

Larimer County Parks Advisory Board

The mission of Larimer County Department of Natural Resources is to establish, protect and manage significant regional parks and open lands providing quality outdoor recreational opportunities and stewardship of natural resource values. We are committed to fostering a sense of community and appreciation for the natural and agricultural heritage of Larimer County for present and future generations.

MINUTES

Scheduled times are subject to change.

Date: April 10, 2018

Time: 5:30 – 8:30 p.m.

Location: Natural Resources Administrative Offices, 1800 S. County Rd. 31, Loveland, CO.

Contact: Please contact Emmy at ellisoea@co.larimer.co.us or 970-619-4462 if you are unable to attend.

Members		Staff		Guests
Brian Rasch		Dan Rieves	x	
Chris Klaas	x	Gary Buffington	x	
Deborah Shulman	x	*Stephen Johnson		
Frank Gillespie	x	Ken Brink	x	
Mark DeGregorio	x	Mark Caughlan	x	
Michael Robinson	x	Todd Blomstrom	x	
Nick Clark		Lori Smith	x	
Robert Harris	x	Charlie Johnson	x	
Russell Fruits	x	Emmy Ellison (minutes)	x	
Stephanie Hansen	x			
Steve Ambrose	x			

x = present

*commissioner

1. CALL TO ORDER/INTRODUCTIONS – called to order at 5:30pm
2. PUBLIC COMMENT - none
3. AGENDA REVIEW - none
4. REVIEW AND APPROVAL OF LAST MEETING MINUTES
 - a. Frank Gillespie motions to approve, Rob Harris seconds, motion passed.

5. INFORMATION & ANNOUNCEMENTS

- a. Natural Resource events for this month: See <http://www.larimer.org/naturalresources>.
- b. To sign up for Parks Advisory Board minutes, go to <http://larimer.org/subscriptions.cfm>, enter your email, click 'Subscribe,' and then check the 'Parks Advisory Board' box.
- c. Distribution of Parks Master Plan hard copies – Ken

6. UPDATES & REPORTS

- a. Park District updates and reports
 - i. Dan Rieves, Carter Lake District Manager
 1. Finished District Report today and included spring photos. South Shore opening April 15th, a couple things added: concrete to some high traffic walkways, reconfigure trash collection area. Project nominated for Starburst award from Colorado Lottery. Spring education programming planning for summer. Placeholder in CIP for Biglandia – initial planning phase. Meeting with BOR, Northern Water and CPW about ANS – adding ANS obstacles at boat ramps. Hiring summer staff, good applicant pool. Sail Club has slip and docks in, marina has most of their in, not a lot of boats in yet.
 - ii. Mark Caughlan, Horsetooth District Manager
 1. Swim beach restoration project will be completed this week. ANS inspections opened April 1st, moderate usage, visitors increasing, campgrounds full on weekends. Not too many paddle boarders, more kayakers. Maintenance staff catching up on spring projects. ANS program is current focus.
- b. ANS & Grand Lake Clarity Updates – Ken
 - i. ANS - Lots of interaction with partners – BOR, Northern Water and CPW all chipping in to keep ANS program running, will be frugal with inspection hours. Northern Water and BOR on east side and west side are adamant that the self-inspection/alternative location inspections will not exist. Received letter from BOR indicating no launches without inspection due to ANS found at Green Mountain. May impact locations like Pinewood soon, particularly for trailered vessels. Will need a few weeks to make public.
 - ii. Grand Lake Clarity – down to list of 4-5 alternatives to investigate, one may be altering water deliveries in summer which could alter boating. Senate Document 80 holds Grand Lake harmless, the building of Shadow Mountain Lake introduced a high amount of particulate in Grand Lake, BOR is doing environmental assessment to determine best way to improve clarity at Grand Lake. Will be meeting during next 2-3 years. Water delivery in summer is an interest of Larimer Co. and WAPA. One proposal is to cut new tunnel, remove Grand Lake from conveyance, \$400 million or more.
- c. Annual Financial Presentation – Lori

