



## PARKS, RECREATION AND SENIOR SERVICES

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### Parks, Recreation and Senior Services Advisory Committee Meeting Minutes April 20, 2022

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#### Meeting Summary

[Agenda April 20, 2022](#)

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#### Roll Call

The meeting of the Parks, Recreation and Senior Services Advisory Committee (PRSSAC) was called to order by Stacey Klemp on Wednesday, April 20 at 6:07pm. The meeting took place in person.

Present: David McMahon, Jason Anderson, Stacey Klemp, Todd Cohen, Yolanda Youts, Jessica Millhiser, Roxie Juul, Doug Errett

Absent: Mike Schrad, Rochelle Remaly, James Marsh-Holschen

Others in Attendance: Clay Shuck, Director, Parks, Recreation, & Senior Services  
Matt Gulley, Recreation Superintendent  
Ryan Jensen, Parks Superintendent  
Nikki Crouse, Senior Services Manager  
Kathryn Courchene, Recording Secretary

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#### Minutes

##### Public Comment

N/A

##### Approval of Minutes

Stacey asked if there were any changes to the March 24, 2022 joint PRSSAC/OSTAC meeting minutes. A name misspelling was noted and correction was made. Dave motioned to approve, it was seconded by Jason, all agreed and the minutes were unanimously approved.

Stacey asked if there were any changes to the March 24, 2022 PRSSAC meeting minutes. Dave motioned to approve, it was seconded by Jessica, all agreed and the minutes were unanimously approved.

### **New Business**

[PRSSAC Orientation](#) - Clay Shuck, Director of Parks, Recreation and Senior Services

- Vote for Chair and Vice Chair (removed Secretary). Stacey motioned to table the vote, Roxie seconded, all agreed and the vote was unanimously approved to move to the next meeting on May 18, 2022.

### **Staff Reports**

#### **Parks, Recreation, and Senior Services Updates**

**Parks Services** - Ryan Jensen provided an update.

- Pear trees are blooming and this means a start of the growing season. Operations will move into charging up of irrigation systems (while being careful of freezes) and flower planting in medians and pots around the City.
- Hiring - 4-9 vacancies out of 52 full time positions and halfway finished hiring seasonal labor.
- Service center project - will see what the scope turns out to be, minimally changing out furniture, paint
- Working on a major renovation on the tent facility at 120th/Lowell.
- Staff is putting out fertilization applications; looking to move to once per year
- Finished up LacAmora Trail realignment. Added some anti-erosion measures.

Jason - in terms of the progress of the growing season, is it normal or late this spring? Ryan - Moisture is welcome. Wind has been an issue for this year. There is always a positive and negative with nature. We've seen normal progress, the variables are what guide them forward.

- Fire mitigation - ongoing conversations with Fire personnel. We keep 15 foot mowing bands along trails and West facing properties. It's important to create defensible spaces. If interested, North Metro Fire and PRSS staff will be presenting at City Council on Tuesday, April 26, 2022.

**Recreation Services** - Matt Gulley provided a written update; Clay Shuck presented the information.

- Recreation is busy with 4200 facility passes.
- We have a full Summer Camp.
- Aquatics and Athletics programs are hiring and we are having to limit numbers based on staffing concerns. We are hoping to be fully staffed. We are at about 50% staffing in aquatics right now of what we need to operate all three facilities and have contingency plans in place if we can't get fully staffed.

- Front desk is close to fully staffed.
- Gymnastics is doing well and is operating at near capacity also with some meets coming up.

**Senior Services** - Nikki Crouse provided an update.

- Nearing June 1st when Lakeshore Cafe re-opened. About a year later we are back to pre-pandemic numbers for lunch, programs, and Easy ride.
- Spring Fling dance coming up in May
- Offering a Summer of Travel education series
- Looking forward to the State Public Health Order for no more masks (April 21) on Easy ride busses.
- On Thursday, April 21, 2022, we are celebrating Volunteer Appreciation lunch - we rely on volunteers so much for all of our programs.
- Caregiver Respite - Lane Claxton is retiring and we are hoping to fill the vacancy with the right person.
- Loan Closet - loans are up dramatically with increased surgeries taking place. We offer wheelchairs, walkers, canes, shower benches, and adaptive equipment for Broomfield residents to borrow for up to two months.
  - Clay - we built a room specifically for the Loan Closet in BCC.

Roxie - Does a lot of gardening. Would it be possible to donate produce to the Seniors (in August, September, October)? Clay - doesn't see an issue, but will check. Nikki will check on it.

**Cemetery Update** - Matt Gulley provided a written update; Clay presented the information.

- Cemetery has been very busy again. As of February 28 we have made 50% of our projected revenues for 2022. Revising those up for the remainder of the year.
- It is hit or miss from operations. Sometimes they are busy (8 services in 10 days) and other times we have some lulls.
- Staff are working on the landscaping and getting the sprinklers started up.

Roxie - Do we have a crematorium in our facilities? Clay - we have niche walls at Lakeview and at the Commons. Spaces are on the outside of the wall.

Jessica - How many people are still doing plots versus cremation or tree burials? Clay - we don't do green burials (not allowed in Colorado at this time). Reduces capacity quite a bit because of the amount of infrastructure needed in place.

**Broadlands Golf Course Update** - Chris provided a written update; Clay presented the information.

- [Copy of update handed out](#)

Yolanda - It's Public Land but there are signs that say private property? Clay - it is private property, and the management leases the land from the City. Keeping people off the course is a safety issue. The course is open to the public and offers public rates.

