

PARKS & RECREATION ADVISORY BOARD

Salberg Center, 3045 19th Street, Boulder, CO

6:00 p.m., June 27, 2016



AGENDA

All agenda times are approximate

- I. **APPROVAL OF AGENDA (6:00)**
- II. **FUTURE BOARD ITEMS AND TOURS (6:04)**
- III. **PUBLIC PARTICIPATION (6:05)**
This portion of the meeting is for members of the public to communicate ideas or concerns to the Board regarding parks and recreation issues for which a public hearing is not scheduled later in the meeting (this includes consent agenda). The public is encouraged to comment on the need for parks and recreation programs and facilities as they perceive them. All speakers are limited to 3 minutes.
- IV. **CONSENT AGENDA (6:20)**
 - A. Approval of Minutes from May 23, 2016
 - B. Parks and Recreation Development Update
 - C. Parks and Recreation Operations Update
- V. **ITEMS FOR ACTION**
- VI. **ITEMS FOR DISCUSSION/INFORMATION (6:30)**
 - A. Allocation of Space Update
- VII. **MATTERS FROM THE DEPARTMENT (6:45)**
 - A. Operating Budget Update
- VIII. **MATTERS FROM BOARD MEMBERS (6:55)**
 - A. PRAB Community Engagement Updates
- IX. **NEXT BOARD MEETING: July 25, 2016**
- X. **ADJOURN**

Boulder Parks & Recreation Advisory Board Members 2016

Marty Gorce
Michael Guzek
Tom Klenow
Jennifer Kovarik
Tyler Romero
Kelly Wyatt
Valerie Yates

Mission Statement

BPRD will promote the health and well-being of the entire Boulder community by collaboratively providing high-quality parks, facilities and programs.

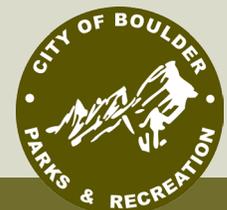
Vision Statement

We envision a community where every member's health and well-being is founded on unparalleled parks, facilities and programs.

Goals of the Master Plan

1. Community Health and Wellness
2. Taking Care of What We Have
3. Financial Sustainability
4. Building Community
5. Youth Engagement
6. Organizational Readiness

For more information on BPRD Master Plan visit the City of Boulder web site at: <https://bouldercolorado.gov/pages/parks-recreation-master-plan>



PARKS & RECREATION ADVISORY BOARD

Future Board Items 2016

(prepared June 21, 2016)

<p>January 25</p> <ul style="list-style-type: none"> • Recreation Service Delivery for City of Boulder Youth Camps (d/i) • 2017-22 Capital Improvement Program and Ten Year Capital Investment Strategy (d/i) 	<p>February 29</p> <ul style="list-style-type: none"> • OSMP North Trail Study Area Update (d/i) • 2017-22 Capital Improvement Program (d/i) • 2015 Master Plan Progress Report/Overview of 2016 Priorities(d/i) • Civic Area Update and 2016 Activation Plan (md) 	<p>March 28</p> <ul style="list-style-type: none"> • Last meeting for outgoing PRAB members (p) • Perm Parks and CIP approval (a) • Community Building Update (md) • PRAB Officer Responsibility/ Liaison Roles (md) • PRAB Action Plan Update (mb) • Preferences on Tours (mb) • Comments from the Outgoing Chair (mb)
<p>April 25</p> <ul style="list-style-type: none"> • Board appointments (p) • Election of officers (p) • New Board member orientation (p) • First meeting for new Board members (p) • BVSD Joint Use Agreement (a) • Facility Strategic Plan Update (md) • Canyon Complete Streets Update (m/d) • Boulder's Resiliency Strategy Update (md) • Greenways Advisory Board Feedback on Fourmile CEAP and 2017-22 Greenways CIP (mb) 	<p>May 23</p> <ul style="list-style-type: none"> • Parks and Recreation Fees (d/i) • Update on Development of the Chautauqua Access Management Plan (d/i) • Boulder's Resiliency Strategy Feedback (md) • Urban Forestry Master Plan Kick Off (md) • Boulder Reservoir Master Plan Update (md) • City Community Engagement Efforts Update (md) • PRAB Community Engagement Updates (mb) 	<p>June 27</p> <ul style="list-style-type: none"> • Allocation of Space Update (d/i) • Operating Budget Update (md) • PRAB Community Engagement Updates (mb)
<p>July 25</p> <ul style="list-style-type: none"> • Update on Potential Ballot Issues (md) • Boulder Creek Arapahoe Underpass (Arapahoe Avenue and 13th Street) project (md) • Urban Forestry Master Plan Check In (c) 	<p>August 29</p> <ul style="list-style-type: none"> • Recommended Fee Increase (a) • Service Delivery Update (d/i) • PLAY Boulder Update (md) • Community Sailing Update (md) 	<p>September 26</p> <ul style="list-style-type: none"> • PRAB Retreat/CC Goals Document • Community Sailing Contract (a) • Urban Forestry Draft Plan (d/i)
<p>October 24</p> <ul style="list-style-type: none"> • Urban Forestry Master Plan Study Session (tent) 	<p>November 28</p> <ul style="list-style-type: none"> • PRAB goals for City Council (mb) 	<p>December 19</p> <ul style="list-style-type: none"> • Work Plan Update (m/d)



PARKS & RECREATION ADVISORY BOARD

LEGEND

- Procedural Item: **(p)**: An item requiring procedural attention
- Consent Item **(c)**: An item provided in written form for consent, not discussion by the Board; any consent item may be called up by any Board member for discussion during the matters from the department
- Action Item **(a)**: A public hearing item to be voted on by the Board (public comment period provided)
- Disc/Info Item**(d/i)**: An item likely to become a future action item (or council item) and/or that benefits from an in-depth presentation of background, financial/social/environmental impacts, public process, staff analysis and next steps (e.g., presentation of major project initiative)
- Matters from Dept **(md)**: Items that will be reviewed and discussed during the meeting but not requiring the level of in-depth analysis of an action or discussion/information item
- Matters from the Bd **(mb)**: Items initiated by the Board that will be reviewed and discussed during the meeting but not requiring the level of in-depth analysis of an action or discussion/information item

Community Touches - *To see a full calendar and details go to www.BoulderParks-Rec.org*

June - August Get Fit in the Civic Area:

- Nature Play Drop-in Programs @ Civic Area Labyrinth (Mondays & Wednesdays)
- Bandshell Boogie @ Civic Area Bandshell (Mondays)
- Walking Tours (Tuesdays)
- Sunrise Vinyasa @ Civic Area Library Lawn (Fridays)
- Bandshell Bootcamp @ Civic Area Bandshell (Saturdays)

- June 22 Arapahoe Ridge Park Community Meeting @Unitarian Universalist Church
- June 23 Howard Heuston Park Community Meeting @ The Family Learning Center
- June 24 Family Night @ Scott Carpenter Pool
- June 27 Concert in the Park @ Salberg Park
- June 28 Chautauqua Pedestrian Safety, Access and Lighting Improvements Open House @ Chautauqua Park

