

# ***Parks & Public Landscaping Advisory Board Agenda***

**February 1, 2023  
Library Meeting Room  
951 Spruce Street  
6:30 PM**

*Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID # 885 1622 9475
- You can log in via your computer. Please visit the City's website here to link to the meeting: [www.louisvilleco.gov/pplab](http://www.louisvilleco.gov/pplab)

*The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at [AMcneal@LouisvilleCO.gov](mailto:AMcneal@LouisvilleCO.gov).*

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Comments on Items Not on the Agenda
- VI. Presentation by Design Concepts: Median project update
- VII. Staff Updates
- VIII. Board Updates
- IX. Open Space and Parks Tax - Task Force

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or [MeredythM@LouisvilleCO.gov](mailto:MeredythM@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- Action - 2 PPLAB members

- X. Introduction to Parks Project Manager Bryon Weber
- XI. 2023 Work Plan Review
- XII. Discussion Items for Next Meeting
- XIII. Adjourn

# ***Parks & Public Landscaping Advisory Board***

## ***Meeting Minutes***

**January 4, 2023  
Library Meeting Room  
951 Spruce Street  
6:30 PM**

**Call to Order** – Chairperson Ellen Toon called the meeting to order at 6:30 p.m.

**Roll Call** was taken and the following members were present:

Board Members Present: Ellen Toon, Laurie Harford, Shannon Mihaly, John Webb, Stephen Knapp, Patricia Rogers, Cynthia Corne, Signe Maria Buck

Board Members Absent: none

Staff Members Present: Abby McNeal

**Approval of Agenda** – The agenda was approved by all members.

**Approval of Meeting Minutes** – The minutes from the December 1, 2022 meeting were approved with amendment to correct spelling of Shannon Mihaly's name.

**Public Comments** - None

**Election of Officers for 2023** – PPLAB chose the following volunteers: Chair – Ellen Toon; Vice Chair – Laurie Harford; Co-Secretaries – John Webb and Shannon Mihaly. John motioned to approve the panel, Shannon seconded, officers approved.

**Agenda Posting Locations** – The following locations were approved by all members to post PPLAB agendas: City Hall, Police Station, Library, Louisville Recreation and Senior Center, as well as the City Website.

**Board Orientation** – Abby gave a brief overview of the PPLAB board and reviewed the Open Government and Ethics Pamphlet of 2023.

**Staff Report**

- Bee City application has been submitted for approval by Bee City USA
- Capital Projects:
  - A. Median Project
  - B. Joe Carnival, Meadows, Enclave Parks, Sunflower Feature (no playground currently planned, design plan and community engagement TBD)
  - C. General Parks Maintenance/Management Plan in process
- Bryon Webber has started as the new Parks, Recreation, Open Space and Golf project manager/planner.

**Board Report**

- Patricia took an action item to review the number of dogs in Louisville: It is estimated that there are about 3400 dogs living in Louisville.
- Patricia will continue to liaise with the Open Space Advisory Board; Shannon will continue to liaise with the Recreation Advisory Board (RAB).
- Patricia asked about contacting the local elementary schools regarding Bee City; John plans on also contacting local businesses; PPLAB agreed that Patricia and John will move forward with contacting schools and businesses.
- Shannon provided an update on meeting with RAB: Discussion around soccer field placement: Police station area, Cottonwood Park, Heritage, etc. Focus for the next year will be a dedicated space for soccer, rather than continually leasing from BVSD.

