



Parks, Recreation & Cultural Services

Agenda

Parks and Recreation Advisory Board

Please silence your phone during the meeting.

PR&CS Administration
1401 Recreation Way
Colorado Springs, CO 80905

Thursday, June 11, 2015

7:30am

Palmer Room

Call to Order

Citizen Discussion

Time for any individual to bring before the Parks and Recreation Advisory Board any matter of interest they wish to discuss that is not elsewhere on the agenda. Comments are restricted to five minutes and may not include audio-visual presentations. Please contact PR&CS staff no later than the last Wednesday of the month prior if you wish to place a presentation on the agenda.

Approval of Minutes-May 14, 2015

Minutes are posted no later than 5:00pm on the Tuesday before the meeting at:

<http://parks.coloradosprings.gov/explore-play/get-involved/boards-committees/parks-and-recreation-advisory-board>

Ceremonial Items (10:00am – Time Certain)

- Introduction of New Staff Member Kurt Schroeder
- Recognition of Northgate Open Space Addition Chris Lieber

Action Items

1. Appointment of New TOPS Working Committee Members Chris Lieber

Presentations

2. Envision Shooks Run Project Chris Lieber
3. Rockrimmon Open Space Flood Repair Chris Lieber
4. Preliminary 2016 Budget Presentation Chris Lieber
5. Fees and Charges – Fee-Based Activity Permits/Revised Fee Waiver Policy Carly Kobasiar

Staff Reports

6. Smart Controller Overview Eric Becker
7. Greenway Collaborative Tilah Larson
8. Update on 2015 Flood Damage Kurt Schroeder

Board Business

9. Election of Board Chair and Vice Chair
10. Request for Parks Board Liaison to Envision Shooks Run Project
11. Request for Parks Board Liaison to Deerfield Expansion Project
12. Request for Parks Board Liaison to Stratton Open Space Management Plan Process
13. Follow up on requests for updates on parks safety (specifically Bancroft) and the Park Ambassador program

Adjournment

COLORADO SPRINGS PARKS AND RECREATION DEPARTMENT

PARKS AND RECREATION ADVISORY BOARD

Date: June 11, 2015

Item Number: Action Item # 1

Item Name: **Appointment/Reappointment of TOPS Working Committee Members and Alternates**

SUMMARY:

In accordance with the Trails, Open Space and Parks (TOPS) Ordinance approved by voters in 1997 and the TOPS Policies and Procedures Manual, adopted in September of 1997, the Parks and Recreation Advisory Board is responsible for establishing the TOPS Working Committee to "Work together, in accordance with the TOPS Ordinance, to guide our City in the prudent acquisition, development and preservation of Trails, Parks and Open Space, thereby creating a legacy for future generations in the Pikes Peak Region."

In accordance with the TOPS Ordinance, City Council appoints three Parks and Recreation Advisory Board Members (TOPS Citizen Advisory Board Members) to serve as Liaisons to the TOPS Working Committee. The Liaisons are responsible for conducting an applicant selection process and recommending candidates to the Parks and Recreation Advisory Board for appointment to the TOPS Working Committee.

PREVIOUS COUNCIL ACTION:

N/A

BACKGROUND:

An interview panel consisting of two Liaisons to the TOPS Working Committee and the TOPS Program Manager has conducted an interview process and recommended the appointment of the following individuals to the TOPS Working Committee:

TOPS Working Committee Appointments:

Cathy Grossman: Term to expire June 24, 2018 (1st Term)

Sarah Musick: Term to expire: June 24, 2018 (1st Term)

Nancy Hobbs: Term to expire June 24, 2016 (Partial Term)

TOPS Working Committee Alternates:

Sarah Blakeslee: 1st Alternate

Jim Klever: 2nd Alternate

FINANCIAL IMPLICATIONS:

N/A

BOARD/COMMISSION RECOMMENDATION:

N/A

ALTERNATIVE:

N/A

RECOMMENDATION:

Staff recommends approval of appointments to the TOPS Working Committee as presented.

PROPOSED MOTION:

A motion approving the appointments to the TOPS Working Committee as presented.

Attachments:

Letters of Interest and Resumes from Recommended Appointees

SARAH C. BLAKESLEE

2353 Gilpin Ave, Colorado Springs, CO 80910 • City Council District 4 • (719) 210-3472 • sarahcblakeslee@gmail.com

SUMMARY

An highly motivated individual with experience accomplishing environmental goals in the Colorado Front Range region. Specific strengths include leadership, field based monitoring and research, data analyses, technical documents, and scientific presentations. Eagerly seeking an opportunity for a rewarding position on the TOPS Working Committee.

EXPERIENCE HIGHLIGHTS

Product Development Quality Engineer – SRAM 02/2014 – Present

- Active Product Development team member with the responsibility of driving quality planning activities during the development cycle, supply chain process, and assembly factories
- Demonstrate a creative approach to problem-solving and data analysis, including the use of root cause and statistical tools
- Ensure completeness of production qualification, including testing and manufacturing capability verification
- Collaborate with global factories and supply chain to ensure quality plans are effectively implemented into production
- Coach team members on quality planning activities and help to expand quality responsibility throughout the organization

Research Assistant and Field Instructor – Rocky Mountain Field Institute (RMFI) 05/2013 – 02/2014

- Leadership role on a National Forest Foundation (NFF) funded technical monitoring report assessing the effectiveness of stream channel erosion control structures and restorative vegetation treatments in the post-fire Hayman Burn area
- Worked on a team as a USFS contractor in the Williams Canyon burn area; built structures impacting hillslope and channel hydrology by preventing at least 225 tons of sediment from reaching the Fountain Creek Watershed and Manitou Springs, CO
- Assisted in planning and implementing trail, restoration, and education field programs in Southern Colorado, including trail rehabilitation in Garden of the Gods and post-fire restoration in Black Forest and Waldo Canyon Fire burn areas

Graduate Level Researcher: Forest Ecology – University of Colorado, Denver 05/2010 – 12/2012

