Built On What Matters

Town of Frederick
PROST Commission Agenda

Microsoft Teams
Wednesday, February 12, 2025

6:30 PM

Join on your computer, mobile app or room device
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Meeting ID: 247 965 797 520
Passcode: mdG8UU
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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. Approval of January PROST Minutes -
Colby Johnson, Parks and Open Space Director

B. 2024 Annual Report Adoption -
Colby Johnson, Parks and Open Space Director

Discussion Items

C. Economic Development Update -
Sierra Fedder, Economic Development Specialist

D. 2025 Golf Update -
Tim Schwartz, Golf Course General Manager
Colby Johnson, Parks and Open Space Director

Commissioner Reports

Adjournment

TOWN OF FREDERICK
PROST Commission
Staff Report

Built On What Matters

Approval of January PROST Minutes

Agenda Date: 2/12/25 PROST Commission

Attachments: 1. 1-8 PROST Minutes

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:

EFFECTIVE, EFFICIENT & STRATEGIC GOVERNMENT OPERATIONS - As an employer of choice, the Town of Frederick will lead the region in a culture of efficiency, innovation, and strategic partnerships in all municipal services to far exceed the community's expectations and exemplify the fact that Frederick is Built on What Matters, its people.

Summary Statement:

Approval of Minutes from the January PROST Commission Regular Meeting

Detail of Issue/Request:

Approval of Minutes from the January PROST Commission Regular Meeting.

Legal Comments:

NA

Alternatives/Options

The Commission may request Staff substantially alter the Minutes and bring for approval at a later date.

Financial Considerations

NA

Staff Recommendation

Staff recommends approval of the January PROST Minutes.

Community Impact

Town of Frederick PROST Commission

Meeting Minutes
January 8, 2025

Call to Order – Roll Call:

Approval of Agenda:

Public Comment: Richard Maxwell was in attendance.

Action Agenda:

December 2024 Minutes: The December Minutes were approved 7-0.

Discussion Items:

2025-2026 Strategic Plan Discussion: Commissioners and Staff discussed the 2025-2026 Town Strategic Plan. Commissioners had several questions for Trustee Lamach relating to the development of the Plan. Trustee Lamach responded that the Plan is developed through community engagement and Town events throughout the year and serves to focus resources on the most important items to Frederick's residents. Colby also added that there will be additional discussions with the Board of Trustees at the upcoming Board mini-retreat later this winter and he'll bring those items back for discussion with the Commission.

FRPOS Site Plan Discussion: Commission and staff discussed the final draft concept plan for a future regional park and open space. Commissioners gave staff several thoughts to implement as the plan progresses, including graphical improvements to the map and renderings, their considerations on potential phasing and additional community engagement. Staff will be working on developing a full master plan throughout the year and will be bring considerations and questions back during that time.

Commissioner Reports: Commissioners received the draft 2024 Parks Annual Report for discussion at the February meeting, heard about new webpages dedicated to CIP projects, selected their May Annual Tour Date of May 14th at 6:30pm and heard a preview of upcoming items in February.

Commissioners were also invited to the January 28th Board of Trustees meeting where the FRA Master Plan adoption will be considered.

Adjournment:

TOWN OF FREDERICK
PROST Commission
Staff Report

2024 Annual Report Adoption

Agenda Date: 2/12/25 PROST Commission

Attachments:
1. 2024 Annual Report
2. Parks Project Status Report - 2024 Final

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:

EFFECTIVE, EFFICIENT & STRATEGIC GOVERNMENT OPERATIONS - As an employer of choice, the Town of Frederick will lead the region in a culture of efficiency, innovation, and strategic partnerships in all municipal services to far exceed the community's expectations and exemplify the fact that Frederick is Built on What Matters, its people.

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

COMMUNITY AND ECONOMIC VITALITY– Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities. Frederick celebrates its downtown and regards it as a gem in the region.

Summary Statement:

Adoption of the 2024 Parks and Open Space Department Annual Report

Detail of Issue/Request:

This agenda item will present the final 2024 Parks and Open Space Department Annual Report for adoption by the PROST Commission. The Annual Report's purpose is to provide historical reference to Town staff and to provide the Community a report on actions accomplished in the preceding calendar year by our Team.

Because this action is considered routine, no official resolution is presented for approval. A simple vote by the Commission will suffice to approve this document.

Following adoption, Town staff will place the document on the Parks Strategic Planning page on the Town's website for public consumption.

In prior years, this item would have also included adoption of the Department's 2025 Annual Action Plan. However, all Town Departments are now completing a similar process for all Capital Improvements. These outlines will live on the Town's website under each Department, along with a central location, titled CIP Projects. We expect these to be finalized around the end of Q1 2024. Hopefully, Town Staff will work to post previously completed projects on the Town website, similar to our Annual Report. With that in mind, Staff will not be bringing the Annual Action Plan for a vote of adoption this year due to the transition in process. In late 2025, Staff will work to bring narratives for each project to be placed on the website for Commission input, rather than the process we've followed the last few years.

Legal Comments:

NA

Alternatives/Options

The Commission may offer any minor adjustments to be made before posting the document on the Town website.

The Commission may reject the adoption and request that staff make major adjustments and bring back for approval at a later date.

Financial Considerations

NA

Staff Recommendation

Staff recommends adoption of the 2024 Annual Report.

Community Impact

2024

Parks and Open Space Department

ANNUAL REPORT

APPROVED:

Parks, Recreation, Open Space
and Trails Advisory Commission
February 12, 2025

CONTENTS

1 REPORT PURPOSE

The purpose of the ***2024 Parks and Open Space Department Annual Report*** is to provide a historical reference to improvements made to the system for future staff, to provide a summary of the previous year's Capital Improvement Program and to provide the community an update on the care and maintenance of their outdoor recreation assets.

The Report consists of six sections:

1. Department Organization
2. Operational Strategic Planning
3. Capital Improvements and Repairs
4. Non-Capital Improvements and Repairs
5. Delayed Projects
6. Other Accomplishments

2 DEPARTMENT ORGANIZATION

New positions added or modified in 2024 included the Lead Golf Shop Associate, the Parks Planning and Development Coordinator, the Open Space & Trails Manager, a seasonal GIS Intern and an additional Maintenance Technician. The Department continues to grow and expand our operational capacity and have an additional Technician, Specialist and an Assistant Golf Course Superintendent, to replace the existing Golf Technician vacancy, added in 2025.

The Town of Frederick created the Parks and Open Space Department at the beginning of 2022.

The Department cares for the Town's parks, landscaped medians and rights-of-way, trails, the non-potable water system, open spaces whose primary component is not stormwater, Milavec Reservoir, Bulrush Wetlands as well as Bella Rosa Golf Course.

The Department's Goals in 2024 were diverse and far-reaching, but generally focused on the following areas:

1. Development of long-term plans for the system's assets and finances including Frederick Recreation Area & Bella Rosa Golf Course, a future regional park and open space west of I-25, Crist Park and for the entire system in Go Outdoors Frederick 2050.
2. Improvements and repairs to existing system assets.
3. Identification of capital improvements or new assets to begin in 2025.

3 OPERATIONAL STRATEGIC PLANNING

3.1 PLANNING FRAMEWORK

Parks Administration completed a framework for operational strategic planning for the Department. This framework's purpose is to organize and prioritize strategic planning into the future.

