



PARKS AND RECREATION DEPARTMENT

Civic Center • 500 East Third Street, Suite 200 • Loveland, Colorado 80537
(970) 962-2727 • FAX (970) 962-2903 • TDD (970) 962-2620
www.cityofloveland.org

LOVELAND OPEN LANDS ADVISORY COMMISSION

May 8, 2013

Regular Meeting Agenda

Parks & Recreation Conference Room

500 E. 3rd Street, Suite 200, Loveland, CO 80537

Notice of Meeting Posted

Call to Order at 5:30 pm

Public Comment

Approval of April 10, 2013 Meeting Minutes

City Council Liaison – Hugh McKean

Larimer County Open Lands Advisory Board Liaison – Hugh McKean

OLAB Agenda/Minutes online: http://larimer.org/boards/minutes/openlands_advisory_board.cfm

Discussion/Action:

1. Swartz Farmstead Structures at River's Edge
2. Open Lands Tax Funds – Program Philosophy

Reports/Correspondence:

3. Larimer County Regional Open Space Study Update
4. River's Edge Natural Area Update
5. Open Lands Projects Report

Commission Member Discussion Topics

Adjournment

Next Regular Meeting Date: June 12, 2013

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CITY OF LOVELAND OPEN LANDS ADVISORY COMMISSION

Regular Meeting Minutes – April 10, 2013

Parks & Recreation Conference Room

Commissioners Present: Gale Bernhardt, Andy Hawbaker, Ross Livingston, Steve McMillan, Darren Pape, Jim Roode (alternate), Hugh McKean (City Council Liaison).

Commissioners Absent: Lori Bell, Rick Brent, Ted Mioduski, Bill Zawacki.

Staff Present: Rob Burdine, Brian Hayes, Debbie Eley.

The public meeting was called to order at 5:40 pm.

Approval of the March 13, 2013 Commission Meeting Minutes: Darren Pape made a motion to approve the minutes as written. Andy Hawbaker seconded the motion. Gale Bernhardt made the following addition to the minutes regarding Item 2 – River's Edge Natural Area Update: *“Rick Brent noted that, during a joint meeting of OLAC and the Historic Preservation Commission on September 17, 2012, the City Manager indicated that the cost of the Swartz Homestead structural analysis would come from the City Manager’s budget and not Open Lands funding. For reasons not shared with OLAC, funding was taken from the Open Lands budget.”* The motion was revised by Darren Pape to include this addition, and was seconded by Andy Hawbaker. The motion passed unanimously with this addition.

Council Liaison Report: Hugh McKean noted that his term on the Larimer County Open Lands Advisory Board will expire in June. Gale Bernhardt made a motion to recommend that City Council reappoint Hugh to the OLAB. Ross Livingston seconded and the motion carried. Gale will send a letter to staff for a City Council agenda item. Hugh also reported on several items: 1) City Council approved spending \$150,000 annually on an “accelerator” to help entrepreneurs manufacture products at the Rocky Mountain Center for Innovation and Technology (former Agilent campus); 2) Planning staff presented a proposal to City Council for a Loveland-Johnstown annexation/GMA revision, which Council requested that staff work with Johnstown planning staff to revise; and 3) the Roberts Ranch landowner withdrew the offer to donate her property to Larimer County Open Lands.

Reports/Correspondence:

1. Open Lands Priority Areas. Staff presented a map, table, and graph of current Open Lands priorities, discussing each property's location, size, type, estimated acquisition cost, and current negotiation status in detail. Commission members asked questions and provided feedback on current priorities for staff to consider.

2. Big Thompson River West Upland Property Review. This 4.65-acre property would provide an area for a small trailhead parking lot, wetland/upland buffer, trail, and boardwalk to access the Morey Wildlife Reserve. The acquisition would also include 50 units of CBT

water. Gale Bernhardt made a motion to recommend that staff pursue acquisition of this property and CBT units, and pursue the possibility of an option for future acquisition of the remaining parcel, for future consideration by OLAC. Darren Pape seconded the motion and it carried.

Reports/Correspondence:

3. Larimer County Regional Open Space Study. Staff distributed 5 graphs comparing Loveland responses to overall (Larimer County-wide) responses on several key questions from the first survey. Staff has reviewed possible acquisitions to satisfy Loveland residents' desire for neighborhood natural areas. Some areas may be protected during the development review process. Commission members also suggested a small grants program as a possible mechanism to enhance existing neighborhood open space sites.