- July 2-4 Star Spangled Splash @ Boulder Reservoir
- July 7 Tantra Park Community Meeting @ Cornerstone Church
- July 9 Strider Bike Racing @ Valmont Bike Park
- July 11 Concert in the Park @ Chautauqua Park
- July 16 Strider Bike Racing @ Valmont Bike Park
- July 18 Concert in the Park @ Civic Area
- July 22 Boulder's Free Day @ Colorado Railroad Museum in Golden
- July 23 Summer Sounds Family Concert Series @ Civic Area
- July 25 Concert in the Park @ North Boulder Park
- July 29 Family Night @ Scott Carpenter Pool
- July 30 Summer Festival @ Main Library

- Aug 1 Concert in the Park @ Harlow Platts Park
- Aug 27 Summer Sounds Family Concert Series @ Civic Area



CITY OF BOULDER
BOULDER, COLORADO
BOARDS AND COMMISSIONS MEETING MINUTES

To listen to the Parks and Recreation Advisory Board meetings in their entirety, please go to the following link:
www.boulderparks-rec.org

Name of Board/Commission: Parks and Recreation Advisory Board
Date of Meeting: May 23, 2016
Contact Information Preparing Summary: Sarah DeSouza, 303-413-7223
Board Members Present: Mike Guzek, Kelly Wyatt, Valerie Yates, Jennifer Kovarik, Marty Gorce, Tyler Romero
Board Members Absent: Tom Klenow
Staff Present: Yvette Bowden, Jeff Haley, Dean Rummel, Sarah DeSouza, Amanda Bevis, Stacy Cole, Ali Rhodes, Callie Hayden, Margo Josephs, Kathleen Alexander
Guests Present: Nate Bleekman, Suzanne Jones, Casey Earp, Assistant City Manager, Bill Cowern, City Transportation, Melanie Sloan, City Transportation, Susan Connelly, Community Vitality
Type of Meeting: Advisory/Regular
Agenda Item 1: Call to Order The meeting was called to order at 6:02 p.m. and the agenda was approved as written.
Agenda Item 2: Future Board Items and Tours Bowden reviewed upcoming community touch opportunities. These events can be found at www.BoulderParks-Rec.org
Agenda Item 3: Public Participation Nathan Bleekman provided a presentation on the need to make all parks in Boulder accessible to people of all abilities. Mayor Suzanne Jones thanked Nathan for his excellent presentation.
Agenda Item 4: Consent Agenda A. Approval of Minutes from April 25, 2016 Minutes from April 25, 2016 were approved as written. B. Parks and Recreation Development Update C. Parks and Recreation Operations Update
Agenda Item 5: Items for Action There were not items for action this month.
Agenda Item 6: Items for Discussion/Information A. Update on Development of the Chautauqua Access Management Plan PRAB Members shared the following comments about this item: <ul style="list-style-type: none">• Look at all creative options including other access points to the site• Focus on the character of Chautauqua and avoid changing it• Combine efforts with other surveys being conducted by city departments such as OSMP• Consider what would encourage people to enter through other access points (signage, more information/promotion of options)• Potential role for PRAB Liaison

B. Chautauqua Pedestrian Safety, Access and Lighting Improvements

PRAB Members shared the following comments about this item:

- Focus on the pedestrian experience
- Concern about concrete that was voiced in September
- Question about maintenance
- Wayfinding signs will be added
- Lighting is a placeholder until lighting plan is approved
- Continue to pursue creative options

C. Parks and Recreation Access Update

PRAB Members shared the following comments about this item:

- Commendation to staff regarding increased access of programs and numerous success stories.

Agenda Item 7: Matters from the Department

A. Boulder’s Resilience Strategy Feedback

Casey Earp presented this item to the Board.

PRAB Members shared the following questions about this item:

- How will the resiliency message and Resiliency Lab program reach Boulder’s underserved populations?

B. Urban Forest Strategic Plan Update

Alexander presented this item to the Board.

PRAB Members shared the following questions about this item:

- What is the role of public feedback in the development of the plan? Specifically, can neighbors choose to treat street trees adjacent to their homes if they chose?

C. Boulder Reservoir Business Plan Update

Bowden, Bevis and Cole presented this item to the Board.

PRAB Members shared the following questions about this item:

- How will “flank season” impact the casual Reservoir user?
- What operational needs are impacted by casual user?
- What are unintentional consequences of switching to a “flank season”?
- Is Boulder Reservoir a recreational facility or a park?

D. City Community Engagement Efforts Update

Bowden presented this item to the Board.

Agenda Item 8: Matters from the Board

A. PRAB Community Engagement Updates

- Board members reported out on their community engagement activities from the last month.

Next Board Meeting: June 27, 2016

Adjourn: There being no further business to come before the Board at this time; the meeting was adjourned at 9:22 p.m.

Approved by:

Mike Guzek

Board Vice-Chair

Date _____

Attested:

Sarah DeSouza

Board Secretary

Date _____



Boulder Parks & Recreation

Advisory Board

TO: Parks and Recreation Advisory Board

FROM: Yvette Bowden, Director, Parks and Recreation Department
Jeff Haley, Planning, Design and Community Engagement Manager
Ali Rhodes, District Services Manager

SUBJECT: Consent Agenda

DATE: June 27, 2016

A. Approval of Minutes from May 23, 2016

B. Parks and Recreation Development Update

The following information is intended to provide the PRAB with relevant updates on specific projects as they reach major milestones. This section is not all inclusive of all current projects and only illustrates major project updates. For a complete list of all current projects and details, please visit www.BoulderParkNews.org.

Planning and Design

The following projects are currently in the planning and design process that involves research, alternatives analysis, public involvement and development of planning documents and design plans to guide decision making and future capital improvements.

- **2016/2017 Playground Renovations:** Arapahoe Ridge, Howard Heuston and Tantra Parks were identified as priorities for renovation in 2016/2017. The consultant, Mundus Bishop, has developed three draft concepts plans for each park to be shared at upcoming public meetings. These meetings are intended to be listening sessions to understand the concerns and desires of the neighboring community. Feedback will be used to create a final concept plan for each park to be presented to the community at a second set of public meetings in July/Aug.

[June 22 - Arapahoe Ridge](#)

[June 23 Howard Heuston Park](#)

[July 7 – Tantra Park](#)

- **Chautauqua Park:** Planning for pedestrian safety, access and lighting improvements at Chautauqua Park began in July 2015. Over the last year, the public and several city boards and committees provided feedback on early designs. A second public [open house will be held June 28th](#) on the Chautauqua green for community members to learn more about the design, improvements and construction schedule.

- **Scott Carpenter Pool Design:** Scott Carpenter Pool is a unique amenity in Boulder that continues to be a priority for the community and supports a variety of recreation and fitness opportunities. Recognizing the current challenges and condition of Scott Carpenter pool, staff has initiated a planning project to develop schematic design alternatives for the renovation of the pool at Scott Carpenter Park to understand capital costs and opportunities for improvements to serve the community.

