

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

**September 4, 2024  
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. Entryway Signage
- VII. Implications of Red Tail Ridge approval- discussion
  - Public Land dedication budget impacts

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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.

- Public Land dedication – likely project which impact Park Operations (e.g. Campus Drive, Future Public Park)

VIII. 2024- Work Plan review

IX. Board Reports

X. Staff Updates

XI. Discussion Items for Next Meeting

XII. Adjourn

# **Parks & Public Landscaping Advisory Board**

## **Minutes**

**August 7, 2024  
Spruce Room  
749 Main Street  
6:30 PM**

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### **I. Call to Order**

Meeting Called to order by Chair Cynthia Corne at 6:30 PM

### **II. Roll Call**

#### Present

Cynthia Corne, Chair (remote)

Ellen Toon, Vice Chair

Shannon Mihaly, Co-Secretary (remote)

John Webb

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### **City of Louisville**

*Parks Division 749 Main Street Louisville CO 80027  
303.335.4774 (phone) [www.LouisvilleCO.gov](http://www.LouisvilleCO.gov)*

Abby McNeal, Parks Superintendent  
Erik Swiatek, Supervisor of Parks & Cemetery

**Absent**

Patricia Rogers, Co-Secretary  
Jody Ash  
Signe Buck

**Members of the Public in Attendance**

Catherine Smith

**III. Approval of Agenda**

Moved and Seconded, Motion Passed

**IV. Approval of Minutes**

Moved and Seconded, Motion Passed

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

No public in attendance

**VI. Red Tail Ridge: Landscape Planting Schedule review**

Public comments:

- Agree with elimination of junipers
- Why were some other native plants substituted for non-native?
- Why did High Plains recommend certain plants?
- Cottonwoods and Willows together are needed as native plants
- Do PPLAB recommendations go to Open Space Advisory Board - can we restore land to native species?
- Mindful that native environment is primarily grass and trees in wet areas - providing non-natural habitat for non-native bird species, some native bird species won't return due to the trees
- Recommend we look more at the natural side

Board Discussion

- Metro district will maintain the landscaping and plantings
- It is a courtesy that we are being asked for input

- Overall - looks like a good balance of non-native vs. native plants, low-water needs
- Mahonia vs. juniper - do we recommend pulling all juniper? Junipers do add all year color, do we need to pull all of these if they are not near buildings and in the right-of-way areas?
  - Junipers can accumulate dead needles - even on median strips, they could blow; some of them are not native
- Suggest color of flowering variety of plants
- Explore other succulents beyond yucca

Board's recommendations on plantings:

- Appreciate the opportunity to provide input
- Appreciate amount of native plantings
- Concur with Staff items with the exception of item c)
- Differ from staff on item c) and would like to see weigela eliminated
- Encourage the use of colorful species for spring, summer, and autumn (or year-around, if possible)
- Emphasize safety and sight-line visibility; lower-growth for sight lines and safety to be priority (e.g. wheatgrass is troublesome)
- Encourage spacing between plantings as well as alternating putting plants closer together - renderings look good
- Heat-island effect was taken into consideration based on renderings; looks like there is a good balance in renderings, and good balance of plantings and not too much rock
- Mulching and materials: Is there on-site composting for RTR?  
Question for Metro District.
- May want to consider spaces for public art via Cultural Council
- Consider space for Louisville gateway signage, landmark, or Tree or Bee City signs (beyond Campus Drive)

Final Plat plan before Council in August

## **VII. Parks Signage**

### **Tree City USA and Bee City**

- Reviewed designs for each sign
- Purchased 4-5 Bee City signs and put throughout the city
- In pollinator garden, pond restoration at community park

- Put signs near existing beds

Places that we would like signage:

- North End of McCaslin and S. Boulder
- From 42 by the railroad sign
- Pine and 42
- 24 x 24 Bee City Sign as preference
- Purpose of these signs is to provide a sense of pride for the City, sense of location

### **VIII. PPLAB 2024 Work Plan**

What is a successful outcome for these items for the year?

- For Entryway Signage:
  - Doesn't fall cleanly into any one board.
  - What is the priority vs. budget constraints?
  - For this year: Memo or recommendation, subcommittee
- Arboretum
  - 3 years out in Capital improvement request to enhance and improve garden beds
  - Meditative spaces being maintained, grant opportunities being investigated
  - Complete for this year; revisit next year
- Bench Marking GMMP:
  - Bring up again in the next few months
- Education:
  - Cover in staff updates
  - Bee City involvement in school gardens, Ecocycle
- Playground Projects
  - Development ongoing
- Collaboration with other Advisory Boards or Commissions
  - Could potentially meet with OSAB
- Parks and Open Space Sale Use Tax
  - Continue to discuss every month
- Parks Signage
  - Will be in staff report and update
- Bylaws Review and Update
  - To be discussed

