



TOWN OF FREDERICK
PARKS, OPEN SPACE, AND
TRAILS COMMISSION
Wednesday, April 6th, 2022
6:30 P.M.

Built On What Matters

Agenda

Call to Order

Roll Call

1. POST Department Update – Colby Johnson
2. Discussion on Frederick Recreation Area Master Plan
3. General Discussion

Adjourn

Zoom Meeting Information

<https://zoom.us/j/9550375939>

Meeting ID: 955 037 5939

+1 312 626 6799 US



**TOWN OF FREDERICK
PARKS, OPEN SPACE, AND TRAILS COMMISSION
Wednesday, March 2, 2022 Agenda
6:30 P.M.
Frederick Town Hall and via Zoom**

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CALL TO ORDER: At 6:40 p.m. Chairperson Beehler called the meeting to order.

ROLL CALL:

- Present: Commissioners Beehler, Davis, Gill, Griffin, Pilon, Fosdick
- Staff: POST Director Colby Johnson

APPROVAL OF AGENDA: There were no changes to the agenda as presented.

APPROVAL OF FEBRUARY 2, 2022 MINUTES: Minutes were approved.

STAFF REPORTS:

POST Director Johnson updated the Commission on ongoing and upcoming projects including invasive tree mitigation and drainage repairs at Frederick Recreation Area, a replacement shelter at Frederick Recreation Area and a replacement and upgraded playground at Summit View Estates Park. The near and long term future of the new Parks and Open Space Department was also discussed, with Commissioners providing historical perspective and ideas and opportunities for ongoing challenges.

NELSON FARMS SUBDIVISION LANDSCAPE REVIEW:

POST Director Johnson provided the most recent submittal of the Landscape Plan for the proposed subdevelopment. After a discussion amongst the Commissioners, they declined to provide a full review of the Plan. They instead tasked Park and other Town Staff to proceed with internal reviews, while adhering to the Goals and Strategies identified in the 2021 POST Master Plan as guidance, relating to landscaping and parks. They also asked that recommendations to updates to the Land-Use Code provided in the 2021 POST Master Plan be implemented to the maximum extent possible.

DISCUSSION ON PARTNERSHIP WITH THE ARTS COMMISSION:

Commissioner Pilon asked if the Parks Department had made any progress with implementing interpretive art at Parks. With the new Department coming online, POST Director Johnson was unaware of the project, but asked that she provide information on what the Arts Commission is proposing and he would take a look at it to form a plan of action. They also agreed to invite the POST Director to the next Arts Commission meeting to introduce everyone and discuss opportunities.

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DISCUSSION ON FREDERICK RECREATION AREA MASTER PLAN:

Post Director Johnson presented some past Master Plans for the areas and highlighted some of the projects that have been completed. The Commission was tasked with providing any other information they have in their own files and to be prepared to discuss moving forward with the planning process at the next meeting.

OTHER BUSINESS:

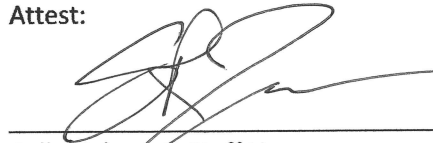
There being no further business of the Parks, Open Space and Trails Commission, Chairperson Beehler adjourned the meeting at 8:00 PM.

Approved by the POST Commission:



Chuck Beehler, Chairperson

Attest:



Colby Johnson, Staff Liason



FRA Pre-Planning Discussion

Colby Johnson – Parks and Open Space Director

Parks, Open Space and Trails Commission – April 6, 2022

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FRED Parks Planning What Needs A Plan?

Frederick Recreation Area: Large, reservoir based regional park with both active and passive recreation as well as a 9 hole golf course.

Centennial/Crist Park: Event based community parks in the heart of Frederick. Could serve as regional destinations and be a commercial retail attractor for both Downtown and Colorado Blvd/Hwy 52 area.

Neighborhood Parks: Excellent inventory, minimal build-out – How, and more importantly, in what order, do we address Neighborhood Parks?

Open Space and Greenways: Most open spaces and greenways/drainages have minimal development. Department Division setup and area planning.

New Development Standard Plans: Implement recommendation of POST Master Plan into re-write of LUC.

