



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, July 14, 2016 - 4:30 p.m.

**Loveland Sports Park, Shelter #2
950 N Boyd Lake Ave, Loveland, Colorado**

Notice of Meeting Posted

Approval of May 12, 2016 minutes

Council Liaison Report

Director's Report

Discussion/Action:

1. Viestenz-Smith Mountain Park – July 2016 Project Update
2. Loveland Sports Park Playground & Spray Park

Commission Members Discussion Topics

Reports/Correspondence:

3. Operation & Project Update

Next Meeting Date: August 11, 2016

Wi-Fi Access Code: **accesswifi**

The City of Loveland is committed to providing an equal opportunity for services, programs and activities and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator at bettie.greenberg@cityofloveland.org or 970-962-3319.

"La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, color, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contacte al Coordinador Título VI de la Ciudad al TitleSix@cityofloveland.org o al 970-962-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discapacidades para americanos (ADA). Para más información sobre ADA o acomodaciones, favor contacte al Coordinador de ADA de la Ciudad en bettie.greenberg@cityofloveland.org o al 970-962-3319".



LOVELAND PARKS AND RECREATION COMMISSION

AGENDA ITEM: **1**

MEETING DATE: July 14, 2016

DESCRIPTION: **Viestenz-Smith Mountain Park – July 2016 Project Update**

STAFF PRESENTER: **Janet Meisel-Burns**

SUMMARY:

The project is almost complete and ready for bidding but there are many final coordination items in progress, including the final approval of the Letter of Map Revision from FEMA, the approval of the USFS permit and the State's historic review. All of these items are anticipated to be completed in August. The final construction plans and specifications are complete and staff is reviewing the final documents. The Consultant is preparing the bid form and working on final details in preparation of completing all documents in late July.

The City was notified in mid- May that the CDBG-DR Watershed Resiliency grant for \$501,620 was awarded for the river restoration work for the park. The contract for this grant is complicated but worth the extra work as the project needs the additional funding. Due to this new grant funding the bid process will be delayed about 30 days. Staff now anticipates bidding in September with contract award in early November.

US 34 Coordination and Update

Council approved the Possession and Use Agreement with CDOT on May 17th. The agreement addressed the temporary needs for CDOT Right of Way (ROW) for the new roadway alignment, at the horseshoe curve, west of VSMP. Final agreements and ROW exchanges will be completed later this summer.

Staff prepared the agenda item and exhibits for a master CDOT Agreement and a separate Disposal and Use Agreement with Kiewit for the Round Mountain staging area and waste site. These agreements address the remaining needs for CDOT and Kiewit for the use of City of Loveland property for the reconstruction of US 34. Kiewit's agreement addresses their need for a construction staging site for rock crushing operation and will provide them with additional area for the future disposal of the excess rock generated by the blasting operation. The agreement with Kiewit will compensate the City of Loveland with \$500,000 for the lease term, payable at the start of construction. The area for the disposal is limited to a small portion of Round Mountain for a staging and rock spoil site south east of Viestenz-Smith Mountain Park. The CDOT agreement addresses the restoration of the Round Mountain staging site once the contractors have completed their work. Staff will be taking the IGA and Disposal and Use