- i. 2017 revenues were \$23.5 million, department wide. Sales tax is 21%, Intergovernmental (GOCO, BOR, Lottery & Weed grants) is 38%, Permits & Camping is 16%, Interest & Misc. (water rights) is 14%, Charges for services (concessions, tickets, weed service, rentals & resale) is 7%, Property Tax & Specific Ownership is 2% and General Fund is 2%. 2017 Pest Control (Weeds) & Forestry has revenue of \$1.2 million, 50% is Property Tax & Specific Ownership Tax, 25% is Internal/External Charges for services and assessments, 14% is Federal and State Ag & Local governments, 11% is General Fund (Forester). 2017 Open Space and Development Fees Revenue is \$19 million, 41% is GOCO, Grants & Partnerships, 32% is Sales Tax, 17% is Interest and Misc. Revenues (including water rights). Help Preserve Open Space Initiative expires this year. Must spend 70% on Acquiring Interest, Protecting and Improving Open Space, Natural areas, Wildlife Habitat, Parks & Trails, 15% on Operating, Maintaining & Administering Open Spaces and Regional Parks, 15% on either Acquisition OR O&M. Not more than 15% can be used for improving existing parks (Carter, Horsetooth, Flatiron and Pinewood). 1996-2017 total is almost \$79 million, 71% is Acquiring Interest, 23% is O&M of Open Spaces, 1% is O&M of Regional Parks, 5% is Improving Existing Regional Parks (Carter, Horsetooth, Flatiron and Pinewood). The extension of Sales Tax from 2019 through 2043 will require that 50% is spent on Improvement, Management, Maintenance and Administration of Open Spaces, Natural Areas, Wildlife Habitats, Parks and Trails, 35% on Acquiring Interest and Protecting Open Space, Natural Areas, Wildlife Habitat, Parks & Trails AND Restoring and Enhancing Native Plant and Animal Communities and other Habitat Related Restoration, 15% on either Acquisition OR O&M of Open Spaces, Natural Areas, Wildlife Habitats, Parks & Trails and/or Improvements of Carter, Horsetooth, Flatiron, and Pinewood Reservoirs. Parks and Lottery (separate funds but looked at together) Revenue was \$4.5 million, 65% is Permits & Camping, 20% is BOR, Lottery, GOCO & Grants, 6% is Charges for Service & Penalty Assessments, 6% is General Fund, 3% is Misc. Revenues. 2017 Departmental Expenses were \$21 million, 56% CIP's, 26% Personnel, 16% Operating, 2% other expenses. Reservoir Operations Revenues are increasing. Parks Capital Projects Revenue Sources for 2008-2017 were \$15 million, 27% Conservation Trust (Lottery), 22% BOR, 19% Sales Tax, 16% Parks Operations, 8% Solid Waste Loan, 4% GOCO Grants, 4% Other sources.

- d. Group photograph – Charlie

7. DISCUSSION ITEMS

- a. 2018 & 2019 CIP Review and Discussion – 1 hour – Gary/Ken/Lori
 - i. Following schedule of reviewing Strategic Alignment & Master Plans and reviewing funding sources and eligibility.
 - 1. 2015 Open Lands Master Plan – Conservation Vision (13 Conservation priority areas, water & mineral rights), Stewardship Vision (Inventory,

This meeting will be recorded and archived according to law. Votes require a quorum.

Public can view agenda and minutes at:

http://legacy.larimer.org/boards/minutes/parks_advisory_board.cfm



- enhance and monitor natural & cultural resources, outreach) and Recreation Vision (Regional trail priorities, diverse, conservation value-compatible opportunities). Involved over 3,500 citizens directly participating in process over 3 year period. Methods included stakeholder interviews, press releases, board presentations, surveys, public open houses, Facebook, etc. Key planning documents include Adopted Open Space Management Plans, Big Thompson River Recreation and Conservation Plan (2015), Historic Structure Assessment (2015), and the River Bluffs Open Space River Resiliency Plan (2017).
2. 2018 Parks Master Plan – Existing Parks (Management Zones, Desired Future Facilities, Desired Resource and Management Conditions), Future Parks & Buffers, and Preferred Alternative balances (Demand from recreationists for more everything, sensitivity to neighbors). Over 100,000 people received direct notification about opportunities and over 3,000 people commented via events, questionnaires or online. Similar methods as with Open Lands Master Plan. Highlighted projects were Biglandia (design phase, possible field trip) and Horsetooth Reservoir’s North Dam area (new fee area, 3-D archery range, trailer parking, paddle board launch area).
 3. Question from member about board feedback during projects. It was noted that there will be more board input throughout the process. Master Plan framework, how to deliver that, and how to fund (must be on CIP or project will not happen).
 4. Funding Sources and Eligibility Review – Department funding comes from Park Operations, Lottery, Sales Tax, Regional and Community Park Fees, Weed Mill Levy, Weed Enterprise, Forestry Enterprise, and General Fund. Top three on that list are for CIP: Park Operations (BOR properties, MOU allows Larimer County right to collect and retain receipts and use revenues/funding for operations, maintenance and replacement of facilities), Lottery (Conservation Trust Fund Administration, Allowable Expenditures are for acquisition, development and maintenance of new conservation sites AND capital improvements or maintenance for recreational purposes), and Sales Tax LTM (Help Preserve Open Space Initiative – not less than 15% and up to 30% for O&M, not less than 70% for acquisitions, not more than 15% for improving existing regional parks including Carter, Horsetooth, Flatiron and Pinewood).
 5. CIP Ending Fund Balances & Reserves – PowerPoint for 2017-2022. Reserve (TBD) is number to avoid going below. Process is to start with Master Plans, staff identifies projects to deliver, line projects up over 5 years, and consider fund balances for evaluating. Spread revenue and expenses out over 5 years, the graphs are the result. Decreasing