**General Maintenance Management Plan update – Studio CPG, consultant**

Heather Noyes, Studio CPG representative, presenting

- A. Studio CPG was put under contract in 2021, shortly before the Marshall Fire. Current maintenance practices were developed and a plan put in place to ensure the day to day protection of the City's investment in Parks department assets.
- B. PPLAB listened to and reviewed Studio CPG's presentation
  - 93 sites maintained
  - 23 full time employees
  - \$350,000 worth of maintenance is out-sourced
  - 7 basketball courts, 14 athletic fields, 16 playgrounds
  - 10,000 trees
- C. Studio CPG's findings and recommendations:  
Informal, repeatable processes are in place. Defined, managed, measured improvements are recommended in order to improve performance such as:
  - Implement consistent maintenance processes

- Develop a documented preventative maintenance plan
- Adopt software to manage maintenance workflow
- Implement a staffing plan consistent with benchmarking plan
- Develop a system to document and track staff task time
- Complete the inventory of assets, refinement of accuracy of data
- Conduct parks and recreation specific resilience planning, that includes security, emergency preparedness and continuity of operations
- Implement a performance management system using key performance indicators (KPI's)

D. Plan for Improvement – CAPRA standards (Commission for Accreditation of Park and Recreation Agencies)

Discussion:

- Cynthia offered kudos to the presentation, especially in how Louisville compares as a park city (Louisville has many more parks per resident than comparable cities)
- Ellen agreed with a very thorough review. Question regarding inventory: Studio CPG counted more than 28 parks including Mesa ponds, 2 Cedar-edge locations and Waneka Lake. There are trails running through these areas, which may be why they were counted as parks when PPLAB had not considered them as such.
- Ellen noted that the staff commented that they respond to ‘squeaky wheel’ requests – how would the City transition to more of a scheduled maintenance plan? Abby: Developing a work order process and response time with priority has been used in Abby’s past experience and could be used again here in Louisville. Work order data will also help with keeping the story of work order type, response, etc.
- Laurie asked if data collection would require additional personnel – Abby feels that a hybrid process may be used with staff input, role definitions TBD.
- Patricia asked about the overall timeline of implementation. Studio CPG responded that funding has been put into next year’s budget to begin building the program. Overall a 2-3 year process. (Year 1 planning, Year 2 implementation)
- PPLAB discussed giving staff additional positive feedback
- This presentation will be given to City Council on January 24th

**2023 Work Plan Review**

- Park Sign prioritization: Begin prioritizing 3-5 signs for replacement. Email park names to Abby, include pictures if available, etc. prior to February meeting.
- Discussion around re-visiting small parks that do not currently have signs.
- Discussion around Green, Blue, Yellow levels of service to prioritize or plan scheduled maintenance for parks (for example a small park

may have a 'green' level of service for trash pick-up for a seldom used trash receptacle)

- Zip-line at Cottonwood: safety issue was noted (cable failure). A replacement has been ordered and installation is planned.

**Discussion Items for Next Meeting**

- a. Bee City update
- b. Median project update
- c. Sales Tax review, if applicable
- d. Park naming

**Adjourn** – The meeting was adjourned at 8:03 p.m.



# Fire Damaged Median Landscape Renovations

Parks & Public Landscaping Advisory Board (PPLAB)

February 1, 2023



# Purpose Statement

## **Meeting Goal:**

The purpose of this meeting is for the design team to update the PPLAB on project progress for the **first phase** of the median and streetscape renovation project.



