

Larimer County Open Lands 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.

Date: February 22, 2018

Time: 5:00 – 8:00 p.m.

Location: City Council Chambers, Civic Center Municipal Building, 500 E. 3rd St., Loveland, CO.

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

AGENDA

Scheduled times are subject to change.

1. CALL TO ORDER/INTRODUCTIONS
2. PUBLIC COMMENT
3. AGENDA REVIEW
4. REVIEW AND APPROVAL OF LAST MEETING MINUTES
5. INFORMATION & ANNOUNCEMENTS
 - a. Recruitment Process for Program Manager in Natural Resources Department:
 - i. Charlie introduced as interim Program Manager – Gary
 - ii. Description of recruitment schedule for Program Manager – Charlie
 - b. Review updated Organizational Chart for Natural Resources, copies provided at the meeting – Gary
 - c. Do you want to inspire curiosity for nature in people of all ages? Or know someone who does? Natural Resources is recruiting Volunteer Naturalists to teach school groups, talk with visitors and lead hikes on ecology, geology, local history and more. An in-depth training will be held on Wednesdays and Thursdays during the day for three consecutive

weeks starting March 21, 2018. Application deadline is Feb. 28. To apply or learn more, contact Heather Young at hyoung@larimer.org or (970) 619-4489.

6. UPDATES & REPORTS

- a. The AO restoration work was completed and staff moved back into offices. We are re-designing the entry area lobby for better customer service and function – Gary
- b. Update on Horsetooth Area Working Panel meeting – Meegan
- c. Open Space District Reports – Chris
- d. GOCO board will take a tour of Hermit Park while in Estes for their annual retreat in March – Chris
- e. Bear Box project at Hermit Park update – Chris

7. DISCUSSION ITEMS

- a. Sales and Use Tax Audit Process – Todd
- b. The general plan for updating the Capital Improvement Program over the next three months, including the involvement of Open Lands and Parks Advisory Boards – Todd
- c. Discussion of appreciation for Kerri Rollins – Gary

8. ACTION ITEMS

- a. None

9. OTHER BUSINESS

10. NEXT MEETING SCHEDULED: March 22, 2018 at City Council Chambers, Civic Center Municipal Building, 500 E. 3rd St., Loveland, CO.

11. 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.

12. ADJOURN

Included in PDF:

- Agenda
- Sales Tax Revenue Distribution Report
- Open Space Operations District Reports
- Acquisition & Development sheet
- Open Lands Program Manager hiring timeline

Attached Separately:

1. Minutes of last meeting
2. News articles
3. Executive Session materials

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/openlands_advisory_board.cfm



**OPEN SPACE SALES TAX ACTIVITY
DECEMBER TAX REVENUES**

REVENUES:

SALES TAX	\$	1,229,325.29
MV USE TAX	\$	85,544.54
BUILDING USE TAX	\$	206,117.48
INTEREST	\$	1,869.44
TOTAL REVENUE	\$	<u>1,522,856.75</u>

EXPENDITURES:

PERSONNEL & OPERATING	\$	6,106.95	\$	45,849.11
PRIOR MONTH RESERVE TO DISTRIBUTE	\$	<u>63,014.56</u>	\$	45,849.11
NET REVENUE:	\$	<u>1,579,764.36</u>		
DISTRIBUTED: 100%	\$	<u>1,579,764.36</u>		
RESERVE:		0.00		

% SALES TAX DISTRIBUTED TO INCORP. AREAS (USED AS A BASIS) 55%

DISTRIBUTION BASED ON POPULATION

2016 State of Colorado Statistics

	<u>2015 POPULATION</u>	<u>% OF INCORP AREA</u>	<u>REVENUE</u>
FORT COLLINS	160,935	62.55	\$ 543,478.43
LOVELAND	74,461	28.94	\$ 251,451.09
ESTES PARK	6,209	2.41	\$ 20,939.78
BERTHOUD	5,619	2.18	\$ 18,941.37
WELLINGTON	7,662	2.98	\$ 25,892.34
TIMNATH	<u>2,418</u>	<u>0.94</u>	<u>\$ 8,167.38</u>
TOTAL INCORP.	257,304	100.00	\$ 868,870.39
TOTAL UNINCORP.	<u>68,242</u>		<u>\$ 710,893.97</u>
TOTAL	<u><u>325,546</u></u>		<u><u>\$ 1,579,764.36</u></u>

