



HISTORIC PRESERVATION BOARD

WEDNESDAY, JANUARY 22, 2025

AGENDA

Wednesday, January 22, 2025

6:00 PM

100 Third Street, Castle Rock, CO
Conference Room – A and B

1. Call to Order

- a. Roll Call
- b. Approval of the Agenda

2. Approval of Minutes

Attachments: [Unofficial Minutes for December 18, 2024](#)

3. Citizen Comment (5 min. per participant)

4. Discussion and Action Items

- a. 2025 Slate of Officers
- b. Parks, Trails, and Rueter-Hess Activity Reports

Attachments: [Parks, Trails, and Rueter-Hess Activity Reports](#)

- c. Curator Updates

5. Other Business and Discussion

6. Adjournment

The Next Regular Meeting Will be Held on Wednesday February 26, 2025 @ 6:00 p.m.

www.douglas.co.us

MEETING DATE: January 22, 2025

ATTACHMENTS:

Unofficial Minutes for December 18
2024



HISTORIC PRESERVATION BOARD

WEDNESDAY, DECEMBER 18, 2024

MINUTES

Wednesday, December 18, 2024 5:30 PM 100 Third Street, Castle Rock, CO
Conference Room – A and B

1. Call to Order

a. Roll Call

PRESENT Board Member Chris E. Schutzenberger
 Board Member George Price
 Board Member Jeffrey E. Popp
 Board Member Mary O'Pry
 Board Member Michael R. Drennan

STAFF

PRESENT Lauren Pulver, Planning Supervisor
 Brittany Cassell, Curator
 Kati Carter, Assistant Director of Planning Resources
 Celeste Deal, County Liaison

b. Approval of the Agenda

Board Chair, Chris Schutzenberger, moved to revise and reflect the agenda to accommodate the presenters for the evening.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
SECONDER: George Price
AYES: Schutzenberger, Price, Popp, Drennan
ABSENT: O'Pry

2. Approval of Minutes

Board Chair, Chris Schutzenberger, made a motion to approve the minutes from November 20, 2024.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
AYES: Schutzenberger, Price, Popp, Drennan
ABSENT: O'Pry

3. Citizen Comment (5 min. per participant)

There were none.

4. Discussion and Action Items

a. PTHROS Funding Request Presentation

i. High Line Canal Conservancy

Josh Phillips, High Line Canal Conservancy (HLCC), presented on the High Line Origin Trailhead Funding Request. The HPB was able to ask questions for clarification.

b. Parks, Trails, and Rueter-Hess Update November 2024

No discussion.

c. PTHROS Project Scoring and Funding Recommendations

Staff reviewed the new process that has been set up by the Board Of County Commissioners (BOCC) for funding requests.

The BOCC would like one process for funding requests across all advisory Boards.

Each of the members of the HPB have insights and knowledge and their comments on the funding scorecards are important to the BOCC in determining their decisions.

i. Highlands Ranch Metropolitan District

The HPB discussed and agreed on the funding for the HRMD Funding Request.

Board Chair, Chris Schutzenberger, made a motion to recommend funding 100% of the \$ 250,000 for HRMD. The HPB request the funding come from Parks and Open Space and 0% from the Historic Resources Fund.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: George Price

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

ii. High Line Canal Conservancy

The HPB discussed the funding request by the HLCC.

Board Chair, Chris Schutzenberger, made a motion to recommend 100% funding of the \$450,000 request for HLCC from the Parks and Open Space Funds and funding from the Historic Resources Fund be limited to the purchase of signage only.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: Michael R. Drennan

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

d. Curator Updates

No discussion.

5. Other Business and Discussion

No discussion.