4. River's Edge Natural Area Update. The construction project broke ground on April 8. Staff is working with the contractor and designer on details including the road, restrooms, bridge, etc. The cost estimate for renovation of the Swartz Homestead structures for public use was approximately \$511,000 (assuming Code variances are granted by the City for the historic structures). Steve McMillan made a motion to propose that the commission write a letter to the Parks & Recreation Dept. Director recommending that no additional staff time or Open Lands funds be spent on renovation of the Swartz Homestead structures. Darren Pape seconded the motion and it carried. Gale Bernhardt will forward a letter to this effect.

5. Open Lands Projects Report. Staff has identified several action items to help improve marketing and public awareness during 2013: website updates, *City Update* articles, property naming and identification signage, and *Leisure Times* advertising. The Parks and Recreation Master Plan Update RFP was sent to five experienced firms, with proposals due April 22. An Open Lands component will be included. Information and results from the Regional Open Space Study and "Plug In to Nature" study will be used. OLAC will have several opportunities to provide input during the development of the Master Plan Update.

6. Annual Spring Waterway Cleanup. April 20th, 9 am-12 noon (*Loveland Civic Center*). The Morey property is currently in very good condition and does not require cleanup, due to staff and volunteer Trail Hosts being good stewards of the property. An Arbor Day planting is also planned for April 20 at River's Edge, to create a buffer along the south property line.

Commission Member Discussion Topics: None.

Adjournment: The meeting was adjourned at 8:45 pm.



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 1

MEETING DATE: May 8, 2013

DESCRIPTION: Swartz Farmstead Structures at River's Edge

SUMMARY:

The Historic Preservation Commission (HPC) continues in their interests and efforts to preserve and restore the Swartz Farmstead structures. Attached is a draft memo from the staff liaison to the HPC outlining some historical information and a timetable of events regarding the structures. The “**additional notes**” are from the City Manager and will be forwarded to HPC soon. Based on current information and costs, as well as the development of River's Edge, staff is interested in a determination on these structures as soon as possible in order to move ahead with a proposal for use of the area for open lands/environmental education and natural area purposes. The HPC would like to have an indefinite time frame to solicit grants, private funding, and volunteers to pursue their interests, which does not fit with the River's Edge development schedules.

Based on a meeting last week with the City Manager, HPC representatives, and staff, the HPC, specifically the Swartz Farmstead Committee, wish to prepare a revised proposal for operation and funding to the City. No timeline was defined; probably 30-60 days to prepare a proposal. OLAC's position and recommendation would be helpful to move ahead with an agreement by the two commissions or eventually a decision by City Council. A demolition permit, which is attached, outlines a defined schedule and process according to City ordinance, which would need to be followed in any circumstance or decision/agreement. This puts into motion a timeline for a determination on the future of the buildings. This timeline would also fit into our site contractor's schedule to provide a proposal and cost for demolition as well as construction of the access and parking lot area.

Commission Discussion/Action Recommended:

- Staff is requesting a statement identifying the specific purpose and desired plan for use of the area in and around the farmstead structures.
- Staff is requesting a recommendation to proceed with submitting a demolition of structures application to the Building Department, and moving ahead with the access/parking lot plan.



FROM: Bethany Clark
TO: Swartz Farmstead Reuse Committee
DATE: April 22, 2013
RE: **Swartz Farmstead Future Use Assessment**

DRAFT

BACKGROUND

On September 17, 2012 City staff met with members of the Historic Preservation Commission, Open Lands Advisory Commission, and Loveland Historical Society regarding the future of the City owned Swartz Farmstead property. To fully understand the condition of the property and the feasibility of the plan proposed by the Loveland Historical Society, the meeting attendees agreed to a process to further study the property. The first step in this process was to conduct a structural assessment of the buildings, the second step to make a decision on the re-use of the Swartz Farmstead buildings, and finally to make a decision on historic designation of the structures.

In December of 2012, the City hired Larsen Structural Design to prepare a structural assessment of the buildings. Subsequently, on February 21, 2013 and then again on March 20, 2013, Andy Carlson from Wattle & Daub Contractors visited the Swartz Farmstead for the purpose of preparing a "ballpark" budget estimate for restoring the structures as proposed by the Loveland Historical Society. The estimates were guided by the structural assessment prepared by Larsen Structural Design and derived from Wattle & Daub's own experience on similar projects. The City of Loveland asked Wattle & Daub to prepare the estimates for the purpose of understanding the magnitude of an adaptive reuse/rehabilitation project.

