



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

February 14, 2018 – 5:30 PM

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

www.CityofLoveland.org/OpenLands

Notice of Meeting Posted

Call to Order

Public Comment

Approval of Meeting Minutes: January 10, 2018

City Council Liaison Report

[**Larimer County Open Lands Advisory Board Liaison Report**](#)

Open Lands Advisory Commission Group Photo

5:45-7:00 pm – Discussion/Action Items:

1. North Front Range Metro. Planning Org. Non-motorized Corridors – Ryan Dusil, NFRMPO
2. Big Thompson River Master Plan – Chris Carlson, Stormwater Engineering
3. Open Lands Policy Updates
4. Boards & Commissions Appreciation Event

7:00-7:30 pm – Reports/Correspondence:

5. 2017 Annual Report
6. Property Acquisition Updates
7. Open Lands Projects Report
8. Trail Updates

Executive Session (if necessary)

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

Events/Reminders/News:

[Christmas trees to improve Loveland fishing pond](#) – Loveland Reporter-Herald, Jan. 10, 2018

February 15 – [PEEPs Preschool Program "Busy Little Squirrels" at Loveland Library, 9:30 and 11:00 am](#)

March 3 – [Guided Bird Walk at River's Edge Natural Area, 9:00-10:30 am](#)

March 8 – Boards & Commissions Appreciation Event at Police & Courts Bldg, 810 E 10th St., 5:30-7:30 pm

March 8 – [Informational Open House - Volunteering with Open Lands, at Parks & Rec Admin Office, 6:00 pm](#)

March 20-23 – [Volunteer Training for Environmental Education Programming at River's Edge, 8:30 am-12 pm](#)

Commission Member Discussion Topics

Adjournment

Next Regular Meeting: March 14, 2018

The City of Loveland is committed to providing an equal opportunity for services, programs and activities and does not discriminate on the basis of disability, race, age, color, national origin, religion, sexual orientation or gender. For more information on non-discrimination or for translation assistance, please contact the City's Title VI Coordinator at TitleSix@cityofloveland.org or 970-962-2372. The City will make reasonable accommodations for citizens in accordance with the Americans with Disabilities Act (ADA). For more information on ADA or accommodations, please contact the City's ADA Coordinator ADACoordinator@cityofloveland.org or 970-962-3319.

"La Ciudad de Loveland está comprometida a proporcionar igualdad de oportunidades para los servicios, programas y actividades y no discriminar en base a discapacidad, raza, edad, color, origen nacional, religión, orientación sexual o género. Para más información sobre la no discriminación o para asistencia en traducción, favor contacte al Coordinador Título VI de la Ciudad al TitleSix@cityofloveland.org o al 970-962-2372. La Ciudad realizará las acomodaciones razonables para los ciudadanos de acuerdo con la Ley de Discapacidades para americanos (ADA). Para más información sobre ADA o acomodaciones, favor contacte al Coordinador de ADA de la Ciudad en ADACoordinator@cityofloveland.org o al 970-962-3319.



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CITY OF LOVELAND OPEN LANDS ADVISORY COMMISSION

Regular Meeting Minutes – January 10, 2018
Parks & Recreation Conference Room, 500 E. 3rd St., Loveland, CO 80537

Commissioners Present: Gale Bernhardt, Rick Brent, Andy Hawbaker, Mike Hinterberg, Ross Livingston, Darren Pape, Jean Whittaker, Don Overcash (Council Liaison).

Commissioners Absent: Jim Roode, Bill Zawacki, Kerri Rollins (LC OLAB Liaison).

Staff Present: Brian Hayes, Marilyn Hilgenberg, Debbie Eley, Kelly Smith, Shanen Weber, Laurie Stirman.

Guests: Joe Donnelly (NCWCD), Jim Struebel (NCWCD), Tim Meyer (Larimer Co.), Meegan Flenniken (Larimer Co.)

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

Approval of June 14, 2017 Meeting Minutes. Ross Livingston made a motion that the minutes be approved as written. Darren Pape seconded the motion and it passed unanimously.

