



PARKS AND RECREATION DEPARTMENT
Civic Center • 500 East Third Street • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

LOVELAND PARKS AND RECREATION COMMISSION

Thursday, May 14, 2015 - 4:30 p.m.

Parks & Recreation Large Conference Room
500 E 3rd St, Suite 200, Loveland, Colorado

Notice of Meeting Posted

Approval of April 9, 2015 minutes

Council Liaison Report

Discussion/Action:

1. CEF Fee Proposals from Finance Department
2. Budget (Handout at Meeting)
3. Mehaffey Park Update at Meeting
4. Low and Moderate Income Fee Guidelines Review

Commission Members Discussion Topics

Reports/Correspondence:

5. Operation & Project Update

Next Meeting Date: June 11, 2015

Wi-Fi Access Code: accesswifi

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LOVELAND PARKS AND RECREATION COMMISSION

AGENDA ITEM: **3**

MEETING DATE: May 14, 2015

DESCRIPTION: **Low and Moderate Income Fee Guidelines Review**

PRESENTER: **Keven Aggers**

SUMMARY:

Each year, the Parks and Recreation Department administers several programs designed to provide financial assistance for individuals and families visiting Parks and Recreation facilities and participating in leisure programs. These programs include the Parks and Recreation Commission administered Youth Athletic Grant program, the Parks and Recreation Foundation funded Youth Scholarship program, the Senior Advisory Board supported Senior Scholarship program, and the City's Low Income Recreation Assistance program.

Staff will present annual statistics for the 2014 operating year and review guidelines for the upcoming year.

COMMISSION ACTION

RECOMMENDED: Review Recreation Assistance Program analysis and use report.



LOVELAND PARKS AND RECREATION COMMISSION

AGENDA ITEM: **4**

MEETING DATE: May 14, 2015

DESCRIPTION: Operations & Projects

SUMMARY:

Recreation

- Participation at the Chilson Center for the first four months was up by 2.6% in comparison with the same time last year. This increase can be traced to increased Extended Use Pass sales coupled with growth in personal training session sales, facility rentals, and Silver Sneakers enrollments. Staff expects this trend to continue into the summer months.
- Kid's Night Out will be completing another successful operating year when school ends in late May. This popular Saturday evening activity attracts over 250 children between 2nd and 8th grade for games, activities, and organized fun.
- Enrollments in spring programs are at or above projections. Youth Soccer and Lacrosse are both up considerably over past years and early registrations for the popular Adventure Bound Day Camp are trending toward a full summer season.
- Facility management staff have been working through the early spring to get the Winona Pool facility open for the upcoming summer season. The re-plastering project completed last summer held up well over the winter months and only a few minor plumbing and drain-line problems have popped-up so far. While some of the same lifeguard staff will return for another year, a new manager and assistant manager will be appointed. The pool is scheduled to open on-time this year on Memorial Day weekend.
- The North Lake Park Swim Beach is scheduled to open for the season on Memorial Day weekend. This popular free swimming/wading area is provided through a cooperative agreement between the City and the Lake Loveland Recreation Club, the owners of the recreation rights for Lake Loveland. Higher than normal early season water levels at the lake bode well for another excellent operating year.
- The City of Loveland in cooperation with the Loveland Baseball Association will be unveiling a plaque in honor of the five individuals who were instrumental in developing the Centennial Park Baseball Complex on an abandoned land fill site in 1977. The unveiling is tentatively set for Friday, June 5, at the start of the first annual Founder's Youth Baseball tournament scheduled for June 5 and 6 in Loveland.



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**Operations and Projects Update
Park Division**

May 14, 2015

Projects:



Mehaffey Park Shelters and Treehouse (background)

- ❖ **Mehaffey Park** - The climbing wall contractor and playground equipment installers continue to work on the playground but due to the wet weather, progress has slowed and has pushed the schedule out several weeks. ECI continues to work on placing crusher fines, and Belmire continues to work on landscaping and irrigation as the weather permits. The project remains within budget and still on schedule for a late July "soft" opening. Due to weather delays staff determined that a new date was necessary for the Grand Opening, which is now scheduled for August 1, 2015. The following press release was issued on May 7th announcing the new date –

"The City will celebrate the opening of **Mehaffey Park** on, **Saturday, August 1, 2015 (new date.)** Mehaffey Park, a 64-acre park meeting the growing recreation needs of Loveland's northwest quadrant, will be the city's second-largest community park. The park is located north of 22nd Street, south of 29th Street and west of Wilson Avenue. The park, purchased from the Mehaffey family in 1997, has been under construction since August 2013 with ECI Site Construction Management, as the general contractor. Logan Simpson, prepared the master plan and construction documents as the lead landscape architecture firm.

There are so many awesome amenities this park will offer our community – from tennis and pickle ball courts to a dog park that's sure to please all of our 4-legged friends....from an adventure playground and climbing wall that is out of this world, to several sports fields, and a skate park that is state of the art design. And so much more! Look for additional information on the grand opening celebration and events at www.cityofloveland.org/mehaffey. A full schedule will be available after June 1, 2015."