LHS REUSE ASSESSMENT

The proposal submitted by the Loveland Historical Society outlined uses for each of the structures centered on the concept of creating a living history farm. The LHS proposes to have a live-in manager in the Farm House, reuse the barn for barn dances, demos on sheep shearing, milking, blacksmithing, storing of hay, etc. reuse the chicken shed for raising chickens, and reuse the outbuilding for social events and demonstrations. The LHS also proposes to stabilize and partially close in the loafing/equipment shed, add a dance floor in front and use the structure for a wedding chapel and picnic shelter with outdoor grilling and a band shell. The remaining structures would either be used for storage or stabilized and preserved for educational purposes.

In December of 2012, the City hired Larsen Structural Design to evaluate the structural conditions of the buildings included in the Swartz Farmstead. Though the analysis was limited to observations and did not include load or destructive testing, the report found that most of the buildings would require extensive work to bring the buildings up to code and would likely have significant costs associated with such work. The City then asked Wattle & Daub to prepare a rough order of magnitude estimate based on the

structural evaluation and proposal submitted by the Loveland Historical Society. The estimates submitted by Wattle & Daub recommend that the project be broken into two phases. The first phase would outfit the Farm House as a caretaker's residence, restore the barn, stabilize the silo, and perform abatement of hazardous materials. The second phase would address stabilization and restoration of the remaining buildings and develop the site into an interpretive feature. The costs associated with this work total roughly \$512,000 split into two approximately equal phases.

Add material concerning the cost estimate being based on optimistic assumptions

FUNDING

The general operational plan submitted by the LHS proposes that the monetary contribution provided by the LHS would be a 24/7 live-in manager and continued maintenance of the site, including the buildings. All other funding for restoration of the site, remediation for asbestos and lead paint, utility upgrades, etc. would have to be obtained from grants or the City. Wattle & Daub suggest that the Swartz property could qualify for an EPA Brownfields Grant for cleanup of the asbestos and lead-based paint. These funds, if awarded, could then be used as matching funds for a State Historic Fund Grant. If these grants were secured, Phase I would require little to no expenditure by the City; Phase II would require additional funding to complete. The State Historic Fund is capping grant requests at \$200,000; with a 25% cash match requirement this would leave over \$100,000 that would need to be contributed to the project.

At this time and for the foreseeable 10 years, the City does not have the ability to launch an entirely new program for the purpose of funding a rehabilitation project. The LHS has not made it clear how their end goal will be achieved without impacts on the City's General Fund, nor is it clear how the daily operations and maintenance of the property will be funded if their vision is put in place. The operation and maintenance costs of the Swartz Farmstead would require significant revenue generation to be operationally feasible.

Add material: for capital expenses, no guarantee that grants are available, and that the programs are highly competitive. For operations, the City does not have capacity to fund and generally grants do not cover operations.

OTHER CONSIDERATIONS

The entire farmstead is within the FEMA 100 Year Floodway. FEMA regulations prohibit any of the buildings from being occupied or any moveable objects being stored on the property. However, these restrictions could be waived if the property is placed on the National Register of Historic Places.

The owner and operator of the Timberlane Farm living history farm has communicated their concerns about the LHS proposal for the Swartz Farmstead. It is apparent that the LHS's proposal to operate the Swartz Farmstead as a living history farm would directly compete with Timberlane Farm.

ALTERNATIVE USE

The preferred plan chosen by the Open Lands Advisory Commission for the River's Edge Natural Area signified that the use of the farmstead area was to be determined in the future. There is now a proposed alternative use from the Parks and Recreation Department that conflicts with the proposal submitted by

the Loveland Historical Society. The alternative use includes a secondary parking lot and bus turnaround associated with the secondary entrance to River's Edge off of Railroad Avenue. This use directly conflicts with the Swartz Farmstead structures, though the silo could be retained as a landmark feature.

RECOMMENDATION

The Loveland Historical Society's proposal brings up many questions that may impact the viability of their proposed use of the property. Not only do questions remain about the funding for the rehabilitation of the structures, but there were also concerns about a realistic operating plan for the farmstead after the proposed restoration. The Loveland Historical Society has proposed extensive use of most, if not all, of the structures as part of their vision, though it is not clear how the daily operations and maintenance of the property will be funded following rehabilitation. Additionally, the use proposed by the LHS directly competes with an already established living history farm in Loveland. It is staff's opinion that the proposal submitted by the Loveland Historical Society does not adequately address the funding mechanism associated with a rehabilitation project and continued operations and maintenance. Furthermore, it is not evident how the City would benefit from an additional living history farm that would directly compete with the Timberlane Farm Museum. It is staff's recommendation that the proposal submitted by the Loveland Historical Society is not the best reuse of the Swartz Farmstead.

