



Village of Taos Ski Valley
Parks and Recreation Committee Meeting
February 27, 2024

2 pm Location: Village Offices, 7 Firehouse Road, Taos Ski Valley
Zoom link also provided

Call to Order	Woodard
Minutes January 29, 2024 Meeting	Woodard
Committee Chair Remarks	Woodard
Committee Meeting Scheduling	
Feedback on monthly 4 th Tuesday 2 pm; VTSV Offices	Woodard
Committee Membership	
Consideration of Applications received if any	Woodard
Committee Charter and Roster of Members & Officers	
Review of draft to forward to Mayor and Council	Woodard
Memorial Benches	
Report of task force	Scovil/Woodard
Trail Signs and Valley Trail System	
Report on information requested from VTSV Administration	Woodard
New business	
Draft Annual Plan for 2024/25	Woodard
Consideration of items for Lodger's tax request	Woodard
Discussion of NMED Trails+ Grants Program	Vaughn
Budget for 2024/25	Woodard
Strategic plan development w/ community input	Woodard
Adjourn	

Village of Taos Ski Valley
Parks and Recreation Committee
January 29, 2024
Minutes

The meeting was called to order at 4:05 pm at Tenderfoot Katie's. A virtual connection was also provided. Present were Kerrie Brokaw and Joan Woodard (interim chair). Also present were Ryan Scovil, and about 5 neighbors. Village staff present were Patrick Nicholson, Carroll Griesedieck, Ann Marie Wooldridge, and Village Administrator, John Avila. The chair reported that Katherine Kett was unable to attend due to an injury. She thanked Ann Marie and Marlene for setting up the zoom connection for the meeting and thanked those present for coming to the meeting, while emphasizing the value of in person meetings.

The minutes for the October 5, 2023 meeting were presented and approved.

The interim chair offered that the committee should consider meeting monthly (with the meeting cancelled if there are no agenda items). After discussion among the current members and applicants, it was decided to try the 4th Tuesday of the month at 3 pm. (Subsequent to the meeting, the interim chair via email, asked to change to time to 2 pm due to a quarterly conflict with another board---this was accepted by the members and applicants.). Therefore, the next meeting is February 27, 2024 at 2 pm at the village office.

Next the interim chair introduced the subject of membership. It was noted that it is a good practice to use an application and the chair has developed an application template which is posted on the village website. The chair also developed a list of skills, experiences, and perspectives which are desirable to have on PARC. The general process is that committee reviews, the mayor appoints, and the council approves. Three applications have been received-- Ryan Scovil, Amanda Straka, and Joan Woodard. An application is expected from Katherine Kett and Kerrie Brokaw (or another chamber representative). The committee reviewed the applications and compared the skills, experiences etc with the developed list. It was noted that with these five potential members, all skills, experiences, and perspectives are met except representation from the Kachina basin, and village core. The five applications will be forwarded to the mayor for consideration.

Next the interim chair introduced the topic of committee charter. The interim chair presented each section of the charter outline for discussion:

Mission and Purpose

The interim chair reviewed the work of PARC over the past years---trails, Kachina Vista Park, recreation (disc golf and volleyball), and beautification (flowers on Sutton Place).

The discussion that followed raised the following points—

- *emphasis should be place on assuring completion of projects AND sustainment
- *include access or reasonable access to the trails, forests, wilderness; include consideration of open access versus fee for use.
- *trails and trail system development

- *parks and open space –development and access
- *recreation
- *beautification

Duties and Responsibilities

- *represent and work to ensure that communities wishes are incorporated
- *advise Village Council and staff on all matters related to the scope of PARC
- *advise on funding sources and their use
- *lead and monitor the development of long term/master plan as well as annual plans; ensure public input sessions are conducted.

Membership

- *include application process and consider applicants against skills, experiences, and perspectives list
- *size---5 to 8 members; be realistic about the level of interest in the community in serving on PARC
- *officers---chair, vice chair, and secretary

Staff Liaison

This is an appointment by either the mayor, village council, or village administrator.

There was much discussion about the role of this individual—is the person who sets up zoom, finds a meeting space, and posts the agenda and booklet? Or is this the person who is the primary individual for parks and recreation projects and operations? Is it time for the village to have a Parks and Recreation director as a paid staff position?

The discussion did not reach any conclusions.

