

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

Park Advisory Board

Meeting Agenda

Wednesday, December 14, 2016 – 1:30 p.m.

Centennial Hall, 200 S. Cascade, Colorado Springs

<u>Item</u>	<u>Presenter</u>	<u>Recommended Action</u>
1. Call Meeting to Order	Chair	
2. Approval of the Agenda	Chair	Approval
3. Approval of Minutes	Chair	Approval
4. Introductions / Presentations	Chair	Information
A. 2016 Volunteer of the Year	Chair	Information
5. Citizen Comments / Correspondence on Items Not On the Agenda (limited to five minutes unless extended by Chair)	Chair	
6. Development Applications		
None		
7. Information / Action Items		
A. El Paso County Nature Centers - 2016 Special Events Report	Mary Jo Lewis / Nancy Bernard	Information

<u>Item</u>	<u>Presenter</u>	<u>Recommended Action</u>
B. Bear Creek Garden Association Facility Use Agreement	Tim Wolken	Endorsement
C. 2017 Action Plan	Tim Wolken	Endorsement
8. Monthly Reports	Staff	Information
9. Board / Staff Comments		
10. Adjournment		

RECORD OF PROCEEDINGS

*Minutes of the November 9, 2016
El Paso County Park Advisory Board Meeting
Centennial Hall
Colorado Springs, Colorado*

Members Present:

Bob Falcone, Chair
Ann Nichols, 1st Vice Chair
Judi Tobias, Secretary
Shirley Gipson
Julia Sands de Melendez
Todd Weaver
Alan Rainville

Staff Present:

Tim Wolken, Community Services Director
Ross Williams, Park Planner
Elaine Kleckner, Planning Manager
Todd Marts, Recreation/Cultural Service Manager
Sabine Carter, Administrative Services Coordinator
Jason Meyer, Project Manager
Brad Bixler, Park Operations Manager
Patrick Salamon, South District Maintenance Supervisor

Absent: Jane Dillon, Terry Hayes

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 1:30 p.m. by Bob Falcone, Chair.
2. Approval of Agenda: Shirley Gipson made a motion to approve the meeting agenda. Alan Rainville seconded the motion. The motion carried 6 - 0.
3. Approval of Minutes: Ann Nichols made a motion to approve the October 12, 2016 meeting minutes. Shirley Gipson seconded the motion. The motion carried 6 - 0.
4. Introductions and Presentations:

None
5. Citizen Comments / Correspondence:

None
6. Development Applications:

(Julia Sands de Melendez joined the meeting at 1:42p.m. during the Lorson Ranch presentation).

A. Lorson Ranch East – PUD Development Plan and Preliminary Plan (PUDSP-16-003)

Jason Meyer presented an overview of the Lorson Ranch East – PUD Development Plan and Preliminary Plan (PUDSP-16-003) and addressed questions. Bob Falcone and Shirley Gipson expressed concern that the proposed open space is primarily drainage ditches and utility easements.

Bill Koerner from the Trails and Open Space Coalition commented that open space should be natural open space and primarily used for drainage and easements. He stated that the Lorson Ranch residents continue to express interest in additional parks, open space and trail connections.

The Board directed County Parks staff to meet with the developer to discuss the potential development of urban park opportunities in Lorson Ranch East and report back to the Board.

Judi Tobias recommended to the Planning Commission and Board of County Commissioners that the approval of the Lorson Ranch East PUD Development Plan / Preliminary Plan include the following conditions: (1) Require fees in lieu of land for regional park purposes in the amount of \$281,568 and urban fees in the amount of \$177,656. A park lands agreement may be an acceptable alternative to urban park fees provided the agreement is approved by the County and executed prior to recording the final plat. (2) Encourage the applicant to provide additional usable open space areas outside of utility easements and drainage facilities (3) Encourage the applicant to provide urban recreation opportunities, and to continue to develop a system of connected trails throughout Lorson Ranch for the benefit of the residents within the project area. Shirley Gipson seconded the motion. The motion carried 7 - 0.

B. Academy Gateway – Preliminary Plan and Filing 1 Final Plat

Jason Meyer provided an overview of the Academy Gateway – Preliminary Plan and Filing 1 Final Plat and addressed questions by the Board.

Academy Gateway Preliminary Plan

Ann Nichols recommended to the El Paso County Planning Commission and Board of County Commissioners that the approval of Academy Gateway Preliminary Plan include the following condition: A 25-foot wide public trail easement shall be provided for a Regional Trail, trail construction, and maintenance, consistent with the Parks Master Plan and Land Development Code, along the southern site boundary. Shirley Gipson seconded the motion. The motion carried 7 - 0.

Academy Gateway Filing No. 1 Final Plat

Ann Nichols recommended to the El Paso County Planning Commission and Board of County Commissioners that the approval of Academy Gateway Filing No. 1 Final Plat include the following condition: A 25-foot wide public trail easement shall be provided for a Regional Trail, trail construction, and maintenance, consistent with the Parks Master Plan and Land Development Code, along the southern site boundary. Shirley Gipson seconded the motion. The motion carried 7 - 0.

C. Paint Brush Hills Filing No. 13D Final Plat

Ross Williams provided an overview of the Paint Brush Hills Filing No. 13D Final Plat and addressed questions by the Board.

Ann Nichols recommend to the Planning Commission and the Board of County Commissioners that the approval of Paint Brush Hills Filing No. 13D Final Plat include the following conditions: Require fees in lieu of land dedication for regional park purposes in

the amount of \$32,592 and urban park fees in the amount of \$20,564. Judi Tobias seconded the motion. The motion carried 7 - 0.

D. Springs at Waterview 2016 Sketch Plan Amendment / PUD Development Plan / Preliminary Plan / Final Plat

Ross Williams provided an overview of the Springs at Waterview 2016 Sketch Plan Amendment / PUD Development Plan / Preliminary Plan / Final Plat and addressed questions by the Board. Bob Falcone expressed concern regarding only .46 acres of land being dedicated by the developer as open space in the sketch plan. Ross Williams stated that the El Paso County Planning staff expressed similar concerns and will discuss with the developer.

Springs at Waterview 2016 Sketch Plan Amendment

Shirley Gipson recommended to the Planning Commission and the Board of County Commissioners that the approval of Springs at Waterview 2016 Sketch Plan Amendment includes the following conditions: (1) the Springs at Waterview 2016 Sketch Plan shall show the Grinnell Boulevard Secondary Regional Trail, (2) fees in lieu of land dedication for regional and urban park purposes will be required time of the recording of the Final Plat. Julia Sands de Melendez seconded the motion. The motion carried 7 - 0.

Springs at Waterview PUD Development Plan

Ann Nichols recommended to the Planning Commission and the Board of County Commissioners that the approval of Springs at Waterview PUD Development Plan includes the following conditions: (1) provide additional open space within the current PUD Development Plan and subdivision to accommodate the regional trail on the east side of Grinnell Boulevard, (2) the developer is encouraged to explore urban park options in the form of a neighborhood pocket park or other recreational opportunities, (3) designate and provide to El Paso County a 25-foot trail easement along the east side Grinnell Boulevard that allows for public access, as well as construction and maintenance by El Paso County of a secondary regional trail, and the easement shall be shown on the PUD Development Plan, Preliminary Plan, and Final Plat, and the aforementioned easement be dedicated to El Paso County on the Final Plat, (4) and require fees in lieu of land dedication for regional park purposes in the amount of \$26,880 and urban park fees in the amount of \$16,960. Shirley Gipson seconded the motion. The motion carried 5 - 2. (Bob Falcone and Todd Weaver opposed).

Springs at Waterview Preliminary Plan

Ann Nichols recommended to the Planning Commission and the Board of County Commissioners that the approval of Springs at Waterview Preliminary Plan includes the following conditions: (1) provide additional open space within the subdivision to accommodate the regional trail on the east side of Grinnell Boulevard, (2) the developer is encouraged to explore urban park options in the form of a neighborhood pocket park or other recreational opportunities, (3) designate and provide to El Paso County a 25-foot trail easement along the east side Grinnell Boulevard that allows for public access, as well as construction and maintenance by El Paso County of a secondary regional trail, (4) and require fees in lieu of land dedication for regional park purposes in the amount of \$26,880 and urban park fees in the amount of \$16,960. Shirley Gipson seconded the motion. The motion carried 5 - 2. (Bob Falcone and Todd Weaver opposed).

Springs at Waterview Final Plat

Ann Nichols recommended to the Planning Commission and the Board of County Commissioners that the approval of Springs at Waterview Final Plat includes the following conditions: (1) provide additional open space within the subdivision to accommodate the regional trail on the east side of Grinnell Boulevard, (2) the developer is encouraged to explore urban park options in the form of a neighborhood pocket park or other recreational opportunities, (3) show on the Final Plat and dedicate to El Paso County a 25-foot trail easement along the east side Grinnell Boulevard that allows for public access, as well as construction and maintenance by El Paso County of a secondary regional trail, (4) and require fees in lieu of land dedication for regional park purposes in the amount of \$26,880 and urban park fees in the amount of \$16,960. Shirley Gipson seconded the motion. The motion carried 6 - 1. (Todd Weaver opposed).

E. Mayeda Replat / Minor Subdivision

Ross Williams provided an overview of the Mayeda Replat / Minor Subdivision and addressed questions by the Board.

Julia Sands de Melendez recommended to the Planning Commission and Board of County Commissioners that approval of the Mayeda Replat / Minor Subdivision include the following condition: Require fees in lieu of land dedication for regional park purposes in the amount of \$672. Shirley Gipson seconded the motion. The motion carried 7 - 0.

F. Pony Tracts Minor Subdivision

Ross Williams provided an overview of the Pony Tracts Minor Subdivision.

Judi Tobias recommended to the Planning Commission and Board of County Commissioners that approval of the Pony Tracts Minor Subdivision include the following condition: Require fees in lieu of land dedication for regional park purposes in the amount of \$1,008. Julia Sands de Melendez seconded the motion. The motion carried 7 - 0.

G. Taylor Acres Minor Subdivision

Ross Williams provided an overview of the Taylor Acres Minor Subdivision and addressed questions by the Board.

Shirley Gipson recommended to the Planning Commission and Board of County Commissioners that approval of the Taylor Acres Minor Subdivision include the following condition: Require fees in lieu of land dedication for regional park purposes in the amount of \$1,008. Julia Sands de Melendez seconded the motion. The motion carried 7 - 0.

7. Information / Action Items:

A. 2017 Facility Use Fee Schedule

Tim Wolken provided an overview of the 2017 Facility Use Fee Schedule with a proposed fee increase of \$2 for the hourly rental of the Creekside meeting room and addressed questions by the Board.

Shirley Gipson moved to endorse the proposed 2017 Facility Use Fee Schedule. Judi Tobias seconded the endorsement. The motion carried 7 - 0.

B. Rock Island Regional Trail Extension

Jason Meyer provided an overview of the Rock Island Regional Trail improvements/extensions. The existing regional trail was upgraded to meet current trail standards and includes new trail connections to Meridian Road, McLaughlin Road and High Prairie Library.

C. Ceresa Park Renovation Project

Brad Bixler and Patrick Salamon provided an overview of the Ceresa Park renovation project. The improvements include irrigation upgrades, installing additional grass areas, playground upgrades, hazardous tree removal and noxious weed mitigation. A majority of the renovations are being completed by in-house staff.

8. Monthly Reports:

None

9. Board/Staff Comments:

Bob Falcone mentioned that he volunteered for a Rocky Mountain Field Institute project that included improvements at Black Forest Regional Park and he noticed visible revegetation in the park.

10. Adjournment: **The meeting adjourned at 3:27 p.m.**

Judi Tobias, Secretary

El Paso County Park Advisory Board

Agenda Item Summary Form

Agenda Item Title: 2016 Volunteer of the Year
Agenda Date: December 14, 2016
Agenda Item Number: #4 - A
Presenter: Bob Falcone, Chair, Park Advisory Board
Information: X **Endorsement:**

Background Information:

At the December meeting each year, the Park Advisory Board presents a Volunteer of the Year Award to a deserving volunteer who has contributed significantly to El Paso County Parks programs, services and / or facilities.

Previous winners include:

- 2007 – Ron Buchanan
- 2008 - Shirley Gipson
- 2009 - Char Nymann
- 2010 - L'aura Montgomery
- 2011 - Hank Hoover / Jim – Sally Austin
- 2012 - Rise Foster-Bruder
- 2013 - Rex Miller
- 2014 - Rampart Range Rotary Club
- 2015 - Shanti Toll

A committee of PAB members and staff selected Ms. Sarah Kay as the 2016 Volunteer of the Year. Please find attached a resolution honoring Ms. Kay's service.

Recommended action:

Information only

Resolution

WHEREAS, the El Paso County Park Advisory Board hereby acknowledges the exemplary volunteer services of Sarah Kay and has selected her for the 2016 El Paso County Parks Volunteer of the Year Award; and

WHEREAS, Sarah has loved and supported the Fountain Creek Nature Center by her attendance at 30 nature camps since the age of five years old; and

WHEREAS, Sarah became a teen volunteer at the age of 14 and has continued volunteering consistently for three years while being an active student at Mesa Ridge High School; and

WHEREAS, Sarah is an active Teen Volunteer at Fountain Creek Nature Center, and has volunteered for nine summer nature camps between 2014 and 2016, and has committed 56 hours of volunteer time at nature camps and special events in 2016; and

WHEREAS, Sarah is a very valuable volunteer with her positive attitude, her ability to know what to do before being asked, remembering to bring the first aid kits and spray bottles for cooling off young campers on hikes, prepares snacks and crafts and then cleans up, and is a great example for other teen volunteers; and

WHEREAS, Sarah loves hiking with the nature campers, has become an excellent photographer for the nature camp "End of Week" slide show, and is always assisting with games, fishing and other camp activities; and

WHEREAS, Sarah has grown her knowledge of the wetlands, the flora and fauna of the park, appreciates the trail systems, acts as a steward for the park by cleaning up trash and debris, tells others about the value of the park and open space, and recruits other teen volunteers.

NOW, THEREFORE, BE IT RESOLVED that the Park Advisory Board hereby expresses its appreciation to Sarah Kay for her volunteer service to El Paso County Parks and presents the 2016 Volunteer of the Year Award to Miss Kay;

AND BE IT FURTHER RESOLVED that this Resolution be recorded in the minutes of the El Paso County Park Advisory Board Meeting, and thereafter preserved as a tribute to Sarah Kay's volunteer service, and an executed copy thereof be first read and then delivered to Miss Kay.

DONE THIS 14th day of December, 2016, at Colorado Springs, Colorado.

Park Advisory Board of El Paso County, Colorado

By: _____
Bob Falcone, Chair, Park Advisory Board

El Paso County Park Advisory Board

Agenda Item Summary Form

Agenda Item Title: Nature Centers 2016 Special Events Report

Agenda Date: December 14, 2016

Agenda Item Number: #7 - A

Presenter: Nancy Bernard & Mary Jo Lewis

Information: X **Endorsement:**

Background Information:

The staff at the Nature Centers have created several successful special events. Through the innovative programming team staff have strived to accomplish the following objectives identified in the El Paso County Strategic Plan.

