

Open Space Advisory Board

Agenda

**February 8, 2023
Library 1st Floor Meeting Room
951 Spruce Street
7:00 PM**

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- *Call in to: +1 346 248 7799 or +1 408 638 0968 or 877 853 5247 (Toll Free) Webinar ID: 883 3175 6380 or*
- *You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/osab*

The Council will accommodate public comments during the meeting. Anyone may also email comments to the Council prior to the meeting at EmberB@LouisvilleCO.gov.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. Public Comments on Items Not on the Agenda
6. 7:05 pm Staff Updates (10 Minutes)
7. 7:15 pm Discussion Item: Introduction of New Staff Members (30 Minutes)
 - Bryon Webber, Project Manager
 - Brendon Close, Senior Natural Resource Specialist
8. 7:45 pm Board Updates (30 Minutes)

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- Dog Tiger Team
 - Wayfinding Tiger Team
 - General Updates
9. 8:15 pm Action Item: Select and Vote on two OSAB Members to Join the Open Space and Parks Sales & Use Tax Task Force (5 Minutes)
 10. 8:20 pm Discussion Item: Review 2023 Open Space Advisory Board Goals (30 minutes)
 11. 8:50 pm Action Item: Updates to the Annual Boulder County Parks and Open Space Acquisition and Trails Request (15 Minutes)
 12. 9:05 pm Discussion Items for Next Meeting
 - 2023 Open Space Education & Volunteer Plan
 13. Adjourn

Open Space Advisory Board Meeting Minutes

Wednesday January 11, 2023, 7:00pm
Louisville Public Library, 1st Floor Meeting Room
951 Spruce Street

1. Call to Order

David called the meeting to order at 7:01.

2. Roll Call

OSAB Members Present: David Blankinship, Laura Scott Denton, Charles Danforth, Jessamine Fitzpatrick, Susan McEachern, Helen Moshak, Jojo Follmar, and Michiko Christiansen

OSAB Board Members Absent: none

Staff Members Present: Ember Brignull, Adam Blackmore

3. Approval of Agenda

Charles moved to amend the agenda by moving Agenda Item 8, the introduction of new board members, to Item 4, so it can be done sooner. Jessamine seconded the motion of the stated agenda, with that change. The motion passed unanimously. The Meeting minutes have been adjusted to reflect this change. Michiko gave the board some suggestions on how to effectively communicate with her and her sign interpreters.

4. Discussion Item: Introduction of OSAB Members

Newly appointed board members: Michiko Christiansen and Jojo Follmar

Reappointed board members: Charles Danforth and Laura Scott Denton

Current members: David Blankinship, Jessamine Fitzpatrick, Susan McEachern, and Helen Moshak

David asked the new board members to introduce themselves and explain why they were interested in serving on the board. Michiko introduced herself and her interpreters, Dan and Carrie. Jojo also introduced themselves.

David asked the six previously-appointed board members to introduce themselves and say what they like about being on the board and to describe a challenge about serving on the board. Then Adam and Ember introduced themselves.

David asked for volunteers to be mentors to new board members, Jojo and Michiko. Helen and Charles both volunteered to be mentors. Charles will be Jojo's mentor and Helen will be Michiko's mentor.

5. Approval of Previous Meeting's Minutes

Jessamine moved to approve the December OSAB meeting minutes without edits. Susan seconded the motion. The motion passed unanimously, with Michiko abstaining.

6. Staff Updates

See Staff Updates on pages 20-22 of the December OSAB Meeting packet.

Ember presented the staff updates, calling attention to a few particular items. On February 6, there will be a public presentation of the City's Wildfire Hazard & Risk Assessment plan. It will be held in the evening, at the Rec Center, and it will be recorded for the city website.

Staff posted a "No Digging" sign in the irrigation ditch in the northwest of Warembourg Open Space in the irrigation ditch. Ember said that someone had been digging steps into the side of the ditch, and staff was concerned about erosional impact. Someone has removed the sign and it will need to be replaced, although the digging seems to have stopped for now.

Ember called the board's attention to staff's annual summaries of the ranger data. In the year 2023, 600+ miles of foot patrol and 128 miles of bike patrol were performed. Rangers made 6800 "friendly public relations" contacts with users and 500 "contacts in a law enforcement mode" with users.

Adam also made a few announcements. Next Tuesday, January 17th, will be the City Council work plan adoption work session. Work on the Open Space/Parks sales tax renewal will be formally adopted into the workplan.

On January 24th, there will be a Parks/Rec/Open Space-themed meeting with City Council. The plan is for a consultant to present a proposed standard for maintenance and evaluation of the current status of the city's Parks. The second part of that agenda will be about the Open Space/Parks sales tax. At that time, Council may form a task force that OSAB's tiger team members (Jessamine and Helen) could be part of. Staff will be giving City Council a detailed history of the tax at that time.

Council member Dennis Maloney has been sworn in as the new Mayor and Council member Deb Fahey is the new Mayor Pro-tem.

On December 20th, City staff made a proposal to Council suggesting new youth programming to use the Bronco Sales Fund. Council has made the decision that the funds will be used instead for deficits in current funding on playground equipment and youth programming. The amount of money in question is \$256,000.

The Boulder County Parks & Open Space Land and Trail Acquisition partnership recommendations that OSAB developed and approved in December have been sent to staff. The city attorney is evaluating the implications of the board's inclusion of the Redtail Ridge Property on this document, since the parcel is in quasi-judicial review right now, which may have implications for the board's recommendation. Otherwise, the

board's recommendations will be put to council as-is. The proposal will be on the agenda for approval at a Council meeting on February 7th.

David asked for an update on the proposed Marshall Fire pet memorial at Davidson Mesa Dog Off-leash Area. Adam answered that he met with the organizers and they agreed to move their planned memorial to a Parks location, rather than putting it on an Open Space location where it could be in violation of Open Space preserve and protect land classification requirements. This plan is still a proposal, not yet a formal project. PPLAB and the Arts Council will both be given a chance to weigh in on this proposal. David added that he met with Council member Caleb Dickenson, who is working with Louisville Rising, who suggested they may be open to diverse locations for the memorial.

Susan asked if the Open Space Master Plan proposal got approved for funding in 2023. Adam answered that it will be a part of the whole system's Parks, Recreation, and Open Space Master Plan to come after the City's Comprehensive Plan, probably in 2024.

Helen asked about the current status of wayfinding funding. Adam answered that the city will allocate \$300k of the Conservation Trust Fund towards Wayfinding in the 6-year capital budget. Helen asked for a more specific start date for this funding. Adam thought there would be \$100k per year in 2024, 2026 and 2027, and still some more money for Park signs.

7. Board Updates

Wayfinding Tiger Team:

Helen reported that the team has been working with the design consultant who is updating the system map. Helen and Laura will work to create a proposal for signs and wayfinding features on the Goodhue Ditch Trail.

Dogs Tiger Team:

Susan reported that she met with Patricia, her counterpart from PPLAB, and they are working together to recommend potential locations for new dog-park sites in the city. They were working from a list of potential sites compiled by staff from suggestions that had been proposed to them by diverse parties over the years. The Dogs Tiger Team visited all the potential sites last week and Susan met with Planning to learn about the current zoning on each of the potential sites. Susan will bring a list of ranked properties to OSAB and then to staff. The board was impressed by their progress. Adam commented that this work showed good timing to create a potential parcel to get into the Master Planning work.

Sales Tax Process Subcommittee:

Helen and Jessamine comprise this committee. Helen shared an excerpt from a 2014 OSAB meeting packet, where Malcolm Fleming had presented the sales tax's history to the board (see pages 12-20 of the link below and the end of these minutes). She highlighted to the board that this packet documented a proposal at the time to hold reserves from the Open Space Tax for potential acquisitions. The discussion also talked about keeping a full accounting of how the spending is allocated between Open Space and Parks budgets. Helen and Jessamine are planning to attend the upcoming Council

City study session where this will be discussed and asked for any board feedback to be sent to them.

<https://laserfiche.louisvilleco.gov/WebLink/DocView.aspx?id=229918&searchid=c5d224d8-aa73-4fc8-8dab-cbfb2fe1c86b&dbid=0>

General Board Comments:

David noted that he recently traveled the Meadowlark Trail that goes south from Superior to the Coalton Trail. Apparently, Superior used a recycled asphalt surface as an alternative to crusher fines that started very hard, but is actually softening. David thought it seems to be a pleasant surface for user experience that might be a more erosion-resistant option for places on Louisville crusher fines trails that wash out regularly. Ember expressed curiosity about the surface's performance.

8. Public Comments on Items Not on the Agenda

Council member Deb Fahey had arrived and said hello and thanked the board for their volunteer work.

9. Action Item: 2023 Housekeeping-Posting Location and Elections

Jessamine moved to approve the proposed agenda posting locations: City Hall, Library, Recreation Center, Police Department/Municipal Court, and the City Website. Helen seconded that motion. The motion passed unanimously. Deb mentioned that the agendas now all include Zoom links and offers for access assistance for citizens who need it, as requested. Michiko recommended that deaf or hearing-impaired people come to meetings in person rather than trying to watch on Zoom, as the captioning on Zoom meetings doesn't work well. David said he is trying to get some guidance from the City on how to address these issues. Deb welcomed feedback on how to make city government meetings and materials better accessible to all.

Laura nominated David as chair and Charles seconded that motion. David said he would be happy to serve again. Laura nominated Charles as vice chair. Helen nominated Susan as vice chair.

The board then discussed and voted on board officer positions for 2023. Michiko asked if a new member could be nominated for an officer position and the board agreed that there was nothing in the statutes that said a new board member can't serve as an officer.

Helen made a motion for David to continue as chair. Charles seconded the motion. David agreed to serve again and there were no other nominations. The board voted for David unanimously.

There were two nominations for the role of vice chair: Jojo and Susan. David made a motion for Susan to be vice chair, Charles seconded the motion. There were six votes for Susan. David made a motion for Jojo to be vice chair, Helen seconded the motion. There was one vote for Jojo. Susan was declared the board's vice chair.

There was a motion for Laura as secretary, and Charles seconded the motion. Laura was asked if she would be secretary again and Laura said she'd do it if no one else wanted to, and no one else volunteered. The motion passed unanimously and Laura was declared the board's secretary.

Jessamine asked why Jojo's board appointment is only for one year when Michiko's is for two years. No one knew the answer.

10. Update Item: 2023 Housekeeping-Update Contact Information and Distribution of Open Government & Ethics Pamphlet

David asked for any edits to the list of the updated OSAB member contact information. Jojo mentioned that their name had been spelled wrong on the emailed pdf, but has been corrected on the hardcopy list given tonight. Ember said she will make sure it is spelled correctly on the revised electronic version as well. David asked for Michiko's preferred contact methods and Michiko replied that she would share a text-friendly number, but email was her preferred contact method.

The 2023 Open Government & Ethics Pamphlet was included in the meeting packet and can be considered distributed to board members.

11. Action Item: Approve 2022 OSAB Accomplishments. Presented by David Blankinship, OSAB Chair

David explained the board's process for Goals and Accomplishments. The "Lead Person" designated for each Goal Area in the document is responsible for making sure the accomplishments in that area are documented and the goals in that area are articulated. When the board checks in on the document during the year, the Lead Person is responsible for leading the discussion for each area.

Jessamine (Lead Person for Acquisition) suggested for Item 1.1, discussion in December be called "semi-final" instead of "final," as a vote on that discussion would be held at tonight's meeting. Otherwise, she liked the accomplishments as written.

Charles (Lead Person for Trails) suggested a few grammar edits in Item 1.1. He also wanted to add that the Trails Tiger Team presented to the full board in September and got feedback at that time. Charles said that in general the board and staff had other priorities than tackling issues like social trails. Charles suggests adding to 3.2 that the board discussed potential alignments for the proposed trail connection from the Overlook Underpass Trail in December. Michiko suggested that the trail needed a better name.

Susan (Lead Person for Resource Management) suggested putting the language of the whole accomplishment document into the past tense. Susan said she hadn't heard an update about the Bee City USA program, and Adam said that the City Council had approved the proposal and now the city is waiting for the Bee City USA organization to process the application. Adam and Ember suggested that Open Space and OSAB could be helpful to the Bee City USA project by adding input on educational programming. Helen and Susan reported that they had earlier volunteered to help with this project.

Helen (Lead Person for Wayfinding) thought it would help to identify that “the phase 1” project will be Powerline Trail. She proposed that she and Laura prepare notes for the February meeting.

Laura (Lead Person for Education & Outreach). Laura reported that the planned discussion for nature play and fort-building got postponed due to fire priorities, but she didn’t want to eliminate it from the future goal documents. Ember said that this discussion might be useful in advance of a 2024 Master Plan revision. David asked if the Broncos Sale fund money could be used for a more nature-play based playground, but Adam cautioned that it would need to have a public process.

The board discussed General Business. It was suggested that Susan and Patricia’s meeting should be listed as an accomplishment in Item 1.1. For Item 3.1, it was noted that Peter and Tom needed to be replaced by other members as a stand-by Tiger Team for consulting on fire recovery issues. For Item 4.1, it was agreed that no one attended a County Open Space meeting and Item 5.1 didn’t happen.

Helen asked if this accomplishments list should be sent to Council. Deb Fahey said she would be interested to see both the accomplishments list and the future goals document forwarded to Council. It was noted that the board gave the Council a list of three items of priority to consider for the Council’s work plan in the December Council meeting packet.

12. Discussion Item: Draft of 2023 OSAB Goals. Presented by David Blankinship, OSAB Chair

David recommended that the board fill in the 2023 Goals document offline, but suggested adding the Open Space/Parks sales tax renewal process to this document, maybe even as a “Goal Area.” David said that the Council’s Workflow might help shape the board’s 2023 goals. The board agreed to add renewal of the Open Space Sales Tax as a Goal Area. The board decided that the job for this meeting would be to determine who the Lead Person for each Goal Area would be.

Jessamine agreed to lead the Open Space Sales Tax Renewal Goal Area.

Michiko and Laura will co-lead the Acquisitions Goal Area. This summer will include the land site visits.

Charles would like to continue leading the Trails Goal Area. He would like to put the social trails study discussion on the backburner for now, but he would like to add a discussion for considering one-off citizen requests like the board received last summer. He also suggested that meeting with the new project manager could be a goal for 2023.

Susan will continue to lead the Resource Management Goal Area. Susan’s particular interests include dog park siting and the Weed Whackers volunteer projects. Monitoring the city’s wildfire recovery and planning process can also be in this goal area.

Helen will continue to lead the Wayfinding Goal Area.

Jojo said they were willing to lead the Education & Outreach Goal Area.

David will lead the General Business Goal Area. Jessamine suggested paring this section down to pull out some of the policy stuff.

David said that he will finalize the 2022 Accomplishments document and create a Goals document to send to the members, so that the Lead Person can fill in the 2023 goals.

The board also decided it needed two members to serve as a Fire Issues Tiger Team to be ready for input as needed. Charles and Susan volunteered to be the Fire Issues Tiger Team.

