

**COMMUNITY SERVICES DEPARTMENT**  
PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ RECREATION/CULTURAL SERVICES

**Park Advisory Board  
Meeting Agenda**

**Wednesday, February 10, 2016 – 1:30 p.m.**

**Centennial Hall  
200 S. Cascade, Colorado Springs**

<b><u>Item</u></b>	<b><u>Presenter</u></b>	<b><u>Recommended Action</u></b>
<b>1. Call Meeting to Order</b>	Chair	
<b>2. Approval of the Agenda</b>	Chair	Approval
<b>3. Approval of Minutes</b>	Chair	Approval
<b>4. Introductions / Presentations</b>	Chair	
A. New PAB Member – Julia Sands de Melendez		
<b>5. Citizen Comments / Correspondence on Items Not On the Agenda</b> (limited to five minutes unless extended by Chair)	Chair	
<b>6. Information / Action Items</b>		
A. Park Advisory Board Membership	Tim Wolken	Information
B. Sustainability Series Report	Jamie Bequette	Information
<b>7. Monthly Reports</b>	Staff	Information
<b>8. Board / Staff Comments</b>		
<b>9. Adjournment</b>		



*Minutes of the January 13, 2016  
El Paso County Park Advisory Board Meeting  
Centennial Hall  
Colorado Springs, Colorado*

Members Present:

Michael Straub, Chair  
Jeff Cramer, 1st Vice Chair  
Ann Nichols, 2nd Vice Chair  
Terri Hayes, 3rd Vice Chair  
Judi Tobias, Secretary  
Bob Falcone  
Shirley Gipson  
Jane Dillon

Staff Present:

Tim Wolken, Community Services Director  
Elaine Kleckner, Planning Manager  
Sabine Carter, Admin Services Coordinator  
Ross Williams, Park Planner  
Todd Marts, Rec & Cultural Services Manager  
Brad Bixler, Park Operations Manager  
Dana Nordstrom, Community Outreach Coord.

The following minutes are a summary of the proceedings. A recording is available upon request at the El Paso County Parks Administration Office.

1. Call to Order: The meeting was called to order at 1:33 p.m. by Michael Straub, Chair.
2. Approval of Agenda: **Jeff Cramer made a motion to approve the meeting agenda. Shirley Gipson seconded the motion. The motion carried 8 - 0.**
3. Approval of Minutes: **Ann Nichols made a motion to approve the December 9, 2015 minutes. Shirley Gipson seconded the motion. The motion carried 8 - 0.**
4. Introductions and Presentations:

**A. Partners in the Park Awards**

Dana Nordstrom presented the Partners in the Park Award to the following recipients:

- Robert & Ellen Hostetler for Fox Run Regional Park
- FedEx for Black Forest Regional Park
- Heuberger Motors for Fox Run and Bear Creek Dog Parks
- GE Johnson Construction Company for Bear Creek Regional Park
- Gold Hill Mesa for Bear Creek Nature Center

The Park Advisory Board thanked the donors for their generous support of the park system.

Ann Nichols informed the Park Advisory Board that she has professional involvement with the Forest Lakes development project and elected to not participate in discussion / action involving Agenda Item #5A and excused herself from the dais.

**5. Citizen Comments / Correspondence**

None

**6. Development Applications:**

- A. Forest Lakes PUD Development Plan and Preliminary Plan Amendment / Final Plat for Filings 2A and 2B**

Ross Williams provided an overview of the Forest Lakes PUD Development Plan and Preliminary Plan Amendment / Final Plat for Filings 2A and 2B and addressed questions. Elaine Kleckner also addressed questions by the board. Tim Seibert, Principal for N.E.S. Inc., which is serving as the land planner for the project, provided additional background on the project.

**Terri Hayes recommend to the Planning Commission and the Board of County Commissioners that the approval of the Forest Lakes PUD Development Plan and Preliminary Plan Amendment includes the following conditions:**

- **Staff acknowledges the waiver of regional park fees in exchange for the proposed trail improvements.**
- **Require fees in lieu of land dedication for urban park purposes in the amount of \$33,920, but recommends additionally that a waiver of urban park fees be addressed in a future park lands agreement as an acceptable alternative to urban park fees if executed prior to recording of the final plats and subject to provision of additional neighborhood park amenities, specifically Waterfront Park.**
- **The regional trail shall be constructed along the planned corridor from Baptist Road, along Forest Lakes Drive, and into Waterfront Park (Phase I) within two years of the recording of either Final Plat of Filings 2A or 2B.**
- **Trail plans shall be submitted to and approved by County Parks prior to construction.**
- **The trail shall be constructed to Tier 1 standards for a regional trail.**
- **The trail shall be maintained by the Forest Lakes Metropolitan District when contained within the developer-owned tracts, while El Paso County agrees to maintain the trail contained within the right-of-way of Forest Lakes Drive and the designated school property easement.**
- **The crosswalk from the school property to Tract E, also known as Waterfront Park, shall be constructed by the developer, as well as all trail-side amenities (benches, shade structures, signage) within Waterfront Park.**
- **The developer shall provide a letter of Disqualification from the U.S. Fish and Wildlife Service to construct and maintain the trail where it enters the designated Preble's Meadow Jumping Mouse (PMJM) habitat along Tract E / Waterfront Park. The developer is responsible for any mitigation required by the U.S. Fish and Wildlife Service, including fencing.**

**Shirley Gipson seconded the motion. The motion carried 7 - 0.**

**Jeff Cramer recommend to the Planning Commission and the Board of County Commissioners that the approval of the Forest Lakes Filing 2A – Final Plat includes the following conditions:**

- **Staff acknowledges the waiver of regional park fees in exchange for the proposed trail improvements.**
- **Require fees in lieu of land dedication for urban park purposes in the amount of \$15,476, but recommends additionally that a waiver of urban park fees be addressed in a future park lands agreement as an acceptable alternative to urban park fees if executed prior to recording of the final plats and subject to provision of additional neighborhood park amenities, specifically Waterfront Park.**
- **The regional trail shall be constructed along the planned corridor from Baptist Road, along Forest Lakes Drive, and into Waterfront Park (Phase I) within two years of the recording of either Final Plat of Filings 2A or 2B.**
- **Trail plans shall be submitted to and approved by County Parks prior to construction.**
- **The trail shall be constructed to Tier 1 standards for a regional trail.**
- **The trail shall be maintained by the Forest Lakes Metropolitan District when contained within the developer-owned tracts, while El Paso County agrees to maintain the trail contained within the right-of-way of Forest Lakes Drive and the designated school property easement.**
- **The crosswalk from the school property to Tract E, also known as Waterfront Park, shall be constructed by the developer, as well as all trail-side amenities (benches, shade structures, signage) within Waterfront Park.**
- **The developer shall provide a letter of Disqualification from the U.S. Fish and Wildlife Service to construct and maintain the trail where it enters the designated Preble's Meadow Jumping Mouse (PMJM) habitat along Tract E / Waterfront Park. The developer is responsible for any mitigation required by the U.S. Fish and Wildlife Service, including fencing.**