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Area Planning Options

Master Plan: Typically covers 10-20 years of development – includes capacity analysis, needs assessment, goals, strategies and tactics, financial plan, action steps and timeline and overall assessment metrics

Tactical Plan: Similar to Master Plan except it covers 3-10 years – does not typically include a financial plan or phasing

Concept Plan: 30,000 foot view of what the area might look like – very light on details

Design/Build Plan: Development of a Concept Plan and full engineering design in one process – excellent option for small areas, difficult and expensive for larger areas



Frederick Recreation Area

Recommendation:

Full Master Plan Process with significant public input opportunities

Project Budget: \$225,000 (Other funds are available if required – Firestone’s Central Park MP was appx. \$300,000)

Justification:

Allows for a thorough analysis of existing resources from 2008-2014 planning and construction efforts and how to incorporate them into future development.

Other areas of concern at FRA: water quality/quantity, raw water infrastructure, wetlands/natural resources, past energy extraction, stormwater runoff, interaction with Golf Course, potential for revenue generating activities, grant writing



Initial Steps of Master Planning

Create Project Leadership Team (PLT) – April 2022:

- Small, internal group of stakeholders who will do the day-to-day management and oversight of the process.
 - Team Leader: Colby Johnson
 - Team Members: Trustee/Mayor, POST Commissioner, Parks and Open Space Manager & Director, Golf Course General Manager, Civil Engineer
 - *Volunteer from POST Commission?*

Create Project Advisory Committee (PAC) – April/May 2022:

- Larger group of internal and external stakeholders who will provide critical input and guidance to PLT.
 - Team Leader: Colby Johnson
 - Mayor/Trustee, POST Commissioner, Planning Commissioner, Arts Commissioner, Historic Commissioner
 - Parks and Open Space Manager & Director, Golf General Manager, Department Reps from Public Works, PD, Finance, Outreach, Engineering, Town Administration, Planning, Economic Development
 - Frederick-Firestone Fire Department, Carbon Valley Emergency Management, Colorado Parks and Wildlife, Town of Firestone, City of Dacono, Carbon Valley Parks and Recreation District, Park Users x2 (ask for volunteers), Accessibility Representative (ideas?), Project Consultant Leads



Initial Steps of Master Planning

Review Draft Request for Proposals (RFP) – April/May 2022:

- Drafted by Director
 - Reviewed by Project Leadership Team
 - Does POST wish to review at May Meeting?

Advertise Request for Proposals (RFP) – May 2022:

- Issued on Town's Website – available publically, but is sent to several consultants who have similar experience

Interview RFP Respondents - June 2022:

- Director will establish grading criteria, which is also listed in the RFP
 - Interviews conducted by Project Leadership Team

Negotiate and Enter Into Professional Services Agreement June/July 2022:

- Negotiations take place with Project Leadership Team and Town Attorney
 - Contract to be reviewed by POST Commission first, then BOT for approval



Master Plan Process

Background Information Collection – July/August 2022

Project Consultants Host Full-Day Discussion with Project Advisory Committee – August/September 2022

Initial Public Meeting and Survey – Fall 2022

Follow Up Discussion with PLT After Public Input – Fall/Winter 2022

Develop First Conceptual Plan and Present to POST and BOT - Winter 2022

Revise Conceptual Plan with Comments and Repeat These Steps for Final Conceptual Plan - Spring 2023

Present Draft Final Plan to Public, POST, BOT – Summer 2023

Final Revisions – Fall 2023

POST and BOT Approval of Final Plan – Fall/Winter 2023

- NOTE: This is an estimate on Timeline – A final timeline will be negotiated with selected consultants and will be dependent on Project Scope

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General Ideas for Discussion



