



## Meeting Minutes - Draft

### Parks, Recreation, and Golf Advisory Committee

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Tuesday, May 21, 2024

6:00 PM

Bison Ridge Recreation Center  
Technology Room - 13905 E. 112th Ave.  
Commerce City, CO 80022

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#### Registration link:

[https://c3gov.zoom.us/webinar/register/WN\\_CPFV1AhaSu2UKGg7Liou3w](https://c3gov.zoom.us/webinar/register/WN_CPFV1AhaSu2UKGg7Liou3w)

#### 1. Call To Order/Roll Call/Pledge of Allegiance - 6:00 PM

*Meeting was called to order at 6:00 pm by Co-Chair Collins.*

*Members Present: DeLilah Collins, Charles Dukes, Oz Flores, Bob Grandinetti, Josh Houde, Desiree Martinelli, Shawn McDowell, Michael Stegman, Rocky Teter and Karl Zimmermann*

*Let the record show Member Dukes joined the meeting at 6:02 pm*

*Absent: Chris Niyork, Katie Southard and Paul Welander*

*Staff present: Chad Redin, Kathy LeVeque Paul Hebinck, Tim Duda, Pam Young and Maria Jepson*

*Guest: Bob Caswell*

#### 2. Public Comment -

*None*

#### 3. Approval of Minutes

*A motion was made by Member Zimmermann seconded by Member McDowell to approve the April 16, 2024, minutes as submitted. VOTE: Unanimous. The motion passed.*

[Min 24-079](#)

Minutes of April 16, 2024 Meeting

**Attachments:** [Minutes](#)

#### 4. Unfinished Business

[24-098](#)

Oasis Park Naming Follow Up - Chad Redin

*City Council reviewed the recommendations at the April 20, 2024 meeting and subsequently requested a follow up afterward. To be discussed at June 3, 2024*

meeting. Thank you Members Teter and Dukes for sharing some additional insight on the committee's previous data-driven efforts with the other council members.

[24-102](#)

September Park Tour - Chad Redin

Feedback provided from members was used to set a fall tour date for September 7, 2024 tentatively from 9 am to noon. The alternate date if there are weather issues would be September 28, 2024.

**5. New Business**

[24-127](#)

Golf Programs Presentation - Paul Hebinck

**Attachments:** [Golf Programs 2024](#)

Golf Manager Hebinck shared an overview of the Golf department, its three divisions, and the social/instruction programs offered for residents and patrons. At Council's direction, the expansion and remodel has been placed on-hold and requested that updated bids be sought due to the cost increases incurred over time. The restaurant's closure date is unknown at this time. It was requested that a monthly update be added to future agendas as well. Member Zimmermann inquired on some operational practices that are either in process or being explored. Future updates can touch on these areas as well.

[24-128](#)

June Meeting - Chad Redin

To encourage members to engage with the upcoming Music in The Park (and other events) in June and July there was discussion on not having a June PRGAC meeting. A motion was made by Member Stegman, seconded by Member Dukes to cancel the June 18, 2024 meeting. VOTE: Unanimous. The motion passed. A sign-up list for those that can work the MiTP events will be sent out via email.

[24-129](#)

Tree Board Review - Chad Redin

**Attachments:** [7-3-3 Tree Board](#)

Brighton has a quarterly meeting with their City Forester to share updates but not an official board. Erie has a board to assist with seeking grants, providing education and coordinating the Arbor Day celebration and also, has a City Forester. Commerce City doesn't have a forester on staff. If desired, it is possible to create a subcommittee or to propose the development of a new board and request that City Council approve its creation and appoint members similar to how the other boards and committees are operated. This could also be coupled with the continued beautification efforts that Council initiated as well. A motion was made by Member Collins, seconded by Member Zimmermann to table the Tree Board discussion until after having an upcoming Parks Maintenance presentation. VOTE: Unanimous. The motion passed.

[24-130](#)

Golf Cart Discussion - Co-Chairs

The City code does not clearly outline the policies regarding the use of private golf carts or certain electric vehicles on public property. In general, Sections 7, 11-1201, 11-1202, 11-2100 each appear to be related to this topic in varying capacities. A motion was made by Member Zimmermann, seconded by Member Dukes for PRG staff to

*seek legal interpretation on use of private golf carts and low-speed vehicles at the Buffalo Run Golf Course. VOTE: Affirmed six to three. The motion passed.*

## 6. Community Engagement Updates

*Member Flores indicated that Aquatics staff were very receptive and helpful with a specific request that was made. Member Martinelli concurred indicating that after some things were reported as needing attention they were addressed quickly and resolved.*

## 7. Council Member Reports & Information

*Council Member Teter attended the renaming of a HOA park in the Buffalo Ridge subdivision as the Curt Holland Memorial Park. Council Member Dukes shared his goal to have the comprehensive plan advanced in its development to align with land development, transportation and beautification efforts as well.*

## 8. Committee Member Reports & Information

*Members and staff did introductions and welcomed the new PRG Deputy Director, Kathy LeVeque. Member Grandinetti attended the Youth Commission meeting and the Pancake Breakfast earlier in the month indicating that the event was well done. Member McDowell shared that the County's transportation master plan contract is in process for signatures and hopefully approaching final stages.*

## 9. PRG Announcements

*Distributed to all members via email on May 16, 2024. Staff will bring more information about splash pad selections to next meeting.*

## 10. Adjourn

*The meeting adjourned at 7:36 p.m.  
Respectfully submitted by Maria Jepson and Candice Turnage.*

**Any member of the public requesting accommodations, with respect to rights under the Americans with Disabilities Act, to attend or participate in any public meeting, and/or to obtain this notice in alternate formats, is asked to please contact the City Clerk at 303-289-3611 as soon as possible before the meeting.**