

Recreation Advisory Board

Agenda

Monday, February 26, 2024
Recreation Center
900 West Via Appia
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 1-719-359-4580 or 1-833-548-0276(Toll Free) Webinar ID #886 7577 1709*
- *You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/rab*

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at KathyM@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
 - Fitness Updates-Lindsey Witty

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. 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.

- Golf Updates-David Baril
- Recreation Updates-Kathy Martin
 - i. CIP Updates
- Director Update-Adam Blackmore

VII. Board Updates

- 2024 Work Plan(to be presented to City Council March 12)
- Power Point and Council Communication-Lisa
- Outdoor Rec Amenities Update

VIII. Discussion Items for Next Meeting

IX. Adjourn

Recreation Advisory Board

Meeting Minutes

**January 22, 2024
Recreation Center
900 West Via Appia
6:30 PM**

Call to Order – Chairperson Norgard called the meeting to order at 6:30.

Roll Call was taken and the following members were present:

Board Members Present: Dick Friedson, Douglas Minter, Lisa Norgard, Mary O'Brien, Michele Van Pelt

Board Members Absent: Gene Kutscher, Angie Layton

Staff Members Present: David Baril, Adam Blackmore, Ginger Cross, David Dean, Jeff Hirt, Mark Jensen, Kathy Martin, Pablo Mendoza, Joey Parsons

City Council Member Present: none

Public Members Present: Kimberly Baril

Approval of Agenda – Kathy requested an order change in the agenda, to move the Golf Course Path Alignment ahead of the Comprehensive Plan Update. All board members approved the amended agenda.

Motion: Dick Friedson

Second: Lisa Norgard

Approval of Meeting Minutes – The minutes from the November 27 meeting were approved as written.

Motion: Lisa Norgard

Second: Michele Van Pelt

Public Comments on Items Not on the Agenda – None

Introductions

Board members and staff introduced themselves.

Approval of Posting Locations for Agendas

- City Hall
- Library
- Police Department/Court
- Recreation and Senior Center
- Website www.LouisvilleCO.gov

Motion: Lisa Norgard

Second: Dick Friedson

The motion passed.

Election of Officers

Election of RAB Chair – Lisa Norgard was elected unanimously.

Nomination: Michele Van Pelt

Second: Dick Friedson

Election of RAB Vice Chair – Michele Van Pelt was elected unanimously.

Nomination: Lisa Norgard

Second: Mary O'Brien

Election of RAB Secretary – Mary O'Brien was elected unanimously.

Nomination: Lisa Norgard

Second: Michele Van Pelt

Golf Course Path Alignment on Hole #13 – David Dean and David Baril

David Dean presented the proposed path of for a cart path on hole #13. He said that the plan has been approved and funded. The proposed path is designed to minimize noise impact to neighbors. Some RAB members asked if the connection to the current path could be changed, so that the path could stay on one side, rather than switching from one side to the other and back again. David showed on a map that the change would not be practical.

City of Louisville Comprehensive Plan Update – Jeff Hirt

Jeff Hirt is the Planning Manager for Community Development Planning. He led a slide presentation on the Citiwide Comprehensive Plan Update. The plan covers many topics, but focuses on land use, development, and infrastructure. Future public facilities and land acquisitions are items that interface with the RAB. A parallel project that interfaces with the RAB is the PROST (Parks, Recreation, Open Space and Trails) Master Plan Update.

Kathy clarified that the PROST plan was delayed to allow some of the bigger plans to move forward first. RAB members expressed concern that the

larger projects were starting without receiving input from the PROST plan. Jeff responded that the Comprehensive Plan process will take at least 18 months, while the PROST should be able to move along more quickly and still provide input to the Comprehensive Plan. The decision to delay the PROST Plan was made to minimize citizen engagement fatigue and to maintain a reasonable workload for employees.

The RAB role in the Comprehensive Plan process will be to share feedback, participate in community engagement events and surveys, and spread the word about the project. Surveys should be available for everyone in the City. The launch will be at the end of February. Ginger Cross said that City projects and plans are online at EngageLouisvilleCO.org.

Jeff asked for feedback from Board members. RAB members expressed the desire for a statistically valid survey, in addition to the surveys and events available to all. They stressed the importance of hearing from a variety of citizens, not only from those who are always vocal. RAB members requested land use acquisition and/or development for the following outdoor recreational amenities: dedicated outdoor pickleball courts, additional tennis courts, and soccer/multipurpose fields. A new Golf Clubhouse should be included in the Comprehensive Plan, to meet demand and to support the sustainability goals of the City.