DISTRIBUTION BASED ON SALES TAX GENERATION

2016 Colorado Department of Revenue Statistics

	<u>2015 GENERATION</u>	<u>% OF INCORP AREA SALES TAX</u>	<u>REVENUE</u>
FORT COLLINS	\$ 77,227,921	58.46	\$ 507,941.63
LOVELAND	\$ 42,625,178	32.26	\$ 280,297.59
ESTES PARK	\$ 6,526,042	4.94	\$ 42,922.20
BERTHOUD	\$ 1,233,275	0.93	\$ 8,080.49
WELLINGTON	\$ 992,813	0.75	\$ 6,516.53
TIMNATH	<u>\$ 3,499,531</u>	<u>2.65</u>	<u>\$ 23,025.07</u>
TOTAL INCORP	\$ 132,104,760	99.99	\$ 868,783.51
TOTAL UNINCORP	<u>\$ 15,744,025</u>		<u>\$ 710,980.85</u>
TOTAL	<u><u>\$ 147,848,785</u></u>		<u><u>\$ 1,579,764.36</u></u>

DISTRIBUTION BASED ON HIGHEST YIELD

TO INCORPORATED AREAS:

FORT COLLINS	\$ 543,478.43
LOVELAND	\$ 280,297.59
ESTES PARK	\$ 42,922.20
BERTHOUD	\$ 18,941.37
WELLINGTON	\$ 25,892.34
TIMNATH	<u>\$ 23,025.07</u>
TOTAL INCORP	\$ 934,557.00
TOTAL UNINCORP	<u>\$ 645,207.36</u>
TOTAL	<u><u>\$ 1,579,764.36</u></u>

DISTRIBUTION BASED ON NEW MUNICIPAL AGREEMENT:**DISTRIBUTION BASED ON POPULATION**

2016 State of Colorado Statistics

	2015 <u>POPULATION</u>	% OF INCORP <u>AREA</u>	<u>REVENUE</u>
FORT COLLINS	160,935	60.82	\$ 568,397.57
LOVELAND	74,461	28.14	\$ 262,984.34
ESTES PARK	6,209	2.35	\$ 21,962.09
BERTHOUD	5,619	2.12	\$ 19,812.61
WELLINGTON	7,662	2.90	\$ 27,102.15
WINDSOR	6,496	2.46	\$ 22,990.10
JOHNSTOWN	790	0.30	\$ 2,803.67
TIMNATH	2,418	0.91	\$ 8,504.47
TOTAL INCORP.	<u>264,590</u>	<u>100.00</u>	<u>\$ 934,557.00</u>

DISTRIBUTION BASED ON SALES TAX GENERATION

2016 Colorado Department of Revenue Statistics

	2015 <u>GENERATION</u>	% OF INCORP <u>AREA SALES TAX</u>	<u>REVENUE</u>
FORT COLLINS	\$ 77,227,921	57.09	\$ 533,538.59
LOVELAND	\$ 42,625,178	31.50	\$ 294,385.46
ESTES PARK	\$ 6,526,042	4.82	\$ 45,045.65
BERTHOUD	\$ 1,233,275	0.91	\$ 8,504.47
WELLINGTON	\$ 992,813	0.73	\$ 6,822.27
WINDSOR	\$ 1,319,612	0.98	\$ 9,158.66
JOHNSTOWN	\$ 1,843,248	1.36	\$ 12,709.98
TIMNATH	\$ 3,499,531	2.59	\$ 24,205.03
TOTAL INCORP	<u>\$ 135,267,620</u>	<u>99.98</u>	<u>\$ 934,370.11</u>

DISTRIBUTION BASED ON HIGHEST YIELD TO INCORPORATED AREAS:

FORT COLLINS	\$ 568,397.57	56.02
LOVELAND	\$ 294,385.46	29.01
ESTES PARK	\$ 45,045.65	4.44
BERTHOUD	\$ 19,812.61	1.95
WELLINGTON	\$ 27,102.15	2.67
WINDSOR	\$ 22,990.10	2.27
JOHNSTOWN	\$ 12,709.98	1.25
TIMNATH	\$ 24,205.03	2.39
TOTAL INCORP	<u>\$ 1,014,648.55</u>	<u>100.00</u>

