



## PARKS AND RECREATION DEPARTMENT

Civic Center • 500 East Third Street, Suite 200 • Loveland, Colorado 80537

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

### LOVELAND OPEN LANDS ADVISORY COMMISSION – REGULAR MEETING AGENDA

January 9, 2019 – 5:30 PM

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

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

Notice of Meeting Posted

Call to Order

Public Comment

Welcome New Commission Members

Commission Group Photo

Approval of Meeting Minutes: November 14, 2018

City Council Liaison Report

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

5:45-6:00 pm – Discussion/Action Items:

1. Election of Officers

6:00-7:00 pm – Reports/Correspondence:

2. Review of [Handbook for Boards and Commissions \(rev. Sept. 2017\)](#)
3. Review of 2019 Capital Projects (to be distributed at meeting)
4. Property Acquisition Updates
5. Open Lands Project Report
6. 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:

January 17 – [PEEPs Preschool Program](#) “This Old LOG House” at Loveland Library, 9:30 & 11:00 am

January 18 – [Art in Nature Sketch Walk](#) at River’s Edge Natural Area, 9:00-11:00 am

February 16, 17, 23, 24 – [Certified Interpretive Guide Training](#) at HPEC, 8:30 am-5:00 pm (32-hr course)

February 26 – [Volunteer Open House](#) at Parks & Rec. Office, 5:00-7:00 pm (informational; drop-in format)

All events and programs are posted on Offero (<https://offeror.cityofloveland.org>)

Commission Member Discussion Topics

Adjournment

Next Regular Meeting: February 13, 2019

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### CITY OF LOVELAND OPEN LANDS ADVISORY COMMISSION

Special Meeting Minutes – November 14, 2018

Larimer County Courthouse, 200 W. Oak St., Fort Collins, CO 80521

**Commissioners Present:** Mike Hinterberg, Ross Livingston, Darren Pape, Jim Roode, Jean Whittaker, Bill Zawacki, Gale Bernhardt.

**Commissioners Absent:** Rick Brent, Andy Hawbaker, Don Overcash (Council Liaison).

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

**Guests:** 1) Gary Buffington, Director, Larimer County Natural Resources Dept. 2) Scott James, CATS member, interested in Open Lands and Trails.

**The public meeting was called to order at 6:40 pm.**

**Approval of October 10, 2018 Meeting Minutes.** Bill Zawacki made a motion to approve the minutes as written. Darren Pape seconded the motion and the minutes were approved unanimously.

**Public Comment.** None.

**City Council Liaison Report:** Marilyn Hilgenberg reported that she recently led Mayor Jackie Marsh and Councilor Kathi Wright on a tour of Open Lands sites.

#### **Discussion/Action:**

**1. Larimer County Fee Study Update.** Gary Buffington reported that public engagement regarding proposed increased fees at Larimer County Parks and Open Lands included 4 Parks Advisory Board and Open Lands Advisory Board meetings; 3 public open house meetings including Loveland, Fort Collins, and Estes Park; joint meetings with OLAB/OLAC members and Parks/OLAB. Media coverage included newspapers and 3 Denver TV stations. Options to be considered include a discounted pass for low-income residents and continuation of a discounted pass for disabled, senior and veteran residents. Changing the county's percentages for acquisition/operations/flex would require a public vote. If necessary, the county would delay planned improvements. The 5-year capital improvement plan is easier to predict than 20 years out. OLAB and Parks Advisory Board will review the proposed budget spreadsheet, which includes 6-7 new open spaces over the next 25 years. Gary also reported that OLAB will consider Loveland's request for a 10% partnership for the east Big Thompson River properties for final review at its Nov. 29 meeting.