- Expand recreation and education opportunities and programs that build the area's natural and cultural resources and heritage.
- Partner with non-profit organizations in the development of new event opportunities, such as an annual Heritage Festival, to celebrate our region's diverse cultural heritage, arts, foods and music.
- Promote the use of County facilities, in collaboration with local non-profit organizations, for state, regional and national events.

The following are highlights of the 2016 special events:

Fountain Creek Family Fun Day

Over 400 people attended the annual spring special event at Fountain Creek Nature Center, Family Fun Day. It is offered free to active military families as a "good neighbor" gesture to Ft. Carson with over 200 military people participating. Community partners included Papa Murphy's Pizza, Dinosaur Resource Center, Trout Unlimited, 4-H, Bestway Recycling Superhero, Fountain Creek Watershed District, USAFA Falconers, CO Parks & Wildlife and the Florissant Fossil Beds.

Pikes Peak Birding & Nature Festival

The second annual Pikes Peak Birding and Nature Festival based at Fountain Creek Nature Center was a success with over 150 registrations. This community wide collaboration includes Garden of the Gods, Cheyenne Canon, Mueller State Park, Cheyenne Mountain State Park, Cheyenne Mountain Zoo, Pikes Peak Community College, Pinello Ranch and Chico Basin. Participants are offered twenty field trips and 15 seminars.

Happy Trails Fundraiser and Bear Creek Nature Center 40th Celebration

Happy Trails, the annual fundraising event for the El Paso County Nature Centers in August at the Bear Creek Nature Center raised \$10,000 to support the new exhibits at

Bear Creek Nature Center. Bear Creek Nature Center also celebrated its 40th anniversary with live animals, guided walks, puppet shows, and hundreds of bear shaped cookies. 428 people enjoyed the free event with dozens of past volunteers and staff from the 1980's joining in the festivities.

Pumpkin Carving Party & Jack-o-Lantern Trail

Attendance at this annual special event at Fountain Creek Nature Center increased exponentially from 388 in 2015 to 1,000 this year. Revenue from both the party and evening event including a \$1500 grant from KOHL's totaled over \$8,000.

Bear Creek Bear Run

The second annual Bear Creek Bear Run had over 200 runners dressed in bear suits on the trails at Bear Creek Nature Center. 20 volunteers assisted with the event that raised \$7,000. Sponsors included the Black Bear Diner, Farmers Insurance Agency, and 103.9 RXP.

Recommended action:

Information only




Nature Centers 2016 Special Events Report

Fountain Creek Family Fun Day

May 7, 10AM-2PM





Weather
Overcast & threatening rain

Participation
434 people
220 Free Military

Staff
4 FCNC staff
1 BCNC staff

Volunteers
31 Volunteers

Revenue
~\$1,000 (gate receipts, soda sales, merchandise sales, donations)

Partners/Presenters
13

3rd Annual Girl Scout Day

April 16, 9AM-3PM





Badge Programs

Daisies:
Make the World a Better Place
Considerate and Caring

Brownies:
Outdoor Adventurer
First Aid

Juniors:
First Aid
Camper
Drawing
Hiker
Bugs

Fountain Creek Family Fun Day















13 Partners & Presenters

Papa Murphy's
Dinosaur Resource Center
Florissant Fossil Beds
Bestway—MRF Super hero
Colorado Springs Utilities Volunteers
USAFA Falconers
Colorado Parks & Wildlife
Cheyenne Mt. Trout Unlimited
4H Club
Fountain Creek Watershed District
Geo-Cachers
Windependent Kites
Friends of EPC Nature Centers

3rd Annual Girl Scout Day





Weather
Near blizzard conditions

Participation
69 scouts
20 parents
89 people

Staff
3 staff

Volunteers
6 Interpretive Volunteers

Fountain Creek Family Fun Day

- Free Pizza
- Dinosaur Fossils
- Face Painting
- MRF Super Hero
- Pond Critter Investigations
- Puppet Shows
- USAFA Falconers
- Solar Oven S'Mores
- Fly Casting Lessons
- Old Fashioned Games
- Crafts





- Bird Identification
- Fairy Market & Home Building
- Bug Sweeps
- Recycled Materials Obstacle Course
- Kite Building
- Big Bug (Tarantula & Giant Cockroaches)
- Geocache Hunts
- Watershed Demonstrations

Fountain Creek Family Fun Day

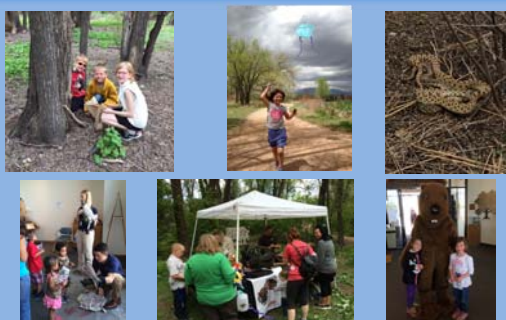
2nd Annual Pikes Peak Birding & Nature Festival

12 Partners & Sponsors



- Pikes Peak Community College
- Colorado Parks & Wildlife
- Pikes Peak Community Foundation
- Friends of EPC Nature Centers
- Aiken Audubon Society
- Friends of Cheyenne Canon
- City of Colorado Springs—Garden of the Gods V.C.
- Chico Basin Ranch
- J&R Group
- Bear Creek Nature Center
- Fountain Creek Nature Center
- El Paso County

Fountain Creek Family Fun Day

2nd Annual Pikes Peak Birding & Nature Festival

- Festival Mixer at FCNC
- 20 Field Trips
- 5 Seminars
- 6 Workshops
- Banquet
- Keynote Speaker
- Art Auction
- Bird Banding

2nd Annual Pikes Peak Birding & Nature Festival

May 20-22



Pumpkin Carving Party & Jack-o-Lantern Trail



October 29

Sponsor

Millberger Farms, Pueblo
150 Pumpkins!
Miller Family



Pumpkin Carving Party & Jack-o-Lantern Trail





Volunteers

- 11 Colorado Springs Utilities
- 5 KOHL'S Associates
- 7 Interpretive Volunteers2 Colorado Springs Utilities
- 14 Interpretive Volunteers
- 3 Teen Volunteers
- 2 Special Presenters
- 4 Staff



Nature Hikes with Santa & Horse Drawn Wagon Rides



December 10 & 17



- 6 Interpretive Volunteers
- 2 Staff
- 6 Wagon & Horse Specialists

Projected Attendance: 320
Projected Revenue: \$ 1,240



Pumpkin Carving Party & Jack-o-Lantern Trail









2016 Special Events

Happy Trails, August 26, 6PM-9PM



- 135 attendees
- 4 BCNC staff
- 3 FCNC staff
- 26 volunteers
- \$10,000 Revenue

Pumpkin Carving Party & Jack-o-Lantern Trail



- Jack-O-Lantern Trail, 5:30-7:30PM



Attendance: 1022
Revenue: \$8,392





Happy Trails

Sponsors





Contributors








 **Happy Trails**



 **40th Anniversary**

Activities

- Nature & Raptor Center of Pueblo
- Live music by Pepper Grass
- Adoptable rabbits
- Face painting
- Guided hikes
- Puppet shows
- Craft stations



 **Happy Trails**



 **40th Anniversary**



 **2016 Special Events**

BCNC 40th Anniversary Celebration
August 27, 10AM-2PM




- 326 attendees
- 4 BCNC staff
- 3 FCNC staff
- 10 volunteers
- Free community event

 **2016 Special Events**

3K Bear Fun Run & Walk
November 5, 10:00AM



- 200 participants
- 3 staff
- 20 volunteers
- \$7,000 Revenue


BEAR|CREEK 3K Bear Fun Run

Sponsors





Partners





Pre-Run Festivities

- Bear yoga
- Costume contests
- Dance-off
- Crafts & games
- Nature interpretation




BEAR|CREEK 2016 Special Events

Bear Creek by Candlelight
 December 2, 5PM-8PM

- 400 attendees
- 3 BCNC staff
- 2 FCNC staff
- 24 volunteers
- \$651.00 Revenue




BEAR|CREEK 3K Bear Fun Run




BEAR|CREEK Bear Creek by Candlelight



- Luminary-lit trails
- Warm chili & treats 
- Crafts
- Live music by Pepper Grass
- Nature interpretation
- Live wolf dog ~ Rocky Mtn Wildlife Fdn


BEAR|CREEK 3K Bear Fun Run




BEAR|CREEK Bear Creek by Candlelight





Thank you for your
support!



El Paso County Park Advisory Board

Agenda Item Summary Form

Agenda Item Title: Bear Creek Garden Association Facility Use Agreement

Agenda Date: December 14, 2016

Agenda Item Number: #7 - B

Presenter: Tim Wolken, Director, Community Services Department

Information: **Endorsement:** X

Background Information:

El Paso County (County) and the Bear Creek Garden Association (BCGA) have collaboratively managed the Charmaine Nymann Community Garden in Bear Creek Regional Park since 1986 and have enjoyed a mutually beneficial relationship.

From 1976 to 1985, Colorado State University Extension established and operated the community garden. In 1985, CSU Extension withdrew from managing the garden due to budget reductions. The gardeners requested that El Paso County allow the garden to continue under the auspices of a volunteer association composed of active gardeners. The County Commissioners agreed to give the association, which became the BCGA, a lease to use and operate the garden to grow vegetables for personal use.

Char Nymann led the creation of the BCGA and coordinated the completion of the Articles of Incorporation to form a Colorado nonprofit corporation and worked with other volunteers to write Bylaws and Garden Rules to govern the day to day operation of the garden. The gardeners then elected a board of directors, established plot fees to pay for water and maintenance of the garden and began accepting applications for gardeners. BCGA has also been recognized by the Internal Revenue Service as a charitable organization under Section 501(c)(3) of the Internal Revenue Code.

The BCGA provides 104 garden plots for use. In addition to growing vegetables for personal use, the BCGA designates plots to grow produce which is donated to local non-profit organizations. Over the years, thousands of pounds of produce have been donated to the Cheyenne Mountain Zoo, Colorado Senior Homes, Care & Share and the Marian House Soup Kitchen.

Char Nymann was also instrumental in bringing weed-eating goats to Bear Creek Regional Park for the past 15 years. The goats control noxious weeds, eat fire tinder to mitigate the risk of wildfires, and perform soil reclamation on 20 acres surrounding the garden, thereby ensuring that no chemicals need to be used for weed control in areas adjacent to the community garden

The County and Garden Association are currently managing the garden under a Facility Use Agreement that was approved by the Board of County Commissioners on February 16, 2011 and will expire on December 31, 2016.

County staff and Garden Association leadership have developed the attached Facility Use Agreement that will renew the agreement through December 31, 2021.

Recommended action:

Move to endorse the Facility Use Agreement with the Bear Creek Garden Association to manage the Charmaine Nymann Community Garden through December 31, 2021.

FACILITY USE AGREEMENT
BEAR CREEK GARDEN ASSOCIATION
BEAR CREEK REGIONAL PARK

THIS FACILITY USE AGREEMENT is made and entered into this _____ day of December, 2016, by and between the Board of County Commissioners of El Paso County ("County") acting through El Paso County Parks and the Bear Creek Garden Association, a Colorado non-profit corporation ("BCGA").

RECITALS:

1. The County is the owner of the Bear Creek Regional Park with the management and operation of said park being the responsibility of El Paso County Parks.
2. The BCGA was established for the primary purpose of operating a pesticide-free community gardening program within Bear Creek Regional Park.
3. The BCGA has successfully demonstrated, from 1986 through 2016, its ability to operate the community garden facility in a responsible manner and to work in close cooperation with El Paso County Parks.
4. The BCGA has invested in several capital improvements, including garden irrigation and fencing installation and repair as evidence of its intent to continue to cooperate and improve the community garden facility.
5. The parties hereto desire to set forth their agreement for the continued operation of the aforementioned community garden facility by the BCGA.

NOW, THEREFORE, in consideration of the mutual agreements, covenants and other valuable consideration as hereinafter provided, the parties hereby agree as follows:

1. The County hereby agrees to permit the use of approximately two (2) acres of land located within the Bear Creek East section of Bear Creek Regional Park containing 104, 20'x 40' plots plus aisles and surrounded by a fence for use as a pesticide-free community garden by the BCGA (Exhibit A).
2. This Facility Use Agreement shall be effective upon the execution of the agreement to December 31, 2021. The agreement may be extended upon such renegotiated terms as may be mutually agreeable to both parties.
3. The use payment for the pesticide-free community garden facility shall be one-dollar (\$1) per year, payable by BCGA upon execution of this Facility Use Agreement by

the parties hereto and thereafter on or before January 1 of each year, and other good and valuable consideration consisting of, but not limited to, the continued operation and maintenance of the pesticide-free community garden facility by the BCGA as contemplated herein.

4. The BCGA agrees to continuously operate and maintain a pesticide-free community garden facility and program in a manner which is responsible and conducive to the surrounding environment, and which is of an aesthetic and beneficial value to the general public. At all times during the term of this Facility Use Agreement, BCGA agrees to utilize the described premises in compliance with all federal, state, and local laws, ordinances, and rules.
5. The BCGA shall ensure that the facilities are returned to a clean and natural condition with a seasonal clean-up in the fall of each year.
6. Water utility charges and general operating expenses such as trash removal incurred by the BCGA by reason of the use of the premises shall be paid by the BCGA.
7. The BCGA is authorized to charge for the use of the individual plots on the described premises at a reasonable rate to adequately cover the BCGA's costs in providing water service and additional physical improvements to the facilities, and for its general overhead and operating expense.
8. The BCGA is authorized to implement reasonable rules and regulations governing the use, care and maintenance of the garden facilities (Exhibit B). Such rules and regulations of the BCGA shall be submitted to the Director of Community Services for his review and / or approval prior to implementation. The BCGA agrees to abide by all County Parks' Rules and Regulations regarding the operation of the garden (Exhibit C).
9. Upon written approval by the County, the BCGA may construct or install such additional improvements on the premises as may reasonably be necessary for the BCGA's authorized use. All improvements made by the BCGA within the garden facilities shall become the property of the County.
10. The County reserves the right to have its employees / agents enter the premises at reasonable times for the purpose of inspecting the BCGA's operation of the facility.
11. The BCGA shall not assign or sublet this Facility Use Agreement or any portion of the described premises without prior written approval of the County.
12. The BCGA shall at all times indemnify and hold harmless the County, its elected officials, appointees, employees, and agents against all actions, claims, demands, costs, damages, injuries and expenses of any kind, including any environmental claims, which may be brought or made against the County, or which the County may pay or incur by reason of the BCGA's willful misconduct, negligent performance, or failure to perform, any of its obligations and duties under this Facility Use Agreement or by reason of any injury

to any person or damage to property upon the described premises. The BCGA shall provide a certificate of insurance showing coverage in minimum amounts of \$1,000,000 for personal injury and property damage (combined, single limit), with such insurance policy amended to name El Paso County as additional insured for BCGA activities on County property.

13. BCGA agrees to require all garden club participants to execute an appropriate waiver of liability form prior to commencing any gardening activity (Exhibit D).

