

Parks & Public Landscaping Advisory Board Agenda

**November 5, 2025
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

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at ParksAndRec@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. Work Plan
 - Review 2025
 - Topics for 2026
- VII. Board Report

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 303.335.4574 or clerksoffice@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 or email Clerksoffice@louisvilleco.gov

- PPLAB Sub-Committee

VIII. Staff Report

IX. Discussion Items for Next Meeting

X. Adjourn

Parks and Public Landscaping Advisory Board Meeting Minutes

Wednesday, October 1, 2025, 6:30pm

Library 1st Floor Meeting Room

951 Spruce St.

1. Call to Order

Meeting called to order at 6:30PM by Chair Jody Ash

2. Roll Call

Ash, Jody, Chair, Present

Buck, Signe, Present

Denat, Julien, Absent

Kelsey, Kathy, Absent

Kutscher, Gene, Present

Webb, John, Secretary, Present

McNeal, Abby, Parks Superintendent, Present

Matt Post, Staff

Bryon Weber, Staff

Adam Blackmore, Director of Parks and Open Space, online

Guests:

Kieth Walzak

Bryce Linn

Don Parcher, online

Katy Moylam

3. Approval of Agenda

Addendum proposed by Gene Kutscher, regarding children from community at play on the Golf Course, damage to Golf Course Equipment by discarded fishing line, advocating more strictly controlled exclusion of children from accessing the Golf Course including ponds and waterways, and recommending warnings to parents.

4. Approval of Minutes

Moved and approved

5. Public Comments on Items Not on the Agenda

No comments

6. Review of PUD and Long-Range Plan

Matt Post, Senior Planner for Community Development, requesting quasi-judicial review at PPLAB, regarding PUD proposed for 1155 Pine Street, for information, which is the current location of a railroad caboose and rail car located at the western Pine Street entrance to Louisville. City code requires 12% dedication for Open Space or Parks land when a property is subdivided, or a fee in lieu of land dedication equivalent to the cash value of land that would have been dedicated to the City

Application is for mixed use. In July, Planning Commission submitted the PUD concept to City Council with a nonbinding recommendation, which City Council found favorable. The developer applied to the Louisville Historic Preservation Advisory Committee to grant a request to preserve an existing house of historical value, and to move relocate another historic house to the PUD location.

Developer requested a 12% land dedication vs. fee in lieu, proposing a dedication of 9000 sq ft, of the overall 110,077 sq ft be dedicated. Dedication would expand the existing city owned property and the caboose and rail car would remain.

The city states that this would be an irregular and peculiar arrangement given the proposed configuration of the land to be dedicated. City Staff prefers the fee in lieu of land dedication, vs land dedication, estimating the cost to be in the range of \$ 53,160 – \$64,100 which would be set by an appraisal, with fees to be collected prior to the permit being issued.

Discussion by PPPLAB members:

Gene asked if the rail cars are maintained by the property owner? Staff replied in affirmative.

Jody expressed thoughts that as the East gateway to Louisville, the site has value as a landscaping element.

John asked where the proposed structure to be relocated was coming from. Staff replied that the structure was an existing home originally located south of Elm Street, in an area adjacent to County Road that is being redeveloped and that the structure has already been moved to another interim location.

John asked if neighbor Jean Morgan had been advised of the PUD proposal? Staff replied in affirmative.

PPLAB members proposed a motion to approve the city's proposal to require a fee in lieu of land dedication as described in the Louisville PPLAB Resolution no. 1, Series 2025 included in the meeting packet. PPLAB voted and approved the recommendation unanimously. PPLAB Chair Jody Ash and Secretary John Webb signed the resolution.

Presentation of Long-Range Plan for Parks, Recreation, and Open Space

Bryon Weber introduced presentation by DTJ Design consultants of their work on the Long-Range Plan (LRP) for Parks, Recreation, and Open Space (PROS). Kieth Walzak of DTJ Design presented the PROS Long Range Plan for future development in the PROS system, which will have the form of a guidebook. The presentation is in the PPLAB meeting packet. This update is a timely addition to the 2012 LRP, which includes management and capital improvements for open space trails, pickleball and tennis courts, and golf course facilities. Following the presentation, PPLAB members participated in a community evaluation of current and future PROS functions and attributes and needs, which will be included in the DTJ Design final report to the city.

