



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 13, 2017 - 4:30 p.m.

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

Notice of Meeting Posted

Approval of May 11, 2017 minutes (no meeting in June)

Council Liaison Report

Director's Report: Staff Changes

Discussion/Action:

1. Parks & Recreation Month – Review Events Planned for the Month – Volunteers needed
2. Parks & Recreation Photo Contest – Choose Top Photos for Recreation and Parks Categories

Commission Members Discussion Topics

Reports/Correspondence:

3. Operation & Project Update

Future Topics:

Next Meeting Date: June 8, 2017

Wi-Fi Access Code: accesswifi

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.LOVELAND PARKS AND RECREATION COMMISSION

AGENDA ITEM: 3

MEETING DATE: July 13, 2017

DESCRIPTION: Operations & Projects

SUMMARY:

Parks

2017 Depreciation Funding/Fund 23 Projects

- ❖ North Lake Restroom Renovation – Work on this project will proceed after design work on the Renovation of Cemetery Office and Shop. Preliminary survey work completed as part of survey work for other facilities needing the same service.
- ❖ North Lake Tennis Courts 1-6 Renovation – Project Completed....FINALLY! Weather conditions did dramatically slowed this project, but the contractor did not perform to the level of expectations regarding timeliness and communication with City staff. Final walk thru was completed with minor issues. All 12 courts have been prepped for Debbie Boose tournament.
- ❖ Playground Replacements (Sherri Mar & Sunnyside) – Planning staff has started the RFP process for the replacement of two playgrounds identified as serving beyond the useful life intended. The RFP will be issued on July 6.
- ❖ Parking Lot Repair/Resurfacing – Resurfacing and repair coating work will begin in July. South Shore Parkway is scheduled for resurfacing work on July 5, while the North Lake entrance from Taft and the parking lots associated with the west entrance will receive coatings and/or resurfacing. The contractor will keep the park open to the public during the day, but certain areas may have limited access during the paving work.
- ❖ Centennial Pickleball Courts – Fencing and base coat have been installed on the pickleball courts. Due to weather, the project be finished by the first week of July.



Centennial Pickleball Courts

Misc. or Non-Capital Projects

- ❖ Osborn Park – Improvements to Osborn Park will take place this year and include the replacement of existing tennis courts, landscaping and the addition of a restroom facility. Extensive public involvement is planned for the project, which include stakeholder interviews with members of pickleball and tennis communities, as well as a public open house. The project is planned to go out to bid this September.
- ❖ Cemetery Office/Shop – Staff approved the concept design developed through our meeting with the Architect Studio. Mechanical and electrical engineers are scheduled in July to meet onsite to configure the utilities.
- ❖ ADA Self Evaluation & Transition Plan – Recreation Accessibility Consultants have completed all site audits, and conducted staff interviews. On Monday June 12, Parks and Recreation staff and RAC with the help of GreenPlay presented information about this project and encourage discussion with the Disability Advisory Commission. Although the public was invited through different forms of media, representation was limited to a member of the Thompson School District and City staff. The next phase for RAC is to evaluate all of the data collected from the site audits, interviews and discussions, and the examination of the department's policies and procedures. We expect another round of public information meetings around September along with some staff trainings and a full transition plan.
- ❖ Centennial Concession Stand - 50% construction drawings were reviewed with the team. The only change was from the concessionaire for specific food preparation area. The mechanical and electrical design team will finalize the drawings.



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O & M Activities

- ❖ Cemetery Operations – Staff is in full preparations for the 4th of July. The department has received multiple accolades from visitors since Memorial Day weekend. The ordering of decorative landscape post and chain for the Loveland Burial Park Columbarium is in progress. New signs have been ordered to inform visitors about the Rules and Regulations at the Cemetery. These should be completed the first week of July and installed in the coming weeks.
- ❖ Parks Grounds – The Hahn McWhinney Sculpture Park new entrance bed was installed by the Audubon of the Rockies on June 10th through donations from Jax Outdoors, High Plains Environmental Center, Volunteers from the Loveland Rotary Club, and a \$2,000 grant from Larimer County Open Space. Routine grounds care and preparation for special events such as the 4th of July and annual sculpture shows will be the primary focus for the Grounds section throughout the parks in July along with ongoing dead tree removals at various locations.
- ❖ Parks Operations – Operations staff will host the Debbie Boose tennis tournament again this year at North Lake Park from June 30th through July 2nd. They have also added Mehaffey tennis courts due to a rise in numbers. Staff has been actively preparing for the 4th of July celebration at North Lake Park and Dwayne Webster. All contracts for fireworks, vendors and fencing have been completed and signed. Port o lets were delivered on June 29th and fencing will be delivered on July 1st. Staff's schedules have been adjusted accordingly to accommodate coverage through the busy Holiday.
- ❖ Sports Turf Section – Sports Turfs staff is currently hosting the annual Jr. Sparkler Tournament. This year only the 12U teams are playing in Loveland as the 14U age group was moved to Colorado Springs. We still are hosting 83 teams from 18 states as well as British Columbia. Approximately 275 games will be played in 5 days at both Barnes and Centennial.
- ❖ Mehaffey Dog Park Equipment – The play equipment for the small dog park at Mehaffey is installed. Remaining play equipment to be installed by the end of the first week in July.

