

Parks & Public Landscaping Advisory Board Agenda

**January 8, 2025
City Hall Spruce Meeting Room
749 Main Street
5:30 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.

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID # 885 1622 9475
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/pplab

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

- 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. Advisory Board Introductions
- VII. Governance Board
 - Election of Officers
 - i. Chair

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 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, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 or email Clerksoffice@louisvilleco.gov

ii. Vice-Chair

iii. Secretary

- 2025 Meeting Dates
- Approval of posting locations
- Outdoor Amenities representation

VIII. Enclave and Sunflower 95% Presentation – review

IX. Work Plan

- Review 2024
- Draft 2025

X. Board Report

XI. Staff Report

XII. Discussion Items for Next Meeting

XIII. Adjourn

Parks & Public Landscaping Advisory Board Agenda

**December 4, 2024
Library Meeting Room
951 Spruce Street
6:30 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.

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I. Call to Order

- At 6:30PM

II. Roll Call

Present

- Cynthia Corne, Chair
- Ellen Toon, Vice Chair
- Shannon Mihaly, Co-Secretary
- Signe Buck
- John Webb (online)
- Jody Ash (online)
- Patricia Rogers, Co-Secretary (online)
- Abby McNeal, Parks Superintendent
- Adam Blackmore, Parks and Open Space Director
- Bryon Weber (online), Parks Planning and Project Manager
- Deb Fahey, Council Member

Absent

- None

Members of the Public in Attendance

- Lenny Volpone
- Tom Deiter
- Seth (no last name provided, online)

- Callie Kinney
- Anne Kinney
- Christine Buse
- George Buse
- Eddie Buse
- Edison Buse
- Timothy Buse

III. Approval of Agenda

- Moved and Seconded, Motion Passed

IV. Approval of Minutes

- Moved and Seconded, Motion Passed

V. Public Comments on Items Not on the Agenda

Lenny Volpone:

- Bocce ball courts are in need of improvement:
 - Memory Sq and Community Parks
 - There are challenges in Community Park with the wind blowing away topping on court, railroad tie edging are sticking out

Timothy Buse:

- Enclave Park: supportive for prioritizing park work, questioning timeline
- Notes from board:
 - Coordination and dependency on Public works projects caused delay for the Parks Design for Enclave, the land is part of City's water system FYI.
 - Staff is working on modified Park design to be closer to 90% in early 2025 for public and PPLAB review.

VI. Advisory Board Service Recognition

- Patricia, Shannon, Ellen, and Cynthia rolling off board at the end of 2024
 - Letters and certificates were presented to each with sincere appreciation from Staff.
- Ellen's significant contributions for over 20 years, including 7 years as Chair was highlighted with additional recognition. She has been instrumental in establishing the Arboretum, a practice of testing and trying different species overall, the shift to environmental practices and fewer pesticides in parks, especially playgrounds. Council member Deb Fahey shared the highlights and emphasized the City and community's appreciation for Ellen's significant volunteer efforts and positive impact.
- Interviews next week for board positions

VII. Parks Projects: 2025 Median Renovation - discussion

- 10 years ago, City Council approved the renovation of all medians to be more eco-friendly and to work toward some common aesthetics as well.
- Completed Phase 1 in 2023

- Information in the packet
- Current funding to complete Dillon Road in 2024, start to work in McCaslin commercial corridor and go north; 60%-level drawing in packet
- Want to maintain consistent look throughout City - landscape rock walls, replacing some trees, focusing on xeric native, replacing turf with native seed mix for reduction in mowing and watering needs over time
- Phase 1 provided opportunity for lessons learned
- Asking board for concerns, ideas, want to allow design team to advance in Design 2 and to implement in Spring/Summer of 2025

Board Discussion:

