



Date: Thursday, July 30  
Location: Mountain Resource Center  
11030 Kitty Drive  
Conifer, CO 80433  
Phone: 303-838-7552

## Board Meeting Minutes

Thursday, July 30

11:00 a.m.	<b>Call to Order</b>	Bill Kane, Chairman
	(A) Agenda Amendments, if necessary	
	(A) Approval of June 2009 Board Meeting Minutes	
	(I) Board Member Updates	
11:10 a.m.	(I) Director's Update	Dean Winstanley
11:25 a.m.	(I) Financial Update	Steve Cassin
12:00 p.m.	(I) Regulation Change Proposal	Gary Thorson Scott Babcock Heather Dugan
12:45 p.m.	(I) Disabled Veteran Camping Discount	Heather Dugan
1:00 p.m.	<b>Break</b>	
1:10 p.m.	(I) Legal Update	Tim Monahan
1:30 p.m.	<b>RECESS</b>	
2:00 p.m.	Staunton State Park Tour	Staunton Planning Team

### In attendance:

#### Board Members:

Bill Kane, Chair  
Lenna Watson, Secretary/Vice Chair  
Jim Pribyl

Laurie Mathews  
Gary Butterworth

#### Division Staff:

Dean Winstanley, Director  
Gary Thorson, Assistant Director, Statewide Prog.  
Deb Frazier, Communications Manager  
Kurt Mill, Rocky Mountain Region Manager  
Bob Wiig, Rocky Mountain Region Asst. Manager  
Heater Dugan, Acting Southeast Region Manager  
Kristi Quintana, High Plains Region Asst. Manager

Ken Brink, Assistant Director of Field Operations  
Steve Cassin, Chief Financial Officer  
Mindy Blazer, Director's Assistant  
Jason Trujillo, Asst. Chief of Law Enforcement  
Scott Babcock, Strategic Planning Manager  
John Geerdes, Acting SE Region Asst. Manager  
Scott Roush, Staunton State Park Manager

#### Guests:

Heather Warren, Attorney General's Office  
Viktor Bojilov, JBC Budget Analyst

Eric Bergman, Great Outdoors Colorado

# Minutes

The meeting was called to order at 12:10 p.m. by chair Bill Kane.

## Agenda Amendments:

None

## **Approval of the June Board Meeting Minutes:**

Tim Monahan of the Attorney General's office had suggested a slight change to the June minutes, requesting that the state statute that governs executive sessions be added.

**Motion:** Laurie Mathews

**Second:** Jim Pribyl

**Result:** The June 2009 Board meeting minutes were approved with the change suggested by Tim Monahan.

## Board Updates:

- Jim Pribyl attended a Christo, Over the River Project event in Howard, CO.
- Gary Butterworth toured Mueller, Eleven Mile and Spinney State Parks with acting Southeast Region Manager Heather Dugan and acting Southeast Region Assistant Manager John Geerdes. He is planning to visit the remaining Southeast Region parks this year.
- Laurie Mathews had lunch with two former park managers, Carolyn Armstrong and Susie Trumble.

## Director's Update (Director Dean Winstanley):

- **Personnel:** Dean Winstanley advised the board that the Division has several key vacant positions that will be filled soon. Positions are being filled from the top down and the process should take about three months. The two vacant region manager positions have been announced and the next phase, testing, will begin in the next few weeks. The vacant chief of law enforcement position will also be posting in a few weeks. While there is currently no hiring freeze, the Division will need to be conservative with hiring because in the Division's budget reduction plan it is stipulated that there will be salary savings.
- **Visitor Intercept Survey:** Corona Research has completed its Visitor Intercept Survey. Surveys have been conducted at the parks for over four seasons and Corona is compiling the results to provide the Division with a draft in late August or mid-September. The final results will be published in October, but the Parks Board will have an opportunity to weigh in at the September board meeting, when the board will be presented with the results, before they are published.
- **Dog Training Areas:** Open Houses were held Monday and Tuesday of this week for the Dog Training Areas at Chatfield and Cherry Creek Parks. Ken Brink, Assistant Director of Field Operations, provided a background, stating the Division has had off leash parks at Chatfield and Cherry Creek for many years that were originally established to provide a place for sport dog training. Now the areas have evolved into off-leash areas which have displaced the sport dog trainers. Two years ago, the board adopted a motion that no new dog areas would be established in any parks. Since that time, user surveys and resource assessments have been conducted and the current phase in the process is public input. On Monday, July 27, there was an open house forum at Cherry Creek State Park with 547 attendees, including three legislators. The open house format ensured that everyone had an equal voice and was able to leave comments. At the open house at Chatfield on Tuesday, July 28, 250 people attended. The Division established an email address for users to email their comments and concerns. Comment cards were also collected at the open houses. The next step is to collate the comments and create a

committee to develop management strategies that will be shared with the board and, once approved, will go back to the public with alternatives. The timeline is six months to a year to develop the management plan so the Division can better manage these areas, and better manage the resources within these areas, while balancing the needs of the different user groups.