Staff Updates

Golf Course Update – David Baril

- David Baril reported that he is excited about the new staff at the course.
- He has reorganized and streamlined point of sales information.
- The range servant will have new hardware and software.
- Golf carts are in the process of being refurbished.
- The driving range will be upgraded.
- The first ball order is on the way.
- The food service provider is current on payments.
- There are several CIPs for various items or improvements, including improvements in the short game. Dick would like to see the CIPs.
- Top Tracer is functioning fine. Pablo will be in charge of the range. He or somebody else will be out on the course and available to teach players how to use their phones to use Top Tracer.

David Dean reported on maintenance.

- He finished the section on Water Quality for the Audubon Certification. He is now working on the Education and Outreach section. He proposes doing a kestrel study.
- He will continue to work with the First Green Program, which teaches high school students about a career in golf course maintenance.

- Full-time positions have been filled.
- An attempt to purchase water rights was unsuccessful. The City will try to purchase water again in 2027 or 2028. The City has dedicated some water to the golf course.
- Re-use water can be used in the summer months, but there is a cap.
- The golf course has minimal ditch rights.
- Bunker improvements will be another CIP.

Recreation Updates – Kathy Martin

CIP Planning

- At a work plan meeting, City Council members decided that an outdoor rec plan is a medium level priority. A six-year plan needs to be done in March.
- RAB members want to make sure that resurfacing the east tennis courts at Centennial Park is on the list of projects for 2024.

January 1st Numbers

- Kathy reported that the end of year numbers will be strong.
- The January 1st turnout was huge, with the purchase of 396 punch cards, 61 new auto-debit commitments, and 937 memberships.
- First week visits numbered 9,999. Visits continued to be strong in the following weeks.

The proposed seasonal job fair in February has been canceled. Hiring has been strong, and the only need is for summer day camp counselors. These positions are hard to fill, as applicants need to meet state requirements for the position. An athletic field maintenance position is still open.

Kathy proposed changing the March meeting date to March 18, to avoid BVSD spring vacation dates. Board members agreed with this proposal.

Board Updates

The RAB 2024 Work Plan will be presented to City Council on March 12 at 6:00 PM in the Louisville Library. RAB members reviewed the plan, suggested several changes, and discussed which items should be priorities. Lisa will update the plan and the Board will review it again in February.

Lisa, Dick and Gene attended an Outdoor Recreation Subcommittee meeting. Dick shared a draft from that meeting, detailing the desired program elements and the planning process required to achieve them. The program elements are tennis courts, dedicated outdoor pickleball courts, multipurpose fields, and the golf clubhouse and course improvements. The process would need support from staff and financial consultants. The

subcommittee will meet again on February 19. Board members suggested including this document in the March 12 presentation to City Council.

Michele Van Pelt asked for more information about usage patterns in the gym. She would like to find out if there are low usage times when the gym could be used for pickleball. The designated times for pickleball are very busy. This will be an agenda item for next month.

Discussion of Items for Next Meeting – March 18

Staff Updates

Rec Center Facility Use – balancing competing demands

CIP Updates

Outdoor Rec Subcommittee Update

Approve 2024 Work Plan in preparation for City Council presentation

Golf Course Update – CIPs

Board Updates

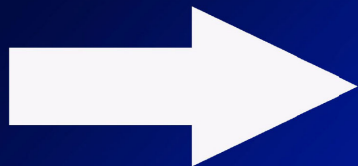
Adjourn – The meeting was adjourned at 8:33.

Motion: Lisa Norgard

Second: Dick Friedson

NEXT EXIT

**HEALTHY
LIFESTYLE**



RAB

Mon 2/26

DATA

	2019	2020	2021	2022	2023	2024
Fitness- In person	73322	22357	21399	35704	53686	6277
Zoom	0	23250	17262	11615	8825	867
Personal Training	276	350	686	924	1245	176

- Over 100 collected
- Still entering manual data from paper surveys
- However, people want MORE!
- More Body Pump classes, water classes, spinning!
- Stay open longer on weekends
- Everyone loves our instructors and classes!

SURVEY INFO

&

ZOOM UPDATE

- Still having a lot of people log onto to classes.
- Zoom phone challenges?

