

City Council

Special Meeting Agenda

Tuesday, February 13, 2024
Library Meeting Room
951 Spruce Street
6:00 PM

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

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID **#876 9127 0986**.
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/council

1. CALL TO ORDER

2. PARKS AND PUBLIC LANDSCAPING ADVISORY BOARD UPDATE AND 2024 WORK PLAN *(anticipated 6 – 6:45 pm)*

- Board Presentation
- Public Comments (Please limit to three minutes each)
- Council Discussion
- Action

3. OPEN SPACE ADVISORY BOARD UPDATE AND 2024 WORK PLAN *(anticipated 6:45 – 7:30 pm)*

- Board Presentation
- Public Comments (Please limit to three minutes each)
- Council Discussion
- Action

4. ADJOURN

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 (303.335.4536 or 303.335.4574) or ClerksOffice@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 del Consejo, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email ClerksOffice@LouisvilleCO.gov.

MEMORANDUM

TO: City Council

FROM: City Manager Jeff Durbin

DATE: February 13, 2024

SUBJECT: Open Space Advisory Board and Parks and Public Landscape Advisory Board
Joint Meeting with City Council

Introduction

In 2023 City Council evaluated the roles and procedures of the various appointed Boards and Commissions. Council implemented a series of changes including things like changing the names of some bodies to clarify their advisory role and adopting Board and Commission Rules and Procedures. In order to establish alignment in Council goals, Council also established an expectation that Council would approve and/or define work plans for each of the advisory bodies during an annual meeting between City Council and each body. The February 13, 2024 joint meeting with the Open Space Advisory Board and the Parks and Public Landscape Board is the first such meeting.

Included in your meeting packet are draft work plans and related materials for your review and consideration. Additionally, staff is providing some additional information for your consideration via this communication.

Since this is the first joint meeting between City Council and Boards and Commissions, it is worthy to highlight some common themes that Council may see arise during these visits:

- Advisory boards may sometimes understand their roles to include providing feedback to staff on various items. While advisory boards were established to serve an advisory role to City Council, there may be occasion for them to be very effective in providing expert feedback and recommendation to staff on various staff projects and/or initiatives. However, as Council is aware, Board and Commission communication to staff can often be interpreted as, or even be intended as “direction.” Staff direction should be coming from supervisors, while organizational direction should originate from City Council.
- Some advisory boards include capital projects within their proposed work plans. Capital projects should be considered by Council during the budget development process. Advisory boards are free to make budget recommendations/suggestions to Council. These recommendations should be forwarded, via their liaisons, to the City Manager and Finance Director during the second quarter (early in the budget process).

- Council should consider the Board and Commission proposed work plans in light of the Council Work Plan, the Budget, and Council's organizational direction. Boards and Commissions are not authorized to set policy or provide direction, especially if contrary to that of City Council or departmental work plans. Staff effectiveness and moral can be negatively impacted by even the perception of role conflict in this regard.

When there is a difference of opinion between City Council and a Board or Commission, it is certainly worth understanding where the differences arise. However, it is important to remember that policy decisions are the sole discretion of City Council. Staff believes it would be appropriate to remind the members of Boards and Commissions that they are advisory and how they can best advise staff and the City Council on their areas of interest. Further, Council should provide guidance to ensure work plans are aligned with their advisory role.

It would also be appropriate to remind Board and Commissions that operational and administrative matters are the responsibility of the City Manager under the oversight of City Council.

Both PPLAB and OSAB have asked for clarity on their quasi-judicial role. Currently the code states:

The board shall provide comments to the council and/or planning commission on development proposals for land immediately adjacent to, or materially impacting, open space lands providing the comments are provided during the standard referral timeliness established for the city's development processes. Staff will coordinate providing the board with information on pending issues to provide the board a timely opportunity to provide such comments as part of the established planning process.

If Council no longer wishes PPLAB or OSAB to give comments on land use cases thereby removing their quasi-judicial status, Council should direct staff to bring an ordinance removing this OSAB duty from the code.

Parks and Public Landscaping Advisory Board (PPLAB)

PPLAB provided Council with a Council Communication, draft 2024 work plan, and list of 2023 accomplishments.

Open Space Advisory Board (OSAB)

OSAB provided Council with a Council Communication, a work plan included within the Council Communication and power point presentation, and a memo with supporting documentation regarding "OSAB 2023 Property Acquisition Recommendations".

While it may sound in the communication like OSAB (as a Board) was involved in campaign for approval of ballot question 2C, we know that was not the case. The City, and any of its public bodies, are prohibited from allocating any resources toward ballot questions by the Fair

Campaign Act. Staff understands this reference in the OSAB presentation to mean that some individuals who serve on OSAB personally worked on the campaign. This information is provided simply for clarification.

Next Steps

City Council should review the enclosed materials and provide discussion and direction for staff, PPLAB, and OSAB.

City Council will be meeting with all the other advisory Boards and Commissions in the coming months and should consider this meeting as a framework for those additional visits.