- Plant schedule - native plants emphasized
- Looked at high percentage of loss and replaced some items for Phase 2
- Seed mix - lots of concern from the community and feedback on native seed mix; largest challenge was with annual rye grass - first to establish and dominated height → replacing in the upcoming median projects with Verge from Landmark Seed Co.
 - Have seeded a small section by the fire station with this seed mix and successful response to this test
 - Lower height, 2-3 mows/year to maintain
 - Parks Dept working with vendor to perhaps add a few more plants to the mix
 - John looked at “verge” composition and notes for pictures of what is in the mix; blues and purples in seed mix which will add nice color, may recommended replacement of California poppies with another orange flower
 - In general, “native” means native to growing conditions, not necessarily the state: color, lower-growing, successful management
- As we shift from annuals to perennials, love to see the incorporation of color.
- Ohio buckeye - are we worried about the debris from that one?
 - Not sure if there is a seedless variety we can plant; will follow up with City Forester
- Compliment to the Parks Staff for embracing lessons learned
 - Wanted to avoid tall grasses and tall rye take over.
 - Appreciate culture to adjust and fix
- Council Member Fahey: overall successful, just a few tweaks that staff is attending to, use McCaslin and Via Appia medians’ tall grass lessons as learning experience for other sloped medians
- Will be more conservative around turning areas for Phase 2
- From aesthetic perspective, Bella Vista and Cherry have been pointed out as nice
 - Could potentially incorporate that aesthetic into the medians we have currently
- Don’t want heat island effect
- There are some plants in rows over by rec center with mix
- Sandstone rocks looks more like it fits vs. dark gray boulders
 - Is there a way to give continuity and weave in red sandstone - currently in use along Bella Vista/Cherry.
- Use some islands as test plots for mixes. Emphasis continued testing and learning - best practice and fun!

- In the future there will be a shortage in the availability of native seeds as the restoration of lands occurs in similar ecosystems
 - We likely can't harvest our own seeds at a scale that would be useful

VIII. Japanese Beetle Communications - advisory to staff

- Before sending information to staff, wanted to discuss the draft of additional research
- "Management of Japanese Beetles in Your Garden" might be good to include in spring/quarterly newsletter
- Bee City looking into presentation in April/May to promote plan
- Non-pesticide solutions are more effective than pesticide solutions at this time
- As a board, willingness to research and coordinate and elevate the conversation
- How do we take this forward to advise staff and community that Japanese beetle content be a theme in quarterly newsletter?
- Any new content could be reviewed in January with community
- Draft memo for packet needed by Tuesday before meeting - December 27th due to holiday

IX. 2025 Work Plan review - discussion

- City Council work plan on city website
 - Add column to show alignment with Council. Abby to add and draft that content for early 2025 and new Board.
- For Council: December will be wrap-up of 2024
- Mid-January will be Council meeting for 2025 plan; want to work again with boards
- Add budget to work plan; deficit in forecast, 2C implications; outcome is to advise and advocate for additional funding for 2027 - 2029 forecast so budget is not in the red
- Put as a high priority for next year
- Call out medians in 2025 CIP projects

Items in the Work Plan:

- Signage: With so many PPLAB members rolling off, dividing parks amongst members and go out and look at signage - maybe exploring parks and reporting back to the group.
- Collaboration with other boards will continue to be important - perhaps continue to have a joint meeting 1/year (OSAB, RAB)
- Recommend that PPLAB step up Advocacy in 2025.
- Use tax and budgets: budget in the red starting in 2027
 - Some other boards are more vocal at Council meetings
 - Comment at Council if items aren't on the agenda - advocacy will be important going forward
 - Additional staff for Parks not approved; advocate for what is needed in the future to support growing number of parks
- Long-range plan happens every 10 years, be prepared to weigh in
- Sustainability, Fire Hardening, Economic Vitality: fill these out and align with these items that are highlighted by Council
- These come into play with other areas (sustainability and fire hardening with pollinator landscaping, education, plant selections)

- Economic vitality - medians and McCaslin signage
- *Could add this as a statement at the top of the work plan: Focused on Sustainability, Fire Hardening, Economic Vitality, EDI through actions targeted at these objectives*
 - *PPLAB liked this idea.*
- GMMP + Long-range plan: continue to support staff requests to advance park operations, look for opportunities to advocate at Council, attend other board meetings
- Maintenance: emphasis on maintaining continuing to advance operations, advocating for staff as new parks may enter the system in the out years when budget is tight
 - Outcome: review data from new work order system, quarterly reporting on maintenance; move last sentence in "PPLAB recommendations" to "Outcomes"
- PPLAB bylaws: still need to walk through those, good to review with new members
- Outdoor Recreation Amenities: bocce and tennis interest, overlay of existing courts at Centennial in 2026, tennis may require more advocacy to keep in the plan, pickleball inline rink conversion approved in 2025
- Integrated Pest Management and pesticide use for citizens of Louisville; pesticides out of the parks, look at details of how far we've come and what we aren't using and what we have replaced them with, communication about this to the public
- Include in education work plan, information on the website, could point the community to this information on the website
- Emphasis of what the city does

