



**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](http://www.cityofloveland.org)

**LOVELAND OPEN LANDS ADVISORY COMMISSION**  
**MAY 14, 2014, 5:30 PM**  
**REGULAR MEETING AGENDA**  
**Parks & Recreation Conference Room, Suite 200**  
**500 E. Third Street, Loveland, CO 80537**

**Notice of Meeting Posted**

**Call to Order**

**Public Comment**

**Approval of Meeting Minutes (April 9, 2014)**

**City Council Liaison Report – Hugh McKean**

**Larimer County Open Lands Advisory Board Report – Hugh McKean/Kerri Rollins**

OLAB Agenda/Minutes online: [http://larimer.org/boards/minutes/openlands\\_advisory\\_board.cfm](http://larimer.org/boards/minutes/openlands_advisory_board.cfm)

**Discussion/Action Items:**

1. Open Lands Division
2. Open Lands Proposed 2015 Budget
3. Property Acquisition Updates

**Reports/Correspondence:**

4. Open Lands Projects Report

**Commission Member Discussion Topics**

**Adjournment**

**Next Meeting Date:** June 11, 2014

Wi-Fi: COLGuest Access Code: *accesswif*

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### CITY OF LOVELAND OPEN LANDS ADVISORY COMMISSION

Regular Meeting Minutes – April 9, 2014

Parks & Recreation Conference Room, 500 E. Third Street, Loveland, CO 80537

**Commissioners Present:** Lori Bell, Gale Bernhardt, Rick Brent, Andy Hawbaker, Ross Livingston, Darren Pape, Jim Roode, Bill Zawacki, Hugh McKean (City Council Liaison), Kerri Rollins (Larimer County Liaison).

**Commissioners Absent:** Ted Mioduski.

**Staff Present:** Rob Burdine, Brian Hayes, Debbie Eley, Marilyn Hilgenberg, Janet Meisel-Burns, Scott Sinn.

**The public meeting was called to order at 5:30 pm.**

**Approval of March 12, 2014 Meeting Minutes:** The following correction to the minutes was made:

City Council Liaison Report: 1) *"The Board of County Commissioners will hold a public hearing on April 14 regarding the code violations on the private property."* Bill Zawacki made a motion to approve the minutes with this correction. Rick Brent seconded the motion and it passed unanimously.

**City Council Liaison Report:** Hugh McKean reported on the following: 1) Larimer County Open Lands Advisory Board agenda packets are being revised, based on feedback from board members. 2) The County's GOCO flood grant was fully funded and includes the Big Thompson Canyon Recreation and Conservation Plan, which Loveland has agreed to partner on. Also, the Water Department has indicated that the City has an easement up over the Narrows section of the canyon which may be useful. 3) Hugh visited the Big T canyon property near Viestenz-Smith with Bill Cahill.

**Larimer County Open Lands Advisory Board Liaison Report:** Kerri Rollins reported on the following: 1) Renewal of the Open Space sales tax is moving forward. The Trust for Public Land will develop polling questions, with polling planned for early May and results available in June. 2) The County's Open Lands Master Plan update kickoff is scheduled for April 30<sup>th</sup>. 3) The County's GOCO flood grant award of \$85K includes funding to repair roads at Hermit Park Open Space, as well as the Big Thompson Canyon Plan. The Big T Restoration Coalition will donate the data collected as part of their overall master plan to the county's project. Rob Burdine added that Loveland also received full funding for our GOCO flood grant request - \$251K plus a 12.3% contingency (\$30K). Projects include repairs at River's Edge Natural Area, Recreation Trail underpass at Hwy 287, and Recreation Trail between Taft and Wilson Ave.

**Discussion/Action Items:**

**1. River's Edge Interim Redevelopment Plan, Schedule, Budget.** Janet Meisel-Burns and Scott Sinn presented plans for interim improvements to temporarily open the site until permanent repairs are complete (including modeling, scour analysis and design work to possibly relocate and protect the parking lot). Interim Alternative 1 includes walk-in access to trails and fishing, with parking available at Centennial Park (estimated cost of \$22K). Alternative 2 would include construction of a temporary recycled asphalt parking lot, as well as access to trails and fishing (estimated cost of \$58K). In both cases, the majority of the Core Area (picnic shelters, boardwalk) would be fenced off for safety. Temporary access would be available from summer through December 2014. The property would then close for permanent repairs from January-June 2015. Permanent repairs may be covered by FEMA but could be denied because the property was not open to the public at the time of the flood. Some temporary work may be considered permanent repair (potentially \$16K), but would not be reimbursed if FEMA denies eligibility. A third alternative would be to leave the property closed until permanent repairs are completed (June 2015). Commission members preferred Alternative 1, because of its lower cost, pressure for public access to the site, and the possibility that the permanent repairs will not be covered by FEMA. Rick Brent made a motion to recommend Alternative 1; Bill Zawacki seconded and the motion passed unanimously. Fencing around the Core Area will be minimized, and restroom access will be provided if possible. A press release will be issued concerning the interim plan and soft opening in summer 2014. Work will continue on restoration of trails, pond access points, and wetlands with GOCO funding. An agreement with the Ryan Gulch and Southside ditch companies has been finalized, allowing access to the ditch road trail and new bridge to Jayhawker.