6. Adjournment

The Next Regular Meeting Will be Held on Wednesday January 22, 2025 @ 6:00 p.m.

www.douglas.co.us

MEETING DATE: January 22, 2025

ATTACHMENTS:

Parks

Trails

and Rueter-Hess Activity Reports

Memorandum

DATE: JANUARY 5, 2025

TO: DOUGLAS COUNTY ADVISORY BOARDS

FROM: NICK GIAUQUE, PARKS PROGRAM MANAGER
LUKE THORNTON, PARKS PROGRAM COORDINATOR

CC: STEVE SHOULTZ, CPRE, ASSISTANT DIRECTOR OF PARKS, TRAILS & BUILDING
GROUNDS

SUBJECT: PARKS PROGRAM UPDATE FOR DECEMBER 2024

SUMMARY

This is an update of activities for Parks Program for December 2024.

COUNTER UPDATE – as of 12/24/24:

Location	2023 Total	2024 Total
Bayou Gulch Regional Park – Dog Park	25,539	20,042
Bingham Lake	78,815	78,193
Bluffs Regional Park	145,917	153,192
Cherry Creek Regional Trail – Pinery	40,332	29,315
East/West Regional Trail – Grigs Trailhead	41,944	46,183
East/West Regional Trail – Monarch Trailhead	N/A	19,025
East/West Regional Trail – Schweiger Ranch	5,448	14,866
East/West Regional Trail – Stepping Stone	N/A	39,189
Fairgrounds Regional Park – Dog Park	54,945	49,564
High Line Canal – West	52,384	30,954
Rueter-Hess Reservoir – Coyote Run Loop	7,001	9,506
Rueter-Hess Reservoir – Incline Trailhead	68,147	68,926
Rueter-Hess Reservoir – Newlin's Gold	N/A	1,105
Totals	520,472	560,060

Memorandum

DATE: DECEMBER 31, 2024
TO: DOUGLAS COUNTY ADVISORY BOARDS
FROM: MORGAN MOREHART, PARKS OPERATIONS MANAGER
CC: STEVE SHOULTZ, CPRE, ASSISTANT DIRECTOR OF PARKS, TRAILS & BUILDING GROUNDS
SUBJECT: DECEMBER 2024 PARKS, TRAILS, AND BUILDING GROUNDS UPDATE TO THE DOUGLAS COUNTY ADVISORY BOARDS

SUMMARY

This is an update for the Parks Operations Team for December 2024.

Baseball Field Renovations

Providing safe, playable fields is a high priority for the Parks Division. Parks staff maintains 6 natural surface Baseball fields across the County. The infield material is a specially formulated mix of aggregates that provides a firm base yet still allows the top layer of material to remain loose. Maintaining this type of surface involves regular inspection of the material to determine if the consistency is safe for the participants. Over time, the infield material breaks down and doesn't provide a safe surface for the participants.

The baseball field at DuPont Park was recently renovated by replacing the worn-out material with new infield mix. The new surface material was laser-graded and new base pgs were installed, creating a safe surface for all participants.



CDL Training

Due to the nature of equipment that the Parks staff operates, it is necessary for them to obtain a Commercial Driver's License. Once they obtain the learner's permit, they are trained in-house by staff that have already received the license. After practicing and studying the requirements, staff then goes to a testing facility to obtain the license.

Currently 4 Parks Technicians are participating in the training and 4 more will start later in the year.



Memorandum

DATE: JANUARY 3, 2024
TO: DOUGLAS COUNTY ADVISORY BOARDS
FROM: AMY KNOPP, MANAGER OF RUETER-HESS RESERVOIR
CC: STEVE SHOULTZ, CPRE, ASSISTANT DIRECTOR OF PARKS, TRAILS & BUILDING GROUND
SUBJECT: RUETER-HESS RECREATION UPDATE FOR DECEMBER 2024

SUMMARY

This is the Rueter-Hess Recreation update for December 2024.

UPDATES

Rueter Hess Trail Run

On Saturday, December 7th, the Rueter Hess Rangers assisted with a 6K run that included the Incline Challenge. Due to heavy snowfall in Douglas County in November, the race had to be rescheduled multiple times to ensure safe trail conditions for runners and to minimize impact on the trail itself. In the lead-up to the event, the Rangers were actively hiking the trails to assess and communicate trail conditions. On race day, a Ranger was stationed on the trail to serve as a point of contact for runners, providing assistance if needed, and answering any questions they had. Although the race was designated as informal, Run Uphill Racing is planning to host a formal race in the spring.

