



**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](http://www.cityofloveland.org)

**LOVELAND PARKS AND RECREATION COMMISSION**

**Thursday, September 10, 2015 - 4:30 p.m.**

Parks & Recreation, Large Conference Room  
500 E 3<sup>rd</sup> St, Suite 20, Loveland, Colorado

Notice of Meeting Posted

Approval of June 11, 2015 minutes

Council Liaison Report

**Discussion/Action:**

1. Cemetery Update

**Commission Members Discussion Topics**

**Reports/Correspondence:**

2. Operation & Project Update

**Next Meeting Date:** October 8, 2015

Wi-Fi Access Code: accesswifi

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**LOVELAND PARKS AND RECREATION COMMISSION**

**AGENDA ITEM: 1**

**MEETING DATE:** September 10, 2015

**DESCRIPTION:** Cemetery Update

**PRESENTER:** Larry Callihan

**SUMMARY:**

Staff will present information on multiple projects in progress and/or proposed that will impact Cemetery operations and revenue stream in the next two years. Topics will include:

- ✓ Proposed Cemetery Rules and Regulations Revisions
- ✓ New Cemetery Office/Shop Project (Design in 2015 and construct in 2016)
- ✓ New Cemetery Columbarium Project (2015)
- ✓ Revenue Opportunities (Ossuaries)
- ✓ New Technology in Use/Proposed at the Cemetery

**COMMISSION ACTION**

**RECOMMENDED:** Informational



## **LOVELAND PARKS AND RECREATION COMMISSION**

### **AGENDA ITEM: 2**

**MEETING DATE:** September 10, 2015

**DESCRIPTION:** Operations & Projects

#### **SUMMARY:**

##### **Recreation**

##### **Ongoing Equipment and System Follow-up**

- The Chilson Aquatics areas were closed for annual maintenance at the end of August and into early September. Both main pools were drained and all equipment received a thorough cleaning and preventive maintenance work on heaters, filters, and chemical feeding systems. All pools were operational by Labor Day.
- New Ellipticals and treadmills were installed in August with a Stepmill awaiting a control board to complete the replacement of cardio equipment for this year. Comments from guests have been positive.
- The Barnes Batting Cages are scheduled to receive new netting after they close for the season this fall. This replacement project has been delayed for several years as the cages were in excellent condition and not in need of replacement. However, staff believes that we have stretched the life of the nets to the point where replacement is necessary. Work should be complete by early November.
- Winona Pool will be receiving a new standing seam metal roof this off-season. The existing shake shingled roof has been in place for a number of years and Facilities Management staff believe that it has reached its life expectancy. This work will be complete by December.

##### **Programs and Operations**

- Player numbers for youth soccer, gymnastics, and flag football are tracking right in line with past years. Youth volleyball is showing a slight increase in participation with tennis and lacrosse experiencing some reduction. The early start of school coupled with a later than usual Labor Day is believed to be the cause of inconsistent registrations. Staff believes that all programs will reach targeted participation projections.
- The Lake Loveland Swim Beach closed a week early due to low water conditions at Lake Loveland. This trend has been in effect for several years with late summer rains downstream causing a call irrigation water. All things considered, the beach experience an excellent operating season in 2015.
- Team numbers in fall adult softball were down about 15% in comparison with the past few years. This is a trend that is being experienced in most front range communities as the Baby Boomer age out of the more active and competitive programs. Fortunately, the popularity of girls' softball has backfilled the open fields keeping the Barnes Fields at Fairgrounds Park one of the most active and busy facilities in our inventory.

### **Field and Facility Scheduling/Use**

- Fall programs will be in full swing by the week after Labor Day. All fields at the Loveland Sports Park are almost fully scheduled with local private high schools, Club United soccer practices and games, and City of Loveland programs making use of available space during prime times after school and on the weekends.
- The Loveland Swim Club is once again using Winona Swimming Pool for afternoon practices during the month of September. In that the facility is not scheduled to be winterized until early October, this annual rental creates additional revenue at a time when the facility would be closed and dormant.
- The weekly Farmer's Market at Fairgrounds Park continues to be one of the more popular markets in the area. On Sunday, August 30, the market hosted the "Front Range Rally" benefiting the Food Bank of Northern Colorado. This event featured the normal 30+ Farmer's Market vendors but added craft breweries, local food trucks, BBQ, and special entertainment. Many of the vendors reported doubling normal sales and running out of product with an estimated 2,500 people attending. There will be another "Front Range Rally" on September 27.