PARKS AND RECREATION DEPARTMENT

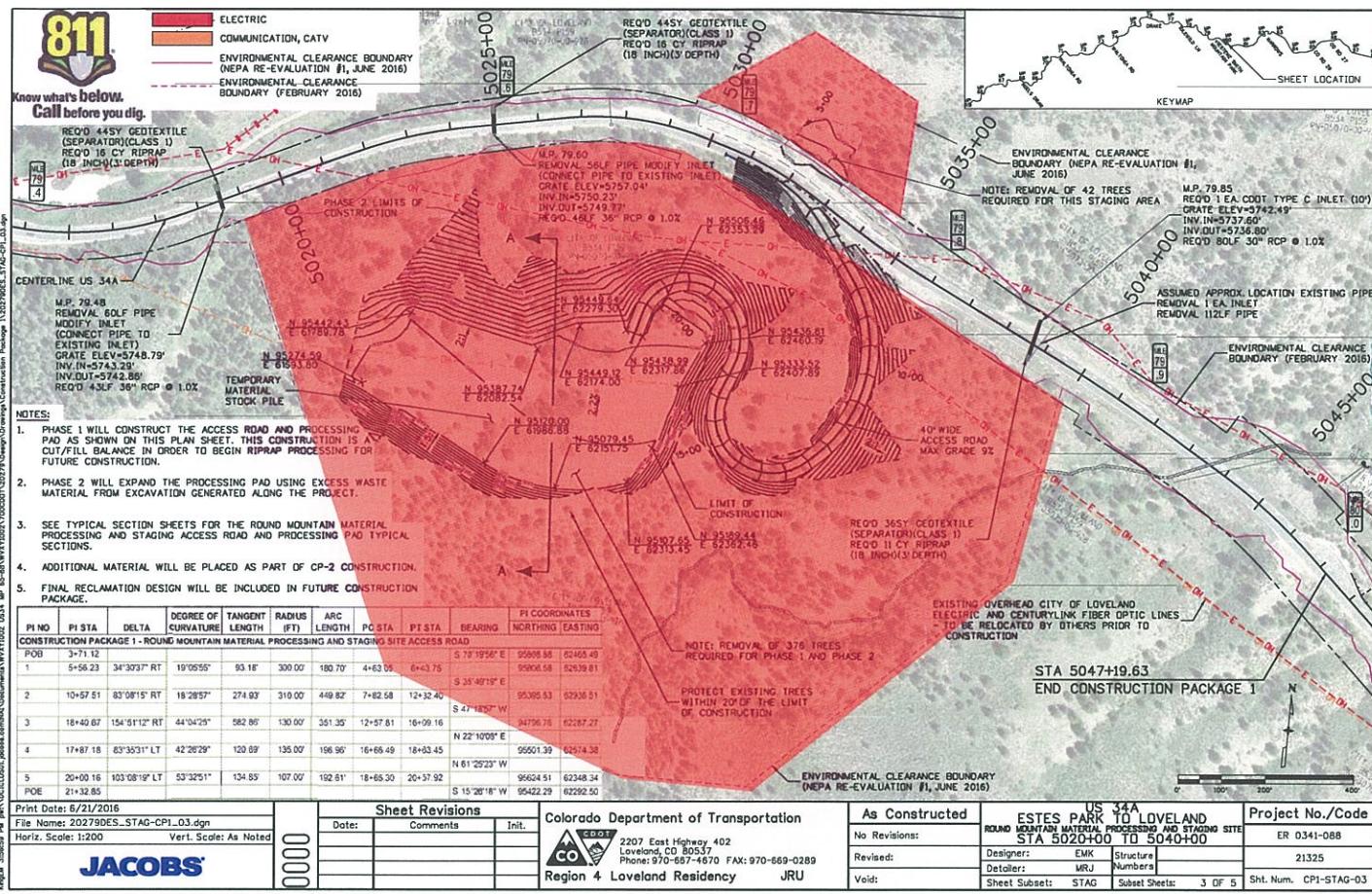
Civic Center • 500 East Third Street • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

