



AGENDA

Parks and Recreation Advisory Board Meeting

Date: November 5, 2018
Time: 6:30 pm
Location: Sunset Campus
7 S. Sunset St., Longmont, CO 80501

1. Roll Call
2. Approval of Agenda
3. Approval of Previous Months Minutes
 - A. October 8, 2018 Parks and Recreation Advisory Board Regular Meeting
4. Public Invited to be Heard
5. Old Business
 - A. Discuss Centennial Pool Repairs
6. New Business
 - A. Athletic Program Presentation - Kris Kron, Recreation Supervisor
7. On-going Items
8. Items from Staff
9. Items from Board
10. Public Invited to be Heard
11. Adjournment

If you need special assistance to participate in a Parks & Recreation Advisory Board meeting, please contact Jennifer Wojniak at 303-774-4756 in advance of the meeting to make arrangements

MINUTES

PARKS AND RECREATION ADVISORY BOARD

October 8, 2018

1. Roll Call

Present: Sue Ahlberg, Doug Gollither, Cherese Montgomery, Dan Ohlsen, Robert Pudim and Katja Stokley

Absent: Council Liaison Waters

Staff Present: David Bell, Steve Ransweiler, Timber Toste, Jeff Friesner and Veronica De Santiago

2. Approval of Agenda

A motion by Robert Pudim to approve the October 8, 2018 Park and Recreation Advisory Board (PRAB) Agenda. Katja Stokley seconded the motion. The motion passed unanimously.

3. Approval of Previous Month's Minutes

Rob Pudim asks if there was a signature needed for the resolution discussed in the September meeting. Jeff Friesner and Cherese Montgomery explain no signature was required because the board withstood making the motion due to some members being absent from last month's meeting.

Cherese Montgomery and Dan Ohlsen thought the last sentence of 6A was not captured correctly. Mr. Ohlsen felt the first two questions of the Bond Project are out of our purview whereas the third question is clearly part of PRAB's interest. Ms. Montgomery also mentions 8C needs further clarification in regards to the timing of the recreation online registration start date versus the recreation mail out a week later.

A motion by Cherese Montgomery to approve the September 10, 2018 PRAB minutes with the two modifications. Rob Pudim seconded the motion. The motion passed 4-0. Doug Gollither and Katja Stokley withhold because they were not present for the September meeting.

4. Public Invited to be heard

Public invited to be heard opened, no one present, section closed.

5. Old Business

A. Discussion of the November Bond Project Election - Jeff Friesner

Jeff Friesner drafted a proposed resolution to provide a sample of what the board might consider for the Bond Project. The Bond Election is on November 6 and

there are three questions. One question pertains to facility maintenance for the City of Longmont; another question pertains to the Fire Department building a new firehouse and renovating another; and the third question pertains to Recreation and Golf, mostly for irrigation projects and a maintenance building for the three golf courses, with money included for Centennial Pool. For clarity, Chereese Montgomery shares that this particular bond was originally done in 1999/2000 for the construction of the Quail Campus and the Museum and it is about to daylight. The resolution is trying to extend the bond but now it is getting broken into three separate pieces versus one piece going forward. The City's legal department felt that breaking the bond into three separate pieces allow people more opportunity to say yes or no to single issues rather than a large project with multiple issues. Jeff Friesner specifies it is not an increase of sales tax but rather a continuation of the existing sales tax.

Chereese Montgomery explains how the new firehouse along with the repair and maintenance of city buildings are easy sell issues whereas it might be a harder sell for the Recreation piece and the Parks and Recreation Advisory Board's recommendation would assist with that. Council Liaison Waters and the Golf Board suggested that PRAB promote support of the extension. Letters of support to the newspaper is also encouraged.