The next topic was memorial benches. The interim chair reported that requests have been received to establish memorial benches in memory of family members etc. The interim chair also reviewed the list of suggested items for a village policy on this matter. The discussion that followed raised a few items:

- a process to review applicants to assure appropriateness of the in-memoriam and the wording.
- standard bench versus a variety of designs---a discussion concluded that a standard design would provide some connection and sense of place for the village and its various geographic areas.
- cost estimates are needed for purchase, installation, and maintenance.

It was concluded that a draft policy needs to be developed and the interim chair with Ryan Scovil agreed to work on this.

Patrick Nicholson informed the committee about the trail sign plans for the interconnecting trails project. He informed the committee that he has commenced procurement of 15 signs for locations he has determined. A request was made for a map of the locations planned.

Patrick Nicholson next reviewed the progress in 2023 on the interconnecting trails project. This project was approved by the Village Council in ?2022?. A request was made to share a copy of the Council-approved project document. There are 4 trail segments underway. Significant work has been completed in 2023. Work is planned to complete these trail segments in 2024, except the bridge required for the Bull of the Woods connector which will require additional funding

from yet-to-be-determined sources. A request was made to receive a copy of the Rocky Mountain Youth Corps Scope of Work for 2024. Patrick also stated that he has a design to reestablish the Kachina Wetlands trail. It was noted that the committee meeting in October 2023 was at the wetlands and at that time the location to reestablish the trail was not totally apparent. A request was made to share the wetlands trail design with the committee. The interim chair suggested that a study of the flora and fauna of this area would be valuable in considering trail designs and other means of access. Patrick informed the committee that a study was completed. A request was made to share that study document with the committee.

The meeting was adjourned at 5:30 pm.



Village of Taos Ski Valley
Parks and Recreation Committee Charter

Proposed for Council Approval March 22, 2024 Resolution XXXX

MISSION AND PURPOSE

The Parks & Recreation Committee is appointed by the Mayor and approved by the Village Council to support the development of trails, open space, parks, and recreation facilities while also conserving and preserving the natural environment, enhancing the beauty of the village and contributing to community development.

The purpose of the committee is to:

- (1) research, advise, monitor, and make recommendations to the Village Council with respect to matters concerning parks, trails, open space, access to the natural environment that surrounds the village, and recreation facilities, equipment, and playgrounds.
- (2) promote and support beautification of the village of Taos Ski Valley; and
- (3) promote conservation and preservation of the natural environment.

The Committee serves at the pleasure of the Village Council, and is responsible for representing the perspective of the community of Taos Ski Valley in these matters.

DUTIES AND RESPONSIBILITIES

The Parks and Recreation Committee is responsible to the Village Council to:

- develop and maintain an inventory of the trails, parks, open space and recreation facilities;
- with input from the community, develop a Parks, Open Space, Trails, and Recreation Strategic Plan for Council approval;
- develop annual plans and associated budgets to support the implementation of the Strategic Plan, for Council approval;

- pursue funding strategies and seek granting and other sources for funding of annual plans with Council approval;
- monitor the expenditure of Lodger's Tax funds, and Impact Fees as allocated and approved by the Lodger's Tax Board and the Village Council;
- monitor the conduct of work by village staff and contractors, against the annual plans and associated expenditure of funds, periodically reporting to the Council.

MEMBERSHIP, OFFICERS AND TERMS

Membership of the committee is comprised of 5 to 8 members appointed by the Mayor and approved by the Village Council. The members will be chosen from interested applicants to meet desired skills and experiences and representing diverse perspectives. Any member of the committee can be removed by the Mayor with approval of the Council. The Mayor will appoint, with the Council approval, the chair, vice chair and secretary. The officers will serve for two-year terms renewable to a maximum of 6 years, with Council approval. Members will serve for two years terms to a maximum of 8 years. A quorum is greater than 50% of the membership.

MEETING SCHEDULE

The Parks and Recreation Committee shall meet monthly and the meeting announcement and agenda will be posted 3 days prior.

RELATIONSHIP WITH VILLAGE STAFF

The Committee works at the pleasure of the Village Council collaborating with Village Staff to conduct the work of the Committee. A staff liaison may be named by the Administration.

Village of Taos Ski Valley
Parks and Recreation Committee
March 22, 2024

Proposed Membership Roster and Officers

Joan Woodard (chair)	(board experience; resident Upper Twining)
Katherine Kett (vice chair)	(experienced member of PARC; former chair)
Ryan Scovil (secretary)	(experienced Parks & Rec professional; TSVI rep.)
Amanda Straka	(resident of Amizette; TSV small business mgr)
Dan Vaughn (Kerrie Brokaw, alt.)	(TSV Chamber representative; current executive direc.)