Frederick Comprehensive Plan & Board of Trustees Strategic Plan

↓

Go Outdoors Frederick 2050

↓

Site Plans

↓

Annual Action Plan & Capital Improvement Plan

↓

Employee Action Plans

↓

Standard Operating Procedures

3.1 FREDERICK RECREATION AREA MASTER PLAN

PROJECT TEAM

Colby Johnson, Sara Barnard, Tim Schwartz, Jordan Davison, Mike Harris, Matthew Dell, Kim Strong

Design Concepts, Phelps Golf Design, Smith Environmental, BBC Research & Consulting, Topographic

PROJECT FINANCIALS

Budget - $425,000 Actual - $370,612

PROJECT DESCRIPTION

The Frederick Recreation Area Master Plan was finalized in 2024 and was adopted by the Parks, Recreation, Open Space and Trails Commission at their December Regular Meeting and is scheduled for adoption by the Board of Trustees in January 2025.

The FRA Master Plan is the culmination of nearly three years worth of effort by Town Staff and our project partners. This Plan provides the vision for the future of the crown-jewel of the Carbon Valley's outdoor recreation system, created through considerable community engagement throughout 2023 and 2024.

The Plan included a considerable amount of background and analysis of the site, which constituted a significant portion of the overall cost. Site surveys, utility locates, environmental analysis, water quality analysis and oil and gas amenity surveys are just a few of the background items investigated to help shape this vision.

Town Staff have already completed the initial investments in Phase 1, which were infrastructure assets added to improve the recreational water quality in Milavec Reservoir. Ongoing investments in maintenance, annual treatments and annual testing will continue to occur throughout the life of the plan.

Starting in 2025, Town Staff will begin Construction Design on Phase 2, which is a replacement parks and golf maintenance facility located at Bella Rosa Golf Course. This critical asset will greatly increase operational capacity and efficiency for the maintenance of both Bella Rosa Golf Course and the rest of Frederick Recreation Area. Pending funding allocation, construction may begin on Phase 2 in 2026.

Construction design of Phase 3 may begin as early as 2026, but is dependent on potential grant funding.

3.2 GO OUTDOORS FREDERICK 2050

PROJECT TEAM

The Parks and Open Space Department

Confluence and PROS Consulting

PROJECT FINANCIALS

Budget - $500,000 Expended in 2024: $120,664

PROJECT DESCRIPTION

Go Outdoors Frederick 2050 is intended to steward and support system-wide policies alongside long-term and short-term improvements to meet the Community's 2022-2023 Strategic Plan Goal of *"Community and Economic Vitality – Frederick is a community that fosters economic, recreational, cultural and environmental vitality and builds upon and enhances a variety of those opportunities."*

This project identifies the recreation needs of today's residents, anticipates those of tomorrow, and provides a framework for creating a vibrant system of outdoor recreational assets over the next twenty-five years.

Overall, updating the master plan helps create a more responsive, efficient, and forward-thinking recreational system that better serves the community's needs and aspirations.

Updating the existing POST Master Plan is essential for several key reasons:

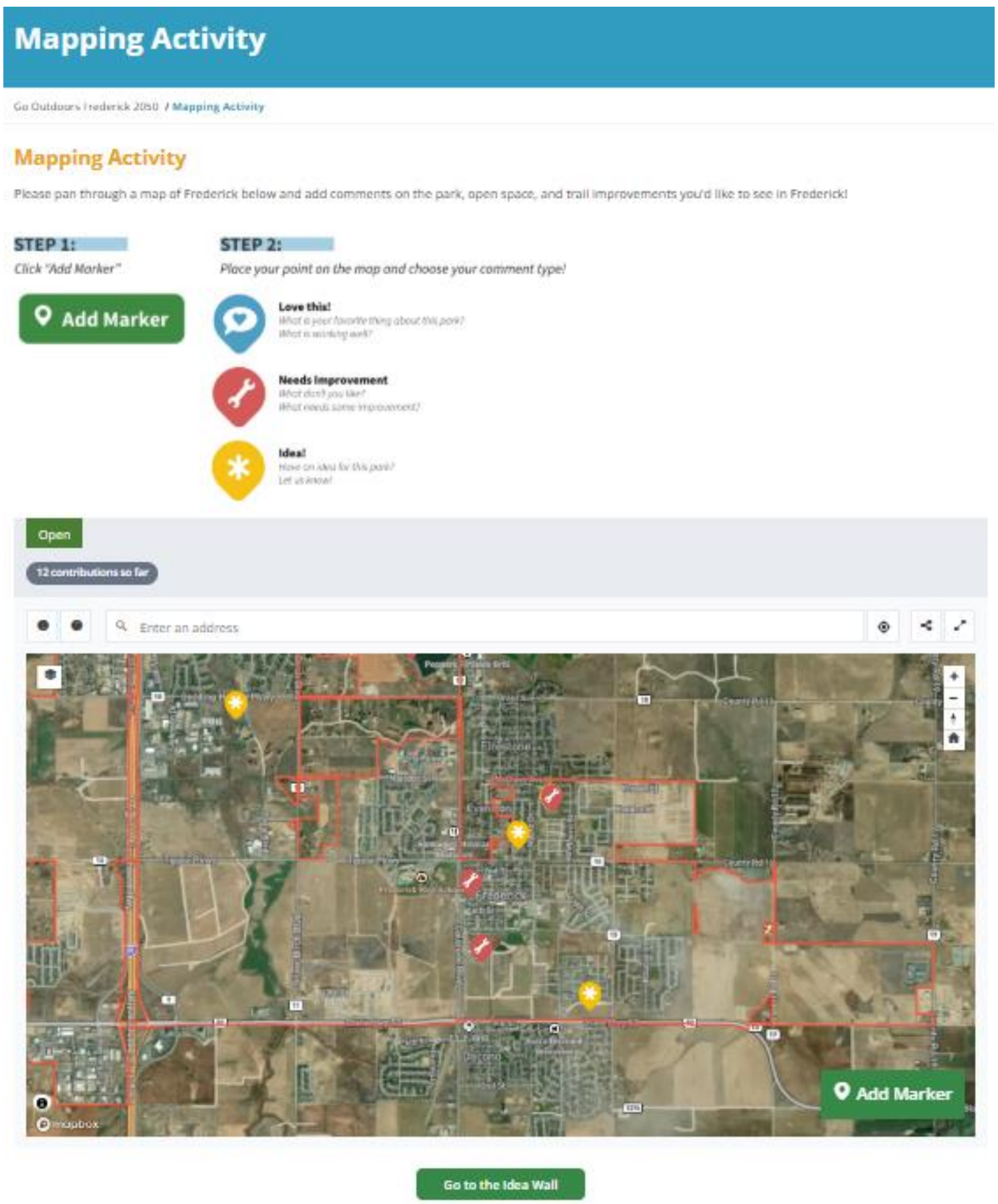
- Responsible Growth: The Town of Frederick's population is expected to grow considerably in the next 25 years. As the population grows, the needs and preferences of the community evolve. An updated plan helps ensure that recreational assets align with current and future demands.
- Strategic Financial Planning: Economic conditions and funding sources can change over time. This project will help identify and prioritize financial needs for existing and proposed recreational asset maintenance and improvements to ensure our system remains financially sustainable.
- Maintaining Existing Assets: All recreational assets require maintenance and replacement in the long-term. How Frederick will prioritize maintaining and improving existing assets alongside constructing new recreational opportunities will be a primary focus of this planning process.
- Community Engagement: Using previous community and stakeholder engagement efforts for the Town of Frederick as a basis, this project will establish opportunities for further updates that allow for the incorporation of input and feedback, ensuring that the plan reflects the desires and expectations of residents and visitors.
- Recreation Trends: Outdoor recreation trends continue to evolve and emerging trends in recreation, technology, and sustainability might offer new opportunities to enhance services or improve efficiency. An updated plan can incorporate these innovations.
- Regulatory and Policy Changes: Staying ahead of regulatory and policy changes will ensure that Frederick stays in-step with surrounding communities and ahead of future development. Changes in local, state, or federal regulations and policies may impact how parks and recreation services are delivered. An updated plan ensures compliance with current standards and guidelines.

