



**Parks, Recreation and Cultural Services Advisory Board  
Meeting Minutes  
Thursday, July 9, 2020**

**Members Present:** Ron Ilgen, Carol Beckman, Dr. Daniel Bowan, Abby Simpson, Michael Phan, David Siegel, Jason Rupinski, Sarah Bryarly, Greg Thornton

**Alternates Present:** Larry Bogue, Andrea Perry

**Staff Present:** Karen Palus, Kurt Schroeder, Kim King, Britt Haley, Anna White, Connie Schmeisser, David Deitemeyer, Emily Duncan, Tilah Larson, Charae McDaniel

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**Called to Order:** Board Chair Ron Ilgen brought the meeting to order at 7:30 a.m.

**Citizen Discussion**

Cory Sutela, Executive Director for Medicine Wheel Trail Advocates, expressed gratitude to the Parks Advisory Board for their part in approving the Mountain Shadows Open Space acquisition. He updated the Board on volunteer workdays and projects. He added that he had taken Council Members Wayne Williams and Jill Gaebler on a mountain biking tour in Bluestem Open Space, and they were very impressed.

Susan Davies, Executive Director for the Trails and Open Space Coalition (TOSC), asked for an update on the proposed free Incline reservation system. She said as Manitou City Council sessions continue with no update, there is growing concern it will remain closed indefinitely. Susan's next question referred to the potential TABOR ballot initiative, and what the best way to express to citizens to vote for this would be. Susan asked if projects were impacted due to budget cuts related to COVID-19 and if there was increased vandalism. Finally, she mentioned that small towns, like Green Mountain Falls, were being forced to close trailheads due to the inability to perform maintenance. Karen Palus, Parks, Recreation and Cultural Services Director, responded that there was no further communication from Manitou Springs on the Incline, however she was expecting a response in the coming days. She added that in regards to the TABOR ballot initiative, Charae McDaniel, Chief Financial Officer, would be presenting later in this meeting on the initiative and could provide insight on how to inform the public. Finally, Karen added that there had been an uptick in vandalism, but our Department has been able to manage it as of now.

Mary Howell Mais, of the Rockledge Ranch Living History Association, requested Capital Improvement Project Funds (CIP) for construction of a new greenhouse at Rockledge Ranch. Currently, the Rockledge Ranch Living History Association has raised \$94,000, and \$23,000 of

that has been spent on preliminary plans. The most recent cost estimate for construction was \$200,000 With a \$71,000 balance currently, \$129,000 is needed. Mary felt that the greenhouse would be a great opportunity for community involvement. Board member Jason Rupinski asked if there was a formal process for asking for these funds. Karen Palus responded that she would connect with Mary offline about the project.

### **Approval of Minutes – June 11, 2020**

#### **Motion – To approve the June 11, 2020 minutes with proposed corrections.**

1<sup>st</sup> – Carol Beckman, 2<sup>nd</sup> – Jason Rupinski, Approved, Unanimously

### **Action Items**

#### **Code Revision for Metal Detecting (Presented by Kurt Schroeder, Park Operations Manager)**

Kurt Schroeder, Park Operations Manager, presented the Board with the potential code revision for metal detecting in parks. This presentation included why and when the code revision in 2018 prohibited metal detecting; information about the Pikes Peak Adventure League, a local metal detecting club; reasons why metal detecting is an appropriate recreational hobby for many; reasons metal detecting is a community enhancement activity; Colorado's ten largest cities stance on metal detecting; the existing ordinance; and finally, the proposed ordinance.

#### [Link to PowerPoint here](#)

Board member Dr. Daniel Bowan asked if Andy Rourke, a member of the Pikes Peak Adventure League, had anything to add. Andy responded with thanks to Kurt for meeting with and listening to their group. He gave some backstory on the history of the League, which began in 1973. He did mention that most of the group's members are older, and metal detecting is a great hobby for them to stay active and get outdoors. Members are educated to use a probing method instead of digging. Most of their findings are trash or lost items that they are happy to return to owners. While he is aware that not everyone who metal detects is a part of their group, they do their best to educate on good practices with annual trainings. The Pikes Peak Adventure League was happy with the change in the wording of the ordinance.

