



Town Hall - 551 Hot Springs Blvd.
Pagosa Springs, CO 81147

AGENDA

Combined Parks & Recreation Advisory Board Meeting
Thursday, November 13, 2025 @ 5:30 PM

1. REMOTE PARTICIPATION

A zoom link is made available, however the Town does not and cannot guarantee internet service or online broadcasting. Remote attendance is at the risk of the attendee as the public meeting will continue in person regardless of the Town's broadcast capability.

Join Zoom Meeting By Computer - <https://us06web.zoom.us/j/85778600489>

Dial by Phone - 1-669-900-6833 US - Meeting ID: 857 7860 0489

I. CALL TREE BOARD MEETING TO ORDER

II. ROLL CALL

III. BOARD ANNOUNCEMENTS (DARREN LEWIS)

IV. PUBLIC COMMENT

V. NEXT BOARD MEETING (MARCH 5, 2026) AT 5:30 PM

VI. ADJOURNMENT

VII. CALL COMBINED PARKS AND RECREATION MEETING TO ORDER

VIII. ROLL CALL

IX. PUBLIC COMMENT

X. APPROVAL OF MINUTES

1. Approval of the [August 7, 2025] Meeting Minutes

[Combined Parks & Recreation Advisory Board - 07 Aug 2025 - Minutes - Pdf](#)

XI. DEPARTMENT REPORT

1. Parks and Recreation Report

[Parks and Rec Report 11.13.25](#)

XII. UNFINISHED BUSINESS

1. 2026 Budget (Darren Lewis)
2. Project Update (Darren Lewis)

XIII. NEW BUSINESS

1. Parks Flood Update (Darren Lewis)
2. Park Name (Darren Lewis)

XIV. PUBLIC COMMENT

XV. NEXT MEETING (MARCH 5, 2026) AT 5:30 PM

XVI. ADJOURNMENT



Town Hall - 551 Hot Springs Blvd.
Pagosa Springs, CO 81147

Combined Parks & Recreation Advisory Board Meeting
August 7, 2025 @ 5:30 PM

MINUTES

A regular meeting of the Combined Parks & Recreation Advisory Board was called to order on August 7, 2025, at 5:30 PM in the Town Hall - 551 Hot Springs Blvd..

COMMISSIONERS PRESENT: Sally High, Jenny Highum, Mike Musgrove, and Chantelle Jordan

COMMISSIONERS ABSENT: Council Member deGraaf, Larry Lynch, Kevin Metzler, and Jenna Waite-Gannon

1 CALL COMBINED PARKS AND RECREATION ADVISORY BOARD MEETING TO ORDER – A regular meeting of the Combined Parks & Recreation Advisory Board was called to order on August 7, 2025, at 5:30 PM in the Town Hall - 551 Hot Springs Blvd.

2 BOARD ANNOUNCEMENTS

a) **No Board announcements.**

3 APPROVAL OF MINUTES – Chair Mike Musgrove stated that he was marked absent on the May 1, 2025 Minutes. Park and Recreation Director Darren Lewis stated that this is an easy correction.

a) **Approval of the May 1, 2025 Meeting Minutes**

Sally High moved to approve the May 1, 2025 meeting minutes, Jenny Highum seconded.

Carried.

4 DEPARTMENT REPORT

a) **Parks Report**

Parks & Recreation Director Darren Lewis said the park staff have been focusing on general upkeep; mowing, weed-eating and irrigation. He has expressed concerns for irrigation during the low river flow. Parks & Recreation Director Darren Lewis acknowledged the quality of work by staff throughout the summer vacations of employees.

Board member Sally High mentions the trees including the newly planted trees look cared even during the water restrictions in place. Sally High shows concerns about the water usage via PAWSD.

b) **Recreation Report**

Parks & Recreation Director Darren Lewis stated that another successful season for softball and youth baseball has finished while using the previously agreed upon shared high school fields.

Soccer season is starting, followed by Basketball.

A new price friendly jersey program has started, during the soccer season. Lewis states that these reversible jerseys are reusable and will assist in cost for local families later down the road as they can be used for every sport.

Lewis stated that the "Sheep" that will accompany the Herder will have its unveiling Saturday, August 16 at 9 AM.

5 UNFINISHED BUSINESS

a) Project Update (James Dickhoff)(Kyle Rickert)

A. South Yamaguchi River Improvements

Town Of Pagosa's Project Manager Kyle Rickert presents the South Yamaguchi River Improvements via power point. She states that the improvements will include a higher quality of experience for anglers and river enthusiasts, public access, upgrades fish habitat quality, sediment movement, a new parking lot, repairing the flood plain and landscaping.