14. In the event that the BCGA shall default under any of the guidelines, the County may terminate this Facility Use Agreement; provided, however, the County has given written notice to the BCGA of such default and allowed the BCGA thirty days to remedy the situation. Upon termination, the County may re-enter the premises and take possession of the same.

15. The County agrees to roto-till the garden in March, activate the garden irrigation system in April, and winterize the irrigation system after the garden closes in October of each year.

16. The BCGA will provide an annual audit to the El Paso County Administration and Financial Services Department no later than April 30 of each year (as per Resolution #03-452).

17. The BCGA agrees to maintain the perennial beds on the east and west sides of the traffic island landscape bed adjacent to the garden and remove any weeds within the entire traffic island landscape bed.

18. This Facility Use Agreement contains the entire understanding between the parties, and no changes to this Facility Use Agreement shall be valid or of any force or effect unless mutually agreed to in writing by the parties.

19. Nothing in this Facility Use Agreement shall be construed to either limit or waive any defense available to the County pursuant to the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.*

IN WITNESS WHEREOF, the parties hereto have executed this Facility Use Agreement on the _____ day of December, 2016.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
OF EL PASO COUNTY, COLORADO**

By: _____
Clerk and Recorder

By: _____
Chair

APPROVED AS TO FORM:

By: _____
County Attorney

BEAR CREEK GARDEN ASSOCIATION

By: Sharlin Arellano
President

Exhibit A



Set in the foothills of Estes Park, Bear Creek Regional Park offers a pleasant escape within the city limits. This 57-acre regional park supports picnic pavilions, playfields, tennis courts, playgrounds, archery range, horseshoe pit, volleyball and basketball courts, as well as the 25-acre Bear Creek Dog Park. Additionally, ten miles of multipurpose, non-motorized trails wind through the park.

Driving Directions:

Bear Creek Regional Park can be reached from Interstate 25 exit 441, west on Highway 24 (Dismal) to West 150th Avenue, then south on Bear Creek Parkway to Argus Lane. Bear Creek Terrace



Bear Creek Nature Center
245 Bear Creek Road
Colorado Springs, CO
(719) 520-8367
Wednesday - Friday 9 am - 4 pm
Saturday 9 am - 4 pm

Park Hours
5 am to 4 pm
Reservation only
April - October



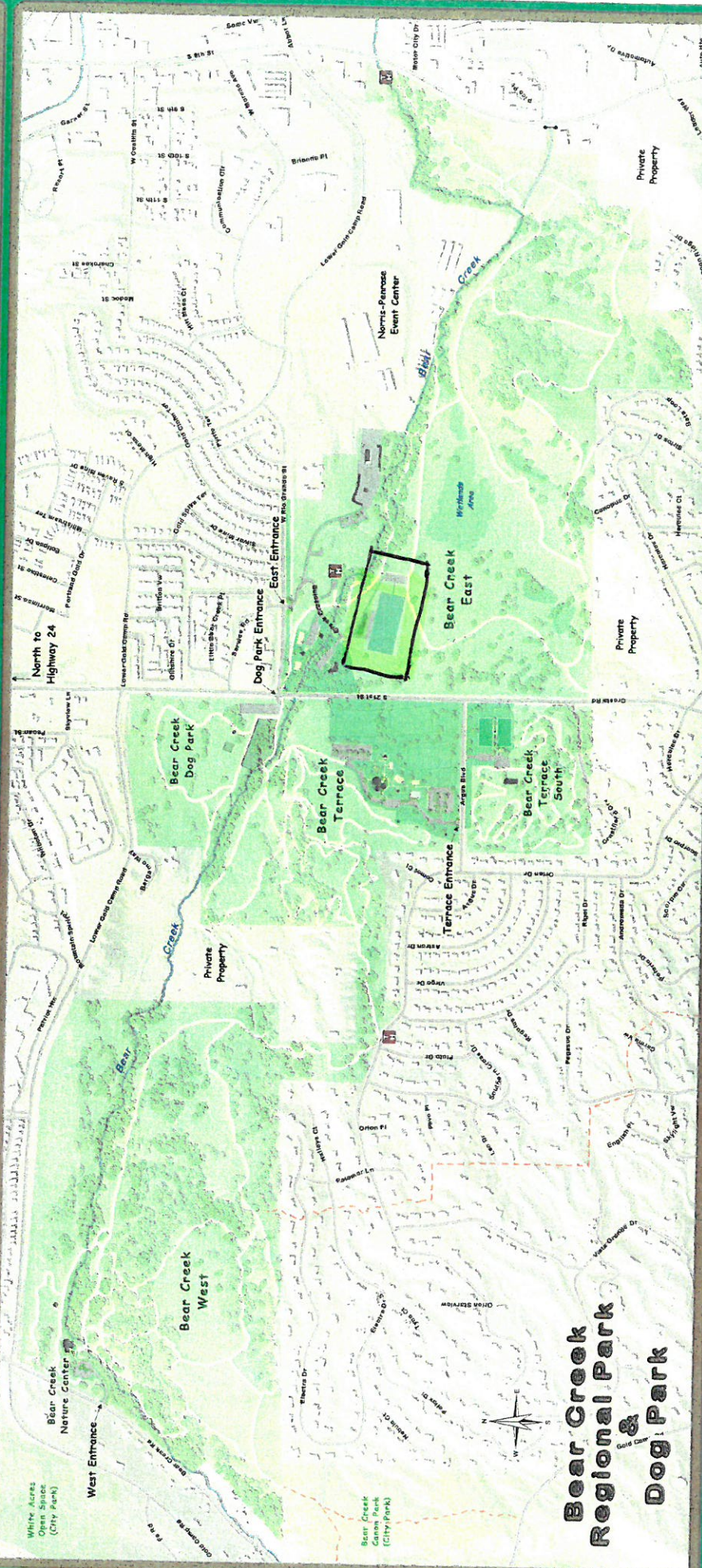
Hiking & Biking Trails



Bear Creek Dog Park



Bear Creek Terrace



Bear Creek Regional Park
Dog Park

**BEAR CREEK GARDEN ASSOCIATION
In Cooperation with
El Paso County Parks**

Garden Rules 2017

I. Membership Obligations.

1. Membership in Association. All gardeners who hold a garden plot by having paid their annual garden fees are members of the Bear Creek Garden Association (herein referred to as "BCGA"). Garden plots (herein referred to as "plot" or "plots") are registered with the members leasing the plots who are paying the annual rental fees. Plots may not be sublet to persons who are not association members. Keys to the gardens may be issued only by the association and may not be duplicated or transferred to persons who are not members.

As a community garden association, BCGA promotes education, volunteerism, camaraderie and a spirit of cooperation among its members. Members shall conduct themselves in a pleasant and civil manner and shall respect the rights of other members. Failure to comply with these principles and the rules contained herein may result in the revocation or non-renewal of membership by the BCGA Board of Directors.

2. Plot Assignment and Fees. Garden fees are determined by the BCGA Board of Directors (herein referred to as "Board") annually. Plot assignments are made by the Board with returning gardeners having an opportunity to reserve a plot as set forth below.

(A) Returning Gardeners: Pre-registration for the upcoming gardening season is open to any gardener who is already a member of BCGA and who has complied with its Rules. Any such gardener may reserve a specific plot by completing a registration form and paying a pre-registration fee by February 15th. If any fees and/or deposits are not paid in full by March 15th, the claim to the plot and all fees paid to date will be forfeited.

(B) New Gardeners: All other persons wishing to garden at the Charmaine Nymann Community Garden in the upcoming gardening season shall (after completing the registration form, paying the deposit and paying the plot deposit fee) be assigned plots on a first come, first served basis. Registration for New Gardeners shall begin on January 1st of each year.

3. Deposit: A \$25.00 deposit will be required from all first time gardeners and any other gardeners who did not sufficiently clean their plots from the

previous gardening season. In the event the plot for which the deposit was paid has been left in an acceptable condition on October 15th, as determined by the Board, the deposit shall be refunded to the gardener who paid the initial fee. If the plot is not sufficiently cleaned, as determined by the Board or a representative thereof, the deposit shall be forfeited.

4. Badges and Keys: Gardeners must purchase badges and wear or have them in their possession when in the garden. Keys to the garden gate locks will be sold at the spring orientation meeting or will otherwise be available for purchase from Board members.

5. Maintenance hours: A condition for membership in the BCGA is that every person who participates in gardening at the Charmaine Nymann Community Garden must complete a minimum of FOUR hours of maintenance work (other than on their own plot and the aisles around their plot) during the season. The tasks to be completed shall be determined by the Board on an as-needed basis, but shall, generally, consist of weeding and/or cleaning abandoned plots, caring for charity plots and weeding/cleaning inside and outside the garden fence in areas for which BCGA is responsible.

Hours spent assisting another gardener when that the gardener is ill or out of town do not count as volunteer hours.

Gardeners who fail to complete their maintenance work obligation may be assessed a non-refundable fee of \$40.00 payable before the gardener is permitted to re-register for a plot at the Charmaine Nymann Community Garden.

6. Familiarity with County Rules and Promise to Comply. By gardening at the Charmaine Nymann Community Garden, each gardener represents that he/she has read, and agrees to comply with, these Rules, and also with the El Paso County Parks Charmaine Nymann Community Garden Rules (herein referred to as "Park Rules") **attached hereto as Exhibit A.** Failure to comply with these Rules may result in forfeiture of any and all fees and deposits paid, and prohibition from further gardening at the Charmaine Nymann Community Garden.

II. Plot Preparation

1. Plot Boundary: In order to make weeding and working between plots easier, plot boundaries must be set in 12" from the BCGA boundary stakes. Please do not permanently remove stakes as they are reused each year.

2. Layout of Rows: The garden slopes from west to east. Plant rows should run north-south to prevent erosion.

3. Raised Beds: Raised beds and/or lowered walkways or ditches or trenches between beds of any kind are not permitted. Berms inside the plot must not be higher than 3".

4. Berm. Each gardener is required to place a 3" to 4" high soil berm (no higher than 4") around the perimeter of the plot to keep water from running off of the plot and into the aisles when plants are watered. During heavy rain storms the berm will also keep rainwater running down the aisles from flooding into plots and washing out plantings. Gardeners must not take dirt from aisles to create berms.

5. Plot Construction: BEFORE BEGINNING ANY CONSTRUCTION PROJECT, PLEASE CONTACT THE BOARD.

(A) Structures: Structures are allowed on plots if:

i. they directly protect the plant(s), and are less than 3' high; or

ii. they directly support the plant(s) and the stakes or supports are no higher than the North parking lot fence (5') and consist of materials that are no heavier than 1x2s. U and T posts are also permissible. Bean teepees must come under the acceptable height.

iii. orange plastic construction fencing, or similar support material, is not permitted.

(B) Materials:

i. **Plastic:** Plastic enclosures may be used to enclose INDIVIDUAL plants, not groups of plants. Plastic may NOT be more than 2' high. Remay and Walls-o-Water are recommended in place of plastic.

ii. **Tunnels or Greenhouse Type Structures:** Tunnels or greenhouse structures that otherwise comply with the rules may be used but must not be longer than 10', wider than 4', or higher than 3'.

iii. **Row Cover Material:** Only Remay or non-plastic row cover material can be used. Row covers must comply with the dimensions listed in paragraph (ii.) above.

iv. **Ground Cover:** Landscape fabric is allowed; plastic is not.

6. Soil Amendments:

(A) Polymers: Polymers are not allowed as a soil amendment because they do not decompose and cannot be removed by future gardeners.

(B) Fertilizers: Fertilizers and soil amendments are permitted so long as they are worked into the soil and do not result in a raised bed or plot. Manure used in gardens must be aged (no odor). Do not use manure from Penrose Stadium because it is too green.

(C) Straw: Two (2) bales of straw per full-sized plot or one (1) bale per half-sized plot may be used to control weeds and retain moisture. No hay, pine needles, pine cones or wood chips are allowed. All straw must be spread on the plot no later than July 31st to ensure that it will decompose by the end of the gardening season. All straw must either be removed or incorporated into the soil at fall cleanup.

7. Vegetable Garden: Plots are to be used primarily for growing vegetables. A few flowers, preferably those which deter pests, such as marigolds and nasturtiums, may be included.

8. Prohibited Crops: NO POPCORN, NO SUNFLOWERS AND NO MARIJUANA. Because varieties of corn will cross-pollinate with and damage sweet corn, popcorn, ornamental corn and oriental corn may not be grown in the gardens. Sunflowers are not permitted due to shading, difficulty of root removal and toxicity to soil. The BCGA does not allow marijuana to be grown on its garden plots.

9. Cover Crops: Gardeners may not use "cover crops". Cover crops such as clover, alfalfa and buckwheat are planted thickly by farmers and tilled under to improve the soil. However, in the community garden setting these crops tend to self-propagate and spread over the entire garden.

10. Treated Seeds: Seeds treated with pesticides and fungicides are not allowed in the Charmaine Nymann Community Garden. Please check seed packages, catalogues and seed racks carefully before you buy them.

11. GMO: All GMO (Genetically Modified Organism) crops are prohibited.

III. Plot Maintenance

1. Aisles: Aisles are to be kept clear, dry, free of weeds, clean and level. No foreign matter, manure or straw shall be added to them.

2. Weeds and Pest Control:

(A) Control: Gardeners are responsible for keeping their garden plots, adjoining aisles and walkways free of weeds. In addition, gardeners with plots adjoining the fence are responsible for keeping the fence line and a one-foot strip outside the fence clear of weeds. If the weeds on any plot are not controlled in accordance with these rules, the gardener will be notified. If the gardener does not rectify

the problem, the Board may deem the garden abandoned and the gardener's deposit will be forfeited.

(B) Pesticides, Herbicides, Chemical Pesticides and Fungicides are NOT PERMITTED. This includes any product containing Diazinon, Malathion, Organic Rotenone or Sevin. The gardens are organic when it comes to pesticides. No hose-end sprayers are to be used for disbursement of organic pesticides. (A list of organic products will be discussed at the spring orientation meeting and also appears in your handbook.)

3. Watering: All watering is to be done using a watering can or a hand-held hose equipped with a positive shut-off nozzle. Ditch or flood type irrigation is prohibited. Soaker hoses are prohibited. No sprinklers are allowed. All water must be turned off before you leave the gardens. Keep water from aisles to prevent them from becoming muddy and slippery. Please report any leaks to the Board.

Before the full water system is turned on in the spring, the two white faucets in the center of the main aisles may be turned on, weather permitting, to enable gardeners to use watering cans to carry water to early plantings.

During spring planting, gardeners may use a hose with a positive shut-off to fill Walls-o-Water between 10 a.m. and 4 p.m.

4. Watering Hours. To make the most efficient use of water, as recommended by both Colorado Springs Utilities and Denver Water, no watering with a hose is allowed between the hours of 10:00 a.m. and 4:00 p.m.

Between 10:00 a.m. and 4:00 p.m., only watering with a watering can is permitted.

Gardeners may water with one hose for a maximum of 30 minutes per day for a full plot and 15 minutes per day for a half plot. Please note that this is the maximum time permitted for watering. Watering the maximum permitted time every day is rarely necessary and can be detrimental to your vegetables.