**2. Parks & Recreation Master Plan Update/Discussion.** Rob Burdine presented the current status of the master plan update and the process used to get to this point (e.g., SWOT analysis, community input and priorities). Two of the policies carried forward from the 2003 Open Lands Plan include allocating 10% of annual revenues for partnership projects, and setting aside 15% of annual revenues for future operations and maintenance. Recommendations of the new plan include integration among Parks & Rec divisions; more public access to open lands; interconnected system of trails, parks and open lands; and more access to water for recreation. Specific open lands recommendations are additional acquisitions within and outside the GMA, urban and regional trail corridors, and renewing the Open Space sales tax. Categories of open lands properties are recommended, based on their use and function. All trails should be inventoried, including hard- and soft-surface. Private HOA parks, open lands and trails are not tracked or included in this plan. However, the plan will note that private HOA lands provide additional access and amenities in certain neighborhoods and lessen impacts on the City's facilities. The plan can be implemented with current revenues, including capital expansion fees, with the exception of a new recreation center and new community park. "Quick-win" projects are recommended for open lands, to provide public access quickly by developing and opening sites already owned. Marketing and public outreach about new sites can also benefit the renewal of the sales tax by noting "Funded by Larimer County Open Space Sales Tax." Kerri Rollins also suggested purchasing

properties that are available now and reconsidering a Loveland open space tax for the funding to develop and open them.

**3. Big Thompson River Property Initial Reviews.** These two properties are located south of Fairgrounds Park and are zoned Industrial (and Commercial for a small eastern parcel) in Larimer County. They are within the floodway/floodplain, with existing uses grandfathered in, including rental properties for residential and commercial uses. An additional parcel under separate ownership, adjacent to the west of the Fire Training Grounds, is under contract for purchase by the Fire Department. Commission members were in favor of pursuing the eastern parcels (with pond and river frontage), and less favorable towards the western parcel with more structures. However, an exchange of property with the Fire Department may be beneficial to all parties, to accomplish the goals of a river overflow channel, improvements to Railroad Avenue, additional open space and trails, fire training facilities outside the floodway, and improved access during future flood events. A site visit will be scheduled for commission members.

**Reports/Correspondence:**

**4. Open Lands Projects Report.**

GOCO Flood Restoration Grant Awards. Staff attended the GOCO board meeting in Lyons when they approved \$5M in flood grants, followed by a grant award press conference with the Governor.

Flood Updates:

*Morey Wildlife Reserve* – A “toe wood” structure has been installed to protect the banks of an overflow channel northwest of the old pond. A Workenders group is scheduled to seed the 10-acre pond area on 4/13. Volunteers will help clean up the property as part of the City’s annual Spring Waterway Cleanup on 4/19.

*Namaqua Natural Area* – Debris removal is complete. Fencing was replaced with River’s Edge-style two-rail fence.

Environmental Ed. at Namaqua Park/Natural Area. The temporary location for the new Urban Wilderness Program is Namaqua Park. Five new stations and portable signage will accommodate the 15 program days scheduled for this spring. Volunteers are currently being recruited and trained to teach the curriculum to 4<sup>th</sup> and 5<sup>th</sup> grade students.

Property Acquisition Updates:

*Cedar Cove* – Staff met with Larimer County Natural Resources and Engineering staff on 4/7 to discuss the Cedar Cove area. The county owns a number of parcels in the area and agreed to partner on parking, public access, ownership, and management. In discussions with the owners of the 480-acre property along Cedar Creek, staff learned that they may want to retain some river frontage and upland acreage. River access is important to the public and property value would also be affected. Staff will forward a list of appraisers to the owners.

*CGRW Property* – The owners could not replace this property elsewhere and would like to retain this property for at least the near future.

*Morey Area Properties* – Staff will meet with the landowners to discuss possible fee simple acquisition.

*57<sup>th</sup> & Taft Property* – Landowners would consider a trade for more developable land or an agreement for the City to purchase the entire site. Staff will pursue.

*Swisher Property* – A public meeting will be held on 4/14 with the Board of County Commissioners regarding the county code violation.

**5. Spring Waterway Clean-up – Saturday, April 19<sup>th</sup> at 9:00 am.** The Open Lands Advisory Commission has “adopted” Morey Wildlife Reserve as part of the City’s Adopt-a-Waterway Program. OLAC members are encouraged to attend the clean-up if possible.