Colorado Water Conservation Board, Water Supply Reserve Fund, South West Water Conservation District, Town of Pagosa Springs, Archuleta County, Nature Conservancy, San Juan Conservation District is funding this project.

Project is projected to start September 2025.

Further discussions regarding the plans and processes for the irrigation and public assess were explained by Town of Pagosa Springs Development Director James Dickhoff.

B. Pagosa Gateway Project

Town Of Pagosa's Project Manager Kyle Rickert presents the Pagosa Gateway Project via power point.

2.1 miles east of town, partnering with the Watershed Enhancement Project Partnership.

Rickert states this project is to enhance preserving aquatic habitat, and creating recreation opportunities.

Colorado Water Conservation Board, Bureau of Reclamation, Town of Pagosa Springs, Pagosa Area Tourism, Friends of the Upper San Juans, South West Water Conservation District, San Juan Conservation District, Nature Conservancy, Upper San Juan Watershed Enhancement Partnership is funding this project.

Construction to start the beginning of September, continue through Spring 2026 with a 5 year observation period.

Development Director James Dickhoff informed the board of the details in this project for aquatic health. Including but not limited to low flow correction.

C. East Gateway River Park Project

APPROVAL OF MINUTES X.1.

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Town Of Pagosa's Project Manager Kyle Rickert presents the East Gateway River Park via power point.

Project Manager Kyle Rickert stated this project is hopefully starting this fall if a designer is found.

Phase One: New river access point, parking lot, landscaping, porta-toilets, screening, clean up, remove existing structures once able.

Phase Two: restrooms, changing rooms, shade structures, paved parking lot.

Phase Three: construction of the river walk connection to riff raff, ADA Fishing Pier, landscaping

Funding: GOCO, Land Water Conservation Fund, Town of Pagosa Springs, Archuleta County Conservation Trust Funds

RFP is open and will be awarding contract on the 20th of August, 2025.

Similar timeframe as the Gateway River Project.

Jenny Highum questioned the public access point as stated on prior meetings. Highum requests clarity on the current project and the other public access project.

Director Darren Lewis clarifies the two projects and states that there has been no direction from Toby to start the construction of stairs near the gas station for public access. Lewis states that the public access via stairs to the river near the gas station is a separate project from the East Gateway River Park Project.

Highum requests to have more communication with these two projects.

Town of Pagosa's Development Director James Dickhoff informs the room of the concerns and plans for the access to the East Gateway River Park.

D. 1st Street Pedestrian Bridge

Town Of Pagosa's Project Manager Kyle Rickert presents the 1st Street Pedestrian Bridge via power point.

Pedestrian bridge to be constructed across the river connecting existing trail near the Malt Shoppe and 1st.

Aiming for construction Springs 2026.

Funded by CDOT

Currently in the design stage. Rickert states that the bridge will keep the same look as others in town.

Development Director James Dickhoff informs the board of the grant that assisted in this project.

10 ft wide bridge, with a concrete deck. The life of the material is estimated to outlast the other wooden plank board bridges in town. Rickert informs the board of the research done on this type of platform material in other towns through out the state.

E. Town to Lakes Trail Build Grant

Combined Parks & Recreation Advisory Board
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Town Of Pagosa's Project Manager Kyle Rickert presents the Town to Lakes Trail Build Grant via power point.

10th St. to Great West Ave, CDOT Congestion Mitigation and Air Quality Grant awarded for \$662,000 with a local match of \$137,000. These funds will cover the design and part of construction.

Site Survey and Field Inspection has been completed.

Funding by CDOT, and The Town of Pagosa Springs.

Development Director James Dickhoff states we are in design phase. We have awarded funds for design, and to construct both ends but the middle section is the responsibility of the Pagosa Views subdivision. Final design plans will be ready by next summer. A 12 ft wide concrete trail is being proposed. Additionally applied to the "Build Grant" for this project and was denied. We will reapply in the next grant cycle.

Board member Highum question if we have easements in place and if they affect the grant process.

Dickhoff explained that no but the cost would be lower in the grant application if they were established upfront but the easements are granted later after funding is secured and the survey for exact placement is determined. We are still seeking supplemental grants to help cover the remaining costs.

Dickhoff also explains the important points on compliance of the trail. ADA compliance, grade restrictions etc.