Swearing in Park Rangers

On December 19, 2025, Parks, Trails, and Rueter-Hess Park Rangers were officially sworn in by the Douglas County Sheriff Darren Weekly. This collaborative program works closely with the Sheriff's Office, division technicians, and other first responders to ensure safe and enjoyable outdoor recreation for all visitors. Trained in both recreational management and public safety, park rangers play a vital role in maintaining and protecting Division-managed properties.



OPERATION AND MAINTENANCE UPDATES

- Inventorying all equipment
- New Park Rangers commissioned
- Piloting Survey 123 Patrol Logs
- Working on Sign Manual
- Completed Communication Training with Sheriff’s Office Dispatch

Calendar of Events		
Special Use		
All Summer Season	Avid4 Adventure Summer Season Day Camp	Reservoir
6/1/2024	Fransen Pittman Company 5K	Incline
6/1/2024	Colorado Gun Dog Association	Hess Road Access
6/8/2024	Women Inspiring Leadership	Incline
06/21/24 to 6/23/24	Amateur Radio Emergency Service	Hess Road Access
07/15/24 to 07/19/24	Girl Scouts of Colorado Camp Days	Reservoir
10/23/24	Rock Canyon High School	Reservoir
12/7/24	Runuphill Racing (originally scheduled on 11/16/24)	Incline
RAB /Partner Days		
6/14/2024	PWSD Bring Your Child to Work Day	Reservoir
7/20/2024	The City of Lone Tree Partner Day	Reservoir
7/24/2024	PWSD Family Day 3-6 pm	Reservoir
8/03/2024	The Town of Castle Rock Partner Day	Reservoir
8/17/2024	The Town of Parker Partner Day	Reservoir
8/24/2024	The City of Castle Pines Partner Day	Reservoir

STATS

Visitation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total
Reservations Made	10	14	81	130	349	780	836	576	393	171	21	30	3,391
Reservations Attended	7	9	56	108	286	682	695	496	360	156	17	28	2,900
No Show Reservations	3	5	25	22	63	98	141	81	33	15	4	2	492
Number Of Visitors At Reservoir	15	18	128	187	727	1,770	1,754	1,272	853	308	33	62	7,127
Incline	3,537	3,895	5,672	5,879	7,538	8,110	7,033	6,254	6,712	6,287	3,229	4,672	68,818
Coyote Run Loop	690	575	572	737	989	1,565	872	815	919	859	333	527	9,453
Newlin Gold Trail	4	0	77	72	70	147	156	135	141	161	14	38	1,015
Total Trails Visitors	4,231	4,470	6,321	6,860	8,685	9,822	8,061	7,204	7,772	7,307	3,576	5,237	79,546
Total Visitors	4,246	4,488	6,449	7,047	9,412	11,592	9,815	8,476	8,625	7,615	3,609	5,299	86,673
Vehicles Allowed In Because They Couldn't Make A Reservation (Failed Reservation)	0	0	0	2	0	3	6	7	1	0	1	0	20
Reservation System Feedback	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Reservation Complaints	0	0	1	0	2	1	2	2	2	0	1	1	12
Vendor Reported Reservation Complaints	0	0	0	0	0	1	0	0	0	0	0	0	1
Complaints Via Email Or Phone	0	0	0	0	0	3	1	0	0	0	0	0	4
Total Complaints	0	0	1	0	2	5	3	2	2	0	1	1	17

