

**MINUTES OF THE REGULAR MEETING**  
*February 16, 2011*  
**CASTLE ROCK PARKS AND RECREATION COMMISSION**

**CALL TO ORDER:** The regular meeting of the Parks and Recreation Commission was held on February 16, 2011 at Castle Rock Recreation Center, 2301 N. Woodlands Blvd., Castle Rock, CO. Ron Claussen, Chair, called the meeting to order at approximately 5:00 p.m.

**COMMISSION MEMBERS PRESENT:**

Ron Claussen (Chair)	Rebecca Erickson
Dee Morgenthaler (Vice Chair)	Caryn Johnson
Patrick Lohr (absent)	Rich Ward (absent)
Kenzie Dulleck (TAG representative)	

**COMMISSION LIAISON PRESENT:**

Mitch Dulleck (absent)

**STAFF MEMBERS PRESENT:**

Rob Hanna	Jennifer Martin
Jeff Brauer	Eileen Matheson
Kristen Trbovich (absent)	Curt Williams (absent)

**I. ADDITIONS/DELETIONS/MODIFICATIONS TO THE AGENDA**

**II. PUBLIC COMMENT**

None.

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

**ACTION:** Approve the January 19, 2011 meeting minutes as transcribed.

**MOTION:** Caryn Johnson

**SECOND:** Rebecca Erickson  
Motion passes 5-0.

**IV. TRANSPORTATION MASTER PLAN UPDATE-PRESENTED BY BOB WATTS**

Bob Watts provided an update on the Transportation Master Plan (TMP). He informed members that staff is approximately three months away from distributing the plan for review. The current TMP was adopted in 2003 and later revised in 2004 and 2007 and is in the process of being updated. In addition, staff will be updating the transit bicycle pedestrian element.

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The Public Works Department began work on the TMP update in April, 2010. Muller Engineering was hired to collect data, prepare traffic projections and recommend revisions to both the street system and to the bicycle and pedestrian networks as well. They have been working with a team of Town staff members from the Public Works, Parks and Recreation and Development Services departments.

Two sets of maps will be included in the plan. The first shows the proposed bike system, that is comprised of both “on-street” and “off-street” facilities. “On-street” facilities include bike lanes, striped shoulders and shared roadways (sharrows). The “off-street” facilities include shared sidewalks (generally within the right-of-way) that are a minimum of 8 ft. wide and also the hard surface trail system.

The second set of maps is generally the same as the first except that the “on-street” facilities have been removed. These will serve as the basis of the proposed pedestrian system. This would also serve bicyclists that do not want to ride on the street.

In addition to developing plans for both the bicycling and pedestrian networks, staff will also begin work on the prioritization of projects for both systems. It will be important to look at the systems both individually and in combination in order to identify projects that could achieve the most overall benefit for both bicyclists and pedestrians.

Staff will use the TMP and the Parks and Recreation’s trail system maps to identify the possible projects. In prioritizing the projects, Staff will be considering the following:

1. Does the project complete a missing link in the system or overcome a barrier to bicycling and walking?
2. Is the project on the “safe route to school” system?
3. Can the project improve walking and bicycling conditions at locations with documented or perceived safety issues?
4. Does the project connect significant “generators”? Are the “generators” within a reasonable walking or biking distance?
5. Will the project encourage biking and walking to places of employment and shopping?
6. How well does the project integrate into the existing transportation system?
7. Does the project encourage or support biking and walking to, or within, the downtown area?
8. How close are alternate facilities?
9. Does the project support, or connect to, the Town’s Urban Centers, as shown on the Denver Regional Council of Government’s 2035 Metro Vision maps?
10. Project costs, availability of right-of-way, ease/difficulty of construction

Once an initial prioritization has been completed, public input will be solicited and follow-up presentations will be made to the Parks and Recreation Commission and

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the Public Works Commission. Adoption by the Town Council of a final plan is planned to be in August, 2011.

The project team will be estimating the potential revenue that could be available for construction projects over the next ten years.

**V. OPEN SPACE SIGN DESIGN-PRESENTED BY JEFF BRAUER**

The landscape architectural firm, Design Concepts, was hired at the end of 2010 to work with staff and provide concepts and construction documents needed to create a comprehensive sign package that can be used throughout our system. Design Concepts was challenged to create a unique design that incorporated both natural and man-made materials that were durable, cost effective and easy to install. They were asked to create an identity that was unique to Castle Rock that would carry through a variety of sign types whether it is for a primary trailhead entry, walk-in entry or identification along a trail.

While the conceptual design is under review, Barbara Spagnuolo, Natural Resource Specialist, and other staff members are working to identify all existing proposed signs that are needed for open space and trails. All of this information will be incorporated into a comprehensive Open Space and Trails Sign Design Plan that will guide the transition of signs in open space. Once this process is complete, a budget will be developed for the installation of the new signs, which will be included in the plan.

Sign examples were presented to Commission members for feedback. Ron Claussen preferred the primary alternative over the primary design; Caryn concurs. Ron also thought that Gateway Mesa and/or Memmen Ridge Open Space should be the first ones to be installed.

**VI. WRANGLER PARK CONCEPT DESIGN- PRESENTED BY JEFF BRAUER**

Jeff Brauer presented the conceptual site plan options that Norris Design recently completed and had presented at the public meeting on January 26, 2011 at Sage Canyon Elementary.

**VII. UPDATE FROM TAG – KENZIE DULLECK**

TAG members volunteered at the Daddy Daughter Ball on February 5 and also hosted a raffle fundraiser for the Group. The Group raised approximately \$1,000 by selling raffle tickets for items such as giant teddy bears and other items donated / purchased in the community. The money earned from the fundraiser will be used for conferences, competitions, food, etc.

TAG currently has five members and will be meeting their new group leader in the upcoming weeks. Advertisements for new members will be displayed at area middle and high schools.

**MINUTES OF THE REGULAR MEETING**  
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**VIII. COMMENTS FROM THE DIRECTOR-ROB HANNA**

Kristen Trbovich and the Special Event committee will be presenting at Town Council on February 22 a recommendation on the event plans for the 4<sup>th</sup> of July this year. The organization that hosts Parker Days will be doing a community wide festival July 1-3 at Douglas County Fairgrounds. The event is called the Rocky Mountain Freedom Festival and with paid admission, patrons will enjoy a sanctioned barbeque contest, carnival rides and entertainment. The organization has asked if the Town would like to participate by contributing funds to make their July 2 fireworks show larger. This will be one of the options presented to Town Council along with The Town doing fireworks only (no festival) on July 4 at Metzler Ranch Park, or doing a festival/fireworks show on July 4 at Metzler Ranch Park. The committee's recommendation is do fireworks only on July 4.

The Burgess Pool RFP was placed on Rocky Mountain e-bid system on February 8 and a walkthrough with contractors and subcontractors was done on February 16 with approximately 39 in attendance. All proposals are due at 5 p.m. on Monday, March 7. All contractors were advised to keep the proposal family friendly and interactive. They will also not include the bubble in the budget but will include as an add alternate cost to look at separately.

**IX. COMMISSION COMMENTS**

Ron thinks that Jeff Smullen should create a concrete version of William the Whistle Pig Wrangler (children's storybook character set in Castle Rock) as part of the Wrangler Park design to beat Oakley out of the largest prairie dog statue of 10 ft. tall.

**X. ADJOURNMENT**

**MOTION:** Caryn Johnson  
**SECOND:** Dee Morgenthaler  
Motion passes 5-0.