#### **Reports/Correspondence:**

**2. Big Thompson River Restoration Project Updates.** The Big Thompson Watershed Coalition received grants for two major river restoration projects that include city properties. Both projects will begin this winter and be completed by summer 2019. Reach 30-31 extends from Rossum Drive to Wilson Ave. and includes improvements at Oxbow Natural Area and Medina's Crossing as well as private property (Loveland Ready-Mix). Northern Water will also provide funding for this project as mitigation for disturbance to wetlands at the Chimney Hollow Reservoir project. This reach also includes the relocation of the Rist-Goss Ditch on Medina's Crossing to remove the diversion structure

that spans the river and move the headgate upstream with a smaller diversion structure. Larimer County's Namaqua Bridge project is also within Reach 30-31, but is a separate project with its own funding source. The Reach 28 river restoration project runs through the Wild property and several adjacent private properties. This project will create a more meandering course for the river channel, providing flood resiliency, river frontage for property owners as much as feasible, and enhanced aquatic and riparian habitat. The driveway to the Wild property will be moved to align with Glade Road in accordance with CDOT requirements for safety. A small parking area and soft-surface trail will be developed with assistance from Planning staff once the river project is complete.

**3. Property Acquisition Updates.** Staff provided the following property updates: 1) The east Big Thompson River properties are scheduled to close in January. Ongoing due diligence includes obtaining an access easement and trail easement through neighboring properties needed for future use. Larimer County OLAB will consider the 10% partnership request for final review at their Nov. 29 meeting. Access through the county's adjacent Kauffman conservation easement may be requested for a future trail and parking. 2) The Hwy 402 corridor plan is considering several factors that involve open lands and trails in the area, including viewsheds, river corridor, bike lanes and pedestrian access. North-south connectors will also be important, including replacement of narrow bridges that could allow for underpasses for the east river trail.

**4. Open Lands Projects Report.** Staff provided the following project updates.

#### Properties/Facilities/Projects/Maintenance/Operations

Annual monitoring of 14 conservation easements, where the City of Loveland holds or co-holds a conservation easement or owns fee simple property with an easement held by another entity, have been completed for 2018 to ensure that conservation values are continuing to be protected.

Four Open Lands and Trails employees (Jonathan Huey, Michele Van Hare, Bree Knouse and Thomas Shields) were recognized by the City as "Shining Stars" at the annual Employee Recognition Event as a result of their excellent service.

#### Partnerships, Planning and Grants

The recently-donated Open Lands & Trails van has been wrapped with eye-catching graphics to identify and promote the Open Lands & Trails Program. The interior will also be fitted with racks and shelving to maximize available space to hold and organize materials for public outreach and environmental education programs and events.

#### Programs/Environmental Education/Volunteer Program

Michele Van Hare, Environmental Education Coordinator, has completed all requirements and earned certification as a "Certified Interpretive Guide Trainer" by the National Association for Interpretation (NAI). This allows Michele to train the environmental education volunteers which is significant to Loveland in sustaining and growing our environmental programs.

The Division utilizes volunteers to accomplish the majority of our stewardship projects on open lands. The number of volunteer hours donated in 2018 for all programs, events, activities and projects far surpasses previous years' totals. A full report will be provided with the Annual Report in early 2019.

**5. Trail Updates.** Staff provided the following trail updates.

The unpaved section of the Recreation Trail between Namaqua and Wilson Ave. will be improved with grading to level the surface and application of Class 6 gravel material to provide a consistent base with a 9 ft. wide tread. A contract has been signed with a local construction company to install the improvements.

Volunteers from the Colorado Addicted Trailbuilders Society (CATS) and other local organizations have helped improve and build new trails at several sites planned to open to the public, including Boedecker Bluff, Boise Bend and Willow Bend.

The Northern Colorado Bike and Pedestrian Collaborative organized a “leaders” bike ride in October to give local councils, dignitaries, commissions, etc. an opportunity to ride paved trails from Fort Collins to Loveland to experience the trails, learn about design challenges, funding, programming and ask questions. About 40 leaders enjoyed the ride including the mayor, advisory commission members and staff from Loveland.

