



Parks and Recreation Commission Meeting Minutes

Rebecca Dunn, Chair
Michael Smith, Vice Chair
Scott Dowis
Jessica Kallweit
Melissa Lindsay
Karly Morkes

Wednesday, April 16, 2025

5:00 PM

**Central Service Center
1400 Caprice Drive
Castle Rock, CO 80109**

Note: This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form at CRgov.com/A11yRequest.

TIMES SHOWN ARE APPROXIMATE AND MAY BE ADJUSTED DUE TO CHANGES TO THE AGENDA.

CALL TO ORDER

ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

Chair Rebecca Dunn called the meeting to order at approximately 5 p.m. Staff in attendance included Jeff Brauer, Jeff Smullen, Mike Kilman, Brian Peterson, Jennifer Martin and Maia Yates. Council Liaison Tim Dietz was also present.

Present 5 - Chair Rebecca Dunn, Commissioner Michael Smith, Commissioner Scott Dowis, Commissioner Jessica Kallweit, and Commissioner Melissa Lindsay

Not Present 1 - Commissioner Karly Morkes

PUBLIC COMMENT

DURING THIS TIME, MEMBERS OF THE PUBLIC ARE INVITED TO ADDRESS THE COMMISSION AND STAFF ON ITEMS THAT ARE NOT ON THE AGENDA. COMMENTS SHOULD BE LIMITED TO NO MORE THAN FOUR (4) MINUTES.

None.

MINUTES OF THE REGULAR MEETING

[PRC 2025-001](#) Approval of the Minutes

Vice Chair Mike Smith motioned to approve the draft meeting minutes, and member Melissa Lindsay seconded. The motion passed unanimously.

"I move to approve the meeting minutes as presented."

Yes: 4 - Chair Dunn, Commissioner Smith, Commissioner Dowis, and Commissioner Lindsay

Not Present: 2 - Commissioner Kallweit, and Commissioner Morkes

AGENDA ITEMS

[PRC 2025-002](#) Public Art Updates

Maia Yates presented upcoming public art initiatives, including new Douglas County Art Encounters sculptures and an overview of a proposed Art and Culture

Grant Program. The Art Encounters installations are scheduled for spring and will feature six sculptures placed at various locations throughout Castle Rock. The proposed grant program would offer annual funding opportunities to local nonprofit organizations, businesses, artists, and educators to enhance public access to art, celebrate community character, and expand student engagement with the arts. Once approved, the grant application cycle would go live in May, with projects launching throughout the year into next year.

[PRC 2025-003](#)

Lost Canyon Ranch Open Space Master Planning Update

.Body

Executive Summary

Staff will provide Commission members and staff with an update on the master planning process for Lost Canyon Ranch Open Space.

Jeff Smullen provided a comprehensive update on the Lost Canyon Ranch Master Plan, part of the Town's agreement with Douglas Land Conservancy (DLC) and Douglas County Open Space (DCOS). Key highlights included:

- Collaboration with Wenk Associates and public engagement, including neighborhood-specific meetings.
- Key planning components: trail access, trail network design (approx. 15 miles of single-track), buffers around neighborhood edges, signage, fencing, and restricted uses.
- Wildlife conservation remains a priority-no dogs or mountain bikes will be allowed to support habitat preservation.
- Trailhead access improvements are planned, including road surfacing and drainage enhancements.
- Cultural and educational opportunities, including potential for a nature center or outdoor classroom programming.
- Ongoing coordination with Castlewood Canyon State Park for a potential connector trail.
- Artifacts from the Franktown Cave may be temporarily displayed at Town Hall in June.
- Discussion of equine therapy opportunities and structural improvements needed for the existing stables and ranch house.
- Security enhancements being considered, including gate cameras and IT coordination.
- DLC must approve events or uses outside the designated building envelopes.

- Public comments and feedback show strong support for conservation-first approach.

Commissioners expressed support for the master plan's priorities, with emphasis on education, ecological integrity, and accessibility. Council Liaison Tim Dietz noted support for traffic calming and conservation measures; member Jessica Kallweit emphasized educational potential akin to programs at Metzler Ranch and Waterton Canyon.

Next steps include seeking approval of the Master Plan through Commission and DLC endorsement in June, followed by Town Council approval in July. Once approved, contractors will proceed with work to place trails and build amenities and access.

PARKS AND RECREATION DEPARTMENT COMMENTS

Staff provided updates on various initiatives:

- Brickyard Urban Renewal Authority: Development agreement approved by Town Council; Tax Increment Financing (TIF) and shareback structure explained. Staff now working with multiple taxing districts to approve the URA, and is still awaiting the library district's approval.
- Emerald Park: Ongoing tree plantings occurred to provide screening to nearby residents adjacent to the parking lot. Staff also provided the update that they are working with contractors to place a staired walkway to connect the sidewalk to the park, as also requested by neighbors.
- Centennial Park: Basketball and tennis court construction has continued, with post-tensioned concrete poured. Top coating and striping to follow after curing period.
- Sports Center Preconstruction: Staff are meeting with Acme Brick and subcontractors to prepare for the approval and groundbreaking on the proposed Sports Development Center; long-lead items have been preordered with the hopes of getting ahead of tariffs and potential increased costs.
- Crystal Valley Disc Golf: Department contractor has completed a course redesign in response to property transfer. The transfer would release existing school district property to a developer; approximately eight holes were relocated.
- Summer Concert Series: Season tickets sold out and concerts are scheduled for June 21, July 11, July 19, Aug. 9 and Aug. 30. First Fridays and Tunes for Trails lineups also announced.
- Accreditation: Preparation is underway for reaccreditation in January 2026. The Town is one of only 213 accredited agencies nationally. Staff also presenting at the National Park and Recreation Association Conference.
- Town Boards and Commissions Applications: Applications will remain open through April 28. Interviews anticipated around May 14. Commissioner Michael Smith will term out; Scott Dowis eligible to reapply.

COMMISSION COMMENTS

Chair Rebecca Dunn inquired about the reopening timeline for the south end of the Plum Creek Trail. Staff confirmed the trail is scheduled to reopen on June 1.

Commission member Scott Dowis asked for an update on the parcel of land located near the new Costco. Staff shared that Town Council has expressed interest in potentially locating a Gold Crown facility on the site. The Parks Advisory Board has committed to supporting funding for the project, and it will soon be evaluated by the County Commissioners, along with their proposed Zebulon Sports Complex. Final decisions will depend on funding availability and confirmation of the selected site. An additional group has also expressed interest and is completing research for a proposed ice facility, potentially on the same site. Staff will continue to provide updates as progress is made on these proposed recreation facilities.

ADJOURN

The meeting adjourned at approximately 6:24 p.m.