



Built On What Matters

Town of Frederick PROST Commission Agenda

Bella Rosa Golf Course
5830 Bella Rosa Parkway
Frederick, CO 80504
Wednesday, July 8, 2026

6:30 PM

Call to Order – Roll Call

Approval of Agenda

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the PROST Commission. Please sign in and you will be called. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Action Agenda

- A. Election of Officers for 2026-2027 Term -
Colby Johnson, Parks and Open Space Director
- B. Approval of June Minutes -
Colby Johnson, Parks and Open Space Director
- C. Parks, Open Space and Trails Design Standards Resolution of Support -
Colby Johnson, Parks and Open Space Director

Discussion Items

- D. Go Outdoors Frederick and Department Update -
Colby Johnson, Parks and Open Space Director
- E. 2027 Parks and Open Space Department Budget Presentation -
Colby Johnson, Parks and Open Space Director

Commissioner Reports

Adjournment



Built On What Matters

TOWN OF FREDERICK

Parks, Recreation, Open Space & Trails Commission Staff Report

, Chairperson

Erin Fosdick, Vice Chairperson
Alan Gill, Commissioner
Kristen Davis, Commissioner

Susan Pilon, Commissioner
Ashley Kolberg,
Commissioner
Beth Shields,
Commissioner
Brian Schmitt,
Commissioner

Election of Officers for 2026-2027 Term

Agenda Date: PROST Commission - July 8, 2026

Attachments: None

Reviewed By:

Action Type

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:



Strategic Priority 1: Transparent & Strategic Governance

Frederick will lead with transparency, accountability, and strategic decision-making to ensure municipal services exceed community expectations and exemplify that Frederick is Built on What Matters.

Summary Statement:

The PROST Commission will elect a Chairperson and Vice Chairperson for the 2026-2027 term.

Detail of Issue/Request:

The PROST Commission Bylaws, as adopted by the Board of Trustees, required the Commission to elect two Officers - a Chairperson and Vice Chairperson on an annual basis. Any Commissioner in good standing may serve as an Officer. While the Staff Liaison shall serve as Secretary, no other Officer may be elected.

Staff will work with the Commission to coordinate the process for the election.

Legal Comments:

The Town Attorney's Office has reviewed this item.

Alternatives/Options

The Commission must elect Officers for the 2026-2027 term, unless no quorum is present.

Financial Considerations

There are no financial impacts to this item.

Staff Recommendation

Staff recommends the Commission follows the Bylaws' prescribed process and elect a Chairperson and Vice Chairperson.

Community Impact



Built On What Matters

TOWN OF FREDERICK

Parks, Recreation, Open Space & Trails Commission Staff Report

, Chairperson

Erin Fosdick, Vice Chairperson
Alan Gill, Commissioner
Kristen Davis, Commissioner

Susan Pilon, Commissioner
Ashley Kolberg,
Commissioner
Beth Shields,
Commissioner
Brian Schmitt,
Commissioner

Approval of June Minutes

Agenda Date: PROST Commission - July 8, 2026

Attachments: 1. PROST Minutes 05132026

Reviewed By:

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

Strategic Plan Alignment:



Strategic Priority 1: Transparent & Strategic Governance

Frederick will lead with transparency, accountability, and strategic decision-making to ensure municipal services exceed community expectations and exemplify that Frederick is Built on What Matters.

Summary Statement:

The Commission will consider approval of the Minutes from the May 2026 Regular Meeting.

Detail of Issue/Request:

The PROST Commission met on May 13, 2026 and presented for their approval are the Minutes recorded by the Secretary.

Legal Comments:

The Minutes have been reviewed by the Town Attorney's Office.

Alternatives/Options

The Commission may approve, approve with conditions or deny.

Financial Considerations

There are no financial considerations with this item.

Staff Recommendation

Staff recommends approval of the Minutes as presented.

Community Impact



Town of Frederick PROST Commission

Meeting Minutes

May 13, 2026

Call to Order – Roll Call: Vice Chair Fosdick and Commissioners Bolinger, Gill and Pilon were present, along with Trustees Hickman and Lamach.

Approval of Agenda: The Agenda was approved with no changes.

Public Comment: Ashley Kolberg of Frederick, CO was present.

Action Agenda:

April 2026 Minutes: The April 2026 Minutes were approved 4-0.

Parks and Open Space Use Regulations Update: The Resolution of Support for the Parks and Open Space Use Regulations Update was approved 4-0.

Discussion Items:

Parks, Open Space and Trails Design Standards Discussion: Sara Barnard, Parks Planning and Development Coordinator gave the third update to the Commission on the Parks, Open Space and Trails Design Standards. Commissioners were supportive of moving them to Board of Trustee adoption. A Resolution of Support was planned for June.

Open Space Management Plan: Jordan Davison, Open Space and Trails Manager gave the second update on the Open Space Management Plan. Commissioners asked several clarifying questions and provided input to staff on the final draft, scheduled to come to PROST in August.

Parks Water Management Plan: Mike Harris, Parks Manager gave the second update on the Parks Water Management Plan. Commissioners had some questions but voiced support for the overall concept of this as a standalone program in Go Outdoors Frederick. The final update is scheduled for August.

Staff Report: Colby Johnson, Parks and Open Space Director gave an update on Departmental Operations and upcoming PROST Commission meetings.

Commissioner Reports:

Adjournment:



Built On What Matters

TOWN OF FREDERICK

Parks, Recreation, Open Space & Trails Commission Staff Report

, Chairperson

Erin Fosdick, Vice Chairperson
Alan Gill, Commissioner
Kristen Davis, Commissioner

Susan Pilon, Commissioner
Ashley Kolberg,
Commissioner
Beth Shields,
Commissioner
Brian Schmitt,
Commissioner

Parks, Open Space and Trails Design Standards Resolution of Support

Agenda Date: PROST Commission - July 8, 2026

Attachments:

1. Resolution - POST DS 07082026
2. POST Design Standards

Reviewed By:

Action Type

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:



Strategic Priority 1: Transparent & Strategic Governance

Frederick will lead with transparency, accountability, and strategic decision-making to ensure municipal services exceed community expectations and exemplify that Frederick is Built on What Matters.



Strategic Priority 2: Exceptional Resident Experience & Engagement

- Frederick will deliver modern and accessible services while creating welcoming engagement opportunities that connect residents of all ages and abilities to their local government.



Strategic Priority 3: Safe & Resilient Community

- Frederick will ensure a safe, prepared, and resilient community through strong public safety partnerships, proactive planning, and programs that support community well-being.



Strategic Priority 4: Responsible Growth and Community Vitality

- Frederick will guide responsible growth through thoughtful planning and balanced development that strengthens economic vitality, while preserving the community character that residents value.



Strategic Priority 5: Reliable & Sustainable Infrastructure

- Frederick will invest in and maintain reliable infrastructure that supports a growing community, protects public resources, and ensures high-quality service for residents today and in the future.

Summary Statement:

Town Staff are requesting approval of a Resolution of Support of the PROST Commission to the Board of Trustees to adopt an Ordinance to update Frederick Municipal Code that will adopt the Parks, Open Space and Trails Design Standards, under the broader framework and policies of the recently adopted Land Use Code. This adoption process prescribes the authority to update the Standards from time to time to the Parks, Recreation, Open Space and Trails Commission.

Detail of Issue/Request:

Purpose of the Design Standards:

The Parks, Open Space, and Trails Design Standards (Design Standards) are intended to establish a clear, consistent framework for the planning, design, and construction of the Town's outdoor recreation and natural resource system as an integrated component of the built environment. These standards define the minimum requirements for how parks, natural areas, and trail networks are located, connected, and constructed in coordination with development, under the broader goals and framework of the Comprehensive Plan, Go Outdoors Frederick and the recently adopted Land Use Code.

The document is grounded in the principle that parks, open space, and trails are not

standalone amenities, but essential public infrastructure that support recreation, ecological function, community connectivity, and long-term community sustainability. As such, these standards are intended to emphasize early integration of open space systems into the land planning and development process, as desired by the community, the Parks, Recreation, Open Space, and Trails (PROST) Commission and the Board of Trustees.

A primary objective of this document is to provide clearly defined standards that increase predictability during development review while ensuring desired outcomes. By establishing minimum requirements for vegetation, amenities, trail connectivity, and conservation, Parks Staff seek to minimize case-by-case negotiation and promote consistency across projects. These standards are also intended to align Parks and Open Space planning with engineering and infrastructure systems, recognizing the multi-functional role of public lands. Where applicable, requirements shall be coordinated with Town engineering standards to ensure that open space systems contribute to, and do not conflict with, long-term infrastructure performance and maintenance.

Ultimately, this document supports a development pattern in which outdoor recreation and natural resource systems are planned first and designed intentionally, shaping growth in a manner that is resilient, connected, and maintainable over time. The Design Standards shall be considered a living document that will evolve as the community changes over time. The standards shall be reviewed and updated periodically to reflect best practices, local experience, and continued alignment with the Land Use Code and the Public Works and Engineering Design Standards and Construction Specifications.

The Design Standards will apply to all newly designed parks, open spaces and trails in new residential developments, upon final adoption by the PROST Commission and will additionally apply to any major renovations to existing Parks and Open Space Department managed parks, open spaces and trails.

Legal Comments:

This item has been reviewed by the Town Attorney's Office

Alternatives/Options

The Commission may choose to approve, approve with conditions or deny the Resolution of Support.

Financial Considerations

While the Standards will apply to long-term financial obligations, this specific action incurs no direct financial impact.

Staff Recommendation

Staff recommends the Resolution of Support be adopted as presented.