Fishing	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Adult Anglers	1	0	58	110	159	219	136	125	94	78	15	27	1,022
Youth Anglers	0	0	13	14	69	101	63	74	48	34	2	0	418
Total Anglers	1	0	71	124	228	320	199	199	142	112	17	27	1,440
Tackle Box Inspections	1	0	53	103	164	230	163	143	115	71	12	19	1,074
Fishing Checks	1	0	50	103	224	267	149	149	126	90	8	4	1,171
Special Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Partner Days	0	0	0	0	0	0	1	3	0	0	0	0	4
Partner Days Reservation Attended							59	208	0	0	0	0	267
Partner Days Visitation	0	0	0	0	0	0	148	490	0	0	0	0	638
Partner Programming Days	0	0	0	0	0	0	0	0	0	0	0	0	0
Partner Programming Days Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
Special Events/Use	0	0	0	1	2	40	48	21	1	1	0	0	114
Special Events/Use Attendance	0	0	0	18	19	1,569	1,327	492	18	14	0	0	3,457
Total Special Activities/Events	0	0	0	1	2	40	49	24	1	1	0	0	118
Total People Attending Special Events	0	0	0	18	19	1,569	1,475	982	18	14	0	0	4,095
Public Safety	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total
Water Assist (Just Needed Some Help)	0	0	0	0	2	23	0	14	5	0	0	0	44
Trail Assist	0	0	0	0	0	3	9	0	0	0	0	0	12
Number Of People Helped During Assists	0	0	0	0	2	26	14	14	5	0	0	0	61
Water Rescue (Dangerous Or Distressed Situati	0	0	0	0	0	6	1	7	0	0	0	0	14
Trail Rescue	0	0	0	0	0	0	0	0	0	0	0	0	0
People Helped During Rescue	0	0	0	0	0	6	1	7	0	0	0	0	14
Overdue Groups	0	0	0	1	7	10	6	6	14	3	0	1	48
Number Of People Overdue	0	0	0	2	20	28	16	13	37	3	0	2	121
Number Of People Helped To Recreate Safely	0	0	0	0	2	32	15	21	5	0	0	0	75
EMS Requested	1	0	0	0	0	1	0	0	0	0	0	0	2
Number Of People Helped By EMS	2	0	0	0	0	1	0	0	0	0	0	0	3
Ranger Patrol (h+B53:0110ours)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Foot Patrol	34	56	124	191	188	175	163	130	66	92	51	45	1,315
Bike Patrol	0	0	2	6	18	10	4	5	20	1	4	0	70
Boat Patrol	0	0	0	31	49	115	127	107	92	32	0	0	553
Vehicle And ATV Patrol	41	57	69	124	159	99	88	91	121	119	99	89	1,156
Entrance Station	250	225	311	316	224	239	247	187	225	240	161	197	2,822
Training	56	79	101	82	30	5	2	3	38	29	2	0	427
Admin At Highland Heritage Regional Park	427	355	177	59	57	17	87	9	41	45	35	54	1,363
Holiday/Vacation/Sick	72	60	104	73	125	240	138	78	17	48	48	115	1,118
Total Hours	880	832	888	882	850	900	856	610	620	606	400	500	8,824
Watercraft Inspections	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Paddleboard	0	0	0	34	199	712	796	610	337	73	0	0	2,761
Canoe	0	0	0	1	16	11	8	6	6	7	0	0	55
Kayak	0	0	0	6	120	176	207	160	95	51	0	0	815
Windsurf	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Watercraft Inspection	0	0	0	41	335	899	1,011	776	438	131	0	0	3,631
Paddleboard Cleaned	0	0	0	12	35	128	124	103	95	6	0	0	503
Canoe Cleaned	0	0	0	0	1	0	0	0	0	0	0	0	1
Kayak Cleaned	0	0	0	1	23	19	13	20	8	2	0	0	86
Windsurf Cleaned	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Watercraft Cleaned - Allowed To Launch	0	0	0	13	59	147	137	123	103	8	0	0	590
Failed Paddleboard	0	0	0	0	1	0	0	1	0	0	0	0	2
Failed Canoe	0	0	0	0	0	0	0	0	0	0	0	0	0
Failed Kayak	0	0	0	0	2	0	1	1	0	0	0	0	4
Windsurf And Wing Surf	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Failed Inspections (Not Allowed To Launch)	0	0	0	0	3	0	1	2	0	0	0	0	6