# Tier 1 Context

## Medians

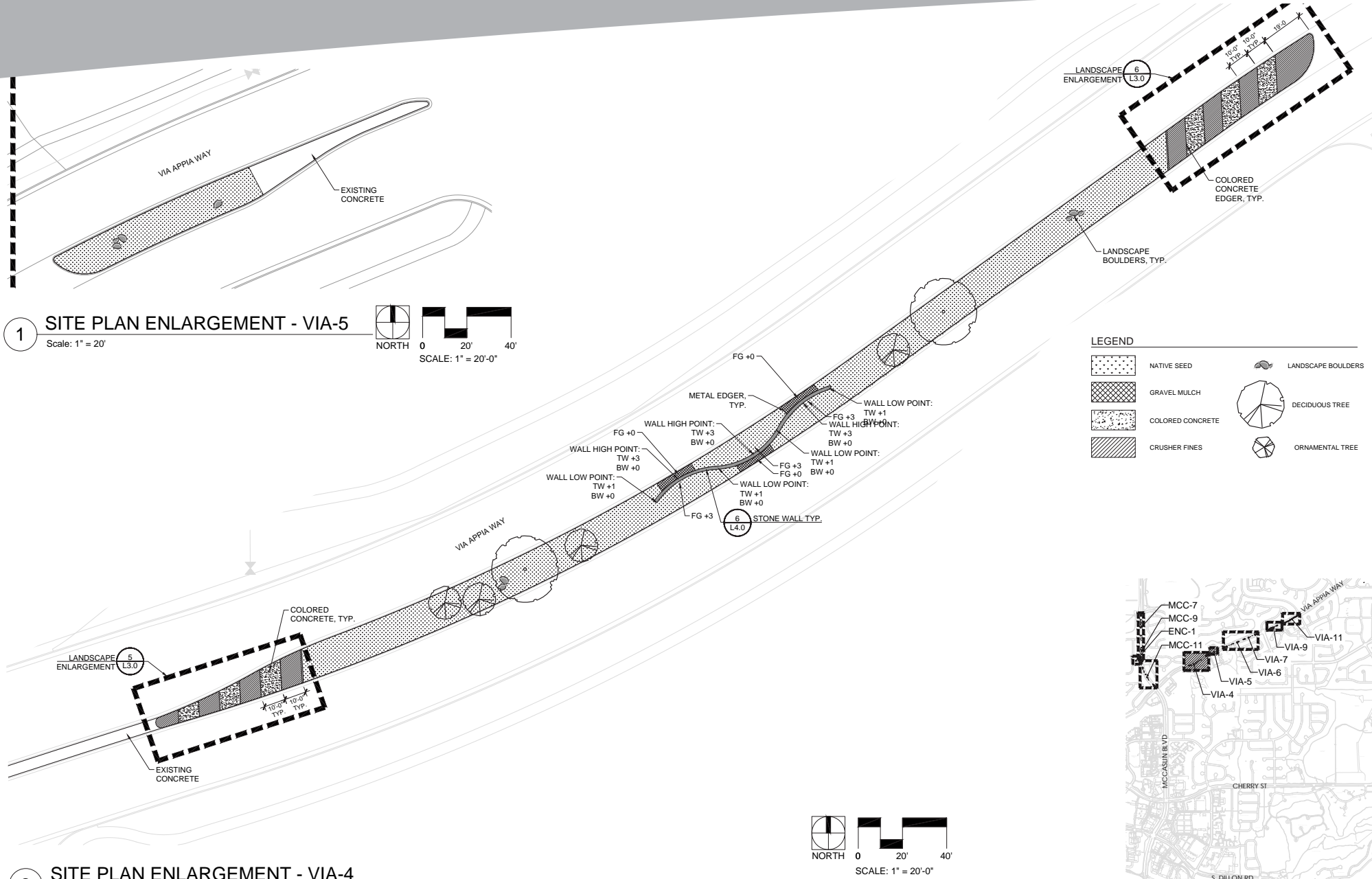
- 88th St: Monarch High School to Dillon Rd
- McCaslin Blvd.: Via Appia Way to Washington Ave.
- Via Appia Way: Louisville Recreation Center to Tyler Ave.