SPRING & SUMMER PROGRAMS

Programs	Challenges	Contracted Classes
Bone Density Training for Women	Mindfulness March	Strength in Numbers
Meditation in 21 st Century	Reduce Sugar in April	PiYo in the Park
Intro to Intuitive Eating	May Murph Challenge	Contrology Pilates
Culture of India	June is Earthing	Running H2O
Youth & Adult Water mat classes	End of July- early Aug is Olympics	Youth & Adult Guitar
Family Fri Fitness		Levitate Jump Rope Team
Aqua Fit workshops & Dance in the Water		Yoga Nidra and Sound Healing
Teen & Youth Yoga workshops		

CHILDWATCH

- Started to oversee in Oct and it has been great!
- Special touches!
- 13 CW staff
 - Ranging from teens to seniors
- Open 6 days a week (60 hours total)
 - Mon-Fri 8:45-1:30pm
 - Tues/Thurs 4-7pm
 - Sat 9-12:30pm
- Jan had 671 kiddos in attendance
 - 100 higher than 2023
- 19 surveys turned in
 - want more hours
 - open on Sunday



WHAT AM I UP TO?!

- Upcoming staff meetings for Fitness & CW
- Helping with CAPRA accreditation
- STEP Leadership Program through City
- AFO in May
- Grant writing (not yet started)
- CPRP CEU's
- Travelling in April & Oct (personal)

To: Recreation and Golf Advisory Board
From: Kathy Martin, Recreation and Senior Services Superintendent
Date: 2/26/24
Subject: 6 year CIP requests

Purpose:

The purpose of this agenda item is to inform the RAB on the draft version of CIP requests from Recreation, Golf and Parks for the 2025-2030 budget cycle.

Background:

The City has begun its biannual budget process for fiscal years 2025-2026. The first step in the 2025-2026 budget process is for each City Department to submit Capital Improvement Project requests (CIP's) for a 6 year timeframe to span 2025-2030. CIP's are projects or equipment expenses that are greater than \$10,000 in value. (See below for definition)

Each division within PROST Department will submit CIP's including the funding cost centers, which will be requested per the funding source. Examples include the General Fund, Recreation Center Fund, Golf Course Fund etc.

Next Steps:

The PROST Department will continue to develop and revise CIP requests ahead of March 29th submission deadline to the Finance Department. Projects for years 2025-2030 will be submitted for review by the department Director and City Manager's Office (CMO) before going before City Council as part of the annual budget review process. The funding requests are subject to modification/elimination/ or sometime addition at any stage of the review and approval process.

The budget process is an open process, which will include multiple public meetings and hearings, in which the advisory boards and citizens are welcome to participate. Any advisory board input or project requests should be submitted through their board liaison who will ensure the project(s) requested for consideration are shared with the PROST Director and City Manager.

In addition to CIP proposals, staff will begin work on the operating budget process this spring. As that process is finalized staff will bring forward to the RAB additional information.

*Capital Asset (CIP)- Property, including durable goods, equipment, buildings, installations, and land valued at \$10,000 or more, and having a useful life greater than one year. Capital Improvement Projects – Any project to build, alter, repair, maintain or replace necessary public buildings, streets and alleys, public parks and facilities, municipal utilities, sidewalks, highways, parks or public grounds. Capital Improvement Projects are included in the City's six-year capital improvement plan.

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DRAFT Summary of PROST CIP Requests 2025-2030

2/20/2024

Recreation & Senior Center	2025	2026	2027	2028	2029	2030
Furniture Replacement	\$25,000					
Mirrors & Barre In Elbert	\$28,600					
Fitness Equipment Replacement	\$125,000	\$152,000	\$152,000	\$152,000	\$160,000	\$160,000
Weigh Plate Replacement		\$45,000				
Weight Bench Replacement			\$20,000			
Hoist Selectorized			\$30,000			
Technogym Selectorized		\$39,000				
Precor Selectorized				\$21,000		
Samson Replacement			\$60,000			
Window Coverings Replacement				\$39,600		
Minivan	\$75,000					
Washer/Dryer				\$20,000		
Turf Shade Structure						
TV Replacement	\$47,736		\$10,000			
Stereo Replacement (3)						
Aquatics Amenity Update	\$27,000					
Pool Pump Replacements	\$75,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Pool Furntiure Replacement	\$15,000	\$13,500				
MS Furniture	\$13,500	\$15,000	\$15,000			
Pool Replaster	\$15,000			\$\$\$		
Miracote						
LRC Outdoor Patio Repairs	\$170,000					
Steam and Sauna Expansion	\$\$\$\$	\$\$\$\$				
Drinking Fountain and Shower	\$\$					
Indoor Batting Cage	\$\$\$\$					
Subtotal	\$16,000	\$ 279,500.00	\$ 302,000.00	\$ 247,600.00	\$ 175,000.00	\$ 175,000.00
	\$632,836					