**Judi Tobias seconded the motion. The motion carried 7 - 0.**

**Jane Dillon recommend to the Planning Commission and the Board of County Commissioners that the approval of the Forest Lakes Filing 2B – Final Plat includes the following conditions:**

- **Staff acknowledges the waiver of regional park fees in exchange for the proposed trail improvements.**
- **Require fees in lieu of land dedication for urban park purposes in the amount of \$18,444, but recommends additionally that a waiver of urban park fees be addressed in a future park lands agreement as an acceptable alternative to urban park fees if executed prior to recording of the final plats and subject to provision of additional neighborhood park amenities, specifically Waterfront Park.**

- The regional trail shall be constructed along the planned corridor from Baptist Road, along Forest Lakes Drive, and into Waterfront Park (Phase I) within two years of the recording of either Final Plat of Filings 2A or 2B.
- Trail plans shall be submitted to and approved by County Parks prior to construction.
- The trail shall be constructed to Tier 1 standards for a regional trail.
- The trail shall be maintained by the Forest Lakes Metropolitan District when contained within the developer-owned tracts, while El Paso County agrees to maintain the trail contained within the right-of-way of Forest Lakes Drive and the designated school property easement.
- The crosswalk from the school property to Tract E, also known as Waterfront Park, shall be constructed by the developer, as well as all trail-side amenities (benches, shade structures, signage) within Waterfront Park.
- The developer shall provide a letter of Disqualification from the U.S. Fish and Wildlife Service to construct and maintain the trail where it enters the designated Preble's Meadow Jumping Mouse (PMJM) habitat along Tract E / Waterfront Park. The developer is responsible for any mitigation required by the U.S. Fish and Wildlife Service, including fencing.

**Jeff Cramer seconded the motion. The motion carried 7 - 0.**

**7. Information / Action Items:**

(Ann Nichols joined the meeting around 2:30p.m.)

**A. Flood Repair Update**

Elaine Kleckner provided an update on flood recovery efforts.

**B. County Parks Rules and Regulations Update**

Tim Wolken presented the updated County Parks Rule and Regulations that included recommendations from the Park Advisory Board at the December, 2015 meeting. The Chair opened the meeting to public comment. Several citizens commented or brought statements from citizens supporting the updated rules. Most comments were related to the support for the proposed fines for off-leash dogs.

**Bob Falcone moved to endorse the updated County Parks Rules and Regulations. The motion was seconded by Shirley Gipson. The motion carried 8 - 0.**

**C. 2016 Sunshine Act Memorandum**

Tim Wolken provided an overview of the 2016 Sunshine Act Memorandum which addresses the posting place for public meeting notices and the location of meetings, the official custodian of board minutes, and the location of where the minutes will be on file.

**Shirley Gipson moved to endorse the 2016 Sunshine Act Memorandum. Bob Falcone seconded the motion. The motion carried 8-0.**

**8. Monthly Reports:**

Tim Wolken provided an update on re-opening the New Santa Fe Regional Trail. Staff is in weekly communication with the Air Force Academy (AFA) in regards to several projects that need to be completed prior to the trail opening which include updated signage, additional fencing, camera installation, trail repairs and establishing a citizen watch group. County staff is pursuing a timeline from the AFA for the re-opening of the trail once all before mentioned projects are completed.

Tim Wolken and Ann Nichols have been in contact with the City of Manitou Springs regarding County staff attending upcoming meetings to address the new parking regulations for the Incline and Barr Trail. No upcoming meetings are scheduled at this time.

Bob Falcone inquired about whether public hiking is allowed at Williams Canyon. Staff will research which jurisdiction manages Williams Canyon and the current status of the trail system.

**9. Board/Staff Comments:**

Jane Dillon stated that during a Planning Commission meeting, she encountered a land development issue regarding a property that was originally zoned for commercial use and then rezoned for multi-family/residential use and in turn, not subject to park or school fees since the configuration of the original lot have not changed. Tim Wolken will consult with the County Attorney's Office to obtain clarification on this issue.

Elaine Kleckner informed the PAB that the planning process for Fountain Creek Master Plan is underway and that a survey is available for the community to participate. The survey can be found at [www.elpasoco.com](http://www.elpasoco.com).

(Judi Tobias left the meeting at 2:57p.m.)

Tim Wolken announced that the annual City/County Park Advisory Board meeting is scheduled for March 9, 2016. The lunch meeting is scheduled from 11:30a.m. – 1:00p.m. followed by the El Paso County Park Advisory meeting at 1:30p.m. at the CSU Extension 17 North Spruce Street, Colorado Springs, CO 80905 (Conference room on 2<sup>nd</sup> floor).

**10. Adjournment: The meeting adjourned at 3:00 p.m.**

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Judi Tobias, Secretary

## **El Paso County Park Advisory Board**

### **Agenda Item Summary Form**

**Agenda Item Title:** Park Advisory Board Membership

**Agenda Date:** February 10, 2016

**Agenda Item Number:** #6 - A

**Presenter:** Tim Wolken, Director  
Community Services Department

**Information:** X      **Endorsement:**

#### **Background Information:**

Please find attached the current Park Advisory Board roster.

As indicated, Jeff Cramer and Michael Straub's final terms will end in May, 2016. We will seek new appointments for District 2 (Mr. Straub filled a District 2 seat) and District 4.

Terri Hayes first term will end in May, 2016. Ms. Hayes is eligible to seek reappointment for a second term.