Guided by previously adopted plans and informed by the recently completed 2050 Comprehensive Plan, Go Outdoors Frederick 2050 will establish a community vision, develop a strategy to manage existing assets, and identify new opportunities for recreation, conservation, and trail connectivity that are consistent with community needs and projected future growth.

In 2024, the Town identified Confluence and PROS Consulting as our project partners through a public procurement process. After finalizing a contract with Confluence, staff have been hard at work in the background and analysis phase and community engagement phase of the project.

Background and analysis work has included an analysis of every parcel managed by the Department, a financial analysis of our current and future funding, trail planning and long-term maintenance strategy planning. These items constitute the majority of time for the entire project, which will allow a great deal of decision-making and project completion in 2025.

We also began our community engagement, including engagement at several Town events and the launch of our project website, which includes the project goals, projects completed in recent years throughout Town, links to other Site Plans as well as opportunities for residents to identify specific ideas or improvements through a Mapping Activity and an Idea Wall.



3.3 CRIST PARK SITE PLAN

PROJECT TEAM

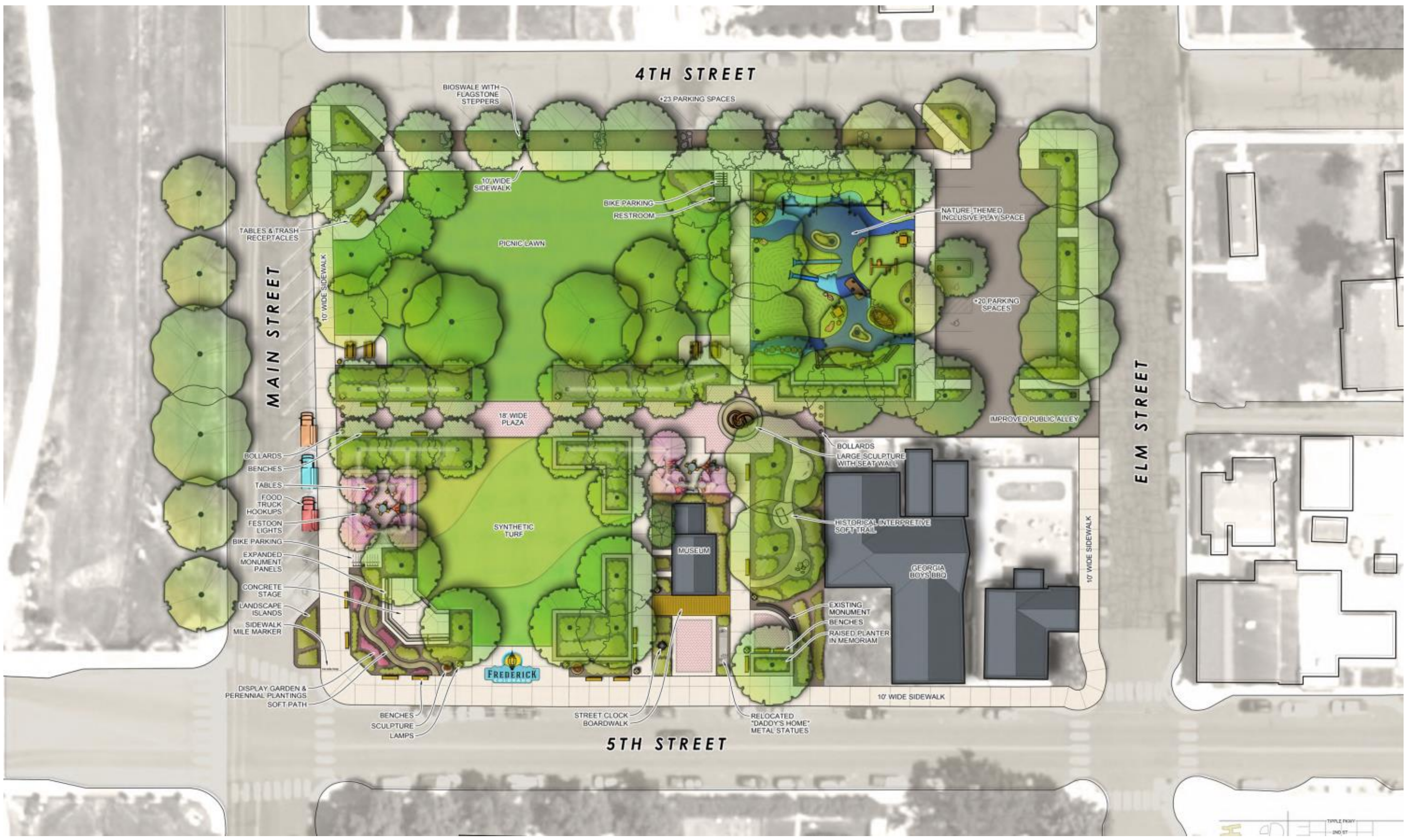
Colby Johnson, Sara Barnard and Mike Harris

RICK Engineering Company

PROJECT FINANCIALS

Budget - $45,000 Actual: $43,500

PROJECT DESCRIPTION



The Town is in the process of revising it's Downtown Plan and the Parks Department was asked to create a vision for the future of Crist Park. Our goals included:

- Increasing vehicle and bike parking
- Creating an "event" area to bring small events to the Downtown area
- Improving accessibility
- Improving the aesthetics of the site's landscaping
- Improving the area's resilience relating to security and heavy event usage

The Site Plan and Cost Estimate were completed in 2024 and will become part of the Downtown Plan, which is scheduled for adoption in 2025.

This rendering shows the event area at the corner of Main Street and Fifth Street.

This rendering shows the updated inclusive, nature playground and adjacent parking area.