One of the stated goals of the Master Plan is to create a new trails master plan, building on the 2015 assessment of trails, which will be a good baseline for the PEOS master plan.

DTJ Design will be working with Studio Six (community outreach), RRC Associates (community research/survey), Ballard*King (golf course), ERO (natural resources/open space/sustainability) and Toole Design Group to create the PROS Master Plan.

Phase I is complete; Phase II is now in progress:

Phase II is the engagement process, which will produce a technical draft report to Bryan Weber and team describing what is on the ground today, including results of open house events in the community.

PPLAB member Gene asked why there are so few tennis courts in our community. He expressed a preference for spending money on construction of tennis courts and refurbishment of the golf course clubhouse rather than consultants. Gene noted that the current budget for 1 or 2 tennis courts is insufficient and that Louisville needs a minimum of 5 courts to qualify for tournament play. Tennis court construction has been moved to number 1 priority by the Recreation Advisory Board (RAB), currently set for 2027. Pickleball has 21 courts at the private facility at Relish. The 300 plus member CBTA has recommended immediate action by city council to make more tennis courts available and are unhappy that this development is continually being pushed further away.

Keith Walzak replied that a re-evaluation of Louisville's Long-Range PROS Master Plan is necessary for accreditation. The current schedule includes drafting of the LRP in the Spring of 2026, with the final LRP due in the Summer of 2026.

The Community engagement phase includes input from advisory boards, stakeholders, focus group sessions, open space and trails advocates, popup tents around the community, and open house events at rec center. Stakeholders include those entities that have an interest in outcomes, BoCo Open Space department, city public works, Chamber of Commerce, Cultural Events board, and BVSD, to name a few.

PPLAB members participated in an assessment of community priorities, to be included with results from community engagement in the DJT report to council.

7. Board Reports

Gene noted that the RAB subcommittee meeting will be held soon.

Bee City USA committee met earlier this evening to discuss long range plans. Plans include a composting workshop presented by Brice Linn, Winter Sowing activity at Bloomin' Seniors Garden Club, and a June pollinator garden tour, in collaboration with the Lafayette Garden Club.

Kathy volunteered to represent PPLAB along with Signe for the Trails Plan Advisory Board task force.

8. Staff Report

Abby noted that the Parks Dept is continuing with Fall maintenance activities, including collecting leaves and deadheading, assessment of horticulture projects and selecting trees for replacement and upgrades around the Rec Center, replacing aged-out plants and those that did not survive fire damage. Continued Fall assessment of best management practices, noting some rust on plants (not common) and impact on turf from less windy weather requiring locally reduced irrigation. General Parks and Cemetery maintenance and fall aeration and fertilization are continuing. Forestry is supervising contractors for tree pruning along various locations along S Boulder Rd and is preparing for Spring application of organic product to control Emerald Ash Borers this Spring. Details are presented in the Parks Division monthly report, included in the meeting packet.

A mural at the basketball court in Cottonwood Park turned out extremely well (some would say awesome!). Parks has posted a video of Bee/Winged Insect Hotel installations around the city, including at the White House on Main Street and the Arboretum. The city has three more weeks with seasonal hires

9. Discussion Items for Next Meeting

We are expecting a report from the subcommittee on trails, a review of PPLAB work plan, and an open discussion re: future workplans. A discussion of the short fall for advisory board volunteers, and a possible Advisory Board Open House in November.

10. Adjourn

Meeting adjourned 8:30 PM

From: tamar krantz <tamarkrantz@gmail.com>

Sent: Wednesday, October 8, 2025 8:58 PM

To: Abby McNeal <amcneal@louisvilleco.gov>

Subject: Please pass this message to PPLAB

[EXTERNAL EMAIL] From outside of City of Louisville DO NOT CLICK links or attachments unless you validate the sender and know the content is safe.

Dear Abby and PPLAB members,

Thank you for your work to protect our parks.

Would you please consider adding the Coal Creek Village Plat to a future agenda as soon as possible? The [Coal Creek Village plat will be discussed at Planning Commission tomorrow night](#), but the city council discussion has not been scheduled (at least according to current developments website).

Please discuss the lack of adequate public land dedication at Coal Creek Village.