5. Hoses: Remove the hoses from faucets each time you finish watering and before you leave the gardens. All leaking hoses must be repaired. Please make sure you have a good washer in your hose.

6. Tool Storage: Pursuant to county rules, NOTHING is to be stored on your garden plot except your hoses and one watering can. The watering can must be stored on the ground inside the plot and secured so that the wind will not blow it around. During spring planting, bags of soil

amendments and bales of straw may be kept on plots prior to being spread.

7. Decorations. Decorations, signs and garden ornaments are not permitted on plots. Any items, including tools, left on a plot may be removed by the board to ensure compliance with El Paso County rules.

8. Washing Produce and Hands: Do not wash produce or hands at the faucets because it will make the aisles muddy and slippery. Use your hose and wash them on your plot or wash them at home instead.

9. Refuse and Trash: Remove all refuse and trash from your plot. Take it with you for disposal each time you leave the garden. **DUMPING OUTSIDE OF THE GARDENING AREA IS PROHIBITED EXCEPT IN DUMPSTERS PROVIDED BY BCGA.** Dumpsters are provided only from Labor Day until the gardens close in mid-October.

10. Plant Diseases and Corn Smut: Plant diseases can damage your garden and spread to other gardens. Carefully remove corn smut or diseased or insect infested plants, place in a plastic bag and take home for disposal. Please refer to the Charmaine Nymann Community Garden Handbook for descriptions and information about plant diseases.

IV. Plot Cleanup

1. Fall Cleanup: The deadline for fall cleanup is October 15th. All plants, weeds, vines and roots must be removed by this date. Straw used as mulch, light plant debris and any amendments (compost, garden mixes, manure) must be tilled into the soil. Gardeners who do not comply will forfeit their deposit and may not be permitted to renew their gardening privileges. Gardeners should not delay fall cleanup until the last minute because the dumpsters become overloaded, inconveniencing everyone.

2. Garden Equipment: Any garden equipment (including tools, hoses, Walls-o-Water, tomato cages, fencing, weed fabric, etc.) left in the gardens at the end of the day the gardens close becomes property of the BCGA.

3. Composting: Composting is not allowed. Do not bury diseased or insect infested plants or "viney" roots.

V. General Rules

1. Members and Guests: Guests are permitted in the gardens only when accompanied by a member who is responsible for them.

2. Gates: Gates must be locked at ALL times after July 15th. At all other times, please make sure to lock the gates if you are the last to leave the gardens.

3. **Children:** Children must be properly supervised and kept out of other people's gardens. Running in the aisles is not permitted.
4. **Pets:** Pets are not allowed in the gardens at any time and may not be tied to the outside of the garden fences.¹
5. **Wheeled Vehicles:** The only vehicles allowed within the gardens are carts, wheelbarrows, strollers or wheelchairs.
6. **Produce:** Produce is to be used for private consumption only. No produce from the gardens may be sold, as that would violate our agreement with El Paso County.
7. **Unconditional Release:** Pursuant to the BCGA agreement with El Paso County, you must sign a liability waiver form, provided by BCGA, if you wish to participate in the BCGA gardening program. This will also allow you to use a rototiller or other motorized equipment within the BCGA area.
8. **Abandoned Plots:** Plots not under cultivation by June 1st may be declared by the Board to be abandoned and assigned to another gardener. Plots not worked for more than 15 days without the gardener informing the Board will be considered abandoned, and the produce forfeited. A gardener who abandons their plot will forfeit any deposit and all other fees paid related to that plot. For purposes of this provision, a plot will be deemed "not worked" when no noticeable activity, including watering and weeding, has occurred. If the Board has determined that a plot has not been worked, it will send notice to the gardener of the plot, indicating that the gardener has a specified time period to rectify the condition or the garden plot will be considered to be abandoned.
9. **Allocation of Unused Plots.** Gardeners may apply to the Board for the opportunity to rent any plot which is not under cultivation by June 1st. Regular fees apply. Any plot remaining unplanted after July 1st may be rented at a reduced rate to be determined by the Board.
10. **NO SMOKING OR TOBACCO OF ANY KIND IS PERMITTED IN THE GARDENS.**
11. **Gardening Hours:** Gardening is allowed during daylight hours only. No one is permitted in the gardens after dark.
12. **Notice:** For purposes of these rules, any notice required is deemed given if:

¹ This does not apply to people requiring the assistance of a companion or seeing eye dog.

(A) To the Gardener: If notice is sent by regular mail to the address which was supplied by the gardener in the application or in a notification of change of address (in the event more than one gardener is sharing a plot, notice will be sufficient if sent to the first gardener listed on the application);

(B) To BCGA: If notice is given in writing and sent by regular mail to the following address: BCGA , P.O. Box 38326, Colorado Springs, CO 80937-8326.

13. Interpretation of Rules: These Rules have been developed over the years to benefit the gardens and gardeners. They may be modified from time to time at the discretion of the Board of the BCGA. In the event of a disagreement about the interpretation of any rule, the gardener may present his/her concern to the Board for consideration.

14. Rules Violations: Violations of these Rules may result in the loss of gardening privileges.

15. County Land Use Agreement: BCGA operates pursuant to a Land Use Agreement with El Paso County. Please respect Bear Creek Park. Do not dump weeds or trash on county property and do not pick flowers, grasses or trees for use in the gardens.

Last Revised: 11/19/16

**EL PASO COUNTY PARKS
CHARMAINE NYMANN COMMUNITY GARDEN
2017 RULES**

1. Alcoholic beverages are not permitted to be consumed in Bear Creek Regional Park without a special permit.
2. Posts higher than the north parking lot fence are not permitted.
3. Green horse manure is not allowed because of the odor.
4. Watering practices must comply with the Charmaine Nymann Community Garden Rules. A hand-held hose must be equipped with a positive shut-off nozzle.
5. Compost piles are not allowed in the gardens.
6. Large amounts of wood, plastic or other garden construction that shows above the fence line and / or beyond the gardens are not permitted.
7. Storage of tools, equipment, or trash is not permitted on the garden plots.
8. Driving off park roads / parking lots is prohibited.
9. Dumping of trash or weeds outside the garden fence is prohibited. Please use the dumpster provided by the BCGA (dumpster available from Labor Day through October 15th).
10. Planting outside the garden fence is not permitted.
11. All gardeners must have signed an Unconditional Release liability waiver.
12. Grass clippings are not permitted in the garden.
13. Gardeners with fence plots are responsible for removing weeds within one foot outside the fence line.

Please contact El Paso County Parks if you have questions / concerns regarding the above. We wish you the best of luck with your garden!

UNCONDITIONAL RELEASE

CHARMAINE NYMANN COMMUNITY GARDEN

THE UNDERSIGNED PERSON ("the "Gardener") has indicated intent to participate in the Charmaine Nymann Community Garden gardening program. The Gardener acknowledges that certain risks are inherent in participating in gardening activity. A risk that is expressly acknowledged is the use of herbicides and chemicals to control weeds in the near proximity of the designated garden location of Bear Creek Regional Park. The Gardener knowingly assumes any and all risks associated with gardening activity as a participant in the Charmaine Nymann Community Garden gardening program. As a condition of participating in the Charmaine Nymann Community Garden gardening program, the Gardener freely and unconditionally waives and releases El Paso County, and any and all of its elected officials, employees, representatives and agents and their successors and assigns from any and all claims to include, but not limited to, bodily injury and property damage, demands, costs, liabilities, expenses or attorney fees, asserted or that could be asserted, known or unknown, whether arising from contract or negligence, or attributable to civil rights, constitutional rights, statutory rights or otherwise, in any matter arising out of or attributable to the Gardener's participation in the Charmaine Nymann Community Garden gardening program. Gardener further agrees to defend, indemnify, and hold the County free and harmless from and against any and all liabilities, demands, claims, damages, suits, judgments and decrees, and Court awards including costs, expenses and attorney's fees, on account of injuries to or death of any person or persons, including Gardener or damage to any property arising out of or related to Gardener's intentional or negligent acts, errors or omission or that of its agents, officers, servants and employees, subcontractors or assignees, whether contractual or otherwise, during the performance of this Agreement and pursuant to its terms. Nothing in this section shall be deemed to waive or otherwise limit the defenses available to the county pursuant to the Colorado Governmental Immunity Act or otherwise provided by law. This unconditional release is binding upon the Gardener's heirs, executor, administrators, agents, liability insurers and assignees and shall be interpreted in accordance with Colorado law.

FURTHER, the Gardener freely and unconditionally waives and releases the Bear Creek Garden Association, its board of Directors, any representatives, and their successors, from any and all claims, exactly the same as detailed in the above paragraph, in any matter arising out of or attributable to the Gardener's participation in the Charmaine Nymann Community Garden gardening program.

Date: _____

Signature: _____

Print Name: _____

Address: _____

Phone: _____

STATE OF COLORADO)
) ss.
 COUNTY OF EL PASO)

The foregoing Unconditional Release – Charmaine Nymann Community Garden was acknowledged before me this _____ day of _____, 20____ by _____ ("Gardener").

Witness my hand and official seal.

My commission expires: _____

[SEAL]

 Notary Public

RELEASE FROM LIABILITY
MOTORIZED EQUIPMENT

I hereby request permission to use a rototiller-mower or other motorized equipment at the Charmaine Nymann Community Garden.

I understand that I am fully responsible for my own rototilling and use of this equipment and release the El Paso County Parks Department and the Bear Creek Garden Association from any liability for any injury that I might incur while using such equipment.

Dated this _____ day of _____, 20__

Signed: _____

Print Name: _____

STATE OF COLORADO)
) ss.
COUNTY OF EL PASO)

The foregoing Release from Liability was acknowledged and affirmed before me this _____ day of _____, 20__.

Notary Public

SEAL

My commission expires: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/29/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Don Bates Insurance 2407 W. Colorado Avenue Colorado Springs, CO 80904	CONTACT NAME: Nikki Nicholas	
	PHONE (A/C, No. Ext): 719.473.6262 FAX (A/C, No): 719.473.3764 E-MAIL ADDRESS: nnicholas@donbatesins.com	
INSURED Bear Creek Garden Association PO Box 38326 Colorado Springs, CO 80937-8326	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Auto Owners Insurance Company	18988
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 00000000-160067

REVISION NUMBER: 2

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		74898097	01/27/2016	01/27/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

El Paso County Parks Department is listed as additional insured in regards to general liability. This certificates supersedes any and all previously issued certificates.

CERTIFICATE HOLDER

CANCELLATION

El Paso County Parks Department
2002 Creek Crossing Street
Colorado Springs, CO 80906

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(NLN)

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El Paso County Park Advisory Board

Agenda Item Summary Form

Agenda Item Title: 2017 Action Plan
Agenda Date: December 14, 2016
Agenda Item Number: # 7 - C
Presenter: Tim Wolken, Director of Community Services
Information: **Endorsement:** X

Background Information:

The Park Advisory Board annually considers and / or endorses the upcoming year's Action Plan at the December meeting.

Please find attached the proposed 2017 Community Services Department Action Plan that includes specific objectives that will be completed by our respective divisions to address El Paso County's mission, vision and goals.

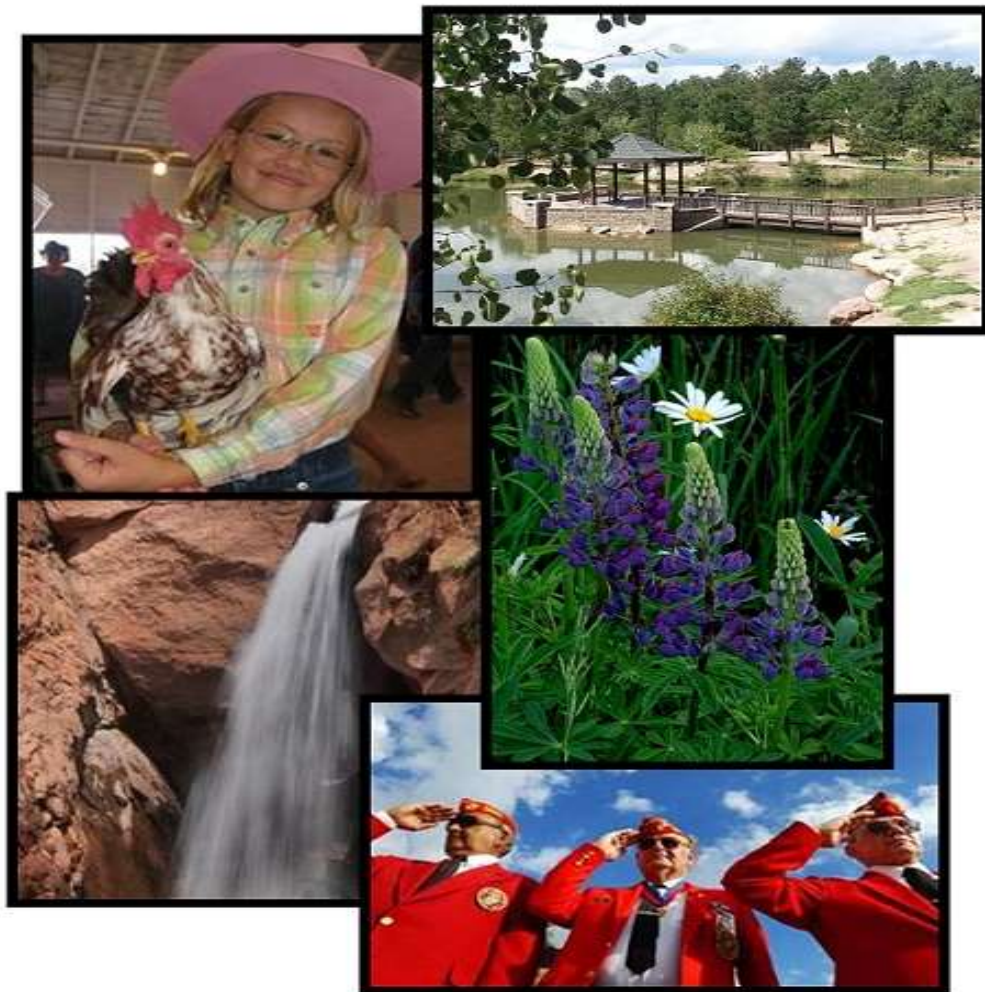
Recommended motion:

_____ move to endorse the 2017 Action Plan.



Community Services Department

2017 Action Plan



December, 2016

INTRODUCTION

The 2017 Community Services Department Action Plan includes specific objectives that will be completed by our respective divisions to address El Paso County's mission, vision and goals.

El Paso County Mission

El Paso County is a regional leader providing valued and necessary community services in the most cost effective manner.

El Paso County Vision

El Paso County is recognized as a national model and proven leader in providing excellent community services. We reflect our community's values and traditions when serving our citizens and guests. We strive for partnerships and innovation in developing a sustainable and vibrant regional economy. We deliver efficient, transparent and effective services.

County Goals

1. Maintain and promote a financially sustainable County government that is transparent and effective.
2. Continue to enhance understanding of civic services and promote participation, engagement, and confidence in County government.
3. Maintain and improve the County transportation system, facilities, infrastructure, and technology.
4. Consistently support regional economic strength.
5. Strive to ensure a safe, secure, and healthy community.