Board member Greg Thornton asked Andy if a metal detector was required to be in the Pikes Peak Adventure League. Andy responded that they are not required, and a lot of the group's focus is on history.

Board member Carol Beckman asked if the ordinance should use the plural wording of "any historical articles" or the singular, to say "any historical article." Kurt said he would ask legal staff, since it does not change the intent of the ordinance. Andy said he was okay with the wording as well.

Board member Dr. Daniel Bowan thanked Kurt for working on this ordinance. Dr. Bowan stated that Kurt recognized an opportunity to change something that needed changing and did his due diligence with the community.

**Motion: Move to approve the modification of City Code 9.9.106 to read as follows:**

**9.9.106: METAL DETECTING:**

**It is unlawful for any person participating in metal detecting to knowingly or recklessly deface, destroy, or disturb any natural, grass or landscaped areas or retain any historical articles, as defined in this section. For the purposes of this section, the following definition applies:**

**HISTORICAL ARTICLE: Any tangible, physical item older than 50 years of age.**

**METAL DETECTING: The act of using an electronic instrument consisting of a sensor probe which can be swept over the ground or other objects to detect the presence of metal objects that may be hidden within objects, or metal objects buried underground. (Ord. 18-24)**

1st – Carol Beckman, 2nd – Greg Thornton, Approved, Unanimously

**TOPS Wayfinding** (Presented by David Deitemeyer, Senior Landscape Architect)

David Deitemeyer, Senior Landscape Architect, presented the Board with the TOPS Wayfinding package. This presentation included an overview of the wayfinding signage; project goals; the preferred design from the public process; images of the proposed welcome sign and kiosk; examples of signage and maps on the kiosks; wayfinding signage; and finally, a secondary welcome sign.

[Link to PowerPoint Presentation here](#)

Board member Jason Rupinski noted there was a difference in colors between some of the sign family and samples. He said sometimes the City of Colorado Springs logo is colored and other times is white as well as some other coloring differences on sign samples. David Deitemeyer answered that they used the preferred design alternative from the public process, which was then vetted through the TOPS rangers and the maintenance staff. Decisions were made based on how signs would be constructed and maintained. Jason asked if there was an expectation to see both coloring options implemented. David responded that the welcome sign will have brown lettering with white paneling, the kiosk will have the brown silhouette with white lettering, and more color is integrated into the signs as you enter the parks. While the City logo is white on the welcome sign, the stickers further in the park will have color. David clarified that the Olympic City Logo committee suggested using the white logo on the welcome sign. Jason commented that he liked the 911 reminder on the sign, but thought it would be helpful to have a local non-emergency number or potentially a ranger number. Jason added that the Colorado Trex app (COTREX) would also be helpful to be advertised on the sign. David responded that

non-emergency numbers would be displayed, but citizens can always report a concern in a park using the GoCOS app. David said the COTREX app would be added on the signage.

Board member Carol Beckman had multiple concerns with approving this wayfinding package. She felt that the Board did not have enough time to review this wayfinding guide, and it was not available online. She had concerns about the map and recommended hikes, as it would concentrate traffic on trails. She also stated that the difficulty guide this wayfinding package uses is different from other park's ratings. She felt that the designs for the signs were there, but they did not communicate to the trail users correctly. She recommended postponing this action item so the Board would have more time to review the guide. Board Chair Ron Ilgen understood her concerns, but wondered if these concerns could be addressed after the approval. Carol reiterated that she felt more time was needed to review the guide.

Board member Dr. Daniel Bowan had similar concerns to Carol's. He said he did like that David was working with COTREX, and suggested that a QR code be added to the signage that, when scanned, would direct a trail user to the map on the City's website. Additionally, he likes the Leave No Trace Stewardship initiatives implemented in the design, and would love to take that effort statewide. He agreed with Jason that the color schemes were confusing. He said he would support a motion to approve if the wayfinding package could be consistent with one color scheme.