The Coal Creek Village Plat requires a public land dedication of 15%. LMC 16.16.060 (b) requires subdivisions to include 15% public land dedication exclusive of streets, drainage areas, etc. It allows a fee in lieu, but Planning Commission and Council can choose whether or not to allow that or other options depending on the need of the subdivision-- in this case 188 housing units. The property is 10.7 acres. The 15% public land dedication requires 1.605 acres. According to the staff report, "A 20,908 square-foot park is located on Outlot C which is designed to accommodate the main entrance of 18 townhomes on site, while a smaller, 2,350 square-foot pocket park is provided within the micro townhome block." This does not meet the minimum required by code. A fee in Lieu is not proposed.

There seemed to be confusion over the exception during a previous meeting. LMC 16.16.060 (b)(4) states,

"The requirements of the section shall not apply in cases where satisfactory dedication arrangements were made and approved by the city council at the time of annexation or previous subdivision of the same property."

While the land was previously platted about 100 years ago, it did not include *"satisfactory dedication arrangements"* because there was NO dedication. Interpreting this in such a way that this is considered mute is not a valid legal determination because it is obvious from the context that a previous council intended to include a dedication upon previous or current platting.

Because the park areas do not meet the code, I believe this matter should be included on your agenda. Am I right that your board now deals with development applications?

I hope that you can address this before the city council meeting.

Thanks,

Tamar Krantz,
Louisville

--

Tamar Krantz
She/her

PPLAB 2025 PPLAB Work Plan

approved March 2025

Requests are in order of priority and will adjust to align with City Council Work plan.

Maintain what we have with a focus on Sustainability, Fire Hardening, Economic Vitality, EDI thought actions targeted at the objectives listed

			Core Services	Affordable Housing	Economic Vitality	Sustainability	EDI	Budgeted	2025 ACCOMPLISHMENTS
Program Area	PPLAB Recommendations	Outcomes	Council Priority						
Budgetary Support	Support Park Operational budget needs for current 2 year budget cycle. Keep communications regarding the underfunding of Parks Operations anticipated in 2027	PPLAB and City Council communications to support funding for Park Operations	X						Memo to city council to support funding Parks operations budget (submitted 7/9/2025)
Pollinator Habitat, Resilience, Fire Resistant, Low-water, Sustainable Landscape Opportunities	Sustainable landscape opportunities that are resilient fire resistant low water pollinator habitats. Collaboration with OSAB for pocket plantings and transitional planting areas from Parks to Open Space. Enhance Cornerstone raised landscape bed and continue work at Arboretum	Staff to continue enhancing and renovating landscaping beds throughout city promoting resilient, fire resistant and pollinator plantings.	X		X	X		X	Supported landscape renovations- Garden in a Box (Arbo), Cornerstone landscape bed improvements.
Education	Find educational opportunities as outlined in PPLAB mission to support public's knowledge and understanding of the Parks Operational program. Topics to include Fire Hardening, Sustainable Landscaping, Japanese Beetle, Mental Health benefits of Park Spaces and continuation of the Bee City USA designation through public outreach opportunities.	Continue to support Park Operations in city publications. 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.	X			X	X	X	Japanese Beetle and Emerald Ash Bore documents submitted to city staff June 2025
Outdoor Recreation Amenities Roadmap and buildout of Operational Model including multi-use fields	RAB/PPLAB subcommittee participation, continuing planning and identification of priorities and project recommendations. Potential Tennis programming expansion 5th court at Centennial Park. Feasibility study on multi-use fields and redesign of current athletic field space at Cleo Mudrock	On going meetings and discussion, PPLAB recommendations/ memo submittal. PROS Long Range Plan data review to support of need. Work jointly with RAB on discussing Lafayette IGA for property development of multi-use fields.	X		X		X	X	Supported sub committee discussion on Centennial Tennis court expansion and outdoor improvements.
Integrated Pest Management	Continue to support the reduction of pesticides use in Parks and City maintained properties. Encourage community members to reduce pesticide use and enhance community education. Increase transparency on pesticide use on city properties. Review current Integrated Weed Pest Management (IWPM).	PPLAB recommendations, communications and educational opportunities. Work toward measurable pesticide reduction in parks and surrounding community. Work towards transparency of use in PPL.	X			X	X		City Council fall work study session (TBD)
PROS Projects - Playground: Memory Square. Median renovations and Identified 2025 CIP projects, Development Review	Design process for Memory Square playground renovation 2025, Median renovations. Development as requested.	Review and provide input as requested by staff. Medians- incorporate sustainability, local materials, and more perennials.	X			X	X	X	Design process delayed will be to PPLAB 1st qtr 2026
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.	Outdoor Amenities subcommittee participation with RAB designees. Future OSAB collaborative meeting	X				X		Outdoor Amenities Sub-committee met
Bench Marking GMP	How has the GMP been implemented, what is needed to support requests to increase maintenance and operations using the data to support.	On-going- Staff report in first qtr. 2025, PPLAB recommendations from data review	X			X		X	Updates provided during July and Sept meeting- staff report
Parks Long Range Plan	Long Range planning	Review as requested	X		X	X	X	X	October PPLAB and pop-up event support
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.	TBD City Clerk							



