

**City of Northglenn**  
**Parks and Recreation Advisory Board**  
Monday, January 9, 2006  
**Minutes**

**CALL TO ORDER:**

The meeting of the Parks and Recreation Advisory Board was called to order by Dwight Kimsey, President, at 6:00 pm., January 9, 2006, at Northglenn City Hall, City Council Chambers, Northglenn, Colorado.

**ROLL CALL:**

**Members Present:** Don Anema, Jerry Gavette, Dwight Kimsey, Chris DeMay and Douglas Swanson

**Members Absent:** None

**Staff Present:** Steve Zoet, Director of Recreation and Cultural Services, and Donna Reagan, Administrative Assistant

**Council Ex-Officio:** Rosie Garner

**APPROVAL OF MINUTES:**

Minutes of Regular Meeting on November 14, 2005 – Approved with correction to 6.1 4<sup>th</sup> sentence from *Natural* to **Nature**.

**PUBLIC INVITED TO BE HEARD:** Gail Sperry spoke on behalf of her husband, Kent, and herself and thanked the Board for the work they have done on the Oscar Arnold Nature area. She shared a picture with the Board that was taken that morning of a bald eagle that was visiting the area. Jan DeMay also spoke to the Board to encourage them to recommend the Nature area remain as it is now and to not allow a proposed road to be built there.

**ADDITIONS OR DELETIONS TO THE AGENDA:** Nothing added or deleted

**ACTION ITEMS:**

**5.1 Fee Waiver Request – Girl Scout Troop #339:** Susan Busack, Troop Leader, and two members of the troop, Ally Fiore and Sage, addressed the Board and answered questions regarding their request to waive the fees for the use of a meeting room at the Recreation Center twice a month during the school year. They explained that they have 14 girls, 2 Co-leaders and 2 others who help out and offered to participate in volunteer opportunities throughout the year to show their appreciation and sense of civic responsibility. Rosie Garner asked if they had explored any other areas to hold their meetings and they explained that they were meeting in a local church but the church required the room on the dates they were scheduled to meet and since most of the troop are Northglenn residents and are very familiar with the Recreation Center, they came directly to the City and did not check for availability at any other location. Dwight explained that the City can't afford to continue to waive fees for the same group more than once/year. Chris DeMay moved to waive the \$1940 room rental fees. Douglas Swanson seconded the motion and the motion p a s s e d w i t h a 4 - 1 vote.

**5.2 Fee Waiver Request – The Society for Creative Anachronism, Inc.:** Sandy Gomke and Karen Swayze addressed the Board and answered questions regarding their request to waive the fees for the use of a meeting room at the Recreation Center once a month throughout 2006. They shared that they have a total of 120 members with one third of those being Northglenn residents. The Board asked whether they collect membership dues and were informed that they do pay an international membership fee of \$40 per member with an additional \$10 to add a family member. Don Anema moved to waive the \$720 room rental fee with the damage deposit being made and held in escrow. Jerry Gavette seconded the motion and the motion passed with a 4 - 1 vote.

**5.3 Fee Waiver Request – Community Christian School:** Scott Bruns represented the school and addressed the Board and answered questions regarding their request to waive \$1639 of the \$2139 fee charged for the 2005 fall soccer league. In addition, Mr. Bruns requested the fees for the 2006 spring and fall soccer leagues be reduced to \$500 per season. Mr. Bruns explained that this school is housed at the Calvary Church and these are the high school varsity teams that use half of Wyco Park's fields for practice and NWOS fields for their games. The Board asked Steve Zoet if there were increased maintenance costs associated with maintaining these parks in field condition and he responded that given their small numbers using the fields that it was rather nominal. Chris DeMay moved to reduce the fees to \$500 per season. Don Anema seconded the motion and the motion carried unanimously.

## D I S C U S S I O N

## I T E M S :

**6.1 2006 Work Plan:** The Board reviewed the Work Plan for 2006 and agreed that it was approved for public notification and accepted it as a broad overview.