The department has selected Essenza Architecture to assist in the development of concept alternatives and a final recommended plan for the aquatics and park related facilities. A ‘kick-off’ meeting was held in late May with the consultant, a representative of BVSD, a PRAB liaison, Chairperson Mike Guzek, and department staff to discuss the planning and design process, community outreach, and the vision for the facility. The outcome of the design alternatives will inform the capital project to replace the pool in the coming years. Design and community engagement will occur throughout the summer with an Open House planned for Q3 and final plan development in Q4. This will allow the project to proceed to final design and permitting in 2017 with construction beginning in 2018.

- **Planning Projects Underway:** Staff or contractors continue to work on the following projects and will update PRAB as major milestones are achieved:
 - Boulder Reservoir Administration Building/Bathhouse Design
 - Central Park and Civic Area
 - Christensen Park
 - Facilities Strategic Plan
 - Holiday Park Shade Shelter
 - Urban Forest Strategic Plan

Construction

The following projects are scheduled for construction, under construction or recently completed. For additional details please visit www.BoulderParkNews.org.

- **Admiral Arleigh A. Burke Park:** As a first step in minor capital improvements to the park, approximately 20 volunteers showed their support on Community Clean-Up Day by assisting staff in planting pollinator-friendly vegetation on the berms that were previously low functioning habitat. Additional improvements to look forward to later this summer include shelter and flower bed renovations, sidewalk improvements and signage update.



- **Eben G. Fine Park:** The Eben G. Fine stream bank restoration and riparian habitat improvements have been completed. The project was funded through the Community, Culture and Safety Tax that was approved by Boulder voters in November of 2014. The streambank restoration project will help control erosion, improve water quality, improve

habitat, improve recreational access to Boulder Creek and enhance the overall character of the park.

- **Flatirons Golf Course Event Center and Restrooms:** Demolition of the existing event center is complete. The new interim restrooms installed near the pro shop are functioning and ready for summer with a new deck and trellis entrance. An accessible ramp to the interim restrooms and an improved stairway to the pro shop are currently underway while plans to paint the pro shop and grill are in the planning stages.
- **North Boulder Recreation Center:** The design phase of the pool area refurbishment is wrapping up and staff issued a construction Request for Bid in early June with implementation to occur in August-September, 2016. This project, informed by the community engagement and facility condition assessment completed in the 2015 Aquatics Feasibility Plan, includes the following elements to refurbish the lap and leisure pool areas of the North Boulder Recreation Center (NBRC):
 - Replacement of the leisure pool play equipment “Water-tainment” that is past its life-cycle;
 - Installation of an Ultra-Violet sanitation system which will provide additional water sanitation and improve air and water quality;
 - Replacement of defunct HVAC elements (Heating, Ventilation, Air Conditioning) serving the leisure pool;
 - Replacement of steps to a ramp to increase safety at depth transition in the leisure pool; and
 - Resurfacing of all concrete pool decks with an epoxy, texturized finish to increase safety.

The project begins with the NBRC annual maintenance closure on August 22, 2016. The pool area will remain closed when the remainder of the facility reopens to the public on August 29, 2016 and is scheduled to re-open on October 1, 2016. To minimize community impacts related to the closure, Spruce Pool will remain open through September (weather permitting) on a modified schedule due to daylight hours and the BVSD school schedule.

- **Construction Projects Underway:** Staff or contractors continue to work on the following projects and will update PRAB as major milestones are achieved:
 - Elks Park Arbor
 - Knollwood Tennis Courts

Urban Resources

The following projects are currently administered by the Urban Resources staff focusing on habitat and wildlife management in an urban environment.

- **Integrated Pest Management:** The city’s seasonal crew continues to remove state-mandated, A-list species such as Mediterranean sage. The crew transects over 500 acres

of natural lands known to have previous or current infestations of this species. Previously, the Colorado Department of Agriculture provided a seasonal crew to assist organizations with A-list species control at no charge. In 2015 they assisted with over 160 hours of additional labor. Unfortunately, this year the state-sponsored crew is not available to support the department.

- **Urban Wildlife Management:**

In early June, staff began the annual survey of prairie dog colonies around the Boulder Reservoir. This data assists with determining priorities for management around the Reservoir as well as implementation of the Urban Wildlife Management Plan including identification of open areas for potential relocation.

- **Urban Resource Projects Underway:** Staff or contractors continue to work on the following projects and will update PRAB as major milestones are achieved:

- Regulations and Seasonal Wildlife Closures
- Urban Resources Volunteer Recruitment and Training

C. Operations Update

- **Neighborhood Block Party Trailer**



Boulder's new block party trailer is available for Boulder residents to reserve, free of charge, for weekend outdoor neighborhood events such as block parties and park reservations. The trailer can be used on private or public property and includes tables and chairs, a variety of games and street barricades. The trailer may only be used for a neighborhood party requiring that everyone within an area defined by the host must be invited.

All permitting requirements still apply for block parties and park reservations. A Block Party Permit is required for street closures and a Neighborhood Gathering

Permit is required for park use.

For more information about the neighborhood block party trailer, visit <https://bouldercolorado.gov/neighborhood-services/neighborhood-block-party-trailer>.

- **Weekend at Valmont Update**

Valmont City Park is a unique and popular facility that includes a Bike Park, a Disc Golf Course and a Dog Park. The third annual Weekend at Valmont event was created in 2014 to celebrate the facility and appreciate its patrons and the local community. On June 11-

12th, hundreds of people from the Boulder community came to Valmont to enjoy the following events:

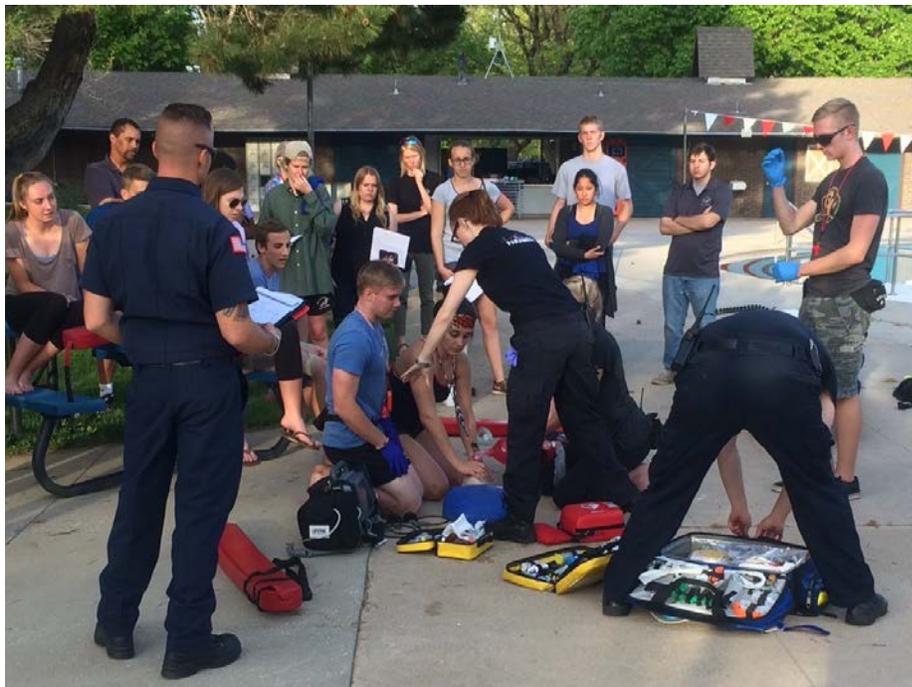
Valmont Dog Park Expo: On June 11th, Dog Park patrons enjoyed an expo that included several community dog-related organizations. Exhibits included information on animal rescue opportunities, composting dog poop, dog food products, leash durability testing and dog care providers. Patrons could also sit for an original caricature sketch with their pets.