Rules and Regulations	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total
PFD Violations	0	0	0	0	15	43	47	29	41	8	0	0	183
Swim/Wade	0	0	0	0	7	36	53	22	5	0	0	0	123
Dogs On Shore	0	0	0	0	2	2	1	3	0	0	0	0	8
Dogs In Water	0	0	0	0	1	0	0	0	0	0	0	1	2
Dogs Off Leash	1	5	7	4	2	1	0	1	3	5	0	4	33
Alcohol On Property	0	0	1	0	1	0	0	0	0	2	0	0	4
Vehicles Undesignated Areas	6	4	12	0	12	11	43	18	59	11	3	3	182
Off Trail Use	0	0	4	5	5	1	2	3	6	1	1	1	29
Bait Violations	0	0	0	0	6	14	0	2	5	0	0	0	27
Hook Violations	1	0	2	2	3	15	2	5	4	7	0	0	41
Poles Violations	0	0	0	0	0	0	0	0	0	0	0	0	0
Fishing In Restricted Areas	0	0	0	23	10	5	4	3	0	1	1	0	47
Fishing License Violations	0	0	0	0	0	0	0	0	0	0	0	0	0
No Fishing Permit Violations	0	0	0	0	0	0	2	0	0	0	0	0	2
Total Rule Violations	8	9	26	34	64	128	154	86	123	35	5	9	681
Trail Maintenance (hours)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Trail	9	21	27	32	14	48	32	15	28	36	0	0	262
Establish New Trail	0	0	5	18	0	0	0	0	0	0	0	0	23
Fishing Access	0	0	0	0	3	0	1	0	0	0	0	0	4
Establish New Fishing Access	0	0	0	0	0	0	0	0	0	0	0	0	0
Parks Tech's With Machinery	0	0	0	0	0	0	3	0	0	0	0	0	3
Total Trail Maintenance Hours	9	21	31	50	17	48	35	15	28	36	0	0	290
Comments & Questions	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Allowed Activity	0	2	4	16	7	5	2	5	2	0	0	0	43
Biking	1	0	0	0	0	1	0	0	0	0	0	0	2
Boating	0	0	0	3	1	0	0	0	0	1	0	0	5
Camping	0	0	0	0	0	0	1	0	0	0	0	0	1
Fishing	4	5	11	13	0	1	2	1	1	1	1	0	40
General Questions	0	0	15	12	5	9	17	13	4	2	0	1	78
Hiking	0	0	0	7	0	0	0	0	0	1	0	0	8
Inspections	0	0	0	0	0	0	0	0	0	0	0	0	0
Passes	2	2	4	1	1	1	1	2	0	0	0	0	14
Refunds	0	0	0	0	3	13	14	12	2	3	1	0	48
Rentals	0	0	0	1	0	0	2	0	0	1	0	0	4
Reservations And Fees	1	2	9	13	10	22	4	14	5	3	1	0	84
Special Events	0	0	0	1	1	3	0	0	1	0	0	0	6
Trails	0	0	3	3	3	1	2	1	2	0	0	0	15
Grand Total	8	11	46	70	31	56	45	48	17	12	3	1	348
Facility Closure	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024
Facility Closure For Water Quality	0	0	0	0	0	0	0	0	0	0	0	0	0
Impacted Reservation	0	0	0	0	0	0	0	0	0	0	0	0	0
Facility Closure For Weather	3	0	3	0	0	0	0	0	0	0	4	0	10
Total Number Of Impacted People	0	0	0	0	0	0	0	0	0	0	1	0	1

RUETER-HESS VOLUNTEER HOURS								
Month	# of Hosted Events	# of Volunteers	Hours of Service	Hours of Check-Ins & Inspections	Bags of Trash Collected	Feet of Shoreline Maintained	Bags of Weeds Pulled	Miles of Trail Maintained
August	-	1	4	4	-	-	-	-
September	-	5	21	21	-	-	-	-
October	-	-	-	-	-	-	-	-
November								
December								
Totals	0	6	25	25	0	0	0	0