- Outdoor Rec Amenities Roadmap
  - Subcommittee still making progress
- Add column for status/accomplishments/outcome/% complete and will discuss % completion at a future meeting
- Add open item for other items discussed: e.g. future median plantings

## **IX. Board Reports**

### Outdoor Subcommittee

- Meeting on Monday 8/12 at 5:30 at the Library in the Upper-Level Meeting Room

### Bee City ran a pollinator garden tour

- A bit of a low turn-out due to hot weather and limited notice
- About 20 visitors to 8 gardens: new installations and mature gardens
- Spruce and Hwy 42 (Gene Morgan) has an amazing garden

### Labor Day Parade

- Designed stickers on kid's artwork (4 different posters) for passing out at Labor Day parade

### Compostable vs. plastic bags

- Open space crew noted they will be putting compostable bags in dog waste posts around town
- Compostable bags only at dog park
- Need to mark compostable ONLY in the compostable bin
- Might want to re-look at this, so plastic bags don't contaminate compostable bin

### Tree removals and pruning questions:

- 3 dead trees are on list for removal near library
- Trees in median close to police station - should be on list for removal by the end of the month
- Some Ash trees near S. Boulder and Eisenhower may eventually be a safety issue - on list for pruning contract

Other notes

- Mayor Leh gave an update this past week - will reach out and find what was shared
- No separate budget retreat - merging with upcoming finance meeting
- Sustainability invites - would love to be involved if there is anything this year

**X. Staff Updates**

- Ellen was able to attend the Trees for Three's
  - Working on signage to put sign at Sports Complex
- September meeting - bring back Sunflower design
- Mission Greens - looking to complete
- Bryon out on leave - welcome to baby boy! Balancing support for his projects.
- No median renovation in 2024 and will carry forward funding into 2025 - lessons learned and input from PPLAB to carry into
- Council moved remainder of budget meeting into finance meeting on August 15
- Request for bids for landscape maintenance contract
- Look at Staff notes for more

**XI. Discussion Items for Next Meeting**

- Work Plan
- McCaslin Signage - next steps: do we want to involve other committees
- Sunflower Park design (need PPLAB support on plan before budget approval)
- Staff Appreciation
- Board update - Outdoor Amenities
- Benefits of parks on mental health - education opportunity (could be 2025 work plan topic, could put something into newsletter again)

**XII. Adjourn**

Adjourned meeting at 8:13 PM



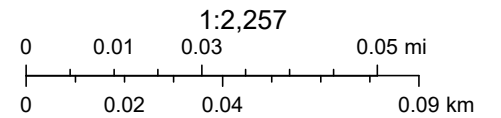
# Louisville McCaslin Dillon 36a



5/20/2024, 10:21:39 AM

- Subdivision
- PUD/SRU
- Parcels
- City of Louisville Boundary
- Streets
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3

