



## Parks and Recreation Commission Meeting Minutes

Rebecca Dunn, Chair  
Cat Evans, Vice Chair  
Robert Coltin  
Scott Dowis  
Jessica Kallweit  
Craig Kinnunen  
Melissa Lindsay

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Wednesday, February 18, 2026

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. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at [accessibility@CRgov.com](mailto:accessibility@CRgov.com) or submit an accommodation request form at [CRgov.com/A11yRequest](http://CRgov.com/A11yRequest).**

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

### CALL TO ORDER

#### *ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA*

Chair Rebecca Dunn called the meeting to order at approximately 5:08 p.m. Staff in attendance included Jeff Brauer, Jeff Smullen, Mike Kilman, Brian Peterson, Bob Maloney, Jennifer Martin, Maia Yates and Lisa Sorbo. Council Liaison Tim Dietz was also present, as were Marne Hansen and Amy Knopp.

**Present** 4 - Chair Rebecca Dunn, Commissioner Cat Evans, Commissioner Melissa Lindsay, and Commissioner Craig Kinnunen

**Not Present** 3 - Commissioner Robert Coltin, Commissioner Scott Dowis, and Commissioner Jessica Kallweit

### 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 2026-004](#) **Approval of the Minutes**

Vice Chair Cat Evans moved to approve the minutes, and Member Craig Kinnunen seconded the motion. The motion passed unanimously.

**"I move to approve the minutes of January 21, 2026 meeting as presented."**

**Yes:** 4 - Chair Dunn, Commissioner Evans, Commissioner Lindsay, and Commissioner Kinnunen

**Not Present:** 3 - Commissioner Coltin, Commissioner Dowis, and Commissioner Kallweit

### AGENDA ITEMS

**[PRC 2026-005](#) Updates to Board and Commission Requirements**

Maia Yates provided an update to the Commission regarding recent amendments to the Castle Rock Municipal Code related to Town board and commission membership, absences, term limits, and meeting procedures. The ordinance was approved by Town Council on February 3, 2026, and applies to all Town boards and commissions, including the Parks and Recreation Commission. Maia reviewed the key changes, which are intended to provide clarity, improve consistency, and modernize existing code language.

The updated language clarifies residency requirements and states that discontinuance of required residency results in termination of membership. The ordinance also establishes an attendance cap, providing that members may not miss more than 26 percent of meetings within a rolling twelve-month period, which equates to no more than three absences. Exceeding this threshold results in automatic resignation and appointment of a replacement by Town Council.

Maia also reviewed changes extending standard term lengths from two years to three years, with members generally eligible to serve up to two consecutive three-year terms. She noted revisions to meeting procedures, including that remote attendance is not permitted unless Town Council adopts a formal policy authorizing it for a specific board or commission.

Chair Rebecca Dunn asked for clarification regarding what would be considered an excused absence. Maia explained that the prior code referenced excused versus unexcused absences but lacked clear standards. The revised language instead tracks overall attendance within a rolling twelve-month period to provide greater clarity and consistency. No action was required, and the item was presented for informational purposes.

**[PRC 2026-006](#) Rueter-Hess Reservoir Update**

Amy Knopp, Manager of Rueter-Hess Recreation with the Douglas County Department of Parks and Recreation, presented a 2025 debrief on operations and improvements at Rueter-Hess Reservoir. She highlighted enhancements to the visitor experience, including installation of new recreation docks, acquisition of a new safety boat, and improvements to fishing access. Fishing opportunities expanded to include catch-and-keep fishing and the use of electric trolling motors, and two Colorado Parks and Wildlife Master Angler certificates were awarded during the year.

Amy reviewed 2025 capital improvement accomplishments, including completion and delivery of new dock phases, roadway and inspection area improvements, fishing access trail improvements, and design work for Incline parking lot enhancements and a future Hess Road trailhead. She also noted that an entrance shed has been ordered, with completion anticipated in 2026. Budget information was shared, including receipt of the final fund transfer from the RHRA, increasing revenue from admissions, special use, vendors, and boat rentals, and major expenditures related to the safety boat and docks. She also reported approximately \$665,000 in County in-kind support in 2025.

Visitation statistics reflected continued growth, with increases in reservoir visitors,

trail users, and total combined visitation over the past three years. Fishing participation has nearly tripled during that time. Watercraft inspections increased overall, while failed inspections declined. Public safety data indicated proactive ranger engagement, including safety education and high rates of voluntary lifejacket use. In 2025, rangers responded to water and trail assists and rescues, helping a total of 54 individuals recreate safely.

Amy concluded with a look ahead to future priorities, including recruiting additional special uses, advancing fishery management, installing shade shelters, improving signage, enhancing the Incline parking lot and Hess Road trailhead, adding new landing docks and rental boats, and acquiring a new ranger vehicle.

