



## **DOUGLAS COUNTY PARKS ADVISORY BOARD**

### **REGULAR MEETING**

**WEDNESDAY, DECEMBER 10, 2025**

### **AGENDA**

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**Wednesday, December 10, 2025**

**5:30 PM**

**HHRP Conference Room**

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**Disclaimer - This packet is provided for informational purposes only and is subject to change. Some documents may have been unavailable at the time this agenda was prepared. For additional information, contact the responsible staff person.**

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#### **I. 5:30 PM**

##### **1. Call to Order**

- a. Roll Call
  - b. Approval of the Agenda
  - c. Approval of the Meeting Minutes:
    - Approval of the Meeting Minutes from November 12, 2025, Public Meeting
- Attachment** – Unofficial Meeting Minutes from November 12, 2025, Public Meeting

##### **2. Citizen Comment**

*Only general comments will be accepted at this time. Comments related to specific topics will be accepted when those topics are discussed.*

##### **3. Other Business/Discussion**

- a. Zebulon Park Update and 2026 Proposed Action and Timelines
- b. Parks Advisory Board Member Vacancies
- c. Annexation of Land Adjacent to Bluffs Regional Park
- d. January 14, 2026, Public Meeting – 2026 Election of Officers
- e. 2025 Parks Advisory Board Annual Report

##### **4. Adjournment**

**DOUGLAS COUNTY PARKS ADVISORY BOARD**  
**MINUTES OF THE NOVEMBER 12, 2025, PUBLIC MEETING**  
**9651 S. QUEBEC STREET, LITTLETON, CO 80130**

**1. Call to Order and Roll Call**

The meeting was called to order at **5:30 p.m.**

**a. Roll Call**

**Board Members Present**

- Chair, Amanda Budimlya (Dist. II)
- Regular Member, Collin Cacchione (Dist. II)
- Regular Member, Lynn Moffett (Dist. III) (Remote)
- Regular Member, Charisa Smaldone (Dist. III)

**Staff**

- Lynne Wilson, Supervisor, Resource Services
- Steve Shoultz, Assistant Director, Parks, Trails & Building Grounds
- Nick Giauque, Parks Program Manager
- Luke Thornton, Parks Program Coordinator
- Arielle Denis, Assistant County Attorney

**Guests**

- Brittany Cassel, Curator
- Lauren Pulver, Planning Supervisor
- Brian O'Malley, County Open Space Advisory Committee
- Jay Sage, County Open Space Advisory Committee

**b. Approval of the Agenda**

Chair, Amanda Budimlya asked for a motion to approve the November 12, 2025, Public Meeting Agenda with the modification to reorder Other Business items as C, D, A, B.

MOTION: Approve the November 12, 2025, Public Meeting Agenda as amended  
: Amanda Budimlya

SECONDER: Lynn Moffett

RESULT: APPROVED

**Douglas County Parks Advisory Board Meeting**  
**Minutes of November 12, 2025, Public Meeting**  
**Page 2 of 4**

AYES: Amanda Budimlya, Lynn Moffett, Charisa Smaldone, Collin Cacchione  
NAYS: none  
ABSTAIN: none

**c. Approval of Meeting Minutes**

Chair, Amanda Budimlya asked for comments or a motion to approve October 8, 2025, Parks Advisory Board Meeting Minutes.

MOTION: Approve the October 8, 2025, Parks Advisory Board Meeting Minutes

MOVER: Amanda Budimlya

SECONDER: Lynn Moffett

RESULT: APPROVED

AYES: Amanda Budimlya, Lynn Moffett, Charisa Smaldone, Collin Cacchione

NAYS: none

ABSTAIN: none

**2. Citizen Comment**

Only general comments will be accepted at this time. Comments related to specific topics will be accepted when those topics are discussed.

**No citizen comments.**

**3. Other Business/Discussion**

**c. Historic Resources Update**

Historic Resources Update was presented by Brittany Cassel, Curator, and Lauren Pulver, Planning Supervisor, Community Development.

The presentation included updates on the 2026 budget request for historic preservation projects, including:

- Evans Homestead (Lincoln Mountain Open Space)
- Columbine Open Space
- Greenland Post Office
- Crull Hammond Cabin
- Miksch Helmer Cabin
- Archaeological Site Excavation
- Prairie Canyon Ranch
- Sandstone Ranch
- William Converse Ranch

The Board and presenter(s) had a question-and-answers session. Questions discussed included: funding sources, project phasing, tribal involvement, structural stabilization, and long-term maintenance planning.

#### **d. Parks Volunteer Program End of Year Report**

Parks Volunteer Program End of Year Report was presented by Luke Thornton, Parks Program Coordinator.

Highlights included:

- 93 events hosted in 2025
- 399 volunteers participated
- 978 hours served
- 65 trees planted
- 6 miles of trail maintained
- 115 cubic yards of mulch added
- 45 bags of trash collected
- 152 hours of Rueter-Hess gate inspections

The Board and presenter(s) had a question-and-answers session. Questions discussed included: volunteer recruitment strategies, school partnerships, corporate and sports team involvement, and future goals.

#### **a. Parks Advisory Board Member Vacancies**

Staff announced that a new Parks Advisory Board Member, Christy Thomas, will be joining the Board representing Parker. One vacancy remains in District I.

#### **b. Annual Report Follow-Up**

The Board discussed structure and planning for the 2025 Annual Report. Lynn Moffett introduced a framework based on four components:

- Historical – Where the Board started in 2025
- Factual – What was accomplished
- Aspirational – Vision and impact
- Directional – Goals for the future

Steve Shoultz and Luke Thornton presented a potential format using ArcGIS to enhance visual storytelling. The Board agreed to compile content and hold a working session in January 2026 to finalize the report.

**Douglas County Parks Advisory Board Meeting**  
**Minutes of November 12, 2025, Public Meeting**  
**Page 4 of 4**

**4. Adjournment**

Chair, Amanda Budimlya asked for a motion to adjourn the November 12, 2025 Parks Advisory Board Public Meeting.

MOTION: Adjourn the November 12, 2025 Parks Advisory Board Public Meeting

MOVER: Amanda Budimlya

SECONDER: Lynn Moffett

RESULT: APPROVED

AYES: Amanda Budimlya, Lynn Moffett, Charisa Smaldone, Collin Cacchione

NAYS: none

ABSTAIN: none

The meeting adjourned at **6:54 p.m.**