#### **Recommended motion:**

Information item

**El Paso County**  
**Park Advisory Board Membership**

<b>Name</b>	<b>Term Started</b>	<b>Term End</b>	<b>District</b>
Jeff Cramer	4/13/2010	May, 2016	District 4
Jane Dillon	4/22/2014	May, 2017	District 4
Shirley Gipson	9/1/2011	May, 2017	District 3
Terri Hayes	4/16/2013	May, 2016	District 1
Ann Nichols	5/31/2012	May, 2018	District 3
Bob Falcone	12/30/2014	May, 2017	District 5
Michael Straub	9/21/2010	May, 2016	District 2
Judith Tobias	11/29/2012	May, 2017	District 2
Julia Sands De Melendez	1/26/2016	May, 2018	District 1



## **El Paso County Park Advisory Board**

### **Agenda Item Summary Form**

**Agenda Item Title:** Bear Creek Nature Center's Sustainability Series

**Agenda Date:** February 10, 2016

**Agenda Item Number:** #6 - B

**Presenter:** Jamie Bequette, Bear Creek Nature Center Supervisor

**Information: X**                      **Endorsement:**

#### **Background Information:**

With the increasing global interest and popularity of do-it-yourself practices and sustainable efforts, Bear Creek Nature Center offered a year-long series of programs in that area of appeal during 2015. One program/presentation was offered each month as part of the Sustainability Series.

Bear Creek Nature Center utilized local experts to present all but two of the 12 programs. The benefits of using outside presenters include reduced need for staff time planning and presenting programs which allows time for staff to plan other activities; this results in more offered programs overall. Also, hosting professionals brings merit to the presentation.

The 2015 series was successful in different ways. This series largely brought in adults; a demographic that typically does not utilize the nature center. It also brought in many individuals who had never attended a program at Bear Creek Nature Center or who had never visited. Numerous attendees attended multiple programs, some who attended all throughout the year!

Bear Creek Nature Center will continue to host similar programs while the trend is popular.

# BEAR CREEK NATURE CENTER

2015 Sustainability Series

# Statistics



- 12 programs
- 316 participants
- Over \$2,500
- 10 outside presenters
- Mostly adult attendants
- Repeat attendants

# Programs

- ▣ Vermicomposting Workshop- 43 attendants
- ▣ Backyard Chickens – 63 attendants
- ▣ Soils – 25 attendants
- ▣ Fermentation – 23 attendants
- ▣ Tiny House Talk & Tour – 58 attendants
- ▣ Container Gardening – 11 attendants
- ▣ Wild Edible Plants – 27 attendants
- ▣ Fall Produce Preservation – 11 attendants
- ▣ DIY Lotions, Scrubs & Balms – 12 attendants
- ▣ Backyard Goats – 17 attendants
- ▣ Homemade Coffee Roasting – 26 attendants



**El Paso County Parks  
2016 Action Plan**

<b>Recreation / Cultural Services</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
Upgrade BCNC Exhibits	Todd Marts	High	Design Phase
FCNC Recycled Bottle Exhibit	Nancy Bernard	High	Bid Phase
FCNC Cultural History Exhibit	Nancy Bernard	High	Bid Phase
Establish Kite Festival	Suzan McCoy	High	Planning Phase
County Fair Improvements	Todd Marts	High	Implementation Phase
Establish Advanced Equine Clinic	Suzan McCoy	Medium	
Establish Pollinator Festival	Jamie Bequette	Medium	
Expand Fairgrounds Halloweenactivities	Suzan McCoy	Low	
Establish Equistrian Poker Run at FCRP	Suzan McCoy	Low	
40th Anniversary Celebration - BCNC	Todd Marts	Medium	
Establish Fountain Creek Festival	Todd Marts	Medium	
Explore holiday lighting display at FRRP	Todd Marts	Low	
<b>Park Operations Division</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
Update Park Operations Manual	Brad Bixler	High	Development Phase
Park Security Officer Expanded Duties	Brad Bixler	High	Approval Phase
Expand Forest Management Program	Brad Bixler	Medium	
Park Operations Software Upgrade	Brad Bixler	High	Development Phase
Install BC Dog Park Memorial	Brad Bixler	High	Installation Phase
Re-open New Santa Fe Regional Trail	Tim Wolken	High	Planning Phase
Expand Training Program Schedule	Brad Bixler	Medium	
<b>Planning Division</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
FC Regional Park Master Plan Update	Ross Williams	High	Implementation Phase
Widefield Community Park Master Plan Update	Ross Williams	Low	
Culturally Modified Tree Studies	Ross Williams	Medium	
Fountain Creek Greenway Project	Elaine Kleckner	Low	
Collaborative Trail Development	Elaine Kleckner	Low	
<b>Capital Improvement Projects</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
Pinerias Open Space - Phase 1	Elaine Kleckner	High	Construction Phase
Rainbow Falls Recreation Area	Elaine Kleckner	High	Bid Phase
Black Forest Regional Park Improvements	Jason Meyer	Medium	Design Phase
Falcon Regional Park Development	Elaine Kleckner	High	Construction Phase
Falcon Trailhead Improvements	Jason Meyer	High	Bid Phase
Drake Lake Improvements		Low	
Flood Recovery Projects	Elaine Kleckner	High	Bid Phase
Maxwell Street Streambank Protection	Elaine Kleckner	Medium	
USACE Section 205 Project	Elaine Kleckner	Low	
Christian Open Space Trail	Jason Meyer	Medium	Planning Phase
County Fairground Improvements	Tasha Brackin	High	Bid Phase
Fountain Creek Regional Park Improvements	Ross Williams	Medium	
Jones Park Improvements	Tim Wolken	Medium	Planning Phase
Ute Pass Regional Trail Expansion	Jason Meyer	Low	

General Trail Improvements	Brad Bixler	Medium	
Ceresa Park Improvements	Brad Bixler	Medium	
Bear Creek Regional Park Improvements	Brad Bixler	Medium	
<b>Open Space Projects</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
Elephant Rock	Elaine Kleckner	High	Fundraising Phase
<b>Community Outreach</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
County Fair Sponsorships	Dana Nordstrom	High	Fundraising Phase
Partners in the Park	Dana Nordstrom	High	Fundraising Phase
Friends Groups Expansion	Dana Nordstrom	High	Marketing Phase
Nature Center Annual Fundraising Campaign	Todd Marts	Medium	Fundraising Phase
County Fairgrounds Capital Campaign	Christine Burns	High	Fundraising Phase
Expand Parks Annual Giving Campaign	Christine Burns	Low	
BCNC Exhibits Fundraising Campaign	Todd Marts	High	Fundraising Phase
United Way Giving Campaign	Christine Burns	Medium	Research Phase
Elephant Rock Open Space Capital Campaign	Elaine Kleckner	High	Fundraising Phase
Naming Rights Opportunities	Christine Burns	Low	
Expand Marketing Efforts for Health Impacts	Christine Burns	Low	
"How To" Video for Park Rentals	Christine Burns	Medium	
Use of QR Codes	Christine Burns	Low	
Development of Global CSD Calendar	Christine Burns	High	Implementation Phase
<b>Administration</b>	<b>Project Manager</b>	<b>Priority</b>	<b>Status</b>
Internship Opportunities	Christine Burns	High	Research Phase
Explore Use of Virtual Meetings	Deb Reid	Medium	
Trust for Public Land Funding Study	Tim Wolken	High	Research Phase
Fiber Connections to Park Buildings	Deb Reid	High	Construction Phase

