



## 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 11, 2016 – 5:30 PM

#### REGULAR MEETING AGENDA

Parks & Recreation Conference Room, Suite 200  
500 E. Third Street, Loveland, CO 80537

[www.CityofLoveland.org/OpenLands](http://www.CityofLoveland.org/OpenLands)

#### Notice of Meeting Posted

#### Call to Order

#### Public Comment

**Approval of Meeting Minutes:** April 13, 2016

**City Council Liaison Report – Hugh McKean**

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

[OLAB Agenda/Minutes](#)

#### 5:30-6:15 pm Reports/Correspondence:

1. Property Acquisition Updates (*verbal*)
2. Open Lands Projects Report (*attached*)
3. Trail Updates (*attached*)

#### 6:15-7:00 pm Discussion/Action:

4. Open Lands Policy Review – OL-18 Management/Stewardship Policy (*attached*)
5. 2017 Proposed Open Lands & Trails CORE Budgets (*to be distributed at meeting*)
6. Property Review – West Big Thompson River (*to be distributed at meeting*)

#### Executive Session (*if necessary*)

(24-6-402(4)(a) C.R.S.) *For information or discussion of the purchase or acquisition of real property*

#### Reminders/Events:

[May City Update](#) Feature Article on Open Lands (*link to newsletter online*)

May 14 – [Dog Day Afternoon at River's Edge Natural Area](#) – visit stations to learn about recreating responsibly with your on-leash dog

May 19 – [PEEPs Program](#), "Of Trees and Stars" at Namaqua Park, 9:30 & 11 am

June 4 – [Featured Site of the Month at Morey Wildlife Reserve](#) – guided bird walk & family nature walk, volunteer trail-building project for National Trails Day, and children's activities

#### Commission Member Discussion Topics

#### Adjournment

**Next Regular Meeting:** June 8, 2016



## 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)

### CITY OF LOVELAND OPEN LANDS ADVISORY COMMISSION

Regular Meeting Minutes – April 13, 2016

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

**Commissioners Present:** Gale Bernhardt, Andy Hawbaker, Ross Livingston, Jim Roode, Nathan Thompson, Jean Whittaker, Bill Zawacki, Hugh McKean (City Council Liaison), Kerri Rollins (Larimer County Liaison).

**Commissioners Absent:** Rick Brent, Darren Pape.

**Staff Present:** Elizabeth Anderson, Debbie Eley, Brian Hayes, Marilyn Hilgenberg.

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

**Public Comment:** Kathy Hartman, 945 E. 6<sup>th</sup> St., provided an update on recent bird activity on open lands and other areas. Kathy also inquired about OLAC's review of the "acquisition matrix."

**Approval of March 9, 2016 Meeting Minutes:** Gale Bernhardt made a motion to approve the minutes as written; Nate Thompson seconded. The minutes were approved unanimously as written.

**Larimer County Open Lands Advisory Board Report.** Kerri Rollins reported on the following items:

1) Volunteers are helping to build the new Hidden Valley trail at Devil's Backbone, which is about ¾ complete; 2) the county's closing on Malchow Farm in S. Berthoud is scheduled for April 14<sup>th</sup>; 3) the GOCO Inspire RFP is posted, for a planning effort to engage the community to get youth outdoors; 4) the county was invited to apply for a GOCO Protect Initiative grant for a 2,700-acre foothills project west of Fort Collins and Loveland with 4 transactions/landowners; 5) the county is working with the Nature Conservancy on the CDPHE cleanup of tires at the Roberts Ranch with a \$1M grant; 6) the Dept. of Natural Resources will secure a low-interest (0.2%) interdepartmental local from Solid Waste with an 8-year payback.