SUBJECT: OPEN SPACE ADVISORY BOARD UPDATE AND 2024 WORK PLAN

DATE: FEBRUARY 13, 2024

**PRESENTED BY: SUSAN MCEACHERN, BOARD CHAIR
DAVID BLANKINSHIP BOARD MEMBER**

HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR FOR THE BOARD:

Board Accomplishments:

- Wayfinding
- 2023 property acquisition recommendations memo
- Joint meeting with Superior Open Space Advisory Committee
- Clarified ownership of trail reviews for trails not on open space property
- 104th St Trail
- 2022 submission for annual trails and property requests to Boulder County Parks and Open Space
- Volunteer hours: 534.5 hours in 2023

Board Member Accomplishments:

- OSAB Tiger Team helped craft the ballot language for the 2C sales tax ballot measure
- Donated time and money to design, print, and place yard signs, deliver flyers, and conduct door-to-door outreach in support of 2C, which passed by an unprecedented 70 percent
- Organized and led the “Weed Whackers,” a volunteer group of citizens who donated 70 hours to manually pulling invasive weeds on open space properties
- Joined the newly formed Bee City USA committee, leading to Louisville’s recognition as one of the first Bee City USA in Colorado.
- Spearheaded educational programs designed to highlight the importance of pollinators and native plants in our ecosystem
- Established a Tiger Team with PPLAB to recommend locations for a new dog park

2024 BOARD WORK PLAN:

- Sales tax planning - parks and open space fund separation
- Populating the two separate parks and open space accounts
- Creating an acquisitions fund to take prompt advantage of high-priority properties
- Establishing policy for acquisition vs. annual operational and capital expenditures
- Capital Improvement Projects: Creation and Review
- Operations Budget: Creation and Review

- Organizational Structure of Department: Should open space and parks department structure be separated to better align with budgets and functions?
- Commissioning a separate Open Space master plan, distinct from PROST plan (see section 4.02.030.B in the municipal code)
- Monitoring expenses to ensure they are charged to appropriate accounts
- Wildfire mitigation

ARE THERE AREAS IN WHICH THE BOARD WOULD LIKE CITY COUNCIL INPUT/FEEDBACK?

- Need clarity on quasi-judicial (QJ) role of board, both in general and specifically with Redtail Ridge.
- Prioritize effective communication among Council, staff, and board - need clarity on role of staff liaison.

WHAT QUESTIONS DO YOU HAVE FOR THE CITY COUNCIL?

- Is Coal Creek Trail paving project behind the old Medtronic building cancelled or just deferred?
- Is a social trails strategy a priority?
- Would it be possible to make open space / city signage more accessible?
- What is the discussion around “open space access for yards” topic scheduled for 6/11 Council study session?






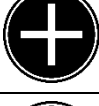


ATTACHMENT(S):

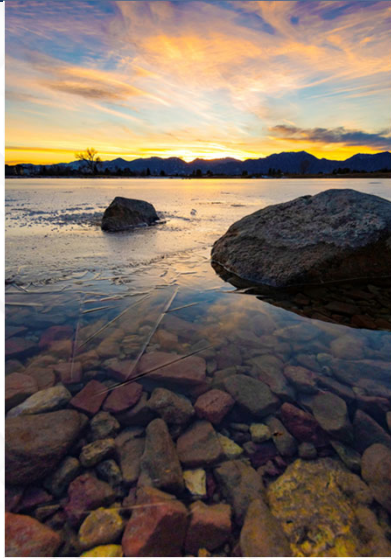
1. Power Point Presentation
2. 2023 OSAB Acquisition Recommendations Packet

RECOMMENDATION:

Discussion and approval of annual work plan.

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>	 Financial Stewardship & Asset Management	<input type="checkbox"/>	 Reliable Core Services
<input type="checkbox"/>	 Vibrant Economic Climate	<input checked="" type="checkbox"/>	 Quality Programs & Amenities
<input checked="" type="checkbox"/>	 Engaged Community	<input type="checkbox"/>	 Healthy Workforce
<input type="checkbox"/>	 Supportive Technology	<input checked="" type="checkbox"/>	 Collaborative Regional Partner



Open Space Advisory Board 2024 Work Plan

February 13, 2024

Our City Charter: Section 15-1. Open Space Article - Purpose

The purpose of this article is to establish management standards for City-owned open space lands that: (a) Are consistent with good stewardship and sound ecological principles; (b) Preserve and promote native plants, native wildlife, and their habitats; and (c) Preserve and promote cultural resources, agriculture, scenic vistas, and appropriate passive recreation activities.

