



Parks and Recreation Commission Meeting Minutes

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

Wednesday, August 21, 2019

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

Town Council Liaison Caryn Johnson was present, as were staff members Jeff Brauer, Jeff Smullen, Brian Peterson, Bob Maloney, Jennifer Martin, Maia Aman, Courtney Glass, Dan Wahl and Mindy Fortin.

Present 5 - Vice Chair Brian Glotzbach, Chair Inger Hiller, Commissioner Jan Meyer, Commissioner Michael Smith, and Commissioner Michael Waggoner

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.

None.

MINUTES OF THE REGULAR MEETING

[PRAC
2019-020](#)

Approval of the Minutes of July 17, 2019

It was motioned by Jan Meyer and seconded by Brian Glotzbach to approve the minutes of the July 17 Parks and Recreation Commission meeting.

"I move to approve the minutes of the July, 17 Parks and Recreation Commission meeting."

Yes: 5 - Vice Chair Glotzbach, Chair Hiller, Commissioner Meyer, Commissioner Smith, and Commissioner Waggoner

NEW AGENDA TOPICS

[PRAC
2019-021](#)

Request for Proposals Update for Cardio and Spin Equipment

Fitness and Wellness Supervisor, Courtney Glass, provided the Parks and Recreation Commission with an overview of the Request for Proposals (RFP) and the selection process for cardio and spin equipment for the Recreation Center. Equipment budgeted for replacement in 2019 includes 21 participant bikes and one instructor bike for the spin room, and 14 treadmills, eight elliptical machines, six variable resistance machines, six upright bikes, two spin bikes and five recumbent bikes for the cardiovascular area. After receiving 15 bids for the RFP, staff narrowed down the options to four vendors based on cost, brand recognition and the ability to easily track usage, mileage and maintenance. Staff then hosted two equipment demonstration periods featuring machines of the four finalists to allow patrons to provide feedback. The demonstration periods garnered over 300 survey responses and indicated that the majority of patrons, 43 percent, preferred Life Fitness brand machines. Pending purchase approval, the equipment will be delivered and installed this fall.

[PRAC](#)
[2019-022](#)

Recreation Center Capital Improvement Projects Update

Recreation Facilities Supervisor, Dan Wahl, provided the Parks and Recreation Commission with an update regarding recently implemented and upcoming capital improvement projects for the Recreation Center. Each year, the facility is closed for a one-week period to allow for planned maintenance that requires a significant amount of labor. In addition to specialized contracted work, 20 volunteers contributed 400 hours to help paint, clean and perform general maintenance tasks. 2019 projects included draining and acid washing the lap pool, installing new rubber flooring and an ADA accessible water fountain in the selectorized fitness area, repainting and installing new flooring in Panorama Hall, installing dimmable LED lights throughout the facility and updating the spin room with new flooring, fresh paint and a new media cabinet. The gymnasium floor will also be refinished later this fall.

Michael Waggoner thanked the staff and the volunteers who help during the maintenance closure every year and noted that their efforts make a significant difference that does not go unnoticed by the community.

[PRAC](#)
[2019-023](#)

Summer Camps Update

Youth Specialist, Mindy Fortin, provided the Parks and Recreation Commission with a summary of 2019 summer camp offerings. The Department's Education, Arts and Enrichment and Athletics and Adventure Divisions partnered to offer the community many full- and half-day options, including the CSU R.A.M. Camp, Rock Rec Camp, Athletics Camp and a variety of Adventure Club Preschool camps. In total, 1,347 campers were served throughout the summer, and a majority of families seemed to use the camps for childcare as demonstrated through weekly retention rates.

At the conclusion of the 2018 summer camp season, surveys indicated a need for increased options for kids ages 11-13. Through a partnership with Youth Tech Inc., children ages 11-16 were afforded the opportunity to learn computer programming

this year. The CSU R.A.M. Outdoor Adventure Camp also served children ages 10-15. Another new camp that provided programming for this age demographic was Dungeons and Dragons, a roll playing game that builds strong social and problem solving skills.

The Department will be offering many of these successful camps during 2019 fall break.

PARKS AND RECREATION DEPARTMENT COMMENTS

Parks and Recreation staff provided the following updates to the Parks and Recreation Commission:

- Staff submitted an application for a Great Outdoor Colorado Connect Initiative Grant. Award notifications will occur in late September.
- Town Council's first reading of the 2020 budget is scheduled for Tuesday, September 3.
- Upcoming calendar items include the Cobblestone Ranch Park Master Plan Open House on Tuesday, August 27 and the grand opening dedication event for the East Plum Creek Trail Southern Extension on Friday, September 6.
- The last concert of the 2019 Summer Concert Series will feature the Denver Pops Orchestra on Saturday, August 24. Call us a Cab will also be performing at the Clubhouse at Red Hawk Ridge Golf Course on Saturday from 5:30-8:30 p.m.
- The 2019 Pooch Plunge and Strut your Mutt is scheduled for Saturday, September 7 at Butterfield Crossing Park and Pool.
- Over 2,500 people attended the Deputy Zack S. Parrish III Memorial Park ribbon cutting ceremony and grand opening phenomenal event on Saturday, August 17.

COMMISSION COMMENTS

Michael Waggoner congratulated staff for a job well done on the newly opened park and the dedication event, noting the ceremony was very well attended and organized. Waggoner also stated that the park's memorial to Deputy Parrish and law enforcement professionals will be highly valued for years to come.

Jan Meyer also noted that the new memorial is incredible, and explained that it was nice to see Castle Rock Police and Castle Rock Fire and Rescue so involved with the new park. Meyer also noted that the pickle ball community is very appreciative of the new courts.

Brian Glotzbach said that the new park is impressive and noted that his son is very appreciative of being able to live close to such a nice facility. Glotzbach also noted that he witnessed several incidents of near collisions at the zip line. Glotzbach recommended researching options to better delineate the amenity from the surrounding area.

Inger Hiller explained that from the very first public planning meeting to the fruition of all of the efforts of Department staff, it's been rewarding to have been a part of

the entire process and the end result is exceptional.

Caryn Johnson also thanked Parks and Recreation staff for all their hard work on Deputy Zack S. Parrish III Memorial Park, the grand opening event and the Town's employee picnic. Johnson stated that Bob Maloney's group did an amazing job with food preparation and distribution.

ADJOURN

The meeting was adjourned at 6:14 p.m.