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- ❖ Madison Ave. Underpass – Construction is almost complete but due to the recent rains has delayed final paving. Staff hopes to have the roadway open before Memorial Day but if the rain continues it will delay progress. Work completed in April included curb, gutters, sidewalks and installation of the trail sump-pump manhole. Paving and had rails and road guard railing are the last items to complete and are weather dependent. The ditch was operational on April 15th. The underpass will open when the roadway opens and the ribbon cutting for the underpass is scheduled for June 6, in celebration of National Trails Day. A hosted staff ride is scheduled to start at 9 AM from the Civic Center south parking lot. Staff will ride to the underpass for a brief ceremony with the Mayor and councilors. Staff will continue to ride to Seven Lakes Park with the public and provide treats at the park for all riders. All commission members are invited to attend the ride and ceremony!
- ❖ Front Range Trail – We heard officially that the project was awarded \$350K for the project bringing the total grant award to \$800K. The announcement was issued from State Parks/ State Trails at the end of April. The grants will supplement funding for the construction of the trail. Staff started working on the final trail alignment with the Louden Ditch Company and the property owner in April. Staff is still working on the final details related to the IGA and process for bidding this under a Federal contract. A decision on the final method for final design and construction is pending further staff and legal review. This joint project, when completed, will connect Loveland and Fort Collins between County Road 30 and 32.



New trail at Wintergreen

- ❖ Wintergreen Trail – The contractor made great progress until the rains came. They have 1/3 of the trail to complete and all finish work, final grading, irrigation and seeding to complete once the trail concrete is complete. Staff hopes to have this small trail section open by Memorial Day but it is weather dependent.
- ❖ Park Restroom Renovation Projects (Dwayne Webster and Kroh Parks) – Restroom renovation completed with facilities opened for public use in late April.
- ❖ Asphalt Re-surfacing – Goltz completed asphalt repair work in the Barnes core area - asphalt repairs in progress at Loveland Sports Park as weather permits. Work planned at Eagle View and Church of Good Shepard will be on hold until project approval via the City's plan review process. Kroh Park asphalt repairs have not been scheduled at this time.
- ❖ Cemetery Office/Shop – Authorization has been received from the City Manager to proceed with Cemetery office and shop design in 2015. Park staff is working with The Architects' Studio on an RFP for office/shop design. Building construction is anticipated in 2016.



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- ❖ Cattail Mitigation at Benson Sculpture Garden – Cattail removal completed by in-house staff. Grounds/Public Grounds staff will mitigate further growth with weed control applications. Site dredging to be performed in conjunction with Storm Water Division's drainage project under 29th Street in 2016.



Cattail Mitigation

- ❖ North Lake Park Tennis Courts – Ground Engineering's final report and analysis revealed that the material below the courts is clay with a swell factor that requires either filling/raising to allow proper gravity feed drainage or over excavation/backfill with structural fill to facilitate proper drainage. Staff recommendation pending.

Flood Projects

- ❖ Viestenz Smith Mountain Park - A public meeting to review the concepts, constraints and opportunities was held for April 15th at the Chilson/Senior Center. Approx. 35 people attended. Comments have been summarized and additional comments are being accepted until May 15th. Staff presented the concepts to Council on April 28th and overall the project was well received and supported by Council. They would like a report back on the need for reservable shelters or possible phasing of these in the future. Park will remain the primary issue related to the park use and ability to accommodate shelter reservations. Staff is proceeding the refining the plans to a "preferred" plan and will be presenting the preferred option to the commission at the June meeting. All information presented, along with the comment form is available to the public at www.cityofloveland.org/VSMP
- ❖ Wilson Bridge and Taft/Wilson Trail - Staff completed their review of the Wilson to Taft trail reach and the Wilson Bridge restoration in April and submitted a scope change request to FEMA. A follow-up meeting with FEMA staff is scheduled on 5/13. Staff is seeking a substantial change order to accommodate the new longer bridge required to reconnect the trail. Staff can't continue with final design until the State and FEMA review and approve the change order. Construction drawings should be completed this summer. Permitting and review by the state and FEMA will delay the construction of the bridge until the fall.
- ❖ Barnes Complex Emergency Access Road – Reconstruction of the emergency access road (between the Barnes and Fairgrounds fields) was completed by Hoff Construction in April. This is a FEMA eligible reimbursement project damaged during the September 2013 flood.



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Barnes Emergency Access Road

Water

- ❖ Louden Ditch Repairs – Louden Ditch repairs (Quail Run Subdivision) completed by contractor on April 17th in preparation for ditch operation around mid-May. Final cost of repairs is anticipated in the \$24K - \$28K range.