3.4 ASSET MANAGEMENT PROGRAM

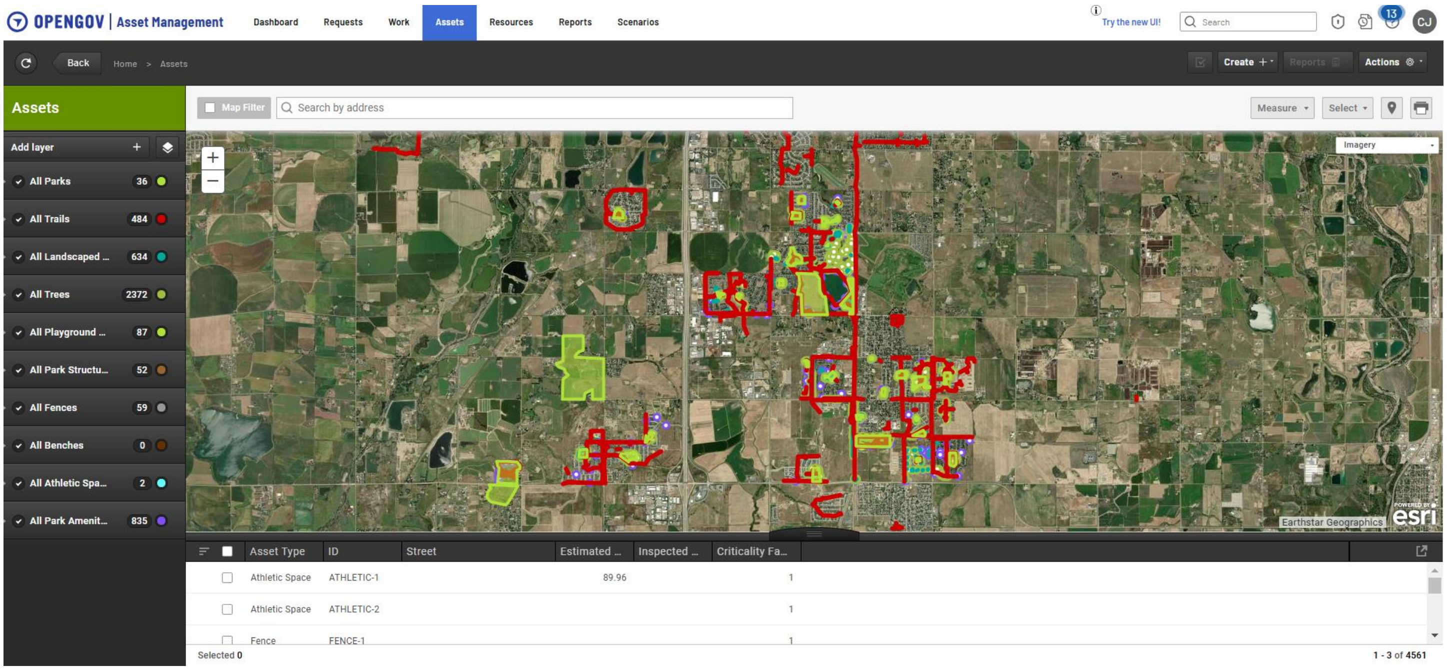
PROJECT TEAM

Colby Johnson, Sara Barnard, Jordan Davison, Mike Harris, Matthew Dell, Juston Marr, Landon Ridgeway and Veronica Garcia

PROJECT FINANCIALS

There was no capital budget allocated for this project, as there weren't considerable costs associated with it.

PROJECT DESCRIPTION



The Town of Frederick procured OpenGov's asset management program, Cartegraph in 2023. Department staff, alongside IT staff and the Cartegraph team launched the Parks and Recreation module in December 2023.

This software will allow staff to utilize data and technology to drive daily operations and maintenance. While the software's capabilities are significant, some examples include:

- Identifying costs per park area
- Creating re-occurring tasks for maintenance staff to ensure quality levels of service
- Creating one-time tasks to address community concerns
- Identifying replacement schedules for park assets
- Attaching critical documents, such as Plats, Deeds and Agreements to each park area for easy access
- Financial tracking of available and necessary resources for operations and maintenance.

During the summer of 2024, our GIS Interns were able to capture 4,561 assets for this system. Staff have been working on organizing and finalizing those assets to begin creating Tasks and Work Orders in early 2025.

3.5 FUTURE REGIONAL PARK AND OPEN SPACE SITE PLAN

PROJECT TEAM

Colby Johnson, Sara Barnard, Jordan Davison and Mike Harris

RICK Engineering Company

PROJECT FINANCIALS

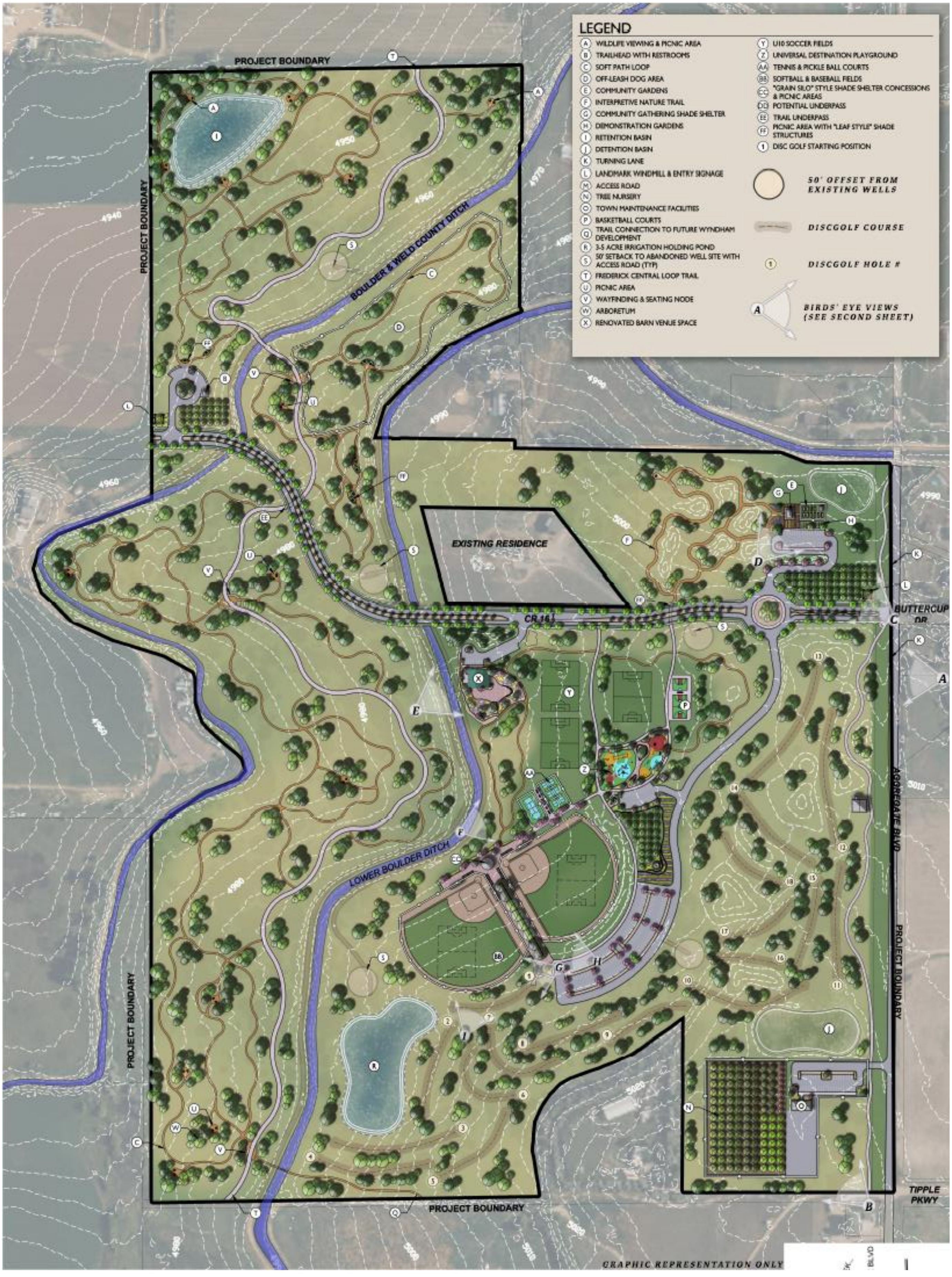
Budget - $100,000 Actual - $100,165

PROJECT DESCRIPTION

The Town's purpose with this project is to create a community-led, long-term vision and goals for this regional park and open space. Over the next several years, Town staff will use this vision to guide those larger planning efforts and help shape decisions on the following considerations:

- Ensuring adequate amenities for current and future residents, both at this location and at other locations
- Ensuring there is enough space for various future programming, such as baseball/softball and soccer, both at this location and at other locations
- Identifying short-term open space improvement opportunities, such as passive trails, vegetation improvements, tree planting, and natural resource protection
- Identifying and potentially prioritizing phases for long-term park improvement opportunities, such as sport courts, ball fields, and additional Town facilities to operate future parks and open spaces
- Identifying funding for both construction and long-term maintenance, focusing on sources that come from future development projects
- Providing future development and residents a vision for this space to help aid in their planning efforts
- Impacts on existing and future residents about adjacent roadway improvements

In 2024, Town Staff completed the conceptual site plan and cost estimate. Looking forward into 2025 and 2026, Town Staff will work to create a construction phasing plan, funding strategy and identify inspirational imagery, all to help inform future construction and design.