13. Discussion Item: Opportunities to Improve the Property Acquisition Ranking Process. Presented by Jessamine Fitzpatrick, OSAB Member

Jessamine presented proposed changes to the OSAB process of Property Acquisition Ranking, based on the discussion from the December meeting (see January 2023 meeting packet). She began by highlighting her proposed changes to the ranking process. At the first meeting the board would meet and discuss which properties to visit, then the next month would be a driving tour to see the properties, then the following month would be a discussion of the board member's rankings. Laura asked about the proposal to gather input on needs from staff, Council, and the County. Jessamine suggested one or two people leading the acquisition goal area could go out and do some information gathering. Ember said staff could help facilitate these meetings.

Then Jessamine shifted to proposing new ranking Criteria. Each board member will rate a parcel from 0-10 on three different scales: Resource Value, User Experience, and Strategic Value. The board members' ratings will be combined (average and range) for each parcel and then the outcome will be discussed. Michiko suggested changing "Resource Value" to "Natural Resource Value" and the board agreed to this change. Jojo asked why the "riparian areas" ends up on the objective attributes list and the "resources values" list and Jessamine suggested the presence of a riparian area might raise a parcel's natural resource value. David suggested removing the "undefined unique quality" criteria and the board agreed.

Helen moved to adopt this new approach. Charles seconded the motion. The motion passed unanimously and the board thanked Jessamine for her leadership.

14. Discussion Items for the Next Meeting February 8th, 2023.

1. Introduce the new Open Space Project Manager & Sr. Natural Resource Specialist
2. Reviewing 2023 Goals
3. Dog Park Memo from the Dogs Tiger Team (Susan)
4. Sales Tax Update from the Subcommittee
5. Wayfinding Tiger Team update
6. Update on the County Land and Trail Acquisition Document

15. Adjourn

The meeting adjourned at 9:40 p.m.



Open Space Advisory Board

Agenda

Wednesday, November 12th 2014

Louisville Public Library

1st Floor Meeting Room

951 Spruce Street

7:00 pm

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Comments on Items Not on the Agenda
- VI. Discussion Item: Open Space and Parks Fund- Ballot Measures Establishing and Continuing Funding for Open Space and Parks; Accounting for Open Space and Parks Fund Revenues and Expenditures; and Draft Policy on Open Space and Parks Fund Expenditures and Reserve.
Presented by: Malcolm Fleming, City Manager
- VII. Discussion Item: Lafayette-Louisville Boundary Area Drainage Improvements
Presented by: Cameron Fowlkes, Public Works Department
- VIII. Discussion Item: Wayfinding- Trail Naming Concepts & Trail Modifications
Presented by: Kristin Cypher and Team, C+B Design
 - a. Wayfinding Tiger Team Update
- IX. Staff Updates
- X. Board Updates
 - a. Education Tiger Team Update
- XI. Discussion Item for Next Meeting on December 10th 2014
 - a. Wayfinding- Review Three Sign Concepts
 - b. Louisville Baseline Energy Survey, Sustainability Advisory Board
 - c. Preparation for Brainstorming Session with City Council
 - d. Open Space 2015 Operational & CIP Budget
- XII. Discussion Item: Upcoming Discussion Items
 - a. January- Preparation for Brainstorming Session with City Council, Officer Elections, 2015 House Keeping, 2015 Goal Setting, Wayfinding Costs & Phasing, Lake Park Open Space (Harney Pond)

- b. February- Staff Presentation on “New Trails” Assessment and CIP Planning
- c. March- Potential Joint Meeting with Superior

XIII. Adjourn

Open Space and Parks Funding

Ballot Measures Establishing and Continuing Funding for Open Space and Parks

Ballot Question A initiated through voter petition and approved by Louisville voters in 1993 authorized a ten-year, 3/8% sales and use tax with the revenue from the tax to be used, “exclusively for the acquisition of land in and around the City of Louisville for open space buffer zones, trails, wildlife habitats, wetlands preservation and future parks”.

Following that question, in 1994, the City Council placed a measure on the ballot and Louisville voters approved Ballot Issue 2B. This Ballot Issue increased the City’s debt by \$4.2 million, with a repayment cost of \$5.8 million, for the purpose of, “acquiring land for open space buffer zones, trails, wild life habitats, wetlands preservation and future parks *and all necessary and appurtenant facilities*”, with the debt repaid out of revenues from the City’s Open Space Sales and Use Tax (approved through the 1993 Ballot Question A).

Then in 2002, with the 10-year tax approved in 1993 set to expire in 2004, the City Council placed another measure on the ballot. That Ballot Measure 2D, approved by Louisville voters in 2002 authorized a 10-year 3/8% sales and use tax with revenue from the tax to be used, “exclusively for the acquisition of land in an around the City of Louisville for open space buffer zones, trails, wildlife habitats, wetlands preservation and future parks; *and for the development, construction, operation and maintenance of such open space zones, trails, wildlife habitats, wetlands and parks*”.

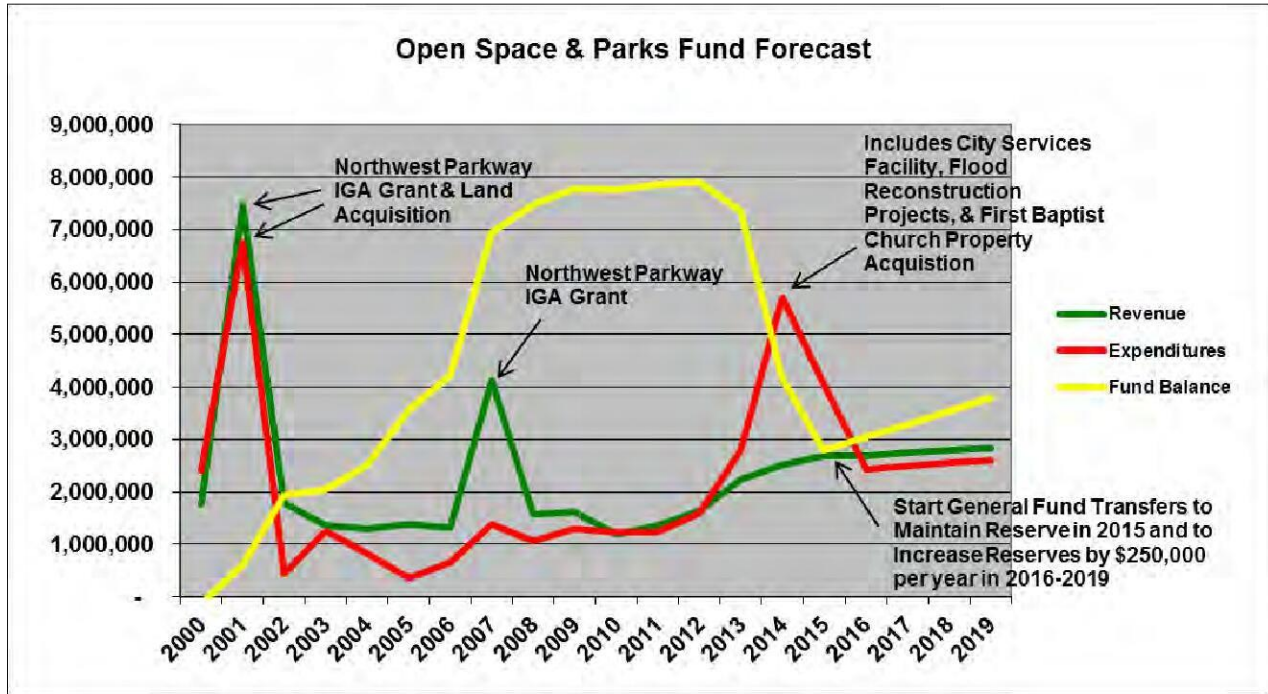
Finally, in 2012, with the 10-year tax approved in 2002 set to expire in 2014, the City Council placed another measure on the ballot. That Ballot Measure 2A, approved by Louisville voters in 2012, also authorized a 10-year 3/8% sales and use tax with revenue from the tax, as also stated in the 2002 Ballot Measure 2D, to be used, “exclusively for the acquisition of land in an around the City of Louisville for open space buffer zones, trails, wildlife habitats, wetlands preservation and future parks; *and for the development, construction, operation and maintenance of such open space zones, trails, wildlife habitats, wetlands and parks*”.

While Louisville voters have twice approved ballot measures providing clear authority to spend revenue from the sales and use tax on the development, construction, operation and maintenance of open space, trails, wildlife habitat, wetlands and parks, the origin of the City’s funding for open space and parks—and the limitation in the 1993 ballot question restricting use of the funds to land acquisition only—still influences the way many people view how the 3/8% tax revenue should be used today. This perspective could also affect the continued community support for the tax. Consequently, it is very important to clearly show the sources and uses of all funding for all aspects of the City’s open space and parks programs, to ensure the City maintains sufficient resources to acquire properties on the City’s Open Space Candidate Properties list, and to have clear policies to guide management of the Open Space and Parks Fund.

Accounting for Open Space and Parks Fund Revenues and Expenditures

With the above history in mind, staff has divided the 2015 Open Space and Parks Fund budget into expenditures for Open Space Administration and Operations; Parks

Administration and Operations; and Capital Outlay. The graph below summarizes the Open Space and Parks Fund total revenues, expenditures and fund balance for 2000-2013 (actual), 2014 (estimated) and 2015-2019 (projected). Although there are records going back further, the year 2000 is as far back as the City's current Long-Term Financial Model goes.



As this graph indicates, total revenue to the Fund varies significantly depending on intergovernmental grants and on transfers from other funds. From 2000 to 2013 Tax revenue to the Fund averaged about \$1.25 million and totaled \$17.5 million over that 14-year period. During this same period, the Fund received over \$12.1 million, or about 40% of the total revenue, from intergovernmental grants and transfers from the General Fund, Impact Fee Fund and the Capital Projects Fund. The 2015 recommended budget and forecast also propose transfers from the General Fund of \$250,000 each year in 2015-2019 to provide a larger reserve and ensure there are sufficient funds to purchase Open Space Candidate properties as they become available.

The following table summarizes the total Open Space and Parks Fund revenues and expenditures for 2000-2015, including the three years prior to the adoption of Ballot Measure 2D in 2002 (which authorized the use of tax revenue for development, construction, operation and maintenance of parks in addition to land acquisition), and for the 16-year period of 2000 to 2015 (including estimated amounts for 2014 and projected amounts for 2015).

As the table indicates, for the years prior to the adoption of Ballot Measure 2D in 2002, and implementation of the tax in 2004, the only expenditures from the Fund were for property acquisition, debt service and \$3,730 for legal expenses (presumably associated with the Bond issue). During that period more was spent on property

acquisition (\$8.7 million) than tax revenue accruing to the Fund (\$3.9 million). For 2000 through 2013, amounts equal to roughly 64% of tax revenue were spent on property acquisition, 40% on operations and administration, and 22% for capital outlay (the percentages don't add up to 100% because the expenditures reflect revenue from intergovernmental grants and transfers from other Funds). Including the estimated amounts for 2014 and the proposed amounts for 2015, amounts equal to roughly 61% of tax revenue would be spent on property acquisition, 52% on operations and administration, and 42% for capital outlay (and again the percentages don't add up to 100% because the expenditures reflect revenue from intergovernmental grants and transfers from other Funds).

Open Space and Parks Fund Revenues and Expenditures						
Revenue	2000-2015 (Actual/Projected)		2000-2013 (Actual)		2000-2003 (Actual)	
	Dollars	% of Total	Dollars	% of Total	Dollars	% of Total
Total Taxes	\$20,695,760	58.4%	\$17,491,550	58.1%	\$ 5,146,545	41.5%
Total Intergovernmental Revenue	\$ 8,717,795	24.6%	\$ 7,996,865	26.6%	\$ 5,325,000	42.9%
Total Miscellaneous Revenue	\$ 2,196,485	6.2%	\$ 2,024,395	6.7%	\$ 513,891	4.1%
Transfers from General Fund	\$ 1,671,166	4.7%	\$ 1,089,096	3.6%	\$ 1,089,096	8.8%
Transfers from Impact Fee Fund	\$ 1,309,460	3.7%	\$ 673,460	2.2%	\$ -	0.0%
Transfers from Capital Projects Fund	\$ 327,114	0.9%	\$ 327,114	1.1%	\$ 327,114	2.6%
Total Transfers	\$ 3,307,741	9.3%	\$ 2,089,671	6.9%	\$ 1,416,211	11.4%
Total Open Space & Parks Fund Revenues	\$35,432,169	100.0%	\$30,116,319	100.0%	\$12,401,647	100.0%
Expenditures						
Property Acquisition	\$12,573,087	37.9%	\$11,184,087	48.0%	\$ 9,674,238	89.0%
Total Operations & Administration	\$10,751,758	32.4%	\$ 6,970,778	29.9%	\$ 3,730	0.0%
Other Capital Outlay	\$ 8,669,159	26.1%	\$ 3,943,369	16.9%	\$ -	0.0%
Total Debt Service	\$ 1,192,405	3.6%	\$ 1,192,405	5.1%	\$ 1,192,405	11.0%
Total Open Space & Parks Fund Expenditures	\$33,186,409	100.0%	\$23,290,639	100.0%	\$10,870,373	100.0%
Percent of Tax Revenue Spent On Property Acquisition	60.8%		63.9%		188.0%	
Percent of Tax Revenue Spent On Operations & Administration	52.0%		39.9%		0.0%	
Percent of Tax Revenue Spent On Capital Outlay	41.9%		22.5%		0.0%	

As noted above, staff has divided the 2015 Open Space and Parks Fund budget into expenditures for Open Space Operations and Administration; Parks Operations and Administration; and Capital Outlay. The following tables reflect the annual line item allocation of all Open Space and Parks Fund sources and uses of revenue for 2000-2015. The tables reflect all revenues accruing to the Fund and show that through 2003 there were only expenditures for property acquisition, debt service and \$3,730 for legal expenses. In 2004 the allocation reflects expenditures associated with Open Space and Parks Operations and Administration (reflecting the authority in the 2002 Ballot Measure 2D to spend Open Space and Parks tax revenue on such items). The allocations for 2015 reflect the separation of expenditures into distinct Open Space Operations and Administration and Parks Operations and Administration categories.

The 2015 recommended budget reflects \$1.6 million in Tax revenue; \$1.0 million in revenue from other sources, including a General Fund transfer of \$582,070; \$434,030 in expenditures for Open Space Operations and Administration; \$1.6 million in

expenditures for Parks Operations and Administration; and \$2.0 million for Capital Outlay (the detail for which is shown in the 5th table below).