Approval of November 8, 2017 Meeting Minutes. Gale Bernhardt made a motion that the minutes be approved as written. Ross Livingston seconded the motion. Members present voted in favor of the motion. Members absent voted in favor of the motion via email following the meeting. The minutes were approved unanimously.

Public Comment. None.

Reports/Correspondence:

2. Chimney Hollow CE Powerline Easement. Loveland holds the Chimney Hollow Conservation Easement on property owned by Larimer County. An existing powerline will need to be moved on to the CE property in a 700' corridor identified in the CE, for purposes of the planned Chimney Hollow Reservoir project. The property's conservation values will be protected during the project, including towers of weathered steel for less visual impact, a raptor and migratory bird plan, and revegetation and weed management plans. The CE allowed a 230 KV line; the new line will be 115 KV, located within a permanent 100' easement. Temporary roads for the relocation project will take advantage of existing two-tracks where possible. Permanent vehicle access will be needed to all towers after construction of the reservoir. Roads will be used for maintenance and emergency purposes only; no public vehicle access. Roads will be 12' wide with gravel surface. The cost for an underground line would have been approximately 10 times higher. Loveland and GOCO can approve the powerline easement as long as it doesn't harm the conservation values. Rick Brent made a motion to approve the relocation of the WAPA powerline easement as presented. Darren Pape seconded the motion; the motion passed unanimously.

3. Big Thompson River Conservation and Recreation Update. Meegan Flenniken presented an update on the plan for post-flood improvements in the Big Thompson canyon. After the 1976 flood, the county acquired 163 parcels, including 4 parks – Sleepy Hollow, Forks, Narrows and Glade. The plan

addressed possible acquisitions after the 2013 flood, the previous 163 parcels acquired, possible recreation opportunities, USFS, Loveland and Estes Valley Land Trust lands, and re-opening of the 4 county parks. Public input identified needed improvements for bicycles, fishing access and restrooms. At Glade Park, a small parking area and a possible trail for river access were identified for possible reconstruction, along with river restoration, instream work, and an overflow channel. At Narrows Park, a small parking lot and river restoration were identified and have been completed. At Forks Park, a medium size parking lot and trail for river access were identified for reconstruction, including possible re-use of the restroom outside the 100-yr floodplain. Restoration by CDOT in conjunction with Hwy 34 repairs will begin in March 2018. Most of the park facilities survey the flood at Sleepy Hollow, including the vault toilet and picnic tables. The area was regraded and reopened. At Cedar Cove, the county acquired several parcels following the 1976 and 2013 floods. Future public access is planned, with a potential connection to Loveland's Viestenz-Smith Mountain Park. River restoration was completed in 2017; a management plan will be developed after the Chimney Hollow project, in the early '20's.

Marilyn Hilgenberg presented information on the City of Loveland properties in the canyon, including Viestenz-Smith, Round Mountain Trail, and Horseshoe Curve. At the mountain park, the park has been reconstructed on the north side of the river, after moving the river back to its flood alignment. The new park will be more natural, with river access and some picnicking, but no irrigated landscapes. Phase I has been completed and Phase II work is getting started. The park is planned to open in fall 2018. The parking lot at Round Mountain Trail will re-open in May 2018 when Hwy 34 re-opens, with access to the Summit Trail, Nature Trail and other mountain park property to the east, with a possible parking area in the area being used for rock spoils from the road construction project. At Horseshoe Curve, CDOT has altered the highway alignment and abandoned a section of the old roadway, which will provide river access, parking and trails. A site tour for commission members will be planned in late spring when Hwy 34 re-opens for the summer.

