

**MINUTES OF THE REGULAR MEETING**  
*February 15, 2012*  
**CASTLE ROCK PARKS AND RECREATION COMMISSION**

**CALL TO ORDER:** The regular meeting of the Parks and Recreation Commission was held on February 15, 2012 at Red Hawk Ridge Golf Course, Castle Rock, CO. Ron Claussen, Chair, called the meeting to order at approximately 5:00 p.m.

**COMMISSION MEMBERS PRESENT:**

Ron Claussen (Chair)	Chandi Brown (first meeting)
Caryn Johnson	Rebecca Erickson
Rich Ward	Carla Collinge (absent)

**COMMISSION LIAISONS PRESENT:**

Brian Logan (absent)	Jennifer Green
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**STAFF MEMBERS PRESENT:**

Rob Hanna	Jennifer Martin
Jeff Brauer	Eileen Matheson
Kristen Trbovich	Curt Williams
Barbara Spagnuolo	Christine Jojola

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

**II. PUBLIC COMMENT**

**III. WELCOME NEW TAG MEMBER CHANDI BROWN**

The Commission members welcomed Chandi to the Group and endorsed her appointment as the TAG Representative to the Parks and Recreation Commission.

**IV. RECOGNITION OF DUTCH HERITAGE GARDENS- LISA SORBO, POST PARTNERS VOLUNTEER COORDINATOR**

Dutch Heritage Garden's offer to provide flowers for a few of our flowerbeds mushroomed from flowerbeds to planter boxes, and now we have an entire downtown community movement called "Operation Castle Bloom". Our maintenance Department has been in production mode trying to keep up with the local merchants demand for planter boxes and flower boxes.

We thank Dutch Heritage Gardens for their time in planning the design of the flowerbeds, picking up the planter boxes and filling them with beautiful flowers, delivering them back to us, and helping us plant the flowers generously donated saving the Town hundreds of dollars. We thank you for making a difference and spurring excitement within our community.

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

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

**MOTION:** Caryn Johnson

**SECOND:** Rich Ward  
Motion passes 4-0.

**VI. PROPOSED 2012 COMMISSION CALENDAR - JOINT MEETING WITH DOUGLAS COUNTY PARKS ADVISORY BOARD ON MONDAY, SEPTEMBER 10, 2012 AND CANCEL THE NOVEMBER 21, 2012 MEETING**

**ACTION:** Approve the Joint Meeting with Douglas County Parks Advisory Board on Monday, September 10, 2012 and cancel the regularly scheduled Parks and Recreation Commission on Wednesday, September 19, 2012. Approve the cancellation of the November 21, 2012 meeting.

**MOTION:** Rebecca Erickson

**SECOND:** Caryn Johnson  
Motion passes 4-0.

**VII. UPDATE ON COMMUNITY GARDENS PROPOSAL**

**ACTION:** Finalize community gardens proposal as discussed for Glovers Park. However, Commission would like staff to contact neighborhood residents for their input, determine contractual issues if necessary and present to Town Council with recommendations after hearing from the Community.

**MOTION:** Rebecca Erickson

**SECOND:** Caryn Johnson  
Motion passes 4-0.

*At the conclusion of the meeting, Dutch Heritage Gardens came forth supporting the Community Garden project. Dutch has offered to supply the Group with soil, vegetables and miscellaneous items to initiate their garden project.*

**VIII. DOWNTOWN LED SIGN UPDATE**

The LED sign committee is moving forward with plans to install an LED sign at Town Hall to display community events and nonprofit information. The sign costs \$60,000, which includes the construction, demolition, software and computer to operate the sign. Partners for the project include the Town, Douglas County, Chamber of Commerce and the DDA. The committee is still finalizing policies and procedures for

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posting items. Currently, the cost to post on the sign for non-partners could be \$75 week or \$125 for two weeks. This item will go before Council in February 28, 2012. The sign area is approximately 4' x 6'; Kristen will send the specifications to Rebecca Erickson. *After the meeting, it was confirmed that sign size is 9 feet long by 2.5 feet tall.*

#### IX. UPDATE FROM TAG REPRESENTATIVE - CHANDI BROWN

TAG members collected items for the giving tree during the holidays , will be seeking donations for the Daddy Daughter Ball and will be helping with set-up and clean-up at the event. During the summer months, the Group hopes to clean-up an additional park besides their adopted park of Matney.

#### X. COMMENTS FROM THE DIRECTOR, ROB HANNA, DIRECTOR

The new trails maps are complete. The project was done in-house this time around by our Trails Planner, Natural Resource Planner, Superintendent of Parks Planning and Construction and Community Relations Specialist saving the Town approximately \$10,000. Maps are available at the Town facilities, the library, Chamber, Grange, Douglas County buildings and other miscellaneous locations.

There will be two open houses held on Feb. 25 and Feb. 29 at Town Hall to seek community feedback on the Philip S. Miller Park project. Individuals that are unable to attend the open houses are able to provide input online through the Town's Web site utilizing the new Community Voice module that tracks similar to a blog. Individuals are able to vote on the amenities, make suggestions and vote online. In addition, all design boards that will be shown at the open house are available online as well. To participate, visit [www.crgov.com/PSMpark](http://www.crgov.com/PSMpark).

#### XI. COMMISSION COMMENTS

Commission is anxiously awaiting the downtown LED sign. They also loved seeing the photos and safety improvements that were made to the Metzler Ranch Park sledding hill. "It's nice to see positive items coming forward."

#### XII. ADJOURNMENT

**MOTION:** Caryn Johnson  
**SECOND:** Rich Ward  
Motion passes 4-0.