Valmont's 5th Anniversary Party presented by REI: Sponsored by REI, this event celebrated the Bike Park's fifth anniversary and featured REI bike demos, short track races, free bike clinics, rock climbing wall, face painters, DJs, and many other expo booths and free giveaways. All expos and activities were provided by local bike-related organizations that have contributed to Valmont Bike Park. The evening concluded with the showing of an outdoor movie, sponsored by Gebhardt BMW.

Valmont Open Disc Golf Tournament: The 3rd annual Valmont Open Disc Golf Tournament took place on June 12th hosting a record number of participants who played two rounds of gold and enjoyed a pizza lunch. Tournament prizes were donated from local disc golf-related organizations. Disc golf course volunteers contributed before and during the event to ensure a safe and successful event on a beautiful, clean course.

- **Aquatics Summer Training with Boulder Fire and Rescue**

This year, the Aquatics Division partnered with Boulder Fire and Rescue Department and the city's ambulance provider, American Medical Response (AMR), to provide training for the department's summer seasonal staff. Every lifeguard on staff, whether experienced or newly certified, attended summer water safety training.



- **GO Flyers! Club MOU**

Department staff has entered into good faith negotiations with the competitive gymnastics program's parent booster club, Go FLYERS! Club. The Go FLYERS! Club has established a board of directors, filed for 501c3 status and is working towards a September 1 implementation date. Later this summer, staff will update the PRAB on the proposed three-year pilot project intended to explore the fundraising and coordination of the city's competitive youth gymnastics program.

- **Dance Programming Contract**

Despite significant outreach to the local dance community, the city's recent call for proposals to manage the city's dance program resulted in a single submission. Kinesis Dance Company, the city's most recent dance program contractor, is currently in negotiation with city staff to begin a new agreement in January 2017. Later this summer, staff will present the PRAB an update on the agreement with particular attention to lessons learned during the pilot project.

CITY OF BOULDER
PARKS AND RECREATION ADVISORY BOARD AGENDA ITEM

MEETING DATE: June 27, 2016

AGENDA TITLE: Boulder Parks and Recreation Space Allocation Guidelines

PRESENTERS:

Yvette Bowden, Director, Parks and Recreation
Ali Rhodes, District Services Manager,
Dean Rummel, Recreation Manager, Programs and Partnerships

EXECUTIVE SUMMARY:

In 2015, the Parks and Recreation Department (department) completed the Aquatics Feasibility Plan (AFP) and the Athletic Field Study (AFS). Developed with extensive community input, both plans contained options for improving and enhancing the city's aquatics and athletic facilities and operations. A key recommendation in both plans was the development of space allocation guidelines for lap lane and athletic field use. Space allocation guidelines will:

- Ensure that space allocation aligns with community values as expressed in the Parks and Recreation Master Plan;
- Balance competing demands for access; and
- Optimize usage among facilities and hours of operations.

Based on analysis of data collected from studying best practices and meeting with community members, including members of the Parks and Recreation Advisory Board, department staff will develop draft space allocation guidelines to present to the Board in August. If approved, the guidelines will be implemented with 2017 facility scheduling.

BACKGROUND:

Currently, the department lacks formal guidelines for the allocation of pool lap lanes and athletic fields to requesting user groups. Absent a formal policy, historical usage is used to make space determinations. For the city's lap pools, the lack of formal allocation guidelines has resulted in limited lap lane availability for members of the public who desire to swim during prime time, inconsistent pool schedules and have ultimately resulted in pool usage that may not reflect the public's desires values regarding use of public facilities. Similarly, for athletic fields the historical method of allocating field space has resulted in field use schedules that reflect private group's user preferences as opposed to the community's expressed value for public and available field space. In both instances, space utilization has not been managed to maximize optimal space capacity. By implementing formal use allocation guidelines, the department will be able to

prioritize and balance types and times of facility use that will, in turn, balance activities and opportunities to ensure that facilities are available to residents of varying interests and abilities.

Aquatics

As noted in the AFP, there is a heightened demand for lap swimming in Boulder. National averages show that typically 2-5% of the population participates in regular lap swimming, feedback from a recent city survey indicated 45-50% of the Boulder population regularly lap swims. Boulder is also home to many aquatics groups such as masters' swimmers, youth swim teams, water polo teams, and synchronized swimmers. The high demand by both the organized swim groups and the general public has resulted in a shortage of prime-time supply of lap lanes during the October through April indoor swim season.

Athletic Fields

The AFS findings revealed that there is a deficit of field hours when user preferences are considered. In general, the department has a surplus of available total weekly field hours for both rectangular and diamond fields. This surplus begins to decrease as user preferences for specific fields are taken into consideration. The AFS indicates that 65% of diamond field demand and 77% of rectangular field demand is generated from youth leagues, with the remainder coming from adult leagues. This collective demand, along with the limited number of fields available for sports such as high school aged baseball for example, places even greater pressure on existing facilities.

The department continues to investigate alternatives to meet increased demand including the establishment of a winter session for field rentals. This, combined with the recently negotiated Joint Use Agreement between Boulder Valley School District (BVSD), is expected to provide greater year round flexibility for field rentals.

ANALYSIS:

Space Allocation Practices

Informed by the recommendations of the AFP (Attachment A: Appendix A of the [Aquatics Feasibility Plan](#)) and AFS (Attachment B: Chapter IV of the Athletic Field Study), staff researched space allocation practices among benchmark and surrounding communities. Benchmark communities include:

- City of Broomfield, CO
- Foothills Parks and Recreation District, CO
- City of Fort Collins, CO
- South Suburban Parks and Recreation District, CO
- City of Westminster, CO
- City of Ann Arbor, MI
- Naperville Park and Recreation District, IL.
- Tempe, AZ
- City of Asheville, NC
- City of Bend, OR
- City of Berkeley, CA
- City of Bloomington, IN

Additional nearby communities surveyed include:

- City of Longmont, CO
- City of Lafayette, CO
- City of Louisville, CO
- City of Erie, CO

Findings

Space allocation guidelines among benchmark and surrounding communities are either non-existent or out of date. Peer communities expressed interest in the results of Boulder’s work to inform their efforts to balance similar challenges. Many communities continue to offer a ‘first come, first served’ policy which, like in Boulder, fails to meet community need and expectation.

For communities with formal allocation guidelines, proof of residency is typically a factor for aquatics facilities but less so for athletic fields (see Tables 1 and 2). Size of the program is also a factor for aquatics facilities while not for athletic fields. Finally, an analysis of benchmarking data identified that flexible field usage and extending overlapping space preferences can also support increased use opportunities.

