

**Parks Committee Meeting
Petenwell Park Office Building
December 10, 2013 9:00 a.m.**

Call to Order: Chairman called the meeting to order at 9:00 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Paul Pisellini, Jake Roseberry, Bill Miller - excused. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Administrative Clerk, Darren Tolley – Petenwell Park Manager, and Mark Miller – Castle Rock Park Manager.

Approve Agenda: Motion by Kotlowski/Pisellini to approve the agenda as presented. Motion carried by unanimous vote.

Previous Minutes: Motion by Pisellini/Kotlowski to approve the November 12, 2013, minutes as presented. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: Director read a proposal from the Patrick Lake Association, written by Steve Zoulek, listing the items the Association is willing to make improvements on and their expectations of Park personnel. Director indicated there is \$15,000 allocated in the 2014 budget for Patrick Lake Park and the proposed improvements come in under that. Discussion followed. Motion by Pisellini/Kotlowski to accept the Patrick Lake Association's proposal to include the Parks Department work with the Patrick Lake Association and Planning & Zoning Department to accomplish the above within the budget by September 1, 2014. Motion carried by unanimous vote.

Public Participation on Agenda Items: None.

Patrick Lake Park Maintenance and Building Upgrades: Discussed above.

Parks/Rec. Operational Reports to Include Visual Landscape Attractions: Darren reviewed several possible ideas for 2014 Petenwell Park beautification projects. Eggebrecht made several suggestions. Discussion followed.

Activities for Park Users: Committee discussed briefly. Item will be further discussed before spring. Committee would like to see a monthly park and local events calendar posted at both parks.

Set 2014 Park User Fees: Petenwell Park staff monitored electric meters on several year round monthly campers and found the Department is losing money on those sites during the winter months. Discussion followed. Motion by Kotlowski/Pisellini that campers plugged in to electric more than 10 days per month will have a meter installed at their campsite and will be responsible to pay their actual electric each month during the off season rates at the parks. Meters to be installed by Feb. 1, 2014. For campers that camp less than 10 days per month the electric fee will increase to \$5.00 per night beginning Jan. 1, 2014, during the off season rates. Motion carried by unanimous vote.

Motion by Eggebrecht/Kotlowski to approve the Parks Department present a proposal at the March Committee meeting for premium sites. Motion carried by unanimous vote.

Outlying Parks self-registration boxes will only sell day use passes beginning 2014.

Season stickers will be available at Petenwell Park, Castle Rock Park, Pritzl's Store, Wagon Wheel Campground, and the Parks Administrative Office. Registration forms for the season stickers will be available at the self-registration boxes and user may send in the form with payment and receive a sticker in the mail. Motion by Pisellini/Roseberry to charge a non-compliance surcharge of \$5.00 to user(s) if the user fee has not been paid upon entrance to the park/ public access area. Motion carried by unanimous vote. New signs will be made and posted at the Parks to reflect the changes. Signs will also indicate that proceeds from the user fee is utilized for park maintenance and improvements.

Trails Report: Coordinator reported Plum Creek Timber Co. is selling most of the ATV trail area, approximately 80 %; however, they will be working with the Parks Department on relocating the trails to other Plum Creek property in the area. Coordinator may need to apply for a grant to relocate the trails. Adams County has received supplemental snowmobile grooming monies from the DNR for the past 2012-2013 snowmobile season.

Revenue Report: Reviewed by Committee.

Expense Check Summary Report and Expense Report: Reviewed by Committee.

Future Agenda Items: ATV Trails, Park Managers Input, Staff Scheduling, Park Expansion Project(s), Possible Grant for Summer Work Crew.

Set Next Meeting Date: January 7, 2014, 9:00 a.m., at Courthouse Conference Room A231.

Adjourn: Motion by Kotlowski/Roseberry to adjourn at 10:45 a.m. Motion carried by unanimous vote.

Submitted by,

Jerry Kotlowski
Parks Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Parks Committee.