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of Louisville Parks, Open Spaces, Trails,
Recreation & Senior Center, and Golf Course

PROS GUIDEBOOK

Advisory Board Meeting #3

October 1, 2025

AGENDA

- **PROS GUIDEBOOK** Purpose + Overview
- Outreach + Engagement
- Top Priorities + Measures of Success



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Golf, Open Space & Trails



GUIDEBOOK PURPOSE

Update the 2012 PROS Long Range Plan

Provide a vision and strategic direction for the PROS management and enhancements in the city.

Establish a New Trails Master Plan

Assess the current trail system and provide recommendations for future improvements.



- **Comprehensive + Inclusive**
 - Address needs of each PROS Division
 - Engage diverse community members
- **Define Current Trends + Preferences**
 - Consider previous plans and current trends
- **Prioritize Plan Recommendation + Strategies**
 - Based on community input and available resources
- **Focus on Measurable Outcomes**
 - Community Desires + Preferences
 - National Recreation + Park Association (NRPA): CAPRA Accreditation
 - AASHTO Standards (shared pathways + trails)



Photo credit: Stock Images



PROJECT OBJECTIVES

City of Louisville
PROS Department



Studio SIX
Community Outreach
Communications

RRC Associates
Community Research / Survey

Ballard*King
Recreation Planning / Golf
Facilities

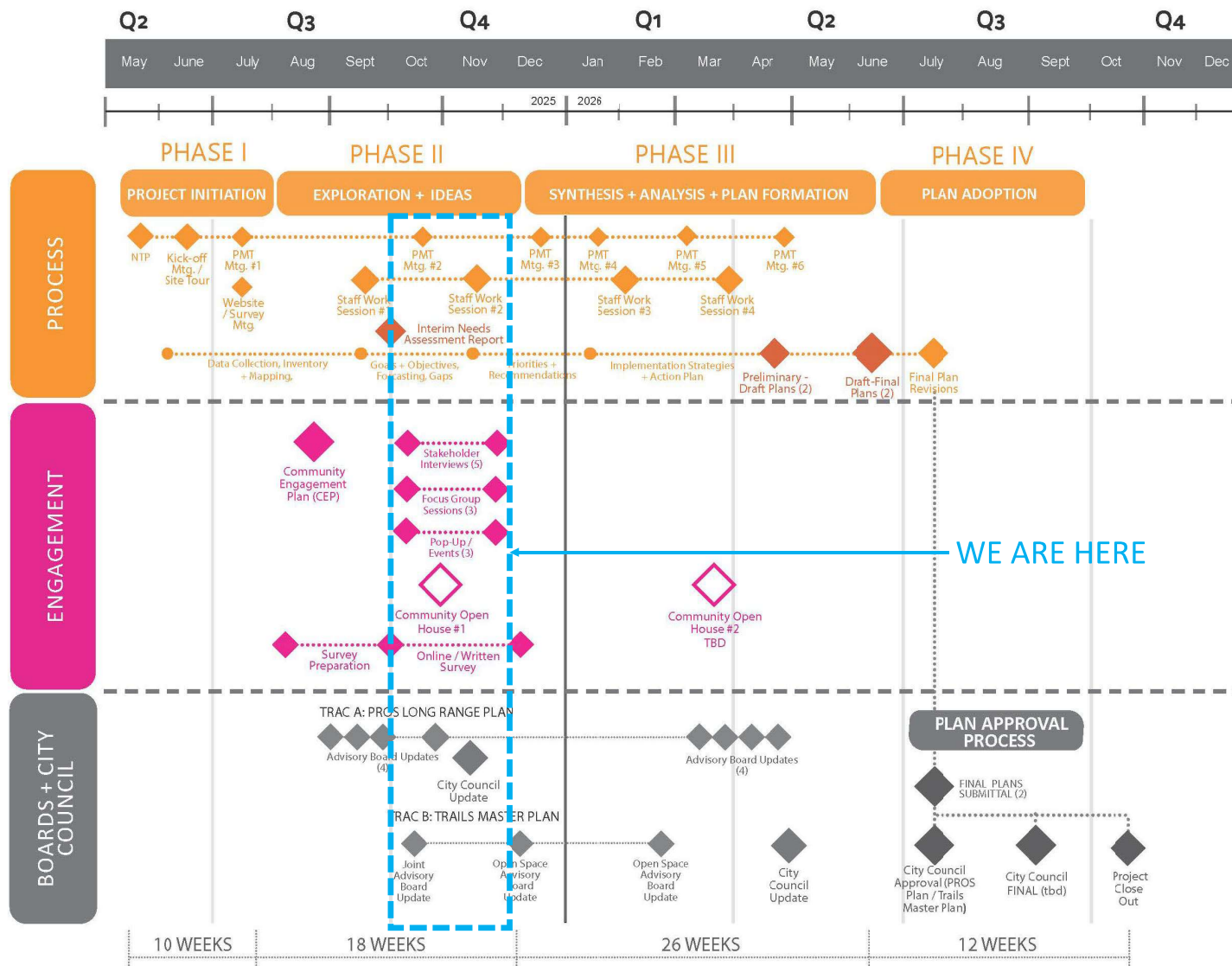
ERO
Natural Resources / Open Space
/ Sustainability