To best align the department’s space allocation practices with the community’s stated values, the department will need to carefully balance the competing demands on limited existing space. Additionally, adult programs such as masters swimming and sports leagues are highly valued by the Boulder community and a prioritizations system that focuses exclusively on the needs of youth would likely result in a ‘take-away’ or shifting of service from adults.

Some benchmark organizations surveyed offer a tiered prioritization system that is also recommended in the AFS (Chapter IV). This system prioritizes use allocation according to the percentage of residents (taxpayers) who comprise the requesting organization. Those entities with highest percentage of local residents would be given the highest priority for reserving space. For example:

Tier One: Department and Independent Organizations with 50% or higher Boulder residents

Tier Two: Department and Independent Organizations with less than 50% Boulder residents

Tier Three: Others

Table 1: Aquatics Space Allocation Practices

Current Practices	Benchmark Communities	Surrounding Communities
Currently rent to user groups	9/12	4/4
Currently have formal allocation guidelines	0/12	0/4
Residency is a factor in space allocation	8/12	2/4
Total # of Residents is a factor...	2/12	0/4
Total participants is a factor...	9/12	3/4
Type of program is a factor...	7/12	3/4

Table 2: Athletic Fields Space Allocation Practices

Current Practices	Benchmark Communities	Surrounding Communities
Currently rent to user groups	12/12	4/4
Currently have formal allocation guidelines	10/12	4/4
Residency is a factor in space allocation	6/12	3/4
Total # of Residents is a factor...	4/12	2/4
Total participants is a factor...	4/12	0/4
Type of program is a factor...	6/12	1/4

Questions for the PRAB:

- 1) Does the PRAB have input on the following space allocation variables?
 - a. City of Boulder Residency
 - b. Group Size
 - c. Type of Program
 - d. Youth or Adult Program
 - e. Other potential factors (e.g. Historical Usage)?

2) Does the PRAB have input on the tiered approach to space allocation ?

NEXT STEPS:

Staff will incorporate PRAB's feedback into the draft space allocation guidelines. In July, staff will host user group roundtables to solicit feedback regarding the benefits and impacts of allocation alternatives. Final space allocation guidelines will be presented to the PRAB August. Approved guidelines will be implemented for 2017 scheduling.

Attachments:

- Attachment A: Appendix A of the Aquatics Feasibility Plan: Formal Allocation Guidelines
- Attachment B: Chapter IV of the Athletic Field Study: Recommendations for Enhancing Athletic Fields, Facilities, and Service

APPENDIX A - FORMAL ALLOCATION GUIDELINES

PRIORITY USE SYSTEM

Following is a list of user types in priority order. This priority list needs to be used as a guide in allocating pool space, while still ensuring a balance of programming is offered for the residents of Boulder.

LANE ALLOCATION CONSIDERATIONS

Groups in good financial standing with the City of Boulder will be allocated pool time, utilizing the Priority Use System as a framework. While this system provides a framework for allocation, the City of Boulder Aquatics staff will need to distribute pool space and times with the goal of ensuring that a balance of activities and opportunities are available to residents of varying aquatic interest. Users may not monopolize desirable pool time so as to jeopardize a variety of programming opportunities being offered to the residents of Boulder. If competing requests for allocation takes place, the following factors will be considered in allocation of lanes:

- Percentage of residents vs. nonresidents
- Size of program
- Total number of Boulder residents in the organization/program
- Type of program
- Consistent use of previous allocation
- Adherence to permit requirements and facility rules and regulations during previous commitments

Once pool permits have been issued, additional pool time will be permitted only if space is available during the time requested. At least a two-week advance written notice is required if an organization wishes to cancel the permitted lane. If the canceled permitted lanes are not needed for city programs, staff will notify other existing permit holders via email of the lane availability, and allocate the available pool space to the first respondent. All permitting of pool space will be approved in writing.

To ensure safe and quality workouts, organizations are expected to limit the number of participants entering the pools in relationship to the number of lanes they are permitted.

NONPROFIT STATUS

In order to be classified as a nonprofit organization, verification demonstrating good standing with the State of Colorado is required by June 30th of each year for returning organizations and at the time of permit application submission for new applicants.

RESIDENT ORGANIZATIONS

In order to qualify as a resident organization, at least 50% of an organization's participants using the pools must be Boulder residents. Participants are defined as "unduplicated" (# of different people). Organizations with both adult and youth programs are classified separately by program.

Organizations that have not applied for a permit at the pools within the last 12 months will be required to submit organization program rosters with full home addresses of participants (business addresses, PO boxes, etc. are not acceptable) to the pools at the time the permit application is submitted. Newly formed organizations must submit their roster to the pools prior to the first day of use. This roster will be compared to the information submitted with the permit application and user category classification adjustments will be made as warranted.



It is recommended that the aquatic division track not just residency but also total participation.

CLASSIFICATION IN PRIORITY USE CATEGORIES

For determining placement in the Priority Use Categories, participation levels during the 12-month period prior to each seasonal application deadline are used. If 50% or more participants are residents, the organization will be categorized as a resident organization (youth and adult programs calculated separately) for the upcoming permit period.

APPLICATION PROCESS

Applications for pool permits will be accepted twice per year for priority processing. Application/permit dates are approximate and may be adjusted based on school calendars and/or staff schedules. Permitting periods may vary each year in order to adhere to the Boulder Valley School District's school-year calendar, and/or pool maintenance schedules.

Hours requested on the permit application are to include warm up, stretching, and cool down time. Permits requested after the application deadline for each permitting period will be issued on a space availability basis.

CANCELLATIONS

Permitted groups cannot exchange or sublet their allocated pool space to any other group and will be responsible for paying for all lanes permitted.

If non-weather related cancellations are requested by a group, credit will only be given with two or more weeks advanced written notification to aquatic staff.

PERMIT GROUP ATTENDANCE

Member information for each organization will be entered into the City's recreation software system and each person will be issued an Activity Passport card to be swiped upon entering the pools. A fee for the Activity Passport cards will be charged for participants. In the event an organization has a new participant that has not been added to the organization's roster, they will be asked to sign-in upon entry to the pools and be counted as a nonresident unless proof of Boulder residency is provided. New members will be given a grace period in which to obtain an Activity Passport card. Members that continually participate with an organization without obtaining an Activity Passport card may be denied access until a card is obtained. Organizations will be required to provide staff with information on new and deleted members on at least a monthly basis in order to update the automated system.

RESIDENCY CLASSIFICATION FOR BILLING PURPOSES

Organizations will be classified as resident or nonresident on a quarterly basis. At the conclusion of each calendar quarter, staff will determine the number of resident and nonresident participants from each organization (youth and adult programs calculated separately). If the percentage of resident participants during the concluding quarter is 50% or greater, the organization will be classified as a resident organization for that quarter and billed accordingly. If the percentage of resident participants during the concluding quarter is less than 50%, the organization will be classified as a nonresident organization for that quarter and be billed accordingly.