EXTENSION SERVICES

1. Expand community education program opportunities at the 2017 County Fair through static and participatory events.
2. Deliver the Colorado Building Farmers series which will include a series of classes focused on business planning and development for agriculture related businesses. Enrollees will leave the program with a business plan reviewed by peers and local business professionals and an understanding of marketing, recordkeeping, risk management and regulations and distribution systems.
3. Explore opportunities to provide accessible urban opportunities for CSU Extension programs including day camps, animal activities, youth-related expos, and vertical gardening.
4. Deliver food safety education classes to decrease food borne illness and increase food security. Certify Cottage Food producers and educate consumers about the Cottage Food Act.
5. Implement prevention strategies for youth through 4-H youth development programming targeting urban and rural youth in low income schools in partnership with AmeriCorps.
6. Train landscape professionals and homeowners in pesticide alternatives, and best management practices to reduce unnecessary and improper pesticide use in urban environments.

VETERANS SERVICES

1. Recoup the remaining costs of the El Paso County Veteran Monument at Bear Creek Regional Park by selling personalized pavers. The marketing strategy for the pavers will be expanded to include civilians, veterans, and military family members.
2. Expand social media efforts to inform veterans, dependents, and the community of veteran interests.
3. Establish an annual Veteran of the Year Awards program that is presented at the Veteran's Monument at Bear Creek Regional Park.
4. Explore expanding the Department of Veteran Affairs work-study program to the Mt. Carmel facility to provide support for the Associate Veterans Service Officer.
5. Provide Department of Veterans Affairs benefits information workshops at the Mt. Carmel Center of Excellence.

ENVIRONMENTAL DIVISION

Household Hazardous Waste Facility Section (HHWF)

1. Continue the neighborhood household hazardous waste collection service to provide opportunities throughout the County.
2. Overhaul the household recyclables program to address program effectiveness, efficiencies and objectives.
3. Institute an “express lane” for the HHWF to better serve the customer with smaller amounts of waste.
4. Through the Conditionally Exempt Small Quantity Generators (CESQG), offer intake of materials from neighboring counties with a fee to recover cost-of-services.

Administration Section

1. Explore the viability of a regional waste-to-energy system.
2. Paint the interior and exterior of the HHWF.
3. Research the cost and feasibility of a security camera system for the HHWF.
4. Investigate the cost of an electronic sign to provide accurate and updated information for the public.

Noxious Weed Section

1. Partner with the Park Operations Division to apply for a Colorado Department of Agriculture grant to fund the mapping, control and treatment of noxious weeds in County parks, trails, and open space.
2. Provide training for Park Operations Division staff on identification and control methods of noxious weeds.

Environmental Section

1. Implement semi-annual environmental training to ensure all County seasonal and part-time employees are properly trained on Spill Prevention Control and Countermeasure Plans and El Paso County Environmental Compliance protocol.
2. Perform an audit of the Akers maintenance facilities to identify any environmental compliance and management system gaps and present corrective action recommendations.

Natural Resources Section

1. Continue to support the Jones Park project including National Environmental Protection Act requirements and completing the conservation easement with the Palmer Land Trust.
2. Provide training for Parks Operations and Planning Divisions on threatened and endangered species, wetlands and migratory bird issues.
3. Conduct an analysis of the avian data that has been collected to date at Drake Lake to understand the status and annual changes of bird populations and to help detect probabilities for species that might have insufficient habitat and numbers.

RECREATION AND CULTURAL SERVICES DIVISION

1. The current exhibits at Bear Creek Nature Center were installed in 2002 and are dated and deteriorating. It is proposed to refurbish some of the popular exhibits including the Bear Creek and Bee exhibits. Other dated or less effective exhibits will be removed and replaced with innovative interactive educational exhibits. Current funding includes \$150,000 from 1A funds and \$100,000 from the capital campaign for a total budget of \$250,000. Requests for Proposals, final design, fabrication and installation are scheduled to be completed by April, 2017.
2. The Cultural History Exhibit Advisory Committee has determined the theme, topics, subtopics, and a preliminary sketch for the proposed Fountain Creek history exhibit at the Fountain Creek Nature Center. Students at Pikes Peak Community College and University of Colorado at Colorado Springs have completed research for the exhibit text. The project budget to complete the exhibit is estimated at \$35,000. Request for Proposals, contract to design, fabricate and installation will be completed once funding is secured.
3. Staff coordinated a SWOT (strengths, weaknesses, opportunities, and threats) analysis following the 2016 County Fair that involved County Leadership, Fair Advisory Board (FAB), volunteers, Fair advocates and staff. Objectives were identified to improve the 2017 County Fair for sponsorship, marketing, programming, grounds and facilities, and vendors. The objectives will be assigned to FAB committees for implementation.
4. With the small fair office staff, cross training for customer service and program continuity is critical. Staff will develop a cross training plan and develop manuals and timelines to ensure consistent quality services to the fairground visitors.

5. Implement the National Recreation and Park Association's 'Wildlife Explorers' program for the Salvation Army's Red Shield after-school program in the spring of 2017. The success of the program will be evaluated to determine if El Paso County Nature Centers should pursue offering the Wildlife Explorers program to other urban after-school programs in the future.
6. Fountain Creek Nature Center, established in 1992, will conduct a 25th anniversary celebration in 2017. Activities and events will be developed by the anniversary committee.
7. The El Paso County Fair and Event Complex has indoor and outdoor facilities for equestrian activities. The ongoing gymkhanas, barrel racing and County Fair equestrian programs have established an equestrian audience. With the growing interest in equine programs, Fairgrounds staff will contract with an equestrian expert to lead an advanced equine clinic in 2017.
8. Develop a Junior Docent Program for Teens at El Paso County nature centers and implement during the summer, 2017.
9. Develop a social media plan to include Twitter & Instagram accounts tied to the Nature Center's Facebook page.
10. Create a 'Nature Buddies' pen pal program / exhibit in which Bear Creek Nature Center visitors write letters about plants / animals habitats in this region which are then sent to nature centers in geographically different regions. The exhibit will include both space and supplies for visitors to create letters and space to showcase correspondence received from other nature centers. The project will involve at least two other nature centers in different biomes in support of this project.

11. Design and implement a strategic plan for volunteer recruitment. The plan will include designing a presentation that can be given at various locations and involves reaching out to locations that are likely to have interested and suitable volunteers, such as local retirement communities.
12. Often unappreciated pollinators are critical for agriculture and environmental success of the Pikes Peak region. Staff will coordinate the regions first Pollinator festival at Bear Creek Nature Center to educate participants with a family friendly festival with a variety of partners.
13. Implement a program to sell water-wise perennial xeric garden kits. Funds raised will support the installation of a new pollinator garden at Bear Creek Nature Center.
14. The Fairgrounds has proven a popular site for family activities at Halloween that include a community trick or treat, costume party and dance, horse costume contest, and haunted barn tours. Staff will expand the Halloween activities to promote attendance and revenue growth.
15. Assess and update existing Bear Creek Nature Center environmental education school group programs to increase the hands-on, student-centered aspects of the programs and ensure that programs adequately meet current CO State Education Standards.

PARK OPERATIONS DIVISION

1. Complete an irrigation renovation plan that will include replacing outdated irrigation equipment and reducing the amount of irrigated turf areas. The plan will include the assessment of current irrigation systems and developing a priority project list.
2. Convert Rainbow Falls Recreation Area into a Historic Site with controlled access and operational hours to address vandalism concerns. The conversion will include the upgrade of security cameras which will be consistently monitored by El Paso County security staff.
3. Develop individual park operation plans for each regional park that will include scheduled ongoing maintenance tasks, major maintenance projects, and an annual maintenance budget.
4. County Parks currently has an assigned Security Officer from the El Paso County Security Division to patrol County Parks. It is proposed to convert this position into a park ranger position that will not only focus on park security but will also assist the visiting public in the use of County parks, forests, natural recreation, and historical areas and provide wildlife management education opportunities.
5. Review the current Grinnell Boulevard maintenance agreement with our partners to determine if the agreement provides the necessary resources to adequately maintain the boulevard. If it is determined the resources are insufficient, explore revising the agreement to address the needed resources.
6. Complete roof replacements for the Oak Meadows and Pine Meadows restrooms at Fox Run Regional Park and the Bear Creek Terrace restroom at Bear Creek Regional Park. These roofs have exceeded their useful life and are in need of replacement. Staff will work with the EPC Procurement Division to contract the work with a private contractor.

PLANNING DIVISION

1. Staff proposes the continuation of the Culturally Modified Tree (CMT) Project, having successfully completed the first assessment in 2016 in the Pinerias Open Space. A known abundance of historically-significant culturally modified trees, also known as Ute Prayer Trees, exists in the Black Forest. Planning staff will initiate and manage CMT assessments in Black Forest Regional Park and Fox Run Regional Park in 2017 using the template created for the Pinerias. This information will become part of the County's cultural resources database, helping to protect the resources and providing educational opportunities.

2. Located along the dynamic west bank of Fountain Creek in unincorporated south-central Colorado Springs exist six parcels owned by El Paso County totally nearly 108 acres and containing Maxwell Street and Stratmoor Valley trailheads as well as a section of the Fountain Creek Regional Trail. Staff proposes exploring the possibility of incorporating these six parcels into a continuous greenway, to be managed by El Paso County Parks, with additional improvements and recreation facilities funded through the Community Development Block Grant Program and other third-party funds.

3. Planning staff will collaborate with Palmer Land Trust, the Trails and Open Space Coalition, other local partners and stakeholders to develop a master plan for Elephant Rock Open Space following County acquisition of the property. The 63-acre parcel near Palmer Lake and the New Santa Fe Regional Trail has beautiful views of the Front Range from a number of vantage points and of Elephant Rock and supports high-quality native vegetation, such as Gamble Oak and Ponderosa Pine. The planning process will evaluate needs and identify future uses and improvements, such as a loop trail system, interpretive signage, infrastructure, and land stewardship activities.

4. Located to the east of Fountain along Squirrel Creek Road, Kane Ranch Open Space spans 495 acres of prairie grasslands. Planning staff has applied for a GOCO Planning Grant and will coordinate the development of a master plan and plans and specifications for the open space property in 2017 using \$20,000 in Ballot Question 1A funds and potential grant funds. Consistent with open space planning standards, the emphasis will be on natural resource conservation and passive use. Implementation of the Master Plan will begin in 2018.
5. Develop a regional open space planning group consisting of representatives from cities, towns, and non-profit organizations to explore collaborating securing open space areas that have unique cultural, environmental and / or natural characteristics.
6. Planning staff will continue to participate in City of Colorado Springs trails planning and coordination meetings and the update of the Bicycle Master Plan. Parks will support other regional trail planning and implementation efforts, led by groups such as PPACG and local government agencies.
7. Planning staff will continue to work collaboratively with other stakeholders on water resources projects, including the Groundwater Quality Study Committee, to study and protect groundwater quality and identify emerging issues through periodic monitoring, share data among stakeholders, and report back to the BoCC annually. Staff members will continue to serve on the committees of the Fountain Creek Watershed, Flood Control and Greenway District, working in partnership to advance watershed restoration and enhancement projects.
8. In 2016, the Rock Island Regional Trail was extended from the Trailhead westward to the Pikes Peak High Prairie Library and Farmers State Bank, between Old Meridian Road and Woodmen Road. This trail extension has opened a new and much needed safe connection from residential neighborhoods to the library and bank, and it has also increased public access to the Rock Island Trailhead. As a major point of interest along the trail, the parkland associated with the Trailhead only provides parking and no other recreational opportunities. Planning Staff, in

conjunction with Park Operations, would like to explore the possibility of enhancing the recreational value of the Trailhead through the installation of such park amenities as a small playground, benches, picnic table(s), and restroom facilities. These amenities would provide a much needed recreational facelift to a section of Falcon that is currently lacking in public recreational opportunities and community gathering places, and would further enhance the value of the Trailhead.

9. Planners will develop a Park Planning Criteria Manual with standards for trails, park amenities, signage, and other typical park improvements. A set of standards that can be applied system-wide will help improve the quality and cohesiveness of park and trail improvements and assist with branding and public identification of County facilities.

10. The Urban Park Grant Program policies and procedures will be updated in 2017. Planning staff will also prepare procedures for the development of park lands agreements.

11. The University of Colorado at Colorado Springs has expressed interest in establishing an internship program with the Planning Division for students of its Geography and Environmental Studies Program. The Planning Division will host one intern in 2017.

12. In late 2016 and early 2017, the El Paso County IT / GIS Services will be conducting an upgrade to the central GIS system, including vast improvements to the desktop and database environments. With the new system in place, Parks will request that GIS Services develop an efficient and cost-effective means for geospatial data collection in the field, perhaps utilizing the ArcGIS Collector application for use on iPads and iPhones.

CAPITAL IMPROVEMENT PROJECTS

1. The trails within Black Forest Regional Park sustained significant damages from the Black Forest Fire and post-fire flooding. Several sections were damaged beyond repair, are now flood-prone, or traverse through severely charred areas within the park. A drainage plan was completed in 2016 to guide park restoration and trail repairs. A trail inventory will be completed to identify sections of trail for repair, re-route and/or closure. Trail signage will be updated to reflect any re-routes and better incorporate the trails adjacent to Cathedral Pines. Flood-mitigation and soil stabilization structures will be installed to mitigate future flooding impacts to the trails and active use area. Forest management prescriptions will be implemented to promote forest regeneration. County Parks proposes to commit \$100,000 from the regional park fee fund and \$160,000 of remaining 1A funds to implement the trail improvements.

2. FEMA made a declaration of Public Assistance on July 16, 2015 for flood damages occurring between May 4 and June 16 that impacted a variety of El Paso County Park trails. Damaged locations include: Black Forest Section 16, New Santa Fe Regional Trail, Rock Island Regional Trail, Drake Lake Natural Area, Maxwell Street, Stratmoor Valley, Willow Springs, Fountain Creek Regional Trail near Interstate 25, and the Hanson Trailhead. Estimates for all damages, debris removal and emergency response under FEMA for Parks are \$2,872,644. In 2016 the recovery team comprised of Planning Division staff and from other County departments completed repairs to Ute Pass Regional Trail, Stratmoor Valley Trailhead, Rock Island Trail, and launched design of the Willow Springs repair. Extension requests were granted to June 16, 2017 for Black Forest Section 16 and Drake Lake Natural Area. The remaining damaged areas along Fountain Creek and New Santa Fe Regional Trail will require extensions also and work will be completed next year.

3. FEMA, State and insurance-funded building repairs and installation of a new restroom at Pinerias Open Space as an alternate FEMA project were completed in 2016, paving the way for a first phase of trail and recreation improvements in the Pinerias Open Space. The first phase of improvements per the Pinerias Open Space Master Plan will be completed

in 2017. The project includes approximately 8.2 miles of trail (4.2 miles of primary regional trail and 3.82 miles of single-track trail), main trailhead with separate equestrian and hike/bike parking areas, outdoor classroom and corral. The total cost of the first phase recreation facilities is estimated at approximately \$360,000. County Parks has committed \$160,000 from the regional park fee fund and \$200,000 of 1A funds for the project.