X. Advisory Board New Member welcome packet - discussion

- See packet
- Add council work plan link
- Emphasize attendance requirements - if unable to attend, please contact Chair or Staff Liaison
- In-person attendance encouraged but Zoom is available if not able to attend in person
- Roster of board members would be useful - including contacts, Ward, etc.
- Staff - add in a welcome from Abby and Adam to walk through
- Link to the plant list - Abby will also highlight in welcome
- Emphasize commitment - even before applying
- Meeting governance education - Roberts Rules of Order

XI. Board Reports

Outdoor Amenities - had some public members of attendance; Abby and Cynthia attended

- Subcommittee continues to focus on joint projects
- Tennis courts: private tennis advocacy in open space adjacent to Louisville, sent a note to council and emphasize to City of Lafayette to not use public land for private tennis use
- Adam is collaborating with counterpart in Lafayette; was supposed to be multi-use fields
- Louisville has provided baseball fields, would like to see multiuse for soccer, lacrosse, field hockey
- If interested in joining, Cynthia and Shannon are rolling off so will need 1-2 people to join

Thank you to John, Jody, Patricia for research!

Bee City

- Met this afternoon, looking at 2025 activities
- 2-3 community presentations:
 - integrated pest management
 - Japanese beetle management
 - Gardening for pollinators
- Labor Day Parade
- 2 appearances at Farmers Market in May/June and September
- Garden tour with Lafayette June 21-22nd
- K.C. Lyons for friends of Coal Creek - will be at OSAB next week, rewilding and restoring areas of Coal Creek corridor

XII. Staff Updates

- Year-end review in packet
- Tree canopy in work order system - well over 10,000 trees; if that number is outdated, need to update on website as well

XIII. Discussion Items for Next Meeting

- January 8 - short meeting at 5:30, needs to end by 7
- Will NOT be in library

Agenda:

- Introductions
- Welcome packet
- Election of officers
- Introduction of 2025 Work plan
- Highlight of topics for February - March
- Staff update, if there is additional time
- Highlight 2024 work summary

Other agenda topics for early 2025:

- Japanese Beetle Communications - communication out to community and workshops
- Review of Bylaws (February)

XIV. Adjourn

- At 8:28 PM

December 20, 2024

To: Parks & Public Landscape Advisory Board (PPLAB)
From: Bryon Weber, PROS Project Manager

Re: Design Updates for Sunflower & Enclave Park Renovations

Enclosed are 95% site and landscape design drawings for renovations at Sunflower and Enclave Parks. These drawings take into account Board and public input received through the October 2024 PPLAB meeting and have now been developed into full construction drawing sets to enable cost estimating to take place.

Current estimates have the projects priced at \$674,150 for Enclave and \$366,955 for Sunflower. The combined total of \$1,041,105 is slightly over the original funding allocation of \$1,000,000 however cost savings from the renovations of Joe Carnival and Meadows Parks will enable us to cover the \$41,105 overage and hold an ~9% contingency for potential unexpected costs.

Staff request that PPLAB make a recommendation at the January meeting that the 95% drawings for both parks be incorporated into a construction contract that can be approved by Council at either the January 21st or February 4th meetings.

As a reminder of the design and public engagement process to date:

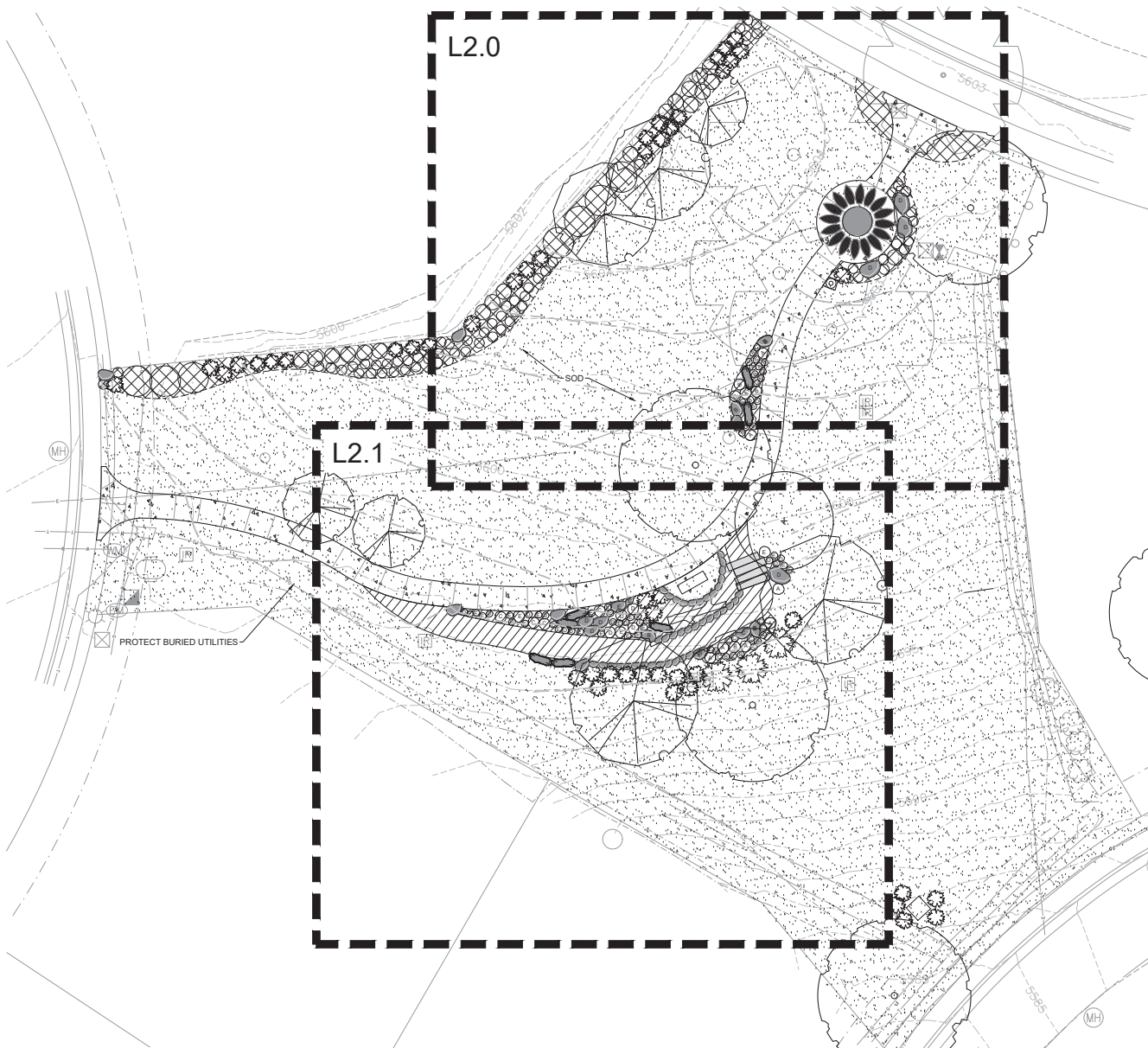
- Summer 2023 – Grant application to Great Outdoors Colorado (GOCO) for funding support, including public letters of support for renovations at both parks
- Fall 2023 – Online Public Input Survey
- December 2023 – Community Impact Grant Award from GOCO (\$500k)
- January 2024 – Public Open House and presentation of initial designs
- March 2024 – PPLAB Presentation of initial designs and open house feedback
 - *See Enclosed PDF of presentation with public input results that guided design*
- May 2024 – PPLAB Presentation of revised designs at 80% completion level
- July 2024 – PPLAB Presentation of designs at 90% completion level
- October 2024 – PPLAB Presentation of modified concept design for Sunflower Park, going back to 60% level in response to public input received
- January 2025 – PPLAB Presentation of 95% drawings with pricing

Next steps for these two park designs include:

- January PPLAB – obtain recommendation that 95% designs go to Council for award of construction contract
- Spring 2025 – construction begins (dates TBD)

Full drawing 95% sets can be downloaded here:

<https://drive.google.com/drive/folders/1UyVeOhgtj5Mq5x5VyOTs7t54W6pEU9Wn?usp=sharing>

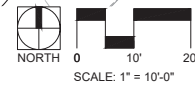


LEGEND

-  SOD
-  CRUSHER FINES
-  WOOD MULCH
-  SANDBLASTED AND STAINED CONCRETE
-  COLORED CONCRETE
-  CONCRETE
-  METAL EDGER
-  LANDSCAPE BOULDERS
-  STUMP AND STONE HEIGHT:
A = 24"
B = 16"
C = 8"
D = 18"
E = 12"
-  STONE STEPS
-  DECIDUOUS TREE
-  ORNAMENTAL TREE

1 OVERALL SITE PLAN

1" = 10'-0"