Amy Knopp addressed questions from the Commission regarding AVID camps, noting that participation numbers were significantly lower compared to previous years. Jeff Brauer asked whether staff had identified reasons for the decline, such as pricing or other factors, and expressed interest in understanding the cause.

Jeff Brauer also provided additional background for the Commission, explaining that Rueter-Hess Reservoir is a long-standing multi-agency partnership formed over a decade ago to provide flat-water recreational opportunities to the region. Founding partners included Castle Rock, Parker Water and Sanitation, the Town of Parker, and the City of Lone Tree. The Town of Castle Rock contributes approximately \$220,000 annually to support the project. He noted that residents have the opportunity to fish and experience the reservoir as a result of this collaborative effort. Jeff shared that during the first year fish were stocked, many were lost to birds, and described the development of the program as a learning process that has evolved over time. Management of the reservoir has since transitioned from the original management authority, which was composed of representatives from the partnering jurisdictions, to Douglas County, with Amy and her staff now overseeing operations.

Council Liaison Tim Dietz asked about the hatchery used for stocking. Amy explained that Parker Water and Sanitation, which manages the reservoir, oversees the stocking process, and that Aqua Sierra conducts fish inventory assessments and provides recommendations accordingly. Jeff added that the reservoir offers a valuable opportunity for paddleboarding and kayaking. Tim also inquired about seasonal passes, and Amy responded that staff are exploring that option; currently, access is \$10 per vehicle per day with no limit on the number of occupants per vehicle.

[PRC 2026-007](#) **Parks and Recreation Strategic Plan Progress Update and Upcoming Goals (Castle Rock Parks and Trails Foundation and Communications Division)**

The Parks and Recreation Department provided a Strategic Plan Implementation and Accountability Update highlighting 2025 accomplishments and 2026 priorities aligned with the Department's Strategic Plan and budget objectives. The presentation emphasized strategic alignment across divisions and community partnerships, staff involvement in goal execution, measurable progress toward established outcomes, accreditation alignment, and transparent reporting in support of high-quality parks, facilities, and community services.

Marne Hansen, Executive Director of the Castle Rock Parks and Trails

Foundation, presented an overview of the Foundation's 2025 successes and future goals, demonstrating the impact of the partnership in advancing shared strategic priorities. She highlighted the Foundation's role in raising funds above and beyond Town capacity, including support for initiatives such as the Possibilities Playground at Butterfield Park. Marne discussed fundraising efforts such as the Tunes for Trails concert series, as well as small group events hosted at Lost Canyon Ranch throughout 2025 to provide access to the property while simultaneously raising funds. She noted ongoing efforts to enhance accessibility at Lost Canyon, including potential ADA trail improvements, shade structures, and resting areas for families with strollers, as well as the long-term potential vision of contributing toward an overlook to enhance the trail experience.

Marne reviewed several 2025 events and programs, including the Twilight on the Trails gala held at Lost Canyon Ranch Open Space, which featured a mini hike, live music, and food. The Foundation also hosted eight smaller events, including guided hikes, sunrise yoga, a full-moon hike, and three stargazing events, with two cancellations due to weather conditions. She shared that the Foundation received grant funding to support programs such as iCan Bike, which teaches individuals with disabilities to ride bicycles in partnership with Parker's Therapeutic Recreation Division, and Agents of Discovery, an augmented reality app that gamifies the trail experience and saw approximately 1,100 plays throughout the community.

Looking ahead, Marne noted plans to continue building community connections and sponsorships, host the Twilight on the Trails gala again in June, and partner with Douglas County to expand the Agents of Discovery program with a special mission near the amphitheater. The Foundation also plans to expand volunteer service opportunities and is exploring a three-part speaker series aligned with future public access to Lost Canyon, featuring topics such as archaeology, history, and geology to help the community explore and better understand the property.

Chair Rebecca Dunn commented that Tunes for Trails is well recognized in the community and asked about fundraising totals. Marne shared that the four events combined typically raise approximately \$25,000 through opportunity drawings, beverage sales, and other revenue sources, and that the Foundation is focused on enhancing volunteer engagement and sponsorships to build on that momentum. Rebecca also asked about volunteer involvement, and Marne explained that most volunteer opportunities are event-based rather than ongoing programmatic efforts such as trail maintenance, though the Foundation continues working to grow overall community involvement. Vice Chair Cat Evans inquired about how volunteer opportunities are marketed, and Marne responded that outreach primarily occurs through word of mouth, social media, and the Foundation's newsletter, with many students participating during the summer to fulfill graduation requirements.

Jeff Brauer asked how long the Foundation has been in existence, and Marne responded that it was established in 2013. Jeff noted that as a parks and recreation agency, the Town greatly values the Foundation's advocacy and partnership, recalling that the need for strong community advocacy was identified years ago. Chair Dunn also expressed appreciation for the Foundation's work on the Possibilities Playground project, noting that it was phenomenal, and Marne added that the effort included approximately \$20,000 in just community donations.

