



## Parks and Recreation Commission Meeting Minutes

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

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Wednesday, January 15, 2020

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

ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

The meeting was called to order at approximately 5 p.m. Council Liaisons Caryn Johnson and Kevin Bracken were present, as was Mayor Jason Gray. Staff members in attendance included Jeff Brauer, Jennifer Martin, Mike Kilman, Bob Maloney, Brian Peterson, Dan Wahl and Maia Aman.

**Present** 4 - Commissioner Sarah Grider, Chair Inger Hiller, Commissioner Michael Smith, and Commissioner Michael Waggoner

**Not Present** 2 - Vice Chair Brian Glotzbach, and Commissioner Jan Meyer

### 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  
2020-001](#)

#### Approval of the Minutes of December 18, 2019

It was motioned by Sarah Grider and seconded by Michael Smith to approve the minutes of the December 18 Parks and Recreation Commission meeting.

**I move to approve the minutes of the December 18 Parks and Recreation Commission meeting.**

**Yes:** 4 - Commissioner Grider, Chair Hiller, Commissioner Smith, and Commissioner Waggoner

**Not Present:** 2 - Vice Chair Glotzbach, and Commissioner Meyer

### AGENDA TOPICS

[PRAC](#)  
[2020-002](#)

## 2019 Year in Review

Jeff Brauer, Director of Parks and Recreation, provided the Commission a presentation summarizing the Department's 2019 performance. Highlights included:

- 1,923 people attended the Daddy Daughter Ball; this event continues to grow in popularity year-after-year
- Three successful concert series were more attended than ever before featuring nationally acclaimed and locally-popular bands at the Summer Concert Series, Fridays After 5 and Tunes for Trails
- Other popular Town events that brought community members together included the Western Heritage Welcome parade, Pooch Plunge, the Third Annual Pie Bake Off, Storytellers and S'mores, Reindeer Games, community races and Adaptive Recreation fundraisers
- Throughout 2019, the Millhouse hosted over 40 wedding receptions and 148 total rentals
- The Aquatics Division's Household CEO Campaign was featured by the Colorado Parks and Recreation Association magazine for their innovative recruitment techniques
- Olympic medalist Jason Lezak hosted stroke clinics for local swimmers at Butterfield Crossing Pool
- Two lifeguards performed a rescue on a child in distress and were later recognized by Castle Rock Fire and Rescue and the American Red Cross for their lifesaving work; this success story is a true testament to the high quality training offered by Aquatics staff
- Enrollment in the Learn to Swim and Adaptive Learn to Swim programs continued to grow and instructors received positive feedback and ratings through patron surveys
- The indoor athletic fields at the Miller Activity Complex experienced 883 rental hours; staff also do an exceptional job of working with the Douglas County School District through an established Intergovernmental Agreement for cooperative facility usage
- Over 300 individuals participated in Outdoor programs, featuring everything from cornhole leagues to guided hikes and dog sledding
- Group fitness surveys indicated high class satisfaction, ranking an average of 4.8 out of 5 in all categories
- Staff received 15 bids to the Request for Proposals issued for new fitness equipment and hosted on-site demonstrations and testing at the Recreation Center; the equipment was installed last fall
- The Colorado Bluebird Project had another successful year; 89 volunteers monitored 189 nest boxes and tracked 1,160 eggs and 675 successful fledglings
- Over 1,600 youth participated in the CSU Ram and Rock Rec summer camp programs
- The Department hosted 696 birthday parties throughout the year at the Miller Activity Complex, the Recreation Center and at outdoor pools
- The Adaptive Recreation program served 221 individuals with development disabilities
- Facility improvements included the installation of a new boarding system on the north field of the Miller Activity Complex, a new functional fitness area adjacent to the boarding system, new digital signage throughout the Recreation Center, refinished flooring at the Recreation Center and many updates during the annual maintenance week

- To adjust to the state-mandated rise in minimum wage, admission rates were increased at the Recreation Center and Miller Activity Complex; 77 percent of the Department's pay table was affected by this change
- Both Red Hawk Ridge Golf Course and the Clubhouse experienced their best years for revenue due to the quality of the course and the quality of staff members; the course also hosted 3,542 tournament rounds throughout 2019
- Red Hawk Ridge now features new golf carts with GPS capabilities, enhancing the user experience
- When surveyed, 100 percent of Junior Golf Academy participants indicated they would recommend the program to a friend
- The POST Partners Volunteer Program featured 1,450 volunteers who put in 5,100 hours of work equating to \$129,693 of labor value
- Trolley rentals increased year-over-year from 50 to 64 rentals, expanding service to 7,267 riders during private and public special events throughout the year
- To decorate Downtown Castle Rock for the holidays, 19 Park Operations and Maintenance staff lit 231 trees with 87,450 white LED canopy lights, 5,200 blue LED trunk lights and 19,575 white LED trunk lights totaling 112,225 bulbs; the installation required 2,250 hours of work over the course of five weeks
- The Park Operations and Maintenance Division moved into its new facility, the Central Service Center, located at 1400 Caprice Dr.
- The Park Planning Division completed the Cobblestone Ranch Park Master Plan, implemented the Metzler Ranch Turf Conversion Project, opened the southern extension of the East Plum Creek Trail, installed the FitGround course at Philip S. Miller Park and celebrated the phenomenal opening of Deputy Zack S. Parrish III Memorial Park in The Meadows
- Through a partnership with Volunteers for Outdoor Colorado, nearly 230 volunteers participated in four work outing to construct more than 3,380 feet of new trail at Gateway Mesa Open Space
- Employees received 47 awards from the Town's recognition programs and the Department received eight awards from state and national organizations and agencies recognizing projects and staff achievements throughout 2019

## **PARKS AND RECREATION DEPARTMENT COMMENTS**

Councilmembers will soon receive an invite to the Night to Shine Event. This program, sponsored by the Tim Tebow Foundation, will provide a prom-like evening to local youth with developmental disabilities on Friday, Feb. 7 at the Douglas County Fairgrounds and Event Center.

## **COMMISSION COMMENTS**

Mayor Jason Gray announced that Dennis Carnahan, Volunteer Project Manager of Keepers of the Rock, will soon receive recognition for his volunteer efforts through the Cornerstone Tribute Award.

## **ADJOURN**

The meeting adjourned at approximately 6:30 p.m.