City of Louisville, Colorado Open Space & Parks Fund Revenue 2011 - 2015																
Account Description	2000 Actual	2001 Actual	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Rec Bldg
Taxes																
Sales Tax	1,120,201	1,178,818	949,124	1,057,041	1,110,284	1,180,571	1,025,444	1,044,710	1,037,322	975,854	948,069	982,385	1,053,547	1,129,209	1,185,870	1,227,170
Use Tax - Consumer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use Tax - Auto	143,571	131,638	137,681	124,781	119,777	104,182	97,853	107,551	85,824	88,598	88,872	96,327	104,433	121,595	127,870	132,780
Use Tax - Building Materials	75,697	88,723	41,897	32,502	8,465	18,135	10,040	81,210	44,239	23,908	23,895	102,167	91,417	127,895	108,210	104,960
Use Tax - Building Materials (ReSs)	10,211	9,582	16,765	37,863	3,193	-	1	(134)	0	-	-	37	-	-	-	-
Use Tax - Site Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,922	1,920
Total Taxes	1,350,070	1,388,711	1,145,457	1,262,307	1,241,700	1,282,939	1,133,339	1,202,837	1,167,191	1,086,296	1,067,872	1,240,461	1,378,218	1,544,390	1,579,050	1,625,160
	101.3%	103.2%	90.7%	98.3%	92.2%	98.3%	92.3%	112.6%	100.0%	91.0%	110.3%	108.3%	108.1%	112.0%	105.3%	108.1%
Intergovernmental Revenue																
FEMA & State Grants - 2013 Flood	-	-	-	-	-	-	-	-	-	-	-	-	-	26,865	-	-
State Grant - GO CO	-	259,675	-	65,325	-	-	-	-	-	-	27,855	48,224	1,121	-	65,810	-
State Grant Urban Drainage	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grant Revenues	-	-	-	-	-	-	-	2,490,000	-	-	-	5,000	50,000	-	405,020	250,000
Northwest Parkway IGA	-	5,000,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Boulder County Grant - Callahan	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-
Boulder County Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Intergovernmental Revenue	-	5,259,675	-	65,325	-	25,000	-	2,490,000	-	-	27,855	51,224	51,121	26,865	470,930	250,000
	0%	103.2%	0%	#DIV/0!	#DIV/0!	50.0%	0%	#DIV/0!	#DIV/0!	#DIV/0!	223.4%	82.1%	98.9%	#DIV/0!	78.0%	41.4%
Miscellaneous Revenue																
Miscellaneous Revenues	-	33,425	-	(811)	-	-	38	-	-	2,691	5,174	825	1,735	-	-	-
Interest Earnings	8,496	54,708	70,879	54,818	65,969	57,230	173,733	285,756	282,230	231,577	84,472	82,473	47,579	30,708	35,000	25,000
Net Increase (Decrease) in Fair Value	-	-	-	-	-	-	-	-	143,551	(91,138)	12,539	(31,814)	(6,424)	(9,388)	-	-
Gain on Sale of Investments	93	2,971	(5,163)	(17,994)	(922)	-	6,499	9,159	-	-	-	-	-	-	-	-
Land Dedication Fee	38,080	51,667	221,322	-	-	16,579	-	144,382	-	-	-	-	-	-	95,670	-
Memorial Contributions/Gifts	-	-	-	-	-	-	-	-	-	-	1,690	-	-	1,200	1,580	-
North End Development Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	2,838	14,840	-
Bid Document Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Miscellaneous Revenue	48,269	142,760	287,029	33,823	35,948	73,809	180,269	419,277	405,751	143,130	103,876	81,283	42,890	25,160	147,090	23,000
	133.9%	#DIV/0!	155.1%	17.9%	24.4%	98.4%	242.4%	322.7%	294.5%	66.1%	81.9%	82.2%	83.0%	80.2%	297.7%	92.3%
Other Financing Sources																
Sale of Assets	-	-	-	-	-	-	-	-	-	389,934	-	-	-	123,905	550	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	389,934	-	-	-	123,905	550	-
	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Transfers																
Transfer from General Fund	373,400	529,381	186,315	-	-	-	-	-	-	-	-	-	-	-	-	582,070
Transfer from Capital Projects Fund	-	160,818	100,450	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Impact Fee Fund	-	-	-	-	-	-	-	-	-	-	-	158,320	515,140	445,000	191,000	-
Total Transfers	373,400	690,199	286,765	-	-	-	-	-	-	-	-	158,320	515,140	445,000	773,070	-
	91.7%	97.1%	103.8%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100.0%	111.0%	182.8%	-
Total Open Space & Parks Fund	1,771,739	7,467,146	1,779,307	1,361,455	1,296,748	1,381,748	1,313,608	4,112,114	1,572,852	1,619,321	1,199,104	1,352,969	1,630,648	2,235,460	2,442,620	2,673,230
	98.8%	108.2%	95.8%	92.2%	96.9%	101.1%	101.2%	388.0%	117.8%	89.3%	102.0%	98.9%	118.7%	118.0%	103.9%	108.1%

City of Louisville, Colorado																
Open Space & Parks Fund																
Expenditures																
2011 - 2015																
Account Description	2000 Actual	2001 Actual	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Rec Bldg
Open Space Administration & Operations																
Legal Services - General	-	-	-	3,730	6,388	1,020	1,188	-	-	-	-	-	-	-	-	-
Regular Salaries	-	-	-	-	34,982	78,620	117,245	99,384	458,338	499,084	500,738	580,329	559,878	611,732	820,500	255,430
Temporary Salaries	-	-	-	-	-	-	4,076	4,347	37,637	107,821	115,833	112,790	142,281	124,536	161,450	-
Overtime Pay	-	-	-	-	-	-	504	408	11,914	18,536	16,886	18,238	20,580	18,438	26,200	1,400
FICA Expense	-	-	-	-	2,637	5,506	9,928	7,525	38,125	48,912	46,844	51,341	53,992	58,446	77,850	19,850
Retirement Contribution	-	-	-	-	1,748	3,531	5,841	4,955	22,662	25,470	25,855	23,742	23,739	34,337	48,900	14,130
Health Insurance	-	-	-	-	5,238	12,803	19,253	15,358	83,920	78,549	77,062	88,494	83,281	91,735	165,900	48,580
Health Insurance - Dental	-	-	-	-	198	-	-	-	-	-	-	-	-	-	-	-
Workers Compensation	-	-	-	-	9	207	810	777	5,903	9,705	8,090	9,873	8,832	13,043	10,000	5,000
Salary Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	-	-	-	14	-	-	-	-	-	-	-	-	-	850	-
Non-Capital Furniture/Equipment/Tools	-	-	-	-	1,638	890	1,800	1,500	1,653	4,183	877	1,205	1,615	1,553	3,000	1,500
Operating Supplies - Signs	-	-	-	-	515	303	113	68	388	1,745	1,703	312	-	1,584	1,000	500
Operating Supplies - Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	-
Auto Expense - Parts & Repairs	-	-	-	-	801	585	1,027	989	580	585	825	988	435	973	13,000	1,000
Auto Expense - Tires	-	-	-	-	-	44	-	320	-	791	-	-	-	-	3,000	400
Auto Expense - Gas & Oil	-	-	-	-	58	57	-	-	-	-	-	-	-	-	28,250	2,600
Uniforms and Clothing	-	-	-	-	507	778	451	550	806	763	834	714	378	538	7,180	1,320
Miscellaneous Supplies	-	-	-	-	2,354	5,627	1,661	1,527	2,003	1,892	485	1,008	783	1,161	24,000	1,000
Professional Services - Information Systems	-	-	-	-	-	-	-	-	-	900	-	-	-	-	-	-
Professional Services - Mowing	-	-	-	-	360	-	-	111,847	118,405	122,914	88,404	68,250	95,052	53,462	70,000	-
Professional Services - Mosquito/Flea Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9,000	4,050
Professional Services - Weed Control	-	-	-	-	14,710	10,795	3,182	25,571	18,888	17,722	16,709	8,578	12,952	14,328	25,000	17,000
Professional Services - Pruning & Landscape Maintenance	-	-	-	-	-	-	13,720	21,521	19,588	-	16,808	18,884	9,371	4,593	20,000	-
Professional Services - Investment Fees	-	-	-	-	-	-	-	-	-	-	4,148	5,150	4,811	5,051	5,000	2,500
Professional Services - Bank Fees	-	-	-	-	-	-	-	-	-	-	161	739	690	1,072	1,100	600
Resource Management	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Professional Services - Other	-	-	-	-	9,033	17,241	5,747	16,030	11,829	12,690	11,438	9,776	9,700	10,597	18,000	13,000
Utility Services - Electricity	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19,000	-
Utility Services - Trash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500	250
Utility Services - Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,650	3,000
Communication Services - Cellular	-	-	-	-	-	-	-	-	-	104	181	330	501	362	540	180
Parts/Repairs/Maintenance - Buildings/Facilities	-	-	-	-	83	244	-	22	-	-	-	-	-	-	2,600	-
Parts/Repairs/Maintenance - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000	-
Parts/Repairs/Maintenance - Grounds	-	-	-	-	129	8,938	3,751	18,000	13,901	3,997	16,333	16,462	12,909	4,976	22,000	10,000
Parts/Repairs/Maintenance - Grounds - Flood	-	-	-	-	-	-	-	-	-	-	-	-	-	-	724	14,870
Parts/Repairs/Maintenance - Memorials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,320
Parts/Repairs/Maintenance - Irrigation Systems	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000	1,400
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	69	-	-	-	-	-	-	-	-	-	9,000	-
Volunteer Recognition	-	-	-	-	-	-	-	-	-	888	1,362	1,661	1,141	174	1,000	1,000
Open Space Advisory Board	-	-	-	-	-	-	-	-	-	801	1,841	1,214	176	177	-	500
Education Expense	-	-	-	-	-	-	-	-	-	-	-	1,092	1,268	2,000	750	
Boulder County Youth Corp	-	-	-	-	-	-	21,000	21,000	21,000	21,655	-	-	-	12,175	12,550	6,400
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,590
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100	-
Dues/Subscriptions/Books	-	-	-	-	-	-	-	100	-	-	-	-	-	-	-	-
Ditch Assessment	-	-	-	-	(500)	-	-	900	-	800	248	1,012	(240)	1,280	1,840	1,500
Sales/Use Tax Refund Claims	-	-	-	-	-	-	-	-	-	-	-	7,299	-	-	-	-
Open Space/Wildlife Task Force	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Services and Charges	-	-	-	-	4	525	617	872	659	1,334	395	1,067	809	923	1,500	1,700
Vehicle/Equipment Replacement	-	-	-	-	1,868	2,346	2,346	2,346	-	1,000	1,000	1,000	31,750	29,370	34,340	2,220
Irrigation Improvements	-	-	-	-	-	-	-	-	25,006	37,079	-	-	-	-	-	-
Motor Vehicle/Road Equipment	-	-	-	-	16,420	-	13,777	-	-	28,210	18,622	-	-	-	-	-
Tools & Work Equipment	-	-	-	-	-	-	-	-	-	28,183	9,295	-	-	-	-	-
Computer Hardware	-	-	-	-	1,383	-	-	-	-	-	-	-	-	-	-	-
Total Open Space Administration & Operations				3,730	99,918	150,869	227,193	355,816	926,856	1,045,468	954,635	1,029,223	1,080,486	1,096,602	1,752,250	434,030
	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	82.4%	91.2%	80.7%	77.0%	84.8%	92.8%	92.0%	93.6%	92.8%	92.6%	84.3%	23.4%

January 11, 2023 Meeting Minutes Continued-
Board Updates

City of Louisville, Colorado Open Space & Parks Fund Expenditures 2011 - 2015																
Account Description	2000 Actual	2001 Actual	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Rec Bdgt
Parks Administration & Operations																
Regular Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	638,350
Temporary Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	152,250
Overtime Pay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,200
FICA Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,480
Retirement Contribution	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,550
Health Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	134,350
Workers Compensation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Office Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	850
Non-Capital Furniture/Equipment/Tools	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,500
Operating Supplies - Signs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000
Operating Supplies - Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500
Auto Expense - Parts & Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,000
Auto Expense - Tires	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,750
Auto Expense - Gas & Oil	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,750
Uniforms and Clothing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,400
Miscellaneous Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	18,000
Professional Services - Mowing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90,000
Professional Services - Mosquito/Peet Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,050
Professional Services - Weed Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	18,000
Professional Services - Pruning & Landscape Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,000
Professional Services - Investment Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500
Professional Services - Bank Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500
Professional Services - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
Utility Services - Electricity	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19,000
Utility Services - Trash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,750
Utility Services - Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	165,320
Communication Services - Cellular	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	360
Parts/Repairs/Maintenance - Buildings/Facilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500
Parts/Repairs/Maintenance - Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000
Parts/Repairs/Maintenance - Grounds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000
Parts/Repairs/Maintenance - Memorials	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,400
Parts/Repairs/Maintenance - Irrigation Systems	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9,000
Education Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,750
Boulder County Youth Corp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,400
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,740
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250
Other Services and Charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500
Vehicle/Equipment Replacement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,120
Total Parks Administration & Operations																1,594,700
Debt Service																
Principal - Bonds	240,000	245,000	265,000	285,000	-	-	-	-	-	-	-	-	-	-	-	-
Interest - Bonds	60,625	48,945	32,735	17,100	-	-	-	-	-	-	-	-	-	-	-	-
Total Debt Service	300,625	293,945	297,735	302,100												

City of Louisville, Colorado Open Space & Parks Fund Expenditures 2011 - 2015																
Account Description	2000 Actual	2001 Actual	2002 Actual	2003 Actual	2004 Actual	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Estimate	2015 Rec Bdgt
Capital Outlay																
Bond Maintenance Fees	-	-	-	-	(541)	-	-	-	-	-	-	-	-	-	-	-
City Services Facility Site Improvements (25%)	-	-	-	-	-	-	-	-	-	-	-	-	1,320	2,383	-	-
Property Acquisition	2,114,465	6,456,228	148,421	955,125	620,015	45,129	4,233	838,520	4,488	454	-	5,234	3,417	491,393	1,337,500	-
City Services Facility (25%)	-	-	-	-	-	-	-	-	-	-	-	5,234	3,417	327,002	432,830	-
McCaslin/Washington Underpass (50%)	-	-	-	-	-	-	-	-	-	-	-	-	-	37,319	327,002	432,830
Trail Improvements	-	-	-	-	16,883	28,887	59,297	63,895	27,184	85,949	58,925	20,442	31,884	79,024	27,500	25,000
Louisville Arboretum	-	-	-	-	-	-	-	-	5,807	-	-	-	-	-	-	-
Annual Tree Planting Program	-	-	-	-	-	-	-	-	30,944	23,062	5,542	11,130	7,500	8,889	7,500	-
Trail Flood Damage Repair	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	9,550	-
New Trails Program	-	-	-	-	3,073	51,885	332,388	75,750	19,510	87,558	-	-	-	90,819	-	-
Trails Reconstruction Projects - Flood	-	-	-	-	-	-	-	-	-	-	-	-	-	-	482,880	-
Trail Beautification	-	-	-	-	10,884	-	-	-	-	-	-	-	-	-	-	-
Soccer & Multi Purpose Field	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Laszlo Property Conservation	-	-	-	-	-	7,500	1,931	-	22,650	29,471	-	7,170	17,312	45,070	19,500	-
Callahan Trail	-	-	-	-	63,896	53,162	-	-	-	-	-	-	-	-	-	-
Mesa Open Space Kiosk	-	-	-	-	4,130	14,091	-	-	-	-	-	-	-	-	-	-
Louisville Trails Maps	-	-	-	-	-	-	-	8,003	-	-	-	-	-	-	-	-
Boundary Treatments	-	-	-	-	-	-	10,045	8,685	15,834	13,104	-	-	-	17,283	-	-
Parks and Open Space Signs	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-
Community Gardens	-	-	-	-	-	-	-	23,883	-	-	-	-	-	-	-	-
Heola Lake Reservoir Improvements	-	-	-	-	-	-	-	-	-	-	-	785	2,838	260,432	34,490	-
Parks, Open Space, & Trails Master Plan	-	-	-	-	-	-	-	-	-	-	38,717	64,713	1,570	-	-	-
Harper Lake Parking Lot	-	-	-	-	-	-	-	-	-	-	-	13,835	105,137	-	-	-
Aquarius Parking Lot	-	-	-	-	-	-	-	-	-	-	-	-	131,588	-	-	-
Community Park Dog Pond Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trail Connections	-	-	-	-	-	-	-	-	-	-	-	-	7,855	-	-	-
Open Space Planning	-	-	-	-	-	-	-	-	-	-	-	-	-	10,811	-	-
Open Space Zoning	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Open Space Property Planning	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dillon to Coal Creek Trail	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Steel Ranch South Trailhead	-	-	-	-	-	-	-	-	-	-	-	-	-	158,000	-	-
US30 Underpass at Davidson Mesa	-	-	-	-	-	-	-	-	-	-	-	-	-	162,500	162,500	-
Wayfinding & Signs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Davidson Highline Lateral Ditch	-	-	-	-	-	-	-	-	-	-	-	-	-	-	32,340	-
New Equipment - Truck	-	-	-	-	-	-	-	-	-	-	18,568	-	-	-	-	72,000
Machinery & Equipment	-	-	-	-	-	-	-	-	-	10,450	130,094	60,089	83,005	117,130	120,000	-
GIS Implementation	-	-	-	-	-	-	-	-	-	6,501	20,301	11,858	-	-	-	-
2015 Capital Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,982,000
Total Capital Outlay	2,114,465	6,456,228	148,421	955,125	718,180	200,454	420,885	1,028,733	126,216	262,586	276,148	201,256	521,062	1,687,687	4,107,790	2,007,000
	98.8%	100.0%	9.9%	38.8%	35.8%	5.7%	11.8%	21.9%	12.9%	14.4%	11.9%	10.9%	48.2%	81.2%	160.4%	46.1%
Total Open Space & Parks Fund	2,415,090	6,748,173	448,156	1,260,953	818,899	351,323	648,069	1,384,549	1,033,873	1,308,653	1,230,782	1,230,479	1,601,530	2,794,289	5,860,040	4,035,730
	89.8%	100.0%	23.8%	48.4%	22.2%	8.6%	18.8%	28.8%	27.3%	18.1%	18.2%	17.9%	68.8%	62.1%	93.9%	67.4%