TOOLE DESIGN GROUP
Multi-modal / Trails Planning



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PROJECT CONSULTANT TEAM



PROJECT DELIVERABLES	Status
Community Engagement Plan (CEP)	Complete
Interim Needs Assessment Report	In review
Draft PROS Long Range Plan	Spring 2026
Draft Trails Master Plan	Spring 2026
Final PROS Long Range Plan	Summer 2026
Final Trails Master Plan	Summer 2026

PROJECT DELIVERABLES



OUTREACH + ENGAGEMENT

ENGAGEMENT STRATEGIES

Stakeholder Sessions

Focus Groups (joint open space and trails groups)

In-Person Pop-up Events (6)

Community Open House Events (2)

Advisory Board + Elected Officials Input

Digital Web Presence

URL [PROS Guidebook](#) | [Engage Louisville CO](#)

Project Video

Project Survey



COMMUNITY OUTREACH + ENGAGEMENT

KEY ENGAGEMENT DATES

Stakeholder Interviews (5)
Focus Groups (3-5)

Oct –Nov
Nov- Dec

Pop-Up Events

- Recreation Center Health Fair
- Soccer at Louisville Elementary
- Davidson Mesa Trailhead
- Coal Creek GC
- Cottonwood Park
- Monster Dash Community Park

Oct 3
Oct 4
Oct 11
Oct 11
tbd
Oct 26

Advisory Board Updates

Round 2

Spring 2026

Community Open House Event #1

Oct 29

Community Open House Event #2

March 2026



COMMUNITY OUTREACH + ENGAGEMENT

Next Steps

Staff Review: Existing Conditions Report

Benchmarking Needs Assessment
Trends + Forecasting
National Standards
Peer City

ongoing

Advisory Board Updates

Survey Questionnaire Postcard Mailings

Available Now

Pop-Up Events

Community Open House Event #1

October

October 29th

Louisville Recreation Center



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Golf, Open Space & Trails



DISCUSSION

What is the City of Louisville PROS doing well now?



DISCUSSION

What are your Top Priorities?