Highlights and Successes from the Past Year for the Board

- Wayfinding
- 2023 property acquisition recommendations memo
- Joint meeting with Superior open space advisory committee
- Clarified ownership of trail reviews for trails not on open space property
- 104th St Trail
- 2022 submission for annual trails and property requests to Boulder County Parks and Open Space
- Volunteer hours: 534.5 hours in 2023

Board Member Accomplishments

- OSAB Tiger Team helped craft the ballot language for the 2C sales tax ballot measure
- Donated time and money to design, print, and place yard signs, deliver flyers, and conduct door-to-door outreach in support of 2C, which passed by an unprecedented 70 percent
- Organized and led the “Weed Whackers,” a volunteer group of citizens who donated 70 hours to manually pulling invasive weeds on open space properties
- Joined the newly formed Bee City USA committee, leading to Louisville’s recognition as one of the first Bee City USA in Colorado.
- Spearheaded educational programs designed to highlight the importance of pollinators and native plants in our ecosystem
- Established a Tiger Team with PPLAB to recommend locations for a new dog park

2024 Board Work Plan

Open space management is one of the seven highest priority items in the 2024 Council work plan. Following are what we see as the most important action items within this work plan that OSAB plans to address this year.

OSAB's Highest Priorities

1. Sales tax planning - parks and open space fund separation
2. Populating the two separate parks and open space accounts
3. Creating an acquisitions fund to take prompt advantage of high-priority properties
4. Establishing policy for acquisition vs. annual operational and capital expenditures
5. Capital Improvement Projects: Creation and Review
6. Operations Budget: Creation and Review
7. Organizational Structure of Department: Should open space and parks department structure be separated to better align with budgets and functions?
8. Commissioning a separate Open Space master plan, distinct from PROST plan (see section 4.02.030.B in the municipal code)
9. Monitoring expenses to ensure they are charged to appropriate accounts
10. Wildfire mitigation

Potential 2C Additions to the Open Space Operations Budget

- Habitat protection and restoration
- Proactive science-based resource management
- Sustainable wildfire mitigation program
- Full staffing
- Volunteer and education programs expansion and coordination
- Consultants specific to open space needs
- Trail system planning and management
- Sustainable grazing program

Potential 2C Capital Projects

- System-wide wayfinding
- Hecla Lake restoration
- Interpretive education center
- Riparian and wetlands restoration
- Prairie grasslands restoration
- Trail user safety project
- Trail dirt (social trails) system management plan
- Trail connection planning

Open Space Property Acquisition Process (currently)

- Biannual board site visits of potential open space acquisition properties followed by discussion and recommendation memo
- Two properties for which board wrote memos of acquisition support to Council in 2023 are no longer on market - process is slow-moving with little ownership
 - S. Boulder Rd.: late summer executive session but no action
 - Empire Rd.: not sure executive session occurred

Open Space Property Acquisition Process (suggestions)

- OSAB should be represented at executive sessions to discuss properties
- Municipal code sections 4.02.030 and 4.02.040 discuss property acquisition and inventory approaches - we would make progress if we followed what is already documented
- Nobody on city staff has property acquisition in their job duties - should be part of somebody's job (e.g., former Lafayette city administrator reached out to landowners well before any potential sales to lay groundwork and instill faith in city)
- Expedite process for high-priority parcels

Wildfire Mitigation

- Support grazing (cows) and browsing (goats) programs used in 2023
- Support official city Pulling for Louisville events and volunteer Weed Whackers efforts for manual removal of noxious weeds
- Support boundary mowing while conserving character of open space (e.g., free-flowing grasses, forbs, and shrubs)



Review of Approved Capital Improvement Projects

- Comprehensive Plan
- PROST long-term plan (or just open space if separated out) - Council is scheduled to approve RFP at 6/18/24 meeting and adopt at 1/7/25 meeting
- Wayfinding
- Emergency access gate(s)
- Interpretive educational panels



Review of All Trail Projects

- OSAB reviews all trail designs regardless of whether located on open space (independent of funding source)
- Establish priorities for upcoming trail projects using 2019 transportation master plan as guide
- Trail components of Highway 42 project including South St. underpass



Areas in Which the Board Would Like City Council Input/Feedback

- Need clarity on quasi-judicial (QJ) role of board, both in general and specifically with Redtail Ridge (feeling of being restricted in communication without accompanying influence) - QJ role of OSAB and PPLAB on agenda for 3/19/24 Council meeting
- Prioritize effective communication among Council, staff, and board - need clarity on role of staff liaisons (writing memos to Council) - engagement topic on agenda for 6/4/24 Council meeting

OSAB Questions for City Council

- Is Coal Creek Trail paving project behind old Medtronic building cancelled or just deferred?
- Is a social trails strategy a priority? (designating/improving/ignoring/removing)
- Would it be possible to make open space / city signage more accessible (e.g., Spanish, Braille)?
- Can you explain why open space access for yards topic is scheduled for 6/11 Council study session?

MEMORANDUM

To: City Council
From: Open Space Advisory Board (OSAB)
Date: February 13, 2024
Re: OSAB 2023 Property Acquisition Recommendations

Dear City Council,

Per the City of Louisville Municipal Code, the Open Space Advisory Board (OSAB) regularly visits undeveloped or partially developed properties around town and evaluates them for their potential as future open space land. The board performs this task every two years and this memo to council is reporting on the work conducted in 2023.

In August of 2023, we visited the sites listed in the accompanying document either as a group or individually. We compiled the data from the property rankings and created a straightforward packet filled with informative and descriptive notes. It includes a summary spreadsheet evaluation, parcel map, and a memo from 2015 about strategies and tools for open space property acquisitions to highlight some of the terminology surrounding acquisition tools.