Substitute something along the lines of the following

The Swartz farmstead buildings are located in a floodway and therefore are at significant risk if restored. The only legally permitted way to occupy the buildings under flood regulations is to place them on the National Register of Historic Places.

Given the costs, Open Lands has no desire to restore and re-use the buildings. However, Open Lands does have a desire to use the property for an entry drive in the Rivers Edge Natural Area, parking, and environmental education.

Given:

- the cost of restoration,
- the continued flood risk to the buildings,
- the lack of need for the buildings for existing funded City programs,
- the need for the property for Open Space purposes,
- the potential long-term difficulties of trying to run a living history farm with volunteers,
- The direct competition for a living history farm already in the community

Staff does not recommend the adoption of the historical proposal submitted. It is recommended that work continue on the possibility of integrating the Open Space proposed use with some preservation of limited key historic elements.

Swartz Homestead process! Outlined by Greg George

STEPS:

1. Property owner submits application to Building Department for demolition permit.
2. Because buildings and structures are on the Loveland Historic Preservation Survey, the Building Department must refer permit to Development Service Department (DSD).
3. Director, or designee, and two members of the HPC meet to determine whether or not the buildings or structure should be nominated for designation as a landmark.
4. If all three agree that the buildings and structures do not meet one or more of the criteria for designation, under architecture, social/cultural or geographic/environment), then Building Department is notified that permit is released for further processing.
5. If any one of the three determine that the buildings and structures do meet one or more of the criteria for designation, then Commission designees must submit an application to the DSD for landmark designation.
6. The DSD must attempt to secure the consent of the owner to such designation before application is accepted as complete.
7. HPC must hold public hearing on the designation application and review for conformance with criteria for designation. Due consideration must be given to written comments from owner. The HPC would then make a recommendation to City Council.
8. Unless the owner consents, in writing, to the designation as a landmark before the City Council hearing, the application is not considered by Council, meaning the buildings and structure are not designated as a landmark. At this point the proceedings for landmark designation have been concluded and the Building Department would be notified that processing the demolition permit could proceed.

City of Loveland

Residential Fast Track Permit Application

Building Division * 500 E 3rd St., Suite 110 * Loveland, CO 80537

General Information (970) 962-2505 * Inspection Line (970) 962-2100 * TDD (970) 962-2620 * FAX (970) 962-2904

Job Site Address:

General Contractor:	License #:	Phone:		
Valuation: \$	Email :			
Electrical Contractor:	License #:	Phone:		
Valuation: \$	Email :			
Mechanical Contractor:	License #:	Phone:		
Valuation: \$	Email :			
Plumbing Contractor:	License #:	Phone:		
Valuation: \$	Email :			
Owner Name:	Phone:			
Address:				
City:	State:	Zip:		
Contact:	Phone:	Fax:		
New A/C	A/C Upgrade	New Furnace	Furnace Upgrade	
Water Heater Upgrade	Siding	Gas Log Installation	Gas Line Extension	Number of Feet
Re-Roof of Structure	Number of Squares		Fire pit	
Demo SF	Affordable Housing	Y N	Number of Stories	
Number of Dwellings	Number of Rooms		Number of Baths	
Total Basement SF	Date of Demo to Water Service		Date of Demo to Electrical Service	
Mobile Home Hook-up Electric _____	Gas _____	Other: (Please explain)		

Work Description: (Please note if electrical meets minimum code requirements)

**** RECEPTACLES FOR HVAC EQUIPMENT:**

A 125-volt, 15- or 20-amp receptacle shall be located at an accessible location for the servicing of heating, air conditioning, and refrigeration equipment. The receptacle shall be located on the same level and within 25 feet of the equipment. For commercial installations where the equipment is located on the building rooftop or outdoors, the service receptacle needs to be GFCI protected. For residential installations, all service receptacles for equipment located at building exteriors, crawlspaces, and unfinished basements shall also have GFCI protection. All exterior receptacles located in damp or wet locations shall be a listed for weather-resistant type. In-use covers are required for receptacles installed in wet locations.