- **Outdoor Recreation:** Dean provided the board a copy of a report by the Outdoor Resources Review Group that came out in July 2009 regarding outdoor recreation.

#### **Financial Update (CFO Steve Cassin)**

**Visitation:** Up 1% over the previous year. June 2009 in particular was up almost 2% over June 2008. Revenue growth is below what has been average over the past five years, but it isn't a decline. The Division ended the year on a strong note.

**Revenue:** The core measure of revenue came out to be essentially unchanged from the previous year.

**General Fund:** In fiscal year 08-09 it was almost up to \$7 million. In fiscal year 09-10 it will be substantially below that.

**Expenditures:** Personnel costs were up from previous year by about \$2 million. A lot of that is driven by things that are beyond the Division's control. Compensation rates are set by statute. Operating costs were lower, and that is a reflection of the budget crunch. Capital expenditures went way down, which is mainly a reflection of holding off on a lot of major projects due to the rescission of GOCO funds.

**09-10 Budget Shortfalls:** Steve provided an update on the Division's proposal to address the fiscal year 09-10 budget shortfall, which includes the elimination of 12.5 full time employees.

#### **Regulation Change Proposal**

Dean Winstanley and acting Southeast Region Manager Heather Dugan briefly presented the regulation and fee change proposal for the Division. The Division's deadline to submit intent to change regulations to the Secretary of State is July 31, 2009. Some of the fee changes include:

- Increasing camp fees by \$2
- Increasing campground reservation fee by \$2
- Increasing vessel registrations

Dean recommended that the board approve the motion to allow staff to move forward to file the intent to change regulations with the Secretary of State on July 31 and to be prepared for final presentation of the changes at the September 2009 Board meeting where the board will be asked to approve all the fee and regulation changes. A motion was made by Laurie Mathews to approve the Division's recommendation.

**Motion:** Laurie Mathews

**Second:** Lenna Watson

**Result:** The motion passed.

#### **Disabled Veteran Camping Discount**

Heather Dugan presented a proposal for discounted camping for Colorado residents who are Disabled Veterans. A similar proposal was originally presented in 2008 by a Colorado resident, Frank Castro. The board at that time was receptive to the proposal, and after that proposal the Revenue Committee was asked to study it and draft a Division recommendation to the board. Dean advised that he wanted the Revenue Committee to present the proposal to the board during the logical time when fee and regulation changes were being considered. It was discussed that the Division currently, by statute, allows Disabled Veterans into the parks for free if they have a

Disabled Veteran license plate. It was also discussed that this proposal represents a good opportunity to visit with the military community to determine what their needs are and if there is a way the Division can better meet those needs than by discounted camping fees. After discussion of the proposal, as well as a discussion regarding the Division's current financial situation, board member Jim Pribyl made the following motion: "Motivated by our respect for anyone who serves our nation, both military and non-military alike, we will take this opportunity to enter into outreach with the military community as a whole. But because of our difficult financial situation, we will set a moratorium on any discretionary actions that would represent a cut in revenue until we have absolute certainty about our financial stability."

**Motion:** Jim Pribyl

**Second:** Gary Butterworth

**Result:** The motion passed unanimously.

**Recess and Staunton Tour**

A motion was made by Laurie Mathews to recess the meeting for the day.

**Motion:** Laurie Mathews

**Second:** Jim Pribyl

**Result:** The motion passed unanimously and the meeting recessed at 2:20 p.m. after which the board members and Division staff toured Staunton State Park.