4. Big Thompson River East Property Review. A 56-acre property in the east river corridor, including 25 acres of water in two ponds, is for sale and under a primary contract. The property would add to existing conserved lands, including the Koppes/Sports Park CE, the county's Kauffman CE, Colorado Open Lands' Flying W CE and Big Thompson Ponds State Wildlife Area. Loveland has backup offer in place, contingent on OLAC approval. The property could provide parking, trails, pond access, fishing and possible connections to other river properties. A possible house site could be located on the property above the 100-year floodplain. Commission members who had visited the site praised its scenic views, ponds, and addition to other conserved river lands. Gale Bernhardt made a motion to recommend continued negotiations and approval of the contract to purchase. Mike Hinterberg seconded the motion and it passed unanimously. Gale Bernhardt made a motion to recommend that staff continues to pursue negotiations on the adjacent 137-acre river property for purchase and public access. Darren Pape seconded the motion and it passed unanimously.

1. Election of Officers. Rick Brent nominated Ross Livingston as Chair of the commission for 2018. Gale Bernhardt seconded. Ross was elected Chair unanimously. Rick Brent nominated Darren Pape as Vice Chair for 2018. Jean Whittaker seconded. Darren was elected Vice Chair unanimously.

5. Addition of Youth At-Large Commission Member. Several boards and commissions are considering the addition of a youth at-large member, to encourage youth participation and hear from the youth perspective. Commission members were in favor of having a non-voting youth member, preferably a junior or senior high school student, and possibly rotating through other commissions. This year, all commission members are invited to the annual boards and commissions appreciation event on March 8.

6. Colorado Parks & Wildlife Grant Presentation – Prairie Ridge Trail Project. Kelly and Marilyn presented the Prairie Ridge Trail and Trailhead Project grant request for \$200,000 in CPW funding. The project will include 3.2 miles of soft-surface trail (with 1 mile ADA accessible), a 26-car trailhead parking area, prairie and wetland restoration, a drainage crossing, vault toilet, road widening/turn lane, and educational/ interpretive signage. Future connections to Fort Collins' Coyote Ridge Natural Area and Loveland's Recreation Trail system are also planned. Public outreach indicated a great need for more trails and trail access in the area due to overcrowded conditions at other nearby open spaces. Partnerships and collaboration with Larimer County, Fort Collins, CSU, CPW, and local service groups will make the project possible. Grant funding is also being requested from GOCO. Both grants will be awarded in March 2018.

7. Property Acquisition Updates were provided during the Big Thompson River East property review (# 4 above).

8. Open Lands Projects Report. Staff provided the following project updates.

Properties/Facilities/Projects/Maintenance/Operations

- Work to replace a failing pipe under the Recreation Trail at River's Edge Natural Area began Jan. 2 and will require a 3-week closure of the Recreation Trail. A short detour runs through River's Edge.
- Electric service is being restored to the storage building on Oxbow East, lost during the 2013 flood.
- All conservation easements held or co-held by Loveland were monitored in 2017, with no major violations. Staff will renew Loveland's certification to accept conservation easements with a donative component. The Colorado Division of Real Estate requires this certification to be renewed annually.

Partnerships and Planning

- On January 1, members from the local Audubon Society conducted the annual Christmas Bird Count on numerous open lands in and around Loveland. Access was provided to closed sites for this valuable citizen science project that gives Loveland and other local agencies a snapshot of the species and numbers of birds in our area. Several bird species were found only on Open Lands properties and no other location in the entire Loveland count circle (~175 sq. mi.), indicating the importance of conserving these lands.
- Staff met with Berthoud's Parks, Open Lands, Recreation and Trails Committee to mentor them on how Loveland has gone about the development of a comprehensive recreation trail system.
- Open Lands was awarded a GOCO grant for \$18,000 to fund the Larimer County Conservation Corps for two weeks of saw crew time to help remove and treat Russian olives and other invasive species at the new Ward Boise property, which will greatly improve habitat in this stretch of the river.
- Funding from a Colorado Water Conservation Board grant through Larimer County will be used to complete Russian olive removal from Oxbow Natural Area and the river corridor through Fairgrounds Park this winter. Old St. Louis and Cottonwood Run Natural Areas were treated in 2017 using this grant funding and the treatments have been very successful. Staff from Larimer County Weed District provides assistance by mapping treatment areas, creating photopoint records, monitoring and retreating cut stumps as needed, and compiling reports for submittal to CWCB.
- Loveland Fishing Club is working with Colorado Parks and Wildlife to improve fish habitat in Bass Pond at River's Edge Natural Area by bundling recycled Christmas trees and weighting the bundles to sink in deep water, which will provide structure for fish and other aquatic species.