City of Louisville
Five-Year Capital Improvement Program
For the Years 2015 Through 2019
Open Space & Parks Fund

Project Description	2014 Budget	2014 Estimate	2015 Proposed	2016 Proposed	2017 Proposed	2018 Proposed	2019 Proposed	5-Year Totals	
Property Acquisition	1,268,000	1,389,000	-	-	-	-	-	-	
City Services Facility (25%)	1,337,500	1,337,500	1,612,500	<i>(2015 Cost = \$6,450,000, Less Grant = \$1,000,000)</i>					1,612,500
McCaslin/Washington Underpass (50%)	432,630	432,630	-	<i>(Removed \$35,000 in 2015 and \$55,000 in 2016)</i>					-
Trail Improvements	27,500	27,500	-	-	55,000	55,000	55,000	165,000	
Annual Tree Planting Program	7,500	7,500	15,000	15,000	15,000	15,000	15,000	75,000	
Trail Flood Damage Repair	9,950	9,950	-	-	-	-	-	-	
Trails Reconstruction Projects - Flood	600,000	462,880	-	-	-	-	-	-	
Lastoka Property Conservation	19,500	19,500	7,000	5,000	10,500	-	-	22,500	
Open Space Zoning	-	-	-	14,000	14,000	-	-	28,000	
US36 Underpass at Davidson Mesa	162,500	162,500	162,500	-	-	-	-	162,500	
Wayfinding & Signs	-	-	25,000	15,000	15,000	15,000	-	70,000	
Davidson Highline Lateral Ditch	-	32,340	-	-	-	-	-	-	
New Equipment - Truck	72,000	72,000	-	-	-	-	-	-	
Machinery & Equipment	120,000	120,000	125,000	75,000	75,000	75,000	75,000	425,000	
Hecla Lake Reservoir Improvements	34,490	34,490	20,000	-	-	-	-	20,000	
Irrigation Controller Replacement	-	-	15,000	50,000	50,000	50,000	50,000	215,000	
Boundary Treatments	-	-	-	15,000	13,000	26,000	6,000	60,000	
Open Space Management Plan Updates	-	-	-	40,000	-	-	-	40,000	
Trail Counters	-	-	-	15,000	-	-	-	15,000	
Park Signs	-	-	-	15,000	15,000	15,000	15,000	60,000	
Renovation of Demonstration Garden	-	-	-	34,200	-	-	-	34,200	
Prescribed Burns	-	<i>(Moved Forward One Year)</i>	-	7,000	8,000	8,000	-	23,000	
Parking Lot Improvements	-	-	-	-	17,500	-	-	17,500	
Demonstration Gardens	-	-	-	<i>(Moved Beyond Five Years)</i>					-
New Trail from Tennis Center	-	-	-	-	-	-	-	-	
Total Open Space & Parks Fund	4,091,570	4,107,790	1,982,000	300,200	288,000	259,000	216,000	3,045,200	

Annual tax revenue to the Open Space and Parks Fund is about \$1.6 million, not including transfers from the General Fund or other sources. However, annual operations and maintenance costs for all of the City's Open Space and Parks related activities (excluding land acquisition and capital outlay) is just over \$2.0 million annually. Consequently, it is necessary to either transfer funds from the General Fund to the Open Space and Parks Fund to cover these expenses and to maintain or increase Open Space and Parks Fund reserves, or it is necessary to reduce expenditures.

Draft Policy on Open Space and Parks Fund Expenditures and Reserve

To ensure there are sufficient funds to acquire Candidate Open Space properties when they become available, and to ensure there is sufficient funding to appropriately maintain the Open Space and Parks properties the City already owns, staff recommends Council adopt a fiscal policy concerning Open Space and Parks Fund (OSPF) expenditure priorities, the target reserve to maintain in the OSPF, and the actions to take in the event City purchase of a Candidate Open Space property would cause the reserve balance to be lower than the target reserve. For discussion purposes, which staff recommends take place first with the Open Space Advisory Board and then with the City Council Finance Committee, before final consideration by the City Council, staff suggests the following draft policy:

DISCUSSION DRAFT POLICY

The Open Space and Parks Fund exists to provide funding for the City's Open Space and Parks system. Louisville voters in 1993 approved the taxes that provided revenue for this Fund and specified the revenue from those taxes could be used only for the acquisition of land in and around the City of Louisville for open space buffer zones, trails, wildlife habitats, wetlands preservation and future parks. In 2002 Louisville voters approved continuing the taxes for these same purposes as well as for the development, construction, operation and maintenance of such open space zones, trails, wildlife habitats, wetlands and parks. In 2012 Louisville voters approved continuing the taxes again for these same (comprehensive) purposes. In recognition of this history, the City Council's policy regarding these funds is as follows:

1. The City shall prioritize expenditures from the Open Space and Parks Fund in the following priority order:
 - a. Acquisition of land in and around the City of Louisville for open space buffer zones, trails, wildlife habitats, wetlands preservation and future parks
 - b. Development, construction, operation and maintenance of such open space zones, trails, wildlife habitats, wetlands and parks
2. To ensure there are adequate funds to acquire properties on the City's Candidate Open Space ranking, the City shall:
 - a. Maintain a year-end reserve balance in the Open Space and Parks Fund at least equal to an amount sufficient to cover the City's share (considering other likely joint partners) of the total projected cost of acquiring the three highest priority Candidate Open Space properties.
 - b. Project the cost indicated in section 2.a above by multiplying the total acreage of the three highest priority Candidate Open Space properties by a per acre value recommended by the Open Space Advisory Board based on a review of, among other things, the average per acre assessed value of agriculturally zoned land in and around the City of Louisville
3. In the event City purchase of a Candidate Open Space property would cause the year-end reserve balance in the Open Space and Parks Fund to be lower than the amount specified in section 2 above, the City Council shall evaluate options for restoring the reserve balance to the specified level, and a time frame for that action. Those options may include:
 - a. Increasing General Fund transfers to the Open Space and Parks Fund and reducing General Fund resources available for other programs
 - b. Securing a loan from Boulder County to jointly purchase a Candidate Open Space property or properties and repaying that loan over time with available Open Space and Parks Fund revenue
 - c. Seeking approval of bonds to finance acquisition of Candidate Open Space property and paying the debt service with revenue from the Open Space and Parks Fund

- d. Delaying and/or reducing expenditures for development, construction, operation and maintenance of open space zones, trails, wildlife habitats, wetlands and parks
- e. Other options that Council may wish to consider

OPEN SPACE ADVISORY BOARD – 2022 ACCOMPLISHMENTS

Updated February 1, 2023

Goal Area:

ACQUISITIONS

Lead Person:

Jessamine Fitzpatrick

1. Advise and advocate for trails and land acquisition.			
Specific Actions:	Who	When (Q#)	Status
1. Review “Opportunities for Preserving Open Space and Improving Connectivity” process and worksheet to inform Property ranking activities in future years. Questions from OSAB members: can we be more targeted? Would it be valuable to have a shorter property list or fewer metrics? Is the ranking order appropriate?	OSAB	Q3, Q4	- Initial discussion completed in July - Semi-final discussion completed in December
2. Provide feedback on and update “Opportunities for Preserving Open Space and Improving Connectivity”, as necessary. (Previously expected every 3 years.)	OSAB, with input from Staff	Q3, Q4	- In conjunction with 1.1 above
3. Vote on Annual Trails and Property Request for Boulder County Parks and Open Space (due annually).	OSAB, City Council	Q4	- Responded to initial (2020 carryover) request in April - Completed in November; being revisited in 1Q23
2. Serve as a resource to City Council in assessing properties for Open Space land acquisition and trail connectivity potential.			
Specific Actions:	Who	When (Q#)	Status
1. Provide input on properties available for sale when requested (e.g., Mayhoffer).	OSAB	As requested	- Others as needed
2. Provide input on PUD and other City approvals when requested (e.g., Redtail Ridge).	OSAB	As requested	- OSAB voted on Redtail Ridge at the June meeting; topic was also discussed in May - Others as needed

Goal Area:	TRAILS	Lead Person:	Trails Tiger Team - Charles Danforth & David Blankinship
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1. Ensure ongoing Trails-related items receive more attention and time from OSAB.

Specific Actions:	Who	When (Q#)	Status
1. Determine priorities for Trails Tiger Team work, being mindful to avoid overlap with Wayfinding Tiger Team work. Actions included: <ol style="list-style-type: none"> a. Review trails part of City of Louisville Transportation Master Plan (TMP) to identify gaps (e.g., single track / dirt trail designation and how to address social trails) and set trail priorities (e.g., update on specific topics, update to entire plan, update trail acquisition priorities, or creation of trails master plan). b. Review trails evaluation document and update / implement if useful. c. Work with staff to establish top 3-5 priorities for trail work in the next 5 years. Identify potential sources of funding for implementation (if needed) and plan for advocacy to obtain funding. 	Tiger Team	Q3 and Q4	<ul style="list-style-type: none"> - Staff shared background materials; Trails Tiger Team still reviewing documents - Developed informal social trails inventory using satellite images and local knowledge of OSAB members.. - Need to discuss how to evaluate and prioritize social trails identified in the inventory and through the social trails pilot program effort - Tiger Team met with Staff (Adam and Ember) to discuss next steps in Q3 - Presented to OSAB at the September meeting and received feedback - larger program deprioritized in favor of developing an evaluation process for future opportunities

2. Support ongoing Open Space Division work related to trails.

Specific Actions:	Who	When (Q#)	Status
1. Comment and advise on the social trail pilot project, as requested by Staff.	OSAB	Q4	<ul style="list-style-type: none"> - See social trail inventory note above - Addressing social trails is not a high priority item for OSAB and staff right now, so the timeline for the remaining work on the social trail project is TBD
2. Respond to Staff requests for feedback on trail design (e.g., Davidson Mesa trail resurfacing phasing, 104th Street trail, Highway 42 planning).	OSAB	Ongoing	<ul style="list-style-type: none"> - In contact with staff on Davidson Mesa trail resurfacing effort. Worked with a contractor to finalize the acceptance punch list. Q4 meeting agenda topic to discuss potential \$600K project to pave Coal Creek Trail between Dillon and 36.

3. Ensure coordinated approach to trail connectivity in Louisville and with surrounding areas.

Specific Actions:	Who	When (Q#)	Status
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January 11, 2023 Meeting Minutes Continued - OSAB 2022 Accomplishments

<p>1. Advocate for trails connectivity to facilitate community access and commuting, particularly with respect to implementation of the TMP.</p>	<p>TBD</p>	<p>TBD</p>	<ul style="list-style-type: none"> - Next steps TBD pending further discussion and evaluation of social trails
<p>2. Identify easement needs to support trails connectivity both within Louisville and with adjacent communities.</p>	<p>TBD</p>	<p>TBD</p>	<ul style="list-style-type: none"> - Plan to discuss and pursue opportunities as they arise - Identified potential alignments for overlook underpass trail at the December meeting - Should evaluate naming options for the overlook underpass trail before getting too far

Goal Area:	RESOURCE MANAGEMENT	Lead Person:	Susan McEachern
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1. Continue to look for solutions to Open Space dog issues.

Specific Actions:	Who	When (Q#)	Status
1. Help the City incorporate the Dog Park Siting Study into future plans through OSAB input on development approvals, new property Master Plan documents, conversations with PPLAB, etc. Refer to materials provided by OSAB in 2019 (Fiona & Mike).	OSAB, Susan to lead	Ongoing	- Joint OSAB/PPLAB meeting discussed various issues of joint concern at OSAB's September 14, 2022, meeting, including DOLA and Dog Parks. Joint dog issues tiger team met in Q4 and created a preliminary list of potential off-leash areas that will be refined in Q1 2023.