The board discusses the proposed version of the bond resolution. Katja Stokley and Dan Ohlsen thank Jeff for drafting the resolution. Ms. Stokley addresses the first sentence and its clarity. With input from board members, the first sentence is reconstructed to read, "Whereas, City recreation and golf facilities provide vital programs such as lifelong learning, health and well-being services to the community". The board also discusses replacing the word 'urging' on line 2 with the word 'encouraging' and using 'recommends' in line 24 instead of 'urges'. The format of the resolution is discussed along with the last sentence. Lines 28 & 29 are rewrote as "in order to ensure the continued rehabilitation and improvement of Recreation and Golf facilities". Chereese Montgomery clarifies that the Bond Resolution will be will be part of the November 6 election but will not be in the mailed blue book. Sue Ahlberg emphasizes that unless PRAB promotes the bond, no one will see it. Jeff Friesner suggests going to council voicing support, as individuals and not the board, along with a letter campaign. A voted board member can go to City Council and represent the Parks and Recreation Advisory Board.

A motion by Sue Ahlberg to approve the Bond Resolution as modified. Dan Ohlsen seconded the motion. The vote passed unanimously. Dan Ohlsen offers to present the revised resolution to City Council on Tuesday November 9, 2018. Doug Gollieher offers to write a letter to the newspaper editor as an individual person of the community. The board agrees everyone can draft letters and whoever can make it will go support Dan at the council meeting. Katja Stokley

asks what happens if 3C does not pass and Jeff Friesner explains nothing will be cut, things just will not happen or get fixed. Doug Gollhofer asks if there are other outreach things the board can be doing.

6. New Business

A. Elect Vice Chair

In Amy Saunders absence, Chereese Montgomery asks the board if anyone is interested in the role & responsibility of Vice Chair for the next 2 months. Sue Ahlberg nominates Doug Gollhofer who respectfully declines. Mr. Gollhofer nominates Rob Pudim and Ms. Montgomery seconds the nomination. The vote passes and Rob abstains. Chereese Montgomery shares that her Chair term is up at the end of 2018 and she is termed-out.

7. On-Going Items

A. Parks Operations Update

Timber Toste answers Chereese Montgomery's question about the PWNR call-center. Mr. Toste explains PWNR uses CRM/Service Works online and direct calls into the call center. PWNR tries to get back to customers within a 48hrs timeframe. PWNR and Recreation are working closely to better the city website and keep the various web pages updated.

B. Natural Resources Update

Chereese Montgomery inquires about the warranty period for Garden Acres Park Renewal. Steve Ransweiler explains there is a one-year warranty from acceptance for each standard contractor agreement.

Chereese Montgomery checks on the Wildlife Management Plan Update. David Bell shares that the RFP did start in September 2018. It went out to bid, was awarded and technical advisories groups are forming to help work on it. Union Reservoir and Button Rock Preserve Updates are noted as not updated.

Doug Gollhofer asks for clarification on maintaining the City's Natural Stream Corridors and its relation to the newspaper article regarding the buffer requirement. David Bell explains it is related to the RSVP and the flood recovery project work with FEMA. Mr. Gollhofer would like more of an informational point of view for the board on this topic. David Bell suggests a presentation to PRAB about the 150 ft. setback development code. Katja Stokley and Sue Ahlberg agree it would be good to be informed on the various city activity with The Resilient St Vrain Project. Chereese Montgomery suggests an update on Dry Creek Park. Steve Ransweiler states a full feasibility study is being set forth for raising the elevation and putting in turf and installing synthetic turf.

Katja Stokley asks David Bell about Union Reservoir restroom improvements. Mr. Bell says there is a bridge coming for the entryway. Staff is really looking at getting changing rooms to relieve some of the pressure on the restrooms. The dock is pretty broken up and staff is not finding something that meets all needs of the Union Reservoir dock. Ms. Stokley said she would look for some contacts.

Rob Pudim asks about Forestry's tree replacement process. David Bell explains the process of taking sick trees out before they die while bringing in a variety of other trees and still keeping about 1/3 of them by doing some of the treatments Forestry uses.