Articles 210.63; 210.8 (A)(B); 406.8 2008 NEC

Permit #:

Received by:

Date:

Approvals:

Total Fees Due: \$

Building Division Comments

Planning Division Comments

Client notification:

This permit type typically has a 48 hour review process, please email this application along with any supporting documentation to eplan-res@cityofloveland.org and we will contact you as soon as it has been completed.



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 2

MEETING DATE: May 8, 2013

DESCRIPTION: Open Lands Tax Funds – Program Philosophy

SUMMARY:

On May 23rd, the City/Town Councils of Loveland, Fort Collins and Berthoud will meet with the Larimer County Commissioners at the regular Joint Elected Officials' Meeting. Regional Study partners are preparing a presentation on the status and findings from the *Our Lands – Our Future* regional study. It is anticipated that following the presentation, there will be discussions and specific questions on either the project or the Open Space tax and its need for extension or whether objectives and progress are being met.

In order to provide information about Loveland's program, staff is preparing some data and facts regarding funds used, sites acquired, locations, partnerships and grants. We will also have a report on the planned use of funds through 2018 as well as how we've prepared for the operational and maintenance needs beyond 2018 should the tax be extended or not. A listing of some of the operational policies and philosophical approach to short- and long-term stewardship of open space properties we currently operate under is listed below:

- Willing seller/willing buyer relationship for acquisitions
- Reserve funding to provide funding for site opportunity acquisitions
- Maximize funds through use of conservation easement acquisitions, donations, grants, and partnerships
- Reserve 15% of annual revenues for long-term operations and maintenance (O&M) of acquired open space areas following 2018
- Fund current operational costs from current revenues (*not reserved long-term O&M funds*)
- Follow the 2003 *City of Loveland Open Lands Plan* policies and site priorities for open space preservation

Commission Discussion/Action Recommended: Discussion and approval of additions to or deletions from the above list to reaffirm OLAC guidance on Loveland's Open Space tax funding and programs.



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: **3**

MEETING DATE: May 8, 2013

DESCRIPTION: Larimer County Regional Open Space Study Update

SUMMARY:

Partners are reviewing the shared vision map created from the results of the first survey. The consultant will incorporate the second survey findings into the vision map once all analysis is complete. The financial component is also nearing completion, creating a regional snapshot of what preservation can be accomplished with the funding that is currently available. The purpose of this shared vision map and financial analysis is to create a resource available for each partner to incorporate into their own Master Planning process. This will be accomplished in a few ways. The first is utilizing information from citizen feedback from both surveys and outreach presentations. Second, GIS mapping layers are being analyzed for each open space type to highlight areas identified as high priorities for preservation, using survey results, *Plug In to Nature* data, resource data from CO Parks & Wildlife, and CO Natural Heritage Program. Third is a financial component that accounts for acquisition costs per acre of the different open space types, as well as current and future development and operation costs.

One goal is to educate the public on what can be accomplished leading up to the renewal of the HPOS tax, and how a tax renewal will further enable us to preserve more wildlife habitat, develop additional urban and regional recreation opportunities, and protect working farms and ranches. In contrast, building current and future operations and maintenance costs into the model will emphasize the reality that some current (county) properties would have to close to public access should the HPOS tax fail to be renewed.

To become more involved in the final product, OLAC members are welcome to attend a Regional Study Advisory Board meeting on May 16 from 6-8 pm in the Cherry Room of the Chilson Senior Center. Results of the *Our Lands – Our Future* study will be presented at the Joint Elected Officials' Meeting hosted by Larimer County on May 23.

Commission Discussion/Action Recommended: Informational.



LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 4

MEETING DATE: May 8, 2013

DESCRIPTION: River's Edge Natural Area Update

SUMMARY:

Site Development

The construction project is advancing as the access road, parking lot, and core area have been cut, and curb and sidewalk have been poured. Restroom shop drawings are being finalized, while pedestrian bridge shops are under review. Staff is designing a construction sign to be placed along 1st street, and will begin ordering site amenities to be installed during the project. Wetland construction will begin on Dragonfly Pond once decisions on proper planting depth and plant material watering requirements are resolved. A meeting is scheduled for May 8 with the wetland scientist and wetland contractor to develop a final consensus.

Open Lands staff finalized an easement agreement with Thompson R2-J, providing access to Ryan's Gulch through the school district property. A crossing agreement is in the final stages of review by Agilent. Draft agreements for both Ryan Gulch and Big Thompson Ditch companies were completed by City Attorney's Office staff and reviewed by Open Lands staff. Comments will be incorporated into the final draft agreement before it is sent out for legal review by both ditch companies.