- Investigated the functional roles of whitebark pine, an endangered species candidate, at two treeline study areas in Montana for a National Science Foundation (NSF) grant funded project
- Clarified goals and hypotheses, designed experiments, developed field protocols adhering to Blackfoot Tribal research permit regulations, and had oversight management for a series of high risk experiments and empirical studies spanning three years
- Identified and annually monitored 464 geolocated sites in rugged treeline terrain
- Authored technical documents containing quantitative statistical analyses, graphical figures, and GIS based maps
- Presented research findings in professional settings, including the 2012 Ecological Society of America Annual Conference

Instructor, Biology and Chemistry Labs (UCD, UCCS - 13 classes) 08/13 – 12/13, 09/10 – 05/12, 08/07 – 12/08

- Independently responsible for teaching proper scientific writing format, communicating complex scientific ideas in an easily comprehensible manner, enforcing safety protocols, and maintaining confidentiality and integrity with student issues and grades
- Guided field based data collection projects examining use of benthic macroinvertebrates as indicators of water quality

Invasive Weed Biological Control Field Technician – Texas A&M 04/2007 – 10/2007

- Part of a team focused on noxious weeds management using biological control methods to promote health and biodiversity of plant communities on federal institutions in Colorado and Wyoming (U.S. Air Force, U.S. Army, Department of Energy)
 - Mapped 114 sites of weed infestation and redistributed established insects and mites to additional infestations
 - Took leadership responsibility for writing daily and weekly summary reports of field tasks and monitoring findings
-

TECHNICAL AND PRACTICAL SKILLS

R GUI Statistical Program	Terra Sync Mapping Software	Research Design and Management
ESRI ArcGIS (version 10)	Pathfinder Office Software	Data Collection and Analyses
Trimble GeoXT GPS Unit	Microsoft Excel, Powerpoint, Word	Technical Reports and Presentations

CERTIFICATIONS, AWARDS, AND ACHIEVEMENTS

ASQ Certified Six Sigma Green Belt.....	12/2014
CLAS Outstanding Master of Science Graduate Student (UCD)	12/2012
Beta Beta Beta National Biological Honor Society	03/2007
United States Olympian, Athens Greece	08/2004

EDUCATION

Master of Science (MS), December, 2012
Biology - Emphasis in Forest Ecology
University of Colorado, Denver (UCD)

Bachelor of Science (BS), December, 2008
Biology - Emphasis in Ecology, Evolution, and Environment
University of Colorado, Colorado Springs (UCCS)

PERSONAL INTERESTS

Running (member of Pikes Peak Road Runners), hiking, backpacking, and sustainable personal gardening

SARAH C. BLAKESLEE

2353 Gilpin Ave, Colorado Springs, CO 80910 • City Council District 4
(719) 210-3472 • sarahcblakeslee@gmail.com

Parks, Recreation and Cultural Services
1401 Recreation Way
Colorado Springs, CO 80905

Dear Mr. Chris Lieber,

I am very excited to be considered for one of the TOPS Working Committee vacancies. As a young professional active in the Colorado Springs community with a strong background in natural resources, I feel I can bring a unique passion and skillset to this panel.

My enthusiasm for the outdoors started very early. As a child I spent many days exploring grassy fields, splashing at the edge of natural streams, and trekking down forested paths while searching for obscure flora and fauna. This instilled a deeply rooted fascination for nature that would continue into my adulthood. Twelve years ago as a new college student at UCCS, I considered several majors but my degree path became clear when I enrolled in an ecology course. After the first few weeks of learning about ecosystem checks and balances, I could not envision myself studying anything else. I continued this focus into my graduate education, where I studied the devastating impacts of how a forest pathogen could critically alter treeline plant and animal communities by killing a dominant conifer species. It was during these research years that I saw firsthand how rapidly ecosystems could be impacted by seemingly small factors.

After graduation, I enthusiastically searched for a role in Colorado Springs that would utilize my passion for natural resources and found an incredible opportunity with Rocky Mountain Field Institute (RMFI). I spent nearly a year building up a sweat swinging pickmatics and leading volunteers while conducting environmental restoration and research projects in recently burned areas and on heavily used trails. It was one of the most rewarding periods of my life to date and I learned much about specific environmental issues impacting the Colorado Front Range.

While this opportunity with RMFI did not lead to a full time employment position, I was fortunate to land an exciting role working at SRAM as a quality engineer. At SRAM, I am surrounded by people passionate about using and maintaining our local trail networks. As an organization, SRAM supports outdoor recreation – even going as far as to make financial donations to local environmental non-profits during Indy Give. Although my current career is not directly focused on environmental preservation, I am still proud to say I am a part of a company that indirectly promotes getting people outside and using public lands. In addition to my employment connections, I actively engage with people who love all types of outdoor recreation. I am exceptionally well connected to several local sectors, including the running and cycling communities.



Taking a break while building log erosion barriers in Blodgett Peak Open Space with RMFI, Summer 2013

In a nutshell, what would it mean for me to serve on the TOPS Working Committee? Henry David Thoreau’s well known quote, “in wildness is the preservation of the world” has become a bit of an inspiration for me. I see this TOPS opportunity as a chance to give back to the public lands that have given me so much. It is the opportunity to be able to look at our beautiful southwestern ecosystems, containing the smallest pincushion cacti to the largest ponderosa pine, and to know I played a part in their preservation. It is the opportunity to be able to jog down a trail in Red Rock Canyon Open Space and to encounter other people using our public lands to their fullest. It is the opportunity to influence actions which keep elements of Colorado Springs natural, even in the face of increasing urban development pressures.

I hope that this note adequately portrays my desire and enthusiasm to take on a leadership role in a thriving outdoor-focused community. Please do not hesitate to contact me if you would like to further discuss my qualifications or interest. I wish you the all the best with your decision.