C. Recreation Update

Jeff Friesner explains what the recently purchased Watt Bikes are and how it works. A Watt Bike is a stationary bike that has a built in power meter that monitors individual pressure and information. It is for a higher-level bicyclist.

8. Items from Staff

Timber Toste mentions October is Parks busiest time of the year, with 200 irrigation systems and 54 restrooms to winterize. In September, the primary focus is getting caught up with light, turf and last minute repairs. Park restrooms close mid-October and crews work to blow out the restroom buildings. Community Parks will close the second Sunday of November, staying open for soccer and football games.

Natural Resources staff have many active projects going on at the moment. Steve Ransweiler lets the board know they are open to answer any questions they may have.

Jeff Friesner discusses the city pools. Sunset Pool is closing as of Monday October 8, 2018. With the winter forecast, Jeff was told to start winterizing Sunset to avoid another damaged pool. Recreation is still waiting for insurance to respond to give the direction to start work on Centennial Pool. The only thing Recreation has been given permission to do at this point is to winterize Centennial, which is interesting because Centennial Pool has never had to be winterized before. Recreation has really tried to accommodate as much as possible but there is no way to accommodate everything and everyone. Part of the issue is the insurance company is not used to the complexity of a mechanical room that has been under water and trying to figure out what possible damage has been done to the building. A structural engineer was hired to come in and look at the pool while it has been sitting empty and their report should be in by the end of the week. Their biggest concern is the wall between the deep end of the diving well and the mechanical room – they are concerned about the differentiating pressure on the wall from its original design. Because the switch gear that controls the electricity for the whole building was under 5 feet of water and ruined, there is no electricity in the Centennial building and is the reason Centennial Pool needs to be winterized. Recreation is cutting back on a number of programs and activities due to the limited space caused by Centennial's closed status.

The Annual Halloween Parade is Saturday October 2, the Turkey Trot is Saturday November 10 and Longmont Lights is December 7 & 8.

Jeff Friesner lets Sue Ahlberg know the city is still working on meeting with St. Vrain Valley School District by next month's meeting.

9. Items from Board

Doug Gollither asks about funding for new development in Parks and Recreation. Jeff Friesner will have the recreation impact fee at the next meeting. Kathy Kron may have more insight to funding numbers.

Cherese Montgomery comments on Centennial Pool and the impact its closure is having on local swim teams. Redtails and other swim groups and teams are traveling out of town for practices and events causing economic development to be dispersed outside of the Longmont community.

10. Public Invited to be heard

Public invited to be heard opened, no one present, section closed

11. Adjournment-7:56pm

Robert Pudim made a motion to adjourn; Dan Ohlsen seconded the motion. The motion passed unanimously.

PARKS AND RECREATION ADVISORY BOARD



Meeting Date: November 5, 2018

Agenda Item: Items from Staff

Subject: Parks Operations Update

Presenter: Timber Toste

Suggested Action: Information

During the month of October, Park Operations focus is on winterizing all irrigation systems and neighborhood park/nature area restrooms. The updated snow removal plan is now available to the public on the City website and all equipment is ready for snow removal operations. Fall leaf cleanup started at the end of October and will continue through the middle of November. A majority of the Parks will have leaf collection completed once a week with the exception of the City Center that will have collection done twice a week. Additionally, shelter reservations ended for the 2018 season on October 14.