Programs/Environmental Education/Volunteer Program

- Staff and volunteers hosted a successful “Opt Outside” bird walk and trail hike at Mariana Butte on Nov. 26. Dozens of citizens enjoyed the opportunity to get outside and enjoy the great weather.
- An Open Lands and Trails Volunteer recognition dinner was held on December 7. Volunteers provided over 5,000 hours of service to the City in 2017 and are an integral part of the programming and stewardship of the Loveland Open Lands and Trails Program.
- Open Lands staff is piloting a new after-school environmental ed. program at Bill Reed Middle School this year with funding from Colorado Health Foundation. The 2nd quarter “Art in Nature” program was very successful, with students learning about and using a variety of media and techniques in outdoor spaces including River’s Edge. The 3rd quarter session will cover orienteering and map & compass navigation and the 4th quarter class will use GPS units to learn about mapping and GIS. These classes will be transferable to other middle schools interested in offering after-school outdoor programming.
- A new Raptor Nest Monitoring program is being implemented for the 2018 nesting season as a citizen science initiative to systematically compile data on nesting raptors. Volunteers will be trained to identify raptors and collect data on nesting species on Open Lands properties. Training will be offered jointly with Larimer County and Fort Collins.
- Spring environmental education planning is underway, with reservations for school groups now available, additional program information going out to schools/teachers later this month, and volunteer training scheduled for the week of March 19.
- Several volunteer stewardship projects are being planned for spring, including early season Weed Warriors and other habitat improvement projects. Projects will be listed on Offero, the city website and event calendar, Facebook, and other social media and news outlets.

9. Trail Updates. Staff provided the following trail updates.

- Construction of a new connection to the City’s Recreation Trail from Rossum Drive is nearing completion and is planned to be complete in early 2018. This trail link will connect Mariana Butte neighborhoods to the City’s Recreation Trail System for the first time. The new connection adds about $\frac{3}{4}$ mile of additional paved trail in Loveland to be open in early 2018.
- The north Front Range Trail officially opened in November, providing the first paved trail connection between Loveland and Fort Collins. Loveland is working with Larimer County on the development of an IGA to share maintenance duties related to this trail. Loveland will mow, take care of trash, and perform snow removal. Larimer County will complete weed management and safety services.
- Construction of the Long View Corridor Trail is underway. This joint trail project with Larimer County and City of Fort Collins will provide a safe, off-street trail connection from Sunset Vista Natural Area at 57th and Taft to Cathy Fromme Prairie in Fort Collins. Rough grading of the alignment is continuing and bridge abutments for drainage crossings will be installed next.

Commission Member Discussion Topics.

1. Jean requested an update on the Skyline property. Baseline data collection is complete, but walk-in and parking access are not available yet. The Hunters Run subdivision will help provide a pedestrian connection and is moving through the development review process. A final inholding parcel also needs to have clear title before acquisition.

Adjournment: The meeting was adjourned at 7:45 pm.



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 2

MEETING DATE: February 14, 2018

DESCRIPTION: Big Thompson River Master Plan

SUMMARY: Wright Water Engineers and THK recently completed the final Big Thompson River Corridor Master Plan. The Executive Summary is [available online](#) for reference. Chris Carlson, the City's Storm Water Engineer, is now taking the final draft of the Plan through the various boards and commissions for further input and ultimately adoption by City Council and the Board of County Commissioners. City and County staff were key stakeholders in the process and provided valuable data and input. There was also a high level of citizen input and interest.