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Bill Kane, Board Chair

  
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Lenna Watson, Board Vice-Chair/Secretary

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Date

9-18-09  
Date



**Colorado State Parks**

## Board Meeting Minutes

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Date: Friday, July 31  
 Location: Mountain Resource Center  
 11030 Kitty Drive  
 Conifer, CO 80433  
 Phone: 303-838-7552

### Friday, July 31

<b>8:30 a.m.</b>	<b>Call to Order</b> (A) Agenda Amendments, if necessary	Bill Kane, Chairman
<b>8:40 a.m.</b>	<b>PUBLIC COMMENT PERIOD</b>	
<b>8:55 a.m.</b>	(A) State Park Management Plan Template	Scott Babcock
<b>9:25 a.m.</b>	(I) North Sterling Management Plan	Bob Loomis Dave Piper
<b>9:55 a.m.</b>	<b>Break</b>	
<b>10:05 a.m.</b>	(A) Staunton State Park Master Plan	Kristi Quintana Staunton Planning Team
<b>11:20 a.m.</b>	(A) FY 10-11 Capital Construction Projects Preliminary Five Year Capital Plan	Steve Cassin
<b>12:00 p.m.</b>	<b>Box Lunch</b>	
<b>12:15 p.m.</b>	(A) Board Governance Manual	Gary Butterworth
<b>12:45 p.m.</b>	(A) Trails Items <ul style="list-style-type: none"> <li>• Snowmobile Program Capital Grant Funding</li> <li>• Recreational Trail Grant Awards</li> <li>• Recreational Trails Grant Application Amendments</li> </ul>	Gary Buffington Tom Metsa Gary Buffington Melanie Gose Gary Buffington Nancy Matchett
<b>1:05 p.m.</b>	(A) Elk Falls Public Easement at Staunton	Scott Roush
<b>1:15 p.m.</b>	(A) James M. Robb-Colorado River/CDOT Easement	Kurt Mill
<b>1:25 p.m.</b>	(A) Southdowns @ Roxborough Lot 268 Acquisition	Greg Monroe
<b>1:35 p.m.</b>	(I) Region and Program Updates	Region Managers Gary Thorson
<b>2:05 p.m.</b>	<b>Adjournment</b>	Bill Kane, Chairman

**In attendance:**

**Board Members:**

Bill Kane, Chair  
Lenna Watson, Secretary/Vice Chair  
Jim Pribyl

Laurie Mathews  
Gary Butterworth

**Division Staff:**

Dean Winstanley, Director  
Gary Thorson, Assistant Director, Statewide Prog.  
Deb Frazier, Communications Manager  
Kurt Mill, Rocky Mountain Region Manager  
Bob Wiig, Rocky Mountain Region Asst. Manager  
Heater Dugan, Acting Southeast Region Manager  
Kristi Quintana, High Plains Region Asst. Manager  
Stuart Watada, High Plains Development Office  
Matt Schulz, Resource Stewardship  
Nancy Matchett, Trails Coordinator  
Paul Barker, High Plains Development Office  
Greg Monroe, Real Estate Program Coordinator

Ken Brink, Chief of Field Operations  
Steve Cassin, Chief Financial Officer  
Mindy Blazer, Director's Assistant  
Jason Trujillo, Asst. Chief of Law Enforcement  
Scott Babcock, Strategic Planning Manager  
John Geerdes, Acting SE Region Asst. Manager  
Scott Roush, Staunton State Park Manager  
Rob Billerbeck, Natural Areas Manager  
Melanie Gose, Prog. Assistant I, Littleton Office  
Tom Metsa, State OHV Program Manager  
Dave Piper, N. Sterling Park Manager

**Guests:**

Heather Warren, Attorney General's Office  
Viktor Bojilov, JBC Budget Analyst  
Janelle Kukuk, Colorado Snowmobile Association  
Jerry Abboud, Colorado Off Highway Vehicle Coalition  
Bob Loomis, former park manager, N. Sterling State Park

Eric Bergman, Great Outdoors Colorado  
Gary Buffington, Trails Committee Member  
Jane Blumer, local resident  
Brian Bowles, CO Dog Training Association

**Staunton Planning Team:**

Chad Herd, Alan Ford, Heather Bock, Rick Pickard, JC Cundall, Drew Kramer, Bill Mangle, Adam Orens, Heidi Ochis

## Minutes

The meeting was called to order at 8:35 a.m. by chair Bill Kane.

**Agenda Amendments:**

None

**Public Comment:**

- Brian Bowles, Colorado Dog Training Association, commented briefly on the dog training areas at Chatfield and Cherry Creek State Parks, stating that the clear original intent was to create a place for sport trainers to train their dogs. He stated that for the last 10 years there has been an encroachment from dog walkers to the point that it is nearly impossible for the dog trainers to train their dogs. He stated sportsman activities are low impact on the resources. They are structured, organized and highly controlled and there are only two areas in the entire metro area where dog trainers can train their dogs. The board thanked Mr. Bowles for his comments and advised him they would be considered during the management plan phase.

