



## Meeting Minutes - Final

### Parks, Recreation, and Golf Advisory Committee

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Tuesday, November 15, 2016

6:00 PM

Commerce City Recreation Center

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#### 1. Call To Order/Roll Call

*Meeting called to order at 6:06 p.m.*

*Attendees: Dana Bond, Bruce Emery, Aaron Franek, Brent Loomis, Justin Maillet, Bret Walker*

*Absent: Jadie Carson, Ray Cordova, Steve Douglas, Andrew LaCru*

*Staff Members Present: Karen O'Donnell, Paul Hebinck, Jodi Hardee, Amy Hendricks*

#### 2. Approval of Minutes

*A motion was made by Member Bond to approve the October 18, 2016 minutes as submitted. The motion was seconded by Member Loomis. The minutes were approved unanimously.*

**This was approved**

#### 3. Unfinished Business

[16-57](#)

New & existing recreation centers (Facility Naming process and timeline)

**Attachments:**     [PRESENTATION 10-18-16](#)

*Co-Chair Maillet stated that the group has time before making any naming recommendations for the new and existing recreation centers.*

**This Administrative Business was continued**

[17-38](#)

Pedestrian Crossing Safety along Chambers and 120th (improving access to Villages at Buffalo Run East Park)

*Recreation Manager, Karen O'Donnell, reported there is no timeline yet for these improvements. The Commerce City Police Department has been doing traffic enforcement in the area over the past few months. There was discussion if a traffic study is being done. Staff will follow up and provide an answer.*

**This Administrative Business was continued**

#### 4. New Business

16-68

### PRG Community Outreach Role Overview

*Communication Specialist, Jodi Hardee, gave a slideshow overview summarizing the procedure for selecting and recommending facility names. The role of the PRG Advisory Committee is to solicit, receive and review suggestions and to vet the proposed names against the criteria.*

*Ms. Hardee explained that her role is to create opportunities for stakeholders to become engaged during the naming process including identifying project stakeholders and development of a communication plan.*

*The communication plan will include electronic and print communications as well as face to face interaction.*

*Ms. Hardee will present a detailed communications work plan at the December 13 meeting.*

*The committee discussed promoting incentives as a method to get more people engaged in the naming process. Current committee members can submit facility names but would not be eligible for the incentive.*

**This Administrative Business was continued**

[17-36](#)

### Project Present Sponsorship

**Attachments:** [PROJECT PRESENT FLYER](#)

*Members discussed sponsorship levels. No action will be taken at this time. To donate individually contact Recreation Coordinator Ben Vallee at (303) 289-3659.*

**This Administrative Business was discussed and closed**

## 5 Committee Member Reports and Information

*Member Franek gave an overview of the November 9, joint CIP-CAC/PRG Advisory Committee meeting. Highlights included:*

*The facility audit findings on the infrastructure at the existing recreation center came back as above average for the building's age. The existing equipment was graded and recommendations were made to replace mechanical, electrical and plumbing equipment. Originally, \$6.5 million was budgeted, but the audit revealed an upwards of \$9 million is needed.*

*Project savings from other CIP projects may be enough to cover the existing upgrades, but until the other CIP projects are further along, it is unclear how much, if any, can be allocated in addition. There is a possibility to expand the scope to include expansion of the parking lot, adding a technology lab, expanded wi-fi capabilities, and upgrading the existing kitchen as a commercial kitchen.*

*Co-Chair Maillet added that the facility audit included recommendations for a new roof, water softener, HVAC upgrades, plumbing, electrical and lighting. A new therapy pool, aerobics and dance studio, locker room renovations, and the addition of a family locker room are the basic components of the existing recreation center remodel.*

*Cost and revenue information was shared at the joint meeting pertaining to the Paradise Island Pool. Discussion included that attendance at Paradise Island during the weekdays seemed low. Suggestions were to lower the cost of cabana rentals during the week and charging more on the weekends as a way to increase revenues. Member Franek mentioned that the committee's role is to make recommendations on sustainability and cost recovery.*

*Reminder that the Mingle with Kringle event at the Buffalo Run Golf Course is scheduled for December 10, 2016 from 1:00 p.m. - 4:00 p.m.*

*The next PRG Advisory Committee meeting will be December 13, 2016 at the Commerce City Recreation Center at 6:00 p.m.*

**6**      [17-37](#)      PRG Advisory Committee Announcements Nov. 15, 2016

**Attachments:**      [PRG ADVISORY COMMITTEE ANNOUNCEMENTS 11-15-16](#)

**7**      **Adjourn**

*The meeting adjourned at 7:07 p.m.*

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*Respectfully submitted by Amy Hendricks*