## Old Business

N/A

### Projects, Concept Reviews, Planned Developments

- Anthem Community Park Update - Construction Project
  - Phase 3A (infrastructure for parking, pump track, electrical infrastructure, irrigation) is finishing up permits now and getting ready to mobilize. We are hoping to be open by October at the latest and do a re-opening of the pump track.

Todd - Will fields be done? Clay - fields will be in Phase 3B; Phase 3C includes tennis and pickleball courts.

Dave - What about the bridge at FRICO ditch? Clay - The developer had a lot to take care of - the pedestrian bridge was outstanding and not funded in Phase 3A, but they are working on getting it in there somehow. Dave - What's the tab on that? Clay - \$150,000

Roxie - Do you have the code used for this project so we can look it up? Clay - The Council memo that talks about the contract has that number and will put it in the minutes.

#### [Resolution No. 2022-15](#)

- OSPRT Master Plan - Update
  - Community engagement has started in the Broomfield Voice. Invitations are going out to focus groups.

Roxie - Face to face will be better, some of the questions were too general. Clay - The contractor is working on the survey. It's a delicate balance to not lead people but rather have people look at it from their perspective and answer. We don't want to get too specific.

- Midway Master Plan - Update
  - The survey kicked off. Communications said it is the second largest response right now.
  - The Fire station is progressing quickly.
  - We continue to look at how we are going to utilize Midway in the future.
- Financial Sustainability Project - Update
  - We have been meeting weekly with the data team to get all expenses and revenues cleaned up and entered into their system. This portion is moving along well.
  - Kim Hollingsworth helmed the Service Category Teams and we are working through finalizing those Service Categories with Farrell Buller.
  - Farrell will be joining PRSSAC in May to walk the group through where we are at and look for input and feedback on the process.
- Climbing Wall Space Renovation
  - We have a design and team in place. We are expecting to commence and complete this project during maintenance closure.

- **PDRC Patio and Sprayground Renovation**
  - This project is moving along. We are slated to begin work right now on May 2nd. The patio work will take approximately three weeks to complete.
  - We are working to get LifeFloor scheduled the first week of June for installation of the Sprayground overlay once the patio work has been completed.
  
- **Skate Park Refresh Project**
  - We received one bid from a company that has done three of these projects in the last year up in Boulder. Staff is currently assessing the proposals.
  - Barring any issues we will begin working on the process and design with them in summer and fall of 2022. They are booked out for the actual work until 2023 so we are hoping to have everything in place to commence work when the weather warms in the Spring of 2023.
  
- **Ball Field Netting Project**
  - We are moving forward with the work for the Hosey field which will resolve the issue of the townhomes getting hit by balls regularly.
  - Due to the increased cost we ran into in the project, CIP is currently looking for additional funding to complete the remainder of the project on the other fields.
  - Hosey Field is loosely expected to occur in July.
  
- **BCC Woodshop**
  - The dust collector has been ordered and is slated to ship on May 13th. We expect it to arrive roughly a week later and then installation will take roughly a week.
  - The City Master Electrician is already working on setting in place the electrical necessary for the project to be ready by May 15th.

Roxie - Any idea where people can go in the meantime? Clay - I do not. We are one of the few public woodshops around.

- **Midway Blvd Multimodal Study**
  - Ryan explained that this project runs from the western end to Zuni. The study breaks it down into four different runs and how vehicle traffic runs through that area but also how pedestrian and bike lanes work. The project will look at how to redesign the stretch of road to be safer.

Roxie - Are they going to address the road lines by the LacAmora Trail? The cars are cutting across lanes and it's dangerous where people are crossing to the trail. - Clay will reach out to the Traffic Engineer to take a look.

- **Bronco Park Restroom Replacement**

- Ryan updated the committee. A prefab structure is in place and they will rehabilitate landscaping around the area. The project will be wrapping up within the month.
- **County Commons Park Main Traffic Circle Refresh**
  - The main roundabout at the Commons will be demolished and replaced beginning May 2nd. This will impact traffic through all pods and the dog park will only be accessible from various streets.
  - The CIP department is working on an overall communication plan to go out, to include variable signs on the streets leading up to the project.
  - Recreation is working to notify our user groups and rental groups of this change. There is no good time to do this project and we tried to pick a time with the least impact possible.

Todd - Will this impact the Red Leaf entrance off 136th? Clay - Yes, we are working on communication to the Red Leaf neighborhood.

- [Highlands Filing No. 1 Replat F](#) (Fairfield Multifamily) - Development Review
  - North of Highway 7 and Sheridan Parkway
  - One complaint is that there are no basketball courts at Vista Ridge, so we are asking the developer to add them here. There will be no lights.
  - It was decided that there would be no playground equipment in this area since there is a nearby park and plans for a school.
  - There will be no restrooms; There will be port-a-lets and a small shelter.

Stacey - It seems disconnected from Vista Ridge? Clay - The area meets the needs of basketball courts. There are various park sites within a 10 minute walking distance.

Stacey - Is there an underpass to go across? Is the street as wide and busy as it looks on the map? Clay - There is no underpass. It's not as busy as it looks.

Jessica - Outdoor cornhole might be nice in this area.

Yolanda - Will the basketball courts be used for games? Clay - No, we don't have outdoor leagues.

### **Committee and Public Comment**

N/A

Next regular scheduled meeting: May 18, 2022

### **Adjournment**

A motion was made to adjourn by Dave, it was seconded by Stacey and the meeting was adjourned at 7:56pm.