

Special Interest Requests

As a community board of Golden, we love to hear from residents and community groups on projects and ideas to improve our city. It is our duty to represent the opinions and ideas of Golden residents. It is also our duty to work with staff and Golden City Council to balance the competing needs for resources and to make sure decisions are in line with broader city plans and goals (e.g., Golden Vision 2030). In an effort to improve the effectiveness of community input as well as the Board's response, please follow the below guidelines.

Process –

1. Preparing to present to the Board
 - Review context on Board to make sure we are the best group for your request
 - Reach out to a [Board member](#) to discuss your request and get guidance on the process
 - Determine if your request is fitting for an official agenda item (longer discussion, wanting more a response/decision) vs. public comment (wanting to share an opinion, less preparation involved)
 - Anticipate questions from Board and staff (by reviewing information below and working with a Board or staff liaison) and gather information that could be helpful
 - Provide a summary of the planned item and any “read ahead” details that will allow staff to include the information in the agenda packet for Board members and for Board members to be able to review the information before the meeting
2. Presenting to the Board
 - If it's a Public Comment item, show up at the beginning of a [regularly scheduled Board meeting](#)
 - If it is an official agenda item, work with staff or a Board member to get on the agenda, attend meeting, and present idea
3. Next steps after presenting
 - The Board will discuss the item, determine best next steps, inform you, and update the tracker

Helpful context on the Board -

- [Mission and Goals of the Board](#)

- *What we cover (vs. county or state resources):* the [Golden Parks and Recreation Department](#) oversees recreation, parks, forestry, cemetery, facilities, golf and museums in Golden city limits including the Cemetery, Community Center, Splash Aquatic Park, Clear Creek RV Park, Clear Creek White Water Park, Fossil Trace Golf Club, and Golden History Museums. We also work in cooperation with [Jefferson County Open Space](#), [Colorado Division of Parks and Wildlife](#) and other agencies to align with their vision, goals and policies. Before presenting to the Board, it is helpful to know if we oversee the specific resources you have in mind. If you have questions, please reach out to any Board or staff member to clarify.

- *City wide CIP process:* to ensure a comprehensive and long term view of city development and maintenance, Golden uses a Capital Improvement Projects process to make budget and resource decisions. Taken individually, it is difficult to assess which items are most impactful and to prioritize accordingly. Instead, projects are grouped into common areas throughout the system allowing for complementary projects to be grouped and ranked, maximizing impact for users. These are then presented to city staff who then make long-term budget decisions. While this is extremely helpful for the city, it provides extra challenges when groups come to the Board with funding requests. We feel it is helpful and important for you to understand how funding decisions are made.

- *How we make decisions:* it is important to remember that the Board is an advisory board and while we can make recommendations, we do not have ultimate control on most decisions. We are happy to serve the community in a variety of roles ranging from a thought partner, advocate, liaison to make connections to other groups, and a representative of Golden Parks, Recreation, and Museums Advisory Board members use their experiences and backgrounds to work together to make decisions based on best judgement while balancing several factors:
 - CIP factors: who would benefit from a project, how many would benefit, how much would it cost, what resources are required, maintenance required, lifespan of project
 - How does it fit with: [Golden Vision 2030](#)
 - How does it fit with: [Parks and Rec Master Plan](#)
 - How does it fit with: [Clear Creek Master Plan](#)
 - How does it fit with: [Clear Creek Management Plan](#)
 - How does it fit with: [Golden Comprehensive Plan](#)
 - How does it fit with: [Golden Wellbeing Report](#)
 - How does it fit with: [Clear Creek Ecosystem Health Assessment Report](#)
 - How does it fit with: [National Citizen Survey Community Livability Report](#)

Based on positive recommendations from the Board, staff then responds and moves requests forward one of two ways.

The Department can address requests that have minimal budget or land use impacts. These would include requests to modify existing programs/amenities or facilities. An example of this could be a request for an additional trash receptacle in a specific location, or to include gym time at the Community Center for pickle ball.

The second way is designed for requests that have potential changes to City Ordinances or adopted City policies, increases to City services, greater impacts to budget or land use. After Board review and recommendation, these requests are forwarded by staff for City Council consideration. They usually will go before the City Council in a study session or regularly scheduled meeting. Often the request is turned back to the Board by the Council for follow up. This typically requires significant public vetting and process through public meetings, surveys, etc. Should the request be supported through the public process Council may then make a decision on whether or not to move the request forward and direct staff to implement the request.

Status of previous requests – we do our best to keep the community informed of how we are responding to requests. See below for current status.

| Group | Topic | Stage of process (i.e., preparing, presented, gathering more information, etc.) | Date presented to Board | Response from Board (i.e., requested more information, included in CIP budget request, etc.) | Current action items |
|--------------|--------------------------|--|-----------------------------------|---|--|
| Resident | Art at Ulysses Park | Decision made, working through implementation details | Sept 2013, June 2017, August 2017 | Limit to installing on Snack Bar | Awaiting proponent to return to Board with plan |
| Lions Club | Pavilion in Vanover Park | Decision made, working through implementation details | February 2017 | Approved pavilion consistent with other pavilions. | Awaiting delivery of pavilion “kit” from supplier for P&R assembly |