**City Council Liaison Report.** Hugh McKean reported on the following items: 1) City Council saw the final draft of the updated Comprehensive Plan (*Create Loveland*) on 4/12. This is an advisory, guiding document that informs other plans, such as the Parks & Recreation Master Plan, Capital Plan, etc. Council will review and vote on the Comp Plan at a future meeting; 2) the Youth Advisory Commission presented a request for an ordinance to treat vaporizers like cigarettes; 3) Hugh is a candidate for CO House District 51; 4) plans for the Hwy 34 rebuild will be presented to Council soon; 5) CDOT is seeking grants to add a 3<sup>rd</sup> lane to I-25 between Hwy 402 and Prospect Rd., and construction of a 3<sup>rd</sup> lane up the Berthoud hill is scheduled to begin this spring.

#### Reports/Correspondence:

**1. Property Acquisition Updates.** Brian reported that the 79-acre Pfeiff property on E. 1<sup>st</sup> St. is under contract to close on 4/29. The 8-ac Nicholson Tract T property east of Oxbow NA will close on 5/20. The 12-ac Mihelich property east of Namaqua Skyline is scheduled to close on 5/31. The 78-ac Ward Trust property west of Morey Wildlife Reserve may close as early as August. This is an option contract through the Trust for Public Land. The county will present an initial review to OLAB soon for their partnership. GOCO funds will also be used at closing.

**2. Open Lands Projects Report.** “Quick-win” trails are complete at Morey, Oxbow, Kings Crossing and Old St. Louis. Parking lots at Kings Crossing and Old St. Louis are also finished. Sites will officially open once sign kiosks are installed and rules posted, anticipated in May. The Morey pond restoration project is underway. This is a \$75K project funded by several grants, with the City’s share about \$17K. Arbor Day will be celebrated with tree plantings at River’s Edge and Mehaffey Park, including several cottonwoods from Ketterer’s. Also at River’s Edge, a volunteer planting project for native milkweed is planned for May 7, in coordination with the *Site of the Month* event. The Swisher property has been graded and plans for a small parking area will be reviewed by the city’s Development Review Team. Additional parking, including ADA spaces, is desired in this area for close public access to ponds. The culvert has been installed over the Ryan Gulch for pedestrian access from Carlisle. Fencing, trails and signage will be completed in-house as much as possible to keep costs down. Environmental Education programs are in full swing, with school field trips, guided bird walks, planting projects, and *Site of the Month* on May 7 and *Dog Day Afternoon* on May 14. A trail update was provided for several segments in various phases of planning, design and construction.

**Discussion/Action:**

**3. Proposed 2017 Open Lands & Trails Budget Process.** The Open Lands budget includes properties slated for acquisition, equipment purchases and \$2M in rollovers from 2015 to be used for the Pfeiff and Nicholson acquisitions. The 2016 budget includes \$8.4M in expenditures for capital purchases, resulting in a balance of \$3.3M for the start of 2017. The Trails budget includes two funding sources, Colorado Lottery (Conservation Trust) funds and the Trails CEF. The Trails budget does not address underpasses at roads and railroads. The department may ask for underpasses to be included in the pedestrian plan or in a possible sales tax for streets, a recreation center and other items that aren’t funded other ways. Thompson R2-J School District may have a \$350M mill levy override and bond issue on an upcoming ballot and Larimer County may have a mental health sales tax ballot issue. Council will consider all issues before placing a sales tax item on the 2017 ballot. CORE budgets include the operational cost of new acquisitions based on an average cost per acre by property type.

**Executive Session.** The regular session was suspended and Executive Session convened at 7:08 pm. Executive Session was adjourned at 7:45 pm and the regular session reconvened.

**Reminders:**

1. PEEPs preschool programs are scheduled for April 21 at Namaqua Park.

**Adjournment:** The meeting was adjourned at 8:00 pm.



## LOVELAND OPEN LANDS ADVISORY COMMISSION

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

**MEETING DATE:** May 11, 2016

**DESCRIPTION:** Open Lands Project Report

### **SUMMARY:**

**Quick Win Projects** – Oxbow and Mariana Butte Natural Areas are both open for walk-in access. All five new/restored sites, including Oxbow, Mariana Butte, Morey Wildlife Reserve, Kings Crossing and Old St. Louis, are planned to be open in the next week or so, once sign kiosks with site maps are installed and rules are posted, weather permitting. The May [City Update](#) [insert](#) features open lands and natural areas that are open for public access throughout the city.