**6.2 2006 Goals and Objectives:** The Board questioned whether their goals should coincide with City Council's goals. Rosie informed the Board that Council will be meeting on March 3 & 4, 2006 where they will be setting their goals and objectives. She further shared that she did not expect the goals to change but felt the objectives might. Chris DeMay stated that he would like to see the Board come up with their own goals and objectives separate from Council and then see how closely they mesh. Discussion ensued regarding the creation of criteria for fee waivers to include a component allowing community service hours in lieu of fees. Rosie agreed that project-driven payback has value to the City. It was also noted that schools and churches are charging for room rentals but the City of Northglenn often waives fees by action of this Board so this Board can expect to receive more requests when people become aware of this practice. A suggestion was made that perhaps a predetermined value of waived fees be set and once that value has been met, no other requests for waivers will be heard. Everyone agreed that it would be good to set a policy. Dwight Kimsey asked Chris DeMay if he would be willing to talk to the other Board members, Cathy Coward and Kae Madden and come back to the next meeting with a suggestion on how to handle this issue. Chris agreed. A goal that the Board has and will continue to support is to hold public meetings to inquire

about what people think of the Recreation Center and Theatre programs. Dwight agreed to speak with Kae Madden about the neighborhood group meetings that she, Jenni Murphy and Cathy Coward hold. Don Anema stated that he would like one of their goals to be the beginning of the Skate Park. Dwight Kimsey stated that the Skate Park should be part of the City Master Plan.

6.3 **Parks and Recreation/City Master Plan (Vision 2025):** Steve Zoet explained to the Board that the Parks Master Plan is reviewed and updated annually. He further explained that the City Master Plan will be rewritten this year and will be referred to as Vision 2025. Steve felt strongly about including the Parks and Recreation Master Plan as part of this effort and document. Steve stated that the challenge will be to look into the future and determine what demographics and other issues will change within our boundaries within that time frame. Steve is personally involved in this endeavor in conjunction with Terrence Quinn, City Planner, to get citizens involved in looking toward the future. It is expected that the City Master Plan will be very much a citizen involved process. The questions that need to be addressed are: what do our services and facilities need to be and look like over the course of the next 20 years. Rosie Garner stated that they are looking at identifying 100-200 involved citizens to provide feedback, ideas, suggestions, etc. as a part of this and other city efforts and they will receive a personal invitation to become involved if they are interested.

6.4 **Oscar Arnold Boundaries:** Dwight Kimsey shared his philosophy regarding the process which he has taught, used in his past profession and which he believes in regarding Resource Inventory. He explained that it starts with brainstorming options, then decision makers decide to put some money into it, then the plan is implemented and is evaluated periodically and then the process starts over. Dwight explained certain sections of the existing Open Space Master Plan, read the vision statement and suggested the area be broken into management units. He further shared why this is not a “natural” area and showed an aerial photo taken in the 70s to prove his point. Right now, he explained, all the management units in the Oscar Arnold Nature Area have the same plan – rid the noxious weeds. Dwight then showed a 2001 map that identified proposed boundaries for the Oscar Arnold Nature Area and noted that it is zoned open space and it would need to go to the Planning Commission and/or Council to request that it be rezoned for any other use. Dwight said to keep it as open space there must be management plans for each unit to ensure it remains as is. Dwight believed it would be prudent to wait until the new City Council is seated before definitive action is taken. Dwight suggested two steps that are needed to accomplish this goal: 1) Draw a line on an aerial photo and take to Council; 2) Have good, tight management plans that have been signed off by the City and adopted by the staff performing the maintenance. Chris DeMay asked if this Board could request that the City start the process of identifying this area again. Dwight suggested that they request City Council direct Kae Madden to include/continue discussion of Open Space during 2006 evaluation meetings. The outcome desired was stated as: No Permanent Man Made Influences From This Day Forward. Dwight offered to speak to the City Manager regarding who he believed should work on this plan. Rosie stated that she was interested in this Board identifying an area for the Oscar Arnold

