

City Council Study Session Agenda

**Tuesday, October 22, 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 **+1 719 359 4580 or 877 853 5247 (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

Anyone may email comments to the Council prior to the meeting at Council@LouisvilleCO.gov.

1. Call to Order & Roll Call
2. Parks, Recreation, Open Space & Golf Department Encroachment Update
3. Identification of Future Agenda Items
4. Adjourn

Citizen Information

If you wish to speak at the City Council meeting in person, please fill out a sign-up card and present it to the City Clerk at the meeting; if you are attending remotely, please use the "raise hand" icon to show you wish to speak in public comments.

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.

**SUBJECT: PARKS, RECREATION, OPEN SPACE & GOLF DEPARTMENT
ENCROACHMENT UPDATE**

DATE: OCTOBER 22, 2024

**PRESENTED BY: ADAM BLACKMORE, PROS DIRECTOR
EMBER BRIGNULL, OPEN SPACE SUPERINTENDENT
DAVID DEAN, COAL CREEK GOLF COURSE MAINTENANCE
SUPERINTENDENT
ABBY MCNEAL, PARKS SUPERINTENDENT**

OVERVIEW:

The City of Louisville Parks, Recreation, Open Space & Golf Department (PROS) routinely deals with encroachment on public lands by private property owners or developers via a variety of methods. This study session is intended as a periodic update (the last update was provided to OSAB in 2018) and education related to encroachments, enforcement, on-going challenges and communication strategies.

ATTACHMENT(S):

1. PROS Encroachment updates presentation







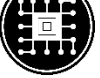

FISCAL IMPACT:

No impact. Information only.

RECOMMENDATION:

No staff direction required. Informational presentation for discussion.

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 type="checkbox"/>		Engaged Community	<input type="checkbox"/>		Healthy Workforce
<input type="checkbox"/>		Supportive Technology	<input checked="" type="checkbox"/>		Collaborative Regional Partner

2024 Encroachment study session

City of Louisville parks, recreation, open space & golf



Encroachment

- Encroach into any public/city lands with any private improvements, including but not limited to gardens, landscaping, fences, paths or compost piles, or store any personal property
- Dig, remove, destroy, injure, mutilate, collect, deface, pollute, or cut any natural or cultural resource or any portion thereof, including but not limited to trees, grass, soil, and rock. The building or maintaining of private paths or paths not authorized by the city (including but not limited to paths consisting of rock, flagstone, or mowed or cut grass or plants) on public lands is prohibited. City employees acting in the performance of their duties, and persons participating in city-sponsored activities, are exempt from this subsection

Municipal Code Reference

- ▶ Title 4 (Open Space) & Title 14 (Parks/City Owned Lands)

- ▶ Section I (Trespass)

- ▶ 1. Encroach into any lands regulated under this section with any private improvements, including but not limited to gardens, landscaping, fences, paths, or compost piles, or store any personal property lands regulated under this section
 - ▶ 3. Leave any items of personal property unattended in excess of 24 hours. Items of personal property left unattended in excess of 24 hours shall be deemed abandoned, and shall be disposed of by the city in accordance with applicable law

Municipal Code Reference

- ▶ Title 4 (Open Space) & Title 14 (Parks/City Owned Lands)

- ▶ Section J (Natural Resources)

- ▶ 2. Take, seize, harass, disturb, molest, injure, remove, damage, or deface, or engage in any activities similar in nature to those listed above with regard to, any animal habitat
 - ▶ 3. Dig, remove, destroy, injure, mutilate, collect, deface, mark, write or print upon, pollute, break or cut, or attach any card, sign, display, or similar device to, any natural or cultural resource or any portion thereof, including but not limited to trees, grass, soil, and rock, or any man-made feature, including but not limited to buildings, cages, pens, monuments, signs, fences, kiosks, benches, tables, apparatus, or equipment. The building or maintaining of private paths or paths not authorized by the city (including but not limited to paths consisting of rock, flagstone, or mowed or cut grass or plants) is prohibited

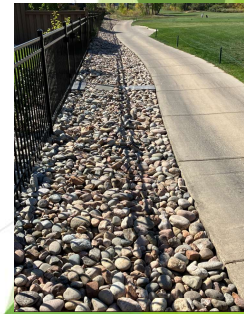
Types: *Dumping*



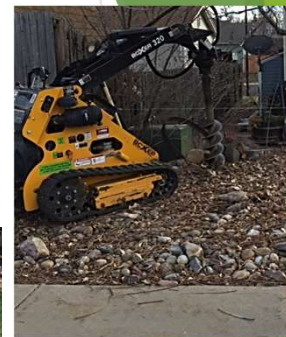
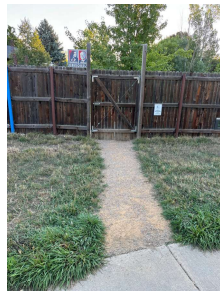
Types: *Mowing*



Types: Landscaping



Types: Resource damage



Types: *Storing*




Staff Updates: *Operating Information, Trends and Challenges*

- ▶ Coal Creek Golf Course, David Dean (CCGC Maintenance Superintendent)
- ▶ Open Space, Ember Brignull (Open Space Superintendent)
- ▶ Park Operations, Abby McNeal (Parks Superintendent)





2018 Communication: Citizens

- ▶ **January 2018:** Water Bill
- ▶ **February 2018:** City Website
- ▶ **March 2018:** Community Newsletter Update
- ▶ **April 2018:** Rec Center Catalogue (May-August)
- ▶ **August 2018:** Daily Camera Article



BE A GOOD NEIGHBOR!