1. For the month of October, we successfully closed 1,873 work orders. Of those, 1,605 were preventative maintenance (PM), 146 were scheduled maintenance (identified as part of the PM plan) and 122 were corrective with the majority of these being graffiti removal.
2. Park Operations uses the number of calls received by the PWNR call-center as a metric to determine the level of service we are providing residents and how well staff is identifying problems before the community can identify them. Compared to the same time last year, Park Operations received 34 service requests and has received 67 service requests for 2018. The increase in calls for October is from the restroom-cleaning contractor calling in restroom maintenance needs before winterization and not a result of abnormal service issues.
3. From October to December, Parks and Forestry leadership will finalize the work plan for the 2019 operating year. The working groups will focus on refining maintenance practices from lessons learned from the 2018 year. During the planning process, mow-mapping modification will be developed and communicated to staff and contractors. Additionally, programing to the Infor work management system will take place in December so that work orders auto-generate for all 2019 maintenance modifications.
4. The following is a list of small capital improvement projects that are complete as of the last update:
 1. Seeding 1 Acre of Soccer Fields at Sandstone Ranch
 2. New Park Entrance Signs installed at Carr, Flanders and Raber
 3. New "No Smoking" signs installed around Library and Civic Center
5. UOPP's (Use of Public Places Permits) for the month of October- Paws in the Park at Rogers Grove, Oktoberfest at Roosevelt Park, Paddle the Rockies at Union and the Halloween Parade on Main.



PARKS AND RECREATION ADVISORY BOARD



Meeting Date: November 5, 2018

Agenda Item: Items from Staff

Subject: Natural Resources Update

Presenter: David Bell

Suggested Action: Information

The following summarizes Natural Resources' happenings for the past month:

Park Development (includes only active projects led by Park Development Project Managers)

1. **Dickens Farm Nature Area** (Steve Ransweiler) – Design is at 95% and construction of the balance of the park amenities is anticipated to go to bid in +/- 4 weeks. The greenway trail built with the Resilient St. Vrain Project – City Reach 1 project is now open.
2. **Oligarchy Greenway & Spring Gulch #1 Greenway** (Steve Ransweiler) – Design services were awarded to Muller Engineering for conceptual design of the Oligarchy Ditch Greenway between Main St. and Mountain View Ave. and of the Spring Gulch #1 Greenway between 9th Ave. and Mountain View Ave. Preliminary design work is expected to be completed by November 2018.
3. **Garden Acres Park Renewal** (Kathy Kron, Updated 10/26/18) – Substantial Completion was issued on October 10, 2018. The Contractor is working on punch-list and project close-out items.
4. **Wertman Neighborhood Park and South Clover Basin Neighborhood Park** (Steve Ransweiler) – Staff has selected a consultant for design services for these two parks. Contracting is underway and we expect to proceed with the work starting in October. Public meetings could begin as early as November.
5. **Martin Street ROW '15 Flood Repairs** (Steve Ransweiler) – The ROW improvements along Martin St between 1st Ave. and the St Vrain Creek were damaged in the May 2015 flood event. Staff will be working this fall to use on-call contractors to repair the damaged irrigation. Replacement of the dead plant material would happen in 2019. FEMA reimbursement has been secured for 75% of the cost of the irrigation repairs.
6. **Dry Creek Community Park Field Renovations** (Steve Ransweiler) – Staff will hire a consultant to do a feasibility and cost analysis comparing filling the turf area with soil



and replanting it with grass or using synthetic turf. After the analysis is done this winter, a decision will be made on how to proceed.