Nature Area and define what needs to be done to preserve the area within these identified boundaries. The map they thought was best to use was the one with a white line around a small area of the NWOS that was previously done with the intent to identify the Oscar Arnold Nature Area.. Chris DeMay moved that the Board accept the map that Dwight Kimsey provided showing the Oscar Arnold Nature Area (area inside white line). The general area being the west side setback which is the area that is mowed along the service road and the area along 112<sup>th</sup> being the Right of Way. Rosie Garner stated that she would like to wait to decide until the next meeting to allow for public input. The motion died for l a c k o f a s e c o n d .

6.5 **Amplified Sound:** Steve Zoet informed the Board that the City does have a decibel meter. He also shared that staff researched what other cities do and some have a decibel limit but do not indicate at what distance from the amplification source that the readings are taken. Steve suggested that this year staff monitor our concert series and other events and assess what is an acceptable and suitable level of sound by use of the decibel reader and various readings. He also stated that if feedback was received on any particular concert or event then they would have a better idea of the threshold. Dwight Kimsey shared the OSHA requirements and 100 decibels in the 1<sup>st</sup> row of the audience was the limit with no exposure allowed at 115 decibels and over. Dwight stated that the limit for car noise is 85 decibels. Dwight requested that staff measure events exceeding 100 decibels and ask that they request amplification to be cut back if necessary.

6.6 **Parks Tour:** Steve Zoet requested the Board set a date for a comprehensive parks tour which would be unlike what has been done in the past. Steve would like the Board to go through the entire park system and develop a comprehensive list from simple improvements to things that could be included in the Master Plan near and long term. Chris DeMay's schedule was most difficult to work around, therefore, Chris agreed to contact Steve with dates that would work best with his schedule and Steve will coordinate w i t h t h e B o a r d v i a email.

**REPORT FROM COUNCIL EX-OFFICIO:** Rosie Garner stated that she will not be this Board's Council liaison again this year. Rosie stated that she is still interested in the Oscar Arnold area, model airplane ordinance, Master Plan, the Recreation Center and the community engagement piece. She also encouraged the Board to establish a policy on fee waivers and give serious consideration to the impacts of reduced or waived fees.

**REPORT FROM THE DIRECTOR:** Steve reported that staff are planning to meet on January 26, 2006 with representatives from all of the youth sport organizations and other user groups making regular and recurring use of our parks. He stated that they want to further assess all user groups a proportional fee that would help to off-set the maintenance costs associated with their use. Steve shared with the Board, Curt Childress's interest in attending future meetings but that he was on vacation now. Steve stated that Curt is tasked with moving beautification efforts forward and wished to keep this Board apprised of those efforts and intents. Steve told the Board that they can look to Curt as being a partner to the Board as well as himself. Don Anema asked Steve about whether NRPA Membership fees were

budgeted for. Steve replied that they were and to forward his renewal notification to Donna. Don Anema also wanted to know about traveling for the Legislation on the Hill and Steve replied that he would need to petition Council again for approval and funds as was done last year. Chris DeMay expressed his intent to pay for his Parks Association membership fee on his own. Rosie asked about whether the Council liaison needed a membership and Steve replied that if we purchase an agency membership, they could include the liaison who would receive the Association magazine and other publications.

**PARKS AND RECREATION BOARD FOLLOW-UP ITEMS:** None

**PARKS AND RECREATON BOARD FOLLOW-UP REQUESTS:** None

**PUBLIC INVITED TO BE HEARD:** No one came forward

**SETTING THE AGENDA FOR THE NEXT MEETING:**

- 2006 Work Plan
- Goals/Objectives/City Master Plan
- Oscar Arnold Boundaries
- Fee Waiver Policy – Reduced Rate for Non-Profits-Yearly Limit

**ADJOURNMENT:** 8:32 pm.

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Signature

Date