This Big Thompson River Master Plan was funded through the City of Loveland and a Community Development Block Disaster Recovery Planning Grant, with the intent of creating guidance for future improvements for the entire river corridor, regardless of landownership.

The goals for the project were:

1. Create a resilient river corridor
2. Improve flood conveyance
3. Preserve and maintain natural areas along the river
4. Support an urban fishery
5. Acquire lands along the river corridor including floodway and floodplain
6. New opportunities for active water-based recreation
7. Regional bike/pedestrian trail from west Loveland to I-25
8. Open lands for wildlife
9. Access to City-owned natural areas and trails
10. Comprehensive maintenance and management plan program
11. Increased community involvement with the river corridor

Loveland Parks and Recreation owns several properties along the Big Thompson River and will be a key player in the implementation of Master Plan recommendations. Additionally, the Plan identified several recreational opportunities within the river corridor which will be considered in Department planning efforts. We believe this has been a valuable process and will help guide use and management of the river corridor for decades to come.

Commission Action Recommended: Discussion and recommendation for approval of the Big Thompson River Master Plan to City Council.



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: **3**

MEETING DATE: February 14, 2018

DESCRIPTION: Open Lands and Trails Policy and Procedure Updates

SUMMARY:

Policies and Procedures for Open Lands and Trails help guide the program and provide direction for operating procedures. Policies are reviewed annually by Open Lands staff and every five years by the Open Lands Advisory Commission, or more frequently as needed. There are currently 19 Open Lands and Trails Policies.

Changes to *Policy 18 - Management and Stewardship Process and Plans* are attached for OLAC review and include updating the process for management and stewardship planning to reflect realistic and current procedures. The Management and Stewardship Plan Templates have not changed, nor has the text of the policy itself. The previously approved 2017 *Policy 18* is also attached for comparison.

Additional updates or new policies will be presented for recommendation at future commission meetings as needed.

Commission Action Recommended: Review and recommend attached *Policy 18 - Management and Stewardship Process and Plans* 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:

February 2018

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 May 2016. Depending on the outcome of the process, staff follows the attached Management Plan Template or Stewardship Plan Template.

APPROVAL:

Elizabeth R. Kayl
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 being considered in the near term. Stewardship plans may be re-evaluated if conditions change that may warrant a full management plan. The Management Plan process and Stewardship Plan process each represent potential steps in developing a plan.



City of Loveland

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 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.

STEWARDSHIP PLAN PROCESS

CITY OF LOVELAND OPEN LANDS

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

City of Loveland Parks & Recreation Master Plan

Open Lands Advisory Commission

Open 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

2. INFORMATION IDENTIFICATION/NEEDS

Department Staff, Stakeholders

Identify appropriate resource advisory team members

Gather information from site visits and other sources

3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

Department Staff, Resource Advisory Team, OLAC, Public

Identify opportunities and areas of special concern

4. DEVELOP INITIAL DRAFT PLAN

Department Staff

Develop initial draft plan using all acquired information

5. DRAFT PLAN REVIEW

Department Staff, Resource Advisory Team

Review draft stewardship plan and obtain additional information

6. DEVELOP FINAL DRAFT PLAN

Department 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

Department Staff

STEWARDSHIP PLAN TEMPLATE

CITY OF LOVELAND OPEN LANDS

The following represents a potential Stewardship Plan template. Specific elements of a given Stewardship Plan 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 Existing Improvements
- 2.6 Water and Mineral Rights

4. STEWARDSHIP PLAN

- 4.1 Overview
- 4.2 Natural Resource Management
- 4.3 Cultural Resource Management
- 4.4 Stewardship Plan Implementation

5. APPENDIX A: Species Lists

6. APPENDIX B: Deed of Conservation Easement

7. BIBLIOGRAPHY

MANAGEMENT PLANNING PROCESS

CITY OF LOVELAND OPEN LANDS

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

*City of Loveland Parks & Recreation Master Plan
Open Lands Advisory Commission
Department 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