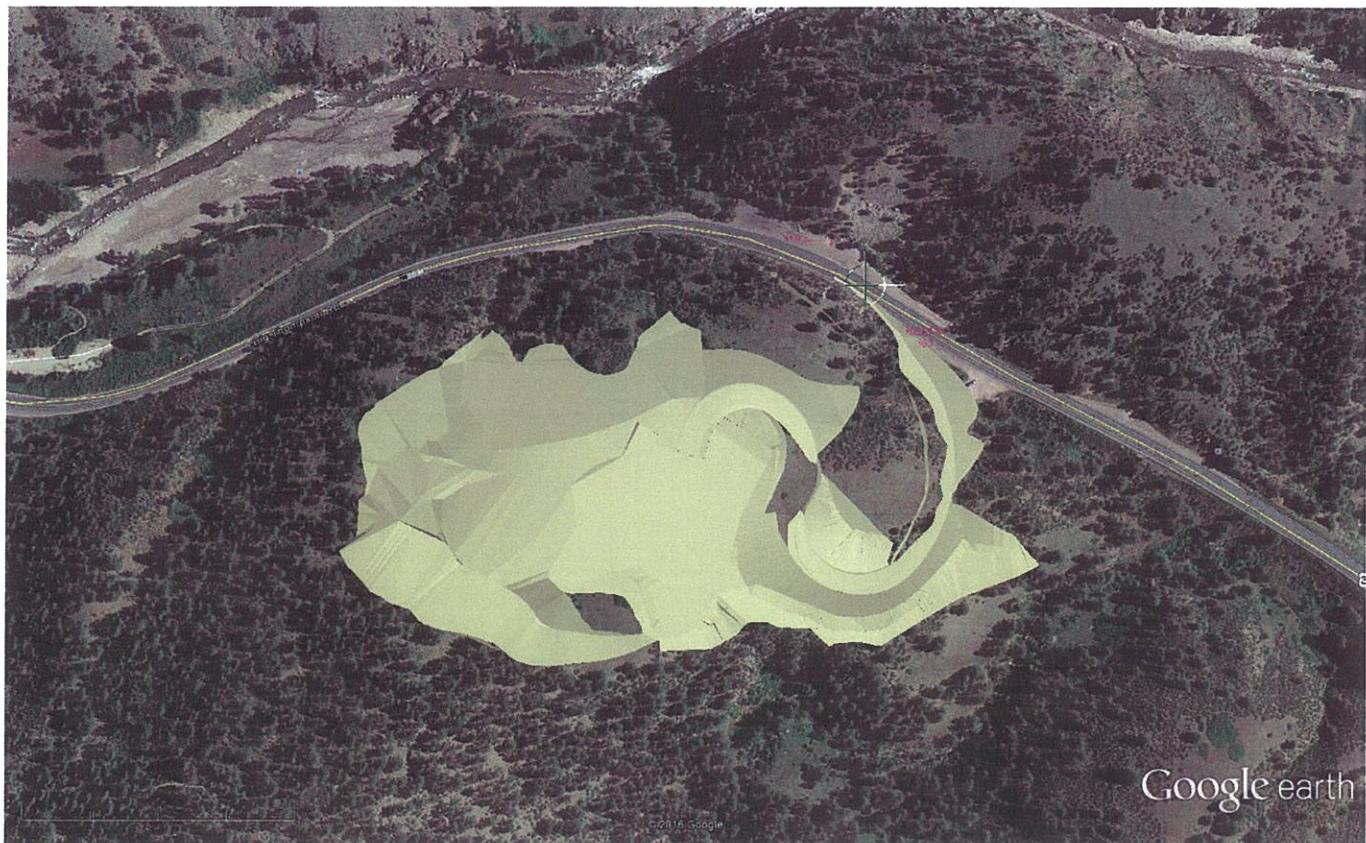
Agreement to Council on July 19th. The VSMP project will benefit from the materials CDOT generates from the rock blasting up the canyon and from funding provided by the lease for the reconstruction of the Park. See the attached maps for the location and design of the Round Mountain Waste site.

Closures due to the reconstruction of US 34 continue to raise concerns from citizens in the canyon and those that travel the corridor to and from Loveland and Estes Park. The attached press release outlines CDOT's plans for the closures. Rest assured that the VSMP project will have priority for access during the closures. Our contractors, consultants and staff will have full access to the park during the closures. Staff will be available to discuss these concerns related to the reconstruction of VSMP at the monthly meeting.

Commission Action

Recommended: Informational





Google earth

A horizontal bar chart comparing distances in feet and meters. The 'feet' bar is labeled '1000' at its right end. The 'meters' bar is labeled '400' at its right end. The bars are dark grey with white numerical labels.



CDOT TRAFFIC PLAN for the RECONSTRUCTION OF US 34 -----June 15, 2016

After careful consideration of public comments received in several public meetings, emails and phone calls, conversations with emergency service providers, bus drivers, city agencies and various other project partners, CDOT has developed the following traffic management plan for the first phase of major work between Drake and Loveland. This plan balances the comments we heard from canyon residents about needing to commute to work and the concerns of canyon business owners about losing customers with the need to do this high-impact work in the safest, most expedited manner.

July to October 2016: US 34 will be open to through traffic in both directions; however, between mile points 77 and 79 (just east of Drake) drivers might encounter short-duration lane closures. During rock blasting work at mile point 78.4, traffic will be stopped for 20 to 30 minutes during the blast to maintain public safety.

There will be construction activity between mile points 77 and 81 seven days a week and some of this work will require lane closures. People driving through this area should plan for flagging operations and up to 20-minute delays. Drivers are encouraged to look for signage and check the [project website](#) for daily updates on lane closures and travel impacts.