2. Advocate for management and restoration projects.

Specific Actions:	Who	When (Q#)	Status
1. Support efforts for prescribed fire management, including during planning, coordination, and communication efforts.	OSAB	Q4	- Pending Q4
2. Comment and advise on weed control issues on Open Space, as requested by Staff. Request updates on past initiatives (e.g., Cheatgrass work) if not otherwise provided by Staff.	OSAB	As needed	- Susan presented ideas for bolstering volunteer participation in manual weed pulling at the August meeting. - Met with Catherine Jepson to coordinate communication and outreach for 2023.
3. Participate in review of management and planning work, as requested by Staff (e.g., prairie dog management / relocations; Pocket Prairies / Pollinator Gardens Ongoing Project; Xeric Landscaping; Cottonwood, Lake Park, Church Property; Nature Play).	OSAB	As needed	- Invite new senior naturalist to an upcoming meeting to hear his vision for Pocket Prairies and other naturalist initiatives. - Listed items on the draft agenda for the September meeting.
4. Participate in Bee City Initiative	OSAB	Q3	- Susan has volunteered to be on the committee exploring the Bee City Initiative. Agenda topic completed at September OSAB meeting. Council approved the proposal and the city is waiting for the Bee City USA organization to process the application. - OSAB and staff could be helpful to the Bee City USA project by adding input on educational programming

Goal Area:	WAYFINDING	Lead Person:	Helen Moshak on behalf of Wayfinding Tiger Team (Laura Denton and Helen Moshak)
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1. Partner with Staff to deliver on the 2021 Wayfinding CIP - Wayfinding Project Phase I (Powerline Trail)

Specific Actions:	Who	When (Q#)	Status
1. Partner with Staff and consultant to finalize designs and specifications for 2021-22 CIP and Wayfinding Phase I.	Tiger Team	Q3	- Complete
2. Partner with Staff to develop and scope installation plan for Phase I.	Tiger Team	Q3-Q4	- Regular updates to OSAB
3. Development of communication plan and strong communication channels to ensure regular updates to and input from OSAB, OSAB Trails Tiger Team, other boards, citizens and council on Wayfinding project.	Tiger Team	Ongoing	- In process
4. Advocate for budget resources for Phase I and plans for Phase 2. <ul style="list-style-type: none"> a. Presentations and communication with Parks & Recreation & Open Space Director, City Manager and City Council. b. Outreach to Community. 	OSAB and Tiger Team	Ongoing	- Monthly progress reports provided to OSAB. - Presentations developed and delivered. - Emails and phone calls.
5. Provide feedback and recommendations on Phase I as requested by Tiger Team and Staff. Support and participate in Phase I communications plan, as requested.	OSAB	As needed	- Tiger Team supported staff by drafting and reviewing the Request For Proposal in Q2. - Tiger Team helped select consultant in Q3. - Tiger Team to work with staff and consultant during Phase 1 in Q3-Q4.

2. Partner with City Council and Staff to develop and fund Wayfinding Phase 2 CIP to fabricate and install wayfinding throughout the entire system by 2023.

Specific Actions:	Who	When (Q#)	Status
1. Partner with staff to develop Proposed Wayfinding Phase 2 Project Plan based on Phase 1 design, pricing, and community feedback.	Tiger Team	Q3-Q4	- Tiger Team to support staff in selecting sign types and locations for pilot project based on budget requirements.
2. Schedule study sessions or regular communication with Council provide updates on Project 1 progress and development of Phase 2 Project plan, funding requirements, and timeline.	Tiger Team	Q4 as Phase I is implemented	- Future
3. Engage with the community and boards on Phase 1 and 2 progress and feedback.	Tiger Team	Q4 as Phase I is implemented	- Future

January 11, 2023 Meeting Minutes Continued - OSAB 2022 Accomplishments

4. Provide feedback and recommendations on Phase 2 as requested by Tiger Team and Staff. Support and participate in Phase 2 communications plan and study sessions, as requested.	OSAB	As needed	- Future
3. Advocate for Wayfinding Standards and network goals for all projects and development plans.			
Specific Actions:	Who	When (Q#)	Status
1. Advocate for and require Wayfinding goals and specifications at all GDP and PUD reviews.	OSAB	During all GDP and PUD	
2. Require Wayfinding as a essential element of all trail design and construction	OSAB	During all trail reviews and planning	
3. Advocate for and incorporate Wayfinding standards and requirement in the new Open Space and Trails Master Plans	OSAB	During plan development - TBD	
4. In meetings with advisory boards of regional partners advocate for consistent and cohesive wayfinding designs and practices throughout the region.	OSAB	TBD	

Goal Area: **EDUCATION & OUTREACH** Lead Person: Laura Denton

1. Support education programs.			
Specific Actions:	Who	When (Q#)	Status
1. Advise on Open Space Staff Education Programming proposal list.	OSAB	Q1	- Completed in Feb meeting
2. Advise on advertising and marketing materials as requested by Open Space Staff.	OSAB	As needed	- Currently using standard marketing practices
3. Continue to advocate for cross-promotion with neighboring municipalities.	OSAB	Ongoing	
4. Review upcoming and previously held educational programming in monthly packet Staff Updates.	OSAB	Ongoing	- Completed monthly
2. Support community outreach.			
Specific Actions:	Who	When (Q#)	Status
1. Board members volunteer at City Open Space events. Examples include: Shrub Planting at Harper and Warembourg (April), Pulling for Louisville (April-Sept), National Trails Day (June), DOLA Poop Cleanup (Aug & Nov), Spooktacular (Oct), etc.	OSAB	Ongoing	- Opportunities are listed in OSAB staff updates. Staff makes requests as needed.
2. Continue to advocate for increased engagement with the senior community in Louisville via work with the Senior Center and Balfour, if possible given pandemic conditions.	OSAB	Ongoing	- Rangers are collaborating with the Recreation Senior Center to add programming.

January 11, 2023 Meeting Minutes Continued - OSAB 2022 Accomplishments

3. Review and brainstorm staff volunteer coordination efforts as a meeting discussion item.	Tiger Team or OSAB	Q3	- Discussed at August OSAB meeting
3. Support ongoing development of Staff Resource Protection activities.			
1. Work with staff to come up with a long-term policy for fort building and nature play on open space lands. Coordinate with OSAB's Code and enforcement goals (see General Business items 5.1 and 5.2 below).	Tiger Team or OSAB		- Discussion postponed because of fire priorities, but should still be considered in the future
2. Consult and advise on educational signage materials, as needed.	OSAB	As needed	

Goal Area:	GENERAL BUSINESS			Lead Person:	Peter Gowen
1. Coordination with PPLAB.					
Specific Actions:		Who	When (Q#)	Status	
1. Joint PPLAB / OSAB meeting. Topics of discussion to include Dog Park Siting Study.		OSAB, Susan to lead	TBD	- Dog tiger team joint meeting with PPLAB completed in Q4. See Resource Management topic 1.1 for more details.	
2. Review and comment on Operations and CIP Open Space budgets.					
Specific Actions:		Who	When (Q#)	Status	
1. Review and comment on budget proposals as requested by Staff. (Refer to MOST document for context on setting operational budget priorities.)		OSAB	As needed	- Voted on Staff recommendation at the May meeting	
3. Monitor and respond to City Council and Staff activity as pertains to Open Space issues.					
Specific Actions:		Who	When (Q#)	Status	
1. Tiger Team to Support Marshall Fire Response Needs		Peter and Tom	Ongoing	- As requested by staff. Assigned board members stepped down. Need to reappoint.	
2. Establish communication between OSAB and City Council, either through Study Session or other means preferred by Mayor and Council. OSAB to identify priorities for discussion with Council. Likely focus study session on Wayfinding.		OSAB	Q2 or Q3	- OSAB reviewed City Council Work Plan at June meeting to identify areas of interest or relevance for OSAB - Staff to lead next steps on formal coordination with Council	
3. Board members monitor other meetings and local / social media for Open Space news.		OSAB	Ongoing	- Ongoing by individual board members as noted in Board Updates.	
4. Provide input on Open Space implications for Zoning Approvals and Development Reviews, as requested by Staff.		OSAB	Ongoing	- OSAB discussed Redtail Ridge at the May meeting and voted on it at the June meeting.	
4. Coordinate OSAB efforts with surrounding jurisdictions through at least one joint meeting per-year.					
Specific Actions:		Who	When (Q#)	Status	
1. Plan joint meeting with open space representatives from a neighboring community (e.g., Broomfield, Superior, Lafayette, Boulder). OSAB to prioritize meeting topics (e.g., trails, Wayfinding) and identify meeting participants.		OSAB to set priorities; Staff to lead outreach	Q3 or Q4	- OSAB identified Superior as a priority connection at the April meeting - Staff from Boulder County community open space groups meeting in July	
2. Tiger Teams to attend Boulder County Open Space meetings, as relevant.		TBD	As needed	- No OSAB members attended county open space meetings this year	
5. Support ongoing development of the Ranger Program in service of Staff Resource Protection activities.					
Specific Actions:		Who	When (Q#)	Status	

January 11, 2023 Meeting Minutes Continued - OSAB 2022 Accomplishments

<p>1. Work with Staff to update protocols for enforcement of Open Space Code items, including:</p> <ul style="list-style-type: none"> a. Abandoned Property/Tree Decorations b. Memorials c. Dogs off Leash d. Dog on Ballfields e. Yacht Club f. Hours of Use g. Lost Pet/Advertisement/Voting signs etc. h. Encroachment i. Misc: Sledding, Lemonade, Fort Building 	<p>Peter leads, OSAB input as necessary</p>	<p>As requested by staff</p>	<p>- Peter developed memo outlining concepts and questions; ready for work but need Staff input on capacity and timeline</p>
<p>2. Review Louisville Municipal Code for potential improvements to Open Space operations.</p>	<p>Peter lead; OSAB recommendations</p>	<p>Ongoing</p>	<p>- See 5.1 above</p>
<p>6. Ensure efficient and effective OSAB operation.</p>			
<p>Specific Actions:</p>	<p>Who</p>	<p>When (Q#)</p>	<p>Status</p>
<p>1. Evaluate proposed OSAB meeting procedures and update as needed to ensure effective meeting operations.</p>	<p>Jessamine</p>	<p>Ongoing</p>	<p>- Discussed meeting procedures at February meeting - Plan to revisit when in-person meetings resume</p>
<p>2. Assemble key documents to provide orientation context for new OSAB members, including relevant Charter and ordinance provisions, meeting procedures, key Open Space policy and program documents (e.g., MOST, Wayfinding, off-leash dog materials, acquisition sheet) etc. Develop orientation plan for new 2022 Board member(s).</p>	<p>Peter</p>	<p>Q4</p>	<p>- In process</p>

MEMORANDUM

To: Open Space Advisory Board
From: Open Space Division
Date: February 8, 2023
Re: Information Item 6: Staff Updates

Marshall Fire Updates Pertaining to Open Space:

1. The Wildfire Hazard and Risk Assessment of Louisville Public Lands Project has begun. The first public Open House will be hosted at the Recreation and Senior Center on Monday, February 6th at 6:00 pm. The goal of the Open House is to provide information to the community regarding project scope of work and also to engage with the community and receive feedback on the project.
2. Staff is evaluating and mapping fencing and amenities around the City for type and ownership.

General:

3. The Open Space & Parks Sales and Use Tax Task Force was adopted by City Council. The task force will consist of members from OSAB, PPLAB, LSAB as well as EDI representation. Tentatively, the subcommittee members will be appointed via resolution by City Council on Feb 21, 2023. Following appointment, the committee will likely meet bi-weekly with a goal to develop ballot language by this summer. The task force meetings will host formal public meetings which will be available via Zoom with a preference for in person attendance.
4. Broncos Funding: On December 20, 2022 City staff made a proposal to Council suggesting new youth programming to use the Bronco Sales Fund. Council has made the decision that the funds will be used instead for deficits in current funding on playground equipment and youth programming. The amount of money in question is \$256,000.
5. City Council Work Plan items involving Open Space include: The Wildfire Hazard & Risk Assessment, Open Space & Parks Sales and Use Tax renewal, and the City Comprehensive Plan.
6. Colorado Parks and Wildlife performed positive tests for avian flu in Canada geese in Boulder County. Staff are continuing to monitor reports of sick and dead geese in Louisville. So far, staff have observed avian flu only among Canada geese. Following the directive of Colorado Parks and Wildlife, if staff encounter avian flu in other species, they will notify Colorado Parks and Wildlife to perform further testing. Avian flu typically spreads through close contact with infected birds or their feces. However, the risk of transmission to humans and domestic animals is very low. Staff are advising members of the public to respect the leash law, avoid contact with any sick or dead birds they may observe on Open Space, and to wear proper PPE

(mask and gloves) to dispose of dead birds they may find on their private property. Please see attached Colorado Parks and Wildlife information fact sheet following this memo.

Trails & Maintenance:

7. Capital Improvement Project funding for Wayfinding has been recommended by City Council as follows: \$100,000 in 2024; \$100,000 in 2027; and \$100,000 in 2028.
8. The 104th St Trail is on schedule and the project is approximately 50 percent complete. The weather has the project at a halt and will commence once conditions allow. Contractors have begun the construction and grading of the trails sub-grade bench on the trail section connecting from Aquarius Open Space trail to the crossing of Highway 42 and Empire/104th St.

Natural Resources:

9. One of the owl nest cameras has shown recent great horned owl activity but no signs of incubation have been observed.
10. A new fence has been installed on the northern side of the Prairie Dog Conservation Area on Jointly-owned Warembourg to prevent prairie dogs from migrating north of the Area.

Resource Protection:

11. Rangers will attend a training from the Rocky Mountain Ranger Association about mental health resilience and traumatic stress on February 8 in Denver. Louisville rangers played a key role in planning this training, which will welcome nearly 50 rangers representing 15 agencies from across Colorado.
12. The Police Department located an illegal campsite in the Goodhue Ditch near Centennial Open Space and rangers placed an abandoned property tag on it on January 22nd. The 10-day compliance period expired on February 1st, and rangers found that the owner of the campsite had removed their possessions from City Property. Rangers cleaned up a few remaining trash items.

Education/Volunteer:

13. Staff will provide the Proposed 2023 Education & Volunteer Plan to OSAB in March.
14. Staff will begin outreach for volunteer participation in Open Space programs soon. If you are interested in assisting with Raptor Monitoring, or would like to Adopt an Open Space, please contact Catherine at catherinej@louisvilleco.gov
15. Staff will be attending a meeting with members of the Butterfly Pavilion, and other municipalities, to discuss outreach and opportunities for volunteer coordination with the Urban Prairies Project.
16. Education Events Upcoming:

Open Space Advisory Board

Information Item 6: Staff Updates Continued

February 8, 2023

Page 3 of 3

- a. Wednesday, February 15th from 6:30 to 7:30 PM, Owls of Northern Colorado.
Louisville Public Library.

17. Education Events Past: None

Highly Pathogenic Avian Influenza



Highly pathogenic avian influenza (HPAI) virus was confirmed in wild geese in Northeastern Colorado on March 24, 2022. Colorado Parks and Wildlife (CPW) is working with the Colorado Department of Agriculture, the United States Department of Agriculture, and other agencies to monitor and respond to additional cases of highly pathogenic avian influenza.

What is Avian Influenza?

Avian influenza is an infectious disease of birds caused by a group of influenza viruses. These viruses naturally circulate in wild birds, such as waterfowl and shorebirds, which can carry the virus without showing any signs of disease. There are many strains of avian influenza, which are classified into two categories: low pathogenic (LPAI) strains which typically cause little or no clinical signs in any birds, and highly pathogenic (HPAI) strains which can cause severe disease and potentially high mortality in some birds species, particularly domestic poultry.

New HPAI Strain in 2021-2022

In the winter and spring of 2021-2022, an outbreak of HPAI involving a new strain of H5N1 emerged in North America. Unlike prior strains of HPAI in North America, this particular strain is causing widespread mortality in some species of wild birds, particularly in snow geese, raptors, and vultures. This strain has also caused mortality in several mammal species, especially in skunks and foxes.

Does Avian Influenza cause disease in wild birds?

Previous HPAI strains caused minimal disease in wild bird populations. However, the current strain does cause disease in many species including swans, gulls, geese, grebes, pelicans, raptors, vultures, cranes, some species of ducks, turkeys, and possibly other game bird species. Typical symptoms include swimming in circles, moving slowly, incoordination (may appear drunk), and head tilt or inability to lift the head. Most affected birds are seen on the ground, but occasionally sick birds may be seen flying low and alone.