4. The Rainbow Falls Access Improvement Project includes funding from a Surface Transportation Improvement Program Transportation Enhancement Grant funds were secured through the Colorado Department of Transportation (CDOT) in the amount of \$308,000 for access, trail, park and bank stabilization improvements at Rainbow Falls Recreation Area. These funds have been matched with \$72,000 of regional park fees and \$5,000 in third party support for a total project budget of \$385,000. The final design process was completed in 2016. Procurement of a general contractor and mobilizing for construction will commence in 2017.

5. The Maxwell Street Trailhead was severely damaged during the September 2013 flood event. FEMA, State and local funds were used to stabilize approximately 300 feet of the toe of the bank. Additional bank stabilization is needed above, upstream and downstream of the existing armoring to protect the trail and trailhead, State highway bridge and electric and water utility infrastructure. The US Army Corps of Engineers (USACE) is preparing a feasibility study/environmental assessment in collaboration with El Paso County and local partners, and it will be completed in early 2017. The USACE committed \$275,000 to the study and is prepared to cover 65% of the construction costs which are estimated at approximately \$2.2 million. Construction is anticipated to begin in October, 2017. The County was awarded \$945,000 in CDBG-DR and State disaster recovery funds as the local match for the study and construction.

6. El Paso County Parks and the City of Fountain received a Community Development Block Grant (CDBG) in 2015 to continue the Front Range Trail from the south end of Fountain Creek Regional Park to Highway 85/87 (Main Street) in downtown Fountain near Interstate-25. The trail will be located adjacent to Bandle Drive, before continuing along Crest Drive, then back into the open space, then to Highway 85/87. The total cost of

the project is \$181,586 with \$168,586 of CDBG funds and \$13,000 from in-kind contributions. Regulatory reviews were initiated and preliminary design was completed in 2016. Permitting and final design will be completed in the first quarter of 2017 with construction by August, 2017.

7. \$150,000 of 1A funds has been committed to upgrade the exhibits at the Bear Creek Nature Center. These funds will be coupled with \$100,000 from fundraising for a project budget of \$250,000. It is anticipated the exhibit upgrade will be completed by spring, 2017.

8. El Paso County updated the County Fairgrounds master plan in 2015 which identified existing facilities that need upgrades to improve functionality, protect infrastructure, and enhance user experiences. Upcoming projects include drainage, electric, and roof repairs, landscaping and shade structures, electric service for 4-H campground, installation of a permanent entertainment pavilion, upgrade south entrance gate area, and installing a playground / spray park. Approximately \$500,000 has been secured for the improvements from regional park fees, a Great Outdoors Colorado grant, 1A funds, and other fundraising efforts. It is anticipated a majority of the projects will be completed prior to the 2017 County Fair.

9. El Paso County completed the Fountain Creek Regional Park Master Plan in 2016 which recommended improvements to existing facilities, new park facilities and other management and maintenance actions to enhance the user experience. Phase I improvements, with \$125,000 in 1A funds and \$125,000 in regional park fees secured, will commence in 2016 and include a dog park, disc golf course, demonstration gardens, trails and athletic field renovation. Phase 2 projects will be determined in 2017 and may include a community garden, additional athletic field renovation, new playgrounds, expanded parking lots, enhanced trails, and new picnic pavilions. The Phase 2 projects will be funded in part by \$125,000 in regional park fees, and an application for \$125,000 in Community Development Block Grant application will be submitted.

10. The City of Colorado Springs deeded the 1,200 acre Jones Park site to El Paso County in January, 2015. El Paso County will continue to participate with the United States Forest Service and the City of Colorado Springs in the completion of a National Environmental Policy Act (NEPA) process in the Bear Creek Watershed. The projects will include trail modifications and erosion control improvements needed at Jones Park to address Bear Creek water quality issues that impact the greenback cutthroat trout that is currently listed as threatened on the federal Endangered Species List. Funding for the improvements is provided by \$200,000 from 1A funds and \$250,000 from a Colorado Water Conservation Board grant.

11. Construction of the Ute Pass Regional Trail will be completed as outlined in the Ute Pass Regional Trail Master Plan which was approved in the fall of 2015. A \$150,000 Colorado Parks and Wildlife Non-Motorized State Trails Grant, matched with \$150,000 of 1A funds, was secured in 2016 to construct the first section between Ute Pass Elementary School and Winnemucca Road by 2018. A \$680,000 Transportation Alternatives Program Grant, matched with \$170,000 in local funds, and an \$828,000 Transportation Improvement Program Grant, matched with \$172,121 in local funds will fund final design and construction of the remaining trail by 2022.

12. The Widefield Community Park includes a playground, basketball court, baseball backstop, an 18-hole disc golf course, and the Flight 585 memorial sitting area. Upon completion of the Widefield Community Park Master Plan in early 2017, specific areas of improvement will be identified that will enhance the user experience and solidify park infrastructure. The project budget consists of \$100,000 of urban park fees.

13. The New Santa Fe Regional Trail project includes the upgrade of the trail section and drainage area that crosses beneath Highway 105 in the Monument area. The area continually traps debris and floods onto the trail causing safety concerns. In addition, the Baptist Road trailhead restroom will be upgraded including connecting to potable water. The project budget is \$90,000 which includes \$20,000 from the Town of Monument and \$70,000 of regional park fees. The work is scheduled to be complete in 2017.

14. Staff will continue to explore funding opportunities and partnerships to complete the next phase of improvements at Falcon Regional Park. A \$60,000 GOCO Mini Grant application was submitted in 2016 for funding to complete the Falcon Dog Park. If the grant is awarded, the dog park will be constructed in the summer of 2017. Falcon Dog Park supporters are interested in the formation of a friends group.

COMMUNITY OUTREACH DIVISION

Fundraising / Volunteerism

1. County Parks will work closely with the County Fair Sponsorship Committee and the Citizen Outreach Group to secure \$65,000 in sponsorships to help support the successful operation of the 2017 County Fair.
2. The Partner in the Parks Program encourages private sponsors to provide \$5,000 annually for a three year commitment to support designated regional parks / nature centers. The 2017 participation goal includes securing six Partners in the Park. To market the program, staff will present information to business and civic organizations and distribute public service announcements.
3. El Paso County Parks Friends Groups encourage operational input, volunteerism and financial support for a respective County Parks facility. A minimum of one group meeting and one volunteer event are conducted annually by each established group. County Parks currently has active Friends Groups at Homestead Ranch Regional Park, Bear Creek Dog Park, Bear Creek Regional Park, and the nature centers. The 2017 goal includes capacity building, strengthening our current friends groups, and initiating support for one additional Friends Group.
4. Staff will assist Friends of El Paso County Nature Centers and Recreation and Cultural Services staff with a series of fundraising events to help generate \$25,000 from third party funders to support the ongoing operation of the Fountain Creek and Bear Creek Nature Centers.

5. An on-line giving campaign to assist with County Park projects, such as park signage and maintenance needs, will be established in 2017.
6. An annual County Fair Queen fundraising program will be established in 2017 to support the queen program.

Marketing

1. The American Hiking Society's National Trails Day is conducted in June of each year and features a series of outdoor activities, designed to promote and celebrate the importance of trails in the United States. El Paso County Parks will host several events to celebrate National Trails Day.
2. County Parks will implement a weekly "Impact of Parks on Health" Twitter Campaign in 2017.
3. A Partner in the Parks program video will be created to market on County TV and other sites.

Pretrial Services / Community Corrections

1. Develop and implement a technology improvement plan intentionally designed to streamline caseload processes and communication with stakeholders. The plan will specifically include implementing a database case management system integrated with office documents and reports.
2. Develop, implement, and utilize evidenced based decision making tools that aid in the review of community corrections referrals, reduce recidivism rates and increase the effectiveness of alternative sentencing measures. Community Corrections staff will implement Diversion and Transition Screening Guides and evaluate, monitor and assess the effectiveness and validity of the screening guides during 2017 to ensure adherence to implementation fidelity.

3. Pretrial Services will seek technical assistance from the National Institute of Corrections and complete a program assessment to help ensure that Pretrial Services is meeting national standards, improve policies and procedures, and improve pretrial efficiency and effectiveness.
4. Develop a comprehensive community resource guide to provide to PR Bond released defendants, in an effort to improve community safety while increasing overall defendant success.
5. To increase community outreach and awareness of the criminal justice system while communicating the integral role of justice services, as well as to provide local students with a beneficial learning experience and career preparation, a Justice Services Internship program (Pretrial Services, Community Corrections, and Useful Public Service) will be development and implemented for the Fall 2017 school year.
6. Explore the potential for the El Paso County Community Corrections Board to grow from a Department of Criminal Justice (DCJ) defined Type II board to a DCJ defined Type III Board.
7. Develop Standardized Administrative Procedures for the El Paso County Community Corrections program, to include, but not limited to referral process, grievance process, vendor reporting, and auditing.
8. Explore the development of a Community Corrections Board training curriculum.
9. Research the creation of a Useful Public Service Parks Crew.

**El Paso County Parks
2016 Action Plan**

Recreation / Cultural Services	Project Manager	Priority	Status
Upgrade BCNC Exhibits	Todd Marts	High	Fundraising Phase
FCNC Recycled Bottle Exhibit	Nancy Bernard		Completed
FCNC Cultural History Exhibit	Nancy Bernard	Medium	Fundraising Phase
County Fair Improvements	Todd Marts		Completed
40th Anniversary Celebration - BCNC	Todd Marts		Completed

Park Operations Division	Project Manager	Priority	Status
Update Park Operations Manual	Brad Bixler		Completed
Park Security Officer Expanded Duties	Brad Bixler		Completed
Expand Forest Management Program	Brad Bixler		Completed
Park Operations Software Upgrade	Brad Bixler		Completed
Install BC Dog Park Memorial	Kyle Melvin		Completed
Re-open New Santa Fe Regional Trail	Tim Wolken		Completed
Expand Training Program Schedule	Brad Bixler		Completed

Planning Division	Project Manager	Priority	Status
FC Regional Park Master Plan Update	Ross Williams		Completed
Widefield Community Park Master Plan Update	Ross Williams	High	Public Input Phase
Culturally Modified Tree Studies	Ross Williams	High	Approval Phase
Fountain Creek Greenway Project	Elaine Kleckner	Low	

Capital Improvement Projects	Project Manager	Priority	Status
Pineries Open Space - Phase 1	Elaine Kleckner	High	Bid Phase
Rainbow Falls Recreation Area	Elaine Kleckner	High	Bid Phase
Black Forest Regional Park Improvements	Jason Meyer	High	Drainage Study Phase
Falcon Regional Park Development	Elaine Kleckner		Completed
Falcon Trailhead Improvements	Jason Meyer		Completed
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	High	Planning Phase
County Fairground Improvements	Tasha Brackin		Completed
Fountain Creek Regional Park Improvements	Ross Williams	High	Construction Phase
Jones Park Improvements	Tim Wolken	High	Construction Phase
Ute Pass Regional Trail Expansion	Jason Meyer	Medium	Planning Phase
Ceresa Park Improvements	Brad Bixler	High	Construction Phase
Bear Creek Regional Park Improvements	Brad Bixler	High	Bid Phase

Open Space Projects	Project Manager	Priority	Status
Elephant Rock	Elaine Kleckner	High	Purchasing Phase

Community Outreach	Project Manager	Priority	Status
County Fair Sponsorships	Dana Nordstrom		Completed
Partners in the Park	Dana Nordstrom	High	Fundraising Phase

Friends Groups Expansion	Dana Nordstrom		Completed
Nature Center Annual Fundraising Campaign	Todd Marts	High	Fundraising Phase
County Fairgrounds Capital Campaign	Christine Burns		Completed
Parks Annual Giving Campaign	Christine Burns		Completed
BCNC Exhibits Fundraising Campaign	Todd Marts	High	Fundraising Phase
United Way Giving Campaign	Christine Burns		Completed
Elephant Rock Open Space Capital Campaign	Elaine Kleckner		Completed
Naming Rights Opportunities	Christine Burns	High	Research Phase
Expand Marketing Efforts for Health Impacts	Christine Burns		Completed
"How To" Video for Park Rentals	Christine Burns		Completed
Use of QR Codes	Christine Burns		Completed
Development of Global CSD Calendar	Christine Burns		Completed
Administration	Project Manager	Priority	Status
Internship Opportunities	Christine Burns		Completed
Explore Use of Virtual Meetings	Deb Reid		Completed
Trust for Public Land Funding Study	Tim Wolken		Completed
Fiber Connections to Park Buildings	Deb Reid		Completed

Community Services Department Parks / Recreation & Cultural Services Divisions November 2016 Monthly Report						
<u>Facility Revenue Totals To Date</u>	2016			2015		
	<u>Budget</u>	<u>Current</u>	<u>Balance</u>		<u>Totals to Date</u>	
Parks Facility Reservation Revenue	\$ 145,000	\$ 182,833	\$ (37,833)		\$ 174,075	
County Fair / Fairgrounds	\$ 295,651	299,885	\$ (4,234)		329,521	
Total	\$ 440,651	\$ 482,718	\$ (42,067)		\$ 503,596	
<u>Fundraising Revenue</u>	2016			2015		
	<u>Goal</u>	<u>Amount</u>	<u>Balance</u>		<u>Totals to Date</u>	
County Fair Sponsorships	\$ 65,000	\$ 80,050	\$ (15,050)		\$ 76,250	
Partners in the Park Program	\$ 30,000	\$ 20,000	\$ 10,000		\$ 30,000	
Trust for Community Parks	\$ 15,000	\$ 26,464	\$ (11,464)		N/A	
Nature Center Fundraising	\$ 25,000	\$ 50,497	\$ (25,497)		\$ 39,111	
County Fairgrounds Support (Fairgrounds Corp)	\$ 40,000	\$ 50,000	\$ (10,000)		\$ 40,000	
Parks Annual Campaign	\$ 5,000		\$ 5,000		N/A	
Regional Building Donation	\$ -		\$ -		N/A	
Total	\$ 180,000	\$ 227,011	\$ 47,011		\$ 185,361	
<u>Grant Funds</u>						
CO Water Conservation Board					\$ 250,000	
CO Dept of Natural Resources	\$ 41,750					
Great Outdoors Colorado	\$ 275,000					
Colorado State Trails	\$ 150,000					
Western Native Trout Initiative	\$ 3,000					
Department of Local Affairs	\$ 25,000					
Total	\$ 494,750				\$ 250,000	
<u>Parks Division Reservations</u>	2016			2015		
<u>Year to Date</u>	<u>Rentals</u>	<u>Attendance</u>	<u>Evaluation</u>	<u>Rentals</u>	<u>Attendance</u>	
January	16	678	N/A	16	745	
February	20	647	N/A	21	221	
March	20	201	N/A	15	302	
April	111	3259	4.3	149	5188	
May	326	14908	4.3	332	14595	
June	479	20438	4.13	393	19723	
July	491	22365	4.15	413	22505	
August	385	23342	4.2	383	27048	
September	334	17895	4.34	336	22093	
October	170	20526	4.22	143	20166	
November	28	2487	N/A	24	1241	
December						
Total	2380	126746	4.2	2225	133827	

