

*Park & Recreation Commission  
Lyons Town Hall, Lyons, CO  
Meeting Minutes: Sept 12th, 2016*

*Attendance: Doug Stahl, Chris Cope, Dave Cosgrove, Mary Chase, Veronika Gaia  
BOT Liason:*

*LaVern Johnson Honorary Member*

*Not in Attendance: Jim Kerr, Dave Orback, Pam Barnes, Ian Brighton  
Secretary: Claudia Kean*

*Approved: Previous Minutes (Aug 9)*

*Public Participation: None*

*Agenda items for discussion:*

**1) Bohn Park Final Design and Bid Process Update**

Bohn park design was presented to BOT during a workshop on 9/6/16 and discussed during their regular meeting the same evening as an agenda item. Staff outlined the entire 90% plan, phasing and cash flow options. Discussion ensued – several ways to phase, bid entire project all under one contract, or multiple contracts configurations.

Option One - Build out of the entire park under one bid. Staff explained that the most cost effective and efficient way to complete a project the scale of Bohn Park would be to bid it all as one project to avoid duplication of funding efforts, allowing the contractor to determine the best construction means and methods based on the project schedule, only incur one mobilization cost, and allow the contractor the greatest amount of efficiency with crews and material management. This would also ensure that the park was built with all of its revenue generating and programmable amenities intact to allow for the greatest opportunity to offset increased operations and maintenance costs.

Option Two - Pre-flood St Vrain corridor trail through River including 2<sup>nd</sup> ave trailhead and parking, and 4<sup>th</sup> ave Pedestrian Bridge. This would include access to the river throughout the park, several picnic areas, a trailhead and parking on the east side of 2nd Avenue, and the associated streamwork throughout Bohn Park, including the overflow on the Stacy buyout parcel.

Third option- just river work

Fourth, river and BOT would choose other features that would be approved.

The Town Board chose option 2, directing staff to also bid separately a ballfield and skatepark. Option 2 does not include restrooms or parking within the park, and little to no revenue generating amenities to offset operations and maintenance with the implementation of solely Option 2. No facilities or amenities to control crowd impact. Permitting and regulating would help enforcement, but without the shelters, restrooms and parking added, permitting/regulation becomes more difficult.

Parks and Rec was also directed and is also going to bid out the entire park plan (option 1) to see what costs come back.

We have explained that cost will be higher with option 2. Greater than 5%, possibly much more. Contractor will have to take on more risk, and go in and out of project.

Restoration of river is of high priority for flood mitigation. Grading and sloping will minimize water flooding in Stacy property (overflow channel) and Bohn Park from water coming in to confluence of rivers.

Cash flow/funding flow problem means that we have to do the work, then get reimbursed. So many projects are happening that this is very difficult. We will have money, but don't have it now. Work needs to be done to codes and standards, ADA access, and so on. If we don't follow the scope of the plan, funds are at risk.

DHM estimate is reflecting these conditions, but because of phasing it could rise next year.

Bid package going out for Option 2, with 1 lighted ballfield and skate park. DHM is saying that there are many contractors interested in this for fall and winter work.

Sloan is a grant funded project manager for the Town and would hopefully be funded through the timeline for Bohn. Out to bid by end of September hopefully – starting work 1<sup>st</sup> week of December at latest, sooner if possible.

Possibly, we will have cash flow to actually continue work past 2<sup>nd</sup> option, to complete all of the work as reflected in the plans. Cash flow answers will come in next weeks and months. Bid package will be made available to BOT. BOT will have to give final approval, around late October, first week November.

Bridges still have no approval from FEMA for versioning (anything different from replacement beyond pre-flood), but McConnell will be first. Looking for cash flow to do multiple projects.

Doug – what is the 90% design? On line – [www.lyonsparksmp.com](http://www.lyonsparksmp.com) it's the set that has more detail than the 50%, dialing in the actual construction details.

Ian – phasing may not be too bad – may give us time to watch and make changes if necessary to improve quality. But, we must not duplicate funds – and there is so much overlap (grading, irrigation, well, pumps, all are intertwined) that this is a risk. And preparing for park use impact is critical (Dave) No restrooms.

Ian – building as much as we can close together in time will help later when major maintenance and asset renewal must occur (i.e. replacing roofs, wood fences, irrigation systems).

Dave is concerned about losing money by having to fix problems that could have been avoided by going with one contract and one big job.

Mary – perception is that parks has tons of money, and why isn't it being spent on all of the Bohn Park plan? Communication with citizens must occur.

Veronika – McConnell bridge – are they going to take new sidewalks out? No – new bridge will just add to new work.