Please note that the properties ranked for potential open space designation include those within the city limits of Louisville as well as a few that are in unincorporated Boulder County.

It is important for us to continue to work with city staff to further research each property since OSAB has not investigated deed restrictions, recent property sales, rights of first refusal, or histories of the properties that might impact how the city handles them. This due diligence will enable us to research with care before acquiring lands or properties.

We welcome City Council's feedback on this document.

Attachments:

1. 2015 Memo: Strategies and Tools for Open Space Property Acquisition
2. 2023 OSAB Candidate Open Space Ranking Spreadsheet
3. 2023 OSAB Candidate Open Space Ranking Map

Memorandum

To: Louisville City Council

From: Open Space Advisory Board

Date: December 10th 2015

Re: Strategies and Tools for Open Space Property Acquisitions

With increasing competition from development and the finite nature of real property, opportunities for acquiring property for Open Space protection and management are rare and increasing in value. Over the past two years the Louisville Open Space Advisory Board (OSAB) has made it a top priority to learn more about and recommend acquisition options and best practices that the City of Louisville may use to conserve, acquire and protect our remaining open spaces. We urge City Council and staff to commit staff and resources to develop and implement a sustained and rigorous process for acquiring open space properties and look forward to further discussion in our next study session. In support of these efforts, OSAB members Missy Davis and Christopher Smith developed the following information about acquisition strategies and tools to add to our understanding and dialogue.

Background

In 2014, OSAB, City Manager Malcolm Fleming, Open Space Division staff and OSAB worked together to:

1. increase and ensure transparency and accountability in the management of Conservation Trust Fund tax dollars by creating a standard for reporting on operations expenditures from the fund by purpose, i.e., open space maintenance, parks operations, etc
2. include OSAB recommendations on capital expenditures in the annual budget process
3. explore setting and maintaining a reasonable reserve balance in the Open Space and Parks Fund (Conservation Trust Land Acquisition Fund) for Open Space property acquisitions

In 2015, we continued to rank property acquisitions as a top Open Space priority. In February, OSAB and Open Space Division staff invited Janis Whisman of Boulder County Parks & Open Space; Joy Lucisano of Jefferson County Open Space; and Sarah Parmar of Colorado Open Lands for a panel discussion on acquisition topics including Acquisitions 101, managing relationships with landowners, and acquisition strategies and tools used by our peer organizations and partners. Notes on this informative discussion are available in the archives on the City web page at <http://laserfiche.louisvilleco.gov/WebLink8/DocView.aspx?id=248329>

Common approaches and strategies shared by the panelists included:

- Planning for acquisitions and setting criteria at master plan level
- Reviewing and rating properties based on that criteria
- Identifying desirable properties and establishing, documenting and managing relationships & communication with owners
- Committing staff and resources to research and relationship management

- Conducting informal internal appraisals and formal external appraisals to establish and monitor value
- Using diverse strategies and methods for land or conservation rights acquisitions including conservation easements, land dedications, phased purchases, rights of first offer or refusal, and Transferable Rights and Transferable Credits programs for managing buffer zones and building credits

In our study session with Council this year we touched only briefly on the topic of acquisition strategies and options and failed to emphasize that Open Space acquisitions and wayfinding remain our top two priorities. We urge City Council and staff to explore and invest in pursuing as many acquisition or alternative property interest options as possible.

Acquisition Tools

From Boulder Open Space and Mountain Parks Website: “Success in property acquisition requires that OSMP keeps regular contact with owners of lands targeted for acquisition. In one instance, an acquisition of several hundred acres required more than 10 years of contact before the purchase of a complex series of development rights agreements limited the potential development of hundreds of acres of residential and commercial construction.”

Real Estate Agent Retainer:

How it works: While many large open space agencies have staff dedicated to land acquisitions, this is unpractical or unfeasible for smaller agencies due to cost and infrequency of opportunities. A smaller municipality could extend its reach through an established network of real estate brokers in the area. Real estate brokers tend to be the first individuals with knowledge of potential land coming on the market for sale, and may have relationships with landowners in the area. A municipality could provide a select group of brokers its target acquisition list to either pursue transactions, or to simply keep the municipality abreast of potential target acquisition opportunities. It is typical in the real estate industry for a seller to pay all brokerage commissions/compensation.

Advantages: Expands the reach of smaller municipalities’ on-staff resources at minimal additional costs, and may result in additional opportunities.

Disadvantages: May result in a conflict if multiple brokers identify the same target acquisition at the same time, an event more common in a smaller municipality real estate market.

Right of First Refusal/Option Agreement:

How it works: The right of first refusal is a contract between the buyer and seller which specifies that the land may be acquired by the buyer at a future date. This gives the municipality the opportunity to match an offered purchase price within a specified time period should a landowner receive a legitimate offer to sell. A purchase option is simply a right that the municipality holds to purchase the land by a specified date at a specified price. A right of first refusal and a purchase option can be either donated to the municipality or sold.

Advantages: Keeps the opportunity open, keeps the dialogue going, inexpensive.