**River's Edge** – The Open Lands *Site of the Month* event on May 7 went well considering the blustery spring weather. Nearly 70 hardy volunteers planted 1,700 native milkweed plants along the shores of Sandpiper and Bass Ponds. The guided bird walk led by Helmut Retzer included 12 attendees, and about a dozen families participated in nature activities hosted by Michele and the Env. Ed. volunteers at the picnic shelter. However, the family nature walk was cancelled due to weather and lack of participants. A dozen bull elk made an appearance for the event and allowed for many photo opportunities by visitors and volunteers alike.



Another special event, [Dog Day Afternoon](#), is planned for this Saturday, May 14, when visitors will have the opportunity to learn about responsible pet ownership and natural area stewardship. Stations throughout the site sponsored by local businesses will present information about equipment selection and training opportunities. Local open lands and parks to visit with dogs will also be highlighted, along with the allowed uses and rules of each area.

Plans for a small parking lot and trails connecting into River's Edge from the Swisher property are being reviewed through City processes. Plans have been slightly delayed due to aligning the driveway with access to Centennial Park for safety purposes.

**Morey Wildlife Reserve** – The majority of the pond restoration project was completed in May, with seeding of 6.6 acres and installation of about 3,500 native wetland and riparian container plants and bare root stock by the National Emergency Grant Conservation Corps crew and volunteers. The site will be officially re-opened in the next week or two, when the kiosk is updated with new signage. Morey will be the featured *Site of the Month* on June 4, with a guided bird walk, family nature walk, and volunteer trail-building project for National Trails Day.

**Environmental Education/Public Outreach** – The spring Environmental Education field trip season is in full swing at River's Edge, with 4-5 grade school programs scheduled each week through May. Staff and volunteers are getting accustomed to the new site and making adjustments as needed. PEEPs preschool programs are still very popular, with 20-30 children in each session, and programs are now scheduled outdoors for the summer season. The April *River Ecology for Anglers* class was cancelled due to snowy weather and will be rescheduled if possible.



## LOVELAND OPEN LANDS ADVISORY COMMISSION

**AGENDA ITEM:** 3

**MEETING DATE:** May 11, 2016

**DESCRIPTION:** Trail Updates

### **SUMMARY:**

Wilson Bridge and Taft/Wilson Trail – Engineering should be completed this August and construction is anticipated to start in early October. Construction of the new bridge, trail improvements and the Stormwater outfall at Riker Court will all be constructed together. This work will occur in the fall/winter of 2016-2017 with the trail reopening in the spring of 2017. Ayres has been working on the FEMA scope change requests and staff hopes to send an addendum to FEMA in late May. FEMA indicated they would be working on the scope change requests from the City of Loveland once all information is submitted. We should have a better indication of their approval later in June or July.

Long View Corridor Trail – A kick-off meeting with all 3 agencies and the consultant was held on May 2. A draft schedule was issued and due to scope changes and other design issues, the project will not be ready to bid until the spring of 2017. The schedule indicates this project may not bid until April 2017 which will delay the construction of our 2 bridge crossings of the Louden Ditch until fall of 2017. Bottom-line – the trail will not open until May or June 2018. This is a significant change to the overall schedule and Loveland will be pushing to move this project forward as quickly as possible but since this is a joint project the consultant must have all plans completed, cleared through CDOT and environmental before the contract can advertise for bids. All 3 agencies have some design issues that affected the schedule including the addition of our 57<sup>th</sup> St. turn lane into the Sunset Vista trailhead parking area. The good news is that our grant funds don't expire until July 2018 so we are still within the overall grant funding schedule.

Front Range Trail – Staff met with the County and received approval for a narrower sidewalk, detached from the roadway for the project. The sidewalk will be at least 6 foot wide on CR11C and 8 foot wide as it parallels CR30. Both grant funding partners also approved of the proposed changes and staff will begin the redesign later this month. The redesign will take about 6 weeks to complete to a 95% level of design. A review by CDOT will occur at this level of design. We will need to contact Pinyon to address any additional environmental clearances for the new alignment. Bidding and construction is now postponed until early fall.