LEGEND
A WILDLIFE VIEWING & PICNIC AREA
B TRAILHEAD WITH RESTROOMS
C SOFT PATH LOOP
D OFF-LEASH DOG AREA
E COMMUNITY GARDENS
F INTERPRETIVE NATURE TRAIL
G COMMUNITY GATHERING SHADE SHELTER
H DEMONSTRATION GARDENS
I RETENTION BASIN
J DETENTION BASIN
K TURNING LANE
L LANDMARK WINDMILL & ENTRY SIGNAGE
M ACCESS ROAD
N TREE NURSERY
O TOWN MAINTENANCE FACILITIES
P BASKETBALL COURTS
Q TRAIL CONNECTION TO FUTURE WYNDHAM DEVELOPMENT
R 3-5 ACRE IRRIGATION HOLDING POND
S 50' SETBACK TO ABANDONED WELL SITE WITH ACCESS ROAD (TYP)
T FREDERICK CENTRAL LOOP TRAIL
U PICNIC AREA
V WAYFINDING & SEATING NODE
W ARBORETUM
X RENOVATED BARN VENUE SPACE
Y U10 SOCCER FIELDS
Z UNIVERSAL DESTINATION PLAYGROUND
AA TENNIS & PICKLE BALL COURTS
BB SOFTBALL & BASEBALL FIELDS
CC "GRAIN SILO" STYLE SHADE SHELTER CONCESSIONS & PICNIC AREAS
DD POTENTIAL UNDERPASS
EE TRAIL UNDERPASS
FF PICNIC AREA WITH "LEAF STYLE" SHADE STRUCTURES
1 DISC GOLF STARTING POSITION
50' OFFSET FROM EXISTING WELLS
DISCGOLF COURSE
DISCGOLF HOLE #
BIRDS' EYE VIEWS (SEE SECOND SHEET)
PROJECT BOUNDARY
BOULDER & WELD COUNTY DITCH
EXISTING RESIDENCE
CR 16 1/2
BUTTERCUP DR
LOWER BOULDER DITCH
AGGREGATE BLVD
TIPPLE PKWY
GRAPHIC REPRESENTATION ONLY

3.6 LONG-TERM FUNDING STRUCTURE

PROJECT TEAM

Colby Johnson, Kurtis Adams, Jason Leslie

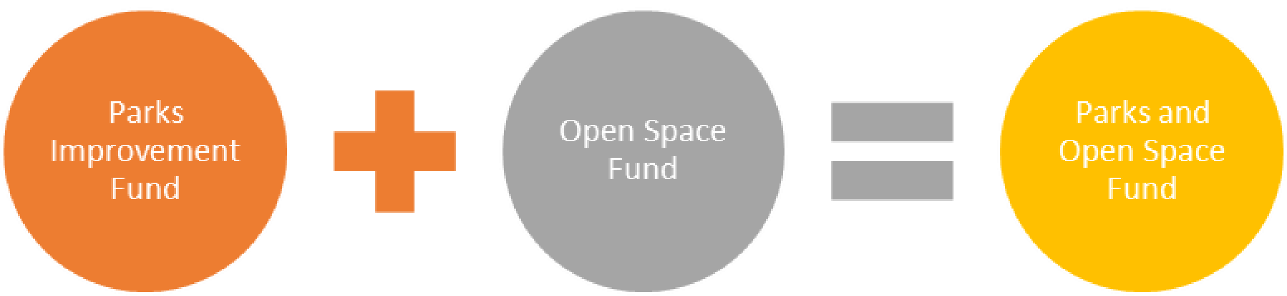
PROJECT FINANCIALS

No funds were expended on this project

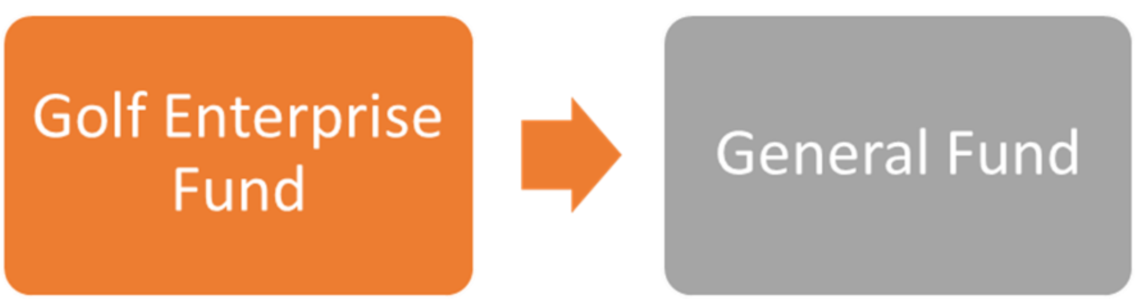
PROJECT DESCRIPTION

The Board of Trustees approved a ballot initiative in the Fall 2023 election which would allow for the existing 0.5% sales and use tax dedicated to the maintenance, acquisition and improvement to the Town's open spaces, to be expanded in use to allow for the maintenance, improvement and expansion of the open spaces, parks, trails and related amenities.

Ballot Measure 2C passed with 76% support in that fall 2023 election. Subsequently, in the 2025 budget cycle which took place in the fall of 2024, Town Staff took Ordinance 1397 to the Board for approval. This Ordinance officially combined the Parks Improvement Fund, with the Open Space Fund, to create the Parks and Open Space Fund, to allow Town Staff to fully implement the goals of Initiative 2C.



That same Ordinance moved the funding source for Bella Rosa Golf Course to a budget department of the General Fund, in accordance with the direction of our third-party auditor. This still allows us to efficiently track revenues and expenses tied to that operation, but allows for considerably more flexibility in having "shared" resources between the golf course and the rest of the Department.



These actions have created a long-term funding structure to assist with the community's goals relating to outdoor recreation for the next generation.

4 CAPITAL IMPROVEMENTS AND REPAIRS

4.1 CAPITAL EQUIPMENT PROGRAM

PROJECT MANAGER

Matthew Dell

PROJECT FINANCIALS

Budget: $265,000 Actual: $263,553

PROJECT DESCRIPTION

This is an annual program to add new equipment resources to the Department and to provide for replacement of existing equipment.

A Toro 648 aerator and trailer were purchased to replace two existing units.

An equipment lift and a reel grinder were purchased to better maintain existing equipment.

A Bobcat UV34 and a mobile “Hotsy” style power washer were purchased. The UTV can be utilized for numerous maintenance activities and the power washer is designed to clean restrooms, graffiti and any other items needed.

