



Meeting Minutes - Final

Parks, Recreation, and Golf Advisory Committee

Tuesday, May 18, 2021

6:00 PM This meeting will be conducted electronically via Zoom

Zoom Meeting

1. Call To Order/Roll Call/Pledge of Allegiance - 6:00 PM

Meeting was called to order at 6:01 pm by Co-Chair Walker.

Members Present: Clark Berggren, DeLilah Collins, Alejandro Garcia, Jose Guardiola, Josh Houde, Craig Hurst, Justin Maillet, Shawn McDowell, Kendall Ryerson, Bret Walker, Paul Welander

Absent: Mary Hogan Chan, Adam Venanzi

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

Guest: Angela Burgos, Finance Department Budget and Performance Analyst and Commerce City resident as well Nancy White, Mia Martinez and Gavin Fourtney from Lester Arnold High School.

2. Approval of Minutes

A motion was made by Member McDowell seconded by Member Collins to approve the April 20, 2021 minutes as submitted. VOTE: Unanimous. The motion passed.

3. New Business

[21-63](#)

Kids to Parks Presentation (Environmental Science Collaboration) - Lester Arnold High School - Lisa Nordholt to introduce presentation

Over the last 7 weeks Lester Arnold HS environmental science students studied the Commerce City community guided by these essential questions:

- How do we experience the environment in Commerce City?*
- What is it like to walk to a park?*
- How does urbanization impact our park experience?*
- How can we improve the outdoor experience in Commerce City?*

Throughout the quarter students learned from different community leaders and professionals in resource management, parks planning and parks maintenance, analyzed local current events and then conducted their own walk audits around the school and their neighborhood parks. Their video presentation is the culmination of their work and presents their recommendation on how to improve their outdoor experience in Commerce City.

Council Member Guardiola shared that the Derby area is going to get a facelift with upcoming lighting, sidewalk and signage projects that are in the initial stages. He requested this presentation be shared with City Council at a future Study Session meeting. Additionally, Director Keith requested to share aspects of the presentation with other City departments and invited the students to be a part of it.

[21-69](#)

Parks, Recreation & Golf Department Organization Chart Review - Chad Redin, Paul Hebinck, Maria Jepson

Recreation Manager Redin reviewed the Recreation Division of the organization chart including the full time positions and the increase in variable hour seasonal employees.

Golf Manager Hebinck gave an overview of the Golf Division which includes Operations, Maintenance and the Restaurant, plus the year round and seasonal variable hour staff.

Executive Administrative Supervisor Jepson reviewed the Administrative Division staff on the organization chart.

Director Keith reviewed the executive direct reports within the department, plus provided an update on the Parks Maintenance Division in the Public Works Department.

[21-70](#)

PRG Advisory Committee member volunteers to assist with summer events - Veteran's Golf program (July), Summer Concert Outreach (July & August)

Attachments: [5-18 Golf Presentation](#)

Golf Manager Hebinck shared a presentation of the golf program Salute to Military Service, which is a free opportunity for veterans to take part in an evening clinic over six weeks starting in July.

Committee members interested in volunteering would be helping with set up, equipment and being an ambassador for the golf course. Anyone that is interested in signing up should respond to the email that will be sent.

Recreation Manager Redin shared information on the Summer Concert Outreach series with four dates, in July and August that will be a collaborative effort with the Commerce City Cultural Council. Committee members are invited to volunteer at these events and will receive an email with all the details.

4. Unfinished Business

[21-64](#)

PRG Programs, Services and Events Covid Update - Staff

Recreation Manager Redin shared that with TCHD going to 100% clear, additional areas of the centers are being opened up. Indoor swimming and group classes are still on the reservation system until May 29 with the hope that by mid to late summer things will be back to 100% operational. Signage will be posted regarding any updates or changes to mask policies as needed.

Golf Manager Hebinck shared that they are also resuming more of their programming and operations at Buffalo Run and have greater seating capacity in the restaurant.

Members inquired about returning to in-person meetings. Guidance from City Council will be coming.

5. Future Meeting Business

[21-42](#) Curt Holland Golf Tournament - August 20

[21-43](#) Summer/Fall Tour of City Amenities - TBD

6. Council Member Reports & Information

The Memorial Day parade will not take place this year. Instead, there will be a ceremony at Veteran's Memorial Park to honor all who gave their lives in service.

The July 4th fireworks at Dick's Sporting Goods Park will take place however, the other activities will not resume until 2022.

7. Committee Member Reports & Information

The students from Lester Arnold did a great job with their presentation and we look forward to working with them further in the months ahead.

8. PRG Announcements

Distributed to all members via email on May 12, 2021.

9. Adjourn

The meeting adjourned at 7:33 p.m.

Respectfully submitted by Maria Jepson and Candice Turnage