

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

**December 6, 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. Staff Updates
- VII. Board Updates
- VIII. 2024 Work Planning
- IX. Discussion Items for Next Meeting

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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.

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X. Adjourn

**Parks & Public Landscaping  
Advisory Board  
Meeting Minutes  
November 1, 2023  
Library Meeting Room  
951 Spruce Street  
6:30 PM**

Members of the public are welcome to attend in person. Remote attendance is not available at this time.

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

- I. Call to Order  
Meeting Called to order by Chair Ellen Toon at 6:35 PM
  
- II. Roll Call

**Board Members Present:**

Ellen Toon, Chair  
Laurie Hanford, Vice-chair  
Signe Buck  
Cynthia Corne  
Shannon Mihaly  
Patricia Rogers  
John Webb (acting Secretary)

**Staff Members Present:**

Abby McNeal

**Guests:**

Deb Fahey, Louisville Mayor, ProTem  
Monarch H.S. Students: Maiszie, Peyton, and Millie

**III. Approval of Agenda**

Abby informed PPLAB that Ginger will not be able to attend this evening's meeting, her comments are included in Meeting packet and will be discussed by Abby during Staff Update.

Motion to approve Agenda as noted: Shannon      Seconded: Ellen  
Motton Passed

**IV. Approval of Minutes**

Moved: John                      Seconded: Ellen                      Passed

**V. Public Comments on Items Not on the Agenda**

Chair Toon noted to attending Students that they can comment here.

Mayor ProTem Fahey expressed positive reaction to new median renovations

Laurie asked if drought tolerant grasses had been installed in Medians. Abby replied affirmative. Committee members noted grass has greened up and is growing well in a short time.

## VI. Staff Updates

### Medians

Abby reported that Median Replacement projects for all 3 medians are almost done, with some plant monitoring continuing until Spring, minor issues of plant availability, and a wall at Via Apia/Pine St. intersection needs to be lowered. Median projects are under budget. Funding for additional areas will be available in the future, projects will be brought before PPLAB.

PPLAB Work Plan modifications are included in the Meeting Packet, most Projects will continue as previously noted.

Master Plan for Parks and Open Space from Parks and Open Space Will be coming out later than City Master Plan, late in Q1 or early Q2, depending on consultant for end of 2025 final. Community Survey from Bryon is part of choosing consulting plan.

Playgrounds update to follow groundbreaking of new construction.

Park signage replacement due for 2024 with carryover in budget, 3 sign replacements will remain on the work plan.

Question from PPLAB regarding promotion of Louisville economic vitality - Could public art and cultural features at the intersection of US 36 and McCaslin Blvd be added? There is no signage at US 36 entry to bring attention to the nearby businesses. Could a Louisville Cultural Arts committee facilitate improvements at the intersection?

An example might be the beautiful public planters at the city of Breckenridge highway entrance.

Board member Cynthia commented on Benchmarking Louisville accomplishments/programs.

Chair of Louisville Revitalization Commission looking at implementing “way finding” for downtown businesses.

Council looking to improve communication with Advisory Boards, including biannual meeting of Council with all of the advisory boards. This would include highlighting accomplishments, goals for future and questions from advisory boards to Council. Boards will have time in front of Council to present work plans to council and integrate their work plans with Council.

Abby is working with Arts department to create channels for communication, including art in the parks or improved signage.

Marshall Fire Pet Memorial sculpture to be installed at Arboretum.

Resiliency sculpture to be installed in front of City Hall.

Ginger created general calendar for Parks, Open Space, Golf Course, and some other common events for City (see Ginger’s Communication Plan in meeting packet).

Playground work shows overbudget for planning stage, Staff working to trim and value engineer designs to have better cost and installation outcome. Enclave and Sunflower community survey

input is completed. Enclave storm water plan needs some adjustment in order to create more usable space.

Great Outdoors Grant application is looking promising, Staff expects to find out results of application in early December.

Master Plan for Parks initial feedback due Nov 26<sup>th</sup>. Check out the survey in PPLAB member email inbox!

Council Work Plan Due Feb. 13<sup>th</sup>, PPLAB to present our work plan for 2024 to Council.

Abby and Adam to present forward looking plan for Parks to Council at December, 2023 meeting.

Parks Department hosted an internal City Departmental open house to showcase Open Space and Public Works facilities.

Fall Parks maintenance is in progress, with collection of leaves and tree maintenance, keeping in mind long term plans for Parks improvement.

Outdoor Dining Tables on Main St to be removed shortly.

Composting of Street-side planters to follow.