Board Vice Chair David Siegel echoed the concerns with the differing color schemes. He said the colored City logo has nothing to do with the Parks, Recreation, and Cultural Services Department. He said he would like to see bilingual signage on the information kiosks, as parks are for everyone and we see a lot of international tourism in Colorado Springs. David Deitemeyer answered that bilingual signage was discussed, but through the public process, the design team decided to use icons that would still be informative. David Siegel advocated again for bilingual signage. He added that he would like to see the City have its own wayfinding app or a way to get to maps online that would also track users and their demographics.

Board member Sarah Bryarly said the wayfinding package was fantastic and the signs look beautiful. She added that she could not wait to see this wayfinding package through the entire parks system someday. She did suggest adding a line item to the 2021 budget for maintenance on these signs to help keep signage current and looking good.

Board member Michael Phan said that technology is a great avenue to have these maps online. He suggested that a Spanish version of the signage would be helpful, or if there could be use of a QR code that would interpret the signage through other languages.

Susan Davies, Executive Director for TOSC, said the wayfinding package would be a very positive change for our open spaces. She did feel like some wording on page 23 could be changed to encourage users to stay on designated trails only. She said we should show off this wayfinding package wherever we can, and encouraged using Friends groups in the future to help with the fundraising for the maintenance of these signs. She asked if the stickers would be made in

house and the timeline. David responded that the stickers would be made by our sign shop in house, but the concrete and fabrication work would be contracted out. He said implementation could happen as soon as September.

**Motion: To postpone the TOPS Wayfinding action item for approval.**

1st – Carol Beckman, 2nd – Greg Thornton

Board member David Siegel asked for staff comment on what delaying this action item would do. David Deitemeyer said there was no significant concern from him, and he could use the extra time to address the concerns of the Board. David Siegel responded that he thought the item should only be postponed for one month and should appear on the August agenda.

Britt Haley, Design and Development Manager, said the motion should be amended to reflect that the postponement only be one month. She added that this project had been dragged out for a long time and the Department would like to see implementation, as the TOPS tax itself needs to be extended and information needs to be spread about these properties to voters, and could be done so through this wayfinding package.

**Amended Motion: To Postpone the TOPS Wayfinding action item for approval for one month.**

1st – David Siegel, 2nd – Jason Rupinski, Approved, Unanimously

**Cemetery Fees and Charges Recommendations** (Presented by Kim King, Recreation and Administration Manager)

Kim King, Recreation and Administration Manager, presented the proposed 2021 fees and charges for the cemetery enterprise to the Board. This presentation included the user fee policy in regards to cost recovery levels; a fee schedule with proposed increases; increasing expenses for the cemetery enterprise; the fees and charges process; and finally, the recommended motion. Kim noted a small change on Exhibit A and corrected it to say: "Exhibit A – Fees and Charges Schedule – The following phrase should be struck from the Cremation Inurement Fee Category: 'only applies to second cremains.'

[Link to PowerPoint Presentation Here](#)

Board member Carol Beckman thanked Kim for her work on finding comparables.

Board Chair Ron Ilgen asked if the ten percent discount for veterans would be increased. Kim responded that the discount would continue but not increase.

**Motion: To recommend to City Council the proposed fee increases for the Cemetery Enterprise effective January 1, 2021 as shown in Exhibit A with the change noted during the presentation.**

1st – Carol Beckman, 2nd – Michael Phan, Approved, Unanimously

**Panorama Park PLDO Supplemental Appropriation** (Presented by Connie Schmeisser, Landscape Architect II)

Connie Schmeisser, Landscape Architect II, presented the Panorama Park Construction Supplemental Appropriation to the Board. This presentation included the 2019 Master Plan; the project overview; construction funding; and finally, the fund balance.

[Link to PowerPoint Presentation Here](#)

Board member Carol Beckman asked for clarity on the funding. She said there was \$7,000,000 in the fund balance, and this supplemental appropriation would use \$3,700,000 of the fund balance, leaving \$3,300,000 remaining. She asked if we would expect more money from the Public Land Dedication Ordinance (PLDO) if needed. Connie responded yes, and that we would need to encumber funds. The Department would not spend the \$3,700,000 until invoiced. We are on the mark with projections from PLDO. Carol asked what the \$538,888 balance was. Connie responded that we are waiting for the ninety percent probable cost to come in this week. This amount would give us some wiggle room when the bidding comes in. Carol's next question was where any extra funding will go if we receive grants. Connie responded that the money would go back into the PLDO account. Carol asked if 2021 TOPS money can be applied to this project. Connie answered yes, but even TOPS funds can be reallocated.

