**MINUTES**



Parks and Recreation Committee

Regular Meeting

January 7, 2013 -5:30 PM

**APPROVED**

**Present:** PRAC Voting Members: Chair Susan Juergensmeier, Vice-Chair Jennifer Cassell, Rick Giamanco, Ruth West, Barb Richard. PRAC Non-Voting Members: Dan Skinner, Council Liaison Jason Smith, P&Z Liaison Yvonne Bryant, Staff Liaison Scott OBrien, Town Manager Joe Wray

**Absent:**  Voting Members Noel Hess, Sue Peterson

**Guests:** Council Member Louis Skowyra and Lake Cliffe HOA Vice President Mike Carollo.

**Parks and Recreation Mission Statement**

The mission of the Parks and Recreation Committee is to protect, improve, and promote our parks and open space for present and future generations. The various park amenities are an integral part of the Town.

**Call to Order: 5:33 p.m.** by Vice Chair Jennifer Cassell. Chair Susan Juergensmeier arrived later in the meeting and chaired the meeting.

**2013 Meeting Dates (Meeting from 5:30 to 6:30 at Town Hall)**
Feb 4, Mar 4, Apr 1, May 6, June 3, July 1, Aug 5, Sept 9, Oct 7, Nov 4, Dec 2. The July 1 date may conflict with July 4 holiday plans and may need consideration later in the year.

**December 3 Meeting Minutes Approved** with Paver Program motion-to-approve detail added. Ruth West moved to approve, Rick Giamanco seconded. All present in favor.

**PRAC Reports to Council – Quarterly**
February 2013 –Susan Juergensmeier

**New Business**

**Discussion of a change in Parks and Open Space (POS) Zoning to allow vendor events in parks.**
Joe Wray explained that after the August decision by council to not pursue rezoning of a portion of Town Park, legal counsel researched state and country law regarding events held in parks. It was determined by Town Attorney Mark Shapiro that most events qualify as “public parks and recreational uses” if they are affordable by the common person. However, vendor based events require a change in the POS zoning to allow such use. The Attorney suggested the following change be made:

Under Section 16-3-180 Parks and Open Space Zone under Permitted Uses a new section:

Section c: Town permitted markets, festivals and events that allow for the sale to the general public of food, beverages, farm products, and arts and crafts products on a temporary basis by a variety of vendors.

This would include allowing vendor events in all Town Parks, not just Town Park.

Joe stated that the permitting process for events has been expanded to include a review by eight town staff.

* Barb Richard asked if this permitted use would cover sporting events such as a triathlon or snowshoe race held at the nature preserve which would also include sports related vendor booths. Joe said yes it would include that type of events and vendors.
* Rick and Barb also asked if the beverages included alcoholic beverages. Scott OBrien said yes it would, but alcoholic beverages require an additional liquor license.

Rick Giamanco made a motion to recommend that the new POS zoning changes be approved. Ruth West seconded the motion. All voting members present approved the motion. Jennifer Cassell, as an EDAC member, recused herself from the vote.

**Richard Driveway Encroachment License**

Although this item was not on the agenda, Joe Wray asked the PRAC if he could inform them of a pending encroachment agreement for Barb & Chris Richard’s driveway which is partially on the Town Park utility easement. The Rice Family who had originally owned the house had a verbal agreement with the Town. The Richard’s were working with former Town Planner Beverly Kaiser in 2011 to complete an agreement but with her departure the agreement was never finished. Joe presented a map which showed the encroachment.

* Jason Smith asked how much of the driveway encroached on the park.
* Barb said about 1400 sq. ft., but a formal survey would be conducted to determine exactly. She explained that the Rice Family said the lane was originally built to serve the sewer manhole at the back corner of her lot before the house was completed. The Rice Family stated that it had always been a gentleman’s agreement that the house used the lane since 1963 and the town could access the sewer manhole as needed. The Richards purchased the house in 2003. The Richards maintain and plow the lane.
* Scott Obrien said that an 8 foot utility easement exists on every lot line in Dillon so 16 feet of easement exists on every lot line.
* Joe and Barb said that their attorneys would work out the details of the encroachment agreement which is a boilerplate.