Sincerely,

Sarah C. Blakeslee

Sarah C. Blakeslee

May 27, 2015

Chris Lieber
Parks, Recreation and Cultural Services
1401 Recreation Way
Colorado Springs, CO 80905

Dear Chris and the City of Colorado Springs Parks and Recreation Advisory Board,

I am very interested in serving our community on the TOPS Working Committee to help determine spending priorities for the Trails, Open Space and Parks sales tax. Since last August, I have been an Alternate on the TOPS Working Committee and have attended all of the monthly meetings and all but one of the tours to see prospective sites. I have also enjoyed attending a variety of ceremonial events throughout my term. This past year, I was an active participant in the master planning process for Ute Valley Park (UVP) and am a supporter of the Friends of UVP and a member of TOSC.

As a 30 year Colorado Springs resident, I believe that our trails and open spaces are our community's most important asset. I gratefully use the many trails in our area regularly and want to help make sure the purchase and stewardship of open spaces, parks and trails continues for future generations of our expanding city to enjoy.

My professional experience includes more than 25 years in marketing, development and communications leadership and I am now running my own consulting firm. I currently serve as Vice President of the Pikes Peak Library District Board of Trustees and am on the PPLD Foundation Board and Capital Campaign Committee.

I appreciate you considering me for the TOPS Working Committee opening and would welcome the opportunity to help implement the new master plan and to more fully participate through this important role for our community.

Thank you,

Cathy Grossman
1140 Golden Hills Rd
Colorado Springs, CO 80919
(Council District 1)

cathygrossman@yahoo.com
719-648-4962

Chris Lieber
Parks, Recreation and Cultural Services
1041 Recreation Way
Colorado Springs, CO 80905

May 4, 2015

Dear Chris:

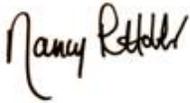
Please accept this letter as my application for a seat on the TOPS Working Committee.

Having been a resident of Colorado Springs for the past 20-plus years and a frequent user of our outdoor community assets as well as a member of both the City and County park boards, I feel that I have a broad understanding of our parks, trails, and open spaces. This understanding translates to a passion and interest in preserving the assets we have, working to acquire new assets, and reaching out to others in our community in the hopes that they are, or will become invested in our parks, trails, and open spaces, as well as good stewards of our land.

In addition to my community service, my professional life includes an extensive career in the outdoor industry, primarily in running – trails, roads, and mountains. I have volunteered on a variety of boards and committees on the local, national, and international level and have a good grasp of diplomacy, and consensus building required to serve in this type of role.

I look forward to carrying on the good work that the TOPS Working Committee has done and appreciate your consideration of me as a candidate for said committee.

My best,

A handwritten signature in black ink that reads "Nancy Hobbs". The signature is written in a cursive, flowing style.

Nancy Hobbs
5011 Rocking R Drive (Councilwoman Jill Gaebler's district)
Colorado Springs, CO 80915
(719-573-4133)
nanohobbs@gmail.com

Nancy Hobbs, nanohobbs@gmail.com

Education

Lehigh University, Bethlehem, PA - *Masters in Public Administration, January 1985*

Richmond College, London - *Baccalaureate studies in Political Science, Summer 1983*

University of Colorado, Colorado Springs - *B. A. Sociology & Communications, August 1982*

University of New Hampshire - *Baccalaureate studies in Phys Ed & Journalism, Sept. 1978 - Dec. 1980*

Employment

Jan. 2005 – Present

Independent Contractor

Marketing and Membership Director – Running USA (April 2009 to December 2014). Vail Recreation District to prepare press releases, on-site logistics support, collateral materials for the Teva Vail Mountain Trail Running Series. Write for magazines and newsletters on trail and mountain running.

February 2006 – February 2007

El Paso County Parks & Leisure Services

As Community Outreach Coordinator, directed marketing and sponsorship program for the 101st El Paso County Fair. Surpassed fundraising goal of \$45,000 cash for the Fair by raising \$52,000 in cash and \$47,000 of value in kind (VIK). Generated and distributed press releases and brochures for events and programs within Parks. Edited collateral materials for website. Created and organized special events. Coordinated gift and volunteer programs.

May 2003 – Dec. 2004

Comprehensive NeuroScience, Inc.

Organized meetings nationally for education services division whose primary focus was schizophrenia. Negotiated hotel contracts and coordinated logistics and event planning with hotels for meeting space, guest rooms, meals, and audio visual needs. Liaised with panelists and presenters for education services division meetings nationwide.

Nov. 1995-Sept. 1997

United States Olympic Committee

Scheduling athletes for speaking engagements, special events, image usage in print and broadcast advertising. Sponsor liaison for corporate Olympic programs in excess of \$2 million annually.

1997 - 2000

Shenkan and Associates

Gathered and analyzed product information on the Internet and through direct phone interviews primarily in the high tech industry for companies such as NEC. Led focus group on projection equipment, analyzed results, and prepared report.

Oct. 1986 - Sept. 1995

Triple Crown of Running

Identified and secured corporate sponsors focusing on creative ways to match objectives with a reciprocal benefit package. Coordinated production and distribution of printed materials, established media relations, administered finances, planned committee meetings. Supervised support staff. Resulted in largest running series in Colorado with more than 6,000 runners, 500 volunteers, and 12,000 spectators annually.

Nancy Hobbs has been running trails and directing running events since the mid-80s and her articles and photographs about the sport have been published in magazines including *Runner's World*, *Running Times*, *Trail Runner*, and *Ultrarunner*. She is currently a national trail running examiner (<http://www.examiner.com/trail-running-in-national/nancy-hobbs>). She is the founder and executive director of the American Trail Running Association, a council member of the World Mountain Running Association, manager of the US Mountain Running Team (started the women's team in 1995), and chairperson of the USATF Mountain Ultra Trail Council. Hobbs lives in Colorado Springs, CO, but travels extensively nationally and worldwide to support and promote trail and mountain running.

