



# Commerce City

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

## Meeting Minutes - Final

### Parks, Recreation, and Golf Advisory Committee

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Tuesday, September 15, 2020

5:00 PM This meeting will be conducted electronically via Zoom.  
There will be no physical meeting.

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#### Zoom Meeting

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

*Meeting was called to order at 6:22 pm by Co-Chair Maillet*

*Members Present: Mary Hogan Chan, DeLilah Collins, Jose Guardiola, Craig Hurst, Justin Maillet, Adam Venanzi, Bret Walker, Paul Welander*

*Absent: Clark Berggren, Alejandro Garcia, Josh Houde*

*PRG Staff present: Carolyn Keith, Chad Redin, Paul Hebinck, Traci Ferguson, Maria Jepson*

*Guests: Jamie Sabbach, President and CEO of 110% Inc., Angela Burgos, Finance Department Budget and Performance Analyst and Commerce City resident.*

#### 2. How the meeting works via Zoom

#### 3. The Smart Approach to Cost Recovery Exercise - Jamie Sabbach

*The evening began with Jamie Sabbach of 100% LLC leading a discussion regarding the critical elements of creating a cost recovery philosophy. After reviewing the Parks, Recreation and Golf categories of service the committee members in attendance participated in an activity to rank each. This input will then be combined with ones determined from additional contributors and used in the development of the updated Cost Recovery Model and Strategy.*

#### 4. Committee Member Updates - Co-Chairs

**- New member - DeLilah Collins**

**- Resigning member - Bruce Emery**

*Ms. Collins was recently confirmed to fill one of the Advisory Committee openings for a three-year term. She introduced herself and shared thoughts on being involved and her interest in the PRG Advisory Committee. Welcome DeLilah!*

*Mr. Emery recently shared that he had decided it was time for him to resign from the committee and he looks forward to this vacancy being filled with another interested resident. We thank him for his time, dedication and service and will miss engaging with him at these meetings.*

## 5. Approval of Minutes

*A motion was made by Member Collins, seconded by Member Hogan Chan to approve the February 18, 2020 minutes as submitted. VOTE: Unanimous. The motion passed.*

**This was approved**

## 6. New Business

[20-64](#)

### Recreation Overview - COVID-19 Modifications - Chad Redin

**Attachments:** [Recreation Re-opening Strategy](#)

*Chad Redin, Recreation Manager, reviewed the Reopening Outline for the return of recreation programs and services. It is a four-phase plan that is meant to be fluid in relation to the current environment and the restrictions laid out by the CDC, Tri-County Health, State of Colorado and federal government guidelines. Center activity resumed in June utilizing an appointment-based system for 90-minute blocks with 60-minute cleaning periods after each. Beginning October 5, 2020 this will change to appointments being necessary for the pool and the fitness areas resuming a drop-in format enacting three (3) five-hour time blocks and a 60-minute cleaning period after each. At this time, it is still unknown when a Phase Four Return to Normal is anticipated. Distancing is in place for programs available and modifications have been put into place. Staff have been busy creating and exploring new outdoor and virtual options for what is being offered and feedback has been very positive to the changes and new offerings.*

[20-65](#)

### Golf Overview - COVID-19 Modifications - Paul Hebinck

**Attachments:** [Buffalo Run Update 9.15.2020](#)

*Paul Hebinck, Golf Manager, shared that Golf is following a similar four-phase plan with the assistance of the PGA, Tri-County Health, Adams County and State of Colorado. Buffalo Run was closed for 34 days and the Bison Grill for approximately two months. Services in each have resumed following the modified guidelines and they are fortunate to have the outdoor patio seating area to utilize. Tournaments and banquets are still limited due to social distancing restrictions. Staff have stepped up working in other areas, on project teams, and have been very adaptable at every turn.*

[20-66](#)

### Inclusive Play Structures Discussion - Carolyn Keith

*Tabled*

## 7. Unfinished Business

[20-62](#)

### City Comp Plan/PRG Master Plan Update - Traci Ferguson

*Traci Ferguson, Parks Planner III, indicated that things are underway for the development of the City Comprehensive Plan. Within the comprehensive plan there are three areas being updated consecutively: the PRG Master Plan, the Transportation Plan and the Economic Development Plan. Additionally, a new citizen committee is in*

*being formed to engage and participate with this over the next 12 to 18 months. The Comprehensive Plan Committee outline will also be posted on the City website.*

## **8. Council Member Reports & Information**

*Councilman Hurst indicated that the Council is limited in what they can enact and vote on given the current restrictions. The Emergency Operations team, city staff and residents have done well with the response and modifications that have been developed over the past six months. Many good things still happening despite the unexpected downtime that the pandemic imparted.*

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

*If you know of anyone interested in serving on City Board or Commission, please encourage them to apply. The next round of applications will close on September 25, 2020 and interviews will be scheduled in early October.*

## **10. PRG Announcements**

*Distributed to all members via email on February 14, 2020 and available on [www.c3gov.com](http://www.c3gov.com).*

## **11. Adjourn**

*The meeting adjourned at 7:26 p.m.*

*Respectfully submitted by Maria Jepson*