Lisa Sorbo provided an overview of the Communications Division and introduced team members Jenny Nagel, Kirstyn Halliday, and KerriAnne Mukhopadhyay, outlining each person's primary responsibilities. Lisa serves as the main liaison with Town Hall communications, oversees website updates and workflow management, and manages AllTrails trail conditions and event alerts. Jenny supports RockRec Connect, digital accessibility and PDF remediation, and TV slide and LED sign software. Kirstyn leads social media content and analysis, creates TV slides and flyers, manages QR codes, and assists with Fusion edits. KerriAnne manages the Recreation Guide, supports website updates, and oversees Siteimprove reporting.

Lisa highlighted significant growth on Instagram from 2024 to 2025, noting a 40 percent increase in overall reach, substantial growth in followers and interactions, and more than 1.1 million total views in 2025. She credited much of the growth to intentional content strategy and engagement efforts. RockRec Connect is distributed to approximately 27,000 recipients and continues to perform above industry averages, with strong open and click-through rates. Lisa also reviewed marketing and outreach efforts, including digital and print marketing, signage, TV slides, flyers, and continued progress in digital accessibility. Website engagement remains strong, with Parks and Recreation pages representing a significant portion of the Town's most visited pages.

Chair Rebecca Dunn asked which communication tools are the most effective. Lisa responded that the website remains the primary and most critical source of information for residents. She also expressed excitement about the growth and engagement on Instagram, noting that social media allows the department to share its story in a more authentic voice and connect beyond traditional government messaging. She shared plans to launch a Parks and Recreation Facebook channel to better reach older demographics.

Council Liaison Tim Dietz asked about sending information by mail, and Lisa responded that resident surveys consistently show strong preference for mailed updates, which is why the Recreation Guide continues to be distributed to all households. Mike Kilman added that the cost to mail the guide is approximately \$1.13 per household.

Craig Kinnunen shared that he stays connected to his hometown in Michigan by viewing live webcams and suggested that similar live cameras at local parks or facilities could provide a meaningful way for residents to stay connected to Castle Rock.

Council Liaison Dietz thanked staff for their comprehensive updates.

## **PARKS AND RECREATION DEPARTMENT COMMENTS**

Brian Peterson provided an update on construction progress at the Castle Rock Sports Center. Significant work is underway, including roofing and panel installation over the natatorium, underground plumbing, and steel placement. He noted that major work requiring the large crane has been completed, allowing progress to continue on walkway placement via bridge trusses. The project remains on schedule for a summer 2027 opening and is currently on the critical path for completion, although work was temporarily shut down due to high winds

earlier in the week.

Jeff Smullen shared an update on Lost Canyon, noting that the project continues to move forward to open the open space to the public. The contractor has completed the Creekside Trail, described as a beautiful eight-foot-wide trail and one of the most accessible in the system. Roadway improvements are also underway, including widening the road and bringing in new material. Wayfinding signage is in progress under a separate contract, and trail crews have completed segments around the main trailhead and extending outward. Another contract is underway for main entryway improvements, including separating private and public driveways, relocating the gate further up the road, and implementing traffic calming measures such as speed humps and signage to address neighborhood concerns. In response to a question from Council Liaison Tim Dietz regarding the anticipated opening, Jeff confirmed that staff are still targeting a summer opening.

Mike Kilman provided recreation updates, noting that the winter youth athletics season recently concluded with approximately 1,200 participants in basketball, volleyball, and pillow hockey. Adult athletics included 20 men's and coed soccer teams at the Miller Activity Complex, nine volleyball teams, and 19 teams participating in the first-ever indoor cornhole league, which sold out immediately. The upcoming March through May season will include additional basketball, flag football, volleyball, and spring outdoor adult softball, which remains very popular.

Mike reported strong demand for summer programming, with more than 2,300 registrations for summer camps and 766 individuals currently on waitlists. Preschool camps, Gold Medal camps, multi-sport camps, pottery, art, and stage programs are sold out. The Recreation Center hosted a summer job fair for camp counselors, and last year the department hired 213 seasonal staff across aquatics, special events, youth camps, and related areas.

Regarding special events, Mike shared that limited reserved seating remains for Fitz and the Tantrums, with general admission tickets as the only main option for Fitz. Season passes have sold out, and he noted that slightly fewer passes were offered this year to increase general admission availability and improve revenue. One concert name will be released at the end of March, with the full lineup announced in April. Special events staff will present a detailed update to the Commission in May.

Mike also highlighted several major community celebrations planned for the year, including the June 14 Flag Day celebration, the July 4 Independence Day event, and Colorado Day on August 1, which will feature a large free celebration at Philip S. Miller Park and conclude with Fitz and the Tantrums. A large cornhole tournament is also planned as part of the festivities.

## **COMMISSION AND TOWN COUNCIL COMMENTS**

None.

## **ADJOURN**

The meeting adjourned at approximately 6:38 p.m.