Disadvantages: Money paid to the seller for the right of first refusal/option is forfeited if the city cannot or will not purchase the land at the specified time and price.

Fee Simple Acquisition:

How it works: Most acquisitions of open space have historically been fee simple purchases.

Advantages: Fee acquisition have the advantage of giving the city full control over the management of the properties’ resources, and provide the greatest flexibility for decision making about the best ways to address visitor access, agricultural management, ecological restoration and other management issues.

Disadvantages: Most expensive of all acquisition tools.

Conservation Easements:

How it works: Legal restriction voluntarily placed on a property by its owner. Enforcement rights are granted to a public agency or charitable organization. Easement is customized to meet landowner needs, including retention of certain rights.

Advantages: Landowners can protect land in perpetuity while maintaining ownership. There are significant savings on taxes including property, income and estate taxes. Landowners are motivated to donate CEs because Colorado allows transferable tax credits for qualified donations. Currently, a CE donor can earn up to \$375,000 in state income tax credits. Under policies now in effect, these credits can be carried forward for up to 20 years and used as needed to offset state income tax payments, or sold to others.

Disadvantages: Conservation easements are irrevocable and rights included are no longer an option for landowner.

Trail Easements:

How it works: A partial interest in a property is granted to allow entry onto another landowner's property. Trail facilities are developed within a designated area, to allow users onto the corridor to use the trail. Negotiation between trail managers and owners usually occurs. Owners may be willing to allow access for a fee or donation of the easement.

Advantages: Easement acquisition is usually cheaper than outright purchase of land. There are less disruptions of existing land uses.

Disadvantages: Tensions can arise between entities regarding terms or covenants. Term easements can cause problems if owner does not choose to renew the easement.

Parkland/Trail Dedication:

How it works: City requires developers and builders to dedicate park/trail lands or pay a fee that is used to acquire and develop park and trail facilities. This exaction fee is a way to offset increased demand for parks or trails created by developer/new homeowner.

Advantages: Cities can conserve open spaces at the pace of land development. Developers can negotiate to construct facilities saving cost to both parties.

Disadvantages: Although courts generally uphold this type of exaction, it could result in litigation for requiring payment/land dedication.

Bargain Sale of Land:

How it works: An agreement is created to sell land for less than fair market value between City and landowner.

Advantages: Potential tax benefits exist such as charitable donations and a reduction in capital gains tax. Sellers are often motivated to see land preserved.

Disadvantages: Less profit for seller than selling at fair market value. Conservation value restraints may limit agency ability to purchase property.

2023 OSAB Candidate Open Space Ranking

Parcel	Size (acres)	Natural Resource Value (1-10)	User Experience Value (1-10)	Strategic Value (1-10)	Totals	Priority
CC	67.54	9	9	8	26	High
DD	15.42	7	8	8	23	High
WW	19.27	7	8	8	23	High
WW.1	6.03	7	8	8	23	High
ZZ.1	4.72	7	8	8	23	High
D.1	14.75	8	7	7	22	High
BB	5.04	7	7	8	22	High
N.2	8.28	8	7	6	21	High
N.3	9.9	7	7	7	21	High
D.4	11.05	7	6	7	20	High
MM	72.42	7	5	8	20	High
WW.2	19.6	6	7	7	20	High
D.5	8.9	7	6	6	19	High
D.2	3.33	7	6	6	19	Medium
AA.1	4.71	6	6	7	19	Medium
AA.2	2.68	5	6	7	18	Medium
D.3	5	6	5	6	17	Medium
N.1	1.65	6	6	5	17	Medium
XX	19.03	5	6	6	17	Medium
F	9.13	5	6	5	16	Medium
B	7.96	5	5	5	15	Low
J	30.22	3	5	5	15	Low
G	2.59	3	4	4	11	Low
H	8.21	4	3	4	11	Low
I	8.1	3	3	4	10	Low
K	12.05	3	1	3	9	Low
C.1	5.2					Considered, but not priority
C.3	30.5					Considered, but not priority
FF	9.65					Considered, but not priority
HH	9.72					Considered, but not priority
O	4.93					Considered, but not priority

