



## Parks and Recreation Commission Meeting Minutes

Inger Hiller, Chair  
Sarah Grider, Vice Chair  
Rebecca Dunn  
Shawn L'Esperance  
Madeline Self  
Michael Smith

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**Wednesday, September 15, 2021**

**5:00 PM**

**Central Service Center  
1400 Caprice Drive  
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

Parks and Recreation Commission Chair Inger Hiller called the meeting to order at 5:00 p.m. Council Liaison Ryan Hollingshead was present, as were Town staff including Jeff Brauer, Jeff Smullen, Jennifer Martin, Dan Wahl and Brian Peterson. Marne Hansen, Executive Director of the Castle Rock Parks and Trails Foundation, also attended.

**Present** 4 - Chair Inger Hiller, Commissioner Rebecca Dunn, Commissioner Shawn L'Esperance, and Commissioner Madeline Self

**Not Present** 2 - Vice Chair Sarah Grider, and Commissioner Michael Smith

### **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**

#### [PRC 2021-020](#) **Approval of the Minutes of July 21, 2021**

It was motioned by Madeline Self and seconded by Rebecca Dunn to approve the minutes of the July 21, 2021 Parks and Recreation Commission meeting.

**"I move to approve the minutes of the July 21, 2021 Parks and Recreation Commission meeting."**

**Yes:** 4 - Chair Hiller, Commissioner Dunn, Commissioner L'Esperance, and Commissioner Self

**Not Present:** 2 - Vice Chair Grider, and Commissioner Smith

### **AGENDA TOPICS**

#### [PRC 2021-021](#) **Resolution Approving a Grant Application to the Land and Water Conservation Fund for Improvements at Centennial Park**

It was motioned by Shawn L'Esperance and seconded by Rebecca Dunn to approve the endorsement of the Resolution as introduced by title.

**"I move to approve the endorsement of the Resolution as introduced by title."**

**Yes:** 4 - Chair Hiller, Commissioner Dunn, Commissioner L'Esperance, and Commissioner Self

**Not Present:** 2 - Vice Chair Grider, and Commissioner Smith

### [PRC 2021-022](#) **Recreation Center Improvement Projects Update**

Facilities Supervisor, Dan Wahl, provided Parks and Recreation Commission members with an update regarding recently implemented improvement projects for the Recreation Center. Each year, the Recreation Center is closed for a week-long maintenance period after kids return to school. 2021 improvements included painting, refinishing wood floors, draining and acid-washing the pools and extensive deep cleaning.

Shawn L'Esperance asked whether or not parking lot repair occurred. Dan explained that it did not because the Public Works' contractor had difficulty obtaining asphalt. Staff hopes to implement parking lot repairs prior to winter and repairs will feature additional handicap spaces, as well as addressing curb and access compliance with the Americans with Disability Act.

## **PARKS AND RECREATION DEPARTMENT COMMENTS**

Staff provided Commission members with the following updates:

- Construction of the Cobblestone Ranch neighborhood park is progressing successfully; crews have focused on overlot grading, installing electrical, placing planter walls and completing the restroom foundation. Design work is still proceeding for the various park improvement projects at Butterfield, Mitchell Gulch and Plum Creek area parks.
- Staff hosted an open house to obtain public input on master planning the Cobblestone Ranch and Macanta Open Space in partnership with Douglas County. The event was well attended and both partners are working to secure funding to provide future access.
- Staff issued a public survey to obtain feedback on the disc golf proposal along Plum Creek Trail; the survey will remain open online through the end of September.
- The personal property of the Metzler Family Open Space is still being distributed to respective stakeholders, such as the Douglas County Library Archives and the Douglas County History Repository. Landscape and architectural firm, Design Workshop, is also working on developing plans for property's trail alignment and site access. The structural integrity of the silo will also be assessed.
- The recreation center feasibility study draft was received and sent to the Town Manager's office for review and consideration; staff are waiting for future direction, which will likely be received after the 2021 election.
- Staffing shortages have proven difficult across all facilities, especially within the Aquatics Division with lifeguards. Staff has had to limit specific usages to specific facilities, such as swim lessons, open swim, etc. Commission members and staff discussed various options to help fill the shortages such as offering volunteer opportunities, developing partnerships through swim programs, signing bonuses, referral incentives or researching and comparing pay rates to similar entry-level jobs across Castle Rock and neighboring communities.
- The software the department has been using to register and manage its volunteer

base, Volunteer Connect Douglas County, will soon no longer be available. Staff are working to research and implement new software options.

- Enhancements in Downtown Castle Rock have continued. The Town Hall Plaza was recently completed, connecting Town Hall with Encore and the parking garage. The Department is also working with the Downtown Alliance on a streetscapes palette for materials to streamline natural enhancements and unify the aesthetic appeal. Trees identified for future removal will be left up for the holiday season and replaced on an as-needed basis throughout the winter.
- Upcoming events include the last Tunes for Trails concert of the season featuring the Long Run Band; the Fitness Dance Glow Marathon for charity; Parking Lights and Movie Nights featuring Indiana Jones and the Temple of Doom and Up; and the Castle Rock Trail Festival and liveBIG Run.

## COMMISSION COMMENTS

Shawn L'Esperance noted that while there are usually lines along the East Plum Creek Trail to indicate tight corners and safe places for users to pass, the new southern segment could use some painted lines in the curved section coming north down the hill from Crystal Valley Parkway.

Ryan Hollingshead invited Parks and Recreation Commission Members to attend various Town Council open houses, which will be hosted at the fire stations in each district throughout the fall.

## ADJOURN

The meeting adjourned at approximately 5:56 p.m.