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Golf Operations (David B)		2026	2027	2028	2029	2030
Golf Cart Battery Replacement	2025					
	\$ 123,500					
<i>If building new clubhouse:</i>						
Clubhouse Architecture & Engineering		\$ 780,000				
<i>If not building new clubhouse:</i>						
Office Furniture Replacement						
Golf Pro Shop Upgrades	\$ 16,000					
Learning Center (requested 2023?)	\$ 50,000	\$ 324,000				
External Repair (Paint,Fascia,Railing)		\$ 40,000				
Internal Repair (Paint, Carpet, Restrooms, Drinking Fountain)		\$ 125,000				
Exterior Decking (Carpet, Pergola)		\$ 29,000				
Lower Level Repair (Sewer,Fence,Drywall)		\$ 30,000				
Putting Green Enhancement (funded 2024)						
Short Game Renovation (funded 2024)						
Subtotal		\$ 1,328,000	\$ -	\$ -	\$ -	\$ -
	\$ 189,500					
Golf Maintenance		2026	2027	2028	2029	2030
Tree Planting	2025	\$ 15,000		\$ 15,000		\$ 15,000
Water Rights			\$ 100,000	\$ 100,000		
Maintenance Facility - Lot Paving			227,000	25,000		
Charging Station - Robotic Mower						
Pond Liner - Hole 11	12,000	309,241				
Bunker Renovation						
Equipment - Ball Picker	334,750					
Equipment - Bedknife Grinder	28,700		46,465			
Equipment - Reel Grinder			83,664			
Equipment - 175 Gallon Sprayer			49,515			
Cart Path Repairs (Concrete)		25,000	100,000	35,000	35,000	35,000
Maintenance Facility - Storage Building	25,000					
Subtotal	\$ 450,000	\$ 349,241	\$ 606,644	\$ 175,000	\$ 35,000	\$ 50,000
	\$ 850,450					

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Parks		2026	2027	2028	2029	2030
Arboretum Renovation	2025	\$ 75,000	\$ 75,000	\$ 75,000		
City Services Office Renovations		\$ 25,000				
Pickleball Courts (New 6 Courts)	\$ 50,000	\$ 300,000				
Multi-Use Fields (Rec Center Detention, Natural Grass)		\$ 150,000	\$ 1,250,000			
Multi-Use Fields (Enritto convert to synthetic)			\$ 1,250,000			
Pickleball Courts (Convert Hockey Rink to 6 Courts)						
Tennis Renovation (Centennial P.T. Overlay)	\$ 200,000	\$ 350,000				
Technology Upgrades (GPS, CMMS, Irrigation Software)		\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000
Irrigation Upgrades (Controllers)	\$ 15,000	\$ 100,000	\$ 100,000	\$ 10,000		
Surfacing Updates (Playground, Dog Park, Etc)	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Equipment Replacements (Mowers, Etc)	\$ 25,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 175,000
Equipment Replacements (Spreaders, Sprayers, Etc)	\$ 150,000	\$ 80,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 90,000
Equipment - Fleet	\$ 80,000	\$ 180,000	\$ 190,000	\$ 190,000	\$ 195,000	\$ 195,000
Landscape Plantings	\$ 180,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000
Equipment - stump grinder	\$ 15,000		\$ 26,000			
Tennis Renovation (Resurfacing TBD)		\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	
Equipment - Plow Blades		\$ 8,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Sports Complex Concrete	\$ 8,500		\$ 150,000			
Sports Complex Parking Resurfacing				\$ 250,000		
Park Signage Replacements			\$ 6,500		\$ 6,500	
Par Course Fitness Replacement	\$ 18,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	
Park Furnishings		\$ 15,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Park Restroom Upgrades (Vandalism)	\$ 15,000	\$ 20,000	\$ 10,000	\$ 10,000		\$ 15,000
Infield Resurfacing	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Park Restroom Upgrades (Aesthetic)	\$ 25,000	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000	\$ 60,000
Splash Pad Replacements (Community Park)	\$ 50,000					
Cemetary Long Range Plan	\$ 650,000					
Enritto Infield Drainage & Replacement	\$ -	\$ 150,000				
Miner's Field Fence Extension		\$ 95,000				
Miner's Field Synthetic Turf Conversion		\$ 1,250,000				
Subtotal		\$ 3,253,500	\$ 3,677,500	\$ 1,170,000	\$ 841,500	\$ 660,000

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Memorandum

To: Louisville City Council
 From: Recreation and Golf Advisory Board
 Date: March 12, 2024
 Re: 2024 City Council Work Plan

The Recreation and Golf Board's recommendations to City Council come with much thought to enhance our community amenities, to safeguard our city assets, support a healthy mind, body and a healthy community. The recommendations align with the City strategic plan. There has been much collaboration and work done to establish this input to give to city council and the board appreciates this opportunity to give input. The RAB board met as a whole to discuss goals, individual board members gave input, an Outdoor Recreation Amenities subcommittee was formed in conjunction with the Parks and Public Landscape board and input was solicited from the Youth Advisory Board. We are dedicated to the success of each of our recommendations and look forward to working with staff to achieve these goals as recommended. These recommendations also have the support and approval of the Outdoor Recreation Amenities subcommittee.