The Town leased 34 new golf carts for Bella Rosa and installed additional security fencing in the maintenance yard.

A new Landpride open space seeder was purchased to begin re-establishing existing open spaces.

A new range ball picker cart was leased and a picker rack was purchased by the Town.

A Polaris Ranger with snow plow was purchased by the Town to replace an existing UTV and plow.

A VenTrac 8-wheeled tractor was purchased to assist with managing open spaces. For 2024, a ToughCut mower was also purchased. Additional attachments may be purchased in the future.

4.2 GOLF IRRIGATION REPAIRS

PROJECT MANAGER

Tim Schwartz and Tim Maloney

PROJECT FINANCIALS

Budget: $100,000 Actual: $87,507

PROJECT DESCRIPTION

This project sought to replace the existing irrigation central control system at Bella Rosa Golf Course. The new system is a Toro Lynx control system and included a base weather station, new control clocks and a new computer. This will allow the system to be controlled remotely and tie usage to the weather station. This was a top goal of the Town's Water Conservation Plan.

Program / Hole	#	On	Auto Cycle	Last RT	Next RT	Adj. RT	Last Amt.	Next Amt.
Greens	1			10	10	0:00	0.11/0.24	0.11/0.24
1-Greens				10	10	0:00	0.12	0.12
2-Greens				10	10	0:00	0.12	0.12
3-Greens				10	10	0:00	0.12	0.12
4-Greens				10	10	0:00	0.12	0.12
5-Greens				10	10	0:00	0.11	0.11
6-Greens				10	10	0:00	0.12	0.12
7-Greens				10	10	0:00	0.12	0.12
8-Greens				10	10	0:00	0.12/0.24	0.12/0.24
9-Greens				10	10	0:00	0.21	0.21
10-Greens				10	10	0:00	0.21	0.21
11-Chipping Green				10	10	0:00	0.12	0.12
Tees	2			3/6	5/10	0:00	0.07	0.10
1-Tees				3	5	0:00	0.07	0.10
2-Tees				6	9	0:00	0.07	0.10
3-Tees				6	9	0:00	0.07	0.10
4-Tees				6	9	0:00	0.07	0.10
5-Tees				6	9/10	0:00	0.07	0.10
6-Tees				6	9	0:00	0.07	0.10
7-Tees				6	9	0:00	0.07	0.10
8-Tees				6	9	0:00	0.07	0.10
9-Tees				3	5	0:00	0.07	0.10
10-Tees				3	5	0:00	0.07	0.10
Fairways	3			10	10	0:00	0.11/0.21	0.11/0.21
1-Fairways				10	10	0:00	0.12	0.12
2-Fairways				10	10	0:00	0.11/0.12	0.11/0.12
3-Fairways				10	10	0:00	0.12	0.12
4-Fairways				10	10	0:00	0.12	0.12
5-Fairways				10	10	0:00	0.11/0.12	0.11/0.12
6-Fairways				10	10	0:00	0.12	0.12
7-Fairways				10	10	0:00	0.12	0.12
8-Fairways				10	10	0:00	0.12	0.12
9-Fairways				10	10	0:00	0.21	0.21
Roughs	4			4/8	4/8	0:00	0.08	0.08
1-Roughs				8	8	0:00	0.08	0.08
2-Roughs				7/8	7/8	0:00	0.08	0.08
3-Roughs				7	7	0:00	0.08	0.08
4-Roughs				7	7	0:00	0.08	0.08
5-Roughs				7	7	0:00	0.08	0.08
6-Roughs				7	7	0:00	0.08	0.08
7-Roughs				7	7	0:00	0.08	0.08

4.3 TRAILS PRESERVATION PROGRAM

PROJECT MANAGER

Jordan Davison

PROJECT FINANCIALS

Budget: $75,000 Actual: $74,988

PROJECT DESCRIPTION

This is an annual program to repair segments of the Town’s trail system. In 2025, a total of nine segments of paved trail were torn out and replaced.

The above 60’ section of trail was replaced along Tipple Parkway across from Frederick High School. The below 20’ section was replaced in Centennial Park near Oak Street.

The above 30’ section of trail was replaced in Centennial Park near Locust Street. The below section of trail was replaced at Eagle Valley Park.

The above section of trail was replaced at Eagle Valley Park near the picnic shelter. The below section was replaced at Fox Run Park near Fox Run Boulevard.

Both of these small sections were replaced at The Farm Park.

The above picture shows a small section of trail replaced at No-Name Creek Park. The below picture shows a new accessible sidewalk installed at the intersection of Tipple and Ridgeway courtesy of our partners in the Engineering Department.

4.4 PARKS IRRIGATION CENTRAL CONTROL

PROJECT MANAGER

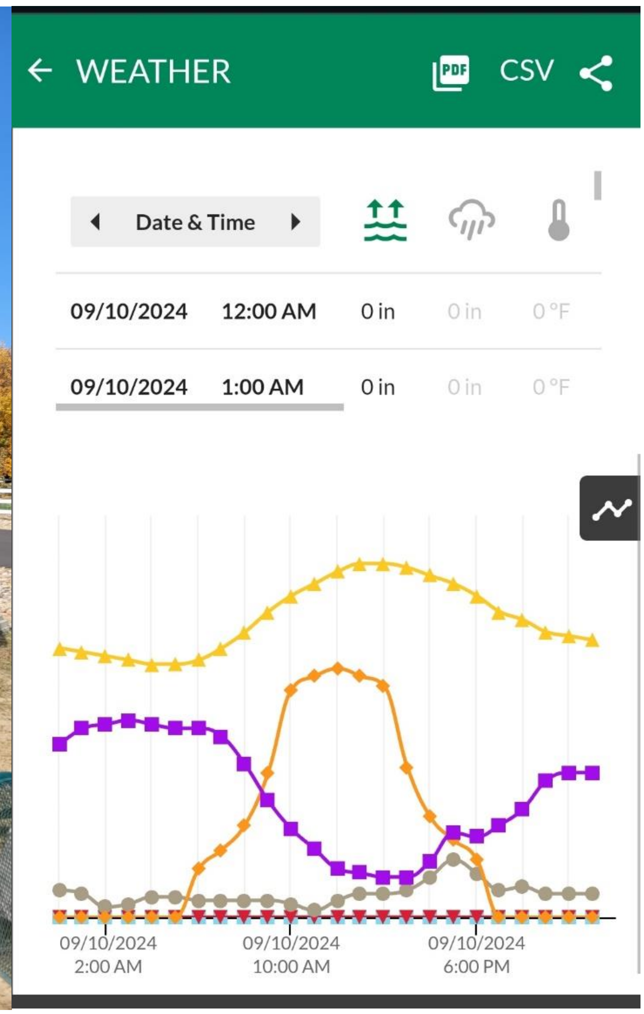
Mike Harris

PROJECT FINANCIALS

Budget: $125,000 Actual: $122,514

PROJECT DESCRIPTION

This project was implemented to replace all 27 parks irrigation controllers with RainBird units compatible with IQ4, a wireless central control system. This improvement will allow the Parks irrigation team to control the units remotely and tie water usage to a central weather station. This was a top goal of the Town's Water Conservation Plan.



The first image shows a remote park location, Rinn Valley Park, that has a controller that is not tied to an electrical system. A new solar powered computer was installed and connected to the control system. The screenshot shows the evapotranspirative use of irrigation water at multiple locations.