**Old Business**

**Paver Update**

Jason Smith provided a written report for the PRAC to look over and respond to him via email. He asked for a PRAC member to help him set-up a separate website which could process paver orders and donation payments. He thought it would take 2-3 hours to complete. This site would be linked to the Town of Dillon website by the Town’s website manager. He suggested that the new website be very simple. He also provided information on the Paver Program to Council at the last work session and asked for the $10,000 in seed money to get started.

Jason also said he was transitioning off of Council as he is moving, but would like to complete this project before he goes. He had asked Councilmember Louis Skowyra to attend this meeting and begin to be the PRAC liaison. Please contact Jason if you would be willing to assist him in the set-up of the Paver website.

**Town Park Master Plan Retreat / Town Park Planning Goals**

Chair Susan Juergensmeier had the results of the Doodle survey and the retreat was scheduled for Wednesday, January 16 at 5 p.m. at Town Hall. To ensure transparency for the meeting, it would be legally noticed. It was determined by the PRAC that the retreat would be just an informal discussion with committee members only.

**Outdoor Ice Skating Rink Survey**

Joe provided printed copies of an ice skating rink survey for the PRAC to review. It was conducted by the Colorado Association of Ski Towns on behalf of Silverton

**Park Capital Budget Update & Marina Park Update**

Scott OBrien provided a Capital Project Expenditure Report for the 2012 Marina Park and Marina Parking Lot Expenditures. A total just over $700,000 was spent on Marina Park and over $1,039,000 was spent on the Marina Parking Lot. (See Worksheets Attached). Funds for Marina Park came from the Little Beaver Trail Construction Settlement, from delaying some Street Improvements and from the Water and Sewer Fund.

**Park Signage**

Scott OBrien reported that there is no money budgeted for park signs for 2013. He suggested that the PRAC work with the Economic Development Advisory Committee (EDAC) and the Dillon Business Association (DBA) who were also looking at wayfinding signage for the Town. Perhaps this could be part of the planning for Town Park.

* Yvonne Bryant asked Scott to provide the PRAC with the directional signage design guidelines which currently exist.
* Joe said that a new Marina Sign to replace the old one would be completed in 2013.

**New Business**

**Summer Saturday Programs**

Susan Juergensmeier said this is the normal time that the PRAC discusses the upcoming summer Saturday programming in the parks.

* Scott stated that Public Works is managing events. At the February meeting he will provide a list of the interested non-profits who wish to do the 5 Saturday programs. PRAC volunteers may be needed at these events to assist with the program as occurred in 2011.
* Barb said that she learned Vail uses a citizens’ advisory committee to ask for event proposals from promoters and entities and then selects the events which best fit the venue and their goals. She would bring more information at the next meeting.
* Louis said that at the Events Roundup in November, Council said a goal was to transfer ownership of events back to the entity/non-profit which created the event.

**Dillon Photo Op Spot For Guests & Interactive Splash Fountain**

Ruth said she had been in Aspen and had seen an interactive fountain for kids – a dancing fountain 15-20 feet long and wanted the PRAC to consider a water feature like that for the town. All members said they thought a water feature/splash park/interactive fountain should be considered. Also she wanted to suggest a visitor photo op identification program which could lead visitors to excellent photo areas which would also promote the town. All those present thought this was an excellent idea and should be pursued as part of the wayfinding/signage program as well as a website promotion.

**Future Agenda Items**

Town Park Discussions

Summer Saturday Programs

**Meeting Was Adjourned at 6:35 p.m.** Motion to adjourn by Jennifer Cassell, seconded by Ruth West. Approved.

Minutes Prepared by Recording Secretary Barb Richard