Awards and Honors

- Member of the Colorado Running Hall of Fame, inducted in 2013
- Trailblazer award recipient, Running USA Conference 2011
- USATF President's Award 2002 and 2011
- Dedication Award – Sportswomen of Colorado - 2006
- Everest Award, trail running 2006
- Award Winner 1994 Sporting Goods Manufacturers Association Heroes (Colorado recipient)

To: Chris Lieber, TOPS Program Manager

From: Jim Klever

Date: April 30, 2015

Re: TOPS Working Committee

I moved to the Pikes Peak Region from Elgin, Illinois in 1976 to take a position with the YMCA of the Pikes Peak Region. My career in the YMCA always included a focus on health and physical fitness and within weeks of arriving in Colorado Springs and enjoying the mild weather I became a serious runner. Given the location of the Downtown Center on North Nevada I quickly discovered the trail in Monument Valley Park. Over the next 30 years I ran over 50,000 miles and at least half of those miles were on the Monument Valley trail, other parts of the Pikes Peak Greenway, and in Garden of the Gods Park. A day never went by that I wasn't grateful to the people who had the foresight and commitment to make those parks possible for me to enjoy. I promised myself at that time that when I retired I would spend even more time in our parks, and also spend time and energy caring for those spaces and making certain that future generations had the same wonderful outdoor areas to enjoy that I had. The time arrived in 2013 when I was fully retired and able to devote time and energy to helping create the Friends group in the Peregrine area.

I have been aware of the TOPS Working Committee for several years and welcome the opportunity to be involved and make a commitment on a larger scale than in the Peregrine area or through the Crew Leader program. I won't pretend to understand the workings of the TOPS Working Committee and all that would be involved in being a member of the committee. I do fully understand the opportunity of being a part of the group and process that assures that everyone living in the Pikes Peak Region has wonderful spaces to enjoy. I would hope that someday there would be someone enjoying one of those spaces who would silently be thanking the people who had the foresight and commitment to have made it possible for them and knowing that I was one of those people.

I can promise you that if I am chosen to fill one of the three positions that I will come to the task with an open mind, a willingness to do the work required, fairness in judgment, and a passion to enhance our parks and open spaces.

Jim Klever

1954 Safe Harbor Ct. (District 1)

Colorado Springs, CO 80919

719-238-5414

jrklever@comcast.net

To: Chris Lieber, TOPS Program Manager

From: Jim Klever

Date: April 30, 2015

Re: TOPS Working Committee

Thank you for the opportunity to apply for one of the vacant positions on the TOPS Working Committee.

My involvement with organizations dedicated to caring for trails, parks and open spaces includes being the President of the Friends of Peregrine Parks and Open Spaces. I started working in 2013 with Tilah Larson, Program Coordinator for Parks, Recreation and Cultural Services, to create the first Friends group for the Peregrine area. Our group was first started as the Friends of Blodgett Peak Open Space but I am currently in the process of expanding it to include all of Peregrine's parks and open spaces. I am also working with Melissa McCormick, Park Ranger, Northwestern Regional Parks and Open Space, City of Colorado Springs, in my Friends group efforts.

I am in the process of completing the Pikes Peak Regional Crew Leader training. I have an on-going relationship with the Trails and Open Space Coalition and Rocky Mountain Field Institute. In June I will spend a week working with National Smokejumper's Association crew on a trails project in Rocky Mountain National Park. This is the second year working with NSA on trail projects.

I graduated from Western Illinois University with a Bachelor of Education degree, and received a Master of Physical Education degree from Indiana University in 1965. I taught elementary school for two years and served the YMCA in Elgin, Illinois, from 1967-1976. I came to Colorado Springs in 1976 and became the CEO of the YMCA of the Pikes Peak Region in 1979 serving until 1992. In 1992, I joined the staff of the YMCA of the USA serving as the Management Resource Center Director in Denver providing services to YMCA's in the Rocky Mountain Region. In 2000 I became a Leadership Development Consultant for the YMCA of the USA working with YMCAs throughout the west and mid-west on board development, volunteer and staff training and development, program planning, and strategic planning. I have been a trainer for YMCA courses in Strategic Planning, Program Planning, Volunteer Management, and multiple other leadership courses. I retired from the YMCA of the USA in 2003 after 43 years but continued to do part time work until 2011.

I am married to Mary Klever, Project Management Specialist. We have two adult-age sons and two grandsons. My interests include natural spaces, environmental issues, dog rescue, golf, and issues of health and wellness.

Jim Klever

1954 Safe Harbor Ct. (District 1)

Colorado Springs, CO 80919

719-238-5414

jrklever@comcast.net

2684 Mesa Springs View
Colorado Springs, CO 80907
Council District 1
Cell: 719.650.4812
Email: acousticmusick@gmail.com

5/4/2015

Chris Lieber
Parks, Recreation and Cultural Services
1401 Recreation Way
Colorado Springs, CO 80905

Dear Chris,

As a current alternate to the Trails, Open Space & Parks Working Committee I am writing to express interest in the opening on the committee. My time as an alternate has increased my understanding and interest in the role of the working committee and therefore the committee's role in the community.

Since moving to Colorado in 2004, I have found myself becoming an active voice for making our city better. I firmly believe in the important role of our Parks, Recreation and Cultural Services Department and have been consistently impressed by their work and forethought with every project and every allocated and/or potential dollar in the department.

In my time with the TOPS Working Committee I've witnessed a thoughtful blend of individuals with various knowledge and skills that allow them to approach the planning, budgeting, land acquisition, prioritizing of ongoing projects, and management of those projects with express insight and wisdom. They ask smart questions and challenge one another in valuable dialogue. It's been an honor to witness the committee at work as they bring points and discussions that are pertinent to the community at large.

I believe I would be a valuable member of the working committee due to my growing knowledge of the department and work of the committee in addition to my passion for Colorado Springs and the relationships I maintain in the community. I would be thrilled to answer any additional questions you have for me and my interest in this opportunity.