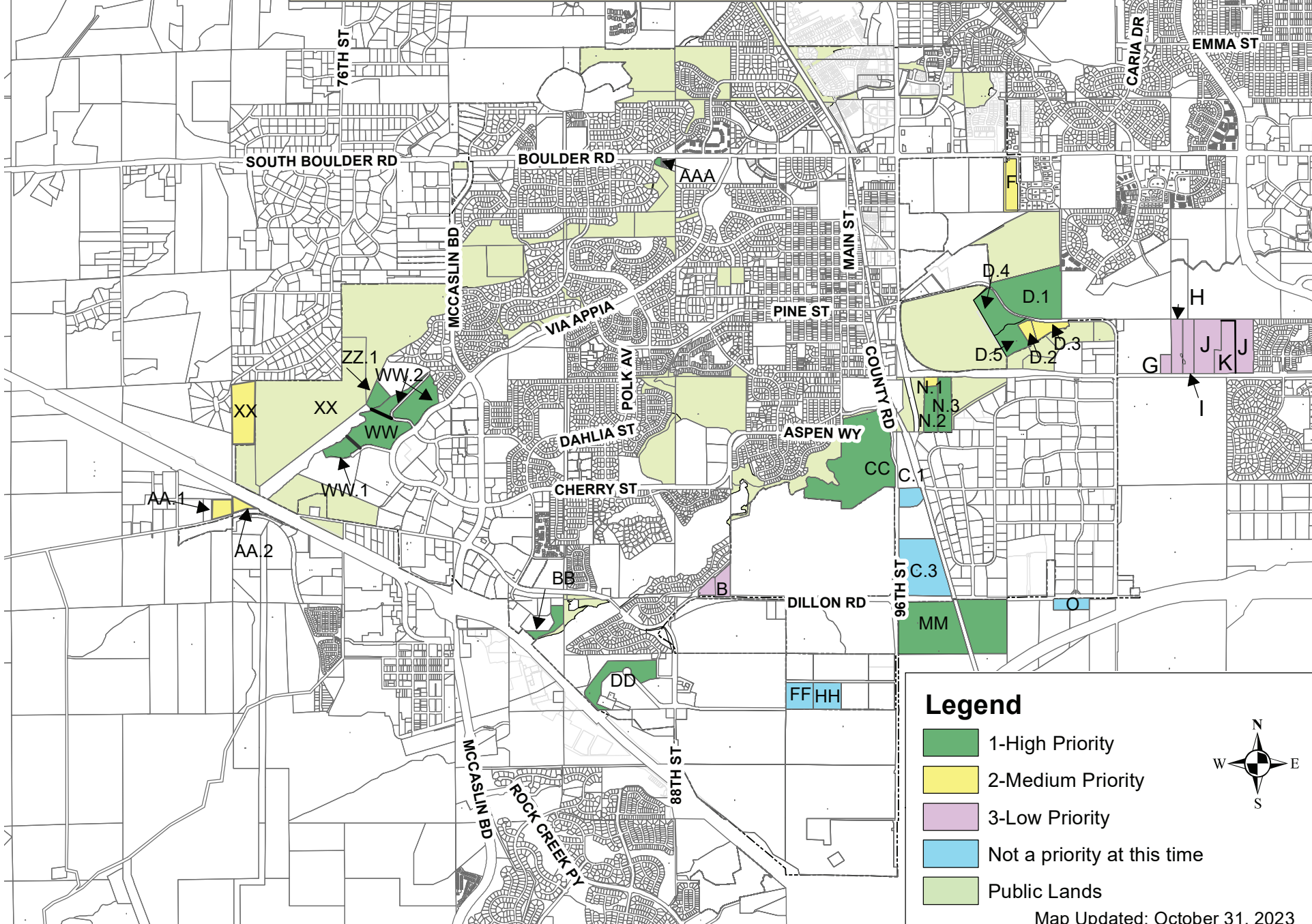
2023 OSAB Candidate Open Space Ranking

Parcel2	Notes/comments/observations
CC	cultural & historical & iconic value, riparian, wooded
DD	good connectivity to other open space, habitat
WW	contiguous to Davidson Mesa, ag ditch, works best in conjunction with other WW & ZZ properties, habitat
WW.1	contiguous to Davidson Mesa, ag ditch, works best in conjunction with other WW & ZZ properties, habitat
ZZ.1	contiguous to Davidson Mesa, works best in conjunction with other WW & ZZ properties, habitat
D.1	wetlands, riparian area, has house, "lost cause", works best in conjunction with other D properties
BB	adjacent to Coal Creek Trail, corridor, & Creek, wetlands, pretty, detention pond
N.2	Coal Creek crosses the land, adjacent to other open space, large house, zoned agricultural, need other N properties to make worthwhile
N.3	Coal Creek crosses the land, adjacent to other open space, several buildings, zoned ag, need other N properties to make worthwhile
D.4	adjoins other open space, house & barn, connect to further properties to the east
MM	buffer to Broomfield, currently ag land, buildings on land, divided by road/railroad, limited recreational potential
WW.2	works best in conjunction with other WW & ZZ properties, hemmed in by roads and houses, good view
D.5	zoned agriculture, has house, Coal Creek crosses the land, works best in conjunction with other D properties
D.2	zoned agriculture, has house, Coal Creek crosses the land, works best in conjunction with other D properties, may already be eased
AA.1	adjacent to HWY 36, okay habitat, close to Overlook Underpass and Boulder City/County open space land, social trails
AA.2	only worthwhile if also conserve AA.1, degraded habitat, close to Overlook Underpass & Boulder City/County open space land, social trails
D.3	zoned agriculture, has house, riparian, works best in conjunction with other D properties, adjacent to Aquarius
N.1	adjacent to Coal Creek Trail and CTC Trail, zoned agricultural, need other N properties to make worthwhile
XX	adjacent to Davidson Mesa, great view
F	adjacent to Lafayette, already trail to the west, house on property
B	small, between houses and road, may need soil remediation, land degraded, zoned agricultural
J	J is the best-looking ag land of all of these, zoned agricultural, houses, need other properties to make worthwhile
G	zoned agricultural, houses, need other properties to make worthwhile
H	zoned agricultural, houses, need other properties to make worthwhile
I	zoned agricultural, houses, need other properties to make worthwhile
K	zoned agricultural, houses, need other properties to make worthwhile
C.1	
C.3	
FF	
HH	
O	

