Meeting Summary

Agenda January 26, 2022

Roll Call

The meeting of the Parks, Recreation and Senior Services Advisory Committee (PRSSAC) was called to order by Doug Erret on Thursday, January 26th at 7:37 pm. The meeting took place after the Joint OSTAC/PRSSAC meeting at The Broomfield Community Center.

Present:    Roxie Juul, Doug Errett, Jason Anderson
            Mike Schrad, Rochelle Remaly
            Jessica Millhiser,

Absent:     Yolanda Youts, Stacey Klemp, Councilmember Todd Cohen
            Councilmember James Marsh-Holschen

Others in Attendance: Clay Shuck, Director of Operations, City & County of Broomfield
                      Ryan Jensen, Parks Superintendent
                      Matthew Gulley, Recreation Superintendent
                      Nicole Crouse, Manager, Senior Services
                      Angela Kochevar, Office Manager

Guests:     N/A

Minutes

Public Comment
N/A
Approval of Minutes

Doug Errett called the meeting to order and asked if there were any changes to the November 16th, 2022 PRSSAC (Parks, Recreation and Senior Services Advisory Committee) meeting minutes. There were none.

A motion was made by Mike to approve the minutes. It was seconded by Rochelle, all agreed and the minutes were unanimously approved.

New Business

Clay explained that the current Memorial program is being reviewed by Parks Services to help standardize the process, make some revisions to the current process and create a public facing Memorial program.

Ryan Jensen shared a draft of the revised Memorial Program and information about current processes and reasons revisions and guidelines are needed.

- Community requests for memorials are growing
- Popular locations are repeatedly requested
- Need some controls in place
- Plaques on boulders can resemble a gravestone
- Cremations are not allowed to be added to memorial tree sites, if a tree dies, it would have to be removed and may cause hardship for the family.
- Currently, the timeframe from time of loss to getting the process completed with items ordered is cumbersome and lengthy.
- Ryan asked the group for input on limiting memorials to either a tree or standard bench.
- Pictures of standard bench options were shown.
- Plaques would not be permitted on trees or boulders any longer, however would like to know what everyone thinks about a memorial site or wall with a “tree of life” or something similar, where a plaque can be placed to memorialize someone. There is a similar “tree of life” on the wall in the Broomfield Community Center.

-Yolanda-do you keep a list for families to find trees/memorials? If there was a “tree of life” on a wall, would there be a way for people to find their loved one’s plaque?
-Ryan-No we don’t have a way in place with the current process, most of the info is very old, no emails or contact information. Not sure about how a tracking system could be added.
-Roxie-how many more places at Bruner house for memorials?
-Ryan-Bruner house is an Open Space site so would not be included in the public facing site for Parks memorial program however, it demonstrates the need to have a process in place.
-Mike-Is Founders Parkway still a possibility?
-Clay-No, we do not believe this is part of the current project
-Mike-Is there something in the draft about possible rejection of applications?
-Ryan-Yes some language will be added stating that there is no guarantee of service or only “upon approval” of application.
- Stacy- Can you add a sample of what the “tree” would look like?
- Yolanda- How many memorials do you estimate to have now?
- Ryan-Bench list is about 200 and trees approximately 350. We don’t advertise memorials but word gets out and people see them in the parks.
- Stacy- Maybe bricks or other types of memorials would be better?
- Clay- Some people don’t like the idea of bricks, once started they tend to fall off in popularity causing the area to look somewhat undone. It’s also hard to plow over bricks.
- Matt- At the cemetery there is a cenotaph to affix a plaque for memorial, maybe it could be something like that.
- Ryan thanked the committee and told them he’d bring back final copy next month to group

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**Staff Reports**

**Parks, Recreation, and Senior Services Updates**

**Senior Services** - Nikki provided an update.
- Focusing on one program each month to look at processes, promo materials for necessary updates. This month’s focus was nutrition services.
  - MOW program 5 days a week fresh food delivered, frozen on weekends
  - Lakeshore -congregate meals 5 days per week
  - Special lunches, healthy hearts, holidays
  - Project homecoming - 5 meals provided for someone coming home from hospital stay Huge bday lunch in January
- Submitted RFP in January for Caregiver Respite to start in July
- Still waiting on vehicles - older vehicles are showing wear and tear
- Newest vehicle is 6 yrs old. It takes a year - 16 months to get a new vehicle.
- Our busses run 8-10 hours per day
- -Stacy- why the backlog? Supply chain demands or type of vehicle
- -Clay- Both reasons but seeing it with all vehicles including PD, Fleet
- Meeting with Transportation Director and Jenifer Hussey, Program Supervisor on transportation needs study
- Creating a County Council on Aging-rolling it out to find community interest in March.
- Caregiver respite receiving a lot of referrals from hospice and many clients passed away reducing numbers to below required contract amount. Working on getting the word out to rebuild service.
- Spring Fling Dance coming in May