Sincerely,

Sarah Musick

Sarah M. Musick	2684 Mesa Springs Colorado Springs, CO 80907	719.650.4812 acousticmusick@gmail.com
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Key Qualifications	Oral & Written Communication, Strategic Planning, Coalition Building, Volunteer Management, Events, Community Outreach, Media Relations, Documentation, Visionary, Design, Finance, Social Media Marketing, Recruiting, Web Editing, Account Management, Sales, Service, Creative
Experience	<p>Present Employment: Pikes Peak Equality Coalition Colorado Springs, CO Regional Organizer -Built and strengthened relationships among potential and existing PPEC/Roundtable participants through one-on-one and small group meetings, leveraging additional resources for the coalition. -Convened and facilitated subcommittees, ensuring completion of identified action items. -Led strategic planning process with participating groups to develop and execute a specific work plan for aligning and increasing civic engagement activities in Colorado Springs. -Implemented regional portion of a statewide communications strategy. Increased social media presence and developed collateral and contact lists. -Built a Get-Out-The-Vote program, deploying more than 50 volunteers to write postcards, canvass, and make phone calls, resulted in reaching more than 10,000 Rising American Electorate voters. -Conducted annual project evaluations and strategic planning for future years' projects.</p> <p>2012 - 2014: Carmichael Training Systems Colorado Springs, CO Athlete Services & Sales -Created new coaching product. Launched product and facilitated marketing, sales and service. -Served as a first point-of-contact between athletes and all departments of the company. Juggle multiple priorities including: sales, service, billing, web editing, and creative brainstorming. -Employee's Choice Award for Excellence (chosen by coworkers). 2006 -President's Choice Award for Excellence (chosen by CEO). 2007</p> <p>2010 - 2012 Hancock & Lambert Attorneys at Law Colorado Springs, CO Paralegal -Compiled bankruptcy cases from initial consultation through the court process; facilitated filing and assisted clients in navigating the system. -Facilitated business law, estate planning, and bankruptcy attorneys in their daily case preparation and interactions with clients. Served as a gatekeeper and knowledgeable assistant who handled client questions and troubleshoot problems. -Researched and edited legal documents. -Handled a portion of the firm's billing.</p> <p>2008-2010 Northwestern Mutual Financial Network Colorado Springs and Denver, CO Financial Representative -Pacesetter 40, recognition for growth and leadership; a high benchmark in the company. -Built client base from local contacts and networking. -Applauded for my ability to reach into the community and create strong relationships. -Helped families create budgets and mitigate financial risks.</p>

COLORADO SPRINGS PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION ADVISORY BOARD

Date: June 11, 2015
Item Number: Presentation Item # 2
Item Name: Envision Shooks Run

Summary:

The City of Colorado Springs is embarking on a comprehensive planning process for the Shooks Run Corridor. This planning process will focus on a broad range of issues related to stormwater and transportation. The Parks and Recreation Department manages numerous parks and trail resources within the corridor. Representative from the Envision Shooks Run Planning Team will give a brief overview of the project scope, public process, and timeline.

Previous TOPS Working Committee and Parks Board Action:

N/A

Background:

Shooks Run is a drainage basin and stream corridor which is east of downtown Colorado Springs. The Shooks Run corridor from Constitution Avenue on the north to Fountain Creek on the south includes adjacent neighborhoods, adjacent park amenities, pedestrian and bicycle trails, and several roadways crossing the stream. This part of Shooks Run is part of the Legacy Loop green space plan that rings the downtown area and was part of General Palmers vision for the community. The City has recently hired CH2MHill to conduct a Drainage Basin Planning Study (DBPS) for Shooks Run. The resulting selection process allow the City to combine the two project for the public involvement process for alternatives studied in this Shooks Run Corridor Study.

The majority of the infrastructure in the area was constructed from the early 1900's through the 1960's. The grid system of streets in the area results in numerous roadways of various functional classifications crossing Shooks Run. Many of these bridges are reaching the end of their service life. In order to be fiscally responsible, the city desires to develop a sustainable infrastructure replacement strategy for the bridges in the Shooks Run Corridor. To achieve this infrastructure replacement strategy, the City is initiating a study of the Shooks Run Corridor and surrounding area.

Financial Implications:

N/A

Stakeholder process:

N/A

Alternative:

N/A.

Recommendation:

N/A Presentation Item Only

Proposed Motion:

N/A Presentation Item Only

COLORADO SPRINGS PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION ADVISORY BOARD

Date: June 11, 2015

Item Number: Presentation Item # 3

Item Name: Rockrimmon Open Space Flood Damage

Summary:

From May 3 through May 12, 2015, the Pikes Peak Region was impacted by heavy rain storms and flooding. Significant damage was caused by the heavy rain storms and flooding to City infrastructure and property, such as roads, bridges, waterways, trails, and park structures. Extensive flood damage, erosion and subsidence within in the Rockrimmon Open Space resulted in impacts to adjacent private property. Representatives from Public Works will present an overview of the repair efforts to repair damage within the open space and to protect adjacent private property.

Previous TOPS Working Committee and Parks Board Action:

N/A

Background:

N/A

Financial Implications:

N/A

Stakeholder process:

N/A

Alternative:

N/A.

Recommendation:

N/A Presentation Item Only

Proposed Motion:

N/A Presentation Item Only

COLORADO SPRINGS PARKS AND RECREATION DEPARTMENT
PARKS AND RECREATION ADVISORY BOARD

Date: June 11, 2015
Item Number: Presentation Item # 4
Item Name: Preliminary 2016 TOPS Budget

Summary:

Parks, Recreation and Cultural Services staff has prepared a 2016 Preliminary Budget for review and discussion. The Budget has been developed based upon the Parks System Master Plan, a needs assessment, community input, discussion from the joint Parks and Recreation Advisory Board and TOPS Working Committee work session on May 14, 2015.

Previous TOPS Working Committee and Parks Board Action:

N/A

Background:

Each year the Parks, Recreation and Cultural Services Department conducts a process to assist in establishing priorities for the annual Budget. As part of the 2016 budget process, the Parks, Recreation and Cultural Services Department staff has prepared projected estimates on available funding and is seeking public input as part of the budget process.

Financial Implications:

Funding for the amended 2016 Budget is recommended from the following sources: TOPS, Conservation Trust, General Fund, PPRTA, and PLDO. Staff will present an overview of the Preliminary 2016 Budget.