2023 OSAB Candidate Open Space Ranking

ID2	Possible goals
CC	trail easement along creek, trail to south towards Dillon, possible city cultural facility, no further development
DD	trail to 36 Bikeway, ensure conservation if Avista leaves, hilltop buffer, no further development
WW	trail connectivity to Lake-to-Lake Trail, buffer, no/low further developemnt, 4H
WW.1	trail connectivity to neighborhood, buffer, no/low further developemnt
ZZ.1	trail connectivity, buffer, no/low further developemnt
D.1	easement around house, CC Trail re-route to follow creek, buffer, agricultural site, no further development
BB	purchase, ensure buffer around CCT, no further development
N.2	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
N.3	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
D.4	easement, CC Trail re-route to follow creek, buffer, educational site, no further development
MM	agricultural easement or partnership acquisition with County, prairie dog relocation site, 4H, goats
WW.2	trail connectivity to rec center, no/low further developemnt
D.5	buffer to Aquarius, conservation easement, agricultural uses, no further development
D.2	buffer to Aquarius, conservation easement, agricultural uses, no further development
AA.1	only worthwhile with partners, trail connection from underpass to other trail networks, safe crossing?, highway buffer
AA.2	only worthwhile with partners, trail connection from underpass to other trail networks, safe crossing?, highway buffer
D.3	buffer to Aquarius, conservation easement, agricultural uses, no further development
N.1	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
XX	trail easement, buffer to DM and its trail, no further development
F	trail buffer, dog park in partnership with Lafayette, ag use, trail buffer, no further development
B	dog park? Trail head/connection to other trails? Road buffer, no further development
J	agricultural easement? Remediation with partnership? Low value to board
G	agricultural easement? Remediation with partnership? Low value to board
H	agricultural easement? Remediation with partnership? Low value to board
I	agricultural easement? Remediation with partnership? Low value to board
K	agricultural easement? Remediation with partnership? Low value to board
C.1	
C.3	
FF	
HH	
O	

2023 OSAB Candidate Open Space Ranking



Legend

- 1-High Priority
- 2-Medium Priority
- 3-Low Priority
- Not a priority at this time
- Public Lands



Map Updated: October 31, 2023

**SUBJECT: PARKS AND PUBLIC LANDSCAPING ADVISORY BOARD
ANNUAL REPORT & 2024 WORK PLAN**

DATE: FEBRUARY 13, 2024

**PRESENTED BY: CYNTHIA CORNE, PPLAB CHAIR, ELLEN TOON- PPLAB PAST
CHAIR/ VICE CHAIR (2024), PPLAB MEMBERS**

1. HIGHLIGHTS AND SUCCESSES OF THE PAST YEAR FOR THE BOARD:

- a. Supported working group with Advisory Boards, Council, and staff on 2C Open Space and Parks tax ballot language.
- b. Provided review and input on Median and Playground renovation projects.
- c. Successfully supported the City's Bee City designation with educational activities that included educational speakers, an art contest, and participating in Ecotoberfest.

2. 2024 BOARD WORK PLAN:

- a. Provide staff feedback and review on playground and median renovations. Provide staff feedback and review on playground and median renovations.
- b. Arboretum Improvements to include tree signage, tree replacements, establishment of meditative spaces. Provide staff feedback to their working plan on the renovations at the Arboretum.
- c. Provide staff feedback and review re: updated financial model following 2C tax passage. Continue to support maturity of Ops from the GMMP.
- d. Partner with other Advisory boards, Entities to support entryway experience (signage, streetscapes/art) at interchanges, promoting Louisville.
- e. Continue to support the education opportunities as outlined in PPLAB mission to understand and support Park Operations, Bee City USA designation, and community engagement.
- f. Collaborate with Recreation Advisory Board (RAB) for Outdoor Amenities road map and build out of Operational Model.

**3. ARE THERE AREAS IN WHICH THE BOARD WOULD LIKE CITY COUNCIL
INPUT/FEEDBACK?**

- a. Do you think having more Parks acreage and number of parks than most Cities our size is an economic and community advantage? Staffing is on par with cities with much fewer acres of parks.
 - i. CU off of McCaslin and opportunities to contribute to Parks design and funding.
 - ii. "fee in lieu" of parks/affordable housing/etc. and having this fee go toward Parks and Open Space.

SUBJECT: PARKS AND PUBLIC LANDSCAPING ADVISORY BOARD ANNUAL REPORT & 2024 WORK PLAN

DATE: FEBRUARY 13, 2024

PAGE 2 OF 2

- iii. Planning including parks maintenance costs in developing City cost models for new developments.