**Recreation Services** - Matt Gulley provided an update.
- Buildings are very busy with New Year’s Resolutions and Programs
  - Both gyms being utilized with Youth Basketball practice 5-8pm M-F
  - Youth BB Games on Saturdays at both gyms and other local school gymnasiums
  - Higher demand for more pickleball time, schedules adjusted to accommodate a
little more time.
  ○ 2022 Revenue showing Program Areas hit all-time high of 3.5 million split evenly amongst both facilities
• Special Events
  ○ Student art show coming in Spring
  ○ Craft fair - a new Spring Craft Fair is being added
• Staffing
  ○ Aquatics still struggling with staffing and making adjustments where needed to schedules
  ○ Front Desk staff doing well
• Youth and Teen
  ○ Universal Preschool program - currently looking into taking part
• Pilates Studio PDRC - New pilates reformers installed and marketing of pilates program will be coming.

-Doug - How is the climbing wall space coming along?
-Matt - Its completed, we’ve added some games in it and named the space “Evergreen” to go along with the naming scheme of the rest of the building. Space will be used as Flex space, games for kids and sometimes will be programmed or used for stretching. A Freedom Climber will be added soon. It’s self propelled and has an anchor for TRX.
-Rochelle - Will there be Personal Training options for Pilates Reformer?
-Matt - Yes, completion of prerequisite classes required first. We’ll start with group training first and may offer private training later.

Parks Services - Ryan Jensen gave an update
• Working through RFP process for Citywide Landscape Maintenance
• Current provider, Co-Cal contract expires in March
• Vandalism to Red Pod at County Commons - Damage requires more extensive work than in-house staff can take care of. Will be going out to bid for vendor quotes. Repairs estimated at approximately $30,000
• New CCOB Forester, John Vanko is doing very well, so happy to have him.
• Removing Priority #1 High Risk Trees/Winter Pruning
• John brings skills of climbing and high elevation pruning which is very helpful.
• Taking down holiday lights, snow has hampered the efforts
• Long term snow cover affects turf and trees, potential issues from it will begin to show up in Spring. Currently the snow cover is at 49 days.
• Reviewing Maintenance Standards
• CPRA activities
• PDRC Sign Replacement
• Reuse irrigation signs redo
• 2023 Capital Projects: Skyestone Irrigation

Cemetery Update - Matt provided an update.
• The new Cemetery Coordinator started, currently training
• Cannot say enough about Chuck and Jason, they do a fantastic job. Last week they ran a full burial in the middle of a snow storm that was planned ahead of time. The family was appreciative.
Clay- Staff kudos

● Parks does a great job with snow operations.
● MOW Coordinator, Joanne Mcintosh, coordinator recognized a recipient in need and delivered a meal herself to check on her. It turned out that the customer had a fall that resulted in an injury that needed attention. Joanne called 911 and made sure she got the help she needed.
● Emergency issues arise at our facilities and staff are quick to respond.

Old Business
N/A

Noxious Weed Advisory Board Business
No Committee Business

Projects, Concept Reviews, Planned Developments

● Harvest Hill Project-
  ○ Dedicated park area, they will maintain it, and provide us access.
  ○ We are waiving add’l cash in lieu, $112-115,000. Does anyone have any concerns with waiving?
  ○ This is 100% affordable housing, 152 units 1,2,3 bedroom
  ○ Adding amenities within the complex as well

Committee and Public Comment
N/A

Next regular scheduled meeting:
Wednesday February 15, 2023
Joint OSTAC/PRSSAC Meeting May 4, 2023

Future Agenda Items:
● Final Midway Park Master Plan-February
● Artery project with updates-March
● Public Land Dedication (PLD) - coming later

Adjournment
A motion was made by Doug to adjourn, it was seconded by Mike and the meeting adjourned at 8:43pm.