### **Operations and Projects Update Park Division**

#### **Capital Projects:**

#### **Mehaffey Park**



Mehaffey Park Ribbon Cutting Ceremony



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- Mehaffey Park - The long-awaited completion and opening of Mehaffey Park occurred on August 1<sup>st</sup>, which is 18 years after initial land acquisition. The Grand Opening consisted of a ribbon cutting ceremony and multiple family oriented activities and events throughout the day. Staff is addressing “punch list” items and maintenance program “fine-tuning” is in progress. The basketball court was opened for public use on August 19<sup>th</sup> and Belmire will complete site seeding in September.

### Recreation Trail Projects

- Long View Corridor Trail – Planning staff is still working with Larimer County to complete project IGA's. Project design and engineering is anticipated to commence in September.
- Front Range Trail – Staff is waiting on IGA approval from the County. Goal is to take the proposed IGA to Council for approval in September.
- Boyd Lake Trail Routing – Construction of the 2<sup>nd</sup> phase of the Boyd Lake Spillway Project is scheduled to commence in mid-September. Planning staff is working with Greeley Loveland Irrigation Canal (GLIC) on temporary routing options to keep the Recreation Trail open for public use during the project.

### 2015 Depreciation Funding/Fund 23 Projects

- Park Restroom Renovation Projects (Barnes and Centennial Parks) – Contract documents finalized with Construction Concepts. Barnes restroom renovation project scheduled to commence on September 8<sup>th</sup> with the Centennial project following in mid-October.
- Playground Renovation – Site inspections performed in preparation for soliciting design/build proposals for North Lake Park and Osborn Park playgrounds. Playground renovation will commence in the 4<sup>th</sup> Quarter with completion scheduled by year's end.
- Barnes Complex Irrigation Project – Belmire was awarded the contract to replace the aging irrigation system on Fields #5 and #6 at the Barnes Complex. Submittal review is in progress with field work starting on September 8<sup>th</sup>.

### Misc. or Non-Capital Projects

- Cemetery Office/Shop – The Architect's Studio design team attended Concept Review Meeting on August 6<sup>th</sup>. City staff met with TAS on August 28<sup>th</sup> to review site plan options with preferred option selection in progress. Site surveying and soil testing completed in preparation for commencement of project design.

- Church of Good Shepard Agreement and Eagle View Parking Lot – Recorded Temporary Use Agreement (TUA) forwarded to Church representatives in August. Parking lot construction project submitted to the City's Planning review process for consideration on August 17<sup>th</sup> with approval anticipated in early September. Project completion anticipated in early to mid-October (before the asphalt batch plants close for the season).



North Lake Park Sculpture Garden Sidewalk Project

- North Lake Park Sculpture Garden – Sidewalk installation completed prior to the annual sculpture event in early August. Fine grade work and sodding adjacent to sidewalk completed in conjunction with sculpture show site rehabs on August 19<sup>th</sup>.
- North Lake Park Tennis Courts – Construction Coordinator is trying to get an engineering firm under contract to perform post-tension and electrical design work on the project. Two firms have chosen to not take on the project due to existing workloads.
- Wayfinder's Signs at Benson Sculpture Garden – Staff met with Community Development and Public Works representatives to discuss proposed signage and locations for Benson Sculpture Garden wayfinding signs. Proposed signs to be placed along Taft Avenue, 29<sup>th</sup> Street and South Shore Parkway. Final decision on placement and schedule pending.



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### Flood Recovery Projects:

- Wilson Bridge and Taft/Wilson Trail – Staff submitted scope change requests to the State OEM's office in July - approval of the increased change in scope from FEMA is still pending.
- Viestenz Smith Mountain Park – Project Scope Change Request prepared and submitted to the State's OEM in early August – review and approval pending. Staff returned comments on 65% drawings to the design team in late August. Access to the north side of the Big Thompson River was provided to the design team the week of September 1<sup>st</sup> – fire mitigation measures, propane tank removal and fuel tank inspection also occurred during this same period.