Public Works and Parks & Recreation are working together on connectivity issues throughout town and a “Safe Routes” grant to address missing sidewalks that will improve safety for the community.

**Commission Member Discussion Topics:**

1) Mike Hinterberg asked about the status of the Boise Bend Natural Area. The property is open to the public and a new trailhead kiosk and signage will be installed by December. The opening will be announced with a press release and on social media.

2) Jean Whittaker asked about the osprey nests at Boise and Namaqua Ave. The nest platform at Boise will be evaluated with CPW to be moved across Boise Ave. along the river, to avoid conflict with the new trailhead at Boise Bend. The Namaqua nest platforms may be temporarily impacted by the river restoration and bridge projects and will also be evaluated with CPW. An eagle cam is still under consideration with input from local experts, CPW and USFWS.

3) Mike Hinterberg asked about the 6’ width of the Willow Bend trails. This width allows for multi-use access, side-by-side travel and passing along the trail.

4) Jean Whittaker asked whether horses will be allowed at Prairie Ridge. The parking lot will not accommodate trailers, but equestrian use will be permitted from the Coyote Ridge trail system.

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

**/s/ Ross Livingston, Chair**



## **LOVELAND OPEN LANDS ADVISORY COMMISSION**

**AGENDA ITEM: 2**

**MEETING DATE:** January 9, 2019

**DESCRIPTION:** Review of Handbook for Boards and Commissions

### **SUMMARY:**

The Open Lands Advisory Commission is guided by the City of Loveland Handbook for Boards and Commissions (*rev. Sept. 2017*). The handbook contains valuable information for commission members to review, including the following Board Member Expectations regarding Attendance and Board Responsibilities:

### **BOARD MEMBER EXPECTATIONS**

#### **Attendance**

The effective operation of a board depends upon regular attendance of the members at meetings. Members shall be required to attend a minimum of 70% of the meetings each calendar year. If a member is unable to attend a meeting, he or she should contact the chairperson or staff liaison at least 24 hours in advance of the meeting, when possible. If a member has three unexcused absences in a row, the member shall automatically lose his or her position on the board or commission. For the purposes of this rule, "unexcused absences" shall be all absences other than for illness, family emergency, or participation in other City of Loveland business. The chairperson shall monitor attendance and forward attendance information to the City Manager's Office when a member fails to meet the attendance requirements stated herein. The City Manager's Office shall inform the member that his or her membership has been terminated for failure to meet the attendance requirements, and shall begin the process for appointment of a replacement member as set forth herein.

In addition, the chairperson shall provide attendance information to the City Clerk's Office upon request. Each calendar year, the City Clerk shall report to the City Council attendance information for every board and commission to include the number of meetings held by each board and commission, the number of meetings attended by each member, and the number of positions vacated due to failure to meet the attendance requirements.

#### **Board Responsibilities**

Each advisory board and commission is responsible to investigate and make thoughtful recommendations to the City Council and city staff on issues coming before it. Such recommendations

are often most useful if they include alternatives that were considered and an analysis of the pros and cons of the alternatives.

Matters upon which a board makes recommendations can come from the City Council, from city staff, the citizens of Loveland, and from the board members themselves. The City Council does not wish to impose a rigid structure upon the thoughts and ideas of any board or commission, but instead believes that creative and innovative ideas can come from many different sources. Often, however, ideas will originate with the consideration and adoption of goals by the City Council, and boards and commissions will be asked to consider such goals.

The normal channels for communication between the City Council and the boards and commissions are through the City Council liaison to the board and city staff in the affected department. Such persons will report to the Council the deliberations and recommendations of the board. The boards and commissions, and their individual members, are always free to communicate directly with the City Council on any matter concerning their areas of responsibility.

In considering recommendations from boards and commissions, the City Council will attempt to balance the many diverse interests in our community.