7. **Button Rock Management Plan (Danielle Levine)** – The RFP for the consultant team has been published and will close on Oct. 9th. It is expected that Colorado Natural Heritage Program (CNHP) staff will start gathering natural resource data in Fall 2018. Data gathered by CNHP will inform the larger management plan effort.
8. **Spangler Park Pedestrian Bridge Replacement (Kathy Kron, Updated 10/26/18)** The small pedestrian bridge on the east side of Spangler Park is slated for replacement. The pedestrian bridge that was near the Sundial along the St. Vrain Greenway has been salvaged for use at this location. Staff is soliciting a proposal from an engineer to develop construction drawings for the project to be bid in January, 2019.
9. **Loomiller Park Renewal (Kathy Kron, Updated 10/26/18)** City staff is evaluating needs and writing a scope of work for renewal efforts at Loomiller Park. Renewal needs identified include playground replacement, renovation/removal of deteriorating structures, path lighting, restroom upgrades, ADA upgrades, disc basket replacement, trash & recycling containers, site furniture, irrigation modifications, signs, shelter roofing, inlet protection and landscape bed renovations. Items will be evaluated and prioritized through a public involvement process. Construction is anticipated in Spring 2019.
10. **Affolter Park Renewal (Kathy Kron, Updated 10/26/18)** City staff is evaluating needs and writing a scope of work for renewal efforts at Affolter Park. The playground at Affolter was replaced in 2016, however upgrades currently due (or past due) include renovation of the pump/restroom/shelter building, upgrades to the ballfield, ADA compliance, path lighting, site furniture, landscape bed renovations, and signage. Construction is anticipated in Spring 2019.
11. **Carr Park Playground Replacement (Kathy Kron, Updated 10/26/18)** City staff is obtaining a proposal from one of the City's Landscape Architecture On-Call firms to develop planning and design for the replacement of the playground at Carr Park. Staff and the consultant team will engage the neighborhood and Northridge Elementary School for input. Construction is anticipated in Spring 2019.

Open Space (Dan Wolford)

1. **Sandstone Reach of The Resilient St Vrain Project** – Trail has opened and the eagle closure is no longer in effect. Routine maintenance is being conducted as part of the trials warranty period.
2. The Open Space staffing continues its **noxious weed control** on City owned properties focusing now on cheatgrass and List "A" noxious weeds as identified by the State of Colorado.
3. Jim Krick, Natural Resource Specialist, has been given the charge to lead an interdisciplinary team on developing a management strategy for **maintaining the City's Natural Stream Corridors**. It is anticipated that this process will take approximately 1.5 years to develop as they will be looking at each of the natural stream corridor and developing BMP prescription for each corridor.

4. The **Open Space Master Plan** is complete and was adopted by City Council; this was completed on July 10, 2018. Thanks you for all your support and assistance.
5. Natural Resources staff along with Planning and Development staff will be discussed **Prairie Dog management**, development codes changes with City Council in the near future. Those changes are in draft ordinance form and should be to Council late fall. Staff is currently mapping all City Prairie Dog colonies perimeters and estimating populations.
6. **Wildlife Management Plan Update** RFP is being prepared, preparing for a September start...anticipated to be adopted by May 2019.
7. **Land Acquisition** is moving forward with the Newby, Double Six Ranch, Adams properties and Hayes Trail Easement. We are working on an additional property with numerous complication on the Oldander property. The most recent discussion regarding grocery taxes will have a definite impact on the Open Space Sale Tax, as much as \$500,000 a year. At this point in time all Open Space Bond funds will be exhausted with these acquisitions.
8. The City of Longmont began the adulticide spraying element of the **City's Mosquito Control Program** on July 19th. WNV+ have been trapped in and around the City. 4 of every 5 mosquitoes are of the Culex species, which can carry the virus, remember your 4D's.
9. **Volunteer Events** in Aug. through Oct. included four seed collections, two weed eradication projects, a volunteer appreciation brunch, and potentially a native shrub and grass planting event.

Union Reservoir John Brim - August 1, 2018

1. The current elevation of the reservoir is 26.6 feet with 28 feet being full. 23 CFS is currently being released from the reservoir.
2. There is \$42,000.00 remaining in PRO181 that can be used for improvements at the reservoir. Staff is currently looking at spending some of those dollars on a changing station at the beach, restroom improvements and a new public dock. Current improvements made from PRO181 include: New entrance signs, Safety buoys, Trash can lids, Picnic tables and grills, parking blocks, painting and siding for the shop and the entrance booth interior finishing and electrical work.
3. On July 27 we hosted a Moonlight paddle with 88 participants. On July 29 we hosted the Divas triathlon with 600 participants and 400 spectators. This event has been named the best women's event in Colorado by competition magazine.
4. Visitation in July was 54,879 compared to 59,766 in July of 2017. Revenue in July was \$99,520.00 compared to \$89,235.00 in July of 2017. YTD revenue for 2018 is up \$83,214.00 compared to 2017 and YTD visitation is down by approximately 8,000 visitors compared to 2017. Based on season pass sales, the decrease in visitation is attributed to a decrease in use by non-residents.
Resident season passes sold in 2018 has increase by 14.5% from 1,263 passes sold in 2017 to 1,445 passes sold in 2018. Non-resident season passes sold has decreased in 2018 by 33% from 757 passes sold in 2017 to 505 passes sold in 2018. In addition; 627 resident watercraft season passes have been sold compared to only 235 non-resident