Community Impact

**TOWN OF FREDERICK, COLORADO
PARKS, RECREATION, OPEN SPACE AND TRAILS (P.R.O.S.T.) COMMISSION
RESOLUTION OF SUPPORT**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO P.R.O.S.T.
COMMISSION SUPPORTING THE ADOPTION OF UPDATES TO THE FREDERICK
MUNCIPAL CODE CREATING THE PARKS, OPEN SPACE AND TRAILS DESIGN
STANDARDS**

WHEREAS, in accordance with the Bylaws of the Parks, Recreation, Open Space and Trails Commission, the Commission shall advise the Board of Trustees and Town Staff on all areas perteninet to the the Town's outdoor recreation and natural resources; and,

WHEREAS, the Board of Trustees are the governing body of the Town of Frederick, Colorado; and,

WHEREAS, the P.R.O.S.T. Commission supported the creation of updated standards for the development of new parks, open spaces and trails;

WHEREAS, the P.R.O.S.T. Commission supports the incorporation of natural and recreational spaces into the built environment, as a priority in new development, due to its documented positive impact on public and environmental health and community vitality more broadly;

WHEREAS, the P.R.O.S.T. Commission supports the adoption of an Ordinance creating the Town of Frederick Parks, Open Space and Trails Design Standards as drafted and presented by the Parks and Open Space Department and this Commission;

NOW THEREFORE BE IT RESOLVED BY THE PARKS, RECREATION, OPEN SPACE AND TRAILS COMMISSION OF THE TOWN OF FREDERICK, COLORADO, AS FOLLOWS:

- 1.** The P.R.O.S.T. Commission offers this Resolution of Support to the Mayor and Board of Trustees and recommends adoption of Ordinance 1420.

INTRODUCED, READ, PASSED AND SIGNED THIS 8th DAY OF JULY, 2026.

TOWN OF FREDERICK

By: _____
Erin Fosdick, Vice Chairperson

ATTEST:

By: _____
Colby Johnson, Parks and Open Space Director

Parks, Open Space, and Trails Design Standards

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Introduction

A. Purpose

The Parks, Open Space, and Trails (POST) Design Standards are intended to establish a clear, consistent framework for the planning, design, and construction of the Town's outdoor recreation and natural resource system as an integrated component of the built environment. These standards define the minimum requirements for how parks, natural areas, and trail networks are located, connected, and constructed in coordination with development, under the broader goals and framework of Go Outdoors Frederick 2050 and the Town of Frederick Land Use Code.

The document is grounded in the principle that parks, open space, and trails are not standalone amenities, but essential public infrastructure that support recreation, ecological function, community connectivity, and long-term community sustainability. As such, these standards are intended to emphasize early integration of open space systems into the land planning and development process, as desired by the community, the Parks, Recreation, Open Space, and Trails (PROST) Commission and the Board of Trustees.

A primary objective of this document is to provide clearly defined standards that increase predictability during development review while ensuring desired outcomes. By establishing minimum requirements for vegetation, amenities, trail connectivity, and conservation, Parks Staff seek to promote consistency and quality.

These standards are also intended to align Parks and Open Space planning with engineering and infrastructure systems, recognizing the multi-functional role of public lands. Where applicable, requirements shall be coordinated with Town engineering standards to ensure that open space systems contribute to, and do not conflict with, long-term infrastructure performance and maintenance.

Ultimately, this document supports a development pattern in which outdoor recreation and natural resource systems are planned first and designed intentionally, shaping growth in a manner that is resilient, connected, and maintainable over time.

The Parks, Open Space, and Trails Design Standards shall be considered a living document that will evolve as the community changes over time. The standards shall be reviewed and updated periodically to reflect best practices, local experience, and continued alignment with the Land Use Code and the Town of Frederick Design Standards and Construction Specifications.

B. Applicability

The Design Standards shall be used by Town Staff, designers, and developers to guide the planning, design, and construction of all new, redeveloped, or renovated parks, open space, and trails.

These standards apply to:

1. All developer-constructed parks, open space, and trails.
2. Alterations that replace 50% or more of the total value of the assets in Town-maintained parks.

Using the Design Standards

A. Guiding Principles

The guiding principles are the foundational values and overarching objectives that inform the POST Design Standards. They provide a framework for consistent decision making and help ensure that parks, open space, and trails are planned and designed to support the Town's vision, community priorities, functionality, and diverse experiences.

1. Support a Healthy and Thriving Community

- a. Provide safe, accessible, and connected parks, open spaces, and trails.
- b. Support wellness, recreation, and diverse user experiences for people of all ages and abilities.
- c. Enhance community identity and quality of life through thoughtful design.
- d. Promote plant health, ecological health, and access to nature.

2. Foster Connection and Belonging

- a. Create welcoming and inclusive public spaces.
- b. Encourage social interaction and intergenerational play and recreation.
- c. Strengthen connections between people, neighborhoods, and the natural environment.
- d. Provide opportunities for meaningful social and environmental engagement.

3. Create Sustainable and Functional Places

- a. Design durable, maintainable, and adaptable spaces.
- b. Promote responsible water use and sustainable resource management.
- c. Prioritize environmental preservation, ecological stewardship, and habitat value.
- d. Ensure spaces are functional, resilient, and responsive to long-term community needs.

B. Administration and Applicability

1. Coordination with the Town of Frederick Strategic Planning Documents

The Parks, Open Space, and Trails Design Standards are to be used in conjunction with other Town of Frederick planning documents, both regulatory and advisory.

The design and construction of parks, open space, and trails shall comply with all standards and guidelines referenced in this document and all relevant criteria as outlined in the Design Standards and Construction Specifications. In the event of a conflict between the POST Design Standards and the Design Standards and Construction Specifications, the most stringent standard shall govern, as determined by the Town.

Generally, the POST Design Standards govern programming, arrangement of recreational amenities, circulation and recreational trail connectivity, accessibility, safety considerations, landscaping, and the overall character and function of parks and open spaces.

2. Approval Authority

All technical construction drawings, grading, utilities, drainage, concrete sections, structures, and public improvements remain subject to review and final approval by the prescribed authority.

3. Submittal, Inspection, Testing, and Acceptance Procedures

All submittal, inspection, testing, record drawing, conditional acceptance, warranty, and final acceptance procedures shall comply with the Design Standards and Construction Specifications.

Parks

A. Purpose

The purpose of the following standards and guidelines is to ensure park areas are intentionally planned and designed to integrate into their surroundings, support purposeful and functional recreational opportunities, and prioritize the experience of users.

B. Park Design Guidelines

The park design guidelines address qualitative aspects of park planning including site context, overall design and arrangement park uses, and access and connectivity. The guidelines are intended to inform the overall layout of the park to ensure purposeful design and promote functional and desirable relationships between park uses.

1. Site Context

- a. Parks shall be planned, designed, and constructed to integrate with surrounding land uses and natural features, and the broader community fabric.
- b. Design shall prioritize seamless physical and visual connections to adjacent open space lands, public spaces and the street network.
- c. Parks shall include variations in topography to help define spaces and create interest.

2. Functional Zones

Functional zones are defined areas within a park differentiated by their intended uses and activities. Appropriate siting and organization of these zones can reinforce design concepts and promote clear, functional relationships between uses. Effective organization of park uses and amenities can also help maximize space, usability, and plays an important role in how visitors move through and experience the park. Additionally, consideration for how people can gather and participate across intergenerational groups should help inform the spatial arrangement of park program elements.

Types of Functional Zones:

a. Active Recreation Zone

Active recreation zone refers to areas that are designed for physical activity and accommodate more intensive uses. These areas typically include sport courts, athletic fields, or outdoor fitness elements.

- i. Locate in highly visible areas, connected to park entrances and pathways.
- ii. Athletic fields and sport courts should be located on the most level portions of the site and be crowned where possible to minimize gradient across the length of the field.
- iii. Open turf areas can be located adjacent to other recreation facilities to encourage informal play or support observation.

b. Passive Recreation Zone

Passive recreation zone refers to areas that are designed for a lower intensity of use or unstructured play. These zones may include areas for sitting or picnicking, landscaped areas, or unprogrammed, light activity.

- i. Generally locate in quieter areas of the park, near environmentally sensitive zones, or along edges of parks to act as a natural transition area between uses.
- ii. Site and orient seating areas and overlooks to take advantage of viewsheds.

c. Play Area / Playground

Play area or playground refers to a dedicated, safe, and soft-surface area with play equipment for children such as swings, play structures, slides, and/or climbing elements.

- i. Locate in highly visible or prominent locations and near pedestrian entrances to the park.
- ii. Play equipment and play areas shall be arranged so they are easily monitored by parents or guardians.
- iii. Provide adequate buffer space between play areas and streets or parking areas.
- iv. Ensure there is adequate seating and shade adjacent to and/or within play areas.
- v. The character of play equipment should reflect the character of the park.

d. Gathering Zone / Core

The gathering zone refers to the primary gathering area of a park, often serving as a focal point or considered the heart, or core, of the park. This zone is intended to accommodate social interactions and support gatherings.

- i. Primary gathering areas should be highly visible and located to provide clear physical and/or visual connections to the surrounding park uses and close to park access points.

