



## **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, February 20, 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**

**Aaron Nagel arrived at approximately 5:07 p.m.**

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

ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

### **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.

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

[PRAC  
2019-001](#)

**It was motioned and seconded to approve the minutes of the December 19 Parks and Recreation Commission meeting.**

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

**Not Present:** 1 - Nagel

### **NEW AGENDA TOPICS**

[PRAC  
2019-002](#)

#### **Welcome New Council Liaisons**

Jeff Brauer welcomed the Commission's new Town Council Liaisons - Caryn Johnson and Kevin Bracken. Commission members and staff introduced themselves to the Liaisons. Kevin Bracken noted that Town Council is very proud of the Commission's work and dedication.

[PRAC](#)  
[2019-003](#)

### **Proposed 2019 Joint Meeting with the Douglas County Parks Advisory Board**

It was motioned and seconded to approve the joint meeting with the Douglas County Parks Advisory Board to replace the regularly scheduled Parks and Recreation Commission on Wednesday, July 17, 2019 at 5 p.m.

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

[PRAC](#)  
[2019-004](#)

### **Eagle Scout Project for Ridgeline Open Space**

Boy Scout Stephen Zukowski briefed Parks and Recreation Commission Members and Staff on his Eagle Scout project. Stephen plans to map and color code the trail network at Ridgeline Open Space, which will mirror the color system in place at Philip S. Miller Park. Stephen's intent is to improve trail user safety so emergency responders will be able to better pinpoint user locations when necessary. The project will also improve the ease of navigation.

Now that the details of Stephen's project have been solidified, Stephen will need to fundraise for the project. Color coding the trails will require updating signage and trail markers at the open space. Stephen estimates the project will cost \$1,200-\$1,500. In addition, Stephen will rely on volunteers for installation during the late spring or summer of ideally 2019.

Kevin Bracken asked for clarification regarding how the signage for the markers would be produced. Stephen explained that he will be working with a print shop to fabricate the markers.

Brian Glotzbach expressed that he really likes the idea of the project and noted that it will help create consistency between Philip S. Miller Park and Ridgeline Open Space since they are already connected.

[PRAC](#)  
[2019-005](#)

### **Douglas County Open Space Update**

Ron Claussen of the Douglas County Open Space Advisory Committee provided Parks and Recreation Commission Members and Staff an update on existing and future open space initiatives managed by the County. The County oversees 100 miles of trail and 63,037 acres of land. Open space projects are funded through sales tax revenue, Great Outdoors Colorado and grants. Current initiatives include the I-25 Gap Project to provide over- and under-pass crossings for wildlife; planning the development and opening of Sandstone Ranch Open Space; and, extending and constructing the County's portion of the Colorado Front Range Trail.

## **PARKS AND RECREATION DEPARTMENT COMMENTS**

The golf cart lease purchase agreement for Red Hawk Ridge was unanimously approved by Town Council. The new carts should arrive in time for summer and will be equipped with GPS capabilities.

Town Council also approved the execution of a contract with artists Mary Williams and John King to commission the creation and installation of a kinetic sculpture for Philip S. Miller Park.

The Colorado Bluebird Project open house will be held on Thursday, Feb. 22 to recruit volunteers to assist with nest box monitoring during the 2019 mating season. Data from the program is submitted to the Cornell Lab of Ornithology to track population trends overtime.

Construction at Deputy Zack S. Parrish III Memorial Park is progressing despite cold weather. The 5-acre future park near Aspen View Academy Charter School will have unique features including permanent pickle and bocce ball, places to bring hammocks and shade structures. Construction crews recently placed the slab and fence for the pickle ball courts, constructed a section of the perimeter trail and started underground utility installation. The park is still on schedule to be completed for summer 2019.

The Central Service Center passed the final reviews performed by Development Services and Castle Rock Fire and Rescue. Park Operations and Maintenance and Town Facilities staff will soon move in. The Town's newest facility will feature bays, an overhead hoist, tool storage, office space and ample storage. Staff plan to provide a tour to the Commission at a future meeting.

Constructions crews have been moving dirt to prepare to install box culverts for the future East Plum Creek Trail extension. The addition will connect the trail's current ending south of Perry Street to Crystal Valley Parkway.

The Recreation Center and the Miller Activity Complex have new signage, as well as televisions to provide programming and marketing pieces to patrons using the facilities. The signage features the Department's new branding, which will be presented to the Commission at a future meeting.

The Daddy Daughter Ball was held on Feb. 9 and experienced record-breaking success with 1,931 attendants.

Three spring break camps will be held in March - Rock Rec Camp, Pottery Boot Camp and Builders Architecture Camp.

The lineup for the 2019 Summer Concert Series will be announced on Feb. 25. Information related to the series can be found at [CRgov.com/PSMConcerts](http://CRgov.com/PSMConcerts). The Special Events Division is selling Season Lawn Passes this year that include one general admission ticket to all five concerts.

Staff noted that the March Commission meeting is currently scheduled during spring break. Given this, Inger Hiller proposed the motion to move the March meeting from the 19 to the 27. Brian Glotzbach motioned and Jan seconded; the reschedule passed 6-0.

**COMMISSION COMMENTS**

Jan Meyer inquired as to why the golf course revenue was so far below its 10-year average for January, as indicated in the monthly report. Brauer explained that the losses are all weather related. The course was only playable for a total of five days in January. Meyer also expressed concern related to the low pickle ball fencing that was recently installed at the future Deputy Zack S. Parrish III Memorial Park. Brian Peterson noted that he would research the possibility of extending the fencing higher.

Caryn Johnson asked for clarification related to how Fitness and Wellness staff calculate the average cost per class as indicated in the January Monthly Report. Mike Kilman explained the meaning of the number as it relates to tracking program objectives and facility usage as a whole.

Kevin Bracken noted that he received a comment from a resident concerned about the new trampoline pricing at the Miller Activity Complex. Mike Kilman explained that the fee for facility admission - which includes the use of the play structure, athletic fields and pool - used to be separate from the admission for trampoline usage. In 2018, Town Council approved combining the trampoline admission with the general facility admission as part of the 2019 budget process. The intent of the change in the fee structure was to help address higher labor costs as a result of the voter-approved minimum wage increase, as well as the significant number of patrons who only pay to use the trampolines while actually using and causing wear-and-tear on the entire facility. Non-trampoline facility admission is still available to the public, as well as punch cards and passes, which also reduce entry fees.

Jan Meyer asked how the fee increases have been received by patrons. Mike Kilman noted that it has generally not been positive, but revenue is trending slightly higher than last year, which will again help compensate for minimum wage increases.

Brian Glotzbach asked if the reasoning behind the fee changes has been explained or communicated to patrons. Mike Kilman responded explaining that Front Desk staff have been trained, and Inger Hiller suggested composing a one-page handout for distribution as well.

**ADJOURN**