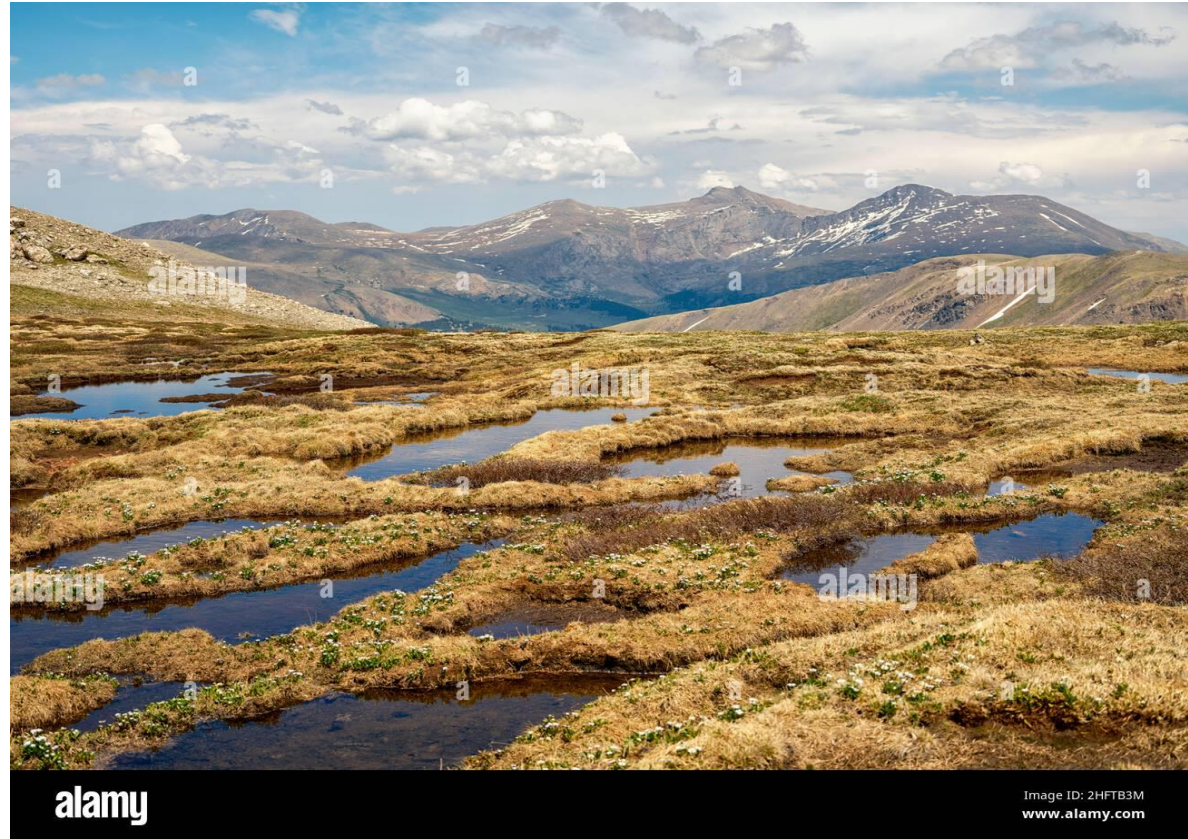
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General Ideas for Discussion



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General Ideas for Discussion



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Other ideas?
Are we on the right track?
Passive/Active Recreation?
Sports Fields?
Events Areas?

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POST Department Update

Colby Johnson – Parks and Open Space Director

Parks, Open Space and Trails Commission – April 6, 2022

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Land and Streetscapes Spring Cleanup

Current Status: Ongoing

Expected Completion: Ongoing

Project Scope: Remove overgrowth, install new mulch/rock, remove dead plants, install new plants, repair irrigation, improve drainage



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Land and Streetscapes Spring Cleanup



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Land and Streetscapes Spring Cleanup



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Frederick Recreation Area Road and Parking Lot Project

Current Status: Complete

Project Scope: Re-grade, improve drainage and install new surface materials



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Operations & Planning Parks and Open Space

1. **Equipment Maintenance:** Preparing equipment for 2022 season, including new items. New items for 2022 include a Harper Hawk, Lely Spreader, Scag Turfstorm Sprayer and Spreader and a 4th Toro mower.
2. **Department Maintenance Facilities:** Modifying Public Works areas assigned to Parks and Open Space for maintenance activities.
3. **Department Positions:** Department positions have been evaluated. New positions are being recruited now. Additional re-organization and position reclassifications will continue in 2022.
4. **Maintenance Plan:** A draft Maintenance Plan has been prepared, using the POST Master Plan as guidance, for the 2022 season. The Plan will be modified in 2022, based on field needs and staff input with a final version prepared in fall/winter 2022.
5. **Fertilization and Pesticide Plan:** Part of the Management Plan – will be finalized at the end of 2022 based on lessons learned.



2021-2022 STRATEGIC PLAN

MISSION STATEMENT: Our Mission is to foster an exceptional and inclusive community that is
Built On What Matters.

VALUES: We are FRED (Family, Respect, Empowerment, Dedication)



EFFECTIVE, EFFICIENT & STRATEGIC GOVERNMENT OPERATIONS – The Town of Frederick will lead the region in a culture of efficiency and innovation in all municipal services that far exceed the community's expectations, magnifying the fact that Frederick is *Built on What Matters*. Ensure all adopted Master Plans guide our processes.