NEW DISTRIBUTION FOR MUNICIPAL AGREEMENT:**YEAR TO DATE****PAID TO DATE**

FORT COLLINS	\$ 523,538.83	\$ 5,018,453.17	\$ 74,873,879.25
LOVELAND	\$ 271,114.99	\$ 2,598,828.55	\$ 34,379,268.75
ESTES PARK	\$ 41,494.33	\$ 397,767.98	\$ 5,668,078.62
BERTHOUD	\$ 18,223.86	\$ 174,718.74	\$ 2,730,841.55
WELLINGTON	\$ 24,952.67	\$ 239,171.74	\$ 2,424,650.39
WINDSOR	\$ 21,214.44	\$ 203,307.26	\$ 1,248,789.06
JOHNSTOWN	\$ 11,681.96	\$ 112,005.75	\$ 805,366.37
TIMNATH	\$ 22,335.91	\$ 214,065.57	\$ 856,322.74
TOTAL INCORP	<u>\$ 934,556.99</u>	<u>\$ 8,958,318.76</u>	<u>\$ 122,987,196.73</u>
TOTAL UNINCORP	<u>\$ 645,207.37</u>	<u>\$ 6,184,773.69</u>	<u>\$ 88,370,880.69</u>
TOTAL	<u><u>\$ 1,579,764.36</u></u>	<u><u>\$ 15,143,092.45</u></u>	<u><u>\$ 211,358,077.42</u></u>

\$ -

DECEMBER TAX REVENUES

\$	645,207.37	Revenues	(Total Unincorporated from distribution sheet)
	(290,343.32)	45%	(Distribution of 0% of Revenues to Long-Term Management)
\$	354,864.05		
	(102,266.67)	Debt Service	(One-twelfth of current year's bond debt service) 2016=\$1,229,628.15
\$	252,597.38		
	(53,886.67)	Budgeted	(Budgeted operating expenses for Acquisition & Improvement \$646,640.04/12)
\$	198,710.71		
\$	-	Transfer	N/A
\$	198,710.71		
\$	-	Excess	(Excess in LT Management to equal 0% total distribution)
\$	198,710.71	Balance	(Balance is distributed to Acquisition & Improvement per agreement)

Destruction to Open Lands Acquisition (212)	\$ 252,597.38
Destruction to Open Lands Long-Term Management (214)	290,343.32
Destruction to Open Lands Debt Service (483)	102,266.67
	<u>\$ 645,207.37</u>

JOURNAL ENTRIES:

	<u>DR</u>	<u>CR</u>
222.190500.0.40201.0	438,288.34	
222.190500.0.40202.0	30,499.15	
222.190500.0.40203.0	73,486.48	
222.190500.0.44101.0	666.73	
212.682110.0.40201.0		203,908.98
212.682110.0.40202.0		14,189.41
212.682110.0.40203.0		34,188.80
212.682110.0.44101.0		310.19
214.682300.0.40201.0		234,379.35
214.682300.0.40202.0		16,309.75
214.682300.0.40203.0		39,297.68
214.682300.0.44101.0		356.54
 (Sales Tax Distributions to Open Lands)		
222.190500.0.40201.0	82,554.67	
222.190500.0.40202.0	5,744.73	
222.190500.0.40203.0	13,841.69	
222.190500.0.44101.0	125.58	
999.0.0.11520.0		102,266.67
999.0.0.11813.0	102,266.67	
483.191510.FNOSBND.40201.0		82,554.67
483.191510.FNOSBND.40202.0		5,744.73
483.191510.FNOSBND.40203.0		13,841.69
483.191510.FNOSBND.44101.0		125.58

Record transfer of cash from main checking to Open Lands CDT bank account)

E-mail Gary Stoker to transfer Debt Service amount from the main checking account to the Open Lands Debt Service Account. Include posting date of journal entries in e-mail.

January 2018 Big T District Report

General:

Welcomed Senior Ranger Will Talbott to the Big Thompson District and said goodbye to Ranger Vic Wilcox, who was reassigned to the Red Mountain District.

Staff is working on IPO's (Individual Performance Objectives) and updating AOR's (Areas of Responsibility).

Field Training continues as Ranger Kuhlman is halfway through Phase III of his training and Ranger Feldman is currently attending the LCSO mini Academy. He will begin his Field Training next month.

Chris met with Heather on the DBB and HP education and interp plans.

Hermit Park:

Moose continue to hang out in the park- we've had 5 separate bull and a cow in the park during the last month!

We finally got some closure on our bear incident this past summer. Staff was able to work with CPW and release the cubs on a neighboring property. Fantastic teamwork and a great outcome!







Shane and crew have been working to refurbish two more cabins with floor and furniture replacements.

The newly renovated house had a pipe break during our first real cold snap and it flooded the basement. Quick action by Shane limited the damage.

Dave and Shane are working on building/welding a bike rack to be installed next month.

DBBOS:

Still fighting capacity on nice days.

Installing a new shed to house our new rescue equipment, brochures and janitorial supplies.

CHOS:

Meegan and Chris met with Northern Water and their consultants on future rec site planning. We also met with Logan & Simpson to review preliminary designs for the future parking lot.

