

On west park, trail should connect to Field Street through drainage easement.

Need details from S and R for playground equipment.

A question was about decomposed granite and its use in between sections of grass.

The Commission was not concerned about lack of acreage for the parks because Legacy is adjacent.

The Commission appreciated the trail connections and asked that a trail be built along the ditch.

**DISCUSSION OF ARBOR DAY VOLUNTEERS:**

Chairman Beehler, Commissioners Davis, Fosdick, and Pilon are willing to assist with putting seedlings into bags. Commissioner Pilon will also ask the ladies in her neighborhood if they'd like to assist.

**DISCUSSION OF 2020 MEETINGS:**

The Commission discussed availability for 2020 Parks, Open Space, and Trails Commission meetings. February, March, April, July, August, September, October, November, and December meetings will be held the 2<sup>nd</sup> Wednesday of the month. In May and June, the Commission will meet on the first Wednesday.

**ONGOING PROJECTS:**

The ongoing projects were presented to the Commission.

**OTHER BUSINESS:**

Avery Fosdick, from Summit View, spoke about wanting new playground equipment at her park because it's an old facility. The new park in Fox Run is attracting more kids. She would like a teeter totter or something like that.

The Commission asked to include this in the budget considerations.

The meeting was dismissed at 8:20 p.m.

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Jennifer Simmons  
Planning Director

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Chuck Beehler, Chairman  
Parks, Open Space, and Trails Commission



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Erin Fosdick, Commissioner  
Allan Gill, Commissioner  
Susan Pilon, Commissioner

## Town of Frederick Parks, Open Space, and Trails Commission

Chuck Beehler, Chairman

Tracie Crites, Trustee Liaison to Commission



Kristen Davis, Commissioner  
Tim Griffin, Commissioner  
Lee Schlais, Commissioner

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### RFP Update

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**Agenda Date:** February 12, 2020

**Attachments:** a. Not Applicable

**Submitted by:** Jennifer Simmons  
Planning Director

**Summary Statement:**

There were four responses to the request for proposals for the update to the Parks, Open Space, and Trails Master Plan.

**Detail of Issue/Request:**

The RFP was posted December 17<sup>th</sup> with a submittal closing date of January 22, 2019. Four groups responded to the RFP. The responses were reviewed by Commissioners Griffin, Schlais, and Fosdick as well as Planners van Deutekom and Simmons. A summary will be presented to the Commission February 12.

**Alternatives/Options:**

Not applicable.

**Financial Considerations:**

This project is funded in the 2020 budget.

**Staff Recommendation:**

Not applicable.



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Erin Fosdick, Commissioner  
Allan Gill, Commissioner  
Susan Pilon, Commissioner

## Town of Frederick Parks, Open Space, and Trails Commission

Chuck Beehler, Chairman

Tracie Crites, Trustee Liaison to Commission



Kristen Davis, Commissioner  
Tim Griffin, Commissioner  
Lee Schlais, Commissioner

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### 2020 POST Project Updates

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**Agenda Date:** February 12, 2020

**Attachments:** a. Not Applicable

**Submitted by:** Jennifer Simmons  
Planning Director

**Summary Statement:**

There are a number of projects that are included in the 2020 budget.

**Detail of Issue/Request:**

**Skate Park:** Construction of the skate park restarted for the week before the snow hit. There are now two crews working (weather permitting) on the park and a great amount of progress was made in the one week they worked. Exploration of the waterless restroom continues. We are committed to providing this not only for the skate park but also the additional amenities that will follow in this area.

The Art Commission also committed funds to this project and RFPs have been issued for a variety of art projects within the skate park.

**Centennial Park Design Plan:** No work has been completed to date to begin this project.

**Centennial Park Construction of Phase 1:** No work has been completed to date to begin this project.

**Coalridge Park New Play Structure and Poured:** No work has begun on this project.

**National Fitness Campaign:** The Court has been delivered and contracts have been finalized with a concrete installer as well as court installer. Weather depending, the concrete will be completed by the end of February, but sooner if possible. Court installation will follow the concrete.

**Installation of Bike Parking in Parks** – No work has begun on this project.

**Trail Construction** – Funds were included in the 2020 for trail improvements to be completed. These funds have been allocated to the Safe Routes to School project, as it came in over budget.

2020 Tree Sale – Tree sales began February 1 and as of today (02/07/2020) we’ve sold 40% of what was offered. We’ll distribute trees sometime in April. Trees Across Colorado will coordinate pick-ups once they know when the nurseries will be shipping. Please keep this on your radar as it’s very helpful to have your help interacting with the community members on pick-up day.

**Alternatives/Options:**

Not applicable.

**Financial Considerations:**

These projects are funded in the budget.

**Staff Recommendation:**

Not applicable.



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Erin Fosdick, Commissioner  
Allan Gill, Commissioner  
Susan Pilon, Commissioner

## ***Town of Frederick Parks, Open Space, and Trails Commission***

Chuck Beehler, Chairman

Tracie Crites, Trustee Liaison to Commission



Kristen Davis, Commissioner  
Tim Griffin, Commissioner  
Lee Schlais, Commissioner

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### **Municipal Code Update Regarding Skate Park Hours**

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**Agenda Date:** February 12, 2020

**Attachments:** a. Not Applicable

**Submitted by:** Jennifer Simmons  
Planning Director

**Summary Statement:**

Through the discussion of hours and rules for the skate park, the Commission recommended that the park be open until 10:00 p.m.

**Detail of Issue/Request:**

The Municipal Code regulates the hours parks are open to the public. Currently, parks close at sundown with the exception of Crist Park which is able to be used until 10:00 p.m. In discussing rules and hours of operation, the Commission decided that with lighting, it seemed reasonable to keep the park open until 10:00 p.m. as other skate parks in the area are open until then as well. This requires a change in the Municipal Code which will be presented to the Board of Trustees February 24, 2020. You are welcome to attend the Board meeting if you are able.

**Alternatives/Options:**

Not applicable.

**Financial Considerations:**

Not applicable.

**Staff Recommendation:**

Not applicable.