Stakeholder process:

The TOPS Working Committee Meetings and Parks and Recreation Advisory Board Meetings provide opportunity for public comment. The Preliminary Budget was presented to the TOPS Working Committee on June 3, 2015.

Alternative:

N/A.

Recommendation:

N/A Presentation Item Only

Proposed Motion:

N/A Presentation Item Only

Parkland Dedication Fund (PLDO)

Estimated 2016 Revenue:	\$ 1,200,000
Projected 2015 Fund Balance:	\$ <u>(383,291)</u>
Amount Available for 2016 Budget	\$ 816,709

2015 Budget

Proposed PLDO Projects:

Venezia Community Park \$ 6,800,000

2016 Proposed Budget

Proposed PLDO Projects:

Venezia Community Park \$ 800,000

General Fund

Project Rating Criteria

Max Points

Safety	75 points
Service Level	50 points
Legal Mandate	25 points
Linkage to other Projects	15 points
Budget Impacts	15 points
Financial Leverage	15 points
Consistency with Plans	15 points
Number of People Served	25 points
Budget Return on Investment	15 points

Estimated 2016 Revenue:

N/A

Projected 2015 Fund Balance:

N/A

Amount Available for 2016 Budget

N/A

2016 Proposed Budget

Proposed General Fund Projects:

Manitou Incline Phase II	\$ 1,000,000
Deerfield Hills Community Center Expansion	\$ 200,000
Citywide Community Tree Program	\$ 500,000
Shooks Run Trail Replacement/Crossing Improvements	\$ 500,000
Forest Management	\$ 200,000
Pioneers Museum Exterior	\$ 75,000
Pikes Peak Greenway Improvements	\$ 250,000
City Auditorium HVAC	\$ 250,000
Cottonwood Creek Artificial Turf Field Replacement	\$ 800,000
Cottonwood Creek Rec Ctr - Lighting Upgrade	\$ 75,000
Cottonwood Creek Rec Ctr - Resurface Pool*	\$ 60,000
Westside Community Center Site Improvements	\$ 225,000
Pioneers Museum HAVC Improvements	\$ 300,000
Goose Gossage Artificial Baseball Field Replacement	\$ 750,000
Wilson Ranch Pool - Resurface Pool*	\$ 60,000
Panorama Park Improvements	\$ 515,000
Cottonwood Creek Rec Ctr - Pool Filters	\$ 50,000
Jackson Park Playground Renovation	\$ 125,000
Jenkins Park Playground Renovation	\$ 100,000
Wagner Park Playground Renovation	\$ 125,000
Wilson Ranch Pool Fence Replacement	\$ 50,000
Dam Repairs	\$ 400,000
Asphalt Parking Lot, Trail, and Road Repairs	\$ 13,935,769
Citywide Wayfinding Signage - Planning/Design	\$ 75,000
Pedestrian Bridge Repairs	\$ 175,000
Subtotal	\$ 20,795,769

PPRTA

2015 Budget

Proposed PPTRA Projects:

Pikes Peak Greenway \$ 1,000,000

Projected 2015 Fund Balance:

N/A

Amount Available for 2016 Budget

N/A

2016 Proposed Budget

Proposed PPTRA Projects:

Cottonwood Trail - Academy U.P. \$ 600,000

Pikes Peak Greenway \$ 1,021,000

Total \$ **1,621,000**

TOPS

All Funds Total Proposed in 2016	\$ 6,259,367
All Funds Projected Remaining Fund Balance in 2016	\$ 8,194,393

2015 Budget

<u>Administration</u>	\$216,900
<u>Maintenance</u>	\$433,800

TOPS Trails - 20% max. \$ 1,654,147

Cottonwood Trail - Vincent to Academy	\$235,000
Rock Island Trail - Sand Creek to Constitution (Phase II)	\$129,147
Midland Trail - Columbia to Ridge Road Improvement and ROW	\$230,000
Rock Island Trail - Corridor Acquisition (phase II)	\$640,000
Cottonwood Creek Trail, Austin Bluffs/Woodmen Underpass (P)	\$420,000

TOPS Open Space - 60% min. \$ 4,670,317

Acquisition; Red Rock Canyon Open Space annual payment	\$1,005,817
Acquisition: Open Space Acquisition	\$50,000
Acquisition: Ute Valley Expansion - Part II	<u>\$2,800,000</u>

Acquisition Total \$3,855,817

Stewardship: Ute Valley Master Plan Implementation and Stewardship	\$275,000
Stewardship: RRC Master Plan Implementation and Stewardship	\$250,000
Stewardship: Bluestem Open Space Management Plan	\$14,000
Stewardship: University Park Open Space Management Plan	\$11,500
Stewardship: Stratton Open Space Management Plan	\$15,000
Stewardship: Open Space Stewardship of TOPS Open Space	<u>\$249,000</u>
Stewardship Total	\$814,500

Estimated 2016 Revenue:	\$ 7,335,000
Projected 2015 Fund Balance:	<u>\$ 7,093,760</u>
Amount Available for 2016 Budget	\$ 14,428,760

2016 Proposed Budget

<u>Administration -3%</u>	\$ 220,050
<u>Maintenance - 6%</u>	\$ 433,800

Trails - 20% max. \$ 1,670,000

Cottonwood Trail - Woodmen Road and Powers Blvd Underpass	\$ 350,000
Rock Island Trail - Additional Funding at Powers Underpass	\$ 300,000
University Park Trail	\$ 300,000
Rock Island Trail - Corridor Acquisition and Construction (Phase II)	\$ 425,000
Foothills Trail at Garden of the Gods	\$ 295,000

Open Space - 60% min. \$ 1,045,817

Acquisition: Red Rock Canyon Open Space annual payment	\$ 1,005,817
Acquisition: Open Space Acquisition Account	<u>\$ 40,000</u>