Trail Segment 10b – Namaqua to West US 34 underpass – JUB Engineering has completed preliminary design and feels the bridge at VSMP can be reset for this ditch crossing. This is great news and will save some of the costs anticipated for a new bridge for this trail section. Plans for review will be issued by the end of June. Once the bridge plans are complete we will be sending them to GLIC for their review and approval. Staff anticipates trail construction to start this fall, after irrigation season, in preparation for a spring 2017 opening. Staff will be preparing the trail plans once we get the bridge plans completed and approved by GLIC.

Boyd Lake Trail Easement & Construction –The only remaining trail item is the asphalt work, which is delayed until the batch plants open.

**Commission Action Recommended:** Informational.



**PARKS AND RECREATION DEPARTMENT**  
Civic Center • 500 East Third Street • 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

**AGENDA ITEM:** **4**

**MEETING DATE:** May 11, 2016

**DESCRIPTION:** Open Lands Policy Review – OL-18 Management/Stewardship Policy

**SUMMARY:**

Policies and Procedures for Open Lands are reviewed annually by Open Lands Staff and every five years by Open Lands Staff with the Open Lands Advisory Commission. In February, OLAC reviewed and recommended approval of the majority of the Open Lands Policies, with the exception of OL- 6 Signage and OL-18 Management and Stewardship Process and Plans, which required more extensive revisions to more closely align with current practices. The attached draft Policy OL-18 includes red-lined changes to the policy and the management and stewardship processes and plan templates. A revised Policy OL-6 will be presented at a future meeting for review.

**Commission Action Recommended:** Review and recommend the attached Open Lands Policy to the Open Lands and Trails Manager and the Director of Parks and Recreation.



**SUBJECT:** Policy Regarding Management and Stewardship Process and Plans

**EFFECTIVE DATE:** March-May 2016

**REVIEW SCHEDULE:** Annually in January by Open Lands Staff. Every five years by Open Lands Advisory Commission (OLAC) or more frequently if recommended by staff.

**PURPOSE:** To establish a procedure for the management and stewardship of Natural Areas, Open Lands properties, and conservation easements acquired for the Open Lands Program.

**SCOPE:** Natural Areas, Open Lands and Conservation Easements acquired by the City of Loveland

**RESPONSIBILITY:** Open Lands Staff and Open Lands Advisory Commission

**BACKGROUND:** Open Lands Staff follows the attached Management Plan Process and Stewardship Plan Process recommended by OLAC in November 2010. Depending on the outcome of the process, staff follows the attached Management Plan Template or Stewardship Plan Template.

**APPROVAL:**

---

Elizabeth R. Anderson  
Director, Parks and Recreation

---

Marilyn Hilgenberg  
Open Lands and Trails Manager

**POLICY:**

Properties and conservation easements acquired by the City of Loveland for the Open Lands Program will be managed according to a management or stewardship plan developed for each site. The attached Management Plan Process and Stewardship Plan Process provide a framework for evaluating properties for the need for a management or stewardship plan and a process to develop and implement a plan. Properties will be evaluated on several factors to determine whether a management or stewardship plan is appropriate. Criteria include: infrastructure (one-time capital) costs; ongoing management and maintenance costs; location, remoteness, accessibility, and capacity of the site; and surrounding properties (connections). Management plans are developed with public input for sites where public access is envisioned. Stewardship plans are written for properties where public access is not currently being considered in the near term. Stewardship plans can may be re-evaluated if conditions change that may warrant a full management plan.

Each The Management Plan process and Stewardship Plan process each represent s potential steps in developing a plan. Specific steps utilized for a given plan will be dependent upon the complexity of the plan and the circumstances associated with a specific property. Potential management costs may be included in property evaluations during the acquisition process, when evaluating suitable appropriate activities on the site.



