



MINUTES OF THE REGULAR MEETING

Castle Rock Parks and Recreation Commission

May 16, 2018

CALL TO ORDER: The meeting of the Parks and Recreation Commission was held on May 16, 2018 at the Millhouse at Philip S. Miller Park, 1381 W. Plum Creek Parkway. Aaron Nagel called the meeting to order at approximately 5:03 p.m.

COMMISSION MEMBERS:

Aaron Nagel (Chair)	Joe Thielen
Brian Glotzbach (Vice Chair)	Sarah Grider
Michael Waggoner	Inger Hiller

COUNCIL LIAISONS:

Mayor Jennifer Green

STAFF MEMBERS:

Jeff Brauer	Jeff Smullen
Jennifer Martin	Brian Peterson (Absent)
Mike Kilman	Maia Aman
Bob Maloney	

GUESTS:

Jan Meyer

I. ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA

No modifications.

II. PUBLIC COMMENT

None.

III. MINUTES OF THE REGULAR MEETING (REVIEW / APPROVAL)

ACTION: Approve the minutes from the April 4, 2018 Parks and Recreation Commission meeting as transcribed.

MOTION: Brian Glotzbach

SECOND: Joe Thielen
Motion passes 6-0



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IV. 2018 SPECIAL EVENTS UPDATE

Presented by Jennifer Reinhardt, Events Specialist

The Parks and Recreation Department's Events Specialist, Jennifer Reinhardt, provided Commission members an overview of upcoming 2018 events. Highlights included the 2018 Summer Concert Series, the Tunes for Trails/Perks for Parks free concert series, Festival Park's Grand Opening Weekend, National Trails Day, Downtown After 5, free summer fitness programs, Western Heritage Welcome and races including Tri the Rock, Back the Blue Castle Rock Half Marathon and the Castle Rock Trail Festival. Jennifer Reinhart also provided the Commission with an overview of the special events permitting process.

Aaron Nagel commended the Department on growing the number and improving the quality of the events that are offered each year. Aaron Nagel also noted that events are a valuable asset to community members.

V. VERIZON WIRELESS CELL TOWER APPLICATION AT BISON PARK

Presented by Jeff Smullen, Assistant Director of Parks and Recreation

Verizon Wireless submitted an application to install a cell tower with small antennas and related appurtenances at Bison Park. The tower will replace an existing parking lot light pole with a new combination cell and light pole, and will effectively improve coverage for both residents in the surrounding neighborhood and park users. The Town will negotiate the specific monetary details of the contract, but does typically receive funds from land lease agreements. Staff recommended endorsing the cell tower application.

ACTION: Endorse the Verizon Wireless cell tower application for Bison Park.

MOTION: Michael Waggoner

SECOND: Brian Glotzbach
Motion passes 6-0

VI. 2017 ANNUAL REPORT

Presented by Jeff Brauer, Director of Parks and Recreation

The Parks and Recreation Department's Annual Report is used to track and benchmark yearly progress and accomplishments. The document represents a strong tribute not only to the effort of Department staff, but also to the robust support the Department receives from the community. Jeff



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Brauer reviewed highlights from the 2017 Annual Report, including:

- Red Hawk Ridge Golf Course hosted 40,002 rounds of golf
- The Recreation Center experienced 287,796 daily admissions
- The Miller Activity Complex experienced 106,845 daily admissions
- The Department offered a strong variety of community-cherished special events
- The Department expanded its efforts to provide residents with information through increased communication
- The Department gathered significant resident feedback for the planning of various capital projects
- The Department received the Community Champion Award from the Colorado Parks and Recreation Association for the Keepers of the Rock program

Jennifer Green commented that the report is a great document that is very well put together, and Inger Hiller noted that she really enjoyed its format.

VII. FORMAL THANK YOU TO JOE THIELEN

Presented by Jeff Brauer, Director of Parks and Recreation

Department Director, Jeff Brauer, extended sincere gratitude to Joe Thielen for his service on the Parks and Recreation Commission. Joe Thielen's dedication, input and help contributed greatly to the Department's success over the past year.

VIII. PARKS AND RECREATION DEPARTMENT COMMENTS

Presented by Parks and Recreation Staff

The contractor for the Central Service Center project, Taylor Kohrs, mobilized on site, and grading and foundation work will soon take place.

The Parks Planning and Construction Division is currently working with Norris Design to finalize construction drawings and documents for the new neighborhood park to be located at Meadows Filing No. 18 near Aspen View Academy in The Meadows. Once the drawings have been approved by necessary Town staff, the Division will take the project to bid. Construction is slated to begin late summer. The Department will also soon initiate the park naming process through the Town's naming committee.



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The trail work at Native Legend Open Space was completed, connecting The Meadow's Town Center with the open space.

On Saturday, May 12, staff held the annual Climb4Change Adaptive Recreation fundraising event. Over \$2,000 was raised to benefit the Town's programming for participants with special needs.

Staff are looking forward to welcoming new Commission member, Jan Meyer, in June. With a strong background in parks and recreation, Jan will be a wonderful new addition.

The Department was recognized as finalists for the prestigious National Gold Medal Award. This award honors communities throughout the country that demonstrate excellence in long-range planning, resource management and innovative approaches to delivering park and recreation services with fiscally sound business practices. The Castle Rock Parks and Recreation Department is one of only four finalists within their population class. A social-media style video will be placed on CRgov.com as part of the finalist process in June. The award winner will be announced in September at the National Recreation and Park Association's annual conference.

IX. COMMISSION COMMENTS

Inger Hiller inquired when the splash pads would be open. Parks and Recreation staff noted that the pools and splash pads will open over Memorial Day weekend and that the splash pad operating hours will be contingent and adjusted based on public use.

Aaron Nagel also thanked Joe Thielen for his service and dedication to the Parks and Recreation Commission.

X. ADJOURN

The meeting adjourned at roughly 6:15 p.m.

MOTION: Inger Hiller
SECOND: Joe Thielen
Motion passes 6-0