- Janelle Kukuk, President of the Colorado Snowmobile Association (CSA), gave a brief overview of CSA. There are about 30,000 registered snowmobiles in the state and CSA membership averages around 2500 families. There are 35 clubs and 27 of those clubs groom about 2600 miles of trails across the state. Those clubs buy and maintain their own machinery. Public lands are the CSA's primary source of riding. CSA also supports charitable causes at the local, state and national level.

**State Park Management Plan Template (Scott Babcock, Strategic Planning Manager):**

Scott Babcock presented the State Park Management Plan Template for approval by the board. The template was developed as part of the Division's Strategic Plan. The template ensures Division-wide consistency in style, format and content for each park's plan and thoroughly describes the existing conditions of park resources, enhancement opportunities and the steps necessary to ensure the long-term protection and enjoyment of the park's resources. The plan also serves as a basic guideline for park planning, budgeting, development, management and administration decisions. Following the presentation there was a brief discussion. The vote was tabled until after the presentation of the N. Sterling Management Plan.

**N. Sterling Management Plan (Scott Babcock, Kristi Quintana, High Plains Assistant Region Manager, Dave Piper, N. Sterling Park Manager, and Bob Loomis former N. Sterling Park Manager)**

The N. Sterling State Park Management Plan was presented to the board for approval. The presentation was followed by a brief discussion. The final N. Sterling Management Plan will be presented to the board for approval at its September 2009 meeting. Following the discussion, Gary Butterworth moved that the State Parks Board approve the State Park Management Plan Template and recommended the Division Director fully implement the use of this template in the development of all future park management plans.

**Motion:** Gary Butterworth

**Second:** Laurie Mathews

**Result:** The motion passed unanimously.

**Staunton State Park Master Plan: Staunton Planning Team**

The Staunton Planning Team presented the Staunton State Park Master Plan. A discussion followed with the board expressing its enthusiasm for the project but also expressing concerns about costs. The board will be presented the final Master plan at the November 2009 meeting, and will be asked at the September 2009 meeting to approve that the planning team move forward with presentation of the five phases of the master plan to the public. The board asked that the planning team provide numbers/costs as soon as possible, and to have this information available at the September 2009 meeting.

**Capital Plan (Dean Winstanley)**

Dean presented the Five-year capital plan to the board, which will be included in the Division's financial plan. A discussion followed. Laurie Mathews then moved that the State Parks Board approve the staff recommendations for the fiscal year 10-11 capital projects.

**Motion:** Laurie Mathews

**Second:** Jim Pribyl

**Result:** The motion passed unanimously.

**2009-2010 Snowmobile Program Capital Grant Funding Awards (Tom Metsa, State Off Highway Vehicle (OHV) Program Manager, Gary Buffington, Trails Committee Member, and Janelle Kukuk, Colorado Snowmobile Association, Gary Thorson, Assistant Director Statewide Programs)**

The 2009-2010 Snowmobile Program grant awards were presented. \$291,235 is estimated to be available for snowmobile grants. The Trails Committee recommended priority funding of the following:

Project Scores	Grant App Number	Project Name	Project Sponsor	Total Cost	Amount Requested	Recommended Funding
75	1	Hinsdale Groomer Replacement	Continental Divide Snowmobile Club	\$165,300	\$55,300	\$55,000
73	2	Grand Lake BRP 350	Grand Lake Trailgrooming Inc.	\$93,000	\$70,000	\$65,000
70	3	Arrowhead Groomer Purchase	Arrowhead Snowmobile Club	\$50,000	\$45,000	\$45,000
70	3	Silverton Replacement Groomer	Silverton Snowmobile Club	\$150,000	\$70,000	\$65,000
67	4	West End Cat Replacement	West End Sledgers	\$99,620	\$70,000	\$61,235
61	5	Leroux Creek Parking Lot	North Fork Snowmobile Club	\$41,815	\$16,391	\$0
57	6	Trail Groomer Building	North Park Snow Snakes	\$117,000	\$50,000	\$0
			<b>Totals</b>	<b>\$716,735</b>	<b>\$376,691</b>	<b>\$291,235</b>

Jim Pribyl moved that the Parks Board approve the 2009-2010 Snowmobile Program Capital Grant awards as listed and if additional funding is made available during this fiscal year, authorized the director to apply the funding to priority projects in the order of the State Trails Committee grant project ranking.

**Motion:** Jim Pribyl

**Second:** Lenna Watson

**Result:** The motion passed unanimously

**2009 Recreation Trails Grants (Melanie Gose, Program Assistant, Gary Buffington, and Gary Thorson)**

The 2009 Recreation Trails Grants were presented (see board information packet for the list of priority grant projects). Gary Butterworth moved that the Parks Board approve the 2009 trails grants as listed and if additional funding is made available during this fiscal year, authorized the director to apply this funding to the priority projects in the order of the State Trails Committee grant project ranking.