	2016			2015	2015
		<u>Rentals</u>	<u>Attendance</u>	<u>Rentals</u>	<u>Attendance</u>
<u>Parks Facility Reservations</u>					
<u>November</u>					
<u>Bear Creek Regional Park</u>					
Archery Lanes					
Athletic Fields					
Pavilions					
Trails					
Vendor					
Tennis Courts					
Vita Course					
Meeting Room		21	338	14	165
<u>Black Forest Regional Park</u>					
Athletic Fields					
Pavilions					
Vendor					
Tennis Courts					
<u>Falcon Regional Park</u>					
Baseball Fields					
<u>Fountain Creek Regional Park</u>					
Athletic Fields		2	400	2	400
Pavilions		2	240	5	260
Trails		2	1500	1	400
Disc Golf Course					
Vendor					
<u>Fox Run Regional Park</u>		1	9		
Athletic Fields					
Gazebo					
Warming Hut					
Pavilions					
Trails				2	16
<u>Homestead Ranch Regional Park</u>					
Pavilions					
Athletic Fields					
Trails					
<u>Palmer Lake Recreational Area</u>					
Palmer Lake Santa Fe Trail					
<u>New Santa Fe Trail</u>					
Monument Trail Head New Santa Fe Trail					
Baptist Road Santa Fe Trail					
AFA Santa Fe Trail					
Vendor					
<u>Paint Mines Trail</u>					
<u>Rock Island Trail</u>					
<u>Black Forest Section 16</u>					
<u>Total Park Facility Reservations</u>		28	2487	24	1241

Fairgrounds Facility Reservations						
Year to Date	2016			2015		
		<u>Rentals</u>	<u>Attendance</u>	<u>Evaluation</u>	<u>Rentals</u>	<u>Attendance</u>
January		9	240		8	530
February		13	347		15	539
March		9	194		17	541
April		17	3124		21	2070
May		12	3338		17	2353
June		16	3908		19	3801
July		7	29,908		7	33,272
August		12	3582		12	3665
September		12	7723		12	2928
October		15	3361		16	3393
November		13	291		9	194
December						
Total		135	56016		153	53286
Fairgrounds Facility Reservations						
November		Rentals	Attendance	Rentals	Attendance	
<u>Swink Hall - Fairgrounds</u>						
Fair Corporation Meeting		1	4	1	5	
FAB Meeting		1	19	Cancelled	0	
Lions Club Meeting		1	20	1	20	
Senior Dinner		1	75	Cancelled	0	
COC Meeting		1	18	1	10	
Lions Club District Meeting		1	50			
Colorado Fair Mangers Meeting				1	14	
Silver Buckle Banquet				1	45	
<u>Track</u>						
<u>Barns</u>						
<u>Livestock Arena</u>						
<u>Grounds -</u>						
<u>Whittemore - Fairgrounds</u>						
4H Dog Drill Team				3	80	
<u>Exhibit Hall - Fairgrounds</u>						
Fitness Challenge		7	105			
4H Livestock Comm Meeting				1	20	
<u>Arena</u>						

<u>Programming</u>	Goal	2016			2015	2015
<u>Totals for Year</u>		<u>Programs</u>	<u>Attendance</u>	<u>Evaluation</u>	<u>Programs</u>	<u>Attendance</u>
January		33	1438	5.00	28	687
February		26	836	4.97	42	1642
March		50	1028	4.98	51	1014
April		179	3665	4.97	129	3796
May		210	4579	4.93	160	3467
June		102	3384	4.95	92	2559
July		67	1,903	4.96	89	2,732
August		41	1,608	4.96	50	2,030
September		105	3,073	4.97	94	3,595
October		71	3,061	4.97	141	3,286
November		23	645	4.94	39	889
December						
Totals	800 / 21,000	907	25220	4.96	915	25697

<u>November</u>	<u>Facility</u>	<u>Programs</u>	<u>Attendance</u>	<u>Evaluation</u>
Discover Bear Creek	BCNC	1	22	5.00
Nature Explorers: Gingerbread Man	BCNC	1	26	5.00
Bear Run	BCNC	1	200	5.00
Sustainability Series: Jar Dying with Nikki Stitch	BCNC	1	12	5.00
Girl Scouts: Using Resources Wisely	BCNC	1	12	5.00
Boy Scouts: Elective 18 Outdoor Adventure	BCNC	1	12	5.00
Birthday Party: Owls	BCNC	1	25	5.00
Little Wonders: Terrific Turkey Time	BCNC	1	32	5.00
Boy Scouts: Into the Wild/Woods	BCNC	1	12	5.00
Boy Scouts: Earth Rocks	BCNC	1	12	5.00
Bear Den Rental: Movie Screening by RMWF	BCNC	1	12	
Bear Den Rental: Aiken Audobon Society	BCNC	1	12	
Outreach: Family Nature Night Monterey elem.	BCNC	1	50	
Discover the Wetlands	FCNC	1	19	5.00
Nature Adventures: Oh Deer!	FCNC	1	34	5.00
Birthday Party: Walk the Wetlands	FCNC	1	36	5.00
2's & 3's: Fur and Feathers	FCNC	1	28	5.00
Birthday Party: Nature Detectives	FCNC	1	22	5.00
Friends Board Meeting	FCNC	1	12	
A Walk in the Woods for Veterans & Families	FCNC	1	12	4.00
Thanksgiving Wetland Wildlife Walk	FCNC	1	17	5.00
Birthday Party: Nature Detectives	FCNC	1	14	5.00
Sproul Jr. High	FCNC	1	12	
TOTALS		23	645	4.94



COMMISSIONERS
SALLIE CLARK, CHAIR
DARRYL GLENN, VICE CHAIR

PEGGY LITTLETON
MARK WALLER
DENNIS HISEY

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

November 2016

General Updates:

1. Facility rental revenue is up by \$8,758 from this time in 2015.
2. There were 28 reservations made in November for a total of \$1,887.

Special Events:

1. The Landsharks Running Club held a Statewide Celebration Run at Bear Creek Regional Park.
2. USA Track & Field Colorado held two large-scale running event at Fountain Creek Regional Park in November. The Junior Olympic XC Championship followed by the Region 10 Junior XC Olympic Championship.
3. The El Paso County Search & Rescue unit received a special event permit for K9 training at Homestead Ranch Regional Park.

103 individual special events were held in 2016. 49 of these events were fundraiser/fun runs and Cross Country events. Other events included, dog agility, biking events, festivals, community events and large family, company or church picnics with equipment (bounce houses etc.) requiring permits.

Ten sports leagues (football, soccer, rugby, lacrosse and frisbee) also received annual or seasonal permits to use multi-use fields. Eight temporary access agreements for film projects and photo shoots were also approved.



COMMUNITY SERVICES DEPARTMENT

PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH
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COMMUNITY OUTREACH and GRANTS

Monthly Report – November 2016

Christine Burns, Community Outreach Manager
Dana Nordstrom, Community Outreach Coordinator

Community Outreach

1. **Community Outreach:** Staff consistently strives to expand opportunities to share with our community about the resources and adventures that are in our parks, open spaces and nature centers. We spoke to 15 clubs and community meetings this year.
2. **Partners in the Park:** We are currently focusing on new partners for Fountain Creek Nature Center and the new Falcon Dog Park.
3. **Volunteer Projects:** Staff has coordinated 38 volunteer projects this year, plus another 12 work days with RMFI. We would like to thank our loyal volunteers; Adopt A Park/Trail Groups, Keep Colorado Springs Beautiful, Friends Groups, School District's 2, 11, 20 and 49, Kohl's Associates in Action, Peterson AFB, Fort Carson, United States Air Force Academy, Manitou Cats, Volunteer Outdoor Colorado, Mile High Youth Corp., Trails and Open Space Coalition, Rocky Mountain Field Institute, Fountain Creek Watershed District and Parks staff.

Grants

1. El Paso County has been awarded an administrative grant from the Department of Local Affairs totaling \$25,000 to support planning and design costs for improvements at the El Paso County Fairgrounds.
2. A planning grant application was submitted to Great Outdoors Colorado requesting \$30,000 to fund the development of a master plan for the Kane Ranch Open Space.
3. A mini-grant application was submitted to Great Outdoors Colorado requesting \$45,000 to fund the construction of the Falcon Dog Park.
4. A NRPA Wildlife Explorers Grant requesting support for the Bear Creek Nature Center's wildlife explorers program in collaboration with the Salvation Army was submitted.
5. If you have an interest working with us on researching grant opportunities and/or writing grants to support park projects, please call Christine Burns at 520-6996.

COMMUNITY SERVICES DEPARTMENT
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RECREATION & CULTURAL SERVICES DIVISION
MONTHLY REPORT – NOVEMBER 2016
SUBMITTED BY: TODD MARTS, DIVISION MANAGER

General

1. Stacy Reavis has joined the team as the new Fairgrounds Program Coordinator. Stacy lives on a 36-acre ranch with a variety of livestock and provides educational seminars regarding mules and donkeys. She enjoys big game hunting and is an accomplished dog trainer. Ms. Reavis has a bachelor's degree in Agriculture and Ag Business. She has successfully managed large scale events for the American Cancer Society and coordinated the annual Colorado Classic Mule and Donkey Days. The event has grown to be the largest Mule and Donkey event in Colorado. Her experience and enthusiasm to work with us to continue the outstanding legacy of the County Fair and provide programming on the fairgrounds year-round will be a great addition to an already great fair team!

Projects, Fundraising & Grants:

1. Interpretive Program Coordinators Maria Petkash and Ian Wilson attended NAI (National Association of Interpretation) conference in Corpus Christi, TX. They returned full of enthusiasm and suggestions including plans for new programming, ideas for community partnerships and new nature center marketing plans.

Programs & Events:

1. FCNC hosted, for the second year, a free program for veterans and their families. This year it was titled, "A Walk in the Woods for Veterans and Families." Several families with young children attended for the first time. We introduced them to the healing properties of nature through outdoor nature connection activities, handed out articles documenting the healing properties of nature, and showed a humorous video on the RX of Nature. The Cheyenne Edition covered the program and published a very favorable and thorough article.
2. The annual Thanksgiving Wetland Wildlife Walk enjoyed success with a wide range of ages in attendance. They learned how gratitude and time in nature enriches our health; they made pine cone bird feeders with lard and bird seed, and took a walk with a naturalist to strengthen their appreciation of wetlands and the watershed.



3. Bear Creek's 2nd annual Bear Run was held on November 5th. Approximately 200 participants ran the 3K trail run wearing bear costumes and participated in pre-run festivities such as bear yoga, costume contests, and a dance contest. Pre-event radio publicity (including live on-air interview) as well as music and announcements during the event were provided by Bear Run sponsor 103.9 RXP. Other sponsors (Black Bear Diner & Kristy Mullen with Farmers Insurance) and partners (Rocket Fizz Soda Pop & Candy Shop, Peaceful Partings, Noosa Yoghurt, Tonya Colbert with Mary Kay and Unlimited Bodywork) hosted tables at the event and 20 volunteers helped to create a fun, successful event that raised \$7,000 for the Friends of El Paso County Nature Centers.
4. Attended Family Nature Night at Monterey Elementary School in District 2. Bear Creek Nature Center staff provided a hands-on, interactive activity pertaining to skulls of regional animals and also marketed El Paso County Nature Centers' events and environmental education opportunities.
5. Rocky Mountain Women's Film Festival and Bear Creek Nature center hosted a free film screening of 'Death by Design' at Bear Creek Nature Center. The film explores the environmental and health impacts of the production and disposal of electronic devices such as cell phones and computers. After the film, attendees discussed options for recycling and disposing of electronic items in El Paso County.

COMMUNITY SERVICES DEPARTMENT

PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH
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Date: December 14, 2016
To: Park Advisory Board
From: Elaine Kleckner, Planning Manager
Subject: Planning Division Monthly Report

ACTION PLAN:

Capital Projects:

1. Black Forest Regional Park: Planning Division continues to work on recovery projects and is helping coordinate volunteer projects in 2016 and 2017.

Staff is working with Rocky Mountain Field Institute to outline winter 2016 work and 2017 work associated with the IndyGIVE campaign. 2016 winter work will focus on implementing forest management plan recommendations and drainage improvements, while 2017 work will focus on soil stabilization and trail decommissioning.

Planning for drainage improvements, forest restoration, and an update of the trails master plan commenced in July with consultant assistance from AECOM. The drainage plan will be completed in December.

2. Elephant Rock Open Space: \$31,500 was secured from Regional Building Department funds to reach the fundraising goal of \$340,000. Staff has launched the acquisition process.

3. Falcon Trailhead Improvements: Trail construction and repair of the railroad bridge was completed in August, 2016. Final payment has been processed. Staff ordered a new identification sign and will close out the grant by December 31.

4. Front Range Trail Extension: Staff completed a cultural survey and obtained SHPO and environmental clearances. A kick-off meeting was held and design efforts are underway. Procurement of a construction contractor will occur after site specific plans are finalized.

5. New Santa Fe Regional Trail Improvements: Basic repairs to the trail have been done, but additional work will take place in 2016 using FEMA funds after SHPO and environmental clearances are obtained.

6. Pineries Open Space: The Planning Division has initiated a design-build process for Phase 1 improvements and completed a Request for Proposals. No proposals were submitted by the November 3 deadline, so the project will be rebid.

7. Rainbow Falls Recreation Area: The first Planning Commission hearing on the proposed historic site classification, and amendment to the Parks Master Plan, was held on December 6. The second hearing is on December 20, and Board certification is planned on December 27. The site could be also be formally classified by the Board on December 27.

Primitive trails were completed with 2013 FEMA funds. 2015 FEMA-funded work will be completed with assistance from the Public Works Department by the end of the year.

Staff has prepared an Invitation for Bids for the Transportation Enhancement Grant project and plans to initiate procurement of a general contractor before the end of the year.

8. Ute Pass Regional Trail: The County received a State Trails grant to construct approximately 2/3 mile of trail between Ute Pass Elementary School and Winnemucca Road. Staff is initiating a design/build process with development of a scope of work as SHPO and environmental clearances are being processed. Staff continues to support the Ring the Peak Trail and is coordinating advocacy with TOSC, City Parks and the State.

Planning:

1. City of Colorado Springs Bicycle Master Plan: Planning Staff is serving on the Technical Advisory Committee.

2. Fountain Creek Regional Park Master Plan: Planning and Park Operations divisions have launched on implementation of Phase I improvements.

3. Major Transportation Corridors Plan Update: Planning Staff is serving on the project team. The Plan was approved by the Planning Commission on December 6 and will proceed to the Board of County Commissioners hearing for certification and approval of the fee schedule.

4. Widefield Community Park Master Plan Update: The Master Plan update process includes site analysis and needs assessment, stakeholder input and public involvement, and development of a plan with future improvements, maintenance actions, and management recommendations. The online survey concluded on October 9. The first public meeting was held on October 20.