- ii. At least one gathering area should be adjacent to play areas.
 - iii. Provide adequate seating and support amenities to support gatherings.
 - iv. Arrange associated site furnishings to maximize the flexibility and use of the gathering area.
- e. **Natural / Open Space Zone**
 Native, open space zones refers to areas that are set aside to protect and/or reflect the site's natural environment. These areas typically have minimal amenities and may serve as a transition zone to dedicated open space, protect view corridors, provide habitat, support passive recreation, or serve as buffers to adjacent park zones and amenities.
 - i. Where applicable, park areas should be planned around existing natural features and integrate them into the site design.
- f. **Pathways and Trails**
 Pathways and trails serve as the primary circulation network within a park, connecting visitors to the surrounding development and to various zones within the park.
 - i. Trails and pathways shall provide loops connections through the park and encourage users to explore various parts of the park.
 - ii. Provide a loop trail through the park that allows for people to recreate and explore various parts of the park.
 - iii. Where applicable, facilitate trail connections to nearby open space, local, and regional trails, or the Frederick Central Loop Trail.
- g. **Specialized Areas**
 Specialized areas refers to specific zones that are site-specific or tailored to accommodate specific uses or programs such as community gardens, performance areas, dog off-leash areas, or splash pads.
 - i. Due to the specialized nature of these areas, siting and layout will vary based on the size and impact of the intended program or amenity. Ensure adjacent uses are compatible and sufficient space and infrastructure is available to support the intended use.

3. Access and Connectivity

- a. Parks shall be designed to maximize public access and community benefit.
- b. Provide a range of connections that support multiple modes of travel, including walking, biking, and transit.
- c. All routes and connections shall prioritize safety and universal accessibility.

C. Application of the Park Design Guidelines



Figure 1 – Application of the Park Design Guidelines

The above diagram is an example illustration of how the various design guidelines can be applied in a general park design.

D. Park Design Standards

1. Pocket Park Amenity Requirements

Developed pocket parks shall include all required amenities as identified in the Pocket Park Amenities Table and shall be designed and constructed in accordance with the standards and specifications set forth herein.

Table 1 - Pocket Park Amenities Table		
Amenity	Minimum Quantity	Description
Core Elements (All Required)		
Sidewalks		Primary routes shall be minimum eight (8) feet wide, concrete. Path shall be accessible and connect to major amenities.
Shelter, Small	1	Small sized shelter, minimum of one hundred ninety-two (192) square feet of covered area. Electricity with plug-in capacity required at all shelters.
Picnic Tables	2	Tables shall be a four-top (4-top) table, six (6) foot rectangle, or equivalent size. For each grouping of picnic tables of up to four (4) tables, provide one ADA accessible table. If only one (1) table is provided, the table shall be an accessible table.
Benches	2	All benches shall have a back. Provide adequate space on bench pad for accessible seating adjacent to the bench.
Bicycle Rack	1	Bicycle rack shall serve four (4) bikes minimum.
Trash Receptacles	2	Minimum 32 Gal. with dome lid.
Dog Waste Station	1	Waste station dispenser shall include sign, dog bag dispenser and receptacle mounted on pole. Waste stations shall be located at a minimum of two (2) pedestrian access points into the park.
Water Station	1	Water station shall include drinking fountain, outdoor bottle filler, and pet fountain. Water station shall be frost free.
Identification Signage	1	Park identification signage shall include the park name, address, and responsible party for maintenance or other concerns. All signage shall adhere to the Town of Frederick sign standards and permitting requirements.
Landscaping		Landscaping (living material) shall be provided for all areas of the park that are not used for other amenities. Refer to the Landscape Standards for park landscape requirements.
Functional Turf Area	3,000 SF per acre of dedicated park area	Functional Turf, as defined by Colorado Revised Statutes § 37-99-102, means turf that is located in a recreational use area or other space that is regularly used for civic, community, or recreational purposes.

Table 1 - Pocket Park Amenities Table		
Amenity	Minimum Quantity	Description
Play Area		Provide a dedicated play area with equipment for children to recreate. Refer to the required play area components below for equipment selection. Play area shall be inclusive, providing opportunities for children of all ages and abilities to engage. Artificial shade shall be provided to cover approximately fifty (50) percent of the play area.
Play Area Components (All Required)		
Multi-Level Play Structure	1	Play structure refers to a composite, inclusive play structure that consists of several attached play events including but not limited to slides, decks, play panels, playground climbers and overhead events.
Swings	3	Provide a minimum of one (1) bucket seat, one (1) belt seat, and one (1) accessible seat.
Inclusive Play Elements	3	Provide play equipment that is specifically designed for users of various abilities to participate in, together and adjacent to one another. Choose a minimum of one (1) piece of equipment within each play experience, physical, social, and sensory as outlined in Table 4 - Inclusive Design – Play Equipment Examples Table.
Components of Choice (Select 1)		
Climbing Boulders	3	Provide three (3) climbing boulders of various sizes to accommodate a variety of age groups and challenge levels. Minimum size of smallest boulder shall not be less than 3' x 3' x 3'. If climbing boulders are used, climbing area must be separated from play area and provide appropriate safety surfacing.
Corn Hole	1	
Outdoor Fitness Equipment	3 Elements	Fitness elements shall be located strategically along a loop trail or within a designated area, grouped together. Provide a minimum of three (3) elements, each targeting a different muscle group or focus area and practical for a variety of age groups.
Seat Boulders	3	Boulders shall be sized adequately to accommodate seating and intentionally located to be easily accessed and encourage social or solitary experiences.
Unique Seating Element		Provide additional seating elements such as one of the following or equivalent: - One (1) bench swing - One (1) sculptural seating element; or - Two (2) lounge seating or modular seating elements

2. Neighborhood Park Amenity Requirements

Developed neighborhood parks shall include all required amenities as identified in the Neighborhood Park Amenities Table and shall be designed and constructed in accordance with the standards and specifications set forth herein.

Table 2 - Neighborhood Park Amenities Table		
Amenity	Minimum Quantity	Description
Core Elements (All Required)		
Sidewalks		Primary routes shall be minimum eight (8) feet wide, concrete. Path shall be accessible and connect to major amenities.
Shelter, Medium	1	Medium sized shelter, minimum of three hundred eighty-four (384) square feet of covered area. Electricity with plug-in capacity required at all shelters.
Picnic Tables	4	Tables shall be a four-top (4-top) table, six (6) foot rectangle, or equivalent size. For each grouping of picnic tables of up to four (4) tables, provide one ADA accessible table. If only one (1) table is provided, the table shall be an accessible table.
Benches	4	All benches shall have a back. Provide adequate space on bench pad for accessible seating adjacent to the bench.
Bicycle Rack	1	Bicycle rack shall serve six (6) bikes minimum.
Trash Receptacles	4	Minimum 32 Gal. with dome lid.
Dog Waste Station	4	Waste station dispenser shall include sign, dog bag dispenser and receptacle mounted on pole. Waste stations shall be located at a minimum of two (2) pedestrian access points into the park.
Water Station	1	Water station shall include drinking fountain, outdoor bottle filler, and pet fountain. Water station shall be frost free.
Identification Signage	1	Park identification signage shall include the park name, address, and responsible party for maintenance or other concerns. All signage shall adhere to the Town of Frederick sign standards and permitting requirements.
Landscaping		Landscaping (living material) shall be provided for all areas of the park that are not used for other amenities. Refer to the Landscape Standards for park landscape requirements.
Functional Turf Area	3,000 SF per acre of dedicated park area	Functional Turf, as defined by Colorado Revised Statutes § 37-99-102, means turf that is located in a recreational use area or other space that is regularly used for civic, community, or recreational purposes.
Play Area		Provide a dedicated play area with equipment for children to recreate. Refer to the required play area components below for equipment selection. Play area shall be inclusive, providing opportunities for children of all ages and abilities to engage. Artificial shade shall be provided to cover approximately fifty (50) percent of the play area.

Table 2 - Neighborhood Park Amenities Table

Amenity	Minimum Quantity	Description
Loop Trail		Trail shall generally meander the park perimeter while purposefully providing connections to primary amenities. Trail length shall be the maximum distance practical, while generally maintaining a minimum ten (10) foot distance from the back of curb and property lines. Where the loop trail is adjacent to a roadway, the trail may serve in lieu of the standard sidewalk and tree lawn required by the typical ROW cross section. In these instances, the trail shall be located and designed to provide safe and convenient pedestrian access and shall meet the applicable trail design standards. Additional Right-of-way dedication or a Pedestrian Easement may be required to accommodate the trail and associated improvements where necessary.
On-Site Parking		One (1) standard parking stall per acre of park area plus one (1) van accessible parking stall located on-site. Area allocated for parking shall not count toward the required park land dedication.
Play Area Components (All Required)		
Multi-Level Play Structure	1	Play structure refers to a composite, inclusive play structure that consists of several attached play events including but not limited to slides, decks, play panels, playground climbers, and overhead events.
Swings	6	Provide a minimum of two (2) bucket seats, two (2) belt seats, and two (2) accessible seats. Accessible seats shall be sized for two (2) different age ranges.
Inclusive Play Elements	5	Provide play equipment that is specifically designed for users of various abilities to participate in, together and adjacent to one another. Choose a minimum of one (1) piece of equipment within each play experience, physical, social, and sensory as outlined in Table 4 - Inclusive Design – Play Equipment Examples Table.
Court Facility (Select 1)		
Basketball Court	1	40' x 60' Court Include basketball goals and one (1) bench.
Tennis Court	1	36' x 78' (Doubles court size) Provide minimum 21' clearance behind each baseline and 10' clearance from each sideline. Include net, 10' height chain link perimeter fence, and one (1) bench.
Pickleball Court	1	20' x 44' Court Pickleball should only be selected if it can be distanced a minimum of two hundred fifty (250) feet from housing. Provide a 10' baseline runout and 7' sideline runout minimum. Include net, 10' height chain link perimeter fence, and one (1) bench.
Futsal Court	1	82'-138' x 49'-82' Court Court size may be flexible, provided the length is greater than the width. Include soccer goals, 8'-10' height chain link perimeter fence, and one (1) bench.
Fitness Components (Select 1)		
Children's Bike Loop	160 LF	Six (6) foot minimum wide path, one hundred sixty (160) foot minimum length. Bike loop may incorporate gentle grade change and/or undulations.