SUNFLOWER PARK

907 SUNFLOWER STREET
LOUISVILLE, CO 80027

Project No.: 22219.00

Issued For: 22219.00 Date: 11.20.2024

Drafted By: EMS, AO
Checked By: CM, ES

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OVERALL SITE
PLAN

L1.1
10



LEGEND

	SOD
	CRUSHER FINES
	WOOD MULCH
	SANDBLASTED AND STAINED CONCRETE
	COLORED CONCRETE
	CONCRETE
	METAL EDGER



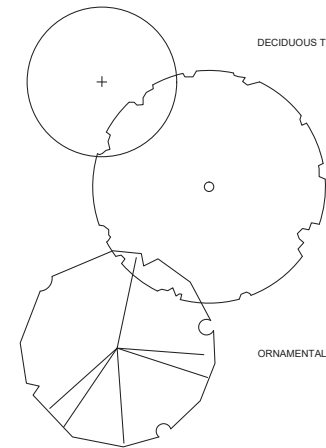
LANDSCAPE
BOULDERS



STUMP AND STONE HEIGHT:
A = 24"
B = 16"
C = 8"
D = 18"
E = 12"



STONE STEPS



DECIDUOUS TREE

ORNAMENTAL TREE



1 PLAZA ENLARGEMENT 1" = 5'-0"



SUNFLOWER PARK 907 SUNFLOWER STREET LOUISVILLE, CO 80027



Project No.: 22219.00

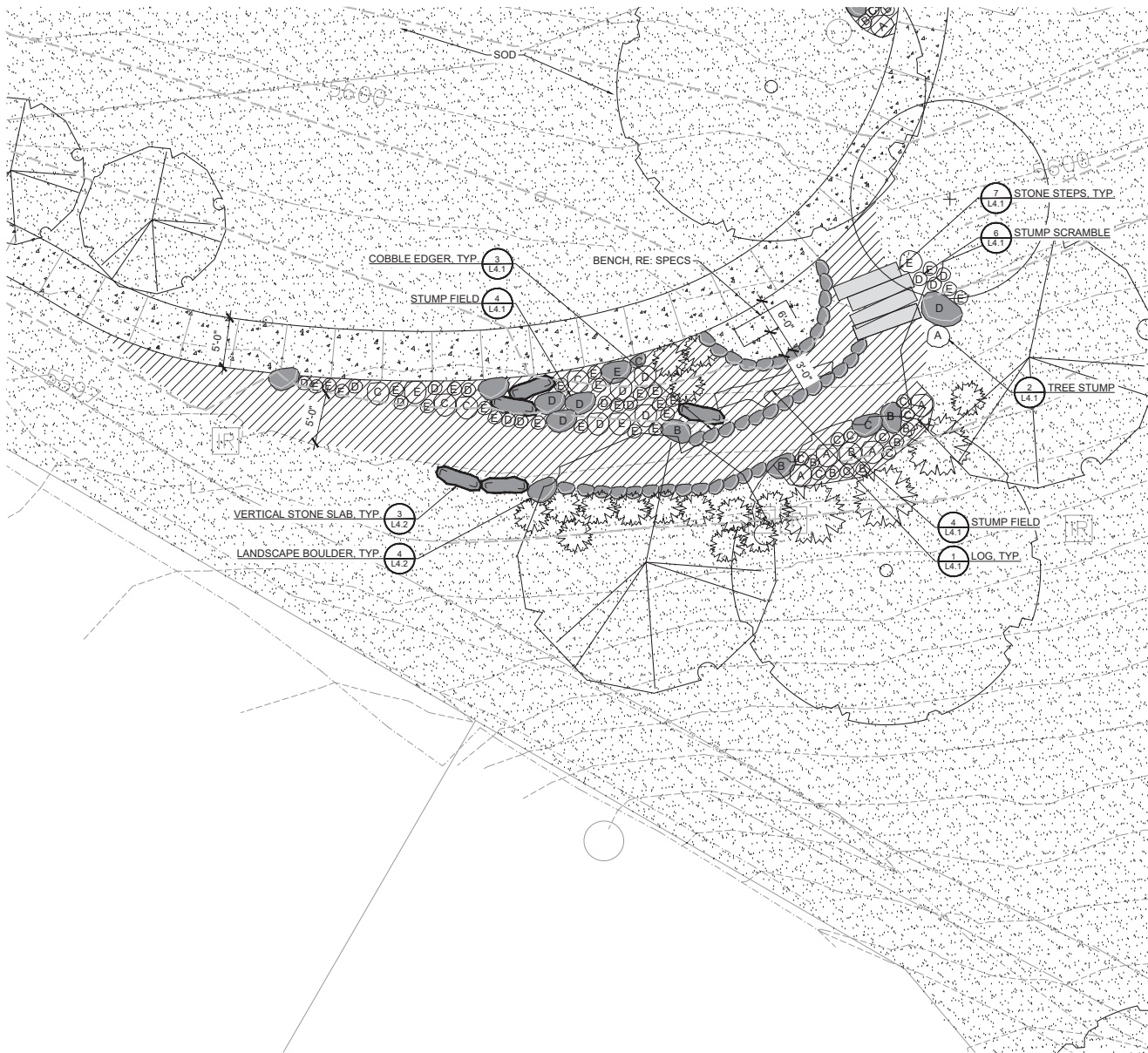
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PLAZA
ENLARGEMENT