**Adjournment:** The meeting was adjourned at 8:25 pm.



## LOVELAND OPEN LANDS ADVISORY COMMISSION

**AGENDA ITEM:** **2**

**MEETING DATE:** May 14, 2014

**DESCRIPTION:** Open Lands Proposed 2015 Budget

### **SUMMARY:**

#### **2015 Budget Schedule:**

May 9, 2014 – CORE budgets distributed to Departments

May 14, 2014 – Budget information presented and discussed with OLAC

June 13, 2014 – Department Budgets due to Budget Office

July 14, 2014 – Budget Conferences with City Manager and Departments

September 9, 2014 – Study Session on 2015 Recommended Budget

October 7, 2014 – Public hearing & First Reading of 2015 Budget

October 21, 2014 – Second Reading of 2015 Adopted Budget

**2A: Budget Office 2015 Directives** that drive how the Open Lands budget is being prepared for 2015 include:

- No inflationary increase for operating line items.
- 3.5% salary merit/market adjustment to the City's Pay Plan.
- General liability insurance and Workers Comp figures are determined by the Risk Management Division based on historical averages. No changes in health insurance rates.

## 2B. Open Lands Proposed CORE Budget

Each department has been given a CORE 2015 operating budget from the Budget Division and must manage its services and facilities with the designated CORE budget (2015 CORE budgets are based on 2014 budget levels).

	2014 Budget	2015 CORE	Difference	Explanation
Open Lands Operations	\$494,760	\$500,490	\$5,730	Wage & benefit changes

## 2C. 5-Year Capital Requests in the City's Strategic Financial Plan

### 2015-2019 Capital Requests Submitted for the City's Strategic Plan

OPEN LANDS TAX						
PROJECTED FUNDS	2015	2016	2017	2018	2019	TOTAL
Capital Outlay						
Acquisitions	3,200,000	1,551,000	800,000		40,000	5,591,000
Partner Projects	200,000	300,000	400,000			900,000
Restoration/Site Development	1,270,000	1,000,000	375,000	200,000	250,000	3,095,000
<b>Total Expenditures</b>	<b>4,670,000</b>	<b>2,851,000</b>	<b>1,575,000</b>	<b>200,000</b>	<b>290,000</b>	<b>9,586,000</b>

## Open Lands – 2015 Proposed Budget

The Parks & Recreation Department administers and manages the Open Lands Program to identify, acquire, and maintain areas in conformance with the Open Lands Plan. Funding is from a portion of the Larimer County Open Space sales tax of a quarter-cent, which was approved through 2018, and through capital expansion fees. There are currently 2,300 acres of open lands preserved through these funding sources. To ensure the City's ability to maintain these areas after the sunset of the tax, 15% of revenue is annually added to a reserve for future years' maintenance.

### OPEN LANDS

EXPENSE BY DIVISION/Program	'13 Actual	'14 Revised Budget	'15 Budget Proposed
PERSONNEL SERVICES	313,010	360,900	370,060
SUPPLIES	18,960	36,050	36,050
PURCHASED SERVICES	28,810	94,380	94,380
CAPITAL	<u>2,615,350</u>	<u>2,095,000</u>	<u>4,670,000</u>
<b>Total Expense</b>	<b>2,976,130</b>	<b>2,586,330</b>	<b>5,170,490</b>
 <b>REVENUE</b>			
INTERGOVERNMENTAL	1,874,670	1,800,000	1,800,000
INTEREST	-91,930	144,590	259,850
OTHER	<u>271,600</u>	<u>203,000</u>	<u>3,000</u>
<b>Total Revenue</b>	<b>\$2,054,340</b>	<b>\$2,147,590</b>	<b>\$2,062,850</b>
<b>FTE</b>	<b>3.75</b>	<b>3.50</b>	<b>3.50</b>

### 2015 Budget Changes:

- 3.5% Increase on Wages Pool for Market/Merit
- Capital:
  - o Acquisitions
  - o River's Edge Area Renovation, Morey Parking and Flood Areas

**Commission Action Recommended:** Informational.



## LOVELAND OPEN LANDS ADVISORY COMMISSION

**AGENDA ITEM:** **5**

**MEETING DATE:** May 14, 2014

**DESCRIPTION:** Open Lands Projects Report

### **SUMMARY:**

#### River's Edge Natural Area

The interim plan is expected to be implemented for a soft opening in mid-July. Plans include walk-in access, restrooms, signage, trails and fishing access. Temporary fencing will be installed around the damaged core area, along with other fencing and gate repairs for safety. GOCO funding can be used for repairs. About 70 volunteers from Comcast installed the foot trail from the Thompson School District building to the south end of Sandpiper Pond. The new trail will open when the interim plan is complete and the property is opened to the public. CPW stocked 1,500 trout into Dragonfly Pond on 4/1, along with 500 into Jayhawker South.

Plans for permanent repairs/redesign of the core area and parking lot are pending.

#### Morey Wildlife Reserve

The Spring Waterway Cleanup volunteer project on 4/19 was successful, with 25-30 volunteers and 4 staff members cleaning up approximately 40 cubic yards of debris. A contract for seeding will include the areas disturbed along the trail/road through the site (as well as other natural areas along the river corridor disturbed by the flood, including Wild, Namaqua, Brose). The Phase I report assessing damage and developing options for permanent projects should be completed shortly, including modeling and design.

#### Environmental Education Spring Program

The new Urban Wilderness Program is underway at Namaqua Park. Staff and volunteers have adapted well to the new curriculum and 15 program days are scheduled through May. Initial feedback has been positive.

**Open Lands Advisory Commission Recommended Action:** Informational.