- Develop a strategy for our current land inventory. ●
- Actively pursue Home Rule Status.* ●



COMMUNITY AND ECONOMIC VITALITY – Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and enhances various economic opportunities.

- Develop a design for Frederick Recreation Area as a regional park and destination for all mobilities. ●●●
- Develop and implement a retail attraction strategy. ●
- Explore revitalization strategies for 5th Street, including a potential cultural center with programming for youth. ●
- Complete an update to the Zoning Code.* ●
- Complete an update to the Comprehensive Plan.* ●



DYNAMIC, INCLUSIVE & CONNECTED COMMUNITY – Frederick is represented by diverse nonprofit, cultural, business, and geographic participation. Residents are actively engaged in activities and initiatives; they are encouraged and supported to address essential community needs and issues.

- Complete a community satisfaction survey and establish a regular schedule for surveying the community.* ●
- Continue offering accessible public engagement opportunities, including virtual public comment for Board meetings. ●



STRATEGIC, RELIABLE & SUSTAINABLE INFRASTRUCTURE – Frederick is dedicated to investing in existing and future transportation, water, stormwater, and technology while planning for sustainable growth and development. Frederick takes steps to implement all adopted plans.

- Complete a Facilities Master Plan to account for the current needs and looking out 50 years for the future growth needs of the Town. ●●
- Develop a sustainable strategy for park maintenance and expansion, using the Parks, Open Space, and Trails Master Plan. ●●
- Complete a Golf Course Master Plan. ●
- Complete a Water Master Plan that includes the pursuit of water shares for use in economic development. ●●●



SAFE & SECURE – Residents of Frederick experience safety and peace of mind knowing they live in the safest community in Colorado.

- The Town of Frederick will continue efforts to implement the commitments made resulting from the Ballot Initiative 2A.* ●●●



FISCALLY RESPONSIBLE GOVERNANCE – The Town of Frederick plans for, identifies, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who seek out Frederick in the future.

- The Bella Rosa Golf Course is an amenity that strives to be inclusive for the entire community and adds to the diversity of recreation throughout the Carbon Valley. In addition, the Golf Course will move toward financial self-sufficiency. ●

* Denotes directives carried forward from 2020.

- Short-Term Goal (1 – 4 years)
- Mid-Term Goal (5 – 7 years)
- Long-Term Goal (8 – 12 years)



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Strategic Plan Update Parks and Open Space

1. **Develop a strategy for our current land inventory**
 1. Internal inventory complete
 2. Follow up with BOT after election
 3. Next steps include assessment of potentially surplus lands
2. **Develop a design for Frederick Recreation Area as a regional park and destination for all mobilities**
 1. Draft RFP for review in April 2022
 2. Issue RFP in May/June 2022
3. **Explore revitalization strategies for 5th Street**
 1. Staff has met with St. Vrain Schools on old gymnasium site
 2. Discussions are currently on hold
4. **Complete an update of the Zoning Code/Comprehensive Plan**
 1. Internal research is ongoing
 2. Most likely to secure a Professional Services Agreement in Q2/3 of 2022



Strategic Plan Update Parks and Open Space

5. **Bella Rosa move towards financial self-sufficiency**

1. Golf Course staff are working diligently to evaluate and implement revenue controls and data collection for future planning
2. Marketing Plan is ongoing.
3. Event planning is complete for 2022 with expanded adult and youth programming

6. **Develop a sustainable strategy for park maintenance and expansion**

1. Maintenance Plan will be finalized in 2022 with required costs for current operations.
2. Researching other municipal funding strategies for Parks internally
3. Two Primary Components – How do we maintain and grow what we have & How do we fund it.

7. **Complete a Golf Course Master Plan**

1. Draft Concept Plans are due in early April 2022 for review.
2. Public comment will occur in 2022

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Summit View Estates Park Playground Project

Current Status: Under Contract for \$135,000

Expected Completion: April to May 2022

Project Scope: Replace main playground structure and install pour-in-play surfacing. Parks staff, during summer 2022, will paint the existing swings and install new swing chains and belts.



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Summit View Estates Park Playground Project



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Frederick Recreation Area “Big Fred” Shelter Replacement

Current Status: Under Contract for \$105,264

Expected Completion: April 2022

Project Scope: Existing shelter has been removed from site. New steel shelter, very similar in design, will be installed in the same spot. Will be natural color scheme, with dark brown roofing and beige structure.



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Thank You

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