L2.0
11



1 ADVENTURE PATH ENLARGEMENT

1" = 5'-0"



LEGEND

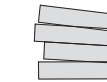
	SOD
	CRUSHER FINES
	WOOD MULCH
	SANDBLASTED AND STAINED CONCRETE
	COLORED CONCRETE
	CONCRETE
	METAL EDGER



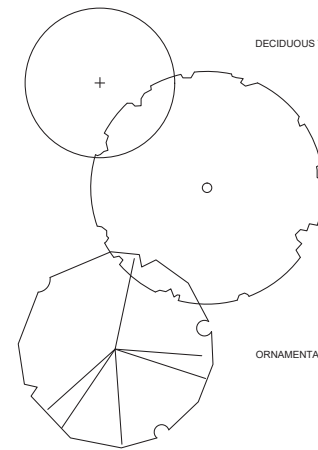
LANDSCAPE
BOULDERS



STUMP AND STONE HEIGHT:
A = 24"
B = 16"
C = 8"
D = 18"
E = 12"



STONE STEPS



DECIDUOUS TREE

ORNAMENTAL TREE



SUNFLOWER PARK

907 SUNFLOWER STREET
LOUISVILLE, CO 80027

Project No.: 22219.00

Issued For: 22219.00 Date: 11/20/2024

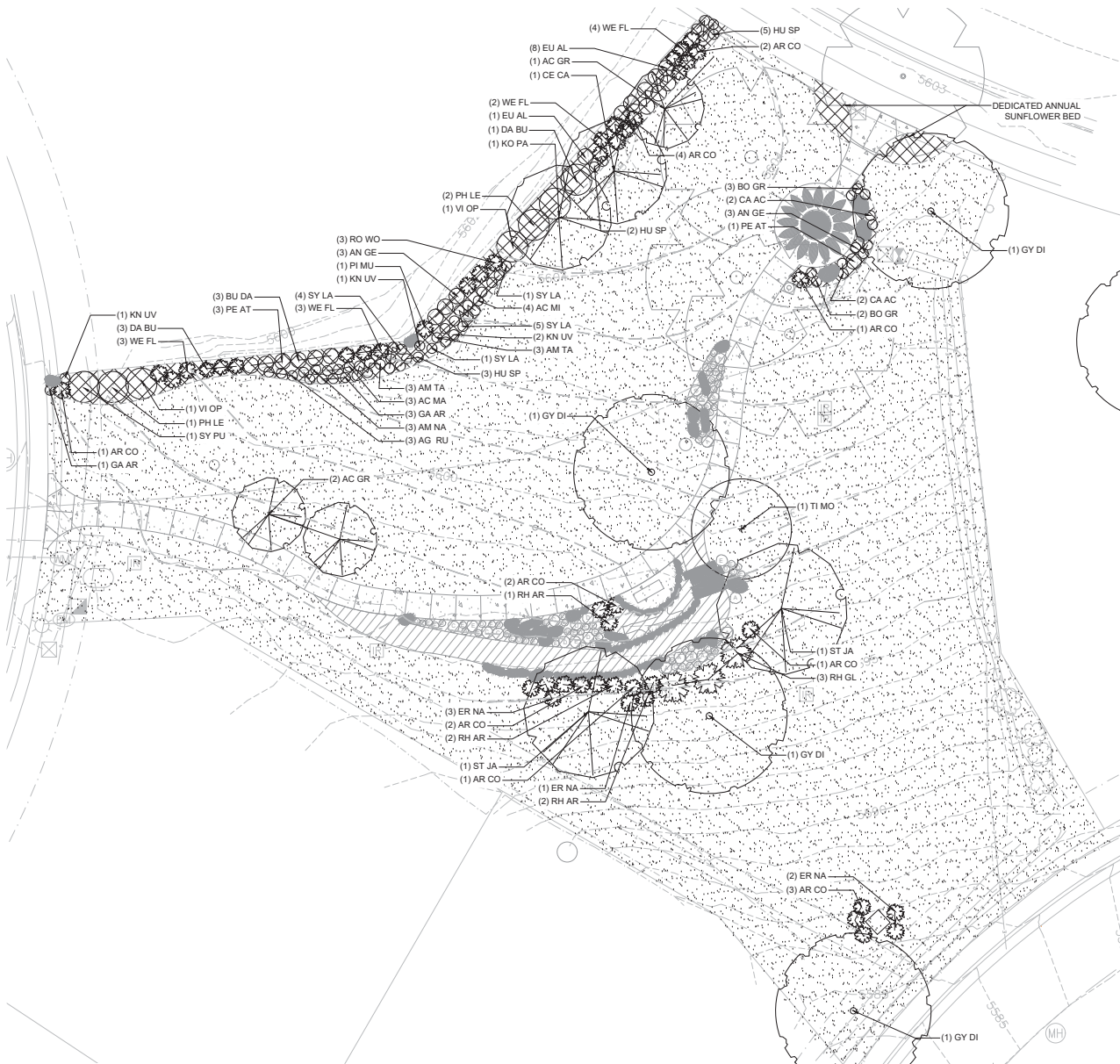
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ADVENTURE
PATH
ENLARGEMENT

