



## **Parks and Recreation Commission Meeting Minutes**

Inger Hiller, Chair  
Brian Glotzbach, Vice Chair  
Sarah Grider  
Jan Meyer  
Aaron Nagel  
Michael Waggoner

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**Wednesday, March 27, 2019**

**5:00 PM**

**The Millhouse at Philip S. Miller Park  
1381 W. Plum Creek Pkwy.  
Castle Rock, CO 80109**

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**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.**

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

### **CALL TO ORDER**

**Present** 5 - Michael Waggoner, Aaron Nagel, Brian Glotzbach, Sarah Grider, and Inger Hiller

**Not Present** 1 - Jan Meyer

ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

### **PUBLIC COMMENT**

**None.**

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.

### **MINUTES OF THE REGULAR MEETING**

[PRAC  
2019-006](#)

#### **Approval of the Minutes**

**It was motioned and seconded to approve the minutes of the February 20, 2019 Parks and Recreation Commission meeting.**

**Yes:** 5 - Waggoner, Nagel, Glotzbach, Grider, and Hiller

**Not Present:** 1 - Meyer

### **NEW AGENDA TOPICS**

[PRAC  
2019-007](#)

#### **2019 Special Event Update**

Jennifer Reinhardt provided the Parks and Recreation Commission an update on 2019 special events, including:

- The ticketed Summer Concert Series lineup featuring Everclear and Tonic, The Fray with Castle Rock Summer Jam, The Guess Who and a Beatles

- tribute from the Denver Pops
- The Tunes for Trails free concert series lineup featuring the Petty Nicks Experience, the Blu Rose Dance Band, That Eighties Band and Junior Varsity Three
- The new concert series First Fridays, which will replace Downtown After 5, will feature the Dueling Pianos, the Red NOT Chili Peppers, Mike Nash and the Southern Drawl Band and the Artrageous Experience; these concerts will be held the first Fridays of the month June through September at Festival Park
- 2019 races will include Climb4Change, Tri the Rock, the Castle Rock Trail Festival and Pedal the Moon
- The Fitness and Wellness Division will continue to offer free summer fitness programming at The Amphitheater at Philip S. Miller Park including Fitness Fridays and Yoga in the Park
- On Saturday, June 30, staff will host a Summer Fitness Frenzy to raise funds to benefit the Adaptive Recreation program
- Staff are excited to offer additional Paddle Days in 2019 - on 14 select days from May through September, residents will have the opportunity to use watercraft at Rueter-Hess Reservoir
- The annual Western Heritage Welcome will return on Friday, July 26

Jennifer Reinhardt also provided an overview of the special event permitting process. The Special Events Committee is composed of representatives from various Town Departments including Castle Rock Fire and Rescue, Castle Rock Police, Public Works, Parks and Recreation and the Town Clerk's Office. Any event that is open to the public must be approved through the Committee. The Committee permits approximately 100 external events annually.

Inger Hiller commented that the 2019 event schedule looks exciting and includes a great lineup of varied performers.

Aaron Nagel noted that he saw The Fray at Red Rocks Amphitheater and asked how the Department plans to cover the cost of the band with the limited venue seating. Jennifer Reinhardt responded explaining that ticket prices are adjusted according to the cost of the performers.

[PRAC](#)  
[2019-008](#)

### **Department Branding Overview**

Jenny Nagel provided Commission members with an overview of the new Department branding. A key goal identified in the 2018-2020 Parks and Recreation Strategic Plan is to increase outreach and communication efforts to engage residents, promote transparency and gather public input. An essential component of this goal is to establish branding standards that can be used for communication and marketing efforts to create a unified vision within the Department's messaging.

Driven by a customer-mindset, staff collaborated to redefine and rebrand division-specific offerings. Moving forward, the public will see the logos and branding styles utilized in the Recreation Guide, in reporting documents and in marketing and outreach material.

Sarah Grider inquired how long the redesign process took. Jenny Nagel explained the entire process took approximately six months. Jenny further noted that the planning and communication throughout the process was very deliberate due to the amount that staff use branding on an everyday basis.

Michael Waggoner expressed that he likes the pairing of the simple and bold fonts with the bright colors, noting the combination makes the logos easy to digest and visually appealing.

[PRAC](#)  
[2019-009](#)

### **Miller Activity Complex Dasher Board Project Update**

Recreation Facilities Supervisor, Dan Wahl, provided Commission Members with an overview of the dasher board project scheduled to begin this spring at the Miller Activity Complex (MAC).

In 2018, the north and smaller field of the MAC (Field 2), was programmed for approximately 1,500 hours. Lacrosse and soccer teams used 25 percent of the reservation hours. The high-density and high-velocity balls have resulted in accumulated damage to the walls and the insulation surrounding three sides of the field. The remaining side is open to a walking path, which has the potential to impact spectators or participants outside of the field of play.

In order to meet the demands of patrons and the growth of both lacrosse and soccer, staff plan to install a boarding system on Field 2. The dasher board will be built to match that which presently exists on Field 1 (the south and larger field). The system would contain the participants and equipment on the field of play, as well as protect the spectators and facility from damage resulting from errant balls and overplay.

