

# **Parks, Recreation & Cultural Services**

PR&CS Administration, 1401 Recreation Way, Colorado Springs, CO 80905



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## **Agenda**

### **Westside Community Center Working Committee**

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**Thursday, August 17, 2023                      2:00 p.m.      Westside Comm. Center, 1628 W. Bijou**

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#### **How to call in to the meeting for citizens:**

***Please dial +1 (720) 617-3426 Conference ID: 953 979 574#***

#### **How to comment:**

- *For Citizen Discussion concerning items that are not on the agenda please email your comments to [WCCWorkingCommittee@coloradosprings.gov](mailto:WCCWorkingCommittee@coloradosprings.gov) in advance of the meeting.*
- *For Agenda Items - Before the meeting, those who wish to comment should submit their name, telephone number, and the topic or agenda item for comment to [WCCWorkingCommittee@coloradosprings.gov](mailto:WCCWorkingCommittee@coloradosprings.gov). If you are a participant in Microsoft TEAMS please use the chat function to indicate you would like to comment. If you have joined the meeting via conference call, please listen for your opportunity to comment. You will be called upon to comment using the last four digits of your telephone number. Please limit your comment to three minutes.*

#### **Announcements**

Staff and Committee

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#### **Citizen Comment/Discussion**

Citizens

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#### **Approval of Minutes**

Working Committee Meeting Minutes – July 20, 2023

Committee

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#### **Committee Announcements**

Committee

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#### **Action Items**

Review of submitted *Proposals for Leased Space*

Staff and Committee

Review of submitted *Proposals for Program/Services*

Staff and Committee

- 2024 AARP Tax Aid – Michael Campbell

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#### **Committee Business**

Committee

West Fest Community Event and WC Meet and Greet (September 23)/staffing - Justin (15 minutes)

New Working Committee member recruitment/process/recruitment pools/updated timeline (10 minutes)

Communications Subcommittee (15 minutes)

Community Garden Workday (10 minutes)

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**Staff Updates** (20 minutes)

Staff

Westside Community Center Facility Operations – Program/Schedule; Volunteers; New staff; outdoor art at the WCC; new bike rack!

Westside Community Center Facility Enhancements – Security cameras; Facility budget and revenue targets;

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**Presentation Items**

Staff

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**Adjournment**

Committee



**Westside Community Center Campus  
Contract Program or Service Provider Proposal**

**\*This proposal form and all information contained within will be made public during the Westside Community Center Working Committee review process.\***

Organization or Provider Name: AARP Foundation Tax Aide

Contact Name: Michael Campbell

Contact Email: campbells1407@gmail.com

Contact Phone: (719)3603810

Type of Organization:  Individual  For Profit  Non-Profit  Other: \_\_\_\_\_

What type of program or service are you proposing?

- Program (Defined as an ongoing, multi-session offering that builds on skills or learning from session to session, typically lead by an individual or instructor)
- Service (Defined as an offering providing a community good, either for no or nominal cost, to enhance community understanding of a particular topic or be a resource or service for the community)
- Other:

**Organization and Proposed Program Information**

*(please attach additional pages as needed)*

Please describe your proposed contract program or service. Include the title, description, populations served, anticipated attendance per class and general participant fees (if applicable). Please also include how this program or service is of value to the Westside Community, list goals and objectives of the program or service, and describe how you intend to make this program successful.

AARP Taxaide has been providing free tax preparation for seniors and low income clients at WCC for nine years. The service is extremely popular and is always oversubscribed.

The program is overseen by the AARP Foundation and the IRS. All our volunteers must recertify each year.

We would like to continue providing this service to the community. We process around 30 tax returns per day, on Mondays and Thursdays, from the start of February until Tax Day. In total, we will help over 600 people.

We are not overly concerned about rooms, as long as we can get a waiting room and a room big enough for 8-9 tables. We start at 9.00am, and our last appointment is 1.00pm, which means that we may not be finished until almost 3.00pm.

WCC has been a good home to us, and we are grateful for the help we receive.

