



Parks and Recreation Commission Meeting Minutes

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

Wednesday, November 14, 2018

5:00 PM

**The Millhouse at Philip S. Miller Park
1381 W. Plum Creek Pkwy.
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.

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

CALL TO ORDER

Present 6 - Michael Waggoner, Aaron Nagel, Brian Glotzbach, Sarah Grider, Inger Hiller, and Jan Meyer

ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

None.

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.

Dennis Carnahan, Project Manager of Keepers of the Rock (KOR), provided the Commission a summary of the group's 2018 progress.

Keepers of the Rock is an all-volunteer group that adopted the Town's iconic namesake open space on July 12, 2004. These volunteers are committed to sustaining the park for the enjoyment of the people who use it. The group conducts monthly restoration outings from April through November in partnership with the Town's Teen Court program, as part of the POST Partners program. Volunteers from Teen Court provided 88 percent of KOR's workforce this year.

In 2018, KOR worked on eight project segments through six work days with 475 volunteer hours. At the current value of volunteer labor, the effort equates to \$11,728. Volunteers also closed a total of 18 unauthorized social trails and groomed the entire 2.4-mile network within the open space. Since the group's inception, volunteers have put in 13,099 work hours, equating to \$323,414 in labor value.

Dennis Carnahan closed his comments by thanking the Department and the Commission for allowing KOR to continue their volunteer program at Rock Park.

MINUTES OF THE REGULAR MEETING

[PRAC](#)
[2018-007](#)

Approval of the Minutes of the September 19 and October 17 Parks and Recreation Commission Meetings

It was motioned and seconded to approve the minutes of the September 19 and October 17 Parks and Recreation Commission meetings.

Yes: 6 - Waggoner, Nagel, Glotzbach, Grider, Hiller, and Meyer

AGENDA TOPICS

[PRAC](#)
[2018-008](#)

Legistar Agenda Management Software

Mark Maloney of the Town's Division of Innovation and Technology provided an overview of an agenda management software called Legistar. The software was purchased for use by Town Council in 2015; since then, other Town boards and commissions have adopted its use. Starting in December, it is the intent of the Parks and Recreation Department to transition their agenda management to Legistar. In the future, Parks and Recreation Commission members will conveniently be able to access agenda packets, search past records and review meeting minutes all online.

[PRAC](#)
[2018-009](#)

Public Art Project at Philip S. Miller Park

Maia Aman, Town Liaison to the Public Art Commission, presented a summary of a future public art project that will be installed at Philip S. Miller Park.

Town staff sent out a call for entries to solicit proposals from artists for the project in June 2018. Five artists submitted applications that were then narrowed down by the Public Art Commission.

Two semi-finalists presented proposals in person in October and November. One sculpture represented jack rabbits jumping from rock to rock; the other proposal was a 15-foot kinetic sculpture.

The Public Art Commission will be making a final selection for this project at their December meeting and would love to have a representative from the Parks and Recreation Commission participate in the voting process. Commission Chair, Inger Hiller, volunteered to attend the meeting to represent the Commission and assist with the decision-making process.

Staff will continue to provide future updates to the Parks and Recreation Commission as the project evolves; a sculpture will likely be installed in 2019.

[PRAC](#)
[2018-010](#)

Formal Thank You to Mayor Jennifer Green

Jeff Brauer formally thanked Mayor Jennifer Green for the years of service she

provided for the Castle Rock community. Under her leadership, the Department made great strides with maximized financial performance and wonderful projects including the grand opening of Wrangler and Philip S. Miller parks and the redevelopment of Festival Park. Department staff and members of the Commission will truly miss Mayor Green.

PARKS AND RECREATION DEPARTMENT COMMENTS

[PRAC](#)
[2018-011](#)

Parks and Recreation Department Comments

Per usual procedure, staff provided members of the Parks and Recreation Commission with updates:

- 2018 election counting is continuing to take place due to the close mayoral race.
- Red Hawk Ridge Golf Course will soon seek Council approval of a contract to replace the golf cart fleet. The new fleet will cost approximately \$350,000.
- Staff sought bids for the Metzler Ranch Park synthetic turf conversion project and awarded the low bidder, Academy Sports Turf. The project will save 16 million gallons of water per year. Construction is scheduled to begin late November and be completed in time for spring baseball.
- General Contractor Taylor Kohrs continued paving work, drywall installation and the placement of interior finishes at the Central Service Center, which will soon host the Town's Park Maintenance and Facilities divisions. The 14,000 square-foot building at the end of Caprice Drive is on schedule to be completed in January.
- An entire top layer of soil was removed at the site of the future Deputy Zack S. Parrish III Memorial Park to prep for development. In the coming weeks, groundwork will continue for the placement of pickle ball courts.
- A groundbreaking will soon be scheduled for the East Plum Creek Trail Phase 5 project, which will extend the trail's southern terminus 2 miles to Crystal Valley Parkway. Event details will be shared as soon as they become available.
- Festival Park recently received two awards. The Mountain States Division of Engineering News Record announced the park as the winner of their Landscape/Urban Development category; and, Festival Park's design was recognized through a Merit Award by the Coloradan American Society of Landscape Architects.
- Parks Maintenance staff have completed holiday light installation in Downtown Castle Rock; new features will be added to Festival Park. The installation and decoration process takes roughly six weeks and has to be complete in time for the Town's signature Starlighting event. The Department is also featuring the Festival of Trees program again at Festival Park. Sponsoring businesses can purchase the trees to decorate. The trees will be planted in local parks in the spring.
- Over 2,500 people attended the 2018 Spooktacular Halloween event at the Miller Activity Complex. This year included a sensory hour for youth with special needs and sensory processing disorders, which proved to be very successful with families.

- The second annual pie baking competition hosted 17 contenders; a shredded apple pie won the competition.
- Upcoming events include Starlighting on Nov. 17, Story Tellers and S'mores on Dec. 8 and Reindeer Games on Dec. 14.
- The next Recreation Guide will soon hit residents' mailboxes. The guide will feature programming for December through April.

COMMISSION COMMENTS

[PRAC](#)
[2018-012](#)

Commission Comments

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