The attached Management Plan Template and Stewardship Plan Template are used to develop each plan, depending on the outcome of the process above. Each outline represents a potential template. Specific elements of each plan will be dependent upon the circumstances associated with a specific property.

Parcels with connectivity/adjacency to existing conserved open lands and natural areas may be added to existing management and stewardship plans if conditions are similar and management needs are determined to be comparable.

# MANAGEMENT PLAN PROCESS

## FOR CITY OF LOVELAND OPEN LANDS NATURAL AREAS

The following represents potential management planning process steps. Specific steps utilized for a given management plan will be dependent upon the complexity of the management plan and the circumstances associated with a specific property.

### 1. PROJECT VISION AND VALUES

Open Lands Plan 2003-2014 Parks & Recreation Master Plan

Open Lands Advisory Commission

Natural AreasOpen Lands Staff

Determine desired values and uses during acquisition process

Determine need for stewardship plan vs. management plan by considering the following criteria:

- Infrastructure costs
- Management and maintenance costs
- Capacity of the site
- Surrounding properties
- Remoteness/accessibility of the site
- Open Space Management Type

Develop plan within 12 months; Management Zone(s) 1-4

(If stewardship plan determined, follow Stewardship Plan Process and Template)

### 2. INFORMATION IDENTIFICATION/NEEDS

Natural AreasOpen Lands Staff

Stakeholders

Identify appropriate resource advisory team members

Accumulate information from site visits and other sources

### 3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

Natural AreasOpen Lands Staff

Resource Advisory Team

Public

Identify opportunities and areas of special concern

### 4. PUBLIC WORKSHOP

Natural AreasOpen Lands Staff

Open Lands Advisory Commission

Public

Identify opportunities and areas of special concern

### 5. DEVELOP INITIAL DRAFT PLAN

Natural AreasOpen Lands Staff

Develop initial draft plan using all acquired information

### 6. DRAFT PLAN REVIEW

Natural AreasOpen Lands Staff

Resource Advisory Team

Review draft management plan

### 7. DRAFT PLAN REVIEW – PUBLIC WORKSHOP

Natural AreasOpen Lands Staff

Open Lands Advisory Commission

Public

Review draft management plan

### 8. DEVELOP FINAL DRAFT PLAN

Natural AreasOpen Lands Staff

Develop final draft management

### 9. FINAL PLAN RECOMMENDATION

Open Lands Advisory Commission

Make recommendation regarding final management plan

### 10. FINAL PLAN APPROVAL

Parks and Recreation Director

Review and approve final management plan

### 11. IMPLEMENT MANAGEMENT PLAN

Natural AreasOpen Lands Staff

# STEWARDSHIP PLAN PROCESS

## FOR CITY OF LOVELAND OPEN LANDS NATURAL AREAS

The following represents potential stewardship planning process steps. Specific steps utilized for a given stewardship plan will be dependent upon the complexity of the stewardship plan and the circumstances associated with a specific property.

### 1. PROJECT VISION AND VALUES

Open Lands Plan 2003-2014 Parks & Recreation Master Plan

Open Lands Advisory Commission

Natural AreasOpen Lands Staff

Determine desired values and uses during acquisition process

Determine need for stewardship plan vs. management plan by considering the following criteria:

- Infrastructure costs
- Management and maintenance costs
- Capacity of the site
- Surrounding properties
- Remoteness/accessibility of the site
- Open Space Management Type

Develop plan within 90 days12 months; Management Zone 0

(If management plan determined, follow Management Plan Process and Template)