(proposal form continues on next page)



CITY OF COLORADO SPRINGS  
DEPARTMENT OF PARKS, RECREATION AND CULTURALS SERVICES

*Optional: You may submit a cover letter further expressing your interest in offering this contract program or service at the Westside Community Center Campus.*

**Statement of Understanding**

*I understand that this is a proposal to offer contract programs and services at the Westside Community Center Campus. I understand that this form and all information contained within will be made public during the Westside Community Center Working Committee review process. I acknowledge that the City is subject to the Colorado Open (Public) Records Act, C.R.S. § 24-72-201 et. seq. I further understand that, if selected to discuss an agreement, I will be contacted by a member of the City of Colorado Springs Parks, Recreation and Cultural Services Department. **Failure to sign and return this form could result in the rejection of the entire submission.***

DocuSigned by:  
MICHAEL CAMPBELL  
Signature of proposer

3/12/2023  
Today's Date



**WORKING COMMITTEE MEMBERS NEEDED!**

# **VOLUNTEER**

**WITH THE  
WESTSIDE COMMUNITY CENTER**

## **WORKING COMMITTEE MEMBERS**

- Represent the wants and needs of the westside community
- Communicate those desires to City staff
- Meet monthly to review proposals for Westside Center activation

## **To Apply and Learn More...**

Scan This QR Code



Or

Visit Our Website

*[coloradosprings.gov/westsidecommunitycenter](https://coloradosprings.gov/westsidecommunitycenter)*



**For More Details, Contact Mark Snow,  
Community Recreation Manager**



**719-385-6958**



**mark.snow@coloradosprings.gov**



| July - Programs/Rentals                 |              |             |           |             | Hours & Attendance YTD |             |            |             |
|---|--------------|-------------|-----------|-------------|------------------------|-------------|------------|-------------|
| Program/Rental                          | Hrs.         | Adults #    | Youth #   | Total Attn. | Hrs.                   | Adults #    | Youth #    | Total Attn. |
| Afterschool Tutoring                    | 2            | 0           | 2         | 2           | 3                      | 0           | 3          | 3           |
| Balance & Flexability                   | 3            | 16          | 0         | 16          | 29                     | 254         | 0          | 254         |
| Baton Twirling (Demo)                   | 1            | 8           | 21        | 29          | 1                      | 8           | 21         | 29          |
| Bible Study                             | 4.5          | 28          | 0         | 28          | 40.5                   | 193         | 0          | 193         |
| Happy Crafters                          | 20           | 79          | 0         | 79          | 85.75                  | 393         | 9          | 402         |
| Kiwanis Club                            | 3            | 17          | 0         | 17          | 8                      | 81          | 0          | 81          |
| Line Dancing                            | 8            | 54          | 0         | 54          | 54                     | 311         | 0          | 311         |
| Mindful Movments                        | 1            | 21          | 0         | 21          | 1                      | 21          | 0          | 21          |
| Painting with Water Media               | 4.5          | 19          | 0         | 19          | 10.5                   | 57          | 14         | 71          |
| Pickleball                              | 30.25        | 205         | 0         | 205         | 234.5                  | 1562        | 1          | 1563        |
| Pickleball (Beginners)                  | 5            | 20          | 0         | 20          | 65                     | 333         | 0          | 333         |
| PPLD: Nature's Educators                | 1            | 16          | 31        | 47          | 1                      | 16          | 31         | 47          |
| Seinior Fitness                         | 7            | 211         | 0         | 211         | 76                     | 1967        | 0          | 1967        |
| Share & Learn: Piano Lessons            | 5            | 16          | 0         | 16          | 8                      | 28          | 0          | 28          |
| Silver Key (Connections Café)           | 20           | 111         | 0         | 0           | 142                    | 1785        | 0          | 1785        |
| Table Tennis                            | 20           | 104         | 1         | 105         | 152.5                  | 580         | 8          | 588         |
| Tiny Dancers                            | 2.25         | 0           | 28        | 28          | 14.25                  | 0           | 155        | 155         |
| Westside Mamas                          | 2            | 8           | 8         | 16          | 6.5                    | 18          | 17         | 35          |
| <b>CS Senior Center Programs at WCC</b> |              |             |           |             |                        |             |            |             |
| Silver Sneakers Circuit                 | 6            | 97          | 0         | 97          | 6                      | 97          | 0          | 97          |
| Silver Sneakers Classic                 | 6            | 122         | 0         | 122         | 6                      | 122         | 0          | 122         |
| Zumba Gold                              | 6            | 165         | 0         | 165         | 6                      | 165         | 0          | 165         |
| <b>Totals</b>                           | <b>157.5</b> | <b>1317</b> | <b>91</b> | <b>1297</b> | <b>950.5</b>           | <b>7991</b> | <b>259</b> | <b>8250</b> |

| July - Volunteers      |                 |
|------------------------|-----------------|
| WCC Working Committee  | 10 Hours        |
| WCC Program Volunteers | 17 Hours        |
| <b>Total</b>           | <b>27 Hours</b> |