



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

Built On What Matters

CALL TO ORDER

ROLL CALL:

- Present: Chairperson Gill, Davis, Fosdick, Pilon, Schlais, Trustee Lamach
- Absent: None
- Staff: POST Director Colby Johnson

APPROVAL OF AGENDA

Staff recommendation to remove the approval of minutes for the October 5 Regular Meeting

- **Motion:** Schlais – **Second:** Pilon – **Vote to Approve:** Davis, Fosdick, Gill, Pilon, Schlais

PUBLIC COMMENT

There were no members of the public in attendance at Town Hall or virtually.

ACTION AGENDA

Approval of Minutes from the August 3, September 7 and September 13 Meetings

- **Motion:** Fosdick – **Second:** Davis – **Vote to Approve:** Davis, Fosdick, Gill, Pilon, Schlais

Approval of an Amended Regular Meeting Date and Time

- Motion to move to the 2nd Wednesday of each month
 - **Motion:** Schlais – **Second:** Pilon – **Vote to Approve:** Davis, Fosdick, Gill, Pilon, Schlais

DISCUSSION AGENDA

POST Department Update

- POST Director Johnson provided an update on Department operations in October. Several improvement projects were completed including the landscape beds at The Farm Park and a volunteer day at Milavec hosted by Rocky Mountain Christian Church. The golf course hosted the annual Santa Cops Tournament with a full field and raised \$7,500 for Tri-Town police departments. Trail construction has begun on the second segment of the Godding Hollow Trail near Eagle Boulevard. Staff is beginning to work on future plans for the Mendoza Open Space.

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2023 Department Capital Budget Update

- Proposed projects for 2023 were discussed with the Commissioners. Several comments were received on the proposed Bella Rosa Trail – Segment #1 Design Project and staff will seek to incorporate those suggestions where practical.
- POST Director Johnson provided an outline of the Department's funding sources and current fund balances. Given the drop in residential building permits, which is the sole funding source of the Parks Improvement Fund, several projects have been delayed and will remain in a holding pattern through 2023. Department staff will continue to engage the POST Commission and Board of Trustees on sustainable funding sources for both operations and capital repair & improvements in the future.
- POST Director Johnson also provided the Commission a Ranking System Summary for future Capital Repair & Improvement Plans for their input. This system will require the creation of a master list of all existing deferred maintenance and ten years' worth of potential capital improvements, so that the ranking system may be utilized. For the 2023 budget, projects were selected by Staff for planning needs and partnerships with other Department projects.

Community Parks Master Plan Scope of Service Update

- POST Director Johnson updated the Commission on the status of the scope of service and contract approval process for the planning efforts at FRA, Centennial Park and Bella Rosa Golf Course. He has been meeting with the project's consultant and subconsultant teams as well as other Town Departments to refine a robust planning effort and expects contract approval at the December 13th Regular Meeting of the Board of Trustees.

Bylaws Presentation

- POST Director Johnson presented draft Bylaws for the Commission. Several comments were noted, including the addition of an attendance policy, an executive session policy and to augment the Study Session policy. Commissioners will provide additional comments at the December Regular Meeting so a final draft may be approved by the Commission and Board of Trustees at a later date.

Approved by the POST Commission:



Chairperson

Attest:



Staff Liason

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