Table 2 - Neighborhood Park Amenities Table		
Amenity	Minimum Quantity	Description
Outdoor Fitness Equipment	5	Fitness elements shall be located strategically along a loop trail or within a designated area, grouped together. Provide a minimum of five (5) elements, each targeting a different muscle group or focus area and practical for a variety of age groups.
Components of Choice (Select 1)		
Climbing Boulders	3	Provide three (3) climbing boulders of various sizes to accommodate a variety of age groups and challenge levels. Minimum size of smallest boulder shall not be less than 3' x 3' x 3'. If climbing boulders are used, climbing area must be separated from play area and provide appropriate safety surfacing.
Corn Hole	1	
Seat Boulders	3	Boulders shall be sized adequately to accommodate seating and intentionally located to be easily accessed and encourage social or solitary experiences.
Unique Seating Element		Provide additional seating elements such as one of the following or equivalent: - Two (2) bench swings - Two (2) sculptural seating elements; or - Three (3) lounge seating or modular seating elements

3. Community Park Amenity Requirements

Developed community parks shall include all required amenities as identified in the Community Park Amenities Table and shall be designed and constructed in accordance with the standards and specifications set forth herein.

Table 3 - Community Park Amenities Table		
Amenity	Minimum Quantity	Description
Core Elements (All Required)		
Sidewalks		Primary routes shall be minimum eight (8) feet wide, concrete. Path shall be accessible and connect to major amenities.
Shelter, Large	1	Large sized shelter, minimum of eight hundred sixteen (816) square feet of covered area. Electricity with plug-in capacity required at all shelters.
Picnic Tables	8	Tables shall be a four-top (4-top) table, six (6) foot rectangle, or equivalent size. For each grouping of picnic tables of up to four (4) tables, provide one ADA accessible table. If only one (1) table is provided, the table shall be an accessible table.
Benches	8	All benches shall have a back. Provide adequate space on bench pad for accessible seating adjacent to the bench.
Bicycle Rack	2	Each bicycle rack shall serve six (6) bikes minimum.

Table 3 - Community Park Amenities Table

Amenity	Minimum Quantity	Description
Trash Receptacles	8	Minimum 32 Gal. with dome lid.
Dog Waste Station	6	Waste station dispenser shall include sign, dog bag dispenser and receptacle mounted on pole. Waste stations shall be located at a minimum of two (2) pedestrian access points into the park.
Water Station	1	Water station shall include drinking fountain, outdoor bottle filler, and pet fountain. Water station shall be frost free.
Identification Signage	1	Park identification signage shall include the park name, address, and responsible party for maintenance or other concerns. All signage shall adhere to the Town of Frederick sign standards and permitting requirements.
Landscaping		Landscaping (living material) shall be provided for all areas of the park that are not used for other amenities. Refer to the Landscape Standards for park landscape requirements.
Functional Turf Area	3,000 SF per acre of dedicated park area	Functional Turf, as defined by Colorado Revised Statutes § 37-99-102, means turf that is located in a recreational use area or other space that is regularly used for civic, community, or recreational purposes.
Play Area		Provide a dedicated play area with equipment for children to recreate. Refer to the required play area components below for equipment selection. Play area shall be inclusive, providing opportunities for children of all ages and abilities to engage. Artificial shade shall be provided to cover approximately fifty (50) percent of the play area.
Loop Trail		Trail shall generally meander the park perimeter while purposefully providing connections to primary amenities. Trail length shall be the maximum distance practical, while generally maintaining a minimum ten (10) foot distance from curb and property lines. Where the loop trail is adjacent to a roadway, the trail may/SHALL serve in lieu of the standard sidewalk and tree lawn required by the typical ROW cross section. In these instances, the trail shall be located and designed to provide safe and convenient pedestrian access and shall meet the applicable trail design standards. Additional ROW dedication or a Pedestrian Easement may be required to accommodate the trail and associated improvements where necessary.
On-Site Parking		One (1) standard parking stall per acre of park area plus one (1) van accessible parking stall located on-site. Area allocated for parking shall not count toward the required park land dedication.
Play Area Components (All Required)		
Multi-Level Play Structure	1	Play structure refers to a composite, inclusive play structure that consists of several attached play events including but not limited to slides, decks, play panels, playground climbers, and overhead events.
Swings	6	Provide a minimum of two (2) bucket seats, two (2) seats, and two (2) accessible seats. Accessible seats shall be sized for two (2) different age ranges.

Table 3 - Community Park Amenities Table

Amenity	Minimum Quantity	Description
Inclusive Play Elements	7	Provide play equipment that is specifically designed for users of various abilities to participate in, together and adjacent to one another. Choose a minimum of two (2) pieces of equipment within each play experience; physical, social, and sensory as outlined in Table 4 - Inclusive Design – Play Equipment Examples Table.
Court Facility (Select 2)		
Basketball Court	1	40' x 60' Court Include basketball goals and one (1) bench.
Tennis Court	1	36' x 78' (Doubles court size) Provide minimum 21' clearance behind each baseline and 10' clearance from each sideline. Include net, 10' height chain link perimeter fence, and one (1) bench.
Pickleball Court	1	20' x 44' Court Pickleball should only be selected if it can be distanced a minimum of two hundred fifty (250) feet from housing. Provide a 10' baseline runout and 7' sideline runout minimum. Include net, 10' height chain link perimeter fence, and one (1) bench.
Futsal Court	1	82'-138' x 49'-82' Court Court size may be flexible, provided the length is greater than the width. Include soccer goals, 8'-10' height chain link perimeter fence, and one (1) bench.
Fitness Components (Select 1)		
Children's Bike Loop	200 LF	Six (6) foot minimum wide concrete path, two hundred (200) foot minimum length. Bike loop may incorporate gentle grade change and/or undulations.
Outdoor Fitness Equipment	5	Fitness elements shall be located strategically along a loop trail or within a designated area, grouped together. Provide a minimum of five (5) elements, each targeting a different muscle group or focus area practical for a variety of age groups.
Components of Choice (Select 2)		
Climbing Boulders	3	Provide three (3) climbing boulders of various sizes to accommodate a variety of age groups and challenge levels. Minimum size of smallest boulder shall not be less than 3' x 3' x 3'. If climbing boulders are used, climbing area must be separate from play area and provide appropriate safety surfacing.
Corn Hole	1	
Seat Boulders	5	Boulders shall be sized adequately to accommodate seating and intentionally located to be easily accessed and encourage social or solitary experiences.
Unique Seating Element		Provide additional seating elements such as one of the following or equivalent: • Two (2) bench swings • Two (2) sculptural seating elements; or • Three (3) lounge seating or modular seating elements

E. Playground Equipment Standards

1. Safety and Accessibility Requirements

Playgrounds shall comply with the Department of Justice (DOJ) 2010 Standards for Accessible Design and Consumer Product Safety Commission (CPSC) Guidelines and ASTM Standards where applicable.

2. Safety Surfacing

The play system layout for each site shall include a safety surface area surrounded by a playground curb. The protective surfacing within the use zone of each play structure must meet or exceed ASTM F-1292-18e1 and ASTM F-1951-14, where applicable. A sub-surface drainage system shall be installed under each protective surface area.

Safety surfacing materials are intended to support inclusive play while minimizing long-term maintenance needs. Acceptable surfacing options include poured-in-place rubber (tiles are not permitted), artificial turf for playgrounds, and engineered wood fiber (EWF). Engineered wood fiber may only be used at fitness equipment areas or beneath climbing boulders and requires approval from the Parks and Open Space Director.

- a. Approved Protective Surfacing:
 - i. Poured-in-place (PIP) rubber safety surfacing
 - a) Poured-in-place rubber safety surfacing shall meet the following requirements to ensure durability and minimize long-term maintenance and repair:
 - 1. Comply with ASTM F2479-17.
 - 2. Use an aliphatic urethane binder (or approved equal if superior) for all surfacing.
 - 3. Apply a protective topcoat/sealant as part of the initial installation to protect against weathering and wear.
 - 4. Minimum 10-year warranty covering materials and installation.
 - ii. Artificial turf for playgrounds
 - a) Artificial turf systems designed for playground use shall include turf, shock pad, and infill and meet the following requirements:
 - 1. The complete system (turf, shock pad, and infill) shall meet Head Impact Criteria (HIC) safety requirements.
 - 2. Select turf materials that comply with ADA accessibility standards and are antimicrobial.
 - 3. Rubber infill is not permitted. Use coated silica sand (e.g. Envirofill) or other approved non-toxic, non-flammable infill.
 - 4. System shall be IPEMA certified.
 - 5. Install an underdrain system in accordance with the turf manufacturer's recommendations.
 - 6. System shall be suitable for fall heights up to twelve (12) feet.
 - 7. Minimum 8-year warranty covering materials and installation.

- iii. Engineered Wood Fiber (EWF)
 - a) EWF is only acceptable in fitness areas or beneath climbing boulders as approved by the Parks and Open Space Director and shall meet the following requirements:
 - 1. Must be IPEMA-certified product, tested for impact attenuation according to ASTM F 1292 and for accessibility according to ASTM F 1951
 - 2. It shall be non-toxic and free of bark, leaves, twigs, or foreign materials.
 - 3. Thickness shall be sufficient to attenuate falls per ASTM F1292.
 - 4. Must be installed in 6" lifts and wet and compacted in lifts to comply with ASTM F129. Natural compaction is not accepted.
 - b. Prohibited Protective Surfacing
 - i. Rubber tiles
 - ii. Pea gravel
 - iii. Sand
 - iv. Shredded recycled rubber mulch

3. Play Equipment

Playground equipment shall be selected to maximize long-term play value, with consideration given to durability, maintenance requirements, and resistance to vandalism.