October 2016 to June 2017: Major rock blasting and road construction work will be done that will require closing the highway between mile points 77 and 80 (just east of Drake to approximately Cedar Cove). From this October through early June 2017, only canyon residents* displaying the requisite permit will be allowed to travel on US 34 between Drake and Cedar Cove. Permitted travel will be limited to these timeframes seven days a week:

6 to 8:30 a.m.

4 to 7 p.m.

During these morning and evening timeframes, canyon residents will be allowed to follow pilot cars in either direction between Drake and Loveland. With the closure area being about 3 ½ miles long, canyon residents will encounter some delays as each pilot car completes its passage through the work zone and is ready to make the return trip in the opposite direction.

With the exception of canyon residents, emergency services and people doing business in the canyon (i.e. waste haulers, propane companies, package delivery, etc.) through travel on US 34 will be restricted to all other people at all times during this first phase of work. **All others will need to use US 36 and State Highway 66 to travel between Estes Park and Loveland.** This should enable canyon residents to travel along US 34 in a safer, more expedited manner during the allotted times. Vehicle permits will be used to identify canyon residents. In September, CDOT will distribute detailed information on how to obtain permits and how this process will work.

Allowing travel through the canyon during these critical morning and evening times will address these main concerns we heard from the public:

CDOT TRAFFIC PLAN for the RECONSTRUCTION OF US 34 -----June 15, 2016

- Canyon residents will be able to travel to work in the morning and back home in the evening.
- School buses will be able to get children to and from school.
- Those who live in the canyon will have designated times each day to get any basic day-to-day supplies.
- Essential and emergency services (medical supplies delivery, propane delivery, trash services, mail delivery, etc.) will be coordinated/maintained.

We realize that while this traffic control schedule accommodates most of the concerns we heard from the community, it won't address every concern and cater to everyone's personal schedule. In the interest of maintaining safe access to canyon residents and completing this first phase of rock blasting work as quickly as possible, it was determined that this was the best option available.

This option also enables most of the stringent travel restrictions to occur during the tourism "off season" to minimize the impact on area businesses. While there will be traffic impacts in subsequent summers that include sections of one-lane travel through the canyon, this summer there will only be short-duration lane closures for general construction work and short-duration traffic stops when blasting work is done. Through travel will be maintained in the canyon this summer and all businesses will be open and accessible.

What is Next?

Kiewit will reach out to the community prior to the start of construction in July and again before major rock blasting work and these associated travel impacts begin in October. This year's outreach will include sharing information via email, working with local news outlets to keep people informed and hosting additional public meetings. These meetings will allow for more detailed discussions about the first construction package, as well as the phasing of the project from start to completion in approximately three years. Project representatives will be on-hand to answer traffic impacts questions, schedule questions and overall design questions.

In September we will share detailed information with canyon residents on the vehicle permitting process, including how to obtain a permit.

* Canyon residents defined as those living along US 34 between Mall Road and the Dam Store and along County Road 43 up to Glen Haven.

US 34 Flood Recovery Team

us34floodrepairs@cig-pr.com

[720-263-1589](tel:720-263-1589)

www.codot.gov



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

AGENDA ITEM: **2**

MEETING DATE: July 14, 2016

DESCRIPTION: **Loveland Sports Park Playground & Spray Park**

PRESENTER: **Scott Sinn**

SUMMARY:

After 10 years in operation, Loveland's first spray park and the playground equipment at Loveland Sports Park are ready for an update. Park Planning staff has been working on the redesign to remove OZMill from the spray park and to alleviate the congestion at the playground when the spray park is in operation. The new design keeps OZMill sculpture in the original location and relocates the spray park north of the shelter. The Playground is also moving to either side of the spray park and provides new opportunities to enjoy OZMill when the spray park is not in operation.

Staff developed the new design concepts this spring and put the work out for bids in June. Bids will be opened on July 7, 2016 and construction is planned to start right after Labor Day. Scott Sinn, Parks and Recreation Planner, will be at the meeting to discuss the new design and project details. Attached is the newest concept plan for the reconstruction.