Red Mountain District Area Report -January 2018



Rangers

- 1) Vehicle Counter Data January:
 - a. Horsetooth Mountain TH: 3,403 vehicles
 - b. Soderberg TH: 1,822 vehicles
 - c. Blue Sky TH: 2,391 vehicles
 - d. Red Mountain TH: closed
 - e. Eagles Nest TH: 723 vehicles
 - f. River Bluffs TH: 1,505 vehicles
 - g. Total People visiting the RM district in January: 18,242 people

Super Blue Blood Moon over Horsetooth Mountain



- 2) Rangers responded to investigate a report of graffiti at the Horsetooth Mountain Trailhead bathrooms. Maintenance staff painted and sanded off graffiti.
- 3) Ranger responded to assist parks with a subject having a heart attack at Inlet Bay Convenience store. Assisted Fire/Medical with patient, who was transported.
- 4) Assisted state patrol with vehicle accident on Soldier Dam.
- 5) Assisted parks on graffiti call at Rotary Park.
- 6) Closed trails for muddy conditions several times.
- 7) Red Mountain district moved offices to Horsetooth Area Information Center.
- 8) Senior Ranger Cook received a lifesaving award for performing CPR on a subject and assisting on saving the person's life.



- 9) Vic Wilcox joined the Red Mountain District staff as Ranger II and is doing great in his new position.
- 10) Ranger Excellence School registration is up and running.





Maintenance/Projects/Ag Leases:

- 1) Finished Ag lease and signed for the River Bluffs Open Space.
- 2) Worked on request for quote and interviewing new leases at Longview Farm Open Space.
- 3) Red Mountain Hunting program is up and running. Registration for hunter application just began.
- 4) Found and repaired water leak at the Soderberg Trailhead.
- 5) Met with NRCS on no plow methods with lease at Longview Farm and about continuing to do rangeland evaluations of properties.
- 6) Worked on fence boundary at Red Mountain on the northwest corner and moved trespass cattle and horses out of the area.
- 7) Maintained pasture fences at Eagles Nest Open Space.