Dave – we will go to BOT before we put the bid out, just to make sure understanding is clear that not having revenue potential, and just building the portion that will have a maintenance cost, will have an impact. At least we will have a start to get the project rolling, so this is better than stalling process.

Chris – concerned about loss of another year of ballfields. Almost an entire generation of LYBSA kids have gone to other organizations. Dave said that LYBSA has gone defunct and now Parks and Rec will be responsible. If we stay at ZERO fields, it's another year before we can try to bring it back.

## **2) Meadow Park Updates-Finalization of Construction, Fees, Park Hosts, Etc.**

Tues workshop looked at year round camping and park host. Looked at fees - Board agreed that we can do year round camping, and park host year round, so we are implementing this. Winter rates may be lower - will be based on comparative study and can be found on town website. New fees for parking.. \$5 For every 4 hours parking; that is the minimum. Locals will get passes. Enforcement is not happening now. Summer of 2017 is when parking fees go into effect. Park hosts will be paid. We have started conversation with Boulder county sheriff on training for park hosts to write small level citations.

Code enforcement officer in place for Town of Lyons. For parking enforcement, staffing will be needed to enforce at Boulder County level, or town hires a Community Service officer.

New Shelter fee schedule - comparative study with area parks – For ours, residents, peak and off season, full and half days. Extras for utilities, and staff cleanup if necessary.

Special event/large group permits – 30 people and up – need a permit, WPA shelter has 80 max capacity – if more, you need a special event permit. This all helps with code enforcement on crowds.

Any group over 30 must fill out a large group permit. They are also probably filling out other permits as well. Number, duration, where, impacts, cost to town, utilities, damage, processing time, benefit to town, fundraiser, locals or not – all comes into this.

TOL website will have all new fee and permit schedule. Or contact Parks and Rec. This is not new, just more formalized

Doug – are there usage fees? Table fees? No. GOCO and fed and state funds make this not okay. Town staff researching further on fees. Enforcement of entrance fees for parks is the difficult issue.

Pre-flood – parks generated 10-13 thou in parking – now, Meadow should generate at 60% should generate 21,000. Full day, up to 73 thousand with full capacity. 25-30 thousand expected annually. Pre flood camping numbers– 35-40 thousand, last year we had limited space, and made 52 thousand. Without PB! Projections for camping – could be 90 thousand RV, 60 on camping. Potential is 150 to 180 thousand.

Festivals will depend on what they do with Williams, but we will still offer camping, so it may not hurt.

Doug – what is projected operating cost of park?

Dave – From the Operations and Maintenance Analysis completed during the Lyons Parks Flood Recovery Planning Process [www.lyonsparksmp.com](http://www.lyonsparksmp.com), the projected operating expenses for Johnson Park will be approx. \$269,000 and projected operating revenues will be approx. \$206,000-this includes increases 1 full time and 2 seasonal positions, utilities, Operations and Maintenance costs, and so on. Based on the O and M done we would have approx. \$133,058 shortfall for all parks and would be operating at a 73% recovery.

Doug – gen fund covers how much? None. Our parks operate at 40 to 60 percent recovery. We are at about 65 recovery rate. That is good compared to other towns. Others – 20 -35 percent.

Meadow park has really impressed people, and Doug's third grade all loved it!!

Ian – Park getting used – ecological impact may have to be tolerated while people adjust.

Meadow park materials should be filed under that name at History museum.

### **3) New Rec. Brochure**

Fall/Winter – it's completed and will be posted to web site this week, and hard copies available at office. Volleyball and Cornhole leagues – looking for someone to get involved and take lead. Park host will have materials. Organized pickle ball at Bohn.

Concession stand – non profits will be allowed to run it for events. Skates, hot chocolate.

NO ice until winter of 2017/18. Grass that will be tarped needs another year – cannot be warrantied if covered too soon.

### **4) Halloween Festivities/Parade of Lights Planning underway**

New things for Halloween – new activities – 29<sup>th</sup> of October.

Parade of Lights is Dec 3<sup>rd</sup>, 6:30. Parade line up and route will have to deal with new medians. reindeer in park, horses, Kyle will be involved. 📺 Theme – “Do you hear what I hear?”

### **5) Open positions**

Mary Chase and Dave Orback are resigning, Ian's status unknown. Claudia Kean's and Lizzy Scully's applications are in. Election for Chair and Vice Chair will happen after full commission seated. Doug Stahl may be acting Chair next month.

### **6) October date**

***Next PRC meeting: In the Depot, Monday October  
10<sup>th</sup> @ 6 p.m.***

*Meeting start time: 6:00 p.m.; Adjourned 7:30 p.m.*

*Minutes submitted by: Claudia Kean*