Acquisition Total \$ 1,045,817

Stewardship: Ute Valley Master Plan Implementation	\$ 275,000
Stewardship: Bluestem OS Management Plan Implementation	\$ 70,000
Stewardship: University Park OS Management Plan Implementation	\$ 30,000
Stewardship: Stratton OS Management Plan Implementation	\$ 45,000
Stewardship - Education	\$ 100,000
Stewardship - Rangers	\$ 175,000
Stewardship - Land Management	\$ 95,000
Stewardship - Resource Management	<u>\$ 249,000</u>
Stewardship Total	\$ 1,039,000

TOPS 2015 Budget

<u>TOPS Parks - 20% max.</u>	\$ 1,630,700
Park Maintenance	\$750,700
Emergency Repair	\$50,000
Playground Renovation and Replacement	\$280,000
ADA Improvements	\$150,000
Water Footprint Reduction	\$400,000

TOPS 2016 Budget

<u>Parks - 20% max.</u>	\$ 1,850,700
Park Maintenance	\$ 750,700
Emergency Repair	\$ 40,000
Playground Renovation and Replacement	\$ 200,000
Water Footprint Reduction	\$ 150,000
Monument Valley Pickleball Courts	\$ 100,000
Venezia Community Park	\$ 450,000
Ute Valley Park MP Implementation (Regional Park portior	\$ 160,000

CIP Grant Projects

CIP Grant Projects

Pikes Peak Greenway - TE	\$ 500,000
Rock Island Trail - T-Gap - PPG	\$ 150,000
Manitou Incline	\$ 3,000,000
GOCO Planning Grant - Austin Bluffs Open Space	\$ 40,000
Monument Valley Park Historic Walls - Repair - SHF	\$ 100,000
Monument Valley Pickleball Courts	\$ 250,000
Forest Management - State Forestry	\$ 100,000
Venezia - GOCO	\$ 350,000
Venezia - Learning Landscape	\$ 100,000
Legacy Loop State Trails Grant	\$ 200,000
City Auditorium - State Historic Grant	\$ 100,000
Venezia - Misc	\$ 500,000
Subtotal	\$ 5,390,000

Proposed Match (included in individual categories)

General Fund	\$ 125,000
TOPS	\$ 150,000
N/A	\$ -
TOPS - Open Space Category	\$ 11,500
N/A	-
TOPS -Parks Category	\$ 100,000
General Fund	\$ 100,000
PLDO	\$ 350,000
PLDO	\$ 100,000
PPRTA	\$ 200,000
General Fund	\$ 100,000
PLDO	\$ 500,000
Subtotal	\$ 1,736,500



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PRIVATE OUTDOOR FEE-BASED ACTIVITY (POFA)

June 2015

GENERAL

It is the policy of the Colorado Springs Parks, Recreation & Cultural Services Department (PRCS), under circumstances appropriate for Colorado Springs parks, to permit citizens and organizations the use of specified areas within Colorado Springs parks for the provision of certain private outdoor fee-based activities and services to the public, subject to this Policy.

PURPOSE

The Policy outlines the requirements, limitations and conditions under which temporarily permitted uses of Colorado Springs parks could be allowed for certain private outdoor fee-based activities or services consistent with the operation and public use of Colorado Springs parks. The purpose of the Policy is to establish an effective mechanism for allowing activities or services of this sort, while safeguarding the parks and the rights of park patrons to access and use the parks.

DEFINITIONS

Private Outdoor Fee Based Activity, (referred to in this policy as POFA). Includes, but is not limited to, a class, clinic, camp, guided activity, program or related service organized and offered by a Permittee for which a payment, fee or other consideration is expected to be made to the Permittee, directly or indirectly, for the right of an individual to participate or attend, whether said POFA is by invitation-only or open to the public in general. POFA must be generally recreational in nature, or a common and customary park use.

Exclusions from POFA: Any activities, whether or not commercial in nature, which are authorized and conducted under a concession license, cooperative agreement, user agreement, lease, temporary vending permit, athletic permit, special event permit, film permit or as part of any City-sponsored or City-conducted program or activity, are not regarded as being POFA and shall not be subject to this Policy.

Non-Exclusive List of POFA: POFA may include, but is not limited to: sports camp or clinic, exercise or physical training program, guided class in aerobics, yoga or tai chi chuan, self-defense or martial arts class, dance class, gymnastics training, personal improvement instruction, physical education program, Zumba class, boot camp, circuit training, cross training, snow shoeing and cross-country training, guided trail hikes or rides, guided walks or tours, art classes, photography classes and guided angling. This list is only applicable to a POFA for which the Permittee is compensated in some manner. Inclusion in this list does not guarantee that a Permit will be issued for a specific type of POFA.

PROVISIONS

- The Colorado Springs Parks, Recreation & Cultural Services (PRCS) Department reserves the right to prohibit POFA's from occurring in an entire park or a portion of any park and such prohibition(s) can be instituted at any time.

- Any form of visible identification provided by the PRCS Office of Special Events or required to be provided by the POFA Permittee must be displayed on the premises during all POFA's.
- All POFA permits:
 - Are non-exclusive.
 - Restrict the maximum number of participants to 50.
 - Do not allow the use of any structures, amenities, equipment or features as part of the POFA. This includes, but is not limited to playground equipment, benches, flower beds, pavilions, etc.
 - Allow the Permittee to hold POFA's 7 days per week during posted park hours unless stated otherwise in the Permit.
 - Allow the Permittee to conduct only one POFA at a time. Two or more simultaneous POFA's require an additional Permit for each simultaneous activity (if available).
 - May have restrictions such as the type of POFA allowed at a given POFA park and limitations and conditions designed to protect the park and assure that other park patrons have reasonable access to and use of the park.
- Commercial General Liability Insurance that names as Additional Insured, "The City of Colorado Springs, its officers, employees and agents" and any other public entities impacted by the event is required for all POFA's. The policy must be for a minimum of \$1,000,000.00 with an aggregate amount of \$1,000,000.00. Required general liability coverage may be obtained for certain types of POFA's by a Permittee, upon payment of a prescribed fee, through the Tenants User Liability Insurance Program (TULIP).
- POFA applicants must be a minimum of 18 years old and provide the following information:
 - Application, signed and dated
 - Certificate of Insurance
 - Noise Hardship Permit (if amplifying sound)