Copies of individual applications are available to Village councilors upon request to the Village Clerk, Ann Marie Wooldridge.

VTSV PARC
Draft Annual Plan FY25 (2024/25)

Village Core Beautification (also considering accepted TIDD projects)

- hanging baskets---should we do these? ~\$2800 to build; ~\$1000 to water through summer.
- landscaping along Sutton Place---does Village own this? Needs refurbishment.
- River walkway landscaping --- needs refurbishment
- Budget \$4000 for refurbishment of landscaping on Sutton and River Walk including flowers as allowed

Inventory of existing trails, open space, parks, facilities, recreation

- need GIS support to proceed
- what resources exist?

Sustainment

Hiker parking pit toilets

- Cleaning weekly cleaning -- \$400-500 for summer/fall (toilets locked during winter and early spring--who is responsible to unlock and lock and what dates are scheduled—estimate June through October?)
- Pumping \$1000 for two pumping's – one July and one end of October before locking
- Should we investigate why composting toilets are not working and must be pumped?

- Budget \$1500 for Hiker Parking routine maintenance

JR Ramming Trail maintenance

- Trail maintenance? Could Rocky Mt YC do this?
- Oil ski lift benches and new stands? -- ~\$780
- no trail signage---at each entrance ~\$500
- visitor information flyers?
- Budget \$1000 for JR Ramming

Recreation facilities

- Disc Golf--- \$2300 to set up
- Volleyball-need to re-establish ---\$5000 for sand and reestablishment of court after construction; ask TSVI to spread; purchase a storage box for volleyballs and new volleyballs (\$100-200)
- Budget \$7500 for recreation

Kachina Vista Park

- Major cleanup needed---piles of dirt, rocks, at least two old pieces of rusty equipment
- Grading of road
- Add picnic benches (from Rocky Mt YC grant?)
- Create flyer for visitors

-Interpretive signage—view toward Kachina Peak, view toward village core and Gold Hill

-One of two benches has been taken/stolen---should we file a police report?

-Signage at north end---incorrect sign on dogs and no Park signage

-Signage at south end—no sign on dogs

-Add parking at south end?

-Signage and better access from village core; possible parking at entrance?

-budget \$5000 for refurbishment of Kachina Vista Park

New and continuing projects

Rocky Mountain Youth Corps –signs and completion of trails started in 2023; \$36,200 matching from post-ordinance Impact Fees promised to RMYC for summer 2024

-Check previous work to identify fixes needed—e.g. trail off Porcupine above

Zaps to Kachina Vista

-Should the wetlands trail be reestablished in 2024 or pause for further study---no design exists, easements needed; survey markers and map needed; coordination with Kachina basin property owners needed; what restoration and protection (e.g. runoff from roads) is needed; consult with Kit Carson Forest District, Southwestern Region Forest Service Office and possibly Rocky Mountain Region Office (wetlands restoration work underway in Grand Mesa Uncompahgre and Gunnison National Forest.

-North south trail along steep hill above Lake Ford creek---roughed in, easement required; on very steep hill above a home with historic issues of hill slides and rock damage to house---should the current route be reviewed by soils/hill stabilization expert before proceeding?

-Amizette to Village Core connector trail---planning underway; should the planning involve broad community input (written report of input)? should work comment before community input is received?

-Monitor 2024 work—no existing written scope of work; should we engage with RMYC? What should the scope be?

-Spring Cleanup—in past years PARC paid for refreshments for this event. Should it continue or perhaps couple with community engagement on strategic plan? (should we budget \$500 for planning/cleanup events?)

Memorial benches

-identify locations

-installation and security (bolt into concrete?)

-should the village a contractor for installation?

Planning

-Strategic Plan development

-Scope—should we focus on regions---Amizette? Kachina Basin? Village core? Upper Twining? all TSV area?

- Focus topics?—trails? Recreation facilities (popularity of disc golf, volleyball; children’s playground)? Parks, open space and beautification?
- Community engagement & input---should we consider 2-3 sessions in June and July to gather input?
- Meeting facilitation & documentation---can committee members do it?
- Funding Source identification & development—state and other government grant sources; state appropriations; private grant sources
- 2025/26 Annual Plan development