### 2. INFORMATION IDENTIFICATION/NEEDS

Natural AreasOpen Lands Staff

Stakeholders

Identify appropriate Resource Advisory Team members

Accumulate information from site visits and other sources

### 3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

Open LandsNatural Areas Staff

Resource Advisory Team

Open Lands Advisory Commission

Identify opportunities and areas of special concern

### 4. DEVELOP INITIAL DRAFT PLAN

Open LandsNatural Areas Staff

Develop initial draft plan using all acquired information

### 5. DRAFT PLAN REVIEW

Open LandsNatural Areas Staff

Resource Advisory Team

Review draft stewardship plan

### 6. DEVELOP FINAL DRAFT PLAN

Open LandsNatural Areas Staff

Develop final draft stewardship plan

### 7. FINAL PLAN RECOMMENDATION

Open Lands Advisory Commission

Make recommendation regarding final stewardship plan

### 8. FINAL PLAN APPROVAL

Parks and Recreation Director

Review and approve final stewardship plan

### 9. IMPLEMENT STEWARDSHIP PLAN

Open LandsNatural Areas Staff

# MANAGEMENT PLAN TEMPLATE FOR CITY OF LOVELAND OPEN LANDS NATURAL AREAS

The following represents a potential ~~M~~anagement ~~P~~lan template. Specific elements of a given ~~M~~anagement ~~P~~lan will be dependent upon the circumstances associated with a specific property.

## 1. INTRODUCTION

- 1.1 Purpose and Objectives of the Plan
- 1.2 History
- 1.3 Scope and Organization of the Plan
- 1.4 Public and Agency Involvement

## 2. EXISTING CONDITIONS

- 2.1 Overview
- 2.2 Natural Resources
- 2.3 Visual Resources
- 2.4 Cultural Resources
- 2.45 ~~Socioeconomic Resources~~Existing Improvements
- 2.5 Water and Mineral Rights

## 3. ~~OPPORTUNITIES, CONSTRAINTS, AND PLANNING ISSUES~~

- 3.1 ~~Overview~~
- 3.2 ~~Natural Resource Opportunities, Constraints, and Planning Issues~~
- 3.3 ~~Outdoor Recreation Opportunities, Constraints, and Planning Issues~~
- 3.4 ~~Environmental Education Opportunities, Constraints and Planning Issues~~

## 4. MANAGEMENT PLAN

- 4.1 Overview
- 4.2 Natural Resources Management
- 4.3 ~~Outdoor Recreation~~Visitor Management and Education
- 4.4 ~~Environmental Education~~ Opportunities
- 4.5 Cultural Resource Management
- 4.6 ~~Summary of Implementation Steps, Phasing, and Costs~~Management Plan Implementation

## 5. APPENDIX A: Species Lists

## 6. APPENDIX B: Deed of Conservation Easement

## 7. APPENDIX C: ~~Management Zone~~Open Space Management Type Descriptions

## 8. BIBLIOGRAPHY

# STEWARDSHIP PLAN TEMPLATE FOR CITY OF LOVELAND OPEN LANDS NATURAL AREAS

The following represents a potential ~~S~~tewardship ~~P~~lan template. Specific elements of a given ~~S~~tewardship ~~P~~lan will be dependent upon the circumstances associated with a specific property.

## 1. INTRODUCTION

- 1.1 Purpose and Objectives of the Plan
- 1.2 History
- 1.3 Scope and Organization of the Plan
- 1.4 Stakeholder Involvement

## 2. EXISTING CONDITIONS

- 2.1 Overview
- 2.2 Natural Resources
- 2.3 Visual Resources
- 2.4 Cultural Resources
- 2.5 ~~Socioeconomic Resources~~ Existing Improvements
- 2.6 Water and Mineral Rights

## 3. ~~OPPORTUNITIES, CONSTRAINTS, AND PLANNING ISSUES~~

- 3.1 ~~Overview~~
- 3.2 ~~Natural Resource Opportunities, Constraints, and Planning Issues~~
- 3.3 ~~Cultural Resource Opportunities, Constraints, and Planning Issues~~

## 4. STEWARDSHIP PLAN

- 4.1 Overview
- 4.2 Natural Resources Management
- 4.3 Cultural Resources Management
- 4.4 ~~Summary of Implementation Steps, Phasing, and Costs~~ Stewardship Plan Implementation

## 5. APPENDIX A: Species Lists

## 6. APPENDIX B: Deed of Conservation Easement

## 76. BIBLIOGRAPHY