Playground equipment with associated plans and specifications shall be submitted to and approved by the Town prior to installation. Provide product details and 3D renderings of the proposed play equipment, including color schemes, for review and approval.

- a. New play equipment shall meet the following requirements:
 - i. Provide commercial-grade play equipment that complies with all applicable ADA and CPSC Standards, and IPEMA certification. Install all equipment in accordance with the manufacturer's specifications and current playground safety standards.
 - ii. All play components shall comply with current applicable ASTM standards, including ASTM F1487, and the 2010 DOJ Standards for Accessible Design where applicable.
 - iii. Provide play equipment constructed of durable, high-quality materials designed to resist wear and environmental degradation. Steel decks shall have a perforated surface, and all steel components shall be finished with a baked polyester powder coating.
 - iv. All plastic and similar materials subject to ultraviolet (UV) degradation shall be protected against UV and free of polyvinyl chloride (PVC).
 - v. Contractor shall furnish and install all required components, including posts, kickplates, fittings, clamps, railings, protective barriers, fasteners, and other

appurtenances necessary to complete the structure and installation in accordance with the construction drawings.

b. Prohibited Play Equipment

The following play equipment items are prohibited, in addition to those not meeting ASTM 1487-17:

- i. Metal slides of any dimension and shape, regardless of finishing
- ii. Spring rockers
- iii. Log rolls
- iv. Equipment constructed of wood unless otherwise approved by the Parks and Open Space Director

4. Universal Design & Inclusive Play

Universal Design will be a consideration when the Town is reviewing design plans for all new parks. Because Universal Design principles shall be integrated throughout the park, it is not possible to establish a minimum quantitative criteria for each design principle. However, park designs and the play area shall incorporate inclusive play equipment to support play richness and to the extent it is reasonably feasible, reinforce key concepts of inclusive design.

Table 4 - Inclusive Design – Play Equipment Examples		
Play Experience	Description	Examples
Physical		
Swinging, Spinning, Sliding, Rocking	Swinging, spinning, sliding, and rocking activities provide important vestibular input that supports spatial awareness, muscle control, balance, and coordination. Play environments should incorporate a diverse range of equipment that encourages these movements. Such equipment must be accessible to individuals using wheelchairs, accommodate multiple play positions (e.g., standing, sitting, or lying), and include features that offer appropriate postural support.	• Friendship Swing • Wheelchair Accessible Swing or Rocker • Teeter Totter with Molded Seat • Group Spinner • Accessible Seesaw • Accessible Zip Line
Climbing, Crawling, Strengthening	Provide activities that engage the proprioceptive system through climbing, crawling, and strength-based play. These experiences support the development of motor skills, including balance, coordination, strength, power, and dexterity. Play environments should incorporate a range of challenge levels to accommodate varying abilities and promote progressive skill development.	• Tubes and tunnels with varying lengths and/or elevation changes • Overhead play event with rungs or grip locations accessible by wheelchair • Towers and Climbers • Horizontal Ladders

Table 4 - Inclusive Design – Play Equipment Examples

Play Experience	Description	Examples
Balance	Provide activities that engage the proprioceptive system through climbing, crawling, and strength-based play to support the development of motor skills, including balance, coordination, strength, power, and dexterity. Play environments should incorporate a range of challenge levels to accommodate diverse abilities and enable progressive skill development.	• Balance Boards • Group or Solo Spinners • ADA Accessible Merry-go-round • Bridge or Belt Connectors
Social		
Social and Cooperative Forms of Play	Play areas and features should be designed to encourage social interaction and support group play. Equipment must be accessible to individuals using wheelchairs, either through direct access or via transfer onto the equipment and may include features such as molded seats to enhance stability and inclusion.	Multi-user equipment including: • Group Swings • Seesaws • Group Spinners • Merry-go-rounds
Symbolic Play	Provide play areas and components that support and encourage dramatic and imaginative play, fostering creativity, social interaction, and cognitive development.	• Themed Structures and Equipment • Stage • Playhouse • Interactive Sculptures and Figures
Sensory		
Sensory Features (Tactile, Auditory, and Visual)	Sensory play components may be provided as standalone elements or integrated into other playground features. Play environments should include equipment that engages the tactile, auditory, and visual systems, supporting a range of sensory experiences.	• Sensory Panels • Roller Slide • Undulating and/or textured pathways • Interactive features that move and make sound • Musical Instruments (Bells, Drums, Chimes, Xylophones, etc.)
Quiet Spaces	Provide quiet or “cozy” spaces within the play environment that offer a retreat from sensory stimulation, including reduced visual and auditory input. These areas should feel partially enclosed to promote a sense of comfort while maintaining clear visibility into and out of the space to ensure safety and supervision.	• Partially enclosed seating • Playhouse • Tunnel with window(s)

5. Nature Play

Nature Play areas typically include premanufactured wood or natural wood play equipment and elements to mimic the natural environment. Where these types of play areas are proposed, universal accessibility shall be prioritized. All proposed nature play areas and their amenities shall be approved by the Parks and Open Space Director.

Open Space

A. Intent

Open space is intended to provide urban relief while conserving agricultural lands, preserving natural areas, habitats, and vegetation, and allowing for compatible recreational uses. It plays a vital role in preserving the rural character that defines Frederick's identity and enhances the quality of life for community members.

B. Open Space Design Standards

Early evaluation of site characteristics including topography, natural features, drainage patterns, vegetation, and viewsheds shall inform design decisions to preserve key natural resources and establish continuous, interconnected open space systems.

- a. Open space shall be planned and as an integrated system within the overall development, rather than as isolated or remnant areas.
- b. Priority shall be given to preserving environmentally sensitive areas, including wetlands, drainage corridors, wildlife habitat, mature vegetation, and significant landforms.
- c. Open space networks shall be designed to be continuous and interconnected, providing physical and visual linkages throughout the site and to adjacent properties or regional systems.
- d. Natural features such as topography, viewsheds, and existing vegetation shall guide the location and configuration of open space areas.
- e. Open space shall support multiple functions where appropriate, including ecological preservation, habitat protection, scenic value, and light recreation.
- f. Development shall be clustered or arranged to minimize disturbance to high-value natural areas and to maximize usable, contiguous open space. Avoid enclosing open space with buildings and backyards.
- g. Access to open space shall be provided in a manner that balances public use with resource protection.
- h. Open space design shall reinforce community character and enhance the visual quality of the built environment.
- i. When stormwater facilities, access for maintenance and/or utility easements are present adjacent to lands dedicated as open space, they shall be harmonious to the open space's design intent.
- j. Long-term maintenance and stewardship of open space areas shall be considered in the design and planning process.

C. Open Space Amenity Requirements

1. Open Space Trails

Open space trails shall be provided in accordance with the Land Use Code Sec. 16-4-60 Parks, Open Space, and Trails and the standards set forth in this document.

2. Signage

Adequate signage shall be provided for the purposes of site identification, safety, regulatory compliance, information, wayfinding, and education.

All signs shall comply with the Town of Frederick sign standards as outlined in the Land Use Code and require approval from the Parks and Open Space Director or designee.

a. Interpretive

Interpretive signage is intended for pedestrians and shall provide informational or instructional content. Such signage identifies site features and may include historic, cultural, or nature-based interpretive narratives, as determined appropriate by the Town.

b. Regulatory

Regulatory signs are intended for pedestrians and list rules and regulations for the corresponding area or amenity. These signs may be freestanding or fence mounted as appropriate.

Landscape

A. Landscape Design Standards

The landscape should provide ecological value, promote public safety, and support active and passive recreation while creating visually engaging environments that enhance the user's experience.

Landscaping within parks should reflect a cohesive planting aesthetic that reinforces the overall park design concept. Open spaces shall be restored or improved with appropriate native landscaping to retain a natural or natural-appearing condition.

1. Plant Selection

- a. All plants shall be carefully chosen to provide for seasonal interest, texture, variety, drought tolerance, zone hardiness, and to promote year-round use.
- b. Landscape shall be designed to minimize water demand, maintenance, and the need for chemical fertilizers.

2. Plant Placement and Arrangement

- a. Plant material shall be distributed throughout the park and placed to define space, provide shade, and/or buffer or highlight views or uses.
- b. Trees and shrubs shall be used to buffer park activities from nuisances, unsightly views, or intensive uses. Additional trees may be required to achieve adequate buffering.
- c. Shrubs shall be clustered within planter beds and placed to define space, highlight activities, and guide patrons through the park.
- d. Species that have poisonous parts or thorns shall not be located near playgrounds or adjacent to other amenities where children typically congregate.

- e. Planting design should respond to the microclimates on site.

B. Required Planting

1. Park Landscape Requirements

All areas of the park that are not specifically designated for built amenities or programmed facilities shall be fully landscaped in accordance with the standards outlined below.

At a minimum, all parks shall provide the following:

a. Streetscape Landscape

Streetscape landscape refers to the landscape area adjacent to any street frontage, measured from the back of street curb to the face of trail.