Board Chair Ron Ilgen asked if this would go through other boards or City Council. Connie responded that the Budget Committee, a City Council committee, would review this item and then it will be heard at the two following regular City Council meetings in August.

Susan Davies, Executive Director for TOSC, asked if the remainder of the PLDO funds from the Springs Ranch Golf Course would go to the Coleman Park Master Plan. Connie responded that those dollars would be moved to Coleman Park. Britt Haley, Design and Development Manager, added that the Department received funds for the Coleman Park Master Plan from the TABOR retention funds. Repayment funds from the Springs Ranch Golf Course will be used for design, development, and construction.

**Motion: A motion to approve a supplemental appropriation from the Park Land Dedication Ordinance (PLDO) fund balance for \$3,700,000 for Panorama Park construction.**

1st – Jason Rupinski, 2nd – Sarah Bryarly, Approved, Unanimously

**Presentation Items**

### **TABOR Ballot Initiative** (Presented by Charae McDaniel, Chief Financial Officer)

Charae McDaniel, Chief Financial Officer, presented the impact of the proposed ballot item to eliminate the 2020 TABOR ratchet down effect. The presentation included the TABOR cap calculation; what the "ratchet down" effect is; expected revenue recovery; what revenue recovery would look like without the proposed ballot measure; the language of the proposed ballot measure; the TABOR cap calculation without the proposed ballot measure; the cap calculation with the proposed ballot; and finally, the impact of the proposed ballot measure.

[Link to PowerPoint Presentation Here](#)

### **Accreditation** (Presented by Tilah Larson, Senior Analyst)

Tilah Larson, Senior Analyst, updated the Board about the accreditation process. This presentation included information about what accreditation is and what it does for a department; an overview of each chapter and its contents; a timeline of the accreditation process; and an overview of what the virtual "visit" will look like.

[Link to PowerPoint Presentation Here](#)

### **Sand Creek Trail at Dublin Acquisition** (Presented by Emily Duncan, Trails Development Coordinator)

Emily Duncan, Trail Development Coordinator, presented the TOPS Working Committee with the TOPS Trails Budget Transfer for Acquisition at Sand Creek Trail. This presentation included an overview of the parcel; a map displaying where the parcel is and current trail alignment; a picture of the parcel; the budget transfer information; and finally, an alternative trail alignment and cost if the acquisition is not approved.

[Link to PowerPoint Presentation Here](#)

### **Staff Reports**

Karen Palus, Parks, Recreation, and Cultural Services Director, gave the following Covid-19 update:

- The Department continues to follow guidelines provided by El Paso County Health and the Governor's office.
- Our COVID-19 version of the Fourth of July Celebration went very well.
- The Pioneers Museum will be open for visitors beginning today.
- Requirements for pools are very strict.
- We will be having a modified Labor Day Lift-off.

- Special events are beginning to return in modified ways.
- Sports are operational at this time.

Karen Palus, Parks, Recreation, and Cultural Services Director, gave the following Protect Our Parks (POPS) Initiative update:

- The POPS initiative will be on the agenda for the July 27 City Council Work Session.
- They have an updated list of developed parks, TOPS properties that have been developed, and the Valley Hi Golf Course.
- There could be additional updates to the current charter amendment.
- Board member Jason Rupinski asked how the group behind the initiative and City Council are cooperating, and if this will be a ballot measure. Karen responded that they are still working through the initiative for placement on the November 2020 ballot, but five votes are needed from City Council. Jason then asked if the Parks Advisory Board would see this item again. Karen said no, it will not return to the Parks Advisory Board, and they still have the recommendation made by the Board previously. Karen encouraged Board members to share their thoughts with City Council.
- Board member David Siegel sat in on the work session from two weeks prior, and said the measure is disappointing. It emphasizes the role of the decision making to Council. Karen again encouraged the Board to reach out to their Council Member if they have comments.