PAYMENT

Organizations will be billed quarterly. Payment of invoices will be due upon receipt and is considered delinquent if not received within thirty days of invoice date. Permits may be canceled with lanes reallocated and facility access denied if payment is not received on time. Late payments may also result in loss of priority standing for the following permitting season and a requirement for advance payment may be instituted.

TOURNAMENT RENTALS

Organizations can apply for use of the pools for swim meets, although the City is limited in the number of meets that can be held each year pursuant to the operating conditions for the facility. Fees are charged on a per-hour basis and only include use of the lap pools. Staff will provide timely notice to permit groups regarding permit changes due to meets schedules.

PROHIBITED USES

Permits will not be issued to organizations that compete with City programs. Private instruction requires authorization by the City of Boulder Aquatic Supervisor.

CHAPTER IV:
Recommendations for Enhancing
Athletic Fields, Facilities, and Service

Enhancing Athletic Fields, Facilities, and Service

Field sports and athletics are one of many important components of the recreation opportunities available in Boulder. Through BPRD, the city has a unique position among field sports interests. BPRD owns many of the athletic fields available to the public, and allows reservation of these resources by other organizations. In keeping with its mission to promote the health and well-being of the entire Boulder community by collaboratively providing high-quality parks, facilities and programs, BPRD maintains the athletic fields and offers leagues in multiple sports.

This chapter contains recommendations to enhance services related to athletic fields, policy, and management and operations. They represent a comprehensive set of proposals that could, if accepted, take many years to implement. They are, however, not listed in any order of importance.

The following chapter, Chapter 5, identifies specific recommendations that could be implemented within the next three years. This 3-year action plan is based on the recommendations in this chapter and was vetted by department staff. The items listed in the plan are seen as realistic and achievable goals for the time period identified.

Policy Changes

Take a leadership role in convening agencies and organizations to improve collaboration and coordination of efforts, for the purpose of enhancing athletic fields and field sports opportunities in Boulder

In the area of athletic fields, there are many public agencies, non-profit organizations and private entities playing different roles. BPRD, as a land holder, facility owner, and program provider is in a unique position to take a leading role in bringing together these different organizations and coordinating efforts and resources to efficiently provide facilities, programs, and services to the community. This is a role that could and should be shared with BVSD, as the school district also has an interest in providing many of the same services to the public.

An increased awareness of the current concerns of all organizations, as the result of serving as a convener, would allow the department, and the other organizations, to act proactively on issues associated with athletic field supply and demand and changes in the provision of programs or services.

Monitor regional trends in athletics and potential changes to the regional availability of fields

Boulder is a community within a region where sports teams include rosters of players from multiple cities and where people regularly travel to participate in sports. Any change one entity makes will have an impact on the others. As an example, if the Iris Fields are eliminated or decreased in number, BPRD could see an increased demand for available field resources. For BPRD to be proactive and responsive, it must be aware of potential changes well in advance. An important benefit of taking on the convener role for BPRD and BVSD is the insight into regional trends that will accompany this role.

Update the document “Policies and Procedures for Field and Court Assignments and Permits”, last updated in 2005. (Revisit this at least every two years)

Boulder’s athletic fields are an important community resource for recreation, for City programs as well as sports organizations, and the general public. The field allocation policies should be updated to reflect current department directions, which respond to the community’s values and vision as articulated in the Department Master Plan.

- Add a purpose statement prior to Section I that describes what the policies and procedures are striving to achieve. This purpose statement should relate to Department Master Plan themes of Financial Sustainability, Youth Engagement and Activity and Taking Care of What We Have.
- Revise Section I: Permit Priority Rating to better clarify tiers of user groups. Consider the following: 1. Establish three tiers, such as Boulder Parks and Recreation and Independent Sports Organizations with 50% or higher Boulder residents; Boulder Parks and Recreation and Independent Sports Organizations with less than 50% Boulder residents; and Others (e.g., CU, Boulder YMCA). 2. Eliminate the list of organizations from this section. 3. Discuss BVSD separately, referencing the BVSD Master Joint Use Agreement.
- Review Section II to update procedures for obtaining recognition, if needed.
- Consider revising Section IV as follows: 1. Establish three or four permit deadlines for games and practices (Spring, Summer, Fall and possibly a separate Winter deadline); 2. Add policy guidance regarding tournament requests, such as whether tournaments that draw in non-residents are given priority or whether some weekends are reserved for local Independent Sports Organization use.
- Revise Section V to include developing a process and establishing criteria for field allocations.
- Further define field classifications to include more classifications than premiere and standard, with more clearly stated classification criteria.
- Develop a prioritization policy or criteria. The policy should ensure that a diversity of sports opportunities is provided, in terms of types of sports as well as age groups and skill levels, and allow for new sports to emerge, in addition to attempting to meet overall demand for established, popular sports and achieving financial goals. Consider the following:
 - Whether field allocations should be “agency neutral”, where community leagues are considered to have the same standing as City of Boulder leagues.
 - Whether youth, adults, Boulder residents, or any other population groups should receive higher priority.
 - Establish fees that promote Master Plan values and principles with scholarships for low-income residents.

Revisit the Joint Use Agreement with BVSD, last updated in 2004

The city manages and maintains certain BVSD fields, as articulated in the JUA. Both the City and School District have been evaluating options for their athletics fields in 2014, and the time is right to update the agreement to better reflect current directions for athletics. Ideally, the City and BVSD can use this agreement to streamline field scheduling for Independent Sports Organizations and align pricing and use policies. Consider the following:

- Establish a working group between BPRD and BVSD to discuss field scheduling for community use of BVSD sites to ensure appropriate community use, while preserving the field assets.
- Expand the JUA to address more sites, taking into consideration the improvements BVSD is considering for its fields.
- Establish consistent fees that apply to both BVSD and city sites. A single fee schedule and field reservation policy to city and school fields will simplify field booking for community groups.
- Specific hours for community use at additional BVSD sites should be written into the agreement.
- BPRD and BVSD should work together to coordinate the best approach to handling maintenance responsibilities for fields addressed in the agreement.

Develop criteria and guidance for tournament reservations

Boulder's athletic fields are highly utilized by existing demand, primarily local league play that includes some tournaments. The "Policies and Procedures for Field and Court Assignments and Permits" document includes a deadline for tournament reservations, but does not include guidance about how much field time should be allocated to tournaments, or whether certain types of tournaments have a higher priority. Additional guiding policy is needed. The Boulder Convention & Visitors Bureau is currently conducting a study on sports tourism and the results of this study may inform the update to the tournament policy.

- Define the priority of tournaments compared to local league play, which may vary depending on the season. Reserve the amount of tournament time (e.g., summer weekends) commensurate with the priority tournaments are given by the Boulder community.
- Define the types of tournaments that are desired as well as the time of year, to prioritize bookings. For example, tournaments that draw out-of-the-area visitors (who may book hotel nights or spend money at Boulder businesses) may be preferred. If national tournaments are desired, field improvements and upgrades will be needed. Based on the current peak demands, the best time to target tournaments is during the summer, especially August; on weekdays; and in the fall months for softball and baseball.
- Regardless of the prioritization, each local Independent Sports Organization should be granted at least one tournament booking per year.
- Review tournament fees and adjust if needed given Boulder's financial goals and the tournament market.
- Collaborate with the BCVB to market Boulder as a tournament destination. Define a market niche for Boulder, that could build on what Boulder is already known for:

great views from its parks and recreation facilities; an outdoor recreation hub; and a vibrant downtown. Quality athletic facilities are a necessity to be successful in attracting tournaments.