- i. Trees: Trees shall be provided at a rate of one (1) deciduous tree per forty (40) linear feet of road frontage.
- ii. Shrubs: Shrubs shall be provided at a rate of one (1) shrub per one hundred (100) square feet of streetscape perimeter landscape area. Shrub planting shall generally comprise of shrubs, perennials, and/or ornamental grasses and distributed as such that no plant type exceeds fifty percent (50%) of the planting area.
- iii. Native Grass: Native, warm season, and climate adapted grasses are permitted up to a maximum of sixty-six percent (66%) of the streetscape perimeter landscape area.
- iv. Nonfunctional turf is prohibited within the streetscape perimeter landscape area.

b. Site Landscape

Site landscape refers to all landscape areas of the park excluding required functional turf and streetscape landscape.

- i. Trees: Trees shall be provided at a rate of sixteen (16) trees per acre of park area. Trees shall generally be distributed as:
 - a) 50% Deciduous Trees
 - b) 25% Ornamental Trees
 - c) 25% Evergreen Trees
- ii. Shrubs: Shrubs shall be provided at a rate of one hundred seventy-five (175) shrubs per acre of total park area. Shrub planting shall generally be comprised of:
 - a) 50% Shrubs
 - b) 25% Perennials
 - c) 25% Ornamental Grasses
- c. Functional turf shall be provided as defined in the Park Amenities Tables (Table 1, Table 2, and Table 3). Functional turf should be sized and located to maximize its functional use.
- d. Nonfunctional turf should be minimized to the extent reasonably feasible, while balancing recreational needs and supporting the park's intended programming.

- e. Biodiversity. No one species may exceed twenty-five percent (25%) of the total plant palette.
- f. All shrub bed areas, including the streetscape landscape shall be designed with a minimum of fifty percent (50%) coverage with living plant material at maturity. Living plant materials may include shrubs, perennials, and ornamental grasses. No more than fifty percent (50%) may be nonliving material, such as wood mulch and rock.

2. Open Space Landscape Requirements

Open space areas shall be restored or improved with appropriate native landscaping to retain a natural or natural-appearing condition.

- a. Minimum Required Landscaping
 - i. Trees shall be provided at a rate of eight (8) trees per acre. Trees should be strategically located to provide shade near seating or signage areas, screen or buffer unsightly views, or emphasize trail heads and areas of interest. Trees should generally be clustered or arranged to reinforce the natural character of the site.

C. Plant Material

1. Size Requirements

- a. All deciduous and ornamental trees shall be one and one-half (1.5) inch caliper or larger. Caliper measurement shall be taken six (6) inches above the root flare if four (4) inch caliper or less and twelve (12) inches above the root flare for larger tree sizes.
- b. All evergreen trees shall be a minimum of six (6) feet tall or larger. Height dimensions refer to the main body of the tree, from the root collar and above.
- c. Shrubs shall be a five (5) gallon container or larger. When landscaping more than two (2) acres of land area, fifty percent (50%) of the required shrubs may be two and one-half (2 1/2) gallon container distributed throughout the site, if approved by the Parks and Open Space Director and as noted in the approved landscape plan.
- d. Perennials, ornamental grasses, and groundcovers shall be a one (1) gallon container or larger.

2. Quality

- a. Trees shall be typical of their species and/or variety. Plant materials shall be live, healthy, vigorous, structurally sound, and free of disease and insect infestations.
- b. Trees shall have symmetrical form as typical for the species/cultivar. Trees must be self-supporting and shall have a single, relatively straight central leader and tapered trunk, free of co-dominant stems and vigorous, upright branches that compete with the central leader. The tip of the dominant leader shall be the tallest part of the tree.
- c. Branches shall be distributed radially around and vertically along the trunk, forming a symmetrical crown typical for the species. Branches shall be no larger than two-thirds (2/3) the diameter of the trunk. The attachment of scaffold branches shall be

- free of included bark. Evergreens shall have branches that extend to the ground. Trees shall be free of twig and/or branch dieback.
- d. Plants shall exhibit good annual growth and buds shall be plump and well fitted for the species. Foliage shall be full and display a healthy and consistent color when in leaf. Evergreen foliage will be good intense color.
 - e. Trees shall be free of wounds (except properly-made pruning cuts), disfiguring knots, sunscald injury, evidence of previous or current disease or insect infestations, fungal fruiting-bodies, wood cracks, and bleeding areas.
 - f. Plant tags stating the correct plant name and size will be securely attached to all plant materials. Plants shall be true to their name as specified.
 - g. Balled and burlapped trees shall have a solid ball of earth of minimum or greater specified size (see enclosed chart below) firmly wrapped with burlap or similar materials and held in place securely bound with twine or rope. No balled plant will be planted if the ball is broken, either before or during the planting process. Any plant that is loose in the ball will be removed from the site and replaced.
 - h. Container grown trees shall be well rooted and established in the container in which they are growing. They shall be grown in the container for a sufficient length of time for the root system to hold the earth when taken from the container, but not long enough to become pot bound. They should have few, if any, roots on the outside surface of the media. The root collar and large roots shall be free of circling and/or kinked roots. The upper-most roots or root collar shall be within one (1) inch above or below the soil surface. The soil level should be within two (2) inches of the top of the container. Containers shall be stable and not deteriorated to a degree that will cause breaking up of the root ball during the planting operations.
 - i. Bare-root trees shall have a heavy fibrous root system that has been developed by proper cultural treatment, transplanting and root pruning. The spread of the root system shall be twelve (12) times the trunk diameter (caliper) in inches, plus an additional six (6) inches. Any damaged, injured, or broken roots shall be cut with sharp, clean pruning shears, leaving no damaged, frayed, or splintered cut surfaces.
 - j. Plant materials not meeting these standards are subject to rejection.
 - k. All required and approved vegetation shall be maintained in healthy condition. Dead or diseased plants shall be removed immediately and replaced by the next growing season. New plants shall meet minimum size requirements.

3. Spacing

In addition to the tree spacing requirements as outlined in the Land Use Code Sec. 16-4-80.E.3.b. tree locations shall adhere to the following spacing requirements.

- a. **Near Buildings and Hardscape.** All trees shall be placed a minimum of ten (10) feet from all buildings and hardscapes (sidewalks, trails, curbs, fences, walls, columns, etc.) unless located within the tree lawn or streetscape landscape area. When space is limited or a special design effect or function is desired, closer spacing may be approved by the Parks and Open Space Director.

- b. Adjacent to or within sidewalks, pathways, trails, plazas, and other routes or gathering spaces. Plant material shall maintain sidewalk clearance requirements for accessibility per the provisions of the Americans with Disabilities Act (ADA).
- c. Sight Triangles. Landscaping shall meet all sight triangle requirements as defined in the approved version of the Design Standards and Construction Specifications and be maintained as such for public safety.

4. Approved Trees and Shrubs

Refer to the Town of Frederick Approved Plant List for acceptable species. Species not listed on the Approved Plant List may be submitted for consideration, provided they are not on the Town's Prohibited Plant List.

5. Prohibited Trees and Shrubs

Trees and shrubs listed by the State of Colorado as noxious or invasive, poisonous shrubs, or identified on the Town of Frederick Prohibited Tree List are prohibited from being planted in parks and open space areas.

6. Seed Mixes

Seed mixes shall consist exclusively of native and indigenous species appropriate to the project region. Seed mixes shall be designed based on site-specific environmental conditions, intended purpose or functional use, and anticipated maintenance practices.

- a. Seeding Rates
 - i. Seed shall be applied at rates sufficient to achieve uniform and complete vegetative coverage.
 - ii. Seeding rates shall comply with supplier's recommendations, project technical specifications, and applicable standards.
- b. Maintenance Considerations
 - i. Seed mix selection shall be compatible with the Owner's available maintenance resources.
 - ii. Species shall be selected to ensure long-term sustainability under anticipated maintenance practices, including mowing, irrigation, and weed control.
- c. All seed mixes are to be approved by Town of Frederick Parks and Open Space Department.

7. Native Seed

Acceptable native seed mixtures and associated areas for application:

- a. Mixed Grass Prairie Native Seed Mixture

For use in open space native seeding at least fifteen (15) feet away from road and trail edges. This mixture is for general usage, is dominated by short to mid-sized native prairie grasses (6-18 inches in height), but includes a few taller species (up to 36 inches). Best for use in larger open space areas.

Table 5 - Mixed Grass Prairie Native Seed Mixture				
Common Name	Scientific Name	Variety	OZ/ACRE	PLS (Pounds/Acre)
Buffalo grass	<i>Buchloe dactyloides</i>	Native, Bison or Texoka	0	3
Sideoats grama	<i>Bouteloua curtipendula</i>	Butte, Niner or El Reno	0	5
Prairie sandreed	<i>Calamovilfa longifolia</i>	Goshen or Bowman	0	1
Blue grama	<i>Chondrosum gracile</i>	Lovington, Alma, Native or Hachita	0	3
Western wheatgrass	<i>Pascopyrum smithii</i>	Arriba, or Rosana	0	5
Little bluestem	<i>Schizachryiu m scoparium</i>	Pastura, Cimarron, Aldous Camper	0	4
Alkali sacaton	<i>Sporobolus airoides</i>	Common	0	1
Sand dropseed	<i>Sporobols cryptandrs</i>	Common	0	1
Switchgrass	<i>Panicum virgatum</i>	Blackwell	0	5
Seeding Rate Pounds PLS/Acre				28
Optional Addition of Native Wildflowers				
Fringed sage	<i>Artemisia frigida</i>	Common	1	0
Purple prairie clover	<i>Dalea purpurea</i>	Common	6	0
Blanketflower	<i>Gaillardia aristata</i>	Common	6	0
Gayfeather	<i>Liatris punctata</i>	Common	4	0

b. Short Grass Prairie Native Seed Mixture

For use in open space native seeding less than fifteen (15) feet from road and trail edges, or within the top of slope above roadway/trail and inside the toe of slope below roadway/trail, if sloped areas are present adjacent to roadway or trail. This mixture is for specific usage near trails or where shorter grasses are desired (such as smaller park sites). It is dominated by short to mid-sized native prairie grasses (6-18 inches in height). Best for use along roads and trails and in smaller native seeded park areas.