Garden audits for pollinators in progress.

PPLAB invite to RAB issued, no response yet.

Cynthia continuing study of intersections of Board Responsibilities

Arts Council has issued a Thank You to Louisville A-Farmer's Market and Congratulated Farmer's Market for "Number 1" award.

## **VII. Board Updates**

Bee City Ecotober Booth was a big success. We were able to have an outdoor banner printed and ready for the booth. We displayed posters depicting Native Bees, Butterflies, Colorado Wild Flowers and Agricultural Impact of Pollinators. We handed out information sheets with links to native plant and water wise planting resources, handed out native plant seeds (Thank you, Susan!), and discussed conservation of native bees and other pollinators with attendees.

Attending Kids made "Bee Buddy" finger puppets for an educational activity. Bee City Subcommittee members John and Susan occupied the booth and were assisted by Helen.

Bee City community contacts are in progress with some Marshall Fire Families.

John and Susan attended outdoor Short Grass Prairie and Fire Ecosystems program by Boulder Watershed Collaborative and County Open Space on Marshall Mesa.

John connected with Cool Boulder, Climate and Sustainability committee for the City of Boulder.

School Outreach plans include an Art Contest and working to create pollinator gardens at Louisville elementary schools.



Speaker programs designed to inform Louisville community about replanting from the Marshall Fire are in the planning stages, first presentation to be in January.

Bee City discussed possibility of Louisville Native Plant and Pollinator Garden Tours in late June.

**VIII.** Discussion Items for Next Meeting

Fire hardening for Parks

Effect of Open Space and Parks sales tax if it passes

More about our goat grazing activities to mitigate Wild Fire!

**IX.** Adjournment

Moved: Laurie    Seconded: Patricia    Motion Passed

Meeting Adjourned at 7:45 PM.

**Parks & Public Landscaping  
Advisory Board  
Bee City USA Subcommittee  
Meeting Minutes  
November 1, 2023  
Louisville Library Board Room  
951 Spruce Street  
5:30 PM**

**I. Call to Order**

Chair John Webb called the meeting to Order at 5:32 PM

**II. Roll Call**

John Webb, PPLAB, Chair, Present  
Signe Buck, PPLAB, Present  
Josh Cooperman, SAB, Present  
Susan McEachern, OSAB, Absent  
Jean Morgan, Community, Absent  
Helen Moshak, OSAB, Present  
Patricia Rogers, Absent  
Amy Yarger, Butterfly Pavilion, Absent  
Abby McNeal, Staff Rep, Absent

**III. Approval of Agenda**

Moved: Josh Cooperman    Seconded: Signe Buck    Agenda Approved

**IV. Approval of Minutes**

Moved: Helen Moshak    Seconded: Josh Coolerman    Minutes Approved

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## **V. Public Comments on Items Not on the Agenda**

None

## **VI. Workplan**

### **ECOTOBERFEST Wrap Up**

John Webb and Cindy Kalman designed the great resources and coordinated the assembly of the booth and with help from Susan McEachern staffed it for the entire event. Many kids participated in the craft bee making and John and Susan talked with families that were landscaping after the fire.

### **Meetings with Marshall Fire Families**

At the fire/grasslands event on Davidson Mesa before the Ecotoberfest, Susan and John talked with a family from the fire area about meeting with folks in the neighborhood about planting new gardens, John has a contact phone number and will reach out to find a time that John and Susan can meet with the folks who are interested.

In October, Susan noted that Northern Water District is offering landscaping plans for rebuilding homes <https://www.northernwater.org/>

### **NEW ITEM Library Seed Swap**

John just had an invite from Jill at the Library for a Bee Booth at the Seed Swap on March 2, 2024. Will do more planning in future meetings.

### **Pollinator-Friendly Planting Initiative**

Discussion about different models like the Denver Botanic Garden demonstration garden or setting up garden tours (connecting with local garden clubs?). John talked with Louisville Blooming Seniors, a group that meets at the senior center every month. John is planning to give them a Bee City talk on Feb. 14.

Josh learned about a Superior program where they are working on vacant lots to help with weed management and stabilizing slopes. John is going to look into if anything is organized for Louisville.

### **Mosquito and Insect Pest Control**

Mosquito and Insect “Pest” Control vs. Pollinator Protection - John has downloaded some information from CSU and Louisville City website. Could we encourage reduction of pesticides and some native plantings at the Coal Creek Golf Course?