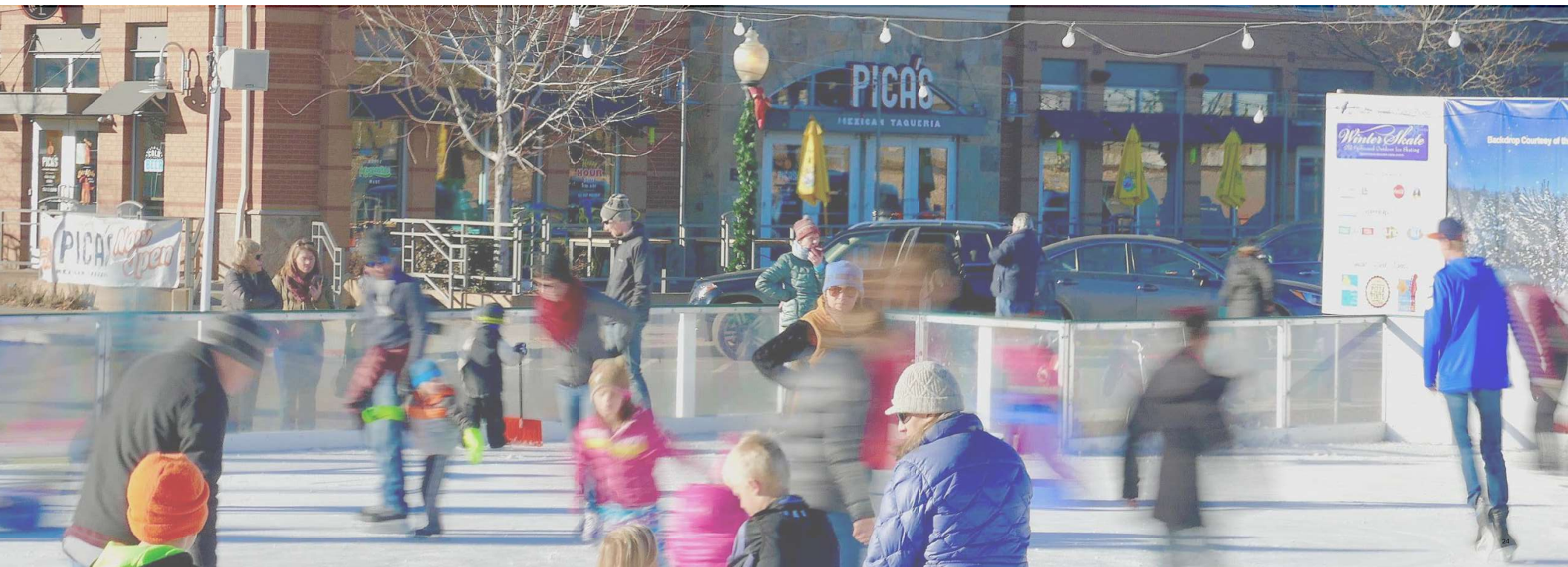
PROS Long Range Plan + Trails Master Plan?



DISCUSSION

Measures of Success

How do we know we have been successful in the plan process?



Thank you!



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planning | architecture | landscape architecture

WHAT ARE WE DOING WELL NOW?

WELL -
MAINTAINING CURRENT
FACILITIES

Parks & Public landscape
Maintenance

Engaging the Citizens -
Apprise citizens of what
is occurring & asking
for input
Reviewing changes to our parks

What's Parks & Public doing well?
*Excellent care (maint.)
of facilities*

*Innovative landscaping
w/ medians + pocket parks*

*good maint / replacement
of Play ground equip.*

*Open space
is responsible
to nature*

*Staff in the field shows
commitment to job +
community*

WELL -
PLANNING DETAILS FOR PARK
+ LANDSCAPING CHANGES,
INCLUDING PLANTS/FEATURES

TOP PRIORITIES

Funding
for Parks
+ Public landscaping

SAFETY

Remove
Pesticides
from the
City

updating our parks
Safety issues on our
trails

Sustainability/Environment-
tal concerns

Follow through with
recommendations of PPLAB
(feedback/progress reports)

Sensitivity to
community needs +
preferences

INCREASING SPEED OF
CITY DECISION MAKING WRT
NEW PROJECTS

Signage on trails

BUILDING NEW FACILITIES
AND FIGURING OUT LONG TERM
FUNDING

Water/seepage / Conversion of
Turf → drought tolerant
grasses + planting for
pollinators!

Sustainable
landscapes

Integration of Social
trails w/ landscapes/
crusher stone

Weed control as + trails
Kochia
Ragweed
Invasives

MEASURES OF SUCCESS

PLAN ADOPTED AND
THEN CARRIED OUT.

NEW IDEAS FOR
FUNDING.

on budget / on time

Hearing from
large portion of
community

Improved Sustainability

easy to
implement plan

More native plants
and up-graded landscaping

All community
~~eqs~~ equally
represented

Improved economic / ^{health} ~~health~~
+ Sustainability

Results widely
shared with
community

Flexibility for new
situations that arise