Can humans be infected?

Although rare, some HPAI strains can infect people so it is important to protect yourself. The main protection for the general public is to avoid handling sick or dead birds and keep your distance from wildlife. See the [CDC web-site](#) for more information on protective actions for people.

What to do if you find sick or dead birds?

If you find three or more dead wild birds in a specific area within a two week period OR if you see live birds showing clinical signs of disease, please contact your local Colorado Parks and Wildlife office. CPW will not be able to respond to all calls and is focusing responses based on surveillance and management priorities.

Hunter precautions:

- Do not handle or eat wildlife found sick or dead.
- Do not eat, drink, or put anything in your mouth while cleaning or handling game.
- Wear rubber or latex gloves when handling and cleaning game.
- Wash hands thoroughly and disinfect knives, equipment, and surfaces that come into contact with game.
- Keep wild bird carcasses away from domestic poultry
- Cook all game thoroughly to an internal temperature of 165°F



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Recommendations for Individuals Who Handle Wild Birds

Wildlife professionals and individuals licensed to handle wild birds in areas where HPAI is active should wear protective gear such as gloves, a face mask and eye protection when handling wild species with a high risk for carrying avian influenza or birds found sick or dead. Be sure to wash your hands and disinfect equipment after handling. There are many [disinfectants](#) suitable for use against avian influenza viruses. Ensure that equipment and surfaces are cleaned with soap and water prior to applying disinfectants. Disinfectants require a specific amount of contact time to kill the virus. Follow the manufacturer's instructions for the product that you use.

Recommendations for Falconers:

Avian influenza virus can be transmitted to birds of prey from feeding on infected birds. As a precaution, we advise falconers to avoid hunting wild avian species and not to feed wild species (particularly waterfowl) to raptors during this HPAI outbreak. Minimize contact with wild birds, enhance cleaning and biosecurity practices and consult with a veterinarian immediately if any of your birds show signs of illness.

Recommendations for Game Bird Facilities:

Game birds such as pheasants, turkeys, grouse, and quail may be susceptible to HPAI. The main way to protect your birds is to maintain good sanitation and biosecurity, limit bird movement, and minimize contact with wild birds. See the below link to CDA guidance for more information on biosecurity practices.

Recommendations for wildlife rehabilitators:

- All birds, even apparently healthy ones, should be quarantined before mixing with resident birds. Avoid mixing species and unnecessary bird-to-bird contact.
- Consider [foot baths](#), dedicated footwear or other biosecurity measures to limit introduction of viruses into the facility.
- Consider limiting or stopping admissions of wild species with high risk for carrying avian influenza viruses during this HPAI outbreak.
- If birds in your facility show signs of illness, consult with a veterinarian immediately to facilitate testing.

Additional information on avian influenza can be found at the following:

- USDA APHIS: <https://www.aphis.usda.gov/aphis/ourfocus/animalhealth/animal-disease-information/avian/avian-influenza/2022-hpai>
- Centers for Disease Control: <https://www.cdc.gov/flu/avianflu/avian-flu-summary.htm>
- Colorado Department of Agriculture: <https://ag.colorado.gov/animals/reportable-diseases/avian-influenza>
- Utah State University – Disinfection Guidelines: https://extension.usu.edu/poultry/files/036_AG_Poultry_2015-01pr.pdf
- USDA guidance for hunters: https://www.aphis.usda.gov/publications/animal_health/fsc_hpai_hunters.pdf
- CDC guidance for protecting workers from avian influenza: <https://www.cdc.gov/flu/avianflu/h5/>



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Memorandum

To: Open Space Advisory Board
From: The Dogs Tiger Team: Susan McEachern, OSAB member, and Patricia Duff, PPLAB member
Date: February 8, 2023
Re: Discussion Item 8: Board Updates – Dogs Tiger Team Update Regarding Potential New Dog Park Locations in Louisville

Louisville currently has two dog-off-leash parks, Community Park and Davidson Mesa (DOLA), which are roughly two miles apart. Community Park was renovated in late 2022 to improve fencing, remove weeds, and improve the surface. The fire-damaged fence at Davidson Mesa was replaced in late 2022, but no other improvements have taken place. Both areas are very heavily used, with Davidson Mesa, an open-space property, especially experiencing resource degradation.

The total dog population in Louisville is difficult to quantify given that the City Clerk's office estimates that only 15 percent of owners license their dogs, but their informed guess puts the number at 3,471. Given the large dog population and high demand for areas that allow dogs to run and play freely, we believe that Louisville needs at least two additional dog parks easily accessible to a majority of its citizens.

Susan and Patricia, the Dogs Tiger Team, have viewed and evaluated six potential new dog park sites in the City of Louisville. Most of these sites were proposed by different individuals at various times and have been noted as informal options over the years. Our evaluation included the best-practices dog park criteria developed by a previous tiger team in 2018. Based on their research, we have developed the following priorities for siting and features.

SITING

- 500 feet from residences
- 200 feet from playgrounds and schools
- no potential to contaminate wells or groundwater
- not on or adjoining environmentally sensitive areas

FEATURES

- Acreage: 2 acres for large dogs, .5 acres for small dogs
- Surface: crusher fines or grass
- Parking: off-street
- Drainage: positive to avoid pooling
- Fencing: 4' fencing and double-entry gates
- Visual barriers: if needed
- Natural dog-play structures such as logs and rocks
- Trash and waste cans

- Water for dogs
- ADA access

The sites are ranked below in our order of priority.

1. **Cottonwood/Church Park.** South Boulder Road and Via Appia. Ca. 8-acre church parcel. No subdivision platted.

Positives:

- City-owned land
- away from residences
- walkable from many downtown neighborhoods
- a natural gathering space with the existing park
- all needed amenities (parking, restrooms, picnic shelters, drinking fountains) nearby
- a large amount of undeveloped land available with the purchase of the church property

2. **Louisville Recreation Center South Catchment Area.** Ca. 4-acre portion of the Rec Center and Arboretum property. New PUD required for design and fencing.

Positives:

- City-owned land
- away from residences and hidden from view
- walkable from many neighborhoods
- a natural gathering space with the rec center and arboretum
- all needed amenities (parking, restrooms, picnic shelters, drinking fountains) nearby

Negatives:

- potential flooding
- conflicting use by cyclocross and other sports

3. **Louisville Sports Complex.** 1200 Courtesy Road. Ca. 2-3 acre parcel between the complex and the community garden. Zoned agricultural. Owned by Boulder County.

Positives:

- away from residences
- a natural gathering space with the existing ballfields
- all needed amenities (restrooms, picnic shelters, drinking fountains) nearby

Negatives:

- land would have to be purchased and annexed
- not an easily walkable location

4. **96th Street.** 96th St north of the new 7-11. 9.6-acre remnant lot that would have to be platted for development.

Positives:

- City-owned land

-away from residences

Negatives:

-not an easily walkable location on the outskirts of Louisville
-all amenities (parking, restrooms, shelters, drinking fountains) would have to be developed

5. **1750 South Boulder Road.** 8.4-acre parcel east of Harney-Lastoka Open Space. Zoned planned community commercial. Owned by Santilli Farm LP.

Positives

-away from residences
-a walkable location for North End residents
-possible collaboration with Lafayette given location

Negatives

-land would have to be purchased and annexed
-all amenities (parking, restrooms, shelters, drinking fountains) would have to be developed

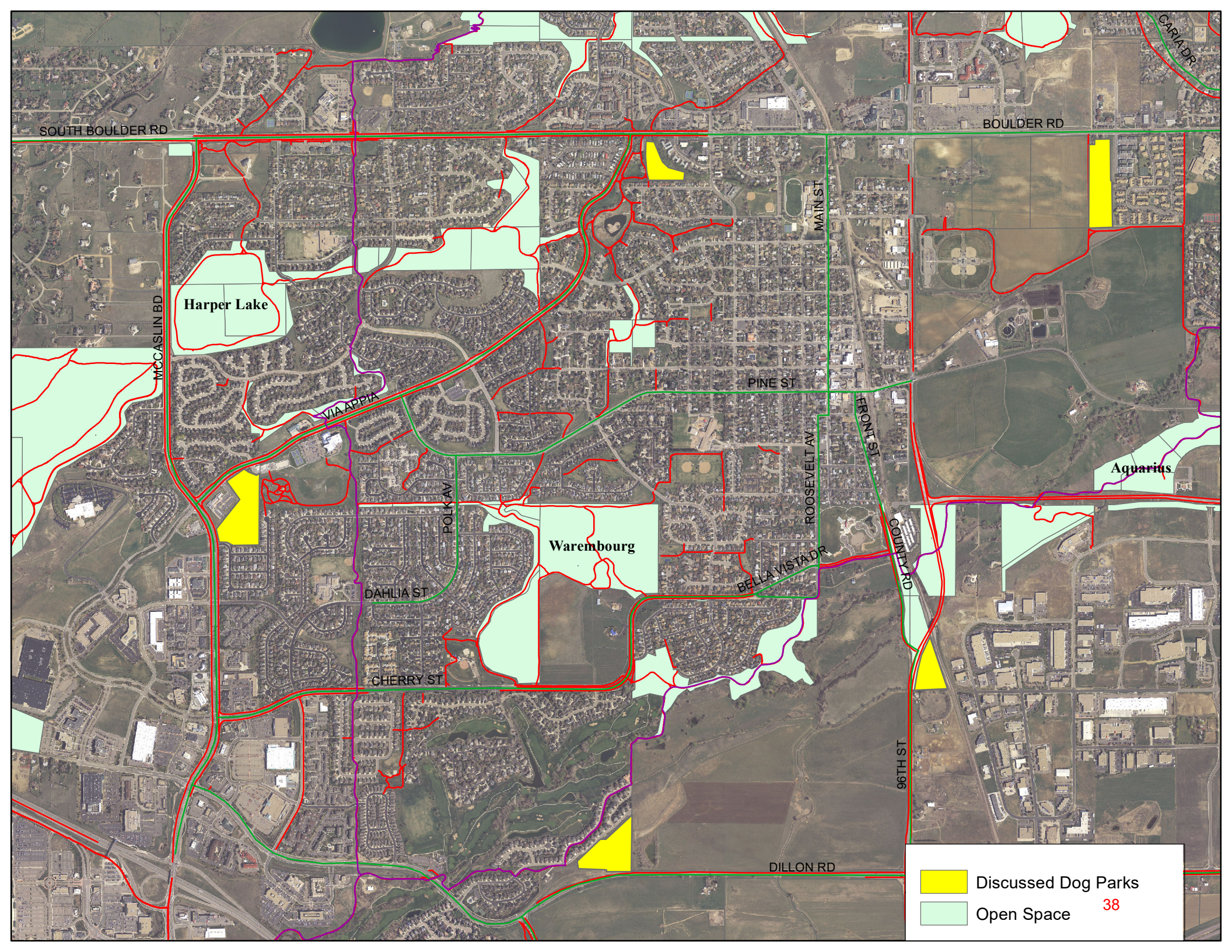
6. **9001 and 8937 Dillon Road.** 2.7 and 5.1 acre parcels owned by Excel

Positives

-away from residences
-a walkable location for Monarch-area and golf-course residents

Negatives

-land would have to be purchased and annexed
-all amenities (parking, restrooms, shelters, drinking fountains) would have to be developed
-contamination concerns from previous Excel usage



SOUTH BOULDER RD

BOULDER RD

Harper Lake

MCCASLIN BLD

VIA APPIA

PINE ST

MAIN ST

Aquarius

Warembourg

POLK AV

ROOSEVELT AV

FRONT ST

COUNTESS RD

DAHLIA ST

BELLA VISTA DR

CHERRY ST

96TH ST

DILLON RD

- Discussed Dog Parks
- Open Space

BEST PRACTICES DRAFT - FOR LOUISVILLE

SITING - PROXIMITY TO:	Guideline for Louisville	Rationale
Residences	500 ft or less if noise abatement present (e.g., behind a hill)	Distance recommendations range from 50-200 ft. Some require visual and sound buffer
Playgrounds/Schools	200 ft minimum buffer minimum	4 municipalities recommend avoiding siting near schools. Denver has a 100 ft minimum buffer
Drinking water wells	Consult hydrologist is closer than 200 ft to groundwater well	Most recommend to not site near drinking water but no specific buffer recommendations provided
Surface water sources	Avoid surface water runoff impacting surface waters	Most recommend to not site near surface water with Alexandria, VA having a minimum 60 ft buffer
Environmentally sensitive areas	Site in such a manner that impacts to natural areas, minimizing impacts on flora and fauna	About half of municipalities suggest avoiding use conflicts and/or siting near natural areas.
High traffic streets	Can abut, if fenced and off-street parking area is avoided	Most are silent to proximity to high traffic streets with Denver having a minimum 200 ft buffer

FEATURES	Guideline for Louisville	Rationale
Acreage	1 acre minimum for small dog facilities; 3 acre minimum desired for large dog facilities	Varies widely from less than 0.5 acre to 10 acres. Denver is at 1 acre minimum with 3 acre preference
Surface	Paved/crusher fines at gate area and "apron" out from gate area, paved trails, crusher fines and turf areas. Consider designating "halves" and rotate use every 3-4 months if turf areas present, maintain like overused sports fields (mow, fertilize, aerate, and overseed)	Mix of surfaces with hard and turf options. Some rotate usage to allow for recovery of turf grasses; depends on annual rainfall & other climate issues.
Parking (area, # cars)	Off-street parking required to avoid traffic conflicts and provide for safety. Size of parking based on facility size and capacity	Not frequently specified but when it is, Off-Street is recommended to minimize disruption to residences.
Drainage	Positive drainage should be maintained to avoid pooling of water in area	When specified - flat to max 5% slope with controlled runoff to mitigate runoff impacts
Fees	Consider fee structure - lower for residents and payable with dog license. Non-residents provide proof of license and pay higher fee to support enforcement. Possible key-fob program.	5 of the 18 municipalities have a fee structure. Usually lower for residents. Annual Tag programs.
Gates & Fencing	Double-entry gates and 4-ft fencing	Approximately half of municipalities specify 4-6 ft high fencing with double gated "air lock" entry
Visual barriers (Y/N)	Yes, if visible from houses within 1/4 mile	No municipalities have visual barrier requirements but some recommend them for close proximity

FEATURES <i>(Continued)</i>	Guideline for Louisville	Rationale
ADA access (Y/N)	Required	Every municipality emphasizes ADA accessibility requirements for these facilities
Irrigation (Y/N)	If combined with rotational closure program irrigation could provide for healthier turf	No mention of irrigation for the facilities with turf
Lg/Sm Dog Areas?	When facility size allows a separate small dog area should be included	Seven of the municipalities have separate small dog areas.
Density (acreage per dog in city?)	Goal of having a facility within 2 miles of every resident and within 1 mile of areas of with multifamily housing concentration	No guidelines on acres/resident but some municipalities have guidelines of 1-2 miles from residents. Some focus on multifamily housing
Trash containers (per acre?)	At facility entry points and available within 200 ft of all parts of facility	No specific guidance
Dog play structures (Y/N)	Natural elements such as earthen tunnels, berms, rocks if appropriate for facility	No specific guidance
Water features (Y/N)	Avoid sensitive riparian corridors and surface waters. If manmade water features are provided, must be engineered to insure water quality can be maintained with anticipated user volume	No specific recommendation on water features but one recommendation for drinking water access
Other	Consider "fit" into surrounding park areas; dog park should match the look of surrounding area	Number of comments regarding volunteer group efforts for clean up. Some have adjacent landowner approval and shade requirements.