**Motion:** Gary Butterworth

**Second:** Jim Pribyl

**Result:** The motion passed unanimously

**2009-2010 Recreational Trail Grant Application Amendments (Nancy Matchett, Trails Coordinator)**

Nancy Matchett presented the proposed Trail Grant Application amendments which included renumbering the application pages sequentially, updating the division staff "contacts" page and eliminating the outdated regional map, and updating the "Youth Criteria" to remove the statement that reads *"Describe the use of youth programs in the planning of this project, during the construction phase, or after completion. If they are inappropriate to this project, explain why,"* and replace it with the following statement: *"Describe and document the use of youth and/or youth programs in the planning of this project, during the construction phase, or after completion, and include a written letter of support from those youth and/or youth programs or groups who will be assisting after completion of the project."* Laurie Mathews moved that the Parks Board approve the 2009-2010 Recreational Trail Grant Application amendments as outlined above by the State Trails Committee.

**Motion:** Laurie Mathews

**Second:** Lenna Watson

**Result:** The motion passed unanimously.

#### **Board Governance Manual (Gary Butterworth)**

Board member Gary Butterworth presented the final version of the Board Governance Manual to the board for review and approval. The final version of the manual included updated board policy A-101 (Board Operations), and new policies A-105 (Board Communications), A-106 (Succession Planning) and A-107 (Board Evaluation) and the board was asked to approve the final manual as well as the updated and new policies obtained within. Dean advised that copies of the final version will be mailed to the Legislative Audit Committee. Jim Pribyl moved that the Parks Board approve the Board Governance Manual. He also moved that the Parks Board approve the updating of policy A-101 (Board Operations) and new related policies A-105 (Board Communications), A-106 (Succession Planning) and A-107 (Board Evaluation).

**Motion:** Jim Pribyl

**Second:** Laurie Mathews

**Result:** The motion passed unanimously

#### **Elk Falls Public Easement – Staunton (Scott Roush, Park Manager)**

Scott Roush presented a proposal to the board to approve a public easement to the Elk Falls Property Owners Association on the south boundary of the park to have a pull-out for school buses and a place to put the community mail and newspaper boxes. After a brief discussion, Lenna Watson moved that the Parks Board authorize the Division to negotiate an easement with the Elk Falls Property Owners Association along the southern boundary of Staunton State Park.

**Motion:** Lenna Watson

**Second:** Gary Butterworth

**Result:** The motion passed unanimously

#### **James M. Robb-Colorado River/CDOT Easement (Kurt Mill, Rocky Mountain Region Manager)**

Kurt Mill presented a proposal to the board to approve granting a long-term easement to the Colorado Department of Transportation for irrigation pumps and associated infrastructure at the Fruita section of James M. Robb-Colorado River State Park. After a brief discussion, Lenna Watson moved that the Parks Board authorize the director to negotiate and grant an easement for the river pump, the irrigation pump and associated line at James M. Robb-Colorado River State Park, Fruita section, to the Colorado Department of Transportation.

**Motion:** Lenna Watson

**Second:** Jim Pribyl

**Result:** The motion passed unanimously

#### **Southdowns@Roxborough Lot 268 Acquisition (Greg Monroe, Real Estate Program Coordinator)**

Greg Monroe presented a proposal for the Parks Board to approve the purchase of lot 268, Southdowns@Roxborough at Roxborough State Park. It is a ½ acre private lot and the owner has agreed to sell it to the Division for \$6,480. After a brief discussion, Lenna Watson moved that the Parks Board authorize the Division director to negotiate and consummate the purchase of Lot 268, Southdowns@Roxborough at Roxborough State Park.

**Motion:** Lenna Watson

**Second:** Gary Butterworth

**Result:** The motion passed unanimously

**Region and Program Updates**

Region and program updates were then presented by Heather Dugan, Southeast Region Manager, Kurt Mill, Rocky Mountain Region Manager, and Gary Thorson, Assistant Director, Statewide Programs. Following the updates, Gary Butterworth made a motion to adjourn the meeting.

**Motion:** Gary Butterworth

**Second:** Jim Pribyl

**Result:** The motion passed and the meeting adjourned at 2:14 p.m.

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Bill Kane, Board Chair

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Date

  
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Lenna Watson, Board Vice-Chair/Secretary

9-18-09  
\_\_\_\_\_  
Date