PERMITS AND FEES

- The appropriate permit fee and processing fee must be paid prior to the issuance of the permit. Any required charges (unless said charges are deferred for payment at a later date) must be fully paid prior to approval and issuance of the Permit.
- POFA permits are issued for six month seasons:
 - PEAK - April through September
 - OFF-PEAK - October through March
- POFA's are permitted in the following parks. Parks are divided into two categories:

Tier A Parks

Acacia
 America the Beautiful
 Bancroft
 Cottonwood

Memorial
 Monument Valley – All
 Monument Valley – South
 Palmer

Tier B Parks

Antlers
 Coleman
 Gossage Youth Sports Complex
 Mary Kyer
 Monument Valley – North
 Nancy Lewis

North Cheyenne Cañon
 Quail Lake
 Rampart
 Ute Valley
 Village Green
 All other neighborhood parks

- Seasonal Permit Fees:

PARTICIPANT #	TIER A PEAK	TIER A OFF-PEAK	TIER B PEAK	TIER B OFF-PEAK
1-25	\$175	\$75	\$50	\$35
26-50	\$250	\$150	\$125	\$75

APPLICATION PROCESS

- Applications will be accepted during the first full two weeks of February for April through September permits, and the first full two weeks of September for October through March permits.
- Exact dates and instructions will be published each year.
- Applications will be processed on a first-come, first-served basis.
- There will be no pro-ration of fees for POFA permits that are less than six-months. Each POFA Permittee must pay the full, applicable six-month fee.
- POFA Permittees may request a reduction in fees per the PRCS Department’s Fee Reduction Policy.
- Permits are not renewable nor does a Permittee of a given park have any priority for that park during future seasons.
- Once a POFA permit is issued there will be no refunds.

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PARK RENTAL FEE REDUCTION POLICY

June 2015

GENERAL

It is the policy of the Colorado Springs Parks, Recreation & Cultural Services Department (PRCS), under circumstances appropriate for Colorado Springs parks, to reduce park rental fees for special events and activities, subject to this Policy.

PURPOSE

The Policy outlines the requirements, limitations and conditions under which the Department may reduce park use fees for events activities within the City. The purpose of the Policy is to provide an equitable means for event organizers to apply for fee reductions and to establish mutually beneficial partnerships between the Department and the community.

ELIGIBILITY

The following events/activities are not eligible for Reduction:

- Events presented by for-profit organizations
- Events presented by private individuals
- Activities primarily of a fundraising or charitable nature, unless the funds directly benefit City-owned programs, activities or facilities
- Events or activities that are not open to the public
- Organizations headquartered outside of the Colorado Springs City limits (unless the demonstrated benefits are primarily to the residents of Colorado Springs)
- Projects or organizations which have failed to fulfill their obligations during previous events or activities for which permit fees were waived or reduced

PROVISIONS

A fee reduction is granted by the Department Director or designee at the time of the request. The granting of reductions is dependent upon budget and operating impacts. To the extent a reduction can be granted without negatively impacting the Department's budget or operations, this policy will guide the Director's discretion. The following apply to fee reduction to the extent and manner specified:

- There is a limit of one (1) fee reduction for an event or activity per year
- Fee reduction is available for a variety of large events including sporting, tourism, cultural, general and major community events and activities
- Fee reductions are for PRCS facility rental fees only. Direct costs including, but not limited to vehicle costs, traffic control, staff time, electricity, water or other City fees are not eligible for a fee reduction under this policy.

Fee Reduction. The Department Director or designee has the discretion to reduce facility permit fees for events that are compatible with priorities. Consideration will be given to events that:

- Are sponsored by non-profit entities that have documented Federal 501(c)3 status, or a similar non-profit status under Colorado state law. (**Note:** Non-profit status does not guarantee that a fee reduction will be granted.)
- Directly benefit City-owned programs, activities or facilities
- Attract visitors to the City and encourage tourist activity
- Expect more than 1,000 participants/attendees
- Any event pertaining to City business, general or municipal elections, memorial services sponsored by veteran or public safety organizations, events or activities which are governed by a separate agreement with the PRCS Department, or an event benefiting a City department, agency or facility where any anticipated proceeds from the event are not expected to exceed the costs of the event.

Acknowledgement. All recipients of a fee waiver or reduction shall acknowledge the Parks, Recreation & Cultural Services Department in all publicity relating to the event or activity. Acknowledgement includes Department logos on all advertising and promotional material and in other promotional contexts. A link to the City's website, ColoradoSprings.gov should be included on the event's website.

PROCEDURES

Application. Requests for a fee waiver or reduction must be made in writing and must accompany the Special Event Permit Application. The complete request should include the following:

- Letter of request on organization letterhead detailing a brief history of the event and purpose or mission statement and a brief summary explaining the primary benefits of the event as it relates to the fee waiver or reduction criteria outlined in this policy (1 page maximum, see attached example)
- A promotions/marketing plan summary detailing the promotional opportunities how the Department's contribution will be acknowledged (1 page maximum)
- A line-item detailed budget for the event
- Verification of non-profit status, preferably a copy of IRS documentation

The packet should be e-mailed to events@springsgov.com, faxed to 719.385.6599 or mailed to:

Parks, Recreation & Cultural Services Department
Office of Special Events
1401 Recreation Way
Colorado Springs, CO 80905

The Department Director or designee shall determine eligibility and notify the applicant of a decision within 30 days of receipt of the request.

Follow-Up Reporting. All organizations receiving a fee waiver or reduction must complete and submit a follow-up report to the Office of Special Events no later than 60 days after the completion of the event. The final report should consist of a one page (maximum) typed summary of the results of the project and how it met the provisions outlined in this policy. Samples of advertising and promotions, including tear sheets, photographs, brochures, DVDs, screen shots, etc. should be included.