



Commerce City

7887 E. 60th Ave.
Commerce City, CO 80022
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Meeting Minutes - Final

Parks, Recreation, and Golf Advisory Committee

Tuesday, January 21, 2020

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 5:59 p.m.

Members Present: Clark Berggren, Brendan Binns, Mary Hogan Chan, Bruce Emery, Alejandro Garcia, Jose Guardiola, Craig Hurst, Justin Maillet, Adam Venanzi, Paul Welander

Absent: Josh Houde, Bret Walker, Jacob Wilson

Staff present: Carolyn Keith, Chad Redin, Tony Jaramillo, Paul Hebinck, Maria Jepson

2. Approval of Minutes

A motion was made by Member Berggren seconded by Member Chan to approve the November 19, 2019 minutes as submitted. VOTE: Unanimous. The motion passed.

This was approved

3. New Council Member Introductions

City Council recently finalized the member appointments to various boards and commissions. The new appointees for the Parks Recreation and Golf Advisory Committee are Councilman Jose Guardiola and Councilman Craig Hurst. Both were in attendance and introductions were made. Councilman Hurst shared that the recently proposed new golf membership options were approved. Paul Hebinck, Golf Course Manager, spoke on the new Annual Pass options that are now available at Buffalo Run.

4. New Business

[20-04](#)

Veterans Memorial Park Update - Carolyn Keith

Tony Jaramillo, Parks Capital Projects Manager, shared that 2019 was a year for planning and 2020 is now one for implementing those plans. We will be moving forward with the development of the inclusive park elements at Veterans Memorial Park within the next few months and all of the equipment for this has now been ordered.

This Administrative Business was continued

[20-05](#)

2019-2020 Capital Improvement Project Update - Tony Jaramillo

Tony Jaramillo, Parks Capital Projects Manager, continued with updates regarding Pioneer Park and the pending concrete flatwork that will take place this year. The spray ground will be refreshed and there will also be repairs made to the skate park as it is showing its age. To round it all out, there are also landscape and trail updates in the works. At the Buffalo Run Golf Course soil and seed amendments are beginning and will coincide with the top dressing redistribution efforts there.

This Administrative Business was continued

[20-06](#)

Bison Ridge Park Property Master Plan Update - Carolyn Keith

Carolyn Keith, Director of Parks, Recreation and Golf, indicated that funds from a couple of Adams County grants were finalized recently. These are designated for the Ragweed Draw ball fields as well as the efforts to develop a master plan for the use and development along the southeast side of Bison Ridge.

This Administrative Business was continued

[20-07](#)

City Comprehensive Plan/PRG Master Plan - Carolyn Keith

Carolyn Keith, Director of Parks, Recreation and Golf, reflected on all of the PRG and City projects that have been completed within the last five years. With those behind us, we are now in a transitional period to delve into the programming elements and looking at opportunities that are available for the current and future needs of the community.

This Administrative Business was continued

[20-08](#)

PRG Advisory Committee Charter - Carolyn Keith

Attachments: [PRG ADVISORY COMMITTEE CHARTER](#)
[PRG ADVISORY RESOLUTION 2016-12](#)
[PRG ADVISORY RESOLUTION 2016-117 MEMBERSHIP UPDATE](#)

This was included with the agenda packet distribution to advisory committee members to review and reiterate that the purpose is advisory in nature and City Council is the final deciding entity. We have two members whose terms are now complete and open for others to get involved.

This Administrative Business was continued

[20-09](#)

2020 Topics Discussion - PRG Co-Chairs

Members shared their thoughts on some agenda topics for 2020. These included the benefits of PRG, fee determination and recovery levels for programs, the overall picture for senior programming offered and information about the grant application process and opportunities they provide.

This Administrative Business was continued

5. Committee Member Reports & Information

There was minimal committee activity in December with no new items to report on at

this time.

6. PRG Announcements

*Distributed to all members via email on January 17, 2020 and available on
www.c3gov.com.*

7. Adjourn

The meeting adjourned at 7:25 p.m.

Respectfully submitted by Maria Jepson