Karen Palus, Parks, Recreation, and Cultural Services Director, gave the following Public Land Dedication Ordinance (PLDO) update:

- The Department has received appraisals and has set up a meeting to go over them with Real Estate Services.
- Before putting PLDO back on the Parks Advisory Board agenda, they will work with the smaller group overseeing PLDO to have a better product to present.
- It was approved with Planning and Development's review with IT for software.

## **Board Business**

### **Election of Board Chair and Vice Chair**

Board Chair Ron Ilgen said he would be both honored and willing to continue as Chair. Board Vice Chair David Siegel stated that he would happily continue serving as the Board Vice Chair, however he did not want to commit to ultimately being Chair in the future. He offered that if anyone were interested in being the Vice Chair to ultimately move into the Chair position later, he would step aside. Board member Michael Phan expressed interest in the Vice Chair and eventual Chair positions.

Karen instructed Board members to text their votes for both Board Chair and Vice Chair to



Sarah Johnson, City Clerk, who would report the results.

Karen asked for nominations for the Board Chair. Board member Michael Phan nominated Ron Ilgen for Board Chair. Votes were texted to Sarah Johnson, who confirmed Ron had received all votes and would remain the Board Chair.

Karen asked for nominations for the Board Vice Chair. Board member Greg Thornton nominated Michael Phan for Vice Chair. Board member Daniel Bowan nominated David Siegel for Vice Chair. Votes were texted to Sarah Johnson, who confirmed Michael had received the majority of the votes and would serve as the new Vice Chair.

Karen thanked David Siegel for all of his work as the Board Vice Chair.

Carol Beckman – Carol gave an overview of the TOPS Working Committee meeting. She noted that City Council unanimously approved the Mountain Shadows Open Space acquisition, with second readings for the supplemental appropriation. She added that there was unanimous approval from the Mined Land Reclamation Board on Reclamation Plan Permit Amendment 4, upon which our contracts were contingent. She also discussed the update that Emily Duncan, Trails Development Coordinator, gave on the Northern Incline Return Trail.

David Siegel – David asked how closures in Palmer Park went on the Fourth of July. Karen responded that the Palmer Park closures went well, while Gold Camp Road can be more of a challenge to close. The Department is still working with the Forest Service on these closures. Karen added the rain on the Fourth of July was helpful to keep people out of closed areas. David then asked if there could be a system for closures for Garden of the Gods, and suggested the Department perform targeted, occasional closures. Karen said this could be looked into. Finally, David said he felt the renderings for the art wrap on the new restroom facility in Bancroft Park lacked inspiration and was a missed opportunity for creative place making. Karen said it was approved through the Old Colorado City Historical Board, but she would be happy to take this under advisement.

Ron Ilgen – Ron mentioned that the Trails and Open Space Coalition newsletter highlighted some projects we would normally have as ceremonial items during the Parks Advisory Board meetings, such as the Regional Park staff creating additional parking in the Yucca Flats parking lot in Palmer Park. Karen said that Nate Hook, the Ranger in Palmer Park, and his team took advantage of a great opportunity, and she would pass along the recognition.

Michael Phan – Michael thanked the other Board members for his election to Vice Chair, and said he would be open to hear any thoughts they had to help him serving on the Board.

Abby Simpson – Abby thanked David Siegel for his time serving as Vice Chair. She said there would be a community workshop for the tiles in the restroom at Panorama Park later that evening.

Jason Rupinski – Jason asked Britt Haley where the process of interviewing applicants for the TOPS Working Committee was. Britt responded that she has a few applications to review and would update when she could.

Sarah Bryarly – Sarah said that she and Emily Duncan, Trails Development Coordinator, would be walking the Northern Incline Return Trail later in the week.

### **Adjournment**

**Motion: Move to adjourn the Parks, Recreation and Cultural Services Advisory Board meeting at 12:25 p.m.**

1<sup>st</sup> – Jason Rupinski, 2<sup>nd</sup> – David Siegel, Approved, Unanimously