numbers do not indicate a problem, they indicate types of investments based on conscious decisions. Do need to maintain reserves. Review of Park Operations, Lottery, Sales Tax (LTM/Improvement), Sales Tax (Acquisition and Development/Restoration) Fund Balances/Reserves. First year can be rough, need to reevaluate projects, update cost estimates, make adjustments and can push projects out a year if necessary to maintain reserve. Each project on CIP is funded from multiple sources as certain elements within each project can fit a different funding source. Can take more than one try for fine tuning. Sales Tax (LTM) graph is of note because trends need to be monitored (funding source that isn't a one-time deal, different commitment), on right track but need to be watch steep trends in LTM type cash flow vs. pure capital. After conscious decision to acquire and develop, can take a year or two off to build it back up.

- ii. CIP sheet discussed. All projects have been approved. Staff recommendations have considered factors like affordability, Master Plan need, visitor driven demand, funding source sharing availability, matching grants, etc. CIP categories include Capital Renewal (replacement of buildings/structures/grounds), New Capital Improvements (buildings/facilities/grounds), Capital Expansion (New Capital Improvements – Restoration), Capital Renewal (Protection of Existing Investments/Resources via Maintenance), Land and Real Assets (Vehicles/Equipment) and Land and Real Assets (Land Acquisitions). New categories in Land Acquisitions added to increase flexibility are: 1) Open Space/Natural Areas/Wildlife 2) Parks and 3) Trails. Forgiveness in first couple of years, beyond that there will be higher planning/discipline expectations. Ending balances are important as they roll into the next year.
- iii. Member question about whether Hermit Park cabin replacement was in the Master Plan. It was noted that the Estes Valley Land Trust had environmental protection concerns with the two cabins in the wetlands area at far end of park, negotiated for years and finally had to move them.
- iv. Member question about how estimates are made and differences in final costs. It was noted that it varies by project. With grants, the funding numbers are exact. With estimates, experts are used. CIP is rough estimate until the funding is secured, then up to 10% of budget is available in first year for 30% design level, adjustments can be made early on. Better estimates are expensive, some want the rougher estimate for saving money, depends on what step in process and on project complexity. Engineering Department has given very accurate estimates, can also pull some elements from other departments for comps. Construction prices are currently very high.
- v. Cost differences disrupt the CIP process much less than items that were not put on the CIP at all. Must be comprehensive in identifying projects.

- vi. Suggestion to board members to review the CIP and come to next meeting prepared for further discussion.
 - b. New Google calendar appointment proposal – Emmy
 - i. Proposal to delete existing Google calendar appointment and replace with new, more effective appointment. Members indicated that was agreeable.
- 8. ACTION ITEMS – none
- 9. U.S. BUREAU OF RECLAMATION UPDATE
 - a. No BOR representatives present, short update from Ken Brink regarding latest BOR communications in which BOR indicated that they will no longer be sending a representative to PAB on a regular basis. Board members expressed interest in BOR representative attendance at least a few times per year, if possible.
- 10. BOARD MEMBER REPORTS – none
- 11. DIRECTOR’S REPORT: Gary Buffington
 - a. Advertising for Program Manager position, requesting one PAB volunteer for interview process. Plan to make decision in April or May. Russell Fruits expressed interest.
- 12. NEXT MEETING SCHEDULED: 5/8/2018 at Larimer County Courthouse, 200 W. Oak St., Fort Collins, CO, 2nd Floor, Lake Loveland Room.
- 13. EXECUTIVE SESSION: Pursuant to C.R.S. (24-6-402(4)(a)) for discussion pertaining to purchase, acquisition, lease, transfer, or sale of any real or person property interest. Begin at 7:21 p.m., Mark DeGregorio moves to adjourn Executive Session, Deborah Shulman seconds, motion passed.
- 14. ADJOURN – 7:37 p.m.