



Meeting Minutes - Final

Parks, Recreation, and Golf Advisory Committee

Tuesday, September 19, 2017

6:00 PM

Commerce City Recreation Center

1. Call To Order/Roll Call

Meeting called to order: 6:08 at p.m.

Members Present: Bruce Emery, Aaron Franek, Justin Maillet, Bret Walker, Jacob Wilson

Staff Members Present: Carolyn Keith, Paul Hebinck, Amy Hendricks

2. Approval of Minutes

No quorum; action to be taken at next meeting.

3. Unfinished Business

[16-57](#)

New & Existing Recreation Centers (Facility Naming Process)

Attachments: [ORIGINAL PRESENTATION 10-18-16](#)
[YOUR HUB ARTICLE - NAMING CONTEST](#)

Director Carolyn Keith shared a conceptual design of the new entryway at the Eagle Pointe Recreation Center. The City will contact the 16 winners of the naming contest and they will be invited to the grand opening(s).

This Administrative Business was discussed and closed

[17-20](#)

Recreation Center Facility Fees/Charges

Attachments: [PARKS RECREATION AND GOLF FEES](#)

There was discussion about the fees and charges increase that City Council approved at the September 18, 2018 City Council meeting. The only fee increases relating to parks, recreation, and golf will be for park and facility rental fees and for non-resident admissions.

Let the record show that Co-chair Justin Maillet joined the meeting at 6:19 p.m.

This Administrative Business was continued

4. New Business

[17-71](#)

Facility Maintenance and Repair Update

Director Keith discussed that there were no major projects this year. The gym floor and dance rooms floors were refinished. There was a great deal of deep cleaning involved, and staff focused on purging of files and cleaning out storage areas. There were questions about floor refinishing verses floor resurfacing. Director Keith will follow up to provide additional information about the frequency of such treatments.

There was discussion about hiring and recruitment for staff at the Bison Ridge Recreation Center (e.g. timing, number of full time versus variable hour positions, and whether preference is given to resident applicants.)

This Administrative Business was continued

[17-72](#)

PRG Programming Overview

Golf Manager Paul Hebinck gave an overview of 2017 Golf Programs (see presentation) and discussed that the majority of foot traffic at Buffalo Run Golf Course is attributed to daily play and tournaments. There was discussion about expanding the Introduction to Golf Program for families. The course is equipped with family tee markers.

There was a suggestion from the group to have a 9-hole Scramble event for committee members.

Director Keith announced she is working to schedule a disc golf presentation at the October meeting. The presentation will be an opportunity to learn about what golf disc amenities are available.

Recreation Manager Karen O'Donnell will discuss how staff develops recreation programs at a future meeting.

This Administrative Business was continued

5. Committee Member Reports & Information

Members shared general information and updates.

6. PRG Announcements

Distributed to all members via email on September 15, 2017, and available on www.c3gov.com.

[17-74](#)

PRG Announcements 9/19/2017

Attachments: [9-19 ANNOUNCEMENTS](#)

7. Adjourn

Meeting ended at 7:40 p.m.

Minutes taken by: Amy Hendricks