4.5 CLUBHOUSE INSULATION REPAIR

PROJECT MANAGER

Alan Issac and Tim Schwartz

PROJECT FINANCIALS

Budget: $60,000 Actual: $49,522

PROJECT DESCRIPTION

This project's original purpose was to replace the attic insulation of the golf course clubhouse, as it consistently leaked warm and cold air, overworking the facility's HVAC system and freezing water lines in the winter. However, we were able to accomplish that project for about half of the original budget. With the remaining funds, we completed the next two priority projects, which were replacing the main front and back doors and updating the building's IT infrastructure by moving the network equipment to a more secure location and by running new ethernet cabling.

4.6 COLORADO BOULEVARD MEDIAN IMPROVEMENT

PROJECT MANAGER

Colby Johnson

PROJECT FINANCIALS

Budget: $250,000 Actual: $249,400

PROJECT DESCRIPTION

This was a partner project to the larger re-construction of Colorado Boulevard relating to the Silverstone Marketplace development. Its purpose was to re-fresh the entire median's landscape plants, install additional rock mulch for cover and to replace the entire irrigation system. All this work was completed before the opening of the new roadway in September, which prevented any additional traffic closures specific to the landscape. At the end of the project, 60 trees were replaced, nearly 8,000 linear feet of irrigation piping was replaced and 30 tons of rock mulch was added.

4.7 TUNNEL REPAIRS

PROJECT MANAGER

Colby Johnson

PROJECT FINANCIALS

Budget: $50,000 Actual: $39,832

PROJECT DESCRIPTION

The tunnel under Colorado Boulevard and Godding Hollow Parkway received paint on the walls and all new, LED vapor-tight lighting along with downward facing flood lights at each end. This has significantly improved the safety of the tunnel by increasing light both inside and at the ends, which had historically been extremely dark. The white walls also improve brightness, but also make covering or removing graffiti significantly easier.

4.8 MILAVEC WATER QUALITY IMPROVEMENTS (FRA MASTER PLAN PHASE 1)

PROJECT MANAGER

Colby Johnson

PROJECT FINANCIALS

Budget: $150,000 Actual: $162,258

PROJECT DESCRIPTION

This project’s goal was to increase both management and treatment of algal growth and eutrophication in Milavec Reservoir.

To help manage, five more “bubblers” were installed at each corner of the reservoir where the water is most stagnant. These were connected to the existing nine bubblers, all of which were connected to a new Kasco cabinet, which holds 6 air compressor pumps and is self-cooling and heating to significantly increase the lifespan of the compressors. Because the budget allowed, we also installed new aerator/fountains at both ponds at Bella Rosa.

To help treat the algae once its formed, a Water IQ Sentinel system was installed. This system utilizes ultra-high frequency soundwaves to neutralize algal cells as they form. A solar system was installed at Milavec with hard-wired systems installed at both Bella Rosa ponds and the Centennial Park pond. Additionally, a continuous water testing probe was installed with the Sentinel at Milavec Reservoir, providing lake managers with readings every 30 minutes for pH, water temperature, salinity, CEC, cyanobacteria, chlorophyl and turbidity.

4.9 POND REPAIRS

PROJECT MANAGER

Mike Harris

PROJECT FINANCIALS

Budget: $50,000 Actual: $75,600

PROJECT DESCRIPTION

This project started out as a replacement of the five valves and manholes controlling inflows and outflows to the ponds at Bella Rosa. During the project, we discovered that in addition to the five valves needing replaced, we needed to repair the primary outflow valve to Milavec Reservoir, which led to the increase in cost. All of this work was completed but the primary valve will need to be completely replaced in the next couple of years. We'll work to partner this work with other reservoir repairs that need to be made.

5 NON-CAPITAL IMPROVEMENTS AND REPAIRS

Non-Capital Improvements generally consist of projects that cost less than $50,000 and/or are not included in the Capital Improvement Program and are funded through our annual Operations and Maintenance budget.

5.1 WEST SHOP IMPROVEMENTS

PROJECT MANAGER

Jordan Davison

PROJECT FINANCIALS

Budget: As Needed Actual: $26,000

PROJECT DESCRIPTION

The West Shop is located at the future regional park and open space owned by the Town of Frederick west of I-25 and just north of Wyndham Hill subdivision. The Town owns 2 shops and 3 open-air barns at that existing open space. This shop is currently used for equipment storage by the Department.

During inspection of the shop in the spring of 2024, we noticed that there had been some water damage along the roof trusses. After inspecting the metal roofing, we decided to replace the entire roof, gutters and trimwork on the shop. Staff are also working to install a security system at that location but will finish that in early 2025.

6 DELAYED PROJECTS

6.1 SKATE PARK LIGHTING IMPROVEMENT

PROJECT MANAGER

Colby Johnson

PROJECT FINANCIALS

Budget: $125,000 Actual: $15,000

This project was intended to add push-button controls and safety lighting to the existing lighting system at the Frederick Skate Park. However, upon inspection of the existing system to design the improvements, we found significant issues with the system. Essentially, we had to replace a number of components and then reverse engineer the entire system to design the improvements to meet National Electrical Code.

The improvements are fully designed and will be bid out for construction in early 2025.