The RAB/PPLAB top three priorities are highlighted in yellow.

Outdoor Recreation	RAB/PPLAB Recommendations
<p>Tennis Courts</p> <p>Support Council priorities to allocate operating funds for ongoing maintenance and repairs for our tennis courts.</p>	<p>Centennial Courts –</p> <ul style="list-style-type: none"> • Resurface the two east courts and add new wind/sunscreens. • Add a fifth tennis court adjacent to the existing court. This will enhance the ability to have more league play in our community. <p>Mission Green Court –</p> <ul style="list-style-type: none"> • Resurface court.
<p>Pickleball Courts</p> <p>Expedite the need for a pickleball facility and support the master planning and identification of a location and funding for outdoor recreation amenities.</p>	<p>Address the community interest in this growing sport.</p> <ul style="list-style-type: none"> • Consider the land between the Rec Center and police department as a location to build a dedicated outdoor pickleball facility or discuss an alternate location within the city. • Assess current usage for all outdoor recreation amenities for Community Park. • Repurpose the inline skate rink for dedicated pickleball use.

<p>Coal Creek Golf Course</p> <p>Continue with the process and work that has been completed with the feasibility study and evaluate funding options for moving forward with the recommended improvements.</p>	<p>Continue to support the golf course's ability to serve the community.</p> <ul style="list-style-type: none"> • Build a new clubhouse as the current one is in disrepair, is inadequate and energy inefficient. • Build bathroom facility for the front nine. A location was identified in the flood rebuild between holes two and four. Which could also provide shelter. • Improve the practice facilities, including the chipping green, putting green & punchbowl green. • Consider parking lot improvement in conjunction with a possible new clubhouse building. • Add shelter on the front five holes for golfer safety during storms. • Continue Maintenance building updates & current projects.
<p>Soccer/Multi-Purpose Fields</p> <p>Support master planning to identify land and allocation for the purpose of soccer and multi-purpose fields in the city.</p>	<p>Consider addressing a long time need of our community.</p> <ul style="list-style-type: none"> • Identify land for the purpose of soccer and multi-purpose fields. • Consider building a facility to meet these needs. • Consider artificial turf to meet the demands for year-round use.
<p>Sports Complex</p> <p>Continue to work in conjunction with our partners for the parking lot improvements and funding.</p>	<p>Address the need for a new parking lot at this City facility along with new bathrooms, concession stand & transitioning from grass to turf fields.</p> <ul style="list-style-type: none"> • Consider improvements to the Sports Complex parking lot. • Consider transitioning from grass to turf fields. • Rebuild bathrooms. • Build a permanent concession stand.
<p>Maintenance Projects</p> <p>Continue support of operational budget funds for maintenance.</p>	<p>Centennial Tennis Courts – Repair fencing surrounding the courts. Pirate Park Tennis Courts – Regular maintenance is needed. Community Park – Update basketball back boards to a higher quality regulation size and provide new nets. Miners Field – Install a safety net to prevent foul balls from hitting cars on HWY 42.</p>

Requests are in no order of priority.

Planning Process (Draft) RAB/PPLB Recommendations

1. Define and Quantify the Program Elements

- Tennis Courts
- Pickleball Courts
- Outdoor Multipurpose Fields
- Golf Clubhouse and Course Improvements
- Others?

2. Determine Potential Sites

- Current Park Space
- Current City-Owned Undeveloped Space
- Land Acquisitions
 - Developer Contributions
 - Purchases
 - Joint Ventures with Other Municipalities

3. Determine Magnitude of Costs for Improvements

- Planning and Design Fees
- Administration and Management Fees
- Site Development Costs
- Facilities Construction Costs (Buildings, Courts, Fields)
- Maintenance Costs

4. Explore and Determine Financing Options

- Grants
- Contributions from Developers
- Bonding
 - Property Tax Incremental Increase
 - Sales Tax Incremental Increase
- Joint Ventures with Other Municipalities
- Other?

5. Garner Community Input and Support from Constituents and Stakeholders

- Identify Stakeholders
- Hold Public Workshops
- Distribute Newsletters and Flyers
- Others?