Features															
Location	Acreage	Surface	Parking (area, # cars)	Drainage	Fees	Gates & Fencing	Visual barriers (Y/N)	ADA access (Y/N)	Irrigation (Y/N)	Lg/Sm Dog Areas?	Density (acreage per dog in city?)	Trash containers (per acre?)	Dog play structures (Y/N)	Water features (Y/N)	Other
Alexandria, VA	≥ 21,780 ft ² (0.5 acres)	Not specified	Easy access for police & animal control	Not specified	Not specified	Double-gate entry		Yes							
Ann Arbor, MI	≥ 21,780 ft ² (0.5 acres) is desirable	Crusher fines at entry and possibly throughout, lawn areas may need to be closed & rested periodically to allow turf to recover.	Minimize disruption to resident parking in surrounding neighborhoods	Flat with permeable soils	Not yet determined; tie any fees to dog licensing process, on-line if possible	Min. 4 ft tall chain link fencing, double gated		Yes		Yes; small = up to 25 lbs	2 of 158 parks have dog areas	Placed to allow easy access for maintenance	Provided if desired with input from user group	Highly desirable to have drinking water for humans and dogs	Shade is highly desirable (trees or shade structures), as are enough benches for size of area. Provide trails around perimeter. Provide bulletin board/kiosk. Hours should be dawn to dusk in line with other parks (and removes need for lighting features). Staff monitoring during heavy use times.

Features															
Location	Acreage	Surface	Parking (area, # cars)	Drainage	Fees	Gates & Fencing	Visual barriers (Y/N)	ADA access (Y/N)	Irrigation (Y/N)	Lg/Sm Dog Areas?	Density (acreage per dog in city?)	Trash containers (per acre?)	Dog play structures (Y/N)	Water features (Y/N)	Other
Baltimore, MD	≥ 5,000 ft ²	Natural turf or hard surface (clean with hose)	Not specified	Well drained; max 5% slope, avoid floodplains	Not specified	5 ft tall fence, double-gate entry		Yes							
Bend, OR	1.1 to 14 acres	Not specified	Not specified - but generally have off street	Not specified	Free during normal park hours	some unfenced areas	None specified	Yes		Yes - at 3 of the 8 areas				Yes - at 3 of the facilities	License and current tags required. Owner may bring no more than 3 dogs at a time.
Boulder, CO	Not specified	Decomposed granite or crusher fines (not too sharp); All weather surface	Not specified	Not specified	Free during normal park hours	Vinyl coated chain link fencing		Yes							Volunteer ambassadors; work closely with community advocacy group to assist with maintenance
Chicago, IL	≥ 3,500 ft ² (≤ 3.5% total park acres)	Hard surface	Not specified	Does not drain to sanitary sewer system	Annual: \$5	Not specified		Yes							

Features															
Location	Acreage	Surface	Parking (area, # cars)	Drainage	Fees	Gates & Fencing	Visual barriers (Y/N)	ADA access (Y/N)	Irrigation (Y/N)	Lg/Sm Dog Areas?	Density (acreage per dog in city?)	Trash containers (per acre?)	Dog play structures (Y/N)	Water features (Y/N)	Other
Denver, CO	≥ 43,560 ft ² (1 acre min; 2-3 acres preferred)	Crusher fines at entry, min. 1 acre alternate surface (sand-based soil mix, synthetic turf, infield mix)	Existing off-street parking should be available	Positive drainage	Annual: \$25 residents, \$40 non-residents	4 ft tall fence, double-gate entry		Yes		Recommended					Fee discount for volunteer maintenance support and educational program participation
Kalamazoo, MI	Not specified	Not specified	Nearby	Not specified	Fee and key fob required	Not specified		Yes		Yes; same entrance					
Madison, WI	≥ 43,560 ft ² (1 acre)	Grass	Nearby	Not specified	Daily: \$5 Annual: \$30	Chain link fencing		Yes		Yes, 100x300 ft for small dogs					Park Ranger visits daily; leads monthly dog park user meetings and cleanup days
Meriden Township, MI	10 acres	Decomposed granite	Not specified	Screen to mitigate runoff	Not specified	4-6 ft galvanized fence, double-gate entry		Yes		Yes, small dog area 25% of large dog area					

Features															
Location	Acreage	Surface	Parking (area, # cars)	Drainage	Fees	Gates & Fencing	Visual barriers (Y/N)	ADA access (Y/N)	Irrigation (Y/N)	Lg/Sm Dog Areas?	Density (acreage per dog in city?)	Trash containers (per acre?)	Dog play structures (Y/N)	Water features (Y/N)	Other
Montgomery County, MD	10,000 ft ²	Various	Not specified	Not specified	Not specified	5 ft tall fence, double-gate entry		Yes							
Norfolk, VA	≥ 32,670 ft ² (0.75 acres)	Not specified	Minimize disruption to resident parking	Not specified	Not specified	Not specified		Yes							Neighborhood acceptance requires majority approval at public meeting. Adjacent property owners must provide written approval.
Oakland, CA	≥ 20,000 ft ²	Easy to maintain; turf not desired in smaller fenced areas	Nearby	Relatively flat, well drained, berms & catchments to avoid runoff	Annual: \$25-\$35	4 ft black vinyl fence, double-gate entry; separate gate for maintenance		Yes		Yes, small dog area 0.25 acres					Community bulletin board/kiosk. Park stewardship days.
Portland, OR	≥ 5,000 ft ²	Not specified	Nearby	Avoid wetlands and slopes; relatively level	Free	Not specified		Yes							No permanent volunteer group. Fines of up to \$150 for violation of off-leash law.

DOG PARK SITING AND FEATURES RESEARCH:

Dog Park Feature Guidelines: from Ann Arbor Study

Features															
Location	Acreage	Surface	Parking (area, # cars)	Drainage	Fees	Gates & Fencing	Visual barriers (Y/N)	ADA access (Y/N)	Irrigation (Y/N)	Lg/Sm Dog Areas?	Density (acreage per dog in city?)	Trash containers (per acre?)	Dog play structures (Y/N)	Water features (Y/N)	Other
Salt Lake City, UT	Not specified	Not specified	Not specified	Not specified	Not specified	Not specified		Yes							
San Francisco, CA	≥ 10,000 ft ² (30,000 ft ² preferred)	Turf in larger parks, alternative surfaces in smaller parks	Not specified	Not specified	Not specified	Not specified		Yes							
American Kennel Club	≥ 43,560 ft ² (1 acre)	Not specified	Not specified	Adequate drainage	Not specified	Not specified		Yes							
Association of Pet Dog Trainers	Enough to avoid crowding	Not specified	Not specified	Not specified	Not specified	Not specified		Yes							

OPEN SPACE ADVISORY BOARD – 2023 Goals

Updated February 1, 2023

Goal Area:

ACQUISITIONS

Lead Person:

Laura Denton and Michiko Christiansen

1. Advise and advocate for trails and land acquisition.

Specific Actions:	Who	When (Q#)	Status
1. Review “Opportunities for Preserving Open Space and Improving Connectivity” process and worksheet to inform Property ranking activities in future years. Questions from OSAB members: can we be more targeted? Would it be valuable to have a shorter property list or fewer metrics? Is the ranking order appropriate?	OSAB		-
2. Provide feedback on and update “Opportunities for Preserving Open Space and Improving Connectivity”, as necessary. (Previously expected every 3 years.)	OSAB, with input from Staff		-
3. Visit sites of potential land acquisitions and create list of property recommendations to be sent to Council	OSAB	Q3	- Site visits planned for Q3
4. Vote on Annual Trails and Property Request for Boulder County Parks and Open Space (due annually).	OSAB, City Council		-

2. Serve as a resource to City Council in assessing properties for Open Space land acquisition and trail connectivity potential.

Specific Actions:	Who	When (Q#)	Status
1. Provide input on properties available for sale when requested (e.g., Mayhoffer).	OSAB	As requested	-
2. Provide input on PUD and other City approvals when requested (e.g., Redtail Ridge).	OSAB	As requested	-

Discussion Item 10: Approve 2023 OSAB Goals

Goal Area:	TRAILS	Lead Person:	Charles Danforth
1. Ensure ongoing Trails-related items receive more attention and time from OSAB.			
Specific Actions:	Who	When (Q#)	Status
1. Determine priorities for Trails Tiger Team work, being mindful to avoid overlap with Wayfinding Tiger Team work. Actions <u>could</u> include: <ul style="list-style-type: none"> a. Review trails part of City of Louisville Transportation Master Plan (TMP) to identify gaps (e.g., single track / dirt trail designation and how to address social trails) and set trail priorities (e.g., update on specific topics, update to entire plan, update trail acquisition priorities, or creation of trails master plan). b. Review trails evaluation document and update / implement if useful. 	Tiger Team	TBD	-
2. Work with staff (including the new project manager) to establish top 3-5 priorities for trail work in the next 5 years. Identify potential sources of funding for implementation (if needed) and plan for advocacy to obtain funding.	Tiger Team	TBD	- Having a wish list of trail priorities (whether from TMP or elsewhere) will make future discussions easier. (e.g. Overlook Underpass).
2. Support ongoing Open Space Division work related to trails.			
Specific Actions:	Who	When (Q#)	Status
1. Develop equitable and responsive method to assess individual social trails when they are impacted by ongoing OS work (e.g., the Hecla Lake connection social trail which was impacted by the 2022 pipeline work).	Tiger Team	TBD	- Formalize process for handling one-off citizen requests for new or re-routed trails
2. Comment and advise on the social trail pilot project, as requested by Staff.	OSAB	As needed	- Addressing social trails is not a high priority item for OSAB and staff right now, so the timeline for the remaining work on the social trail project is TBD
3. Work to protect current OS trail network user experience (e.g., changes in trail surface type).	OSAB	2023	-
4. Respond to Staff requests for feedback on trail design (e.g., Davidson Mesa trail resurfacing phasing, 104th Street trail, Highway 42 planning).	OSAB	Ongoing	- In contact with staff on Davidson Mesa trail resurfacing effort. Worked with a contractor to finalize the acceptance punch list. Q4 meeting agenda topic to discuss potential \$600K project to pave Coal Creek Trail between Dillon and 36.
3. Ensure coordinated approach to trail connectivity in Louisville and with surrounding areas.			
Specific Actions:	Who	When (Q#)	Status
1. Advocate for trails connectivity to facilitate community access and commuting, particularly with respect to implementation of the TMP.	TBD	TBD	- Next steps TBD pending further discussion and evaluation of social trails

Discussion Item 10: Approve 2023 OSAB Goals

2. Identify easement needs to support trails connectivity both within Louisville and with adjacent communities.	TBD	TBD	<ul style="list-style-type: none">- Plan to discuss and pursue opportunities as they arise- Identified potential alignments for overlook underpass trail at the December meeting- Should evaluate naming options for the overlook underpass trail before getting too far
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Discussion Item 10: Approve 2023 OSAB Goals

Goal Area:	WAYFINDING	Lead Person:	Helen Moshak
1. Partner with Staff to deliver on the 2021 Wayfinding CIP - Wayfinding Project Phase I (Powerline Trail)			
Specific Actions:	Who Tiger Team = Helen & Laura	When (Q#)	Status
1. Partner with Staff and consultant to finalize designs and specifications for 2021-22 CIP and Wayfinding Phase I.	Tiger Team	Finalize in February 2023	- In review now (Jan), iterating with the designer.
2. Partner with Staff to develop and scope installation plan for Phase I.	Tiger Team	February/March 2023	- PowerLine Trail notes are in final review, working on Goodhue Ditch notes in early stages. Regular updates to OSAB.
3. Development of communication plan and strong communication channels to ensure regular updates to and input from OSAB, OSAB Trails Tiger Team, other boards, citizens and council on Wayfinding project.	Tiger Team	March	- Once Phase 1 is finalized, I will develop a communication plan.
4. Advocate for budget resources for plans for Phase 2. a. Presentations and communication with Parks & Recreation & Open Space Director, City Manager and City Council. b. Outreach to Community.	Tiger Team and OSAB	Summer 2023	- Once RFP for Phase 1 is awarded, budget and planning for Phase 2. Monthly progress reports provided to OSAB. - Presentations developed and delivered. - Emails and phone calls.
5. Provide feedback and recommendations on Phase I as requested by Tiger Team and Staff. Support and participate in Phase I communications plan, as requested.	OSAB	Summer 2023	- Planning for soliciting, reviewing and responding to feedback.
2. Partner with City Council and Staff to develop and fund Wayfinding Phase 2 CIP to replace damaged and decrepit property systems system-wide and fabricate and install wayfinding throughout the entire system by 2025.			
Specific Actions:	Who	When (Q#)	Status
1. Partner with staff to develop Damaged Property Sign Replacement and Wayfinding Phase 2 Project Plan based on Phase 1 design, pricing, and community feedback.	Tiger Team	Summer/Fall 2023	- Future
2. Schedule study sessions or regular communication with Council provide updates on Project 1 progress and development of Phase 2 Project plan, funding requirements, and timeline.	Tiger Team	Summer/Fall 2023	- Future
3. Engage with the community and boards on Phase 2 progress and feedback.	Tiger Team	Fall 2023	- Future

Discussion Item 10: Approve 2023 OSAB Goals

4. Provide feedback and recommendations on Phase 2 as requested by Tiger Team and Staff. Support and participate in Phase 2 communications plan and study sessions, as requested.	OSAB	As needed	- Future
3. Advocate for Wayfinding Standards and network goals for all projects and development plans.			
Specific Actions:	Who	When (Q#)	Status
1. Advocate for and require Wayfinding goals and specifications at all GDP and PUD reviews.	OSAB	During all GDP and PUD	
2. Require Wayfinding as an essential element of all trail design and construction	OSAB	During all trail reviews and planning	
3. Advocate for and incorporate Wayfinding standards and requirement in the new Open Space and Trails Master Plans	OSAB	During plan development - TBD	
4. In meetings with advisory boards of regional partners advocate for consistent and cohesive wayfinding designs and practices throughout the region.	OSAB	TBD	