COMMISSION ACTION

RECOMMENDED: Informational and Discussion



LOVELAND SPORTS PARK
SPRAY PARK & PLAYGROUND REBUILD
CONCEPT E
June 16, 2016



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

AGENDA ITEM: **3**

MEETING DATE: July 14, 2016

DESCRIPTION: **Operations & Projects**

SUMMARY:

Recreation

Chilson

- Month to month revenues for the Chilson Center are right in line in comparison with June of 2015. Extended Use Pass Sales are down with Daily Tickets up resulting in an even revenue stream with all areas at or slightly above 2015 levels. Year to date revenues are also similar in comparison with the same time-frame from 2015. Staff is enthusiastic about these results as additional competition from the private sector coupled with the facility reaching capacity during prime-time could've had a more extensive negative impact. Finally, in comparison with the 2016 budget projections revenues are still running 4% above and cost recovery is maintaining at targeted levels.
- Office change designs are now complete with staff pointing toward the end of July to bid the project. Representatives from Facilities Management are also reviewing the projected changes in an effort to coordinate temporary office space during the construction phase – estimated to be 2-3 weeks.
- The large gym areas will close for major renovation from mid-July through October for super structure cleaning, painting, and floor and bleacher replacement. This project was scheduled for the slowest time of the year for gym use and staff will be coordinating the schedule for the small gym to maximize use for both classes and drop-in use.





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

- Two supervisory positions on the Chilson operations staff are currently open. Our Building Supervisor left to take a similar position with the town of Parker and our Aquatics Supervisor left for a position with the Town of Windsor. Both positions have been advertised and managers are currently reviewing applications with interviews scheduled in mid-July.

Programs and Facilities

- January through June revenues in the Recreation Program areas are up over 26% in comparison with the first 6 months in 2015. This increase can be tracked to growth in the pre-school and day camp programs and the addition of a myriad of general instruction classes that are experiencing excellent participation.



- Silver Sneakers and Senior Programs were also up by 10% in comparison with the same time-frame of a year ago. Many fitness classes and activities are at maximum enrollments with wait lists becoming more prevalent.
- Both youth and adult athletics are experiencing excellent participation for summer programs. While team numbers in summer adult softball are down, all other adult program areas are up including volleyball and soccer. Youth program including t-ball, coach pitch baseball, youth softball and PK soccer are all up in enrollments by over 5% in comparison with 2015.
- Attendance at Winona Pool has been brisk with excellent June weather resulting in an almost 22% increase in revenues. New operations procedures including cash handling through the City's Rec Trac system and direct connectivity with the City Network including video surveillance has helped in front desk and bath house operational consistency.



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

- The Colorado Intergovernmental Risk Sharing Agency (CIRSA) completed the annual inspection of the Winona facility and the water slide to meet State of Colorado requirements. Just a few minor caulking issues were recognized with staff completing repairs in a timely fashion.



- The Swimming/Wading Beach at North Lake Park opened for the season on Saturday, May 28. Early season high water levels have continued through late June and excellent weather has resulted in above expected participation. Lifeguards continue to monitor the area and stress parent involvement in providing a safe and enjoyable water experience for visitors.





Parks

Capital Projects:

Recreation Trail Projects:

- Long View Corridor Trail – The consultant team completed geotechnical testing and additional survey work is complete. Fort Collins is proposing changes to the trail alignment on their property and this will delay the project. We are waiting on an update to the schedule to see what the overall timing is for the completion of design and construction. The project was expected to go out to bid in April 2017 with construction ending by June, 2018.
- Front Range Trail – Loveland is now pursuing the construction of a 8 foot wide trail/sidewalk detached from CR11C on the west side of the road. The sidewalk will be and 10 foot wide as it parallels CR30. No soft shoulder is proposed on the 8 foot wide walk but there is room to accommodate a 2 foot soft shoulder on the trail/walk along CR 30. The reduced width trail meets the intent of the grants to provide safe alternative transportation routes between Loveland and Fort Collins and all grantees have approved the scope changes.

The redesign will take about 6 weeks to complete. New clearances for environmental will be complete in July based on the final layout of the trail. Larimer County engineering staff still hopes to move the project forward for fall construction. Bidding and construction is now postponed until October or November.