**Community Services Department  
Parks / Recreation & Cultural Services Divisions  
January 2016 Monthly Report**

<b>Facility Revenue Totals To Date</b>						
		<b>2016</b>				<b>2015</b>
		<b>Budget</b>	<b>Current</b>	<b>Balance</b>		<b>Totals to Date</b>
Parks Facility Reservation Revenue		\$ 145,000	\$ 20,816	\$ 124,184		\$ 10,429
County Fair / Fairgrounds		\$ 295,651	55,737	\$ 239,914		32,400
<b>Total</b>		<b>\$ 440,651</b>	<b>\$ 76,553</b>	<b>\$ 364,098</b>		<b>\$ 42,829</b>
<b>Fundraising Revenue</b>						
		<b>2016</b>				<b>2015</b>
	<b>Purpose</b>	<b>Goal</b>	<b>Amount</b>	<b>Balance</b>		<b>Totals to Date</b>
County Fair Sponsorships	Fair Operations	\$ 65,000		\$ 65,000		
Partners in the Park Program	Park Operations	\$ 30,000	\$ 5,000	\$ 25,000		
Parks Friends Groups	Park Operations	\$ 15,000	\$ 4,526	\$ 10,474		
Nature Center Fundraising	Nature Center Support	\$ 25,000		\$ 25,000		
County Fairgrounds Support (Fairgrounds Corp)	Programming/Facility Support	\$ 40,000	\$ 50,000	\$ (10,000)		
Parks Annual Campaign	Park Operations	\$ 5,000		\$ 5,000		
<b>Total</b>		<b>\$ 180,000</b>	<b>\$ 59,526</b>	<b>\$ 115,474</b>		<b>\$ -</b>
<b>Grant Funds</b>						
CO Water Conservation Board	Jones Park	\$ 250,000				
CO Dept of Natural Resources	Fuels Mitigation Grant	\$ 41,750				
<b>Total</b>		<b>\$ 291,750</b>				<b>\$ -</b>
<b>Parks Division Reservations</b>						
		<b>2016</b>			<b>2015</b>	<b>2015</b>
<b>Year to Date</b>		<b>Rentals</b>	<b>Attendance</b>	<b>Evaluation</b>	<b>Rentals</b>	<b>Attendance</b>
January		16	678	N/A	16	745
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
<b>Total</b>		<b>16</b>	<b>678</b>		<b>16</b>	<b>745</b>



<b><u>Parks Facility Reservations</u></b>	<b>2016</b>				<b>2015</b>	<b>2015</b>
<b><u>January</u></b>		<b><u>Rentals</u></b>	<b><u>Attendance</u></b>		<b><u>Rentals</u></b>	<b><u>Attendance</u></b>
<b><u>Bear Creek Regional Park</u></b>						
Archery Lanes						
Athletic Fields						
Pavilions						
Trails		1	500		1	500
Vendor						
Tennis Courts						
Vita Course						
Meeting Room		14	172		11	145
<b><u>Black Forest Regional Park</u></b>						
Athletic Fields						
Pavilions						
Vendor						
Tennis Courts						
<b><u>Fountain Creek Regional Park</u></b>						
Athletic Fields						
Pavilions						
Trails						
Disc Golf Course						
<b><u>Fox Run Regional Park</u></b>						
Athletic Fields						
Gazebo						
Warming Hut					3	50
Pavilions					1	50
Trails		1	6			
<b><u>Homestead Ranch Regional Park</u></b>						
Pavilions						
Athletic Fields						
Trails						
<b><u>Palmer Lake Recreational Area</u></b>						
Palmer Lake Santa Fe Trail						
<b><u>New Santa Fe Trail</u></b>						
Monument Trail Head New Santa Fe Trail						
Baptist Road Santa Fe Trail						
AFA Santa Fe Trail						
Vendor						
<b><u>Paint Mines Trail</u></b>						
<b><u>Rock Island Trail</u></b>						
<b><u>Black Forest Section 16</u></b>						
<b>Total Park Facility Reservations</b>		<b>16</b>	<b>678</b>		<b>16</b>	<b>745</b>
<b><u>Fairgrounds Facility Reservations</u></b>	<b>2016</b>				<b>2015</b>	<b>2015</b>
<b><u>Year to Date</u></b>		<b><u>Rentals</u></b>	<b><u>Attendance</u></b>	<b><u>Evaluation</u></b>	<b><u>Rentals</u></b>	<b><u>Attendance</u></b>
January		9	240		8	530
February						
March						
April						
May						

June						
July						
August						
September						
October						
November						
December						
<b>Total</b>						
<b><u>Fairgrounds Facility Reservations</u></b>		<b>2016</b>		<b>2015</b>		
<b><u>January</u></b>		<b><u>Rentals</u></b>	<b><u>Attendance</u></b>	<b><u>Rentals</u></b>	<b><u>Attendance</u></b>	
<b><u>Swink Hall - Fairgrounds</u></b>						
Fair Corporation Meeting		1	8	1	12	
FAB Meeting		1	15	1	14	
Lions Club Meeting		1	20	1	20	
COC Meeting		1	15	0	0	
Senior Dinner		2	147	1	54	
Funeral Dinner				1	400	
<b><u>Grounds/ Arena / Track</u></b>						
<b><u>Barns</u></b>						
<b><u>Livestock Arena</u></b>						
Snow & Go Gymkhana		1	10	1	20	
<b><u>Whittemore - Fairgrounds</u></b>						
Calhan Ranch Hand 4H		1	5	2	10	
<b><u>Exhibit Hall - Fairgrounds</u></b>						
<b>Month Total Fair Facility Reservations</b>		<b>9</b>	<b>240</b>	<b>8</b>	<b>530</b>	
<b><u>Vandalism Report</u></b>						
<b><u>Incident</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>	<b><u>Area</u></b>	<b><u>Cost</u></b>		
			2016 Total	\$ -		
			2015 Total	\$ 3,988		
<b><u>Volunteerism</u></b>		<b>2016</b>		<b>2015</b>		
<b>Total for Year</b>	<b><u>Goal</u></b>	<b><u>Volunteers</u></b>	<b><u>Total Hours</u></b>	<b><u>Volunteers</u></b>	<b><u>Total Hours</u></b>	
January		262	1271	401	1607	

