

**City of Wheat Ridge  
Parks & Recreation Commission**

Wednesday, August 16, 2023  
6:30 PM

Wheat Ridge Recreation Center Conference Room  
OR

Join via Zoom: <https://us06web.zoom.us/j/82346022916>

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**MINUTES**

Commissioners Present: Cambria Rollo, Christine Samaniuk, Pat Cervera,  
Mark Doody, Ralph Habben  
Commissioners Absent: Karen Stanley, Andy Rasmussen, Kathy Koniz  
Staff Present: Karen O'Donnell – Parks & Recreation Director

- 1. Determination of Quorum & Call to Order**
  - a. Meeting was called to order at 6:38 p.m.
- 2. Introductions – Guests**
  - a. No guests were in attendance.
- 3. Approval of Minutes**
  - a. June Minutes – Changes: John Route was listed as absent, but he is no longer on commission. Commissioner Habben motioned to approve. Commissioner Doody seconded. Approved.
- 4. Unfinished Business**
  - a. July Park tour Feedback:
    - i. Commissioner Doody-I thought it went great and the historic house was very interesting.
    - ii. Commissioner Cervera-I thought it went very well.
    - iii. Commissioner Rollo-I thought it was very great and fun to see new places this year.
- 5. New Business**
  - a. Volunteer Recognition Event
    - i. Email invitations may be going to individuals' spam folders.
    - ii. Traditionally this event has been at the Recreation Center's community rooms with an Italian style dinner, entertainment,

and presentations. This year Wheat Ridge is offering a different event style-as a social event. It will be located at Anderson Park and immediate family members are welcome with RSVP. The event will have games, a band, and food trucks. Karen appreciates your feedback if attending this year's event.

**b. The Jefferson County Senior Collaboration**

- i. Background: Karen O'Donnell, Patrick Goff (City Manager) and Allison Scheck (Deputy City Manager) met with Chris Lynn, Executive Director of Senior Resource Center (SRC) a few months ago to discuss the different issues facing seniors in our communities. The discussion was focused at looking into how the entire county can together approach barriers of transportation and food insecurity, what resources can be utilized, and creating a grass roots group of doers who can make a difference.
- ii. Upcoming Event: Tapas and Topics on September 7<sup>th</sup> from 4:00-5:30 p.m. at the City of Wheat Ridge Active Adult Center. The hosts will include the planning group from SRC, staff from City of Wheat Ridge, Lakewood, Golden, Arvada, organizations: A Little Help, Spark the Change and Jefferson County.
- iii. Attendance is not limited to the senior population, but also neighbors and adult children and individuals passionate about these issues. People will be rotating to different tables in small groups answering questions. Hosting staff will be at each table to help facilitate discussions. Tapas and mocktails to be provided. It will be an event for idea sharing. There is an RSVP to attend if you are available.
- iv. Commissioner Cambria-I will be out of town, but I have a wonderful neighbor that this topic is very near and dear to her heart. Can we extend this invite to anyone? Yes. The intent is to have more people to generate more ideas and thoughts.

**c. Commission Engagement**

- i. The city has a current analyst that has looked at the bylaws for all the boards and commissions within the city. He compiled data and studies on other cities and then presented his findings to City Council. Examples of questions researched: How many absences can a board member have? What is the length in the term limits?

- ii. City Council will want an annual update for each board and what the commissions are doing. The Parks and Recreation Commission is mostly involved in an advisory capacity. Is there anything else this board wants to be doing? Karen suggested an annual calendar of events and opportunities. Sign up for the different events to represent the commission. Commissioners present at tonight's meeting commented that they liked this idea.
- iii. Commissioner Rollo-If we had a larger goal within Parks and Recreation department that needed to be brought to City Council, this group could play a part to provide community support and a voice.
- d. National Public Land Day
  - i. Saturday, September 23<sup>rd</sup> at Anderson Park - This is volunteer work in collaboration with Jefferson County Open Space with clean up on the trail area.
  - ii. Commissioner Rollo-We all need to go to this. I have attended in the past and it is a phenomenal event. It was fun, they have prizes, we met a lot of great people, and we were involved in cleaning up our Clear Creek Trail.
- e. Park Staff Changes
  - i. Kelsey Carter, who has had the responsibility for taking the minutes of this commission is changing roles at the city. She has been hired as the Procurement Coordinator and will work at City Hall. The new employee for the Operations Support tech role is named Megan Schmitz. She used to work at the Active Adult Center.

## **6. Upcoming City Council Meeting - Parks & Recreation Items**

- a. August 20th – Resolution approving Jefferson County grant applications
  - i. Improvements to the trail around Hayward Park at City Hall
  - ii. A feasibility study on Clear Creek Trail at the portion that connects Wheat Ridge to Denver. This is a Jefferson County grant that the city would put towards \$5,000.00 to the study and City of Denver would provide the additional funding if the funds were granted.
  - iii. A safety and design improvement at a Clear Creek Crossing trail segment. The visibility at the intersection is low and it has a 90-degree angle. This will involve working with Evergreen to put a trail segment slightly east and removing segments of

the fence, east side is Evergreen and west side is Coors.  
iv. Early Childhood grant funding-must be spent by certain deadlines. A storage shed behind Anderson building and a shade tent for summer camps were installed.

b. September 18<sup>th</sup>- the city's budget presentation. The adoption of the budget will be Oct. 9<sup>th</sup>.

## **7. Staff Updates**

### **a. Grant updates**

i. Applied for GOCO grant and have a meeting to determine what to add to the application to hopefully be approved this winter.

ii. Applied for a DOLA grant and T-Mobile grant.

iii. State historic fund grant for improvements to the RHE.

Brandon collected signatures for this at the mayor's reception.

### **b. Project updates**

i. Green at 38<sup>th</sup>-We have a new stage design (shared presentation).

ii. Tabor Lake-Anticipate final design by April 1; construction will start around August 2024.

iii. Panorama tennis project-We have budgeted in the open space fund for next year. We have started design. The tennis courts are original to that park and are over 70 years old.

c. Parks and Recreation Master Plan update will begin next year. The last one was completed in 2015 and to maintain our CAPRA accreditation, it is to be completed every ten years.

d. Rec Center closure week is next week. The roof and the parking lot will also be worked on. Our pass members can use the Charles Whitlock Recreation Center in Lakewood.

## **8. Future Agenda Items**

a. No future agenda items.

## **9. Commissioner Comments**

a. Commissioner Cervera-Any updates on the Town Center Park? Can we sell it? The city is still working with Jefferson County Open Space regarding what options are available. Karen was able to share recent images of The Green at 38<sup>th</sup> design.

## **10. Adjournment**

a. Meeting was adjourned at 7:00 p.m.