2. INFORMATION IDENTIFICATION/NEEDS

Department Staff, Stakeholders

Identify appropriate resource advisory team members

Gather information from site visits and other sources

3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

Department Staff, Resource Advisory Team, OLAC, Public

Identify opportunities and areas of special concern

4. DEVELOP INITIAL DRAFT PLAN

Department Staff

Develop initial draft plan using all acquired information

5. DRAFT PLAN REVIEW

Department Staff, Resource Advisory Team, OLAC, Public

Review draft management plan and obtain additional information

6. DEVELOP FINAL DRAFT PLAN

Department Staff

Develop final draft management plan

7. FINAL PLAN RECOMMENDATION

Open Lands Advisory Commission

Make recommendation regarding final management plan

8. FINAL PLAN APPROVAL

Parks and Recreation Director

Review and approve final management plan

9. IMPLEMENT MANAGEMENT PLAN

Open Lands Staff

MANAGEMENT PLAN TEMPLATE

CITY OF LOVELAND OPEN LANDS

The following represents a potential Management Plan template. Specific elements of a given Management Plan 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
- 2.4 Existing Improvements
- 2.5 Water and Mineral Rights

4. MANAGEMENT PLAN

- 4.1 Overview
- 4.2 Natural Resources Management
- 4.3 Visitor Management and Education
- 4.5 Cultural Resource Management
- 4.6 Management Plan Implementation

5. APPENDIX A: Species Lists

6. APPENDIX B: Deed of Conservation Easement

7. APPENDIX C: Open Space Management Type Descriptions

8. BIBLIOGRAPHY

Open Lands & Natural Area Management Types – Definitions

Developed Open Space: Portions of a Natural Area that allow for full public access and use. Generally includes facilities such as parking lots, picnic areas, and fishing access points.

Public Access Open Space: Portions of a Natural Area that allow for access that is on- and off-trail. Some public facilities may exist.

Resource Protection Area: Portions of a Natural Area that are primarily travel zone areas with limited development. Access is generally limited to on-trail.

Closed Area: Natural Areas or portions that are closed to the public because public access is not currently appropriate. Areas are managed to maintain or improve natural resource values.



SUBJECT:	Policy Regarding Management and Stewardship Process and Plans
EFFECTIVE DATE:	May 2017
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 May 2016. Depending on the outcome of the process, staff follows the attached Management Plan Template or Stewardship Plan Template.
APPROVAL:	<hr/> Elizabeth R. Anderson Director, Parks and Recreation
POLICY:	<hr/> Marilyn Hilgenberg Open Lands and Trails Manager

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 being considered in the near term. Stewardship plans may be re-evaluated if conditions change that may warrant a full management plan. The Management Plan process and Stewardship Plan process each represent potential steps in developing a plan.



City of Loveland

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 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.

STEWARDSHIP PLAN PROCESS

CITY OF LOVELAND OPEN LANDS

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

*2014 Parks & Recreation Master Plan
Open Lands Advisory Commission
Open 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 (If management plan determined, follow Management Plan Process and Template)

2. INFORMATION IDENTIFICATION/NEEDS

*Open Lands Staff
Stakeholders*

Identify appropriate Resource Advisory Team members
Accumulate information from site visits and other sources

3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

*Open Lands Staff
Resource Advisory Team
Open Lands Advisory Commission*

Identify opportunities and areas of special concern

4. DEVELOP INITIAL DRAFT PLAN

Open Lands Staff
Develop initial draft plan using all acquired information

5. DRAFT PLAN REVIEW

*Open Lands Staff
Resource Advisory Team*
Review draft stewardship plan

6. DEVELOP FINAL DRAFT PLAN

Open Lands 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 Lands Staff

STEWARDSHIP PLAN TEMPLATE

CITY OF LOVELAND OPEN LANDS

The following represents a potential Stewardship Plan template. Specific elements of a given Stewardship Plan 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 Existing Improvements
- 2.6 Water and Mineral Rights

4. STEWARDSHIP PLAN

- 4.1 Overview
- 4.2 Natural Resource Management
- 4.3 Cultural Resource Management
- 4.4 Stewardship Plan Implementation

