

Parks, Recreation and Open Space (PROS) Commission Meeting Agenda

Meeting Title: PROS Commission

Meeting Date: October 24, 2023

Attendance:

- Heather Bennett, Chair - **present**
- Candace Sotwick, Vice Chair - **present**
- Toby Levy, Secretary - **present**
- Austin Craddock, Member - **absent**
- Matthew Lunn, Member - **absent**
- Andrei Teudean, Member - **present**
- Jody Walker, Member - **absent**

Facilitator: Heather Bennett, Chair

Meeting Timeframe: 5:30 p.m. until 7:30 p.m.

- Mary Colton, PROS Director - **absent**
- Michael Lawson, Assistant Town Manager - **present**
- Brett Collins, Parks Project Manager - **present**
- Meagan Arvidson, Deputy Director of Recreation - **present**
- Jared Musil, Deputy Director of PFOS - **absent**
- Brenda Mooney, Special Projects Analyst - **present**

Meeting Items

Topic	Facilitator	Vote Required?	Details/Notes	Action Items?
Call to Order	Heather	No	Meeting called to order at 5:32pm	No
Roll Call	Toby	No	See above	No
Public Comment	Heather	No	None	No
Approval of October 24, 2023 Agenda	Heather	Yes	Motion: Toby Second: Candace In Favor: All	No
Approval of August 29, 2023 Minutes	Heather	Yes	Motion: Candace Second: Toby In Favor: All	Yes
Discussion Items - Below	Heather	No		Yes
Upcoming Engagement Opportunities - Below	Brenda	No		No
Action Item Summary - Below	Brenda	No		No
Next Meeting Date: TBD	Heather	No	Next meeting will be Jan. 30, 2024	No
Adjourn	Heather	No	Meeting adjourned at 6:54pm	No

Discussion Items

Topic	Facilitator	Notes	Action Item?
Introduction of Michael Lawson, Assistant Town Manager - Operations	Mary	Meagan Arvidson presented Mary's topics in her absence. Michael Lawson was introduced to the commission members. Michael came from Woodland Park where he was City Manager. Prior to that he worked for the City of Aurora. In addition to other duties, he will oversee the Parks, Rec	No

		and Open Space and Cultural departments.	
Capital Projects Update - Harvie Open Space – Ribbon Cutting? - Lemon Gulch Trail - O’Brien Park Streetscape - Salisbury North Update - Park Naming Policy – Status and Timeline	Brett	Harvie Open Space has 2 more shelters that need to be installed before it will officially open. Some people are already using the trail even though it’s not officially open. If the weather is too cold for a Ribbon Cutting, there may be a “soft opening”, then the official ceremony can be done in the spring. Lemon Gulch Trail is a new ½ mile concrete trail along Lemon Gulch that connects Looking Glass and Meadowlark subdivisions to the Cherry Creek trail. Construction from Oct. 2023 to Oct. 2024. Jalisco has been selected as the contractor. There will be new landscaping and seat walls at O’Brien Park- landscaping is adjacent to Parker Road and seat walls are along Main St. Construction from Oct. 2023 to May 2024. Goal is to have all construction completed before Parker Days in June 2024. Salisbury Park North schematic design was presented to the Town Council study session where questions were raised. Based on Town Council input, design changes will be made and presented to PROS Commission members to approve and forward back Town Council. A bike park survey sent to the public received 300 responses. Alpine Bike Parks will do the bike park design. A resident who is a pickleball advocate got involved with the pickleball court design. Considering putting out a survey for input on the pickleball courts and playground. There is time to gather more input and do design changes because the funding doesn't become available until 2025. There is a Town Council study session on Nov. 13 where they will consider the Park Naming Policy as submitted by the	No

		They review goals, surveys and data to identify improvements needed to maintain the CAPRA accreditation. DEI Subcommittee was just recently formed. There will be more information on this at the Jan. 2024 meeting.	
Commission Update - Members for 2024 – Next Steps Planning for 2024 - Proposed Meeting Dates - o January 30, Q1 - o March 26, if needed - o April 30, Q2 - o August 27, Q3 - o October 29, if needed - o December 10, Q4 - Project Ideas - o Annual Report Content - o Assistance with Grants - o Shadow Opportunities - o Other	Heather	Andrei Teudean will return for a 3-year term in January. Mike Doyle will be a new member for a 3-year term (he replaces Austin Craddock). New members will be appointed at the Dec. 4 Town Council meeting. All current members are asked to attend. Next meeting will be Jan. 30, 2024. Mary would like to create an annual report for Parks and Rec Dept. There is an example in Teams/Projects from Columbus, OH for review. She would like to release the report in the 1st quarter of 2024. Grants (i.e. Alternative Funding) are more attainable if they focus on underserved populations, sustainability, adaptive programming, training. We might be able to get a 1-million-dollar grant from GoCo for N. Salisbury Park development. The focus for that grant needs to be on the bike park and/or the inclusive playground. It must be submitted in 2024 to receive the money in 2025. Brenda will create a list of shadow opportunities and put it on Teams so members can sign up. Other: the Mayor's Holiday Lighting is Friday, Nov. 24 at 5:30pm in O'Brien Park. The Parker Christmas Parade is Dec. 9 at 10:30am in downtown Parker.	Yes

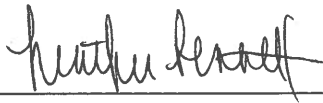
Upcoming Engagement Opportunities

Event	Date	Staff Contact	Location
Princess Ball	Nov 3	Diane Lange	PACE
Turkey Day 5K	Nov 23	Todd Panik	Recreation Center
Ice Trail at Discovery Park Opening Weekend!	Nov 24-27	Nateal Wiepert	Discovery Park
Milk and Cookies with Santa	Dec 10	Diane Lange	Fieldhouse

Action Item Summary

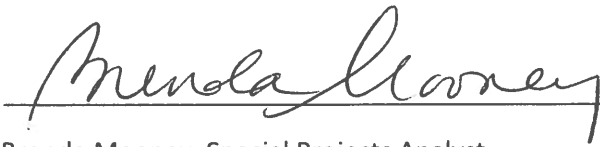
Topic	Responsible Party	Due Date
Obtain signatures for August 29 minutes, Send to Town Clerk	Toby, Brenda	Oct 24
Update "Engagement Opportunities" document in Teams, if interested	All	Varies

Minutes Approved By:



Heather Bennett, Chair – PROS Commission

Minutes Prepared By:



Brenda Mooney, Special Projects Analyst