4. WHAT QUESTIONS DO YOU HAVE FOR THE CITY COUNCIL?

- a. Do you think the Work Plan reflects a balance between Council priorities and ongoing Parks Operations?
- b. Do you agree that the Sustainability measures undertaken so far by the Parks team are happening at the right pace and level?
- c. Do you agree that City Communications to the Community, including social media and digital media, are improving and increasing and should continue?
- d. Do you think having more Parks acreage and number of parks than most Cities our size is an economic and community advantage? Staffing is on par with cities with much fewer acres of parks.









ATTACHMENT(S):

- 1. 2024 PPLAB Work Plan
- 2. 2023 PPLAB Work Plan- accomplishments

RECOMMENDATION:

Discussion and approval of annual work plan.

STRATEGIC PLAN IMPACT:

<input checked="" type="checkbox"/>		Financial Stewardship & Asset Management	<input checked="" type="checkbox"/>		Reliable Core Services
<input checked="" type="checkbox"/>		Vibrant Economic Climate	<input checked="" type="checkbox"/>		Quality Programs & Amenities
<input checked="" type="checkbox"/>		Engaged Community	<input checked="" type="checkbox"/>		Healthy Workforce
<input checked="" type="checkbox"/>		Supportive Technology	<input checked="" type="checkbox"/>		Collaborative Regional Partner

CITY COUNCIL COMMUNICATION

2024 PPLAB Work Plan

February 7, 2024

Program Area	PPLAB Recommendations
Louisville Entryway Signage- McCaslin/ US 36 interchange	Partner with Economic Development, Planning, and Parks to support entryway signage at interchange to promote Louisville
Arboretum Improvements	Partner with volunteer groups, Parks Division staff to provide enhancements to the property to include demonstration landscaping that promote habitats opportunities for pollinators and fire-wise plantings. Find locations to enhance that create mediation opportunities. Grant opportunities for overall improvements- tree replacement, landscape plantings, and identification signage.
Bench Marking GMMP	How has the GMMP been implemented, what is needed to support requests to increase maintenance and operations to our Parks and Public spaces as suggested by GMMP. Using the data to support increase in maintenance and operational needs.
Education	Find educational opportunities as outlined in PPLAB mission to support public’s knowledge and understanding of the Parks Operational program. To include a continuation of the Bee City USA designation and community engagement
Playground projects- Joe Carnival, Meadows, Enclave, Sunflower	Review and support design process for playground projects- Joe Carnival, Meadows, Enclave, and Sunflower- started in 2023
Collaboration with other Advisory Boards or Commissions	Collaboration opportunities to work with city advisory boards and commission to further enhance the community. OSAB, RAB, LRC- as examples. – started in 2023
Parks and Open Space Sale use Tax	Sales use tax collaborate with OSAB work planning
Parks Long Range Plan	Master planning input and support at requested “step” in the process. - started in 2023
Parks Signage	Prioritize park sign replacement and upgrades- started in 2023.
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.
Outdoor Recreation Amenities Roadmap and buildout of Operational Model	Support RAB/PPLAB subcommittee with participation, 2024 planning and identification of priorities and initial project. Build out cost estimates for priorities and provide feedback to staff.

Requests are in no order of priority and will adjust to align with City Council Work plan.

2023 PPLAB Work Plan- Accomplishments

Requests are in no order of priority.

December 2023

Accomplishments	Program Area	PPLAB Recommendations
PPLAB reviewed staff submitted plans for median renovations and provided feedback	Median Renovations and Playgrounds Projects	Review and support design process for Tiered median and playground projects- McCaslin, Via Appia, Dillon/St Andrews and Playgrounds in Joe Carnival, Meadows, Enclave and Sunflower (feature)
PPLAB working group and staff, supported Bee City education programing: BVSD Art contest, Speakers, Ecotoberfest Booth	Bee City USA	Signage, education outreach, renewal application
PPLAB participated in working group with Advisory Boards, Council Members, and staff on ballot language.	Parks and Open Space Sale use Tax	Sales use tax sun setting in 2023 collaborate with OSAB on supporting renewal
PPLAB and staff continue to reviewed areas to identify city owner and maintained property, and provide recommendations for improvements	Community Entryways/ HOA	Review maintenance responsibilities for community / HOA entryways Recommend Design and plants palate
Carry forward to 2024 Parks Long Range plan	Cottonwood Park Master Plan/Parks Master Plan support	Not currently in the 2023 budget; could be standalone request
PPLAB provided staff with top 5 park sign replacements. Signs replacements set for 2024	Parks Signage	Prioritize park sign replacement and upgrades
PPLAB participated in Arbor Day tree planting and staff feedback on Arboretum upgrades for 2024	Arboretum	Provide input on upgrades to Arboretum and replanting of trees
Reinforced importance of Community communications	Education and Communication	Work with staff communications and outreach for programs, maintenance, and operations
Encouraged staff to request resources needed for 2024	Review General Maintenance Management Plan (GMMP)	Use the data from the consultants via the GMMP to support park operations needs for increased resources and future budget requests.

budget and future forecasts associated with the findings in the GMMP	with staff to support resources and future budget requests	
--	--	--