Table 6 - Shortgrass Prairie Native Seed Mixture				
Common Name	Scientific Name	Variety	OZ/ACRE	PLS (Pounds/Acre)
Buffalograss	<i>Buchloe dactyloides</i>	Native, Bison or Texoka	0	14
Blue grama	<i>Chondrosum gracile</i>	Lovington Alma,Native, or Hachita	0	12

Table 6 - Shortgrass Prairie Native Seed Mixture				
Common Name	Scientific Name	Variety	OZ/ACRE	PLS (Pounds/Acre)
Sand dropseed	<i>Sporobolus cryptandrus</i>	Common	0	4
Seeding Rate (Pounds PLS/Acre)				30
Optional Addition of Native Wildflowers				
Fringed sage	<i>Artemisia frigida</i>	Common	1	0
Purple prairie clover	<i>Dalea purpurea</i>	Common	4	0
Gayfeather	<i>Liatris punctata</i>	Common	4	0
Tansy aster	<i>Machaeranthera tanacetifolia</i>	Common	3	0
Ounces			12	0.75
Seeding Rate (Pounds PLS/Acre) With Native Wildflowers Option				30.75

c. Warm Season Mixed Grass Prairie Native Seed Mixture

For use in open space native seeding at least fifteen (15) feet away from road and trail edges, or beyond the top of slope above roadway/trail and inside the toe of slope below roadway/trail if sloped areas are present adjacent to roadway or trail. This mixture is for general usage, is dominated by short to mid- sized native prairie grasses (6-18 inches in height), but includes a few taller species (up to 36 inches). Best used in larger open space areas.

Table 7 - Warm Season Mixed Grass Prairie Native Seed Mixture			
Common Name	Scientific Name	Variety	PLS (Pounds/Acre)
Side Oats Grama	<i>Bouteloua curtipendula</i>	Butte, Niner or El Reno	4
Blue Grama	<i>Bouteloua gracilis</i>	Lovington, Alma,Native or Hachita	4
Buffalograss	<i>Buchloe dactyloides</i>	Native, Bison or Texoka	4
Switchgrass	<i>Panicum virgatum</i>	Blackwell	6
Little Bluestem	<i>Schizachyrium scoparium</i>	Pastura, Aldous,Cimarron or Camper	6
Alkali Sacaton	<i>Sporobolus airoides</i>	Sabado	6
Sand bluestem	<i>Andropogon hallii</i>	Garden	6
Sand Lovegrass	<i>Eragrostis trichodes</i>	Nebraska 27	3
Sand Dropseed	<i>Sporobolus cryptandrus</i>	Common	3

Table 7 - Warm Season Mixed Grass Prairie Native Seed Mixture			
Common Name	Scientific Name	Variety	PLS (Pounds/Acre)
Seeding Rate (Pounds PLS/Acre)			30.00

d. Warm Season Shortgrass Prairie and Roadside Native Seed Mixture

This mixture is an adaptable mix of short to mid-size native warm season grasses with specific usage near trails or where shorter grasses are desired (such as smaller park sites). It is dominated by short to mid-sized native prairie grasses (6-18 inches in height). Use for areas within fifteen (15) feet from road and trail edges, or within the top of slope above roadway/trail and inside the toe of slope below roadway/trail, if sloped areas are present adjacent to roadway or trail.

Table 8 - Warm Season Shortgrass Prairie and Roadside Native Seed Mixture			
Common Name	Scientific Name	Variety	PLS (Pounds/Acre)
Side Oats Grama	<i>Bouteloua curtipendula</i>	Butte, Niner or El Reno	8
Blue Grama	<i>Bouteloua gracilis</i>	Lovington, Alma, Native or Hachita	10
Buffalograss	<i>Buchloe dactyloides</i>	Native, Bison or Texoka	12
Seeding Rate (Pounds PLS/ACRE)			30.00

e. Cool Season Grass Native Seed Mixture

This mixture shall be used for Mixed Grass Prairie, Moist Swale, and Roadside locations ONLY between the dates of August 1st and October 30th. Areas adjacent to trails shall be seeded with the standard Shortgrass Prairie Native Seed Mixture between the months of October 30th and April 30th ONLY.

Table 9 - Cool Season Grass Native Seed Mixture			
Common Name	Scientific Name	Variety	PLS (Pounds/Acre)
Western Wheatgrass	<i>Pascopyrum smithii</i>	Arriba or Rosana	12
Crested Wheatgrass	<i>Agropyron cristatum</i>	Ephriam	9
Streambank Wheatgrass	<i>Elymus lanceolatus</i>	Sodar	9
Seeding Rate (Pounds PLS/Acre)			30.00

8. Materials

- a. Top Soil
Refer to the Design Standards and Construction Specifications.
- b. Soil Amendments
Refer to the Design Standards and Construction Specifications.
- c. Fertilizer
Refer to the Design Standards and Construction Specifications.
- d. Landscape Fabric
All landscape fabric shall be Mirafi geo-textile fabric 140N or approved equal.
- e. Landscape Edging
All edging shall be three-sixteenths (3/16) inch wide by six (6) inches deep steel with roll top. Finish shall be powdercoat, green. Use of approved steel edging is required to separate turfgrass from distinct landscape beds including irrigated shrubs, perennials and/or ornamental grasses. No edger is necessary with non-irrigated native shrub or tree plantings.
- f. Mulch
 - i. Organic Mulch
Organic mulch shall consist of ground or shredded Cedar or hardwood bark. Mulch shall be clean and free of deleterious materials, soil, and chipped invasive plant species, or man-made debris. Mulch shall be uniformly placed at a depth of three (3) inches.
 - ii. Rock Mulch and Cobble
All rock mulch or Cobble shall be clean and free of soil or man-made debris and shall be of good quality. Rock mulch shall be between 1-2 inch in size. Rock Cobble shall be 2-4 inch or 3-6 inch washed cobble.
 - iii. Where mulch is used in landscape beds, it shall be applied over a weed control barrier to a depth of three (3) inches.
 - iv. Wood mulch placed within one (1) foot of a sidewalk or vehicular use area must be contained with a border such as a curb, steel edger, rock mulch or cobble.
- g. Staking and Guying
Refer to the Design Standards and Construction Specifications.

D. Irrigation

Water, water taps, and an irrigation system shall be provided by the developer of sufficient size, quantity, and configuration to provide for the park landscaping, function, and uses per the Design Standards and Construction Specifications.

Trails

A. Purpose

The purpose of the Town's trail system is to enhance public health, support economic vitality, and improve overall community livability by providing accessible corridors for transportation and recreation. Trails are intended to connect neighborhoods with schools, parks, businesses, and other key destinations. They are intended to support a variety of uses and help create a safer and well-connected community. The trail system also promotes environmental stewardship, encourages active lifestyles, and facilitates local and regional connections.

All paths, trails, and trailheads shall be planned, designed, and constructed in accordance with the goals, strategies, and criteria established in Go Outdoors Frederick 2050, the POST Design Standards, and the Design Standards and Construction Specifications.

B. Trail Standards for New Development

The Design Standards and Construction Specifications shall govern the structural design and construction, while this document shall govern the layout, alignment, and design intent for trails.

1. Location of Trails

- a. Trail corridors identified as part of the Frederick Central Loop Trail shall be prioritized for implementation as new development occurs.
- b. To the extent reasonably feasible, trails should be located and aligned to generally follow ditch corridors, particularly along the Boulder and Weld County Ditch, Lower Boulder Ditch, and the Stanley Ditch.
- c. Trails shall be located to facilitate crossings at street intersections.
- d. Where feasible, new developments shall implement a loop trail(s) generally encircling the exterior of the development and facilitate strong connections through the development and to existing and/or future developments.

2. Alignment of Trails

- a. Trails should be generally sinuous in nature and purposefully meander to protect or highlight natural features, view corridors, and add interest.
- b. Trails should be thoughtfully integrated with site topography, incorporating vertical variation and articulated grading, including berming adjacent to the trail.
- c. Where trails intersect, they shall be as perpendicular as possible.
- d. All trail intersections shall have a radii to assist maintenance vehicles, pedestrians, and cyclists navigate the turn.

3. Trail Materials

- a. Concrete
 - i. Refer to the Design Standards and Construction Specifications.
- b. Crusher Fines

- i. Crusher fines shall be tan or grey colored, depending on project requirements.
- ii. 100% of crusher fines are to pass through a 3/8" screen; no larger material shall be included within the crusher fines mixture.

4. Trail Grade and Drainage

- a. All walks and trails shall be designed to meet all current ADA standards and guidelines.
- b. Slopes:
 - i. Shoulders maximum slope 1:6.
 - ii. The cross slope across surface shall not exceed 2%.
 - iii. Running slope is not to exceed 5%.
- c. Trails shall be designed to prevent standing water, by approved diversion method.

5. Utilities

- a. Manholes, valve boxes, and other utility appurtenances shall not be located within trail pavement. At-grade utility structures shall be set back a minimum of two (2) feet from the edge of pavement, while above-grade structures shall be set back a minimum of four (4) feet to maintain user safety and trail functionality, unless otherwise approved by the Town Engineer.