The project's scope will feature: adjusting the existing batting cage to fit within the new boarding system footprint, surveying and plotting the dasher board layout, cutting back the existing turf, pouring a concrete footer, installing the boarding system and netting, reinstalling the existing turf, replacing the liner and raising the panels on the walls, replacing the curtains on the east wall and repainting. The new dasher board will contain an observation wall. The boarding system also allows for the opportunity to create a functional fitness area for group fitness classes. The fitness area may feature plyometric boxes, assault bikes, chin-up bars, sleds, ropes, etc.

The project will begin in early April and should be completed in May.

Aaron Nagel asked what the original intent of the space was upon designing the MAC. Jeff Brauer explained the original intent was to have a flex space to have the option of filling the field with a variety of programming opportunities. Aaron Nagel also asked if the batting cages experience frequent use. Dan Wahl explained that because the cages do get used frequently, they will be modified to fit within the new boarding system.

[PRAC](#)  
[2019-010](#)

### **Concept Paper Support for Great Outdoors Colorado Connect Initiative Grant Application**

A top priority identified within the Parks and Recreation Department's Capital Improvement Plan is the proposed completion of three trail sections - 1.7 miles of paved and soft-surface trail southward along the East Plum Creek and 3.3 miles of paved trail along the McMurdo Gulch. Due to the fact that these sections fit within a larger statewide network, the Colorado Front Range Trail (CFRT), staff sought approval from Commission to submit a concept paper to seek to obtain Great Outdoors Colorado (GOCO) grant funding to offset project costs. If awarded through GOCO's Connect Initiative Grant Program, the Town would receive up to \$2 million for development.

Connect Initiative applications are subject to a multi-stage review process. The first step in the application process is the submittal of the Concept Paper application, due April 4, 2019. GOCO will then invite select applicants among the proposal packages to submit full applications, which will be due in early August 2019. GOCO will announce the grant awardees in late September. Connect Initiative projects have three years from the award date to be completed. The Terrain and Lanterns Developments, Douglas County, the Douglas Land Conservancy and the Colorado Agricultural Leadership Foundation will partner with the Town to fund and develop the project.

Aaron Nagel asked if Castle Rock's portions of the CFRT would be complete upon development of these trails. Jeff Brauer confirmed that the segments represent the remainder of Castle Rock's responsibility, and further noted it will be the responsibility of the County to continue to extend the trail southward.

Brian Glotzbach asked for clarification related to which entity would be responsible for trail development connecting Castle View High School to Chatfield State Park. Jeff Brauer responded by explaining that development will also be a Douglas County responsibility.

Michael Waggoner and Aaron Nagel both asked questions related to the commitment and responsibility levels of the partner groups. Jeff Brauer noted that those details have yet to be finalized and will be if a grant is awarded. Staff applied for the maximum grant amount of \$2 million and responsibilities will be contingent on the amount of grant funding awarded. The overall project is anticipated to cost approximately \$5 million.

Michael Waggoner expressed concern related to the opportunity costs of pursuing this particular project. While there is benefit in using Great Outdoors Colorado funding, Waggoner worries the Town is sacrificing other potential projects that may prove more valuable to community members in the short term. Michael Waggoner would like to see more detail and context related to projects such as this in the future to have a better understanding of the bigger picture when making recommendations to Town Council.

Inger Hiller commented that she can't speak strongly enough about the importance

of trail connections. Inger Hiller also noted that if the trails are in the Department's planning documents and there is an opportunity to expedite, then the Town should seek to take advantage of the grant opportunity.

Aaron Nagel expressed that he supports the opportunity submit a concept paper for grant funding because the opportunity may not be available in future years.

**I move to endorse that Town Council sign the Letter of Support as part of the Town's Concept Paper submission to the GOCO Connect Initiative Grant Program for the Colorado Front Range Trail Project in Castle Rock.**

**Yes:** 4 - Nagel, Glotzbach, Grider, and Hiller

**No:** 1 - Waggoner

**Not Present:** 1 - Meyer

## **PARKS AND RECREATION DEPARTMENT COMMENTS**

Brian Glotzbach commented that he is aware of a Cub Scout interested in planting a tree for a community project and asked if it would be possible to plant a tree in a public space. Bob Maloney responded by confirming that planting a tree in a park would be possible and asked Brian Glotzbach to follow up with details so he could assist the Scout.

## **COMMISSION COMMENTS**

Board and commission interviews will be held on May 14. Maia Aman will keep Commission members who term out informed of the application process and timeline.

The May Commission meeting will be held at the Central Service Center. Staff will provide a tour of the new facility.

Upcoming events include the Rhyolite Dirt Crew's informational pre-season meeting and Earth Day Willow Harvest and Planting.

The Recreation and Center and Miller Activity Complex will be closed on Sunday, April 21.

Deputy Zack S. Parrish III Memorial Park is coming together nicely. Playground installation has commenced. Staff will soon meet with the glow-in-the-dark concrete company to test samples for the future memorial site, which will pay tribute to Deputy Parrish and the law enforcement profession. Staff also showed the Commission design renderings of the future memorial.

The East Plum Creek Trail Southern Extension project is also coming along; box culvert and grading work is currently underway. Staff are also creating trail markers that will soon be installed every half mile along the existing East Plum Creek Trail. The markers will allow trail users to track distance.

## **ADJOURN**