In addition, **Section 2.60.190** of the Loveland Municipal Code pertains to the Open Lands Advisory Commission:

A. There is established an Open Lands Advisory Commission consisting of nine members appointed by the city council. The term of office of each member shall be four years. One person appointed by the Larimer County open lands advisory board shall serve as a non-voting liaison to the commission for a term to be determined by the county.

B. The purpose of the Open Lands Advisory Commission shall be to make recommendations to the city council regarding the attributable revenue share to the city of the Larimer County open space sales and use tax. Further, the commission shall make recommendations concerning the acquisition, disposal, jurisdictional transfers, planning, preservation, development, use, and management of open space, natural areas, wildlife habitat, and other associated open lands issues.

**Commission Action Recommended:** Informational.



## LOVELAND OPEN LANDS ADVISORY COMMISSION

### AGENDA ITEM: 5

**MEETING DATE:** January 9, 2019

**DESCRIPTION:** Open Lands Project Report

### SUMMARY:

#### Properties/Facilities/Projects/Maintenance/Operations

- ❖ Boise Bend Natural Area, 1225 S Boise Avenue, is open for public access. This small open land parcel on the south side of the Big Thompson River has a 0.25 mile soft-surface trail and Big Thompson River access including fishing. Volunteers cleaned up the site of significant flood debris and constructed the soft-surface trail. A new kiosk displays a map of the area and rules and regulations.



#### Partnerships, Planning and Grants



*Wild turkeys at Osborn parcel  
by Christine Sparks*

- ❖ The Loveland birding community, including several Open Lands volunteers, once again participated in the annual Audubon Christmas Bird Count on Jan. 1, recording a total of 100 species throughout the 15-mile diameter “count circle.” Volunteers counted birds at open and closed Open Land properties, parks, golf courses, and private properties during the 24-hour count. Unusual sightings included a gyrfalcon and northern mockingbird. High counts were noted for wild turkeys, song sparrows, and brown creepers.
- ❖ Work has begun on both river restoration projects along the Big Thompson River corridor. The projects will have significant positive impacts on two reaches of the Big Thompson River from the Glade Rd. area to Wilson Ave. including work on the Wild property, Oxbow Natural Area, Medina’s Crossing, and Namaqua Park and Natural Area. The projects are being funded by grant funding and address several implementation projects identified in the Big Thompson River Master Plan. Additionally, the Coalition & City have received restoration funding from Great Outdoors Colorado (\$84K), Colorado Water Conservation Board (\$10K), and Northern Water (\$50K). Temporary trail closures are currently in place at Oxbow for construction of a new overflow channel. In addition, cones have been placed in several osprey nests within the project area, to prevent nesting during the construction projects and avoid possible nest abandonment or failure due to the projects. Active nests could cause the projects to be delayed, jeopardizing more than \$4M of grant funding.
- ❖ The City of Loveland was granted GOCO funding for 2 weeks of Larimer County Youth Corps saw crew time to help remove invasive species from Willow Bend Natural Area next summer.

**Commission Action Recommended:** Informational



## **LOVELAND OPEN LANDS ADVISORY COMMISSION**

**AGENDA ITEM: 6**

**MEETING DATE:** January 9, 2019

**DESCRIPTION:** Trail Updates

### **SUMMARY:**

- ❖ The unpaved trail section between Namaqua and Wilson Ave. has been graded and improved with crusher fine materials to level the surface and increase safety of this section for trail users.
- ❖ Seeding of the Long View Trail Corridor has been completed and stormwater monitoring of the project is now underway.
- ❖ A new trail signage program is underway to improve the signs on Loveland's trails and provide better information for users. The improved signage will provide more consistent information and a better trail experience for citizens and visitors. Ten new kiosks have been ordered to provide communications and wayfinding signs will be added to better guide users.
- ❖ In order to comply with ADA regulations, sections of the paved trail are being replaced where cracks and dips exceed required measurements. Accessible surfacing material is also being added around all trash cans to meet ADA requirements.

**Commission Action Recommended:** Informational.