Help preserve Louisville's Parks and Open Space

DO NOT	WHY	
	<p>Landscape on City owned property This includes planting gardens or unauthorized trees along your private fence line</p>	<p>City Parks and Open Space are managed by the City for a specific purpose. Personal landscaping can impede landscape management plans or introduce weeds that choke out native species and spread to your yard!</p>
	<p>Create paths from your private gate to City trails by mowing, placing stepping stones or repeated use Please use City property access points and trails instead of creating your own</p>	<p>Repeated off trail use tramples vegetation and damages land by discouraging future growth of grasses. Additionally, you create potential muddy spots and invite strangers to follow a trail up to your private residence!</p>
	<p>Deposit personal lawn or tree trimmings on City owned property</p>	<p>A build up of lawn debris creates additional habitat for mice and other rodents. It is the homeowner's responsibility to dispose of their lawn waste in private compost bins. Branches can be deposited at the City Branch Site which is open the 1st weekend of every month.</p>
	<p>Store personal belongings on City owned property This includes bikes, kayaks, lawn furniture, etc.</p>	<p>To avoid damage to public lands or loss of your personal property, things of value should be stored in a secure location on your private property.</p>

Not sure where your property line is? Visit <http://maps.boco.solutions/propertysearch/>
Have Question? Email encroachment@louisvilleco.gov


DID YOU KNOW?

In August, the City will be issuing letters to citizens found to be in violation of the City Municipal Code. If you receive a letter, and have questions regarding how to comply please call or email the Ranger Naturalists at 303.335.4770 or at Encroachment@LouisvilleCO.gov

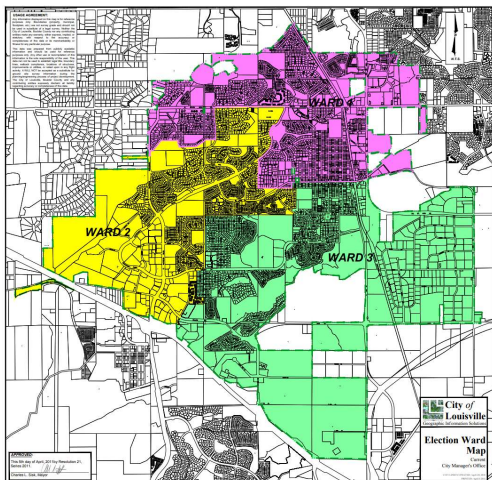
In the Use of any City Owned Property, it shall be unlawful for any person to:

- Encroach into any open space property with any private improvements, including but not limited to gardens, landscaping, fences, paths or concrete pads, or store any personal property on open space.
- Dig, remove, destroy, remove, collect, deposit, pollute, or cut any natural or cultural resources or any portion thereof, including but not limited to trees, grass, soil, and rock. The holding or maintenance of private paths or paths not authorized by the city (including but not limited to paths consisting of rock, flagstone, or gravel or cut grass or plants) on open space is prohibited.
- No person shall deposit or cause to be deposited any rubbish, such, manure, ashes, tin cans, garbage, waste matter or debris of any kind in any ditch, road or waterway, use as any street or alley, use open any property within the city, whether such property is publicly or privately owned.

The complete Municipal Code of Ordinances can be found at: http://www.louisvilleco.com/library/ordinances/ordinancesbook_of_cordinances

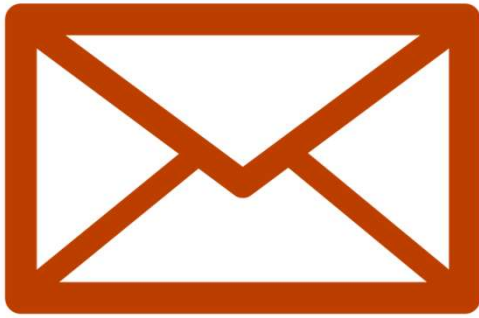
 City of Louisville

Resident Notification



- ▶ **Monitoring:** May 28th, 2018
- ▶ **Letter Contents:**
 - ▶ Municipal Code Language
 - ▶ Resulting Violation
 - ▶ Remediation Timeline
 - ▶ Resources
 - ▶ Contact Info
- ▶ **Enforcement:**
 - ▶ Ward One: August 1st, 2018
 - ▶ Ward Two: August 17th, 2018
 - ▶ Ward Three: September 27th, 2018

Communication: *City Officials*



- ▶ **Regular Updates**
- ▶ **Collaboration Opportunities**
- ▶ **Reference Statistics and Information per Ward**
 - ▶ Number & Type of Violations per Ward
 - ▶ % Compliance
 - ▶ Ranger Contact Information

Campaign & Enforcement Challenges



- ▶ **Inherited Encroachments**
 - ▶ *Solution: Revocable License Agreements, work with homeowners for clean up, education of property lines and city owned property management best practices.*
- ▶ **Property Line Disputes**
 - ▶ *Solution: Continue to work with Boulder County, Community Development and IT for accurate mapping and GIS information.*
- ▶ **Community Encroachment**
 - ▶ *Solution: Signage informing community of re-seeding and/or restoration efforts, HOA relationships.*

Next steps

► Map, Organize & Prioritize

- Identify trouble spots for resource staff monitoring and follow-up
- Create and share Ward mapping and trends for consideration

► Internal Clean-Ups

- Grass Growth
- Weed Mitigation
- Drainage and Erosion Controls
- Removal of Inherited Encroachments where applicable

► Continued Monitoring & Patrol by Ranger Naturalists, Parks and Golf Course Staff

- Identify and address new cases
- Monitor past cases & issue summons to repeat offenders

Questions?

