



# Commerce City

7887 E. 60th Ave.  
Commerce City, CO 80022  
c3gov.com

## Meeting Minutes - Final

### Parks, Recreation, and Golf Advisory Committee

---

Tuesday, October 15, 2019

6:00 PM

Eagle Pointe Recreation Center  
Animas Conference Room  
6060 E. Parkway Drive  
Commerce City, CO 80022

---

#### 1. Call To Order/Roll Call/Pledge of Allegiance

*Meeting was called to order at 6:00 pm*

*Members Present: Clark Berggren, Mary Hogan Chan, Steve Douglas, Bruce Emery, Josh Houde, Justin Maillet, Bret Walker, Paul Welander*

*Absent: Brendan Binns, Steve Davis, Alejandro Garcia, Adam Venanzi, Jacob Wilson*

*Guest: Alex Trujillo*

*Staff present: Carolyn Keith, Chad Redin, Mike Brown, Willis Waterhouse, Maria Jepson*

#### 2. Approval of Minutes

*A motion was made by Member Houde seconded by Member Chan to approve the September 17, 2019 minutes as submitted. VOTE: Unanimous. The motion passed.*

**This was approved**

#### 3. New Business

[19-48](#)

##### Park Maintenance Overview - Willis Waterhouse - Oct 15

*Parks and Streets Operations Manager, Willis Waterhouse, reviewed the components and events that the Park Operations team manages and provides support for, their staffing structure, as well as the service levels and the maintenance standards that are utilized in their day-to-day operations. He discussed the challenges they face such as turf stress, salt deposits and staffing shortages and how they are responding to those factors to overcome them with long-term planning, ingenuity, and adaptation. As part of this effort, a drill and fill machine was purchased to continue performing soil remediation with a prioritized project list being developed for its implementation.*

[19-63](#)

##### Public Works Overview - Mike Brown - Oct 15

**Attachments:** [PUBLIC WORKS OVERVIEW PRESENTATION](#)

*Public Works Deputy Director of Operations, Mike Brown, presented an overview of the Public Works department. He discussed the primary areas that each division is responsible for, spoke of the realignment of staff between PRG and PW, and shared*

*various changes that have been taking place over the last six months. This repositioning of Parks Operations to work in conjunction with the Streets Operations area has already improved the City's ability to provide services with greater efficiency as well as reducing costs and will continue to provide further operational benefits going forward.*

#### **4. Future Agenda**

[19-54](#)

Risk Management Presentation - Brennan Mendus - Nov 19

**Attachments:**     [RISK MANAGEMENT PRESENTATION](#)

#### **5. City Council Member Updates**

*Councilman Douglas shared that there are two electric vehicle charging stations being installed at the Bison Ridge Recreation Center. They will accommodate up to four vehicles at a time and the service is app based. These units were made possible through state grant funds.*

*Let the record show Member Houde joined the meeting at 6:10 p.m.*

#### **6. Committee Member Reports & Information**

*Member Chan inquired about facility advertising. Currently we utilize several television kiosks at both recreation center, flyer racks, the fitness bars and banner posts in the community and various parks.*

*The dog park has had some recent repairs made to fix things caused by weather and usage. Popular times are generally evenings and weekends. Users are encouraged to call or email staff to report if something needs to be repaired or replaced.*

#### **7. PRG Announcements**

*Distributed to all members via email on October 11, 2019 and available on [www.c3gov.com](http://www.c3gov.com).*

*The Bison Grill is hosting an Open House on Saturday, November 16th from 4 to 7 pm with a small fireworks display over the 18th hole at 6:30 pm.*

#### **8. Adjourn**

*The meeting adjourned at 7:24 p.m.*

*Respectfully submitted by Maria Jepson*