L2.1

12



LEGEND

	SOD		WOOD MULCH
	CRUSHER FINES		SANDBLASTED AND STAINED CONCRETE
	METAL EDGER		COLORED CONCRETE
	LANDSCAPE BOULDERS		CONCRETE
STUMP AND STONE HEIGHT:			
A = 24"			
B = 16"			
C = 8"			
D = 18"			
E = 12"			
STONE STEPS			
	DECIDUOUS TREE		
	ORNAMENTAL TREE		

PLANT SCHEDULE

CODE	DECIDUOUS TREES	COMMON NAME	CONT
GY DI	Gymnocladia dioica	Kentucky Coffeetree	2" B&B
QU BI	Quercus bicolor	Sawing White Oak	2" B&B
TI MO	Tilia mongolica 'Nanant Gold'	Harvest Gold Linden	2" B&B
CODE	ORNAMENTAL TREES	COMMON NAME	CONT
AC GR	Acer grandidentatum	Spiculate Maple	8-10' clamp
CE CA	Cercis canadensis	Eastern Redbud	2" B&B
KO PA	Koeleria paniculata	Golden Kalmia	2" B&B
ST JA	Staphylea trifolium	Japanese Fiddle Tree	2" B&B
CODE	SHRUBS	COMMON NAME	CONT
AR CO	Arctostaphylos uva-ursi	Panicle Manzanita	85 cont.
RU DA	Rubus idaeus	Raspberry Bush	85 cont.
DA BU	Daphne x barbatifolia 'Carol Mackie'	Carol Mackie Daphne	85 cont.
ER NA	Erica nana	Dwarf Blue Hebe	85 cont.
EU AL	Eucalyptus alata compacta	Dwarf Eucalyptus	85 cont.
PE AT	Persea atrovirens	Russian Sage	85 cont.
PH LE	Philadelphus lewisii	Chrysantha Mock Orange	85 cont.
RI MU	Rhus glabra	Dwarf Mopane	85 cont.
RI AR	Rhus aromatica	Grey Iron Tree	85 cont.
RI GL	Rhus glabra	Smooth Sumac	85 cont.
RO WO	Rosa woodsii	Woody Rose	85 cont.
SY PU	Syringa pubescens patula 'Miss Kim'	Miss Kim Lilac	85 cont.
VI SP	Viburnum opulus var. coccineum	American Cranberry Bush	85 cont.
WE FL	Wisteria floribunda 'Blue & Rose'	Wisteria	85 cont.
CODE	PERENNIALS	COMMON NAME	CONT
AC NY	Achillea millefolium 'Viperula'	Common Yarrow	85 cont.
AG RU	Agrostis rupestris	Lanceolate Knotgrass	85 cont.
AM NA	Amorpha nana	Dwarf Leadplant	85 cont.
AM TA	Arnica montana	Blue Star	85 cont.
GA AR	Gallardia arvensis	Blackberry Flower	85 cont.
HU SP	Hieracium sp. 'New York State'	Coral Bell	85 cont.
KN UV	Kniphofia uvaria	Red Hot Poker	85 cont.
SY LA	Syringastrum lanceum	Smooth Alder	85 cont.
CODE	ORNAMENTAL GRASSES	COMMON NAME	CONT
AN GE	Anemone gracilis	Blue Broomrape	85 cont.
CA AC	Calamagrostis acutiflora	Karl Foerster Feather Reed Grass	85 cont.
BO GR	Bouteloua gracilis 'Wanda Ambler'	Blue Gramma	85 cont.