February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Totals	20,000 hours	262	1,271	401	1,607	
		2016				
January		Volunteers	Total Hours			
Park Advisory Board		9	27			
Fair Advisory Board		14	704			
Fairgrounds Corporation		5	20			
Friends of the Nature Centers		32	152			
Adopt-A-Trail / Park / Volunteer Projects/		202	368			
Front Range Community Service						
Total		262	1,271			
Programming	Goal	2016			2015	2015
Totals for Year		Programs	Attendance	Evaluation	Programs	Attendance
January		33	1438	5.00	28	687
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Totals	800 / 21,000	33	1438	5.00	28	687

<u>January</u>	<u>Facility</u>	<u>Programs</u>	<u>Attendance</u>	<u>Evaluation</u>	
Discover Bear Creek	BCNC	1	12	5.00	
Incredible Insects	BCNC	1	13		
New Year's Eve Hike	BCNC	1	22	5.00	
Birthday Party: All About Animals	BCNC	1	25	5.00	
Active Adults: Exploring Colorado Through the Screen	BCNC	1	62	5.00	
Volunteer Orientation	BCNC	1	6		
Sustainability Series: Vermicomposting	BCNC	1	27	4.96	
Nature Explorers: Snowflakes & Snowmen	BCNC	1	18	5.00	
Little Wonders: Over & Under the Snow	BCNC	1	36	5.00	
Our House	BCNC	3	10		
Cheyenne Village	BCNC	1	14		
Community Intersections	BCNC	1	15		
Settler Care	BCNC	1	14		
City Parks Land Swap Meeting	BCNC	1	200		
Noodles & Company	BCNC	1	30		
Fountain Creek Master Plan Meeting	FCNC	1	19		
Recycling Exhibit Meeting	FCNC	1	12		
Nature Adventures: The 3 Bears	FCNC	1	31	5.00	
Winter Bird Count	FCNC	1	35	5.00	
Somerville Party	FCNC	1	50	5.00	
UCCS Environmental Studies Class	FCNC	1	40		
2's & 3's: What Good is a Tail?	FCNC	1	36	5.00	
Stellar Care	FCNC	1	10		
Bird Festival Meeting	FCNC	1	12		
Drawing Wildlife w/Mr. Rick	FCNC	1	42	5.00	
Birthday Party: Nature Detectives	FCNC	1	30	5.00	
Public Master Plan Meeting for FCRP	FCNC	1	40		
Outreach: Destination Ft. Carson	FCNC	1	500		
Cheyenne Village Day Center	FCNC	1	17		
Basics of Cast Iron Cooking	FCNC	1	30	5.00	
Scout: Cub Scout service project	FCNC	1	30		
<b>TOTALS</b>		<b>33</b>	<b>1438</b>	<b>5.00</b>	

**COMMUNITY SERVICES DEPARTMENT**

PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ RECREATION/CULTURAL SERVICES

**ADMINISTRATIVE SERVICES  
MONTHLY REPORT**

SABINE CARTER, ADMINISTRATIVE SERVICES COORDINATOR  
DEBRA REID, ADMINISTRATIVE SUPERVISOR

**January 2016**

**General Updates:**

1. Facility rental revenue is up by \$10,387 from this time in 2015.
2. There were 16 reservations made in January for a total of \$1,051.

**Special Events:**

1. The Pikes Peak Road Runners picked a sunny, beautiful day in January to kick off the 2016 event season at Bear Creek Regional Park by holding the Winter Series II running event.
2. The El Paso County Search and Rescue team conducted a K9 training day at Fox Run Regional Park.
3. Sabine Carter has received 38 special event permit applications thus far. These events include fundraiser walks and runs, community events, soccer, rugby, Frisbee, organization and church picnics with various equipments (bounce houses etc.), cross country events, day camps and concerts.



**COMMUNITY SERVICES DEPARTMENT**  
PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ RECREATION/CULTURAL SERVICES

**COMMUNITY OUTREACH and GRANTS**  
**Monthly Report – January 2016**  
**Christine Burns, Community Outreach Manager**  
**Dana Nordstrom, Community Outreach Coordinator**

**Community Outreach**

1. **COMMUNITY OUTREACH:** Staff has supported three community meetings this month. The Fountain Creek Regional Park Master Plan meeting lead by Ross Williams was informative and had a great turn out which included our new Parks Board member, Julia Sands de Melendez.
2. **PARTNERS IN THE PARK:** We have our first 2016 Partners in the Park donation from Bob and Elly Hostetler for Fox Run Regional Park.
3. **EL PASO COUNTY FAIR:** Staff has contacted our core sponsors. We will search for a new Presenting Sponsor this year for \$10,000.00. Please contact Dana Nordstrom at 520-6983 for more information.
4. **EL PASO COUNTY ARTS COMMITTEE:** The Board of County Commissioners passed a resolution with Cottonwood Center for the Arts to bring art work into Centennial Hall for 2016. Staff met with the County Administrator and a reception will be held at Centennial Hall **March 4<sup>th</sup>** at 4 pm to 5:30 pm.
5. **INNOVATION AWARD:** Staff submitted an application for the County's Innovation Awards Program to recognize the efforts of the Dog Park Memorial Team.

**Grants**

1. **Wildfire Risk Reduction Grant:** El Paso County Parks has received a purchased order from the Department of Natural Resources, Wildfire Risk Reduction Grant Program in the amount of \$41,750 for fuels mitigation projects within the Black Forest Regional Park and the Pinerias Open Space.



**COMMUNITY SERVICES DEPARTMENT**  
PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ RECREATION/CULTURAL SERVICES

**RECREATION & CULTURAL SERVICES DIVISION**  
MONTHLY REPORT – JAN UARY 2016  
SUBMITTED BY: TODD MARTS, DIVISION MANAGER

**General**

1. Staff submitted a Project Excellence nomination to the Society of Outdoor Recreation Professionals for the Fountain Creek Nature Center Expansion. The expansion of the Fountain Creek Nature Center was successful because of innovative funding partnerships, design/build process, and efficiently creating “green” usable public space to meet the community’s needs.
2. Staff submitted an El Paso County Innovation Award nomination for the Recreation and Cultural Services Division Innovative Programming Team. In 2015 the Innovative Programming Team worked extremely hard to successfully implement innovative programs and events. Their mission was to significantly expand the use of County Park facilities (Bear Creek Nature Center, Fountain Creek Nature Center, Fairgrounds, and County Parks) through innovative programming that is valued by our residents and visitors. In addition, these innovations enhanced tourism opportunities and created new revenue streams to support operations.
3. Staff served on the search committee for the El Paso County Extension Agent for Family and Consumer Science. This individual will provide leadership for the overall family and consumer sciences program in El Paso County and also provide support for regional and state programming in food safety, food preservation, nutrition and health and local foods.
4. Staff attended the National Western Stock Show and discovered new vendors, agricultural contacts and enjoyed the stick horse rodeo. We will try to implement a few of their ideas into our stick horse rodeo at Fair.