No further Questions

F. Skyrocket Park

Town Of Pagosa's Project Manager Kyle Rickert presents the Skyrocket Park via power point.

Property located behind Tractor Supply, East access to Reservoir Hill.

Potential Grants include Proposal Youth Conservation Service Corps, Prime Partnership with GOCO, will know if awarded in December 2025,

Covers fire mitigation on the NE side of Reservoir Hill, small park and a trail connector to the existing trail, wayfinding kiosk, picnic tables, parking lot.

Labor provided by youth conservation Corp Grant, tourism board assisting in funding.

No Questions

b) Project Update presented by Parks and Recreation Director, Darren Lewis

A. Vendor Access

Vendor access completed at Yamaguchi Park, allows easy access to the vendor trucks etc.

B. Outdoor Fitness Equipment

Has been installed on the south end of Yamaguchi Park near the Pickle Ball courts.

C. Outdoor Corn Hole

Has been installed on the south end of Yamaguchi Park near the Pickle Ball courts.

Bags are still in place and the intention is to have bags available to use.

D. Reservoir Hill Fire Mitigation

Available funds and grant assistance was used to assist in the fire mitigation on Reservoir hill. With the assistance of the grant we were able to complete a \$20,000 mitigation project. \$12,000 was covered via grant. 20 acres have been mitigated. This is an ongoing mitigation project. The concrete chunks have been cleaned up.

Bike Park

Parks and Recreation Department Director Darren Lewis informs the board of the plans of an upcoming Bike Park. This park is planned to be constructed in the decommissioned lagoon. The waters in the lagoon have to be tested by the state to deem safe. Once cleared by the state construction can begin. Lewis hopes to start this in October.

Chair Mike Musgrove questions if there has ever been any thoughts or discussions on installing a sidewalk on South 6th St from the townhomes area to connecting near Highway 160 sidewalk.

Parks and Recreation Department Director Darren Lewis informs the board that there has been talk of a sidewalk but not currently a priority. Lewis states that there is a need for it but at this time is not on the list of active projects.

Chair Mike Musgrove points out that this street is a higher speed limit than others in town at 30 MPH.

Lewis and board with revisit the 6th street sidewalk goals next year.

6 NEW BUSINESS

a) Board Vacancy Interview

Parks and Recreation Director Darren Lewis announces Roxanne Rickert, interviewee for the open board seat for the Parks and Recreation Advisory Board.

Advisory Board asked Roxanne Rickert 5 questions in which Rickert answers in detail each question.

Sally High moved Motion to approve and appoint Roxanne Rickert to the Combined Parks and Recreation Advisory Board Jenny Highum seconded.

Carried.

Appointed Roxanne Rickert as new board member.

b) Budget 2026

Parks and Recreation Director Darren Lewis states that the focus is on maintenance upkeep.

APPROVAL OF MINUTES X.1.

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Proposed priorities are:

The river pump at Yamaguchi Park needs revision/rebuild regarding irrigation.

Estimated Cost: \$100,000

Board member Sally High confirms that this pump waters the fields at Yamaguchi

Lewis confirms and states that when the river is low it does not work. In turn having to use a sump pump to water lawns. No PAWSD is used to irrigate any Yamaguchi Park.

River Center Pond needs to be cleaned out. Along with gate repairs/replacement along the water channels in the area.

Estimated Cost: \$90,000

Asphalt sealing along the town trails. Town Park and River Center trails in 2025 and the by the trail near Walmart in 2026.

Estimated Cost: \$35,000

Finishing of the outdoor fitness area at Yamaguchi Park. Three more pieces of workout equipment can be added.

Estimated Cost: \$14,000

Work up at Skyrocket Park as mentioned prior.

Estimated Cost: \$10,000

Lewis mentions that there are a ton of areas that are the Town of Pagosa responsibilities during the main street project. These items are needing to be done now while the highway is being redone. Most of the funds are currently going towards this project.

Lewis proposes that at least half of the funds needed for proposed budget projects within Parks and Rec can come from the counties Conservation Trust Fund if they are interested in funding.

Board member Highum suggests extending the start date for some of the not as urgent items to a later date to assist in the needed funds in total.

Lewis responds that pushing out needed preventative maintenance could impact the repair cost later down the road. Lewis also states that the items that could be pushed out are the lower cost item such as the fitness equipment at \$14,000.

APPROVAL OF MINUTES X.1.