SUNFLOWER PARK

907 SUNFLOWER STREET
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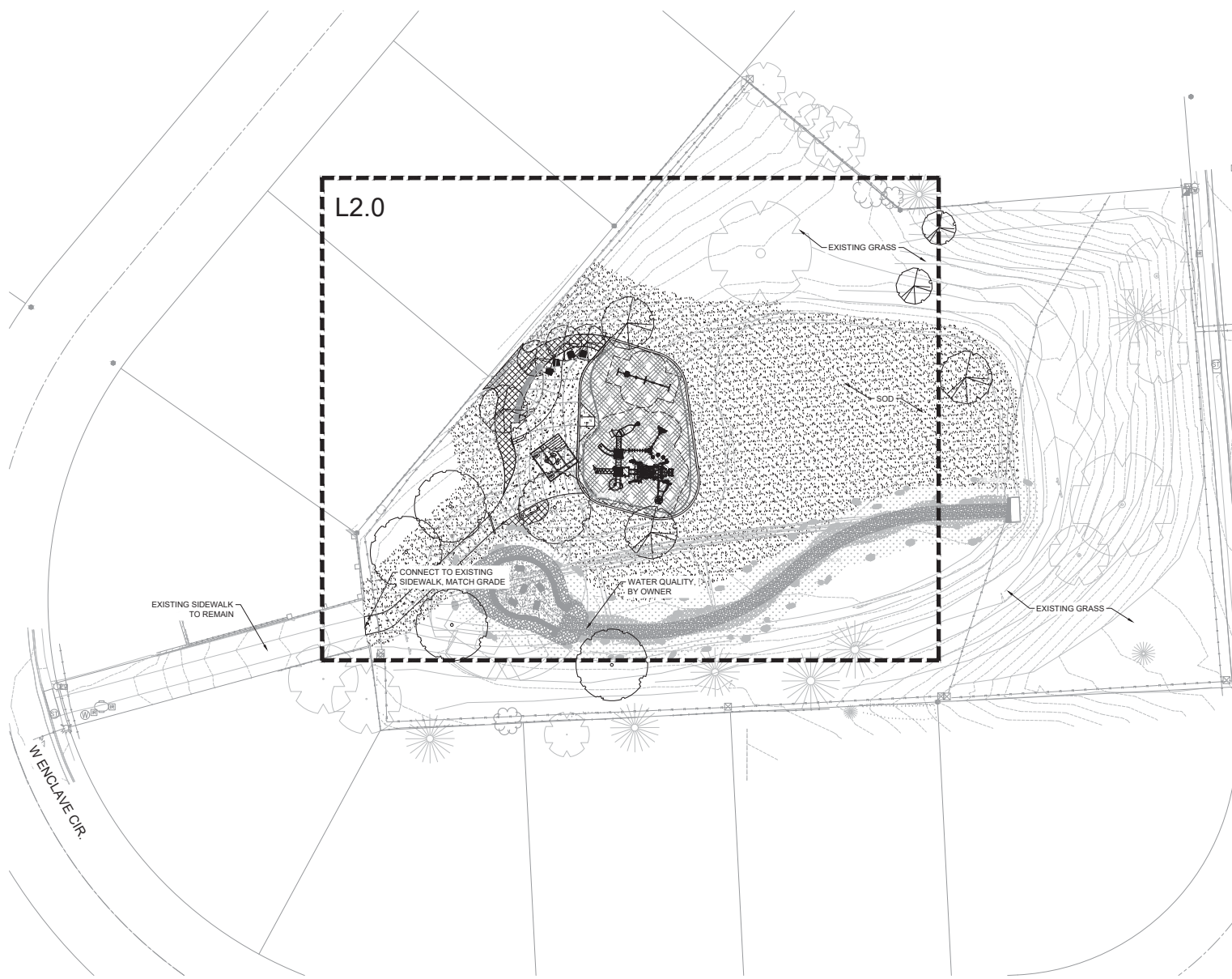
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LANDSCAPE
PLAN

L3.0
13



- LEGEND**
- SOD
 - CONCRETE
 - ENGINEERED WOOD FIBER
 - MULCH
 - METAL EDGER
 - TABLES
 - SEAT BOULDERS
 - SEATBACK CHAIRS
 - DECIDUOUS TREE
 - ORNAMENTAL TREE



ENCLAVE PARK

1100 ENCLAVE CIRCLE
LOUISVILLE, CO 80027



Project No.: 22219.00
Issued For: 22219.00 Date: 11.20.2024

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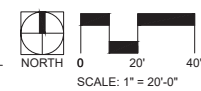
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