6.2 PUMPHOUSE IMPROVEMENTS

PROJECT MANAGER

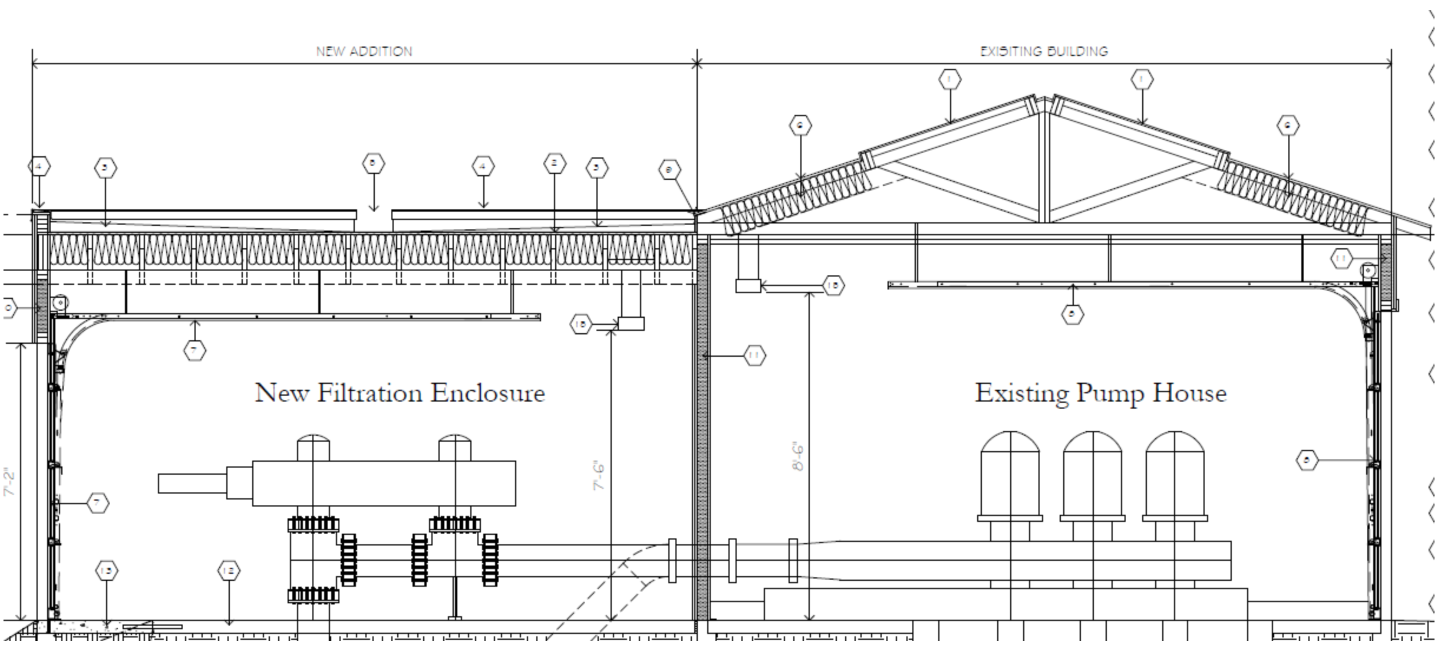
Colby Johnson

PROJECT FINANCIALS

Budget: $125,000 Actual: $15,000

This project was initially launched to provide for a structure to cover the existing filtration system and to provide for improved HVAC and electrical in the existing pump house. However, the Engineering Department installed two new pumps in this station, which caused us to spend several months working out the kinks to that change. Additionally, the Engineering Department finalized a Raw Water Master Plan, which was adopted by the Board.

With those issues, staff decided to move this project to 2025 and only complete the HVAC and electrical upgrades to the existing structure. This is mission critical so we can extend the lifespan of that system. The structure addition will wait until funding is available through the Raw Water Master Plan.



7 OTHER ACCOMPLISHMENTS

The Golf Team attended the Colorado Golf Expo at the Denver Convention Center.

Our Junior Golf program continues to expand because of its popularity.

A memorial bench was installed at Bella Rosa Golf Course for the late Carmine DeSantis, former Trustee.

A memorial plaque was installed at Crist Park for the late Liberta Hattel, former Trustee.

Park Staff hosted 9 community engagement events in 2024 to gather input and ideas relating to Frederick Recreation Area, Crist Park, Go Outdoors Frederick 2050 and a future regional park and open space.

Bella Rosa once again hosted the Santa Cops Tournament, which raises funds for the Carbon Valley's police departments to purchase holiday gifts for children. The 2024 tournament raised $6,347.34.

Bella Rosa also hosted Family Golf Day in May 2024. This signature community event at Bella is attended by hundreds of area residents who come to enjoy "Golfzilla!" and some light refreshments.

Frederick Parks and Open Space - 2024 Annual Action Plan Projects

1/17/2025

Park Area	Project Title	Project Manager	Status/ % Complete	Last Action Item	Current Action Item	Next Action Item	Budget	Expense	Remaining Budget (To Date)
FRA	FRA Master Plan	Colby Johnson	100%	Board Adopted	Complete	Complete	$425,000	$370,612	$54,388
All Parks, OS & T	Go Outdoors Frederick 2050	Colby Johnson	40%	Background/Analysis, GIS, Inventory, Gaps	Land Use Code, Maintenance	Implementation	$500,000	$120,664	$379,336
Crist Park	Crist Park Master Plan	Colby Johnson	100%	Complete	Complete	Adopt Downtown Plan	$45,000	$43,500	$1,500
All Parks, OS & T	Asset Management Program	Colby Johnson and Cindy Kamigaki	60%	Assets Collected	Qualifying Assets	Work Orders/Tasks	$0	$0	$0
FRPOS	FRPOS Site Plan	Colby Johnson	100%	Concept Plan and Cost Estimate	Complete - Turn Internally for Master Plan Elements	In-House	$100,000	$100,165	-$165
All Parks, OS & T	Long-Term Funding Plan	Colby Johnson, Kurtis Adams and Jason Leslie	100%	Complete	Complete	GOF 2050 for Long-Range Planning	$0	$0	$0
All Parks, OS & T	Capital Equipment Program	Matthew Dell	100%	Complete	Complete	Complete	$165,000	$169,575	-$4,575
Golf Course	Capital Equipment Program	Matthew Dell	100%	Complete	Complete	Complete	$100,000	$93,978	$6,022
Bella Rosa	Golf Irrigation Repairs	Tim Maloney and Tim Schwartz	100%	Complete	Complete	Complete	$100,000	$87,507	$12,493
All Trails	Trails Preservation Program	Jordan Davison	100%	Complete	Complete	Complete	$75,000	$75,000	$0
All Parks, OS & T	Tree Program	Colby Johnson	100%	Complete	Complete	Complete	$10,000	$10,000	$0
All Irrigated Areas	Irrigation Central Control	Mike Harris	100%	Complete	Complete	Complete	$125,000	$122,514	$2,486
Bella Rosa	Clubhouse Insulation Repair	Facilities/Tim Schwartz	100%	Complete	Complete	Complete	$60,000	$49,522	$10,478
CO Blvd Streetscape	Colorado Blvd Median Improvement	Colby Johnson	100%	Complete	Complete	Complete	$250,000	$249,400	$600
Tunnel	Tunnel Repairs	Mike Harris	100%	Complete	Complete	Complete	$50,000	$39,832	$10,168
Milavec	Milavec Water Quality Improvements	Colby Johnson	100%	Complete	Complete	Complete	$150,000	$162,258	-$12,258
Non-Potable Water	Pumphouse Repairs	Colby Johnson	25%	Project design finalized	Bid HVAC Only	Construction	$75,000	$0	$75,000
Non-Potable Water	Pond Repairs	Mike Harris	100%	Complete	Complete	Complete	$50,000	$75,600	-$25,600
Skate Park	Lighting Upgrades	Colby Johnson	40%	Design Complete	Bid in 2025	Construction	$125,000	$10,000	$115,000
Crist Park	Electrical Upgrades	Mike Harris	100%	Complete	Complete	Complete	$5,000	$5,000	$0
All Parks, OS & T	Restroom Upgrades	Mike Harris	100%	Complete	Complete	Complete	$10,000	$10,000	$0
Mendoza OS	Shop Improvements	Jordan Davison	100%	Complete	Complete	Complete	$26,000	$26,000	$0
						TOTAL	$2,446,000	$1,821,127	$624,873
						TOTAL W/O Multi & Carry-Over	$1,746,000	$1,690,463	$55,537

Historical Rounds Played Summary

	2018	2019	2020	2021	2022	2023	2024
January	71	145	260	368	0	0	325
February	40	95	82	287	0	7	437
March	234	319	191	628	1108	1047	1353
April	687	942	0	1384	1754	2180	1832
May	763	1021	431	1579	2198	2619	2938
June	819	1152	1248	2189	2801	2816	3622
July	943	1450	1977	2519	3353	3564	3404
August	1054	1497	1795	2251	3289	3291	3241
September	1172	1334	1603	1860	2607	2489	2801
October	914	1098	1135	1743	2093	1706	2189
November	683	706	1053	1291	477	877	872
December	124	247	491	891	273	650	1143
otal Round	**7504**	**10006**	**10266**	**16990**	**19953**	**21246**	**24157**

Playable Golf Days

2020	2021	2022	2023	2024
292	284	281	268	304

** A playable golf day is defined when temperature is between 47-98, precipitation of less than .2" and wind speed less than 42 miles per hour.*

Tee Time Occupancy Rate

2018	2019	2020	2021	2022	2023
15%	24%	24%	30%	43%	46%

* Industry average occupancy is 50%- 6

2024
49%
50%