5. APPENDIX A: Species Lists

6. APPENDIX B: Deed of Conservation Easement

7. BIBLIOGRAPHY

MANAGEMENT PLAN PROCESS

CITY OF LOVELAND OPEN LANDS

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

2014 Parks & Recreation Master Plan

Open Lands Advisory Commission

Open 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

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

2. INFORMATION IDENTIFICATION/NEEDS

Open Lands Staff

Stakeholders

Identify appropriate resource advisory team members

Accumulate information from site visits and other sources

3. OPPORTUNITIES, BENEFITS AND CONSTRAINTS

Open Lands Staff

Resource Advisory Team

Public

Identify opportunities and areas of special concern

4. PUBLIC WORKSHOP

Open Lands Staff

Open Lands Advisory Commission

Public

Identify opportunities and areas of special concern

5. DEVELOP INITIAL DRAFT PLAN

Open Lands Staff

Develop initial draft plan using all acquired information

6. DRAFT PLAN REVIEW

Open Lands Staff

Resource Advisory Team

Review draft management plan

7. DRAFT PLAN REVIEW – PUBLIC WORKSHOP

Open Lands Staff

Open Lands Advisory Commission

Public

Review draft management plan

8. DEVELOP FINAL DRAFT PLAN

Open 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

Open Lands Staff

MANAGEMENT PLAN TEMPLATE

CITY OF LOVELAND OPEN LANDS

The following represents a potential Management Plan template. Specific elements of a given Management Plan 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
- 2.4 Existing Improvements
- 2.5 Water and Mineral Rights

4. MANAGEMENT PLAN

- 4.1 Overview
- 4.2 Natural Resources Management
- 4.3 Visitor Management and Education
- 4.5 Cultural Resource Management
- 4.6 Management Plan Implementation

5. APPENDIX A: Species Lists

6. APPENDIX B: Deed of Conservation Easement

7. APPENDIX C: Open Space Management Type Descriptions

8. BIBLIOGRAPHY

Open Lands & Natural Area Management Types – Definitions

Developed Open Space: Portions of a Natural Area that allow for full public access and use. Generally includes facilities such as parking lots, picnic areas, and fishing access points.

Public Access Open Space: Portions of a Natural Area that allow for access that is on- and off-trail. Some public facilities may exist.

Resource Protection Area: Portions of a Natural Area that are primarily travel zone areas with limited development. Access is generally limited to on-trail.

Closed Area: Natural Areas or portions that are closed to the public because public access is not currently appropriate. Areas are managed to maintain or improve natural resource values.



PARKS AND RECREATION DEPARTMENT

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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: **4**

MEETING DATE: February 14, 2018

DESCRIPTION: Boards and Commissions Appreciation Event

SUMMARY:

This year, all City of Loveland boards and commission members are invited to the annual appreciation event on March 8. The event will be held in a “world café” format, with tables for each commission where members can share their 2017 accomplishments as well as engage with other attendees to gather information regarding a current issue or topic. The attached information provides an outline of the evening’s events and ideas for the world café format.

Commission Action Recommended: Review event outline and plan for OLAC table.

Boards and Commissions Appreciation Event

Thursday, March 8, 2018

Police and Courts Building

810 E. 10th St.

TIME: 5:30 – 7:30 p.m.

Word Café Format:

All Boards and Commissions have the opportunity to interact with participants using a “[world café](#)” format. Each Board or Commission will be assigned a table where they can both share their top accomplishments for the past year AND gather information from other event attendees regarding an upcoming initiative.

Each table will be covered with a piece of butcher paper where table visitors can respond to a prompt, answer a question, share an idea or otherwise gather information. If they wish, participants can create a display or create some other interesting way to engage with event attendees. Table size is 5 feet in length.

During the event, a “table host” will need to be scheduled to staff the table during the interactive part of the event, from 6:00 – 7:00 p.m. This can be a staff liaison or a board member, or they can alternate.