### Special Events



Benson Sculpture Garden Recovery

- Annual Sculpture Show/Benson Sculpture Garden and North Lake Park – The 2015 event came off smoothly as planned. Site rehabilitation is complete on the Benson Sculpture Garden and Owen's Field sites. Event expense summary and billing completed with event AAR scheduled on September 9<sup>th</sup>.



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### O & M Activities

- Surveillance Cameras – Contract document authorization completed and camera installation is in progress at Benson Sculpture Garden, Centennial Park, Loveland Sports Park and North Lake Park. Project completion and testing anticipated in late September with staff training to follow in October.
- Maintenance Activities – Sections are in a maintenance “catch up mode” after a hectic summer of hosting major special events (i.e. 4<sup>th</sup> of July, Mehaffey Park Grand Opening, 2015 sculpture shows, etc.) at community park sites. As such, maintenance activities consist of weed control, mowing, vacuuming and trimming in parks. In addition, the Operations and Sports Turf Section is preparing re-servable shelters for 30+ reservations per week (on average), as well as preparing 27 sports fields for fall sports activities.
- Cemetery Policies, Rules and Regulations – In the aftermath of recent maintenance issues staff is evaluating and assessing current Cemetery policies, rules and regulations relative to personal plantings; vases, lot enclosures, fences and borders; adornments and objects; artificial flowers, wreaths and grave blanket; annual cleanup dates; and allowance of dogs in the Cemetery. Proposed changes in policy, rules and regulations were reviewed with the Director the week of August 24<sup>th</sup>.

### Commission Action

**Recommended:** Informational



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## **LOVELAND PARKS AND RECREATION COMMISSION**

Minutes ♦ June 11, 2015

**Present:** Gene Alvine, Brian Steckelberg, Leighton Millar, Katie Davis, Deborah Manderscheid, Hugh McKean (City Council Liaison)

**Staff:** Marilyn Hilgenberg, Keven Aggers, Larry Callihan, Janet Meisel-Burns

**Absent:** Jack Doyel, Wendi Cudmore, Twyla Dennis, Joe Waneka

**Call to Order:** The meeting was called to order at 4:32 pm.

**Minutes:** Minutes of the May 13, 2015 were approved as written.

**Council Liaison Report:** Brief discussion about the recently submitted City Capital Plan discussion at the City Council Meeting and the status of the recent discussions on eliminating sales tax on food.

### **LHPAC's Proposed Site Master Plan for Sculpture Placement at North Lake Park**

Staff handed out a map reflecting the Sculpture Master Plan proposed for the east side of the duck pond at North Lake Park. Mac Juneau and Ken Wilson from the High Plains Arts Council were present to answer questions about the plan. Maintenance and upkeep of the area will be similar to Benson Park. Brian Steckelberg asked if the sculpture placements would conflict with fishing. Placement will not conflict with active fishing areas. Gene Alvine asked that we consult with Loveland High representatives to assure the plan does not significantly alter the high school cross country meets that historically have utilized this area. The High Plains Arts Council predicts that the area will be full in about 5 years. The Commission voiced it did not want to lose any more of the Park area for future sculptures. To address pedestrian safety issues between North Lake Park and Benson Park, a fully engineered street crossing is planned at 29<sup>th</sup> Street and Beech in 2017. The plan was approved by the Commission.

### **Viestenz-Smith Mountain Park Plan Update**

Staff discussed the progress that has been made on the preferred design plan for Viestenz-Smith Mountain Park, destroyed by the 2013 Big Thompson Flood. Some 97 citizen comments were received during the public process with overwhelming support to rebuild the park. Old structures on the site will be incorporated into the new design but at this time, new reservable group shelters are not planned. There will be a final public meeting and open house on the project June 29<sup>th</sup>. This meeting will also involve the Colorado Department of Transportation's (CDOT) plans for highway reconstruction through the Big Thompson Canyon.

Meeting adjourned at 5:45 pm  
/s Katie Davis, Chair