Flood Recovery:

1. 2015 Flood Recovery: Elaine and Jason serve on the County Financial Impact Team and meet twice a month to collaboratively advance projects. Purchase orders have been received from the State/FEMA for most projects. Procurement of contractors is underway for the smaller projects. Grant agreements will be provided for large projects following completion of hydrologic and hydraulic analyses and other clearances. Parks and DPW in-kind repairs are planned in the fourth quarter of 2016 at Ute Pass Trail and Rainbow Falls. Black Forest Section 16 and Drake Lake procurement of a contractor is underway. The Willow Springs design contract was awarded to J3 Engineering.

2. Fishers Canyon Trail Repair: Even-Preisser completed repairs by reclaiming riprap from the Fishers Canyon channel, reshaping the riprap abutment protections, and adding concrete to the northern abutment.
3. Highway 85/87/Maxwell Street Trailhead Bank Stabilization: The feasibility phase of this USACE Section 14 project is nearing the end with completion of the feasibility study/environmental assessment in early 2017. Construction is planned in 2017-2018. The 35% matching funds (approximately \$900,000) for construction was secured through a CDBG-DR grant and State disaster recovery funds.
4. Upper Fountain Creek Restoration: The USACE is doing a cost-benefit analysis to determine if there is Federal government interest in a Section 205 project in the Rainbow Falls vicinity. A determination will be made this month.

OTHER:

1. Culturally Modified Tree Project: The Pinerias Open Space Culturally Modified Tree Assessment has been completed. Staff will be meeting with the consultant to plan the Black Forest Regional Park CMT Assessment, to take place in the Winter/Spring of 2017.
2. Development Permit Application Reviews: There were no new development permit applications in November:
3. Fountain Creek Watershed, Flood Control and Greenway District: Community Services Department Staff continues to serve on the Technical Advisory Committee and Citizens Advisory Group. The committees help develop and implement watershed restoration and enhancement projects.
4. 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, pending software upgrade in 2016.

New regional park maps have been completed or are in process, and new and/or improved datasets have been received.

5. Grants for Capital Projects: Planning Staff wrote a GOCO mini-grant application for the Falcon Regional Park dog park and a GOCO planning grant application for Kane Ranch Open Space for funding in 2017. Both applications were submitted on November 17.
6. Groundwater Quality Study: The Board of County Commissioners endorsed initiation of a monitoring effort. Next steps include re-establishing the Committee and developing a scope of work and funding package for monitoring.
7. Internships: The Geography and Environmental Studies Program at UCCS has expressed interest in providing interns to the Planning Division. Staff will coordinate, with a goal of having intern(s) on board in 2017.
8. Website: Staff has updated Planning pages to comply with ADA recommendations. New pages and content are created as new projects are initiated.

COMMUNITY SERVICES DEPARTMENT

PARK OPERATIONS ~ PLANNING ~ CSU EXTENSION ~ COMMUNITY OUTREACH
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PARK OPERATIONS DIVISION MONTHLY REPORT NOVEMBER, 2016

Operations/Misc. Projects

Bear Creek Regional Park - Pavilion #1 and #2 Roof Replacement - Trafton Roofing has been awarded the contract for the roof replacement. The two roofs will match the metal roof install on pavilion #3 in 2015. The current wood shingles are being replaced by metal Pro-Panel. The last time these pavilions had a new roof was in the late 90's. These new roofs will help to preserve the pavilions for years to come and require very little if no maintenance. Trafton Roofing began the tear-off of the old shingles at the end of the month. Depending on weather, roof replacement will require two weeks to complete.

Black Forest - Pavilion Column Repair: Allen Builders has been awarded the contract for repairing the wooden columns on pavilions #1 and #2 at Black Forest. The deterioration was caused by weather and age. These pavilions have reached a point where they may become a hazard to the public and structurally compromised if not attended to. Allen Builders have currently constructed steel columns to replace the deteriorated lower sections of the wooden columns. The steel will be galvanized to increase durability and resist the elements. The contractor will begin the column repairs by December 5th weather permitting. The timeline to repair all the columns is less than two weeks.

Fox Run Potable Water Main Break: The potable water line that supplies Oak Meadows and Pine Meadows restrooms broke during winterization at the end of October. This prevented the restrooms from being properly winterized until repairs were made. This became a priority repair that was handled by park staff from various districts. The repair was quickly completed to continue the winterization process. During the repair a new location for blow out was included to help prevent this type of pipe rupture in the future and to more efficiently winterize the potable waterlines.

Fountain Creek Regional Park-Alluvial Well: The well that supplies water to the pond at Duckwood utilizes an automated pond leveling device called a transducer. The control unit that operates this device failed. When failure occurs the well has to be run manually to supply water to the pond. This has to be closely monitored so the pond does not run dry during high demands of the irrigation system or overflow the banks when not in use.

The contractor Five Star Automation identified and replaced the control unit for keeping the pond at an acceptable operating level, reducing the need for staff to constantly attend to the well system.

Black Forest, Bear Creek Terrace and Ceresa Park Playgrounds: Replacement playground equipment has been ordered and will arrive before the end of the year. This will give staff time to complete the repairs to playgrounds before the heavy usage season arrives.

Central District

Bear Creek Regional Park - November has been warm and the park continues to receive high use. The warm weather acts as a catalyst for illegal/homeless camping and staff has been strained with removal efforts over the past few weeks. The warm weather caused staff to spend much time winter watering while delaying pruning efforts by several weeks. On a positive note, the warm weather allowed staff to finish critical year-end projects and to host several volunteer workdays. Staff is currently involved with fall pruning and hopes to complete efforts in Bear Creek East by weeks end. Staff will then continue fall cleaning/pruning in Bear Creek West. Staff invested time organizing and cleaning the Bear Creek maintenance yard. Staff is organizing materials, cleaning equipment, and clearing vegetation from the perimeter fence.

Ditch Work - Staff with help from the Public Works Department renovated 300 ft. of ditch line in Bear Creek East. Staff over dug the ditches and installed larger 18inch pipe culverts to improve storm water flow. Staff then armored all culvert ends with large rip/rap to stabilize and protect the structures. Following rip/rap installation, staff placed erosion matting and native grass seed to help stabilize the newly cut ditches.

Equestrian work - Staff is currently aiding the Equestrian Friends group by renovating the pond obstacle. Staff is excavating 3 inches of native soil from the entire area and replacing with class six road base and red breeze. These actions should help identify the course and improve usability.

Bear Creek Dog Park - The Park continues to experience extremely high use and as a result much time is spent with general maintenance task such as trash/waste removal and restroom cleaning. Staff completed construction of the Buchanan Memorial pavilion and is now working on installing a memorial stone in Ron's memory. Staff made several fence repairs over the last few weeks and installed fencing material over an abandoned pipe culvert in hopes of keeping small dogs out.

Rainbow Falls - The recreational area is currently closed for bridge repairs and FEMA flood recovery efforts. Staff spent several hours cleaning and removing trash from the area and contracted Master Blaster for final graffiti removal service.

Ute Pass Trail System - Staff completed all necessary FEMA repairs to the regional trail and will be reimbursed for materials and labor hours. Staff cleared and regraded a large box culvert and added several tons of class six road base and red breeze to restore damaged areas back to their original form. Staff hosted a trash clean-up day and several volunteers participated to help beautify the area.

Jones Park - Staff / contractors completed the .7 mile Loud's Cabin spur. The new trail segment will tie into the newly realigned 677 trail and will serve as a historical corridor through Jones Park providing access to several historical points of interest.

Downtown Properties - Staff have been performing routine maintenance for all 16 facilities, including but not limited to mowing, weed management, trash collection, and fall clean-up efforts. Staff is currently involved with pruning efforts, leaf removal and has begun installing Christmas lights throughout the downtown complex.

Training - All employees attended the annual spill prevention training presented by the EPC environmental division. Kyle Melvin, Josh Hudson, and Nathan Robinson attended a pesticide application class presented by Ewing irrigation.

East District

Fairgrounds - Staff has completed the winterization of the Fairgrounds facilities. The only buildings that still have fully functioning plumbing are Swink Hall and the Citizen Outreach Building. Staff has completed the modifying and painting of benches throughout the Fairgrounds. The benches were too long on each of the ends causing them to tip if a person sat on either end of the bench. Staff has also started the refurbishing of the 8 benches located at the beer dock. These benches had rotting wood and needed to be re-painted. Staff has put together a checklist for our winter projects and will continue to work on these projects in the coming months.

Livestock Pavilion - Staff will be looking into electrical options for the new livestock building extension.

Rock Island Trail - Staff is prepared to begin the installation of the trail surface needed to repair the washout located near Judge Orr Rd. The contractor has completed their portion of the repairs and Parks staff is waiting to hear from Public Works on when we can begin.

Paint Mines - Staff continues to maintain the trash cans and the restroom at Paint Mines. Staff has completed a final mow and box blade of the trail system. Staff will continue to monitor the trail throughout the winter months.

Homestead Ranch - Staff has completed an entire system blowout at Homestead Ranch Regional Park. The restrooms are now closed until spring 2017. Staff is set to complete trail repairs in the worst areas along the trail system before the end of the year.

Falcon Regional Park - Staff has completed an entire system blowout at Falcon Regional Park. Staff met with a representative from Arrowhead fencing to get a rough estimate on additional fencing. Staff would like to add fencing in key locations to better secure the park. This would help encourage patrons to use the entrances staff has designated.

Fairgrounds Phase II Planning - Tasha Brackin is the Project Coordinator and has been working with Terracon Architecture to schedule drilling for a geotechnical study for a future dance pavilion and to work on concept drawings provided by TKA for South Gate Improvements a Playground as well as overall circulation/landscape plan for Fairground. Staff received detail on proposed south gate design, including proposed construction material for new ticket booth to be split-face block, for durability and structural stability; need confirmation that the material will be acceptable to staff.

The next steps are to continue weekly meetings with architect to continue progress on Fairgrounds design and coordinate appropriate reviews as needed, coordinate with procurement, provide update to grant coordinator re: GOCO Grant for Fairgrounds.

North District

General Info - All staff attended the 2016 SPCC training provided by Environmental Services. Cris Clark, Nakia Mima and Jonathan Mandry attended Herbicide Application training provided by Ewing Irrigation. Staff has winterized all small equipment.

Fox Run Regional Park - Staff repaired the Donala waterline that was damaged during the winterization of the restrooms. Staff also installed a blow-out quick connect to insure proper winterization and prevent future damage to the Donala waterline. Staff has completed the winterization of the restrooms and drinking fountains. Staff also posted signs advising citizens the Warming Hut restroom will remain open throughout the winter.

Staff worked with El Paso County Department of Transportation, Maintenance crew, to remove 2 dead trees in the active use area of Oak Meadows that were a potential threat to the restroom structure. Staff has hauled 40 yards of fill dirt from Bear Creek Pit and started erosion repairs to the drainage ditches along the main road at Pine Meadows.

Staff repositioned and cemented into place boulders then cleaned out the stream bed that runs between the ponds. Staff continues with trash collection and restroom cleaning. Staff continues with landscape bed maintenance and pine needle cleanup as time and weather allows. Staff continues to monitor pit heaters for proper operation to help prevent pipes from freezing. Staff has closed the road to Falling Timbers for the winter.

Black Forest Regional Park - Staff continues to monitor the Public Water System on a daily basis to ensure the public's safety. Staff worked with El Paso County Department of transportation, Maintenance crew, to remove 4 dead trees. 2 of the dead trees were in the active use area and posed a potential threat to Pavilion # 1 and the playground. Staff has completed the winterization of the drinking fountain.

Staff continues with trash collection and restroom cleaning. Staff continues with landscape bed maintenance and pine needle cleanup as time and weather allows. Staff continues to monitor the backroom and restroom heaters to help prevent pipes from freezing.

Palmer Lake - Staff continues to monitor pit heaters for proper operation to help prevent pipes from freezing. Staff continues with trash collection.

Baptist Road Trail Head - Staff repaired and stained a broken picnic table seat. Staff continues to monitor pit heaters for proper operation to help prevent pipes from freezing. Staff continues with trash collection.

Section 16 Trail Head - Staff continues with trash collection. Staff has repaired the bullet holes that vandals shot into the restroom. Staff has removed stumps in the trail that were a possible tripping hazard.

105 Trail Head - Staff worked with El Paso County Department of Transportation, Maintenance crew, to remove dead branches and limb up willow trees in the picnic area. Staff continues with trash collection.

North Gate Trail Head - Staff continues with trash collection. Staff made repairs to damaged split-rail fencing.

Hodgen Road Trail - Staff has repaired major erosion issues along the trail.

Ice Lake Trail Head - Staff began a major clean-up and pruning project of the trail head parking lots.

South District

General Overview and Staffing - Staff continued routine maintenance throughout the district. Staff completed sprinkler system winterizing and snow removal equipment maintenance. Staff completed staging snow removal equipment. Staff continued to make progress on FCRP and Ceresa Park projects. Staff completed annual spill control training.

Equipment - Staff continued routine maintenance and snow equipment checks.

Willow Springs – Staff completed routine maintenance. The bridge repair is still awaiting the claim process. Access is closed and barricaded off.

Fountain Creek Regional Park – Staff completed routine maintenance. Well controller panel continued to have problems processing the sensor controls that run the public water system. This issue has prevented staff from opening restrooms at FCRP. Five Star Automation is troubleshooting the system and attempting repair. Public Water System is still not stable enough to depend on. Therefore, port-a-potties are provided by parks for public use.

FCRP continued to play host to major cross country events.

Field 1 renovation phase 2 is completed. Staff is making plans to winter water the new seeded area.

Grinnell Boulevard – Staff carried out routine maintenance. Staff completed sprinkler system winterizing.

Widefield Park – Staff conducted routine maintenance. Staff continued to actively stay involved with the master plan process for Widefield. Staff completed extra pine needle clean up. Staff completed sprinkler system winterizing.

Ceresa Park – Park renovations are progressing. All dead and dangerous trees have been removed or trimmed. Seventeen new deciduous trees were planted, many of which are flowering trees. The playground has a concrete border, an ADA walkway and is awaiting delivery of the ADA swing set. The baseball field has all new clay installed and will be completed by the end of the month. Staff built a new planter bed at the entrance to the park. Staff built a basketball court pad and is awaiting delivery of the basketball pole and backboard. Staff completed sprinkler system winterizing.

Stratmoor Valley Park – Staff conducted routine maintenance. Staff completed turf maintenance practices. Staff completed sprinkler system winterizing.

Stratmoor Hills Park – Staff conducted routine maintenance. Staff completed turf maintenance practices. Staff completed sprinkler system winterizing.

Hanson Open Space Trailhead – Staff conducted routine maintenance. Staff completed sprinkler system winterizing.

Maxwell Trailhead – Staff conducted routine maintenance. Staff continues to battle illegal dumping and homeless camps in this area.

FC Nature Center – Staff conducted routine maintenance. Staff completed more plumbing repairs on the well system. The well system has continued to lose prime. Therefore, this is stopping efforts to get the meter testing done. The cold weather has now moved in and has prompted the district to postpone meter testing.

Clear Springs Ranch – Staff conducted routine maintenance. Staff completed sprinkler system winterizing.

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

Other - Staff performed weekly routine equipment maintenance. Staff continues to deal with homeless campsites encroaching onto county property.