- Trail Segment 10b – Namaqua to West US 34 underpass – JUB Engineering completed the bridge designs and staff completed their review with minor changes to the safety railing. The engineer will complete final plans and specifications by the end of July. Staff will send the final bridge plans and specifications to GLIC for their review and approval in August. GLIC approved the agreement and assignments pending the final approval of the bridge plans. Staff is accelerating the final design of the trail plans to bid this construction in August for a mid-October construction start. The schedule is still tracking for the trail to open in the spring of 2017.
- Trail Segment 10a – Wilson to Namaqua – This project is behind schedule but should be restarting later this month. Power has been the lead on this project and the project has been on hold for several month. This project is scheduled to start design in the spring of 2017 and construction in the fall of 2017.
- Boyd Lake Trail Easement & Construction –The asphalt work is complete and the trail reopened mid-June!



2016 Depreciation Funding/Fund 23 Projects



- Centennial Park Restroom Renovation Project – Project completed. Final walk through was completed on June 14th with minor punch list items.
- Loveland Sports Park/Playground and Spray Park Relocation – The project is out to bid with the opening of the bids due on July 7, 2016. Contracts will be awarded in August with demolition of the existing feature scheduled after Labor Day. Parks staff will handle the demolition of the playground and surfacing.
- Seven Lakes Park Irrigation Project – Contract documents are complete – Western States Reclamation is scheduled to start the project in mid-June with completion anticipated by the end of July.

Misc. or Non-Capital Projects

- Mehaffey Park Tennis Courts – Project completed on June 22nd.
- Cemetery Office/Shop – Permit review comments were received on May 18th – additional information and plan revisions are required with the re-submittal, which further delays the bidding process which is now anticipated to happen in July.
- Seven Lakes Park Irrigation Project – Project kick-off meeting held on June 13th. Submittals have been approved and contractor has started the project.

Flood Recovery Projects:

- Wilson Bridge and Taft/Wilson Trail – Engineering should be completed this August and construction is anticipated to start in early October. The Structural engineer has determined that a new bridge abutment is required for the north abutment due to the weight and length of the new bridge. Construction of the new 140 foot bridge, trail improvements and the Storm water outfall at Riker Court will all be constructed together. This work will occur in the fall/winter of 2016-2017 with the trail reopening in the spring of 2017. The amended FEMA scope change requests was submitted in early June and staff hopes to hear from FEMA July on the change request.



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



- Viestenz Smith Mountain Park (VSMP) - Council approved the Possession and Use Agreement on May 17th. The agreement addressed the temporary needs for CDOT Right of Way for the new roadway alignment, at the horseshoe curve, west of VSMP. Staff prepared the agenda cover memo and exhibits for a CDOT agreement and the lease agreement with Kiewit for the use of the Round Mountain site. Additional information is provided in the agenda item on the US 34 project and the status of the VSMP project.
- FEMA coordination – Staff continues to provide support to finance for project close-out and reimbursements and will assist with this through the end of all flood projects. Closeout on the RENA, Morey Natural Area and Golf Course projects are in progress.

Safety:



- Flood Gates/Recreation Trail – Gates have been used during the week of June 6th due to high water. The Taft underpass, Centennial Shop and Railroad underpass gates were used to keep the public safe.

Special Events

- 2016 Junior Sparkler Tournament – This annual Triple Crown softball tournament attracted 265 teams to Loveland from around the country as they competed over 6 days (June 28 through July 3). Parks staff prepared and maintained 10 fields at the Barnes Complex and 4 fields at the Centennial Ball Fields Complex. Weather was a factor this year with a few lightning and rain delays, but all games were played and the tournament was a success.

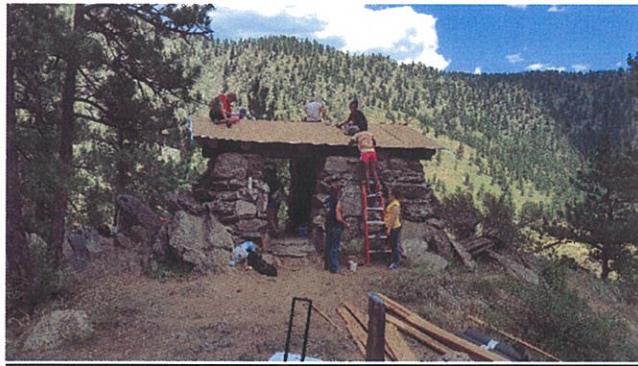


PARKS AND RECREATION DEPARTMENT
Civic Center • 500 East Third Street • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

- 4th of July Celebration – North Lake Park has been host to this annual celebration for years and the tradition continued in 2016. This event uses staff and resources from multiple departments to make it a success. Police, Fire, Traffic, and PW Solid Waste assist the Parks and Recreation Department. 13 vendors and a live concert at North Lake Park are the center of the daylong celebration, but this event also impacts other park facilities. Dwayne Webster Park and South Shore Parkway are very popular fireworks viewing areas. Titans Lacrosse Club also volunteered to help the cleanup efforts the morning after as well.