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Chair Mike Musgrove questions if Lewis is asking for a recommendation to the town via the Advisory Board for funds.

Lewis agrees that it would be helpful to receive a recommendation for county participation with the Conservation Trust Fund for contribution.

Board member Sally High questions when the project of connecting the sidewalk from Highway 160 at 5th St to the river walk will happen.

Lewis states that there are no updates on construction as WW Clyde does not have that portion scheduled out yet as the main street project and TOP would need to do this at the same time once WW Clyde has the crew assigned.

Sally High moved Sally High moved the motion as stating, "I moved that this advisory boards to recommend to the Archuleta County Commissioners to help fund Park and Recreation projects and maintenance in the coming year for 2026." Jenny Highum seconded.

Carried.

7 PUBLIC COMMENT – No Public Comments

8 **NEXT MEETING NOVEMBER 6, 2025 AT 5:30 PM**

9 ADJOURNMENT – Board Member Musgrove adjourned the meeting at 7:00 PM

10 CALL TREE BOARD MEETING TO ORDER – Board Member Musgrove called the meeting to order at 7:00 PM

11 BOARD ANNOUNCEMENTS – Parks and Recreation Direct Darren Lewis states there has been 10 new trees planted over at the Centinental Park as well as added landscaping during the Arbor Day Celebration in April 2025.

13 Trees along main street saved during main street construction- 7 removed and planted at the athletic field NE corner and all survived and are thriving. 7 more have been transplanted, 3 at athletic field, and Yamaguchi park received the remaining.

Removed 2 this year, one from wind damage Mary Fisher Park the other did not survive.

Chair Highum questioned if Director Lewis will continue to inventory trees around town after the main street project.

Lewis stated that he adjusts the inventory list to all new planted.

12 **PUBLIC COMMENT**

13 **NEXT BOARD MEETING NOVEMBER 6, 2025 AT 5:30 PM**

14 ADJOURNMENT – Board Member Musgrove adjourned the meeting at 7:06 pm.

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APPROVAL OF MINUTES X.1.

Combined Parks & Recreation Advisory Board
August 7, 2025



Town of Pagosa Springs
Ross Aragon Community Center
451 Hot Springs Boulevard
Post Office Box 910
Pagosa Springs, CO 81147
Phone: 970.264.4152

Parks & Recreation Report

Recreation Department Report:

In September, 415 community members participated in our free program offerings, which included yoga, dance, drop-in volleyball, open gym, earth medicine, sustainable living class, open pickleball, and both beginner and advanced beginner pickleball lessons. Recreation staff will start up youth 7-9 Coed basketball and 9-12 Girls basketball on Oct 13th and 14th. The 7-9-year-olds category has 71 participants registered right now, while the 10-12-year-old girls' group has 20 participants. The 7-9 age group saw an increase over last year, while the 10-12 girls' group came in slightly lower than last year. Registration will close on October 5th.

Recreation Supervisor applied for the National Parks and Recreation Association Youth Coaches Sport grant. If awarded in December this will provide more training for staff and volunteer coaches to improve our youth programs. Lastly, the Halloween Hootenanny Trick-or-Treat event on October 25th at Yamaguchi Park from Noon-2pm followed by live music, costume contest, and drinks from 2pm to dusk. Staff is also planning for the Festival of Tree's being held Friday, December 5th.

Public Arts Update:

Artist Phillip Seth finished painting the geothermal building. There was a dedication ceremony and ribbon-cutting for his work on the morning of September 27th. The Public Arts Committee is actively researching locations and art types for future calls in 2026.

Park Update

The Parks Department has been performing general maintenance throughout all of the Parks. Staff have been performing fall cleanup throughout the Parks, with irrigation blowouts starting October 6. Staff have scheduled a large chipper /

grinder for the slash pile in the Lagoon area for November. Staff will work to remove the slash pile once the unit arrives. Southwest Conservation Corps is performing work on Reservoir Hill starting Oct 7. Parks Management recently attended the NRPA convention, with many new leads for products and new ideas for the Parks.

The Parks Department staff have been very busy with the cleanup and repair from the flooding that started on October 10th.

Department staff have winterized the irrigation systems throughout the Town properties and have performed some "Fall Cleanup"

Staff will continue fall cleanup and general maintenance during the flood debris cleanup and repair.

The Vermeer chipper - shredder has been delivered and Staff are working their way through the slash/brush pile located in the Lagoon Property. Staff have been moving all the flood debris piles to the chipper location for processing.