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Mehaffey Small Dog Play Equipment

- ❖ Mehaffey Climbing Feature Railings & Signs – The railing on the rock outcrop was revised to direct kids into the center of the platform highlighted in yellow paint. An additional railing on the left hand side has been installed to provide additional safety. Signs have been installed on the climbing features as well as under the shade shelter about climbing feature appropriate age and conditions if wet or icy.



New railing and signs at rock climbing features at Mehaffey.

Planning Section Update

Flood Recovery Projects:

- ❖ Wilson Bridge and Taft/Wilson Trail – After six months of construction, the recreation trail and bridge is open for the first time since the 2013 Flood. A formal ribbon cutting for the new bridge was held on June 3, 2017 to celebrate National Trails Day. The Mayor was in attendance and kicked off the day by cutting the ribbon.

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Ribbon cutting for new pedestrian bridge

- ❖ Viestenz Smith Mountain Park (VSMP) – The priority for June was bringing the parking lot to grade and ready for concrete work in July. Rough grade of the drive lane, sidewalks and picnic shelters on the north side of the river is in progress. Picnic shelters and vault toilets are scheduled for delivery by mid-July.

Capital Projects:

- ❖ Loveland Sports Park Phase II – Kickoff meeting with City staff to review the program elements for the expansion of Loveland Sports Park on May 30. Starting contracting with King Surveyors for additional survey of the park.

Commission Action

Recommended: Informational



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LOVELAND PARKS AND RECREATION COMMISSION

Minutes ♦ May 11, 2017

Present: Gene Alvine, Constance Keeney, Twyla Dennis, Wendi Cudmore, Leighton Millar, Katie Davis
Brett Dowgin, Burke Fishburn, Shane McWatters (Alternate)

Staff: Elizabeth Kayl, Molly Elder, Dan Willadsen

Absent: Deborah Manderscheid, Richard Ball (City Council Liaison)

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

Minutes: Minutes of the April 13, 2017 meeting were approved as written.

Council Liaison Report: None

Director's Report: Keven Aggers has officially retired. A national recruitment is currently underway to fill the vacant Recreation Manager position. Senior Parks Planner Janet Meisel-Burns will also be retiring. Her last day will be June 5th. Janet stopped by the meeting to say her good-byes to the Commission. She also talked about National Trails Day June 3rd and will send out information to the group regarding the events of that day. Commission members are invited to attend events that day.

The group had previously discussed touring Viestenz-Smith Mountain Park in May but the tour will be postponed until July 13th. At that time, more of the project will be complete for the Commission members to see.

Budget Discussion:

Molly Elder, Administrative Business Manager, reviewed the 2018 budget with the group. Topics covered included core budgets for all divisions (with emphasis placed on Recreation and Parks), fees/revenues, supplemental requests, on-going equipment replacement, capital projects, and cost recovery. Core budgets are increasing, however, the increases are budgeted for overhead and are not benefitting operational areas such as supplies and services. Molly briefly reviewed cost recovery history and requirements for all rec divisions and the cemetery. Once the new Recreation Manager is on board, the Commission and staff should work together to re-evaluate cost recovery requirements.

Cemetery Policies & Procedures:

Dan Willadsen, Parks Manager, presented a program to enforce existing Cemetery policies and procedures regarding plantings and adornments. For many years, these policies have not been enforced, leading to excessive overgrowth and unbounded memorial displays. This, in turn, dramatically affects the Cemetery's ability to complete property maintenance in a timely, efficient manner. Dan handed out a draft brochure outlining the rules for plantings and decorations. Several Commission members provided input regarding how best to implement this new enforcement plan including reaching out to funeral homes, soliciting feedback from the public and affected families, and modifications to the brochure (a softer approach). Per Dan, the Cemetery will be contacting people in small groups, using a measured and sensitive approach.

Commission Discussion:

There is currently a photo contest with five categories that will end on May 31st. Not a great response to date.

Parks and Recreation month is in July and the department has many great events planned. Commission members are encouraged to volunteer. Molly will email out more information.

Discussion regarding Mehaffey tennis court #7 and the potential for using that court for pickleball. Department staff have started some preliminary research and have only just received cost estimates for a court conversion. No decisions regarding conversion have been made either way.

Meeting adjourned at 6:45 pm
/s Wendi Cudmore, Chair