watercraft season passes. Projected revenue for 2018 is between \$480,000.00 and \$490,000.00 with an operating budget of \$383,000.00

5. The reprogramming of camping has been very well received. The additional day use areas and parking has made the entire park feel less crowded and improved the use of the limited space at the reservoir. The 2 lane entrance road is also a major improvement. We have only reached capacity once this year and that was on July 4th.
6. The entrance bridge replacement has been delayed until October. Paving from the entrance booth and over the new bridge will likely happen in the spring of 2019.

Button Rock Preserve (Jamie Freel)

1. The elevation of Ralph Price Reservoir is currently 6399.54. The release from Button Rock Dam is 15cfs.
2. Visitation has remained very high with warmer temperatures. The weekends have seen consistent parking issues with the parking lot being filled to capacity with the excess vehicles parking along C.R. 80 resulting in unsafe conditions for both pedestrians and drivers. Consulting with Boulder County on possible solutions.
3. Hunting violation and access questions being evaluated by City Attorney.
4. New Trail Counters have been purchased with the hope to start generating data sometime in the first week of February.
5. Repair on the North Pond and the North Pipeline is nearing completion.
6. Repair on some erosion at the Spillway Culvert will take place in the next 2 months.
7. Repair to Button Rock Dam Control House Hydraulics will take place in the next 6 weeks.

Forestry (Ken Wicklund) – 10/1/18 to 10/26/18

1. Emerald Ash Borer (EAB) update – Awaiting results of collected data from the drone flight for imagery detecting early EAB infestation and spread. Bid prep for approx. 400 ash trees due for retreatment in 2019
2. Winter tree maintenance contractor bid prep
3. Forestry annual work plan and goals discussion
4. SharePoint overview
5. AIPP meeting for possible tree carving project on SVGW behind Best Buy
6. Tree Safety Inspection Program (TSIP) – discussion/training regarding 3 street trees
7. Chain saw safety training to Parks staff
8. Arbor Master training at Thompson and Sand Stone Ranch Park
9. Development inspections for tree mitigation – 4 sites
10. Responded to 19 Service Requests from Call Center plus numerous direct phone calls
11. Trees Pruned - 90
12. Trees Removed - 19
13. Stumps Ground - 10

Other [other City projects and efforts that are related to parks, trails, open space, etc., but not being led by our division. Instead of attempting to provide these updates, lead staff, division & links are provided]

1. **Open Space Master Plan Process (Natural Resources) –**
<https://www.longmontcolorado.gov/departments/departments-n-z/parks-open-space-trails/plans-maps-and-reports/open-space-master-plan>
2. **Spring Gulch #2 Greenway (Engineering Services) -**
<http://longmontcolorado.gov/departments/departments-n-z/parks-open-space-and-trails/park-trail-development/spring-gulch-2>
3. **Left Hand Creek Greenway (Engineering Services) -**
<http://longmontcolorado.gov/departments/departments-n-z/water/stormwater-drainage/left-hand-creek-sediment-project>
4. **Resilient St. Vrain (Nick Wolfrum & Josh Sherman, Engineering Services) -**
<http://longmontcolorado.gov/departments/departments-n-z/water/stormwater-drainage/resilient-st-vrain>
5. **Union Reservoir Oligarchy Bridge Replacement (Engineering Services & Water Resources) – Work is scheduled for Fall, 2018.**