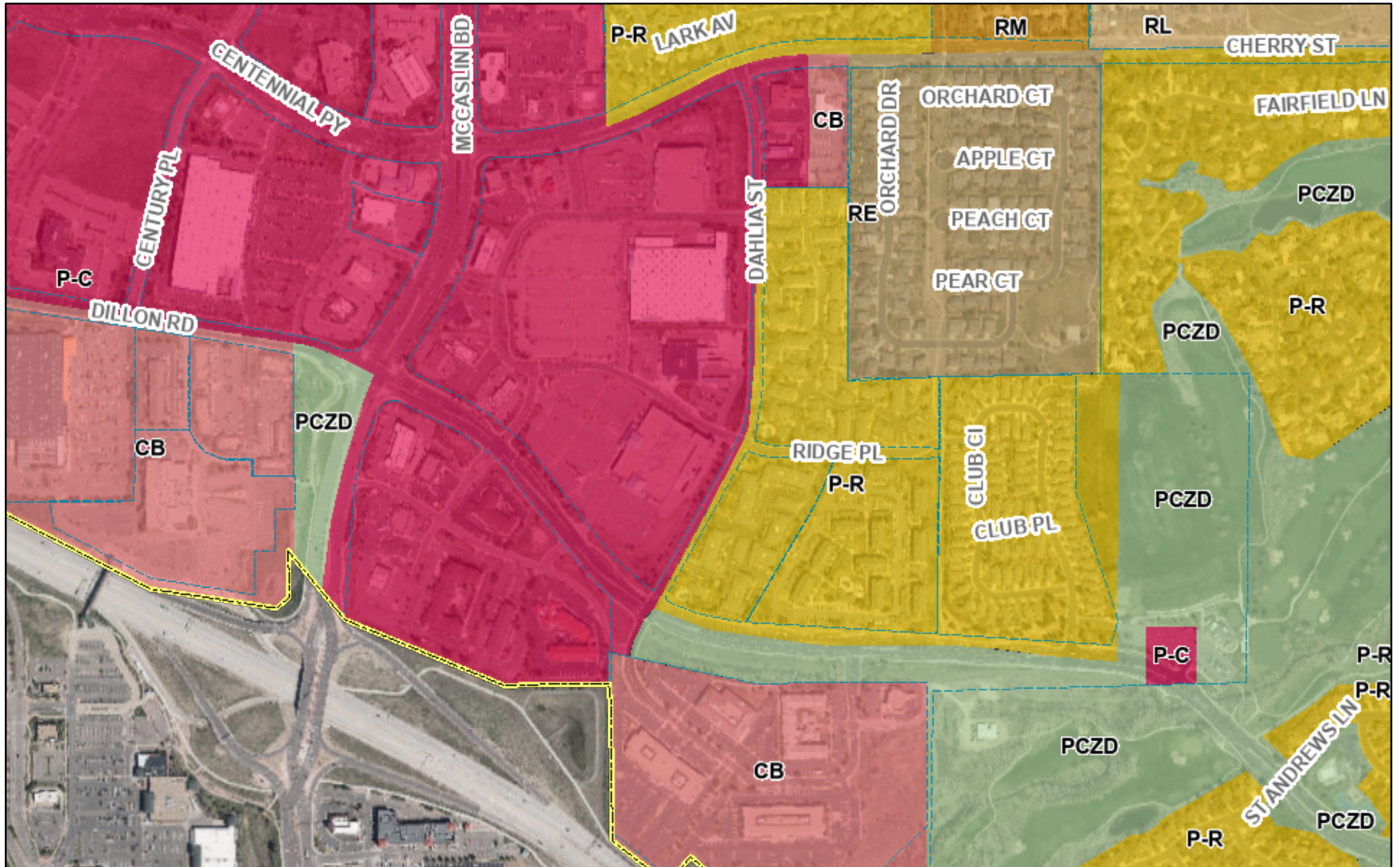
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Lisa Ritchie 12/27/2019, City of Boulder, City of Westminster, Boulder County, City and County of Broomfield, Bureau of Land Management, Esri, HERE,

City of Louisville

# PPLAB Map Overview



5/21/2024, 12:54:22 PM

Zoning

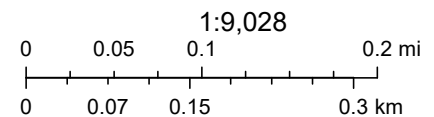
- Commercial Business
- Planned Community Commercial
- Planned Community Residential

- Planned Community Zone District
- Residential Estate
- Residential Low Density
- Residential Medium Density

- PUD/SRU
- Streets

- City of Louisville Boundary
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3

Orthos\_3in\_6in\_12in



City of Boulder, City of Westminster, Boulder County, City and County of Broomfield, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT


# PPLAB Map Overview 2




5/21/2024, 12:56:08 PM


 PUD/SRU

 Streets

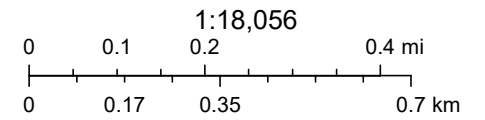
 City of Louisville Boundary

 Red: Band\_1

 Green: Band\_2

 Blue: Band\_3

Orthos\_3in\_6in\_12in



City of Boulder, City of Westminster, Town of Superior, Boulder County, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, USGS,

City of Louisville


# PPLAB Map Overview 3



5/21/2024, 12:58:10 PM

 PUD/SRU


 Red: Band\_1

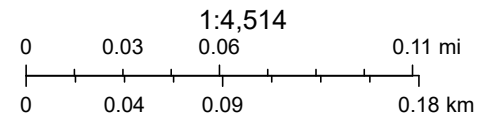
 Green: Band\_2

 Blue: Band\_3

Streets

Orthos\_3in\_6in\_12in

 City of Louisville Boundary




City of Boulder, City of Westminster, Town of Superior, Boulder County, City and County of Broomfield, Bureau of Land Management, Esri, HERE,


# PPLAB Map Overview 4



5/21/2024, 1:11:21 PM

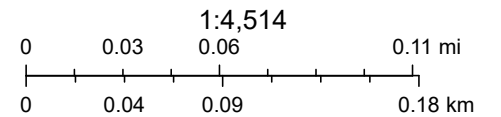
 PUD/SRU

 Streets

 City of Louisville Boundary

-  Red: Band\_1
-  Green: Band\_2
-  Blue: Band\_3

Orthos\_3in\_6in\_12in



City of Boulder, City of Westminster, Town of Superior, Boulder County, City and County of Broomfield, Bureau of Land Management, Esri, HERE,