Maintain the level of service for diamond ball fields and rectangular fields

The Master Plan identifies the existing level of service for diamond fields as 2.46 per 10,000 population and for rectangular fields as 2.05. At minimum, the department should retain this level of service as the population grows. However, if possible, Boulder should attempt to increase the level of service for rectangular fields to 2.4 or 2.5 per 10,000. The increase is warranted by the documented shortage of field time and the levels of participation in the sports that use rectangular fields (equal to or higher to participation in sports using diamond fields).

Field Renovation and Improvements

Invest in existing fields to maximize their use

Land in Boulder is extremely costly and in limited supply. Investing in the city's existing fields to increase their flexibility to support multiple sports and age groups, as well as to increase playing time, will help the community get more out of existing assets. Portable pitchers mounds can make it easier to use ball fields for multiple age groups. While costly, converting rectangular fields to artificial turf will get more use out of each piece of ground. Adding lighting to fields (where compatible with surrounding uses) is another way of getting more use out of existing fields, provided those fields can accommodate older youth and adults. Prioritize those locations with the greatest potential supply increase and the best feasibility given the site location. For example, Tom Watson Park's location in an industrial/commercial area and its size and parking makes it a potentially good candidate.

Fund the documented backlog at athletic fields

BPRD is in the process of assessing the condition of assets throughout the system. This will include identifying a backlog of maintenance items for the department's athletic fields and facilities. With the completion of this assessment, the department should develop a strategy and timeline for funding and implementing the identified maintenance backlog for different athletic field sites.

Extend the Scott Carpenter Field agreement

This 10-year agreement expires in 2014, and can be extended for 10 more years. Scott Carpenter Field is one of best 90' baseline fields available for community use in the city. Retaining access is critical to providing a diversity of field types.

Complete the additional phases for East Boulder Community Park

East Boulder Community Park's synthetic turf fields have been a significant improvement for the Boulder sports community. This field has been able to support significantly more play than other sites, and it can be used year-round. Additional phases planned at this park include a shelter and should be implemented as soon as possible. Further, the addition of a restroom facility should be studied.

Enhance access to Pleasant View fields

Pleasant View is one of the most heavily used athletic field locations in the city, and contains the biggest concentration of rectangular fields. The site is very flexible, and the fields are generally considered to be in good condition. A shade shelter was recently constructed at the facility through the use of a capital improvement bond that was approved in November of 2011. Access into the site comes from the east, off 47th Street. Auto parking is insufficient for the volume of use.

A plan for additional parking at the site should be studied.

Bicycle access from Palo Central Park, Elks Park and surrounding neighborhoods should be encouraged, including providing convenient bike parking and developing a bike access map that can be shared with user groups. A south entrance (off Kalmia) should be developed. To expand auto parking options, BPRD should seek a parking agreement with the neighboring Calvary Bible Church. If a long-term agreement can be reached, a west pedestrian entrance to the fields should be developed from the church parking lot. Given the popularity of this site and the limited parking, Pleasant View is also a candidate for parking fees on peak days (see Operations, Management and Funding recommendations).

Provide a better basic level of service (especially with regard to restrooms) at scheduled field locations

While field condition is generally good, many of Boulder's scheduled fields lack facilities and amenities that enhance the user experience, for players and spectators. An overall improvement to the athletic field experience would be more consistent with Boulder's identity. Adding restrooms in particular is a highly desired enhancement. Additional enhancements to consider are storage, are seating/benches, shade, and play areas for other family members.

Repurpose Mapleton when replacement fields are in place

The Mapleton ball fields face many constraints and should be repurposed. A re-design of Mapleton should explore the partnering with the adjacent YMCA and other departments to develop a park that provides urban park amenities to surrounding neighborhoods and the larger community.

New Field Development

Include groupings of fields as part of each new community or city/regional park development

According to community surveys, Boulder residents prefer parks that support a variety of recreation opportunities. New complexes or groupings of fields should be integrated as an element of community or city/regional parks. For operational reasons, BPRD should group multi-purpose fields, rather than include single fields of different types. Community and city/regional parks are suited to support larger scale recreation facilities. These types of parks are larger, have parking and facilities to support numerous visitors, and should include a range of facilities and recreation opportunities that encourage a visitor to stay for an afternoon or even a whole day to play, picnic, walk, bike, sunbathe, and play sports.

Increase the number of multi-use fields

Simply to maintain its existing level of service, BPRD will need four multi-use fields by 2030. Boulder should prioritize multi-use field development at community parks, city/regional parks and existing athletic field locations. For example, Gerald Stazio Ballfields or Tom Watson Park may be able to accommodate multi-use fields or have multi-use fields be formally developed as overlays on a ball field outfield. BPRD should also identify a multi-use field complex location that includes at least three fields (more if possible) and seek capital funding for development.

Include either a ball field complex or a multi-use complex as an element of Valmont City Park

In keeping with the recommendation to include athletic fields as an element of all community and city/regional parks, BPRD should include either a ball field or a multi-use field complex at Valmont City Park. There is not adequate space to accommodate two complexes at Valmont, and the department has a strategic choice to make. If a ball field complex were included at Valmont City Park, Mapleton Ballfields could be repurposed. Alternatively, a multi-use field complex with synthetic turf could be included, similar to the East Boulder Community Center fields. Such a complex would support both games and practices, and would attract play year-round.

Repeat the Scott Carpenter Field model, partnering with BVSD on facility development and operation

Scott Carpenter Field is a major success for both BPRD and BVSD and the community appreciates the quality of this facility. BPRD should explore additional similar partnerships with BVSD to make top quality competitive fields at other locations and for other field sports available to the community.

Management, Operations and Funding

Create a single point of contact for athletic fields to provide streamlined service for user groups

BPRD is very proactive about coordinating with athletic field user groups, and staff prioritize developing and maintaining good relationships with community sports organizations. To further streamline communication, BPRD should move to a single point of contact for athletic fields. This can be a designated staff contact for the public who would field all calls, emails, and requests and then pass them to the appropriate person within the department. In addition to simplifying contacts for user groups, this approach would ensure consistency in response and would minimize situations where multiple calls about a single issue are placed to multiple staff. Another option would be to develop an athletic fields hotline and email address, that would be publicized but could be managed by multiple staff people behind the scenes.

Increase use of social media to convey time sensitive athletics information (field closures, permit deadlines, etc.)

Within the last year, BPRD has begun to use social media more frequently, including the department Facebook page and @boulderparksrec. These platforms have tremendous potential for communication around athletic fields, and are an efficient means of conveying information to the broad audience of athletic field users. To further advance the use of social media as a communication tool, BPRD should assign a staff person to develop a plan for when and how information will be posted/tweeted (e.g., field closures will be posted by 10 a.m. each day; permit deadline notifications will be posted two weeks prior to the deadline, three days

prior to the deadline, and twelve hours before applications are due), to write the tweets/posts (that can be reused), and develop a plan to publicize these tools to the public and user groups (e.g., in permit and field reservation materials, through e-news materials, on the BPRD website, through posters at fields).