6. Bridges

- a. Pedestrian bridges are required where crossings of a waterway or drainage facility are necessary to allow logical and continuous trail alignments.
- b. All bridge designs must be stamped and certified by a licensed Engineer and be approved by the Town Engineer or designee. Shop drawings must be submitted for approval.
- c. Bridges must conform to all current standards, including the American Association of State Highway and Transportation Officials (AASHTO) Guide Specifications for Design of Pedestrian Bridges, the AASHTO Standard Specifications for Highway Bridges, and the CDOT Standard Specifications for Road and Bridge Construction.
- d. Bridges must meet all current American with Disabilities Act (ADA) accessibility guidelines.
- e. Bridges shall be of steel construction.
- f. Bridges shall have a minimum clear width of ten (10) feet measured from inside dimension of railings.
- g. Bridges must accommodate a minimum load weight of 10,000 pounds for maintenance vehicles. Depending upon location, higher load weights may be required.
- h. Concrete decking is preferred, however, ironwood decking is also acceptable in three (3) inch minimum planks.
- i. Bridges to include railing to eliminate drop off areas at abutment or along approach pathways where needed. Railing to match bridge rails and accommodate turning movement of maintenance/emergency vehicles turning onto bridge.

- j. Bridges shall be located above 10% of the 100-year floodplain elevation unless larger flows are required by the Town Engineer or designee.
- k. Each bridge shall have a sign indicating maximum load rating at each end of bridge. Signs shall not protrude into the bridge or path clearance zone.
- l. A steel safety plate is to be mounted on the bridge deck as needed to fill gaps over one half (1/2) inch at abutment. Plate is to be mounted to bridge only, and will slide over abutment with expansion movement of bridge. Plate is to run entire width of decking and extend onto abutment sufficiently to cover the gap completely. Plate edges to be beveled to lessen trip hazard or bump.

C. Trail Classifications and Standards

1. Frederick Central Loop Trail

The Frederick Central Loop Trail is a public recreational trail envisioned to connect residential areas and community destinations throughout Town and across the I-25 corridor. It is intended to meander between neighborhoods while following existing landscape features, such as creek corridors and drainage ditches, ultimately forming a continuous loop and facilitating connections between key community destinations. The Frederick Central Loop Trail shall be interconnected to the Town's trail system and accommodate a variety of activities, including bicycling, walking, hiking, running, or skating.

- a. Frederick Central Loop Trail corridors shall meet the following requirements:
 - i. Minimum ten (10) foot wide concrete trail with a four (4) foot crusher fines path directly adjacent.
 - ii. Shall be located within a 50-foot easement dedicated to the Town. The trail shall meander within the easement. Trail shall be located no less than three (3) feet from edge of easement.
- b. Landscape
 - i. Landscaping shall respond to the surrounding context in which the trail is located. Where applicable, group and locate trees to create purposeful pockets of shade along the trail, frame and buffer views, and reinforce the concept of a greenway.
 - ii. Provide a minimum one (1) tree per fifty (50) linear feet of trail corridor. Trees should be strategically located to provide shade near seating or signage areas, screen or buffer unsightly views, or emphasize trail heads and areas of interest. Trees should generally be clustered or arranged to reinforce the natural character of the site.
 - iii. Trees shall be set back a minimum of ten (10) feet from the edge of trail where possible.
- c. Site Furnishings and Rest Areas
 - i. Rest areas and associated site furnishings shall be provided in accordance with the requirements of the Frederick Central Loop Trail as outlined in the Frederick Forward Comprehensive Plan 2050 and coordinated with Go

Outdoors Frederick 2050. Location may be determined at the time of site plan review unless otherwise deemed unnecessary by the Parks and Open Space Director, or designee.

d. Ownership and Maintenance

- i. The Town will generally own and maintain the hardscape surfaces (concrete and decomposed granite) of the Frederick Central Loop Trail. The landscaping located adjacent to the trail and within the easement shall be maintained by the Developer, HOA, or Metro District.

2. Regional Trail

A regional trail is a public trail that provides essential connections across regional planning areas and municipalities. These trails are typically part of a larger, interconnected network and are designed for shared use. Regional trails accommodate a variety of activities, including bicycling, walking, hiking, running, or skating.

a. Regional trail corridors shall meet the following requirements:

- i. Minimum ten (10) foot wide concrete trail with a four (4) foot crusher fines path directly adjacent.
- ii. Provide a 30-foot easement dedicated to the Town. The trail shall meander within the easement. Trail shall be located no less than three (3) feet from edge of easement.

b. Ownership and Maintenance

- iii. The trail and the landscaping located within the easement shall be owned and maintained by the Developer, HOA, or Metro District.

3. Local Trail

A local trail is a public trail system that provides connections within and between neighborhoods and developments, parks, and open spaces. Compared to regional trails, local trails are typically shorter in length, narrower in width, and accommodate lower user volumes. These trails are generally designed for shared use and support similar non-motorized recreational activities, including walking, bicycling, and other light recreational uses.

a. Local trail corridors shall meet following requirements

- i. Minimum eight (8) foot wide concrete. Crusher fines may be acceptable in specific locations as approved by the Parks and Open Space Director. Developer shall provide a construction detail and proposed locations for approval.
- ii. Generally, no easement is required unless site specific conditions necessitate a need for an easement for access.

b. Ownership and Maintenance

- i. Local trails shall be owned and maintained by Developer, HOA, or Metro District.

D. Shared Use Paths

The planning and design of shared use paths shall consider Go Outdoors Frederick 2050 in conjunction with the Town of Frederick Transportation Master Plan and the requirements of the Design Standards and Construction Specifications to ensure trail connections are cohesive and create a functional, integrated network.



Built On What Matters

TOWN OF FREDERICK

Parks, Recreation, Open Space & Trails Commission Staff Report

, Chairperson

Erin Fosdick, Vice Chairperson
Alan Gill, Commissioner
Kristen Davis, Commissioner

Susan Pilon, Commissioner
Ashley Kolberg,
Commissioner
Beth Shields,
Commissioner
Brian Schmitt,
Commissioner

Go Outdoors Frederick and Department Update

Agenda Date: PROST Commission - July 8, 2026

Attachments: None

Reviewed By:

Action Type

4) Information: Items that require no specific action and are provided for informational purposes only.

Strategic Plan Alignment:



Strategic Priority 1: Transparent & Strategic Governance

Frederick will lead with transparency, accountability, and strategic decision-making to ensure municipal services exceed community expectations and exemplify that Frederick is Built on What Matters.



Strategic Priority 2: Exceptional Resident Experience & Engagement

- Frederick will deliver modern and accessible services while creating welcoming engagement opportunities that connect residents of all ages and abilities to their local government.



Strategic Priority 3: Safe & Resilient Community

- Frederick will ensure a safe, prepared, and resilient community through strong public safety partnerships, proactive planning, and programs that support community well-being.



Strategic Priority 4: Responsible Growth and Community Vitality

- Frederick will guide responsible growth through thoughtful planning and balanced development that strengthens economic vitality, while preserving the community character that residents value.



Strategic Priority 5: Reliable & Sustainable Infrastructure

- Frederick will invest in and maintain reliable infrastructure that supports a growing community, protects public resources, and ensures high-quality service for residents today and in the future.

Summary Statement:

Town Staff will be presented an update that will include background on the Parks and Open Space Department as well as a high-level overview of the ongoing Go Outdoors Frederick initiative.

Detail of Issue/Request:

In an effort to both onboard new Commissioners and to "zoom out" on the broader Go Outdoors Frederick initiative, Town Staff will be presenting information regarding the Department's current functionality which will transition into an overview of the final version of Go Outdoors Frederick as all its various component pieces will be coming to the Commission throughout the remainder of 2026 and into early 2027.

Legal Comments:

The Town Attorney's Office has reviewed this item.

Alternatives/Options

No formal action is requested on this item.

Financial Considerations

There are no financial impacts to this item, at this time.

Staff Recommendation

Staff is not seeking any formal action, at this time.

Community Impact



Built On What Matters

TOWN OF FREDERICK Parks, Recreation, Open Space & Trails Commission Staff Report

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2027 Parks and Open Space Department Budget Presentation

Agenda Date: PROST Commission - July 8, 2026

Attachments: None

Reviewed By:

Action Type

4) Information: Items that require no specific action and are provided for informational purposes only.

Strategic Plan Alignment:



Strategic Priority 1: Transparent & Strategic Governance

Frederick will lead with transparency, accountability, and strategic decision-making to ensure municipal services exceed community expectations and exemplify that Frederick is Built on What Matters.



Strategic Priority 4: Responsible Growth and Community Vitality

– Frederick will guide responsible growth through thoughtful planning and

balanced development that strengthens economic vitality, while preserving the community character that residents value.



Strategic Priority 5: Reliable & Sustainable Infrastructure

– Frederick will invest in and maintain reliable infrastructure that supports a growing community, protects public resources, and ensures high-quality service for residents today and in the future.

Summary Statement:

Staff will be presenting a high-level update on the proposed 2027 Department Budget.

Detail of Issue/Request:

Town Staff begins the upcoming fiscal year budget process in May of each calendar year. The first checkpoint with the PROST Commission typically occurs at the July Regular Meeting, and focuses on capital improvement projects, planning initiatives and new staffing requests. The Commission will receive additional checkpoints in September and October, with a more refined Capital Improvement Program Budget and Operations and Maintenance Budget for consideration of a Resolution of Support.

The Budget Process ultimately culminates in adoption by the Board of Trustees in December.

Legal Comments:

The Town Attorney's Office has reviewed this item.

Alternatives/Options

Staff are not requesting any formal action, at this time.

Financial Considerations

There are no financial impacts to this item, at this time.

Staff Recommendation

Staff is seeking the Commission's input on these proposed budget updates for 2027, before it is presented to the Town Manager's Office in mid-July.

Community Impact