# PPLAB Map Overview 5



5/21/2024, 1:13:33 PM


 PUD/SRU

Streets

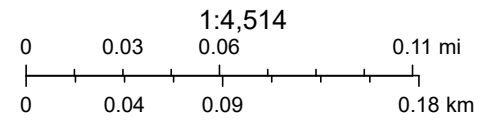
 City of Louisville Boundary

 Red: Band\_1

 Green: Band\_2

 Blue: Band\_3

Orthos\_3in\_6in\_12in



Lisa Ritchie 12/27/2019, City of Boulder, City of Westminster, Boulder County, City and County of Broomfield, Bureau of Land Management, Esri, HERE,

# 2024 PPLAB Work Plan

February 7, 2024

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 Division 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
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>
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.
Outdoor Recreation Amenities Roadmap and buildout of Operational Model	Support RAB/PPLAB subcommittee with participation, 2024 planning and identification of priorities and initial project. Build out cost estimates for priorities and provide feedback to staff.

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

## 2024 PPLAB Work Plan

7-Feb-24

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

Program Area	PPLAB Recommendations	Outcomes
Louisville Entryway Signage- McCaslin/ US 36 interchange	Partner with Economic Development, Planning, and Parks to support entryway signage at interchange to promote Louisville	Recommendation Memo to communicate support for scope to develop entryway signage
Arboretum Improvements	Partner with volunteer groups, Parks Division 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.	Supported Arbor day tree planting and discussing future capital improvements to enhance Arboretum improvements
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	On-going
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	Various educational events hosted by sub-committee , Open Space and Parks for community supporting bio-diversity pollinators. Art Contest for Elementary and Middle School students.
Playground projects- Joe Carnival, Meadows, Enclave, Sunflower	Review and support design process for playground projects- Joe Carnival, Meadows, Enclave, and Sunflower- started in 2023	Joe Carnival and Meadows opened June 2024. October final review of Enclave and Sunflower designs.
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. – started in 2023	Learned Cultural Arts Public Art process. Outdoor Amenities subcommittee participation with RAB designees.
Parks and Open Space Sales use Tax	Sales use tax collaborate with OSAB work planning	On going review and discussion to support budget adjustments for 2025
Parks Long Range Plan	Long Range planning input and support at requested "step" in the process. - started in 2023	Request of proposal presented September PPLAB meeting- review and discussion
Parks Signage	Prioritize park sign replacement and upgrades- started in 2023.	Reviewed Tree City USA and Bee City USA
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.	TBD City Clerk to schedule
Outdoor Recreation Amenities Roadmap and buildout of Operational Model	Support RAB/PPLAB subcommittee with participation, 2024 planning and identification of priorities and initial project. Build out cost estimates for priorities and provide feedback to staff.	On going meetings and discussion with input to submitted PROST 2025-2029 Capital Improvement Project requests.





# Memorandum

**To:** Parks Public Landscape Advisory Board (PPLAB)  
**From:** Abby McNeal, CSFM, CPRP  
**Date:** 09/04/2024  
**Re:** Parks Division Monthly Report

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## **Streetscapes/ Horticulture:**

1. Managing hanging baskets and pots downtown.
2. Reviewing all summer annuals to plan for summer of 2025

## **Parks, Athletic Fields, Cemetery:**

1. Fall sports starting – field layout and preparations
2. Supporting fall events- Senior Dinner, Labor Day parade and festival (Memory Square), Pints in the Park

## **Forestry:**

1. Contract removal of aged cottonwood tree in Dahlia drainage way.
2. Staff completed removal of ash tree and stump grinding in medians near McCaslin and Via Appia
3. Final review of contracted pruning at various locations throughout the city Right of Ways

## **Projects:**

1. Playgrounds (Sunflower/Enclave) – updated design for PPLAB review October PPLAB meeting.
2. Playgrounds (2024) – staff completing playground surfacing assessment for fall installations- Annette Brand, Community Park, Cottonwood, Pirates, Keith Helart
3. Median Landscape Renovations – continue working on warranty replacements and re-seeding for fully establishment of the conversion
4. Tennis Courts Resurfacing- Mission Greens post-tension concrete overlay, fence installed, final surfacing scheduled with vendor late September.

5. Irrigation Improvements – controller upgrades final review on communications needs with vendor.
6. Parking Lots – collaborate with Public Works for asphalt repair (completed Community Park and Cottonwood)
7. PROST Department Long Range Plan Request for Proposal – October PPLAB meeting

**Administration**

1. Internal Parks and Open Space review for 2025-2027 Mowing, Trimming, and Landscaping Maintenance request for bids