## Entryways

- Enclave Neighborhood
- ▲ Coal Creek Ranch

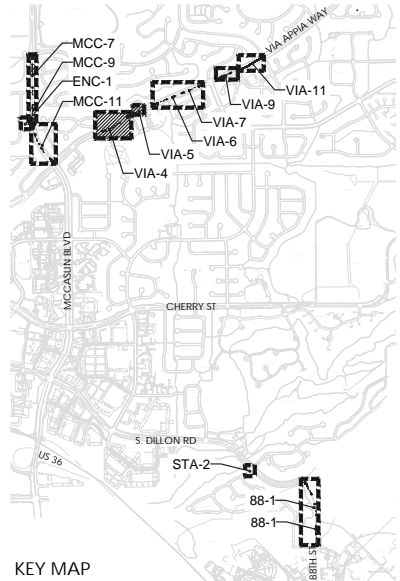


# Plan Progress - 90% Design



1 SITE PLAN ENLARGEMENT - VIA-5  
Scale: 1" = 20'

2 SITE PLAN ENLARGEMENT - VIA-4  
Scale: 1" = 20'



KEY MAP



LOUISVILLE MEDIAN AND STREETSCAPE IMPROVEMENTS  
PHASE 1, TIER 1 IMPROVEMENTS  
CITY OF LOUISVILLE



Project No.: 22219.00

Issued For:	Date
75% CDs	12/09
90% CDs	01/18

Drafted By: EMS  
Checked By: EHS, CM

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SITE PLAN ENLARGEMENT

L2.2

# Plant Selections

## Trees



GOLDEN RAIN TREE



WESTERN HACKBERRY



HARVEST GOLD LINDEN



VALLEY FORGE ELM



SMOOTH SUMAC



ALLEGHENY SERVICEBERRY



BIGTOOTH MAPLE



AMUR MAACKIA



COCKSPUR HAWTHORNE

# Plant Selections

## Landscape Beds



PURPLE PRAIRIE CLOVER



ROCKY MT. PENSTEMON



PANCHITO MANZANITA



BIG BLUESTEM GRASS



LITTLE BLUESTEM GRASS



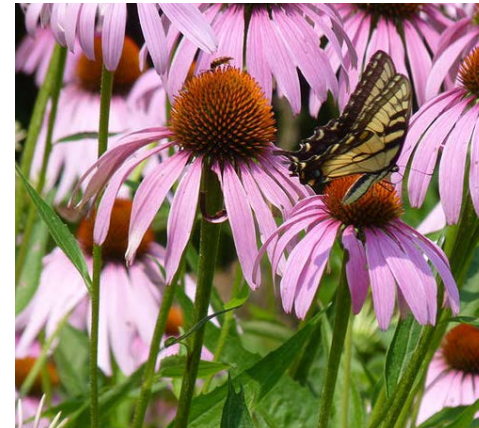
BLUE GRAMA GRASS



PRAIRIE JUNEGRASS



BLANKET FLOWER



PURPLE CONE FLOWER



RED TWIG DOGWOOD



HOWARDS PRIMROSE



WHITE TUFTED PRIMROSE



SULPHUR BUCKWHEAT



DWARF ASTER



SCARLET GLOBE MALLOW

# Plant Selections

## Native Grass Areas



RABBIT BRUSH



SANDCHERRY