O & M Activities

- Benson Sculpture Garden Cleanup/Planting Day - The annual cleanup and planting day with the Loveland High Plains Arts Council was completed on June 4th. Parks staff provided support in the form of people movers, roll-off dumpsters, tools, mulch, etc.
- Viestenz -Smith Mountain Park Volunteers' – The Week of Hope has provided two teams of youth volunteers from around the country to help salvage the historical power plant turbines and repair the roof on the nature trail overlook shelter. These projects were completed during the week of July 4th to the 8th.



- "The Gathering" Relocation – Demolition work has been completed on the Centennial site and the sculpture has been removed in preparation for installation on the new plinth at South Shore

Commission Action

Recommended: Informational



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

Minutes ♦ May 12, 2016

Present: Gene Alvine, Katie Davis, Twyla Dennis, Brian Steckelberg, Leighton Millar, Deborah Manderscheid, Brett Dowgin
Staff: Elizabeth Anderson, Keven Aggers, Larry Callihan, Molly Elder, Carol Wallace
Absent: Wendi Cudmore, Constance Faber, Hugh McKean (City Council Liaison)

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

Minutes: Minutes of the March 10, 2016 were approved as written.

Council Liaison Report: None

Director's Report:

Parks Manager, Larry Callihan, will retire after 18+ years with the City in June. Recruitment for his replacement is currently under way.

Public Comments:

Christa Timmerman, Health Educator, with Larimer County Department of Health & Environment and City Assistant Attorney, Vincent Junglas, were in attendance to present information on E-Smoking and Vaping in public settings. Studies done were presented showing the impacts of this type of usage. Ms. Timmerman would like to see restrictions that presently apply to smoking also apply to E-Smoking & Vaping. The Youth Advisory Commission is asking for support in the form of a letter from the Parks & Recreation Commission members. The letter of support would go to City Council in the hopes of passing a City ordinance pertaining to this issue. This would include the change in signage to show this change should an ordinance be passed. Six of the Commission members supported the inclusion of E-Smoking & Vaping; one Commission member was opposed.

2017 Budget Proposals:

Staff discussed the 2017 Department Budget proposals with Commission members including the cost recovery directive, required by City Council. In the past, Department cost recovery is always higher than the requirement, except the Cemetery, whose cost recovery is a struggle because of the inability to predict the amount of burial revenues. Staff is continually look for ways to increase cost recovery. A list of supplemental/capital requests were discussed.

First Quarter Financials:

The Department first quarter financials were discussed with Commission members. Unstable weather conditions and wages contributed to changes in the variances. Recreation expenditures were low and revenues were higher. The increase in Chilson visits and program attendance contributed to the increase in revenues.

Advertising Banner Sales Proposal:

Commission members continued the discussion from the April meeting concerning an advertising banner sales proposal from First Street Signs. The LBA has an agreement with the city to put banners at Centennial as a fund raiser. This is only at fields 1-5, which has high fences with wind screen and the banners are placed inside on the field side. If a decision was made to proceed with the banner proposal, an RFP would have to be prepared and put out to bid. This process typically takes 5-7 weeks to complete. Cities in this northern Colorado allow different options; City of Fort Collins allows advertising only at boards at Epic Center; City of Longmont has very limited use of banners; City of Greeley allows advertising banners everywhere; City of Windsor allows field advertising. Staff reminded Commission members that the Barnes fields have short fences with no wind screen and is in a flood plan, which has special requirements. Staff feels that advertising at Barnes fields would not work well with the feel and look of that area. Commission members voted 5 members agreeing with staff recommendations and two members abstaining from the vote.

Meeting adjourned at 6:00 pm
/s Katie Davis, Vice Chair