

**PARKS & RECREATION BOARD REGULAR MEETING**

ZOOM CALL

**Minutes**

**DATE: December 14, 2020 @ 4:30 PM**

**ESTABLISH QUORUM**

**MEETING CALLED TO ORDER** by Bill Kramer at 4:30 PM

 **PRESENT ABSENT**

Randy Johnson (Chairman, Voting Member) X Bill Fischer (Alternate) X

Debbie Fischer (Voting Member) X

Dwight Steyn (Alternate) X

Anita Wilkinson (Voting Member) X

Rob Lilly (Voting Member) X

Dave Fesing (Voting Member) X

Bill Kramer (Coordinator) X

NON-VOTING / GUESTS:

OLD BUSINESS

1. **Motion to approve minutes from November 16, 2020 meeting**
2. **Motion – Bill F**
3. **2nd - Debbie F**
4. **Unanimous**
5. Baseball, Softball, Kickball
6. Veterans Monument
7. Russ Cramer Memorial (Cindy’s husband)
8. Council has approved this including the location (north end of the park west/adjacent to Girl Scout Tree)
9. Christmas Tree Lighting Fest

NEW BUSINESS

1. **Introduce new board member Dave Fesing**
2. Front Range Youth Baseball
3. Met with Scott Allen, December 7, at the facility
4. Teams coming in now M-F evenings, Saturday & Sunday daytime
5. Facility available to the community, M-F, 9am to 4pm
6. Scott to market golf driving practice including camera module to track swing
7. Monthly membership
8. Call to reserve
9. Brochure-Scott to develop
10. **Board was unanimous in deciding Front Range Baseball should be operated solely by Scott Allen and his staff. The town will have no part in taking registrations, signing up of attendees to all of the activities or collecting revenues.**
11. **Bill K will explore marketing the programs through the town web page, town facebook page and any other avenue that may enhance the business opportunities within the Larkspur community; as per the media policies set out by town ordinances.**
12. Gerry Been annual tournament
13. Saturday July 3 – tentative
14. Bill K to contact LES PTO regarding utilizing the facility for pre-school age
15. Market also to 80118 community **???**
16. Softball League practice times
17. Bill K to w/w Anita
18. **Anita to contact Bill K regarding utilizing “team sideline to register teams for softball and kickball leagues.**
19. Concession Stand and Restrooms
20. Bill K and Mayor working with Home Depot/Lowes to create blueprint based on Bill F drawing and identify materials and cost
21. Bill K submitted volunteer connect request for job construction foreman
22. Set mid January date to meet with foreman should we receive a qualified applicant
23. Bill K in conversation with the Mayor; Town Council has yet to approved the purchase of materials and buildout pending material cost however due to reduced revenues. The Mayor is looking into the material’s needed, the total cost of construction and the possibility of the construction cost being donated.
24. **Bill F indicated he is ready to go.**
25. **Bill K to contact potential contractors**
26. **Anita suggested Eagles Nest Construction**
27. **Bill K Glen Erickson, Bill Teague**
28. Relocation of the memorial
29. The family (Joanne Finley) is moving the rock and the tree to their home
30. This has been completed
31. Front Range Trail
32. West Side plan
33. Randy J and Bill K to meet with Joey Yavorski
34. This could be the final variance needed for the go-ahead to complete the Larkspur portion of the trail.
35. Funding would be minimal
36. Yavorski Property split-rail fence
37. South end variance and trail modifications
38. **Randy was not available so the board agreed to forward this discussion to the next board meeting**
39. **Bill K will attempt to reach Randy and discuss his position then forward this to the board for discussion at our next parks board meeting.**
40. Bill F proposed looking into the bridges plan as an alternative to the West Side trail
41. Design
42. Cost Estimate
43. Bill K and Randy need to meet
44. Park Memorials
45. Russ Cramer Memorial
46. The memorial and location were approved by the town council.
47. Dana Fuller, the park gardening contractor, will be constructing and maintaining the memorial. Low maintenance design.
48. The Parks board will put together a plan including design criteria and location for all future park memorials.
49. **Bill K requested the board submit, via email suggestion for design criteria and park location(s).**
50. Gerry Been memorial bench
51. Parks board recommends the bench be mounted on the concrete, at the ball field backstop on the 1st base side.
52. The bench has been purchased, the memorial plaque needs to be ordered/made and mounted to the bench prior to the bench being mounted.
53. The location needs to be brought before the council for their approval
54. Parks and Recreation Budget
55. Line Item budget for park projects
56. The parks department has $9,700.00 allocated at this time for park projects, e.g., the ball field restrooms, park signs, etc.
57. These funds came from the sale of two Yurts donated to the town from Jellystone Campground.
58. The 2021 budget will be voted on and finalized at the council meeting on December 3, 2020
59. Do to a lack of representation by the parks board at the budget planning meetings in September and October 2020, parks and recreation allocated budget was not considered.
60. Bill K has requested $15,000 be set aside in the budget as a line item for park projects
61. With projected net revenues for 2021 to be in the neighborhood of 77,000.00 (general fund), the parks board may petition the council for a revenue transfer/amendment to the budget for any line item expense the parks board sees as critical to the continuing enhancement of the park
62. **The budget was approved**
63. **Adjourn**
64. **Motion – Bill F.**
65. **2nd - Dave F**
66. **Unanimous**
67. **5:37 PM adjournment**