Example:

Loveland Public Library Advisory Board

Table covered with an oversized map of Loveland. Dot stickers provided to table visitors.

Question #1: where would you put the next Loveland Public Library location?

Question #2: what three words would you use to describe the future LPL location? Visitors can write the words on the border of the map/butcher paper.

TIMELINE:

4 p.m. set up begins, tables placed

4:30 p.m. caterer arrives

5 p.m. Board reps show up to set up table displays

5:30 p.m. Guests arrive, food service begins

5:45 p.m. WELCOME (Mayor) and overview of World Café (staff)

6:00 – 7:00 p.m. Guests wander, visit tables and eat

7:00 p.m. Closing Presentation by Steve

7:30 p.m. Event ends, clean up



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LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 7

MEETING DATE: February 14, 2018

DESCRIPTION: Open Lands Project Report

SUMMARY:

Properties/Facilities/Projects/Maintenance/Operations

- ❖ The construction project to replace a failing pipe under the Recreation Trail at River's Edge Natural Area is complete and the Recreation Trail reopened Feb. 3. The Sweetheart Classic 10K took place downtown and through River's Edge Natural Area on February 10.



Partnerships and Planning

- ❖ Volunteers from the Loveland Fishing Club, City Staff and Colorado Parks and Wildlife (CPW) completed a fish habitat project at River's Edge Natural Area on January 10. Volunteers cabled more than 100 recycled trees and weighted them down to be used in Bass Pond as fish habitat. CPW staff will sink the bundles by boat when ice is off the pond.

- ❖ The Department regularly partners with Colorado Parks and Wildlife (CPW). During January, two "Teaching Women to Hunt" Clinics were held at Sunset Vista Natural area to provide a first time goose hunting experience. CPW is also working with the City on trail connections between Willow Bend Natural Area and Simpson Ponds, as well as regulations regarding fishing and hunting as they relate to the new natural area at Boedecker Reservoir in association with the Parkside Development.

Programs/Environmental Education/Volunteer Program

- ❖ Loveland bird and wildlife volunteers attended training with Larimer County and Fort Collins to perform seasonal monitoring of raptor nests on Loveland's Open Land properties. Nest monitoring provides valuable information about the use, timing, species, and success of raptor nests, to inform management decisions and protect important habitat.
- ❖ Students at Bill Reed Middle School are learning about orienteering and navigation using maps and compasses in nearby parks and natural areas for their 3rd quarter after-school program, with help from staff and volunteers and funding from a Colorado Health Foundation grant.

Commission Action Recommended: Informational.



LOVELAND OPEN LANDS ADVISORY COMMISSION

AGENDA ITEM: 8

MEETING DATE: February 14, 2018

DESCRIPTION: Trail Updates

SUMMARY:

- ❖ Concrete work for the new connection to the City's Recreation Trail from Rossum Drive has been completed and final improvements including signage will be installed in the new few weeks. A pedestrian crossing signal on Rossum has also been installed and is operational. This ¾-mile trail connection provides a new off-street link from Mariana Butte neighborhoods to the City's Recreation Trail System.
- ❖ Construction of the Long View Corridor Trail is underway along the 4.4-mile length of the project along Taft Ave./Shields St. from Loveland to Fort Collins. Rough grading of the majority of the trail alignment is completed, and bridge abutments are being excavated and poured. This joint project with Larimer County and City of Fort Collins will provide a safe, off-street trail connection from Sunset Vista to Cathy Fromme Prairie Natural Area on the west side of town.
- ❖ Loveland received a \$7,000 grant from the Northern Colorado MPO to place a permanent trail counter on the Recreation Trail at Fairgrounds Park. The counter will collect information on use of the trail by different types of users and time of day/season. A trail counter will also be installed on the Long View Trail just north of the intersection with the Recreation Trail at Sunset Vista. Accurate trail counts help inform management decisions, maintenance schedules, and future grant opportunities.



Commission Action Recommended: Informational.