Discussion Item 10: Approve 2023 OSAB Goals

Goal Area:	EDUCATION & OUTREACH	Lead Person:	Jojo Follmar
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1. Support education programs.			
Specific Actions:	Who	When (Q#)	Status
1. Advise on Open Space Staff Education Programming proposal list.	OSAB	TBD	-
2. Advise on advertising and marketing materials as requested by Open Space Staff.	OSAB	As needed	- Currently using standard marketing practices
3. Continue to advocate for cross-promotion with neighboring municipalities.	OSAB	Ongoing	
4. Review upcoming and previously held educational programming in monthly packet Staff Updates.	OSAB	Ongoing	- Completed monthly
2. Support community outreach.			
Specific Actions:	Who	When (Q#)	Status
1. Board members volunteer at City Open Space events. Examples include: Shrub Planting at Harper and Warembourg (April), Pulling for Louisville (April-Sept), National Trails Day (June), DOLA Poop Cleanup (Aug & Nov), Spooktacular (Oct), etc.	OSAB	Ongoing	- Opportunities are listed in OSAB staff updates. Staff makes requests as needed.
2. Continue to advocate for increased engagement with the senior community in Louisville via work with the Senior Center and Balfour, if possible given pandemic conditions.	OSAB	Ongoing	- Rangers are collaborating with the Recreation Senior Center to add programming.
3. Review and brainstorm staff volunteer coordination efforts as a meeting discussion item.	Tiger Team or OSAB	TBD	-
3. Support ongoing development of Staff Resource Protection activities.			
1. Work with staff to come up with a long-term policy for fort building and nature play on open space lands. Coordinate with OSAB's Code and enforcement goals (see General Business items 5.1 and 5.2 below).	Tiger Team or OSAB	TBD	-
2. Consult and advise on educational signage materials, as needed.	OSAB	As needed	-

Discussion Item 10: Approve 2023 OSAB Goals

Goal Area:	SALES TAX RENEWAL	Lead Person:	Jessamine Fitzpatrick
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1. Support city’s efforts to determine scope of and ballot language for the parks and open space sales tax extension

Specific Actions:	Who	When (Q#)	Status
1. Select Tiger Team to support Sales Tax effort and participate in City Council Sales Tax Taskforce.	OSAB	February	- Appointment at February OSAB meeting
2. Participate in the City Council Sales Tax Taskforce beginning in February with meetings estimated every two weeks. Possible work topics include: <ul style="list-style-type: none"> a. Partner with ballot measure subject matter experts to get input on measure / tax design, term, amount, feasibility, etc. b. Develop teamwork and shared goals among OSAB, PPLAB, Sustainability, & EDI reps. c. Conduct citizen surveys to educate and learn about community priorities. d. Research models and tax language options for advice to Council before June council actions putting measure on November 2023 ballot. e. Communicate with the public and Boards. 	Tiger Team	February - June	- Regular updates and check in with OSAB. - First Task Force meeting convening in February

Discussion Item 10: Approve 2023 OSAB Goals

Goal Area:	GENERAL BUSINESS	Lead Person:	David Blankinship
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1. Review and comment on Operations and CIP Open Space budgets.			
Specific Actions:	Who	When (Q#)	Status
1. Review and comment on budget proposals as requested by Staff. (Refer to MOST document for context on setting operational budget priorities.). Advise as needed regarding potential open space and trails usage for the Denver Broncos sale money.	OSAB	As needed	- TBD
2. Meet with Ember to set annual OSAB work plan	David	Q1	- TBD
2. Monitor and respond to City Council and Staff activity as pertains to Open Space issues.			
Specific Actions:	Who	When (Q#)	Status
1. Tiger Team to Support Marshall Fire Response Needs	Charles and Susan	Ongoing	- TBD
2. Establish communication between OSAB and City Council through means preferred by Mayor and Council	OSAB	Q2-Q3	- City Council has board and commission review, process changes, and legislative updates scheduled for March-July meetings. Will update the communication approach with Council per what comes out of these Council meetings.
3. Board members monitor other meetings and local / social media for Open Space news.	OSAB	Ongoing	- Any communication back to the public should be routed through Ember for potential posting to the city web site, email lists, or social media by department staff.
4. Provide input on Open Space implications for Zoning Approvals and Development Reviews, as requested by Staff.	OSAB	As needed	- TBD
3. Coordinate OSAB efforts with surrounding jurisdictions through at least one joint meeting per-year.			
Specific Actions:	Who	When (Q#)	Status
1. Plan joint meeting with open space representatives from a neighboring community (e.g., Broomfield, Superior, Lafayette, Boulder). OSAB to prioritize meeting topics (e.g., trails, Wayfinding) and identify meeting participants.	OSAB to set priorities; Staff to lead outreach	TBD	- Joint meeting with the Lafayette open space advisory committee would be next in the normal rotation. Could also consider meeting with Superior or Boulder (maybe both, with a potential focus on Marshall Fire recovery).
4. Support ongoing development of the Ranger Program in service of Staff Resource Protection activities.			
Specific Actions:	Who	When (Q#)	Status
1. Work with Staff to update protocols for enforcement of Open Space Code items	OSAB	As requested by staff	- TBD

Discussion Item 10: Approve 2023 OSAB Goals

5. Ensure efficient and effective OSAB operation.			
Specific Actions:	Who	When (Q#)	Status
1. Evaluate proposed OSAB meeting procedures and update as needed to ensure effective meeting operations.	David	Q1-Q2	- Review Robert's Rules of Order and discuss other potential ways of making meetings as efficient as possible
2. Assemble key documents to provide orientation context for new OSAB members, including relevant Charter and ordinance provisions, meeting procedures, key Open Space policy and program documents (e.g., MOST, Wayfinding, off-leash dog materials, acquisition sheet) etc. Develop orientation plan for new 2023 Board member(s). Update board contact list.	David and Ember	Q1	- In process

Goal Area: **RESOURCE MANAGEMENT** Lead Person: Susan McEachern

1. Continue to look for solutions to Open Space dog issues.			
Specific Actions:	Who	When (Q#)	Status
1. Help the City incorporate the Dog Park Siting Study into future plans through OSAB input on development approvals, new property Master Plan documents, conversations with PPLAB, etc. Refer to materials provided by OSAB in 2019 (Fiona & Mike).	OSAB, Susan to lead	Ongoing	- Susan and Patricia Rogers (PPLAB Tiger Team member) will present their recommendations at the February PPLAB and OSAB meetings for feedback. - Revise recommendations per board and staff input. - Submit to staff for inclusion in the 2024 Master Plan process.
2. Advocate for management and restoration projects.			
Specific Actions:	Who	When (Q#)	Status
1. Support efforts for prescribed fire management, including during planning, coordination, and communication efforts.	OSAB	ongoing	- Provide input as needed
2. Comment and advise on weed control issues on Open Space, as requested by Staff. Request updates on past initiatives (e.g., Cheatgrass work) if not otherwise provided by Staff.	OSAB	Q2	- Finalize with Catherine Jepson revised outreach and communication materials for increasing volunteer participation in open space weed control. - Follow up with staff about the status of waiving background checks for open space volunteers.
3. Participate in review of management and planning work, as requested by Staff (e.g., prairie dog management / relocations; Pocket Prairies / Pollinator Gardens Ongoing Project; Xeric	OSAB	As needed	- Invite new senior naturalist to an upcoming meeting (Q1 or Q2) to hear his vision for Pocket Prairies and other naturalist initiatives.

Discussion Item 10: Approve 2023 OSAB Goals

Landscaping; Cottonwood, Lake Park, Church Property; Nature Play).			
4. Participate in Bee City Initiative	OSAB	ongoing	<ul style="list-style-type: none"> - Susan and Helen have volunteered to be on the committee exploring the Bee City Initiative. Awaiting the Bee City USA organization’s finalization of Louisville’s application to launch the committee. - OSAB and staff could be helpful to the Bee City USA project by adding input on educational programming.



Memorandum

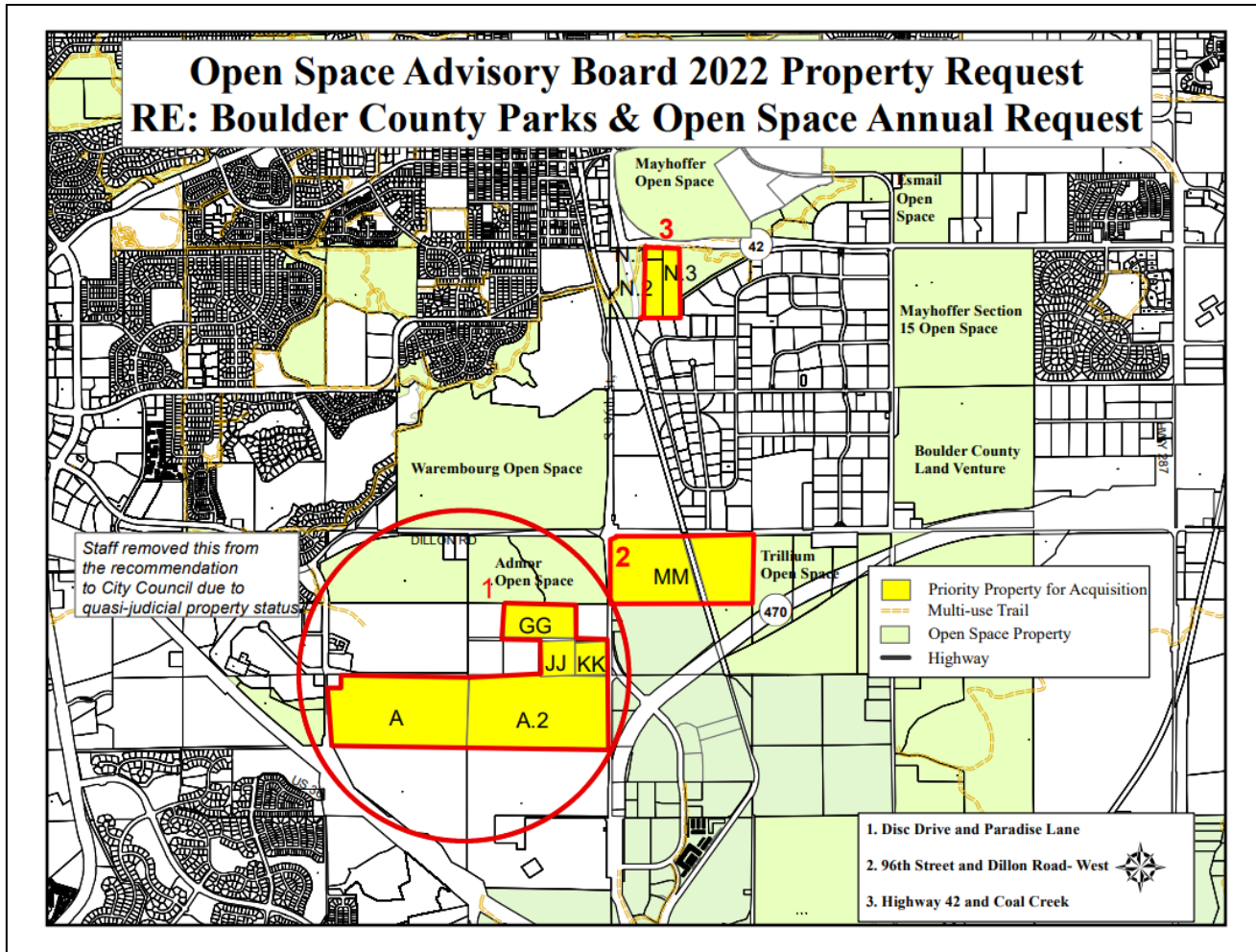
To: Adam Blackmore, Director of Parks, Recreation, and Open Space
From: Open Space Advisory Board
Date: November 10, 2022
Re: Boulder County Parks & Open Space Municipal Open Space and Trails Request

On November 9, 2022, the OSAB proposed 2022 recommendations for the annual municipal open space and trails request to Boulder County Parks & Open Space.

2022 OSAB Property Request:

1. An area north of Disc Drive and surrounding Paradise Lane, which includes the northern portion of the proposed Redtail Ridge development.
 - Would provide a valuable buffer between the proposed development and the rest of Louisville and facilitate a trail connection to Old Town Louisville.
 - Identified as property No. 1 in the attached document
 - Cross-reference: Identified as the northwest A parcel, A.2, JJ, KK, and GG parcels in OSAB's "2021 OSAB Recommended Candidate Open Space Properties" Map
 - i. A: Redtail Ridge Portfolio LLC, 333 N. Green St. Ste. 1100, Chicago, IL 60607. Approximately 75 acres (entire A including southeast segment is 222.47 acres). Parcel ID 157520000037, Account Number R0613344.
 - ii. A.2: Redtail Ridge Portfolio LLC, 333 N. Green St. Ste. 1100, Chicago, IL 60607. Approximately 75 acres (no exact value provided). Parcel ID 157520000031, Account Number R0031170.
 - iii. JJ: Redtail Ridge Portfolio LLC, 333 N. Green St. Ste. 1100, Chicago, IL 60607. 9.49 acres. Parcel ID 157520000019, Account Number R0031090.
 - iv. KK: Redtail Ridge Portfolio LLC, 333 N. Green St. Ste. 1100, Chicago, IL 60607. 9.14 acres. Parcel ID 157520000034, Account Number R0515385.
 - v. GG: Redtail Ridge Portfolio LLC, 333 N. Green St. Ste. 1100, Chicago, IL 60607. 19.10 acres. Parcel ID 157520000003, Account Number R0030748.
2. An area on the southeast corner of Dillon Rd. and 96th Street
 - Would provide a buffer from development along the 96th St. corridor and Colorado Tech Center
 - Identified as property No. 2 in the attached document

- Cross-reference: Identified as the MM parcels on both sides of the railroad in OSAB's "2021 OSAB Recommended Candidate Open Space Properties" Map
 - i. MM: Northwest Corridor Holdings LLC, 1546 Cole Blvd. Ste. 150, Lakewood, CO 80401. 72.42 acres. Parcel ID 157521000004, Account Number R0031069.
- 3. An area between Highway 42 and Coal Creek just east of 96th Street
 - Would provide an easement or realignment of the Coal Creek Trail to allow the trail to be closer to the creek and away from the road.
 - Identified as property No. 3 in the attached document
 - Cross-reference: Identified as the N.1, N.2, and N.3 parcels in OSAB's "2021 OSAB Recommended Candidate Open Space Properties" Map
 - i. N.1: Catherine E. Hunziker, 9722 Empire Rd., Louisville, CO 80027. 1.65 acres. Parcel ID 157516000029, Account Number R0072076.
 - ii. N. 2: Harold T. & Rosemary Bennett, 9710 Empire Rd., Louisville, CO 80027. Approximately 8.5 acres. Parcel ID 157516000028, Account Number R0030723.
 - iii. N. 3: Herb & Lynda Newbold, 9750 Empire Rd., Louisville, CO 80027. 9.90 acres. Parcel Number 157516000043, Account Number R0108630.



2022 OSAB Trail Request:

1. Overlook Underpass Trail: connecting Davidson Mesa to the Mayhoffer-Singletree Trail, following the county’s preferred conceptual trail option
 - Conceptually identified as trail alignment No. 1 in the attached document
 - Also a high priority trail request from the Town of Superior
2. Re-route the Coal Creek Trail along the southern eastern Mayhoffer Farm property line, bypassing the hill near the Aquarius trailhead as identified in the Mayhoffer Farm Management Plan.
 - Identified as trail alignment No. 2 in the attached document
 - Described and vetted in the Mayhoffer Farm Management Plan

3. A north-south trail that joins the Coal Creek Trail at its northern terminus, runs south through open space, crosses Dillon Rd., and connects to the Highway 36 Bikeway through the proposed Redtail Ridge development.
 - Identified as trail alignment No .3 in the attached document
 - See relevant parcel information for the middle section of this trail in open space request #1 above.