GRO-LOW SUMAC



COOPERS ICE PLANT



PRAIRIE SWITCHGRASS



WINTERFAT



BANANA YUCCA



PRAIRIE SAGE

# Bluegrass to Low Water Use Conversion At Medians

## Native Seed Mix:

28% PUBESCENT WHEATGRASS, LUNA

16% WESTERN WHEATGRASS, ARRIBA

13% STREAMBANK WHEATGRASS, SODAR

13% SLENDER WHEATGRASS, PRIMAR OR PRYOR

10% BUFFALOGRASS, TEXOKA

10% BLUE GRAMA, BAD RIVER

10% ANNUAL RYE



# Median Design

## Planting Beds at Intersections



# Median Design

## Stone Walls and Native Grass Areas





# Median Design

## Stone Walls and Native Grass Areas



# Entryways

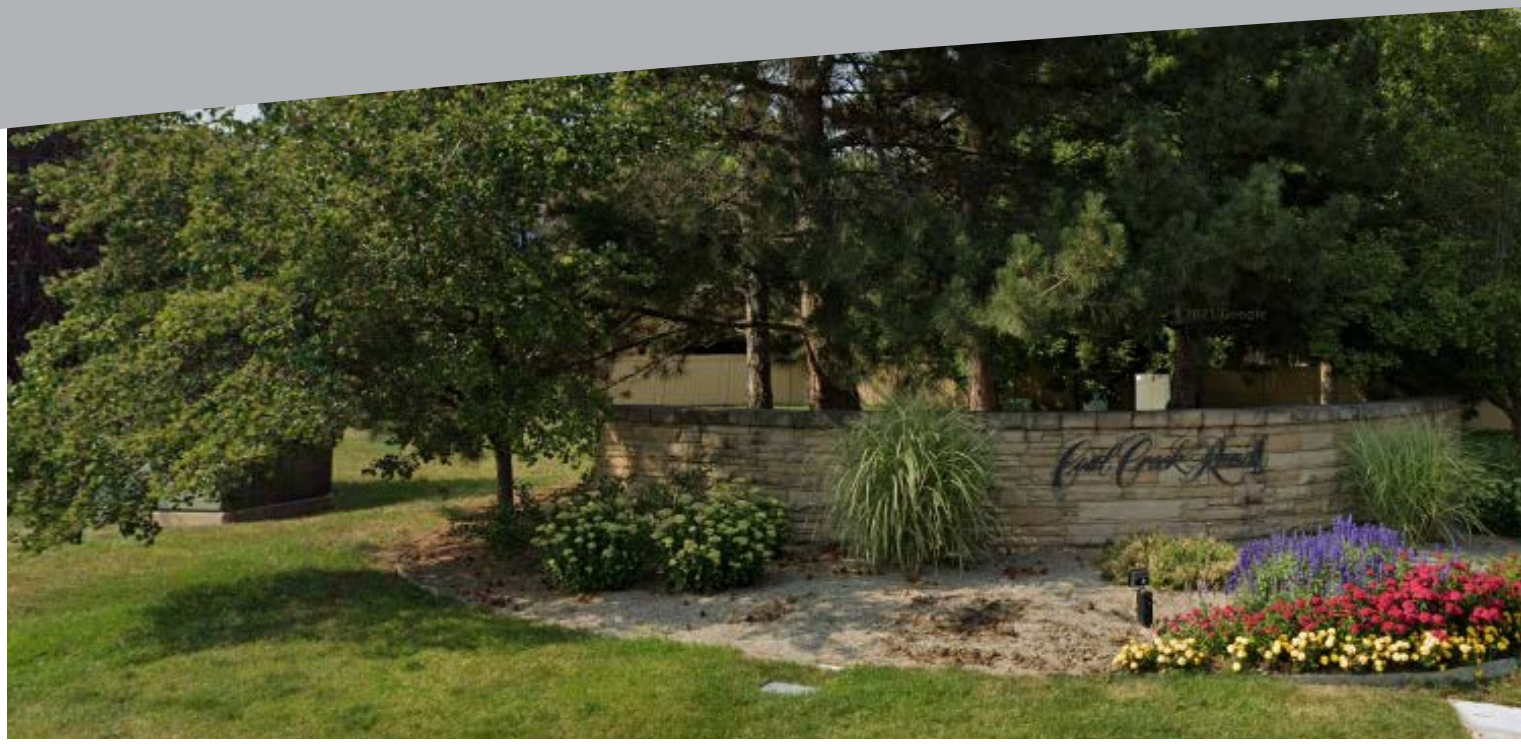
## Enclave Neighborhood



Imagery Prior to Fire Damage

# Entryways

Coal Creek Ranch Neighborhood



Imagery Prior to Fire Damage

# Project Schedule

## Initial Scope

Medians, Streetscape & Neighborhood Entryways

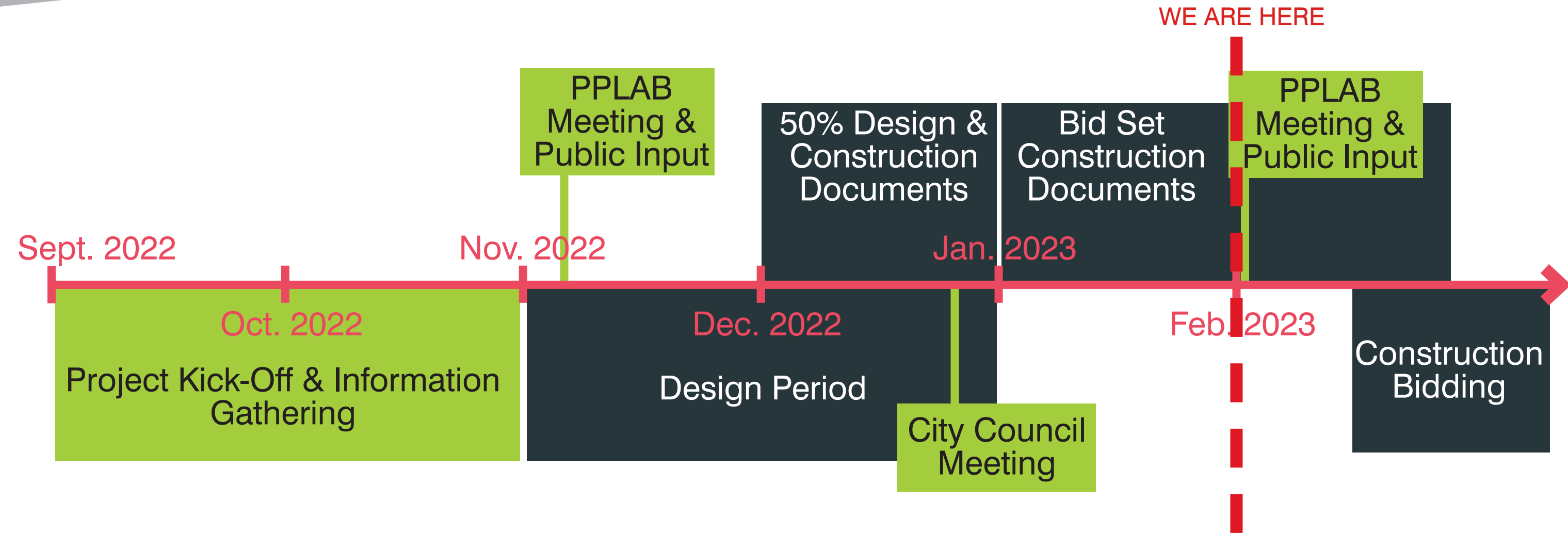
- **Tier 1 - Priority Fire Damaged Areas**
- Tier 2 - Secondary Fire Damaged Areas
- Tier 3 - Life Cycle improvements

Target 2023 construction of Tier 1 improvements, pending budget

## Upcoming Tasks:

Sept. 2022	Project Kick-Off
Nov. 2022	PPLAB Meeting & Public Input
Nov. -Dec., 2022	Design Period
Dec. 2022	50% Design + Construction Documents
Dec. 2022	City Council Meeting
Feb. 2023	PPLAB Meeting
Feb. 2023	Bid Set Design + Construction Documents, Construction Bidding

# Project Schedule





# Thank You!

The purpose of this meeting is for the design team to update the PPLAB on project progress for the **first phase** of the median and streetscape renovation project.



# 2023 PPLAB Work Plan

December 1, 2022

Priority	Program Area	PPLAB Recommendations
	Community Entryways/ HOA	Review maintenance responsibilities for community / HOA entryways Recommend Design and plants palate
	Median Renovations and Playgrounds Projects	Review and support design process for Tiered median and playground projects- McCaslin, Via Appia, Dillon/St Andrews and Playgrounds in Joe Carnival, Meadows, Enclave and Sunflower (feature)
	Bee City USA	Signage, education outreach, renewal application
	Parks and Open Space Sale use Tax	Sales use tax sun setting in 2023 collaborate with OSAB on supporting renewal
	Cottonwood Park Master Plan/Parks Master Plan support	Not currently in the 2023 budget; could be standalone request
	Parks Signage	Prioritize park sign replacement and upgrades
	Arboretum	Provide input on upgrades to Arboretum and replanting of trees

*Requests are in no order of priority.*