



Town of Frederick PROST Commission

Meeting Minutes

April 8, 2026

Call to Order – Roll Call: Vice Chair Fosdick and Commissioner Gill were absent and excused.

Approval of Agenda: The Agenda was approved 4-0 without changes.

Public Comment: There were no members of the community present for public comment.

Action Agenda:

March 2026 Minutes: The March 2026 Minutes were approved 4-0 with no changes.

Resolution of Support for the Adoption of the Intergovernmental Agreement between Frederick and CVPRD: The Resolution of Support for the Intergovernmental Agreement between the Town of Frederick and the Carbon Valley Parks and Recreation District was approved.

Discussion Items:

Golf Course Management Plan Preview: Tim Schwartz, Golf Course General Manager, presented the first update on the updated Golf Course Management Plan. This Plan is being updated under the broader umbrella of Go Outdoors Frederick and in alignment with those goals and objectives. The previous and current Golf Course Management Plan's have reduced the operational subsidy by over \$650,000 or over 80% to a 2025 operational cost recover of 87% and resulted in record rounds play, record revenue and the lowest operational expenses in five years. Updates include additional approaches to continue increasing that operational cost recovery by making targeted capital investments, identifying and implementing efficiencies and clarifying programming goals to ensure alignment with the community's goals for this space. Golf Staff are also working to incorporate maintenance outcomes into this update, aligning those outcomes to operational expenses and revenues.

Parks, Open Space and Trails Design Guidelines Discussion: Sara Barnard, Parks Planning and Development Coordinator, presented the second update on the Parks, Open Space and Trails Design Standards. This document is intended to guide development of new public spaces under the goals and objectives of Go Outdoors Frederick, the Town's Comprehensive Plan as well as the recently updated Frederick Land Use Code. The presentation included detailed information on park amenities, trail connectivity, open space conservation and ecological standards and highlighted challenges staff noted during the development of these Standards that are being addressed with other Departments as associated plans and standards are developed in the future. Commissioners asked questions regarding community outreach and staff have worked behind the scenes to highlight that process at the May update on this document.

Staff Reports:

April 2026 Staff Report:

Commissioner Reports: Commissioners congratulated Matt Hickman on his election to the Board of Trustees. The Commission was updated on the recruitment process for the vacancies recently created on the Commission and expect new members to be seated at the June Regular Meeting.

Adjournment: The Meeting adjourned at 7:51pm.