

**Parks Committee Meeting  
Castle Rock Park Office Building  
November 12, 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, and Bill Miller. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Administrative Clerk, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Gerald Dye, Ron LeRoy, Dan West, and Jim Pease – Concerned Citizens.

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

**Previous Minutes:** Motion by Miller/Pisellini to approve the October 1, 2013, minutes as presented. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** None.

**Public Participation on Agenda Items:** Public will speak as agenda item(s) are addressed

**Road Maintenance Projects for Castle Rock and Petenwell Parks:** Road projects are completed. The Castle Rock Rip Rap project is on hold due to the Land Conservation Department does not have the 75 % cost-share monies available. The additional road work is expected to be completed in 2014.

**2014 Parks Budgets:** 2014 budgets are awaiting County Board approval coming in at approximately 17 % decrease on the tax levy from the 2013 parks budgets. Petenwell and Castle Rock Parks should also have a carryover of revenues from 2013 to 2014.

**Activities for Park Users:** The Parks Chairman indicated he would like to see more activities provided for park patrons especially for children. Director reviewed several ideas he attained at the recent WPRA conference and trade show.

**Patrick Lake Park Maintenance and Building Upgrades and Outlying Parks Updates:** Director reported the South Outlying Parks Groundskeeper/Landscaper is done for the season. 36 stumps were removed from Patrick Lake Park. Director is still waiting to hear from the Lake Association. Pisellini requested an Association Rep attend a Parks meeting in the near future once a proposal has been made and the Committee will further review at that time.

Director reported Outlying Parks are closed for the season as of November 1, with the exception of the Hwy 21 Wayside, which is open year round. Trees will be removed and solar lights installed in the near future at the Wayside.

The Northern Outlying Parks parking lots will be sealcoated in the spring.

**Employee Update:** One of the Petenwell Park employees that has been on medical leave has returned to work part-time as would be regular hours this time of year, the other two employees remain on medical leave. Director reported the Administrative Coordinator may pursue the Parks Department not having to pay Social Security for LTE employees if Adams County is eligible.

**Parks/Rec. Operational Reports to Include Visual Landscape Attractions and Tree Removal(s):** Parks Chairman expressed concerns over lack of curb appeal at Petenwell Park. Discussion followed on possible improvements for Petenwell Park. State grants will be applied for again in 2014 for Castle Rock and Petenwell Park expansion projects. Castle Rock Park has allocated \$35,000 to start clearing and road construction across from the Park for 2014.

**Trails Report to Include Possible Land Purchase:** Parks Department will be applying for a 100 % grant to purchase land outside of Petenwell Park for ATV park expansion, provided county board approves. A trail signing and paperwork informational session was held by the DNR at the recent snowmobile association meeting with ATV Club Rep(s) present as well. Plum Creek Timberlands notified the Parks Department that a portion of the Monroe Prairie ATV Recreational Area lands will likely be sold in the near future. Additional Plum Creek property elsewhere may be available for ATV trail development. Committee will be updated once additional information is available from Plum Creek. Director reviewed how DNR funding is disbursed by projects.

**Town of Monroe Request for Road(s) Upgraded:** Director reported the Town of Monroe is tentatively willing to co-share with the Parks Department on costs associated with the road upgrades leading to Petenwell Park. Director will be meeting with the Town of Monroe Reps and will report back to Committee.

**Revenue Report:** Reviewed by Committee. Director reported the summer raffle sales were good, drawing was held October 26, and Kari Osborn from Adams was the grand prize winner.

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

**Future Agenda Items:** Patrick Lake Park maintenance and building upgrades, set 2014 Park User Fees, Park visual landscape attractions, and activities for Park users.

Committee toured Park and returned to Castle Rock Park Office. Discussion was held on sewer hookups at the campsites. Mr. Dye suggested designating 20 additional monthly campsites and utilize that monies for special park improvement projects.

**Set Next Meeting Date:** December 10, 2013, 9:00 a.m., at Petenwell County Park Office Bldg.

**Adjourn:** Motion by Miller/Pisellini to adjourn at 10:15 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.