Capital Development & Acquisition Summary 2016 - 2019

Prepared 2/13/18

DNR FUNDS ONLY (NOT TOTAL PROJECT COST)																	
SALES TAX (See Note)	PROJECTED						BALANCE REMAINING						BALANCE REMAINING	Total Project	GRANTS & PARTNERS	Total Project Cost	PARTNERS
	AVAILABLE	2016	2017	2018	2019	TOTAL		2016	2017	2018	2019	TOTAL					
Available Funds	\$ 12,618,850																
Loan from Solid Waste	\$ 8,000,000																
ACQUISITION																	
Malchow	\$ 8,393,944	\$ (3,922,000)				\$ 4,471,944							\$ 4,471,944	\$ -	\$ 4,471,944	Revenue to LC for water sharing agreement (Brighton \$3,770,250 , CWCD \$51,750, Gates \$100,000)	
Samen Phase I		\$ 760,000				\$ 760,000							\$ 760,000	\$ 1,750,000	\$ 2,510,000	GOCO \$1,000,000 , Fort Collins \$750,000	
Soderberg Trail	\$ 15,147					\$ 15,147							\$ 15,147	\$ 31,802	\$ 46,949	LTM: \$22,934, Parks: \$8,868	
Spring Canyon Ranch		\$ 1,250,000				\$ 1,250,000							\$ 1,250,000	\$ 2,096,000	\$ 3,346,000	Fort Collins \$2,096,000	
White Ranch Fee & Residual			\$ 374,061			\$ 374,061							\$ 374,061	\$ 670,250	\$ 1,044,311	GOCO \$300,500, Fort Collins \$369,750	
Wright Fee & CE		\$ 980,957				\$ 980,957							\$ 980,957	\$ 2,542,655	\$ 3,523,612	Fort Collins \$985,155, GOCO \$1,557,500	
DEVELOPMENT																	
Carter Lake South Shore		\$ 316,784				\$ 316,784							\$ 316,784	\$ 798,475	\$ 1,115,259	\$316,784 CTF, \$200,000 Park Fees, \$281,691 BOR	
Colorado Front Range Trail Property	\$ 244,442	\$ 36,023				\$ 280,465							\$ 280,465	\$ 936,947	\$ 1,217,412	\$14,707 Ft Collins, \$122,240 Loveland, \$350,000 State Parks, \$450,000 CDOT	
Devil's Backbone trail Head	\$ 232,000					\$ 232,000							\$ 232,000	\$ 121,500	\$ 353,500	Loveland: \$118,500, Overland Mtn Bike Club Grant: \$3,000. (\$232,000 previously approved)	
Forks Project - Big Thompson Canyon		\$ 55,000	\$ 100,000			\$ 155,000							\$ 155,000	\$ 730,000	\$ 885,000	\$730,000 CDOT	
Hermit Day Use Area			\$ 100,000			\$ 100,000							\$ 100,000	\$ 596,515	\$ 696,515	\$300,000 GOCO, \$292,587 FEMA, \$2,000 Friends, \$1,000 Roundup Riders, \$928 HP	
Hermit Trail & Trailhead Development	\$ 234,950					\$ 234,950							\$ 234,950	\$ 401,138	\$ 636,088	FEMA \$381,138, VOC in-kind Labor \$20,000	
Historic Assessment II			\$ 50,000			\$ 50,000							\$ 50,000	\$ -	\$ 50,000		
Horsetooth Complex Redevelopment	\$ 1,770,594	\$ -				\$ 1,770,594							\$ 1,770,594	\$ 3,759,649	\$ 5,530,243	\$198,462 Bureau, \$1,365,061 Lottery, \$2,196,126 Parks	
Lions Park	\$ 160,000					\$ 160,000							\$ 160,000	\$ 332,000	\$ 492,000	FEMA \$182,000, CWCB \$150,000. LC = \$70,000 LTM+160,000 A&D=\$230,000	
Longview Request Trail Property	\$ 459,463					\$ 459,463							\$ 459,463	\$ 3,833,545	\$ 4,293,008	\$1,164,088 Ft Collins, \$669,907 Loveland, \$999,550 GOCO & \$1,000,000 CDOT	
PARTNERSHIP																	
Beierwaltes	\$ 375,000					\$ 375,000							\$ 375,000	\$ 2,647,000	\$ 3,022,000	Loveland: \$2,325,000, GOCO & Berthoud requested	
School Initiatives			\$ 95,000			\$ 95,000							\$ 95,000	\$ -	\$ 95,000	\$80,000 for fort Collins; \$15,000 is Loveland Inspire 2018; \$30,000 Designated for Loveland in 2019	
Small Grants	\$ 20,748					\$ 20,748							\$ 20,748	\$ -	\$ 20,748		
Ward CE partnership	\$ 250,000					\$ 250,000							\$ 250,000	\$ 2,407,070	\$ 2,657,070	GOCO \$500,000, Loveland \$1,907,070	
RESTORATION																	
Lions Restoration		\$ 27,000	\$ 63,000			\$ 90,000							\$ 90,000	\$ 508,000	\$ 598,000	\$230,000 previously approved, \$74,000 CWCB, \$204,000 FEMA	
River Bluffs OS- Poudre River Restoration & Resiliency (Implementation)		\$ 360,000				\$ 360,000							\$ 360,000	\$ 1,153,370	\$ 1,513,370	\$1,000,000 DOLA, \$153,370 CPW	
OTHER ADJUSTMENTS																	
Repayment of LTM Loan as required	\$ 18,352	\$ 1,559,648	\$ 561,640			\$ 2,139,640							\$ 2,139,640	\$ -	\$ 2,139,640		
Bond Debt Service Reserve Release						\$ -							\$ -	\$ -	\$ -		
LTM Adjustment	\$ (1,660,594)	\$ -				\$ (1,660,594)							\$ (1,660,594)	\$ -	\$ (1,660,594)		
Other						\$ -							\$ -	\$ -	\$ -		
USEAGES IN FUTURE YEARS																	
Totals		\$ 10,514,046	\$ 1,423,412	\$ 1,343,701		\$ 13,281,159		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,281,159	\$ 25,315,916	\$ 38,597,075		
Remaining Balance						\$ 7,337,691						\$ 7,337,691					

NOTES:

Lottery funds may be used for acquisition, development of a new conservation site, maintenance, or capital improvements on any public land for park, recreation, open space, or similar purpose. It may not be used for personnel except maintenance.

Parks Fund Balance may be used only for expenses incurred at the four BOR reservoirs.

Sales Tax may be used for acquisition, development, and long term management of open space; and up to 15% may be used for improvements to existing parks.

Anticipated grant money for proposed project to be received when arrangements are finalized.

OPEN LANDS PROGRAM MANAGER HIRING PROCESS AND TIMELINE

- Post the position by March 2, 2018
- Applications will be due by March 22, 2018
- First interviews will occur by April 4, 2018
- Final interviews will occur by April 13, 2018
- Selection will occur by April 23, 2018
- Position will be filled by May 14, 2018