CO Parks & Wildlife delivered 1,200 10-inch Rainbow Trout to Dragonfly Pond on 4/29. A feed dispenser will be set up, to provide an estimated 6-8 inches of additional growth for the trout by grand opening in fall 2013. Loveland H.S. Honor Students planted more than 170 trees and shrubs in celebration of Arbor Day on 4/27. The project created two wildlife thickets and a buffer along the southern end of the property, and added native willows and alders to the riparian area where field crews have removed numerous invasive Russian olive trees.

Jayhawker Annexation

Open Lands submitted the annexation application to Planning on February 14. The Planning Department has been in contact with the landowner of the enclave adjacent to Jayhawker to add their property to the Jayhawker annexation application, per the IGA with Larimer County requiring enclaves to be annexed.

Commission Discussion/Action Recommended: Informational.



LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: **5**

MEETING DATE: May 8, 2013

DESCRIPTION: Open Lands Projects Report

SUMMARY:

ACQUISITIONS

Big Thompson Canyon Property

Site visits were completed on 4/5 and 4/27 with a majority of OLAC members now having toured the property. Staff met with the landowners on 5/3, and discussed public access to the site, current easements, surrounding property owners, and cultural history. The landowners are in favor of our proposed access and use of the property for future passive recreation including hiking, biking, horseback riding, fishing, and potentially a few remote campsites. The landowners have confirmed there is additional interest in the property, and will notify those groups of their current negotiations with the City of Loveland Open Lands. The landowners have presented staff a firm asking price of the property for discussion with OLAC.

Staff will contact Larimer County to further investigate access to the site across the Big Thompson River and to solidify the County's partnership amount towards the acquisition cost. Staff will also initiate conversations with both public and private landowners of adjacent property through which access is sought for possible regional trail connections.

57th and Taft Property

Staff visited the site in late April and evaluated the property's potential to serve several purposes. It has been identified as an area that could accelerate the process of completing the missing link in the current Recreation Trail in north Loveland. Additionally, this site could provide a regional connection between the Loveland Rec Trail linking to Larimer County and Fort Collins trail segments to the north along Taft/Shields. Fort Collins will be constructing a trail south to Trilby Ave. in 2014 and Larimer County will complete the trail south to the PRPA station, at the northern boundary of this property. The trail linkage is identified in the NFRMPO Regional Bicycle Plan as a route providing connectivity between Berthoud and Fort Collins.

Historically the site contains natural drainages and wetlands. These wetlands have been channelized over time to accommodate farming on the site. Amy Laartz from EDM also

toured the site with staff, and confirmed the property's potential as an initial wetland banking site. An initial banking site is needed to finalize our application for an Umbrella Wetland Mitigation Bank with the Army Corps of Engineers. Preference is given to wetlands with natural drainage that possess the ability to be restored or expanded. Limiting public access is also a condition the Corps considers when evaluating wetlands for the banking program. The trails could be designed to accommodate both the connectivity we desire without impacting the wetlands we aim to protect and enhance.

Big Thompson River West Upland Property

The landowner has initiated the process of a boundary line adjustment for the 4.65 acres to be preserved with the purchase of this property. 50 units of CBT water to be acquired with the purchase have also been secured and will be transferred over to the City following closing at a future Northern Colorado Water Board meeting. The landowner will be given time to clean up a few junk piles on-site before a Phase 1 Environmental Assessment is ordered. Closing is tentatively scheduled for late June.

Rossum Drive Property

A Purchase Contract and Option Agreement have been sent to the landowner for signature. Closing is scheduled for late June, and any lien(s) will need to be resolved prior to closing as Open Lands will only accept a clear title.

PROJECTS

Marketing Plan

The new Parks and Open Lands Planner, Bill Wildenberg, has been tasked with creating an integrated signage program for Open Lands properties, beginning with the River's Edge kiosks and wayfinding signage. Site identification signs will also be developed, once all current sites are named. Staff will begin the public naming process for properties acquired and not yet named in order to initiate this task.

Parks & Recreation Master Plan Update

The Parks & Recreation Master Plan Update Committee will be conducted interviews with three firms on May 2. Once a firm is selected, the project is scheduled to begin in late May, with anticipated completion sometime in early 2014. The *Open Lands Plan* will be updated as part of this process and merged into the *Parks and Recreation Master Plan*, as will all Divisions in the Department. Research and information obtained in the *Our Lands – Our Future* Regional Study could prove beneficial and be utilized to aid in the production of the new Open Lands Plan.