Engage volunteers in the stewardship and ongoing operation of athletic fields

Hands-on volunteer activity creates community ownership. BPRD should establish volunteer opportunities specific to athletic fields, such as Spring or Fall Cleanup volunteer days, and recruit participation from the leagues and individual players. Developing opportunities to volunteer will also expand the department's connection with younger adults, as millennials have a rate of volunteerism, especially for hands-on activities.

Increase use of contract maintenance and seasonal staff for peak demands

There are intensive periods of peak use for athletic fields. While BPRD does have seasonal employees and uses some contracted services, the use of these could be expanded. Increasing the use of seasonal and contracted services will reduce staff burnout (permanent staff work long hours during peak times), focus the time of permanent staff on those activities requiring skill, provide more cost certainty (seasonal are lower cost), and help keep the desired field quality.

Continue the Integrated Pest Management (IPM) program for athletic fields

BPRD has had an Integrated Pest Management (IPM) program in place for athletic fields for more than ten years. This program has been a success and should be continued and updated when warranted (e.g., new horticultural practices prove successful, new pests require new protocols). In addition, BPRD should publicize its effective use of IPM more broadly. While there is an IPM page on the city's website, there isn't any specific reporting or mention of IPM successes on the BPRD pages. In addition to web information, BPRD could report on IPM metrics or principles in its annual reporting to PRAB or City Council, or seek an article in city publications.

Integrate storm water management improvements at athletic field sites, both for Rehabilitation & Renovation (R&R) projects and for new field developments

BPRD should integrate storm water management improvements whenever R&R or capital improvements are made at athletic field sites. Parking areas in particular offer a significant opportunity for enhancements. Features such as rain gardens and "green street" infiltration areas can provide storm water benefits, while also enhancing the appearance of parks and serving as demonstration landscapes for the public.

Consider parking fees for peak days at complexes to manage parking demand

There is very limited space at most athletic field locations to add parking, and when space is available, it is also needed for additional field space. Parking fees could help manage parking demand, and also generate revenue that could be used for athletic fields. In the case of Pleasant View, parking fees could be used to fund payments to the neighboring church as part of a parking use agreement. Since demand for parking exceeds the parking supply at many athletic field sites, fees would encourage wiser use of the parking spaces and would incentivize other modes of transportation.

Establish a process where user groups can partner with the city to pay for field improvements

Many of the sports organizations in Boulder have indicated they have financial resources to fund field improvements. User groups also may have stronger connections to businesses and private funders who may be interested in donating to enhance athletics in the community. BPRD should establish a process where user groups can apply to prioritize athletic field capital improvements by bringing outside funding resources to the table. Because partnerships take staff time to establish and manage, specific thresholds should be identified in the application process to ensure that the level of staff time required is justified by the amount of funding the partnership brings.

Consider a donor recognition program for athletic fields

A donor recognition program would recognize private donors (individuals, organizations, businesses, foundations) to major capital projects. Donor recognition may take the form of a program (role at a ribbon cutting, acknowledgment letter, etc.) or a physical element (plaque or bricks). A donor recognition program would publicly acknowledge the importance of entities helping to fund improvements and allows them to be recognized for their community support.

Work with the PLAY Boulder Foundation to seek funding for athletic field improvements

As a non-profit organization, PLAY Boulder enables tax-deductible gifts to fund BPRD projects and initiatives. PLAY Boulder can help BPRD and user groups collect gifts in support of major capital improvements if a funding campaign is desired. A specific major project (e.g., a new field complex, converting an existing field to synthetic turf) can be more attractive to donors than a less specific or more incremental project.

Adopt design guidelines for athletic fields that result in fields that are flexible and can be used for multiple sports and multiple age groups

BPRD has historically developed fields as rectangular or diamonds with each type serving multiple sports. This practice should be formalized. BPRD should develop guidelines for premier and standard rectangular fields, and premier and standard diamond fields. For each type, configurations and dimensions should be identified, as well as requirements (e.g., soil preparation, fencing type). These guidelines can be given to design consultants and used by in-house design teams to ensure that the desired level of flexibility is developed.



Boulder Parks & Recreation Advisory Board

TO: Parks and Recreation Advisory Board

FROM: Yvette Bowden, Director, Parks and Recreation Department

SUBJECT: Matters from the Department

DATE: June 27, 2016

A. Department Budget Update

In early June, the department submitted its 2017 operating and capital budget request of \$26 M, a figure similar to budget requests submitted in the recent past. This spring, the city's finance director issued a financial update indicating a downward trend in the city's Sales and Use Tax which accounts for over 45 percent of the department's total budget. As such, this year's budget aims to:

- Comply with the city's Guiding Principles;
- Align with the city's budget guiding principles; and
- Implement the department's approved Master Plan themes:
 - Community Health and Wellness
 - Taking Care of What We Have
 - Financial Sustainability
 - Building Community and Relationships
 - Youth Engagement and Activity
 - Organizational Readiness

Specific budget requests fall into the categories of personnel requests, programmatic changes and operational changes as outlined below:

- **Personnel Requests:** The department's ongoing analysis of job vacancies has resulted in the need to fill the following vacant positions in 2017:
 - **Horticulture Lead** – Full-time staff to accommodate the increased workload associated with the ban on Neonic products and the implementation of other environmental sustainability efforts.
 - **Reservoir Water Safety Lead (fixed-term)** – Full-time, 9-month staff to manage the Lake Patrol function at the Boulder Reservoir.

- **Reservoir Maintenance Lead (fixed-term)** – Full-time, 9-month staff to manage maintenance staff and coordinate maintenance and repair work with other department and city staff.
 - **Marketing support (fixed-term)** – 10 hours/week staff time to accommodate the marketing work group’s increased demand relating to electronic and print media.
 - **Seasonal Compensation** - The department intends to implement an appraisal process to evaluate seasonal pay based on experience, skill level and responsibility in the Forestry, Urban Resources, Aquatics and Boulder Reservoir work groups.
- **Programmatic Changes:** As the department continues to implement the Master Plan and participate in other city initiatives, associated resources demands are incurred. The department has made the following requests to support these ongoing programmatic efforts:
 - Civic Area Activation – Enhanced funding for Civic Area events such as Snow Much Fun.
 - Goats and Gardens Program – Expansion of this popular summer camp program.
 - Gymnastics Program - Outsourcing the management of the city’s competitive gymnastics program.
 - Silver Sneakers Program – Expansion of this service to include all three city recreation centers.
- **Operational Changes:** An analysis of policy changes has identified a need for increased resources in the following department operational areas:
 - Marketing Services – Additional funding is requested for additional contract support for graphic design work.
 - Park Operations – Additional funding is requested to cover expenses associated with supporting new hazardous waste and labor policy requirements.
 - South Boulder Recreation Center – Additional funding to extend summer operating hours at the South Boulder Recreation Center to accommodate enhanced drop in use, leagues and open swims.