**Projects, Fundraising & Grants:**

1. Bear Creek Nature Center is working with Advanced Resource Management, Inc. on the conceptual design for new and refurbished exhibits. Once conceptual design is finalized donations will be solicited to meet the fundraising goal of \$200,000. \$150,000 of voter



approved 1A money along with \$25,000 of the Friends of El Paso County Nature Centers money will be used for the new exhibits.

2. Staff submitted a grant request to the Broadmoor Garden Club for the installation of a pollinator garden in the front of the Bear Creek Nature Center. The current garden beds do not have an irrigation system to them which hinders the success and the plants. The grant will help cover the cost of irrigation and well as pollinator plants. The desire to install pollinator plants is to increase the number of safe places pollinating insects and other animal's habitat as well as use the gardens as a tool to educate the public on the importance of pollinators for our environment and health.
3. Staff made progress this month on making the Recycling Exhibit a few steps closer to reality. Todd & Nancy met with Kathy Andrew of Environmental Services to collaborate on content. A meeting with the exhibit fabricator is scheduled for February.

### **Programming:**

1. Bear Creek's Active Adult Club continues to expand with public interest. The Active Adult Club meets once monthly for hikes, presentations, classes and other activities. January's activity was a presentation by local Falcon Guides author Susan Joy Paul. Ms. Paul presented on three topics, Colorado's mountain peaks, Colorado's hot springs, and Colorado's waterfalls. There was great attendance with over sixty participants. Adult programming is increasing at Bear Creek Nature Center as a need in the community has been recognized.
2. Planning of the 2016 El Paso County Fair is in full swing. The County Fair website has been updated promoting sponsorships, vendors and Fair Queen information. The three main entertainment acts for Fair, Great Duck Races, Loop Rawlins, and Aussie Kingdom, have been selected with two contracts complete. Fair Queen Clinic and Contest have been scheduled and are currently being advertised.
3. Through the winter months we continue to promote and use the indoor arena for horse events and open riding. The Mounted Sheriff's department uses it for training, the Snow and Gymkhana are going well and we have 4-H clubs exercising their horses.
4. Four Interpretive Volunteers spent seven hours at the semi-annual **at Destination Ft. Carson Event** to welcome new soldiers and their families to the area. They represented the El Paso County Nature Centers to approximately 500 in attendance. They handed out stickers, program guides, park maps, nature center brochures and delivered a very warm welcome to those serving our country.
5. "If you draw it, you will remember it!" was the theme of this very popular Drawing Wildlife program led by Rick Flores, Interpretive Volunteer. His step by step instructions on how to draw animals in the wetlands was well received by 42 people.



Afterwards, Rick and Nancy led a hike around the Cattail Marsh to observe and draw wildlife. Besides learning to draw the animals, participants loved learning the name for animal babies and their groups such as beavers have “kits or pups” and a group of frogs is an “army.”

6. “Basics of Cast Iron Cooking” was a new, innovative program that sold out days before the program! The theme of the hands-on, cooking-over-the-fire workshop highlighted the fact that cast iron is versatile, lasts forever and is a sustainable choice. Participants baked cobbler, cornbread, ground cornmeal, and enjoyed hot cocoa over campfires at the Outdoor Classroom and learned how to season and maintain cast iron cookery.

**COMMUNITY SERVICES DEPARTMENT**

PARK OPERATIONS ~ PLANNING ~ RECREATION/CULTURAL SERVICES  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ CSU EXTENSION

**Date:** February 10, 2016  
**To:** Park Advisory Board  
**From:** Elaine Kleckner, Planning Manager  
**Subject:** Planning Division Monthly Report for January, 2016

**Capital Projects:**

1. **Elephant Rock Open Space:** A landowner approached El Paso County Parks regarding acquisition of 60 acres of undeveloped property along the new Santa Fe Trail and adjacent to the Elephant Rock formation. Staff is working with the Trails and Open Space Coalition (TOSC), the Tri-Lakes Chamber of Commerce and other interested parties to raise funds for acquisition. Ballot Question 1A funds and regional park fees comprise the majority of the project budget. Only \$31,500 more is needed to meet the fundraising goal of \$340,000.
2. **Rainbow Falls Recreation Area:** The Board of County Commissioners recognized and appropriated \$308,000 in federal funds received through the State Surface Transportation Improvement Program to the project in 2014. Proposed improvements include bank stabilization, service road/trail surfacing, park amenities, secondary trails and parking lot improvements. The Matrix Group prepared construction documents and cost estimates. Staff is now working with the Colorado Department of Transportation (CDOT) on a License Agreement and to obtain an Option Letter (to formally encumber construction funds). Procurement of a general contractor will be the next step. CDOT has advised that construction may not begin until its bridge repairs are underway this winter.
3. **Pineries Open Space:** FEMA-funded building demolition has been completed. Building improvements, including a new restroom, are underway and are scheduled to be completed in early 2016. Planning Division will initiate a design/build process for other Phase 1 improvements in the second quarter. Fire impacts will need to be addressed to make way for trails and recreation facilities proposed in the Pineries Open Space Master Plan and to restore a healthy forest. The Rocky Mountain Field Institute (RMFI) will be assisting with forest management work this winter. A rare plant survey was conducted, with field assessment days on May 15-16 and July 17-18. Preliminary results have been delivered, and a final report is expected by the end of February. A Culturally Modified Tree assessment was completed and the accompanying reports are being finalized.

4. **Black Forest Regional Park:** Planning Division continues to work on recovery projects and is helping coordinate volunteer projects in 2016. Planning for drainage improvements, forest restoration, and an update of the trails master plan was initiated and will carry over into 2016.

5. **Falcon Regional Park:** The Falcon Regional Park Master Plan was approved by the Board of County Commissioners on March 3, 2015. Construction documents for Phase 1A improvements were completed with assistance from NES Inc. consultants. The County selected American Civil Constructors to perform the work, with a completion date of June 30, 2016. The focus for Phase 1A will be baseball fields, access and parking areas, park infrastructure, and basic park amenities. Excavation and utility installation are now underway.