### **Speaker Program**

Susan, Amy, and John are working on speakers and John is working with Jill at the Louisville Library to get some open dates for the large meeting room. In January and February, about six dates are available for evening slots, John will check with Abby and Ginger on deadlines for the city printed calendar. Helen will check in with NCAR to see if they have topics that would coincide with our mission.

So far, Amy has been in touch with Mikela Trove (spelling?) for a presentation in January. Amy is available for a February time slot. Susan is in touch with a speaker from the Northern Water Board for March. A tentative April presentation on Dark Sky could also mention night-flying insects. Need confirmation from Library of meeting room availability (John to follow up).

**NEW ITEM:** Beekeeping Talk/Resources?? Helen found this resource while researching on the web -

Colorado Beekeepers Organization

<https://coloradobeekeepers.org/education/need-a-speakerbooth/>

Does your organization need a speaker or booth? CSBA has several experienced beekeepers/teachers that would love to come speak. There is a nominal fee for this service. Please contact [info@coloradobeekeepers.org](mailto:info@coloradobeekeepers.org) or your regional bee club. The CSBA also has an interactive educational booth available for fairs/conventions. Please [email us](#) to check on availability. Would we want them to come speak? Helen will find out costs for the budget.

## **Plant/Seed Swap**

See notes above about the Louisville Library seed swap. The Colorado Native Plant Society has a plant exchange in the Spring, how can we participate? Should we do it as a group under the Bee City moniker? We have been talking about a plant swap in June.

Josh suggested having a booth at the Farmers Market. The group agreed to target the farmers market for the swap. WildOnes is having an event to educate folks about germinating native seeds.

<https://frontrange.wildones.org/native-plant-propagation/>, scheduled for Nov. 17.

Helen will talk to the Denver Urban Garden group to see if they are aware of any resources for a greenhouse, plant growing option for germinating our seeds for the plant swap.

### **A. Local School Program, Pollinator Art Contest**

John will check with Patricia for an update.

### **B. Seed Paper making project with BoCo Parks and Open Space**

Will check with Susan for an update. Here are notes from the October meeting, in case these are helpful:

“Seed Paper Project with BoCo Parks and Open Space, tentatively scheduled for October, moving to November 11 or 18<sup>th</sup>. Mandy at Louisville Rec Ctr suggested that Rec Center may be better than a Library venue. Other possible locations considered are BoCo bldg. in Lafayette, or Open/Space Parks meeting room, a third possibility could be to partner with Friends of Coal Creek. Participation is limited by availability of paper making frames and accessibility, figuring on 12 people max.”

## **VII. Budget and Funding Options**

Parks Department paid for the Bee City banner (\$50), which was used for the Ecotober booth.

Other possible expenses for the coming year might include stickers, speaker fees, planting supplies, refreshments at the booth, Pollinator Art Contest awards, and give away Art Contest participant awards, \$200 to \$300, depending on participation and how many “awards” we would like to grant. Needs a bit more discussion with Patricia.

## **VIII. Discussion Items for Next Meeting**

Continue discussion and planning for Workplan

## **IX. Adjournment**

Meeting Adjourned at 6:25 PM. Next meeting December 6, 2023.

**Parks & Public Landscaping  
Advisory Board  
Bee City USA Subcommittee  
Meeting Agenda  
December 6, 2023  
Louisville Library Board Room  
951 Spruce Street  
5:30 PM**

**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. Discussion of Workplan**

**Meetings with Marshall Fire Families**

**Library Seed Swap**

**Pollinator-Friendly Planting Initiatives**

**Speaker Program**

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**Plant/Seed Swap**

**Local School Program, Pollinator Art Contest**

**Seed Paper making project with BoCo Parks and Open Space**

**VII. Budget Items Discussion**

**VIII. Discussion Items for Next Meeting**

**IX. Adjournment**

Sleeping beauties!







## **V. Public Comments on Items Not on the Agenda**

## **VI. Workplan**

### **Meetings with Marshall Fire Families**

No meeting scheduled yet.

From Marshall Fire Recovery Newsletter:

#### **Sustainable Landscape Templates Open House**

Monday, Dec. 11 | 5:30-7:30 p.m.

Louisville Recreation & Senior Center, 900 Via Appia Way

Email [lnerad@northernwater.org](mailto:lnerad@northernwater.org) to add your name to the interest li

### **Library Seed Swap**

Louisville Library hosts Seed Swap on March 2, 2024. Solicit seed donations from community. Bring Bee City booth materials.

### **Pollinator-Friendly Planting Initiative**

Louisville Arboretum renovation ideas

Louisville Pollinator Friendly Garden Tours, June? When do we need to solicit and select gardens? Logistics? City Department Sponsor (Parks, Open Space, Sustainability, Water, Fire Department)

Josh - Superior program where they are working on vacant lots to help with weed management and stabilizing slopes. Any new information?