Louden Ditch Repairs



Special Events

- ❖ Kids to Park Day – The Department is supporting the annual Kids to Park Day (May 16th) sponsored by the National Park Trust. Activities will be held at Fairgrounds, North Lake and Loveland Sports Parks.
- ❖ 2015 Sculpture Event – Liquor License Authorization requests processed for all event sponsors (i.e. Thompson Valley Art League, Loveland High Plains Arts Council, etc.) in preparation for the 2015 event. Planning meetings with event representatives will ramp up in late May or early June.
- ❖ July 4th Event – Initial planning meeting with affected Departments (Police, Fire, Parks and Public Works) held on March 31st – second planning meeting scheduled in mid-May.
- ❖ Arbor Day Celebration – The ceremonial event was held indoors due to inclement weather while the tree planting near the Chilson Center proceeded outdoors as scheduled. The Arbor Day Proclamation was read by Mayor Cecil Gutierrez followed by presentation of the Tree City USA Award (26th Year) from a representative of the Colorado State Forest Service. The high school student volunteer tree planting project at Fairgrounds Park was postponed until Tuesday, April 21st.
- ❖ 2nd and Jefferson/Police Officer – Site cleaned and crusher fines path installed in preparation for May 2nd event commemorating the service of fallen officer Frank Peak who was killed in the line of duty in 1915.

O & M Activities

- ❖ North Lake Park Train – Repairs on the train drive truck were completed by Uhrich Locomotive Works in Strasburg, CO. Final assembly and servicing completed by Fleet mechanics in preparation for the Kids to Park Day celebration at North Lake Park on May 16th.
- ❖ Urban Forestry Program – Representatives from four (4) City Departments (Development Services, Parks and Recreation, Public Works and Water and Power) met with the Assistant City Manager to review and discuss program proposal prior to presenting it to the City Manager for consideration as part of the 2016 budget process. The proposed program was “blessed” and will proceed thru the 2016 budget pipeline.
- ❖ Maintenance Activities – Maintenance activities are seasonal in nature as the Park Division focuses on flood mitigation, weed control, mowing, tree planting, irrigation system activation, seeding/sodding projects, and preparation of shelters and fields for reservation use.
- ❖ Surveillance Cameras – Funds for replacing the existing Bosch system with new PTZ/360 degree angle cameras supported by Webex were approved by City Council in early April. IT is initiating an RFP to finalize equipment and installation costs with their vendor.

Commission Action

Recommended: Informational



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LOVELAND PARKS AND RECREATION COMMISSION

Minutes ♦ April 9, 2015

Present: Jack Doyel, Wendi Cudmore, Twyla Dennis, Joe Waneka, Gene Alvine, Brian Steckelberg, Hugh McKean (City Council Liaison)

Staff: Elizabeth Anderson, Marilyn Hilgenberg, Keven Aggers, Larry Callihan, Janet Meisel-Burns, Carol Wallace

Absent: Leighton Millar, Katie Davis, Deborah Manderscheid

Call to Order: The meeting was called to order at 4:30 pm.

Minutes: Minutes of the March 12, 2015 were approved as written.

Council Liaison Report: Brief discussion on impact of removal of food sales tax.

Parks & Recreation Department 2016-2025 10-Year Capital Plan

Discussion and review of Parks & Recreation Department's Capital projects in the next few years. Funding comes from Parks Improvement Fund (restroom renovation, shelter roofing, Junior Achievement Park renovation, North Lake Train engine replacement); Conservation Trust Fund (lottery funds for parks, recreation and trails); Capital Expansion Fees (parks, recreation, Open Lands & Trails). All are dependent on fund cash flow and staff resources. Commission members were presented with the 2016 City Budget Proposed Schedule.

Trail Presentation

An updated 2015 Recreational Trail map was presented to the Commission and soon will be printed for distribution. The Department had many trail accomplishments in 2014 and moving forward into 2015 will be completing Segment 7a, Segment 7b, the Madison Street Underpass, Longview Corridor Trail and work on the Front Range Trail. The City will be securing various grant dollars, including \$1 Million from CDOT Transportation Alternative Program (TAP).

Viestenz-Smith Mountain Park – Concept Plan Review

Jana McKenzie, with Logan Simpson Design, along with staff, presented two preliminary concepts for redesign of Viestenz-Smith Mountain Park, which was heavily damaged in the 2013 flood. Maps were presented showing flood damage and the path of the river and how the site was impacted. Two different, but similar, plans were presented showing conceptual ideas for redesigning the park area to better accommodate any future flooding with minimal damage to site. The public will be given the opportunity to share their ideas for the site. The two concepts would include hiking/walking paths, small picnic areas, and river access for fishing. Funding by FEMA and insurance would be approximately \$2.5 million. The design process will take place in 2015 with possible construction in 2016. There will be a public meeting at the Chilson Recreation Center on Wednesday, April 15th at 6:30pm. The preferred plan concept will be selected in May. Construction will take place in phases. Staff will be collecting public comments for the next three weeks.

Commission Member Discussion

The Recreation Feasibility Study consultants, Greenplay, will be meeting with Commissions on April 22nd at 4:30pm. Staff will update Commission members with more specific information.

Arbor Day Celebration and proclamation will take place at the Library on Friday, April 17th at 12:30pm.

Staff and Commission members agreed to hold the June 11th meeting at Mehaffey Park. The Grand Opening celebration for Mehaffey Park will take place on Saturday, July 11th.

Meeting adjourned at 7pm
/s Wendi Cudmore, Vice-Chair