6. **New Santa Fe Regional Trail Improvements:** Tapis Associates completed a trail safety and maintenance assessment in late 2014. Due to the rain and subsequent flooding of May 2015, a reassessment was commissioned to determine additional damage and inform FEMA scoping. The reassessment was completed in November and will be useful tool for managing repairs. Construction will take place in early 2016 if access issues are can be resolved with the Air Force Academy.

7. **Falcon Trailhead Improvements:** The County received State funding for the project in 2014. Planning Division staff has completed the final design, site maps, and bid package. Procurement and the construction phase will launch in early 2016.

#### **Flood Recovery:**

1. **2015 Flood Recovery:** FEMA made a declaration of Public Assistance on July 16 for flood damages occurring May 4 through June 16. Estimates for all damages, debris removal and emergency response for Parks are \$3,100,500. Staff is working with State and FEMA officials and has developed scopes of work for damaged areas. FEMA project worksheets are close to completion, and grant agreements will follow.

2. **Highway 85/87/Maxwell Street Trailhead Bank Stabilization Project:** The County requested assistance from the U. S. Army Corps of Engineers (USACE) under its Section 14 Program to help address bank erosion at the Maxwell Street Trailhead. FEMA funds have been used to stabilize the toe of the slope, but trails and trailhead are still at risk, as are the highway bridge and Colorado Springs Utilities infrastructure. The USACE and the County have allocated funds for a feasibility study/environmental assessment and the County has secured the local match for design and construction of the \$2.5 million project. The Planning Division is leading the project for the County and is working with the USACE to complete the feasibility study in 2016. Construction is planned in 2017-2018.

3. **Fishers Canyon Pedestrian Crossing:** El Paso County Parks received CDBG funds to replace a damaged pedestrian crossing of the Fountain Creek Regional Trail over Fishers Canyon. Procurement was completed in July, and construction launched in November. Project completion is expected in early 2016.

## **Planning:**

- 1. Fountain Creek Regional Park Master Plan:** With recently completed improvements at the Fountain Creek Nature Center and at Clear Spring Ranch, interest has increased in other potential improvements along the Fountain Creek corridor. Flooding in 2013 and 2015 made the need for additional planning and restoration an even higher priority. The development of the Fountain Creek Regional Park Master Plan began in the fall of 2015. The process will include site analysis, analysis of current use and needs, stakeholder and public involvement, and development of a plan to guide future improvements and management actions. The master plan will be completed in May of 2016.
- 2. Fountain Creek Watershed, Flood Control and Greenway District:** Staff continues to participate in District Technical Advisory Committee and Citizens Advisory Group meetings. The committees help develop and implement watershed restoration and enhancement projects.
- 3. Geographic Information Systems (GIS):** Staff is working with the County Information Technology Department to expand El Paso County Parks' use of GIS for data collection, operational, and planning applications. New regional park maps have been completed or are in process, and new and/or improved datasets have been received.

## **Development Permit Application Reviews:**

Staff reviewed a total of two development permit applications in January. Pioneer Landing 2 at Lorson Ranch PUD and Preliminary Plan (2<sup>nd</sup> review), 1041 Permit Application for a Solar Array (CSU), and a Service Plan Proposal for the Peaceful Ridge Metropolitan District.

**COMMUNITY SERVICES DEPARTMENT**  
PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH  
ENVIRONMENTAL SERVICES ~ VETERANS SERVICES ~ RECREATION/CULTURAL SERVICES

**PARK OPERATIONS DIVISION**  
**MONTHLY REPORT**  
**JANUARY 2016**

**Operations/Misc. Projects.**

**Re-organization** – The park operations district has been disbanded and the remaining two staff members were moved to the central and south districts. The park operations supervisor will now focus on project management for all 1A projects, providing support for the Falcon Regional Park, Fairgrounds, and all smaller projects that will be part of the funding increase to park operations.

**Bear Creek I-Central Project** – This project is now under the leadership of the Central District with support from the project supervisor.

**Fountain Creek Nature Center-** Operations staff diagnosed and located the short in the electrical system that operates the parking lot lights. Repairs will be completed to the shorted wire next month.

**Fountain Creek Regional Park-** This project is now under the leadership of the South District with support from the project supervisor. Currently the trencher is dedicated to the I-Central project. Once trenching is complete at Bear Creek Terrace the trencher will be transported to the South District to commence repairs.

**Project List** – The Parks Division received \$50,000 in new funding for 2016 park projects. The park project supervisor is working with the Division Manager on coming up with a plan to spend the new funds in a manner that will help with sustainability and infrastructure.

**Central District**

**Bear Creek Regional Park** –Staff continues to prune to prepare for spring. Staff is about 75% done with interior construction of the volunteer tool trailer to prepare spaces for the organization of tools



**Bear Creek Bridge** - Staff has completed a bridge for the water crossing on the south side of the regional trail on Bear Creek East.

**Renovation Project** – Staff completed all painting, stripping and waxing floors and deep cleaning. Staff also built several tool racks for miscellaneous tools.

**Homeless** - Staff had major issues this past month. Staff continues to work with Keep Colorado Springs Beautiful and the Homeless Outreach Team. Staff cleaned a minimum of six homeless camps in January.

**BCRP Dog Park**- Staff is making efforts to finalize the memorial construction project. The monolith is being engraved and the major donor names were approved. Admin staff is working on finalizing the memorial donor marker purchase procedures and awarding a contract. Staff ordered a kiosk for advertisement and is constructing trash cribs and bag dispensers.

**BCRP Nature Center**- Staff spent a large amount of time on snow removal in January. Staff is working on putting up informative signs on the Nature Center/Song Bird Trail.

**Rainbow Falls**- Graffiti removal continues. Staff spent over 60 hours in January on this task. Staff repaired a large wash at the main entrance by adding class six road base.

**Ute Pass Regional Trail** – Nothing to report. Weather is a factor in accessing the trail.

**Jones Park**- Nothing to report.

**Downtown Facilities**- Staff has completed major pruning and continues with fall clean-up. Staff is in the first phase of constructing a zero scape landscaping area for Centennial Hall.

## **East District**

**Homestead Ranch Regional Park** - Class six road base has been delivered for trail repairs. It is being stored in the bullpen and parking lot. Staff met with a Boy Scout troop leader for a potential project to re-do flower beds around the playground and 6x6 timbers around the benches filled with crusher fines. Staff met with security to review an area that has been the location of illegal campfires.

**Fairgrounds** - Speakers have been cleaned and put up. Staff has been refurbishing all picnic tables and trash bins as well as replacing broken trash crib pickets. Staff has met with the Division Manager and created a fair schedule as well as a to-do list with timelines. Staff is drafting bid letters for the tents and septic to be completed by February 15<sup>th</sup>. Staff is ahead of last year's preparation for the fair. Staff contacted state DOT to request no road construction projects take place during the county fair.

**Rock Island Trail** - Staff installed all of the panels, signs and the drop post at Rock Island Trailhead for the Tree-cycle event. Staff coordinated with Eric Parsons from the El Pomar

Foundation and he has already locked up the drop post. The East District will be teaming up with the North District to complete the tree chipping duties again this year.

**Paint Mines-** Staff is checking with the Palmer Land Trust to see if the mounted patrol is allowed to be in the park for security purposes as horses are not allowed per the land management agreement.

**Falcon Regional Park -** Ground work has begun. Both ballfields and parking lots are graded. The parking lot is the next area under construction. The East District Supervisor has been attending construction meetings to ensure park needs are addressed.

## **North District**

**General/Admin** – Staff continues to perform snow removal duties in the North District at CSC and Mark Dabbling Fleet. The North and East district staff worked together to chip over 1400 Christmas trees at both the Baptist and Falcon trailheads as part of the Treecycle efforts. Staff continues to perform sign and trash crib maintenance in the shop during cold weather hours. Staff received their yearly performance evaluations and their expectations for the upcoming year. The Parks Manager held a lunch and planning meeting at the Fox Run shop with North district staff to prepare for 2016. Staff attended the annual employee satisfaction meetings with the Manager and Director to discuss what successes we had in 2015 and what can be improved for 2016. Staff met with the clothing vendor to establish a website so that each employee can place their clothing orders online to be more efficient in the ordering process. Staff attended the January Park Advisory Board meeting to participate in the recognition of the Partners in the Park donors for the North district. Staff installed new cabinets and drawers in the maintenance shop break room that was recycled from another county building.

**Training** – PMI Mandry is currently in classes to obtain his Master Gardener certificate through the Colorado State Extension office. Our last employee attended the mandatory Workplace Harassment training through EBMS.

**Trail Maintenance** – The North District continues to monitor trail damage along the trails and trailheads. Staff is not performing any repairs at this time for FEMA purposes.

**Section 16** – Staff repaired a long section of the split rail fencing that surrounds the parking lot. Staff made door jamb repairs to the restroom facility adjacent to the parking lot.

**Black Forest Regional Park** – Staff repaired and repainted the entrance sign to the DOT Outpost yard on Shoup road.

**Fox Run Regional Park** - Staff had to make some minor repairs and perform intense cleaning at the Warming Hut restroom due to a vandalism incident. Vandals tore off some paper dispensers and set a small fire on the concrete floor. Staff cleaned out and organized the chemical shed. Staff performed grading and resurfacing work on the Stella entrance to repair the many potholes in the road.

**Pineries Open Space** – The new restroom unit was delivered to the trailhead and is 75% installed. Personnel from the Rocky Mountain Field Institute have been onsite to start their scope of work for the 2016 season. They are flagging and performing vegetation and tree removal along the tier 1 trail corridor and marking burnt trees for removal along the south east corner of the property.

**Friends Groups/Volunteer Events** – There were no events this month.

**\$50,000 Fox Run CIP Project** – Staff met with the Manager to discuss some options for these funds in 2016. The scope of work has not yet been decided on but will probably include asphaltting the Stella entrance.

**New Santa Fe Regional Trail** – The construction for the new roundabout at the Baptist Road Trailhead continues by County DOT. Park management is attempting to get some trail grading and a water connection to the restroom facility included in the project. Staff removed the entrance sign at Hwy 105 to bring back to the shop for maintenance and repainting.

## **South District**

**General Overview and Staffing-** Staff completed the shop office make-over. During inclement weather periods staff removed old carpet and cabinets. Staff downsized filing cabinets and removed old cluttered shelving. Staff tiled office floor, installed new floor trim, sanded and re-stained office door, also repainted office. All work was done with salvaged materials. No money was spent on this project. Staff also attended Public Water Training. Staff completed annual performance evaluations. Staff enjoyed a lunch meeting and district review with Parks Manager Brad Bixler.

**Equipment-** Fleet completed modification of the tool cat and snow thrower. The district now has this equipment to aid in the event heavy snowfall occurs. The district now has full complement of plow trucks, as fleet completed repairs to 973. However, the district is down a Kubota Plow, as our Kubota developed an oil leak and is in for repair.

**Willow Springs** – Staff completed routine maintenance. One of our volunteers, Randy Fielder, contributed over 80 hours of volunteer work picking up trash and trimming trees around the ponds.

**Fountain Creek Regional Park** – Staff completed modifications of the utility room at the restroom. Staff relocated the public water system chlorinating mix tank to a more accessible location. This change will improve efficiency and help staff improve water treatment.

Staff began the process of refurbishing the pavilion picnic tables. The refurbishing will include stripping old paint, priming and repainting the table legs and support bars.

Staff has been involved in the Park's Master Planning process, as it moves along.

Staff conducted winter watering for the young trees in the park.



**Grinnell Boulevard** – Staff carried out routine maintenance. Staff completed winter watering. Staff removed two trees that were run over by traffic veering off Grinnell. Staff completed leaf and debris cleanup.

**Widefield Park** – Staff conducted routine maintenance. Staff completed winter watering.

**Ceresa Park** – Staff conducted routine maintenance. Staff conducted walk through meeting with department manager, Brad Bixler, to discuss future plans for the park. Staff painted over graffiti on restroom door.

**Stratmoor Valley Park** – Staff conducted routine maintenance. Staff closed off trail south of the Fisher's Canyon Bridge Project.

**Hanson Open Space Trailhead** – Staff conducted routine maintenance.

**Maxwell Trailhead** – Staff closed off trail access at the trailhead north of the Fisher's Canyon Bridge Project. Contractors started the first phase of the Fisher's Canyon Bridge Project.

**FC Nature Center** – Staff conducted routine maintenance.

**Clear Springs Ranch** – Staff conducted routine maintenance.

**Additional Sites** – Staff performed routine maintenance checks at the following locations:  
McCrea Reservoir, Mule Train

**Other** - Staff performed equipment maintenance approximately 8 hours per week.