### **Speaker Program**

Need to lineup speakers ASAP (Susan, Amy, Helen, and John)

Preliminary dates available at Louisville Library:

Jan. 16, 22, 24, 6 PM to 7:30 PM

Feb. 19, 20, 21, 22, 26, 28, and 29, 6 PM to 7:30 PM

Due to urgent needs of the community, we should consider more than one presentation per month!

Would like to focus on this order of presentations that might best serve the Community, but timing is flexible:

Landscape Planning  
Fire Resilience  
Pollinator Gardens with Native Plants  
Soil Restoration  
Water Wise Planting  
Turf Alternatives

So far, Amy has been in touch with Mikela Trove (spelling?) for a presentation in January. Amy is available for a February time slot. Susan is in touch with a speaker from the Northern Water Board for March. John has a potential speaker from Colorado Native Plant Society, looking at possible presentation titles.

A tentative April presentation on Dark Sky could also mention night-flying insects.

### **Plant/Seed Swap**

See notes above about the Louisville Library seed swap. The Colorado Native Plant Society has a plant exchange in the Spring, how can we participate? Should we do it as a group under the Bee City moniker? We have been talking about a plant swap in June.

Helen will talk to the Denver Urban Garden group to see if they are aware of any resources for a greenhouse, plant growing option for germinating our seeds for the plant swap.

#### **A. Local School Program, Pollinator Art Contest**

Update from Patricia.

**B. Seed Paper making project with BoCo Parks and Open Space**

Update from Susan. Here are notes from the October meeting, in case these are helpful:

“Seed Paper Project with BoCo Parks and Open Space, tentatively scheduled for October, moving to November 11 or 18<sup>th</sup>. Mandy at Louisville Rec Ctr suggested that Rec Center may be better than a Library venue. Other possible locations considered are BoCo bldg. in Lafayette, or Open/Space Parks meeting room, a third possibility could be to partner with Friends of Coal Creek. Participation is limited by availability of paper making frames and accessibility, figuring on 12 people max.”

**VII. Budget and Funding Options**

**Suggested Budget Items:**

Farmer’s Market Booth Fee (June)	\$ 45.00
Kids Activity at Farmer’s Market	\$100.00
Bee City Stickers for Farmer’s Market	\$100.00
Art Contest Awards (May)	\$300.00
Speaker Fees (donations to Org’s)	\$500.00

**VIII. Discussion Items for Next Meeting**

Continue discussion and planning for Work Plan.

**IX. Adjournment**

Meeting Adjourned at 6:25 PM. Next meeting January 3, 2023.

## 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.*

# 2024 PPLAB Work Plan

December 6, 2023

Priority	Program Area	PPLAB Recommendations
	Louisville Entryway Signage- McCaslin/ US 36 interchange	Partner with Economic Development, Planning, and Parks to support entryway signage at interchange to promote Louisville
	Arboretum Improvements	Partner with volunteer groups, Parks, and Forestry staff to provide enhancements to the property to include demonstration landscaping that promote habitats opportunities for pollinators and fire-wise plantings. Find locations to enhance that create mediation opportunities. Grant opportunities for overall improvements- tree replacement, landscape plantings, and identification signage.
	Bench Marking GMMP	How has the GMMP been implemented? What is needed to support requests to increase maintenance and operations to our Parks and Public spaces as suggested by GMMP? Using the data to support increase in maintenance and operational needs.
	Education	Find educational opportunities as outlined in PPLAB mission to support public’s knowledge and understanding of the Parks Operational program. To include a continuation of the Bee City USA designation and community engagement
	Playground projects- Joe Carnival, Meadows, Enclave, Sunflower	Review and support design process for playground projects- Joe Carnival, Meadows, Enclave, and Sunflower- <b>started in 2023</b>
	Collaboration with other Advisory Boards or Commissions	Collaboration opportunities to work with city advisory boards and commission to further enhance the community. OSAB, RAB, LRC- as examples. – <b>started in 2023</b>
	Parks and Open Space Sale use Tax	Sales use tax collaborate with OSAB work planning – <b>TBD direction set by Council</b>
	Parks Long Range Plan	Master planning input and support at requested “step” in the process. - <b>started in 2023</b>
	Parks Signage	Prioritize park sign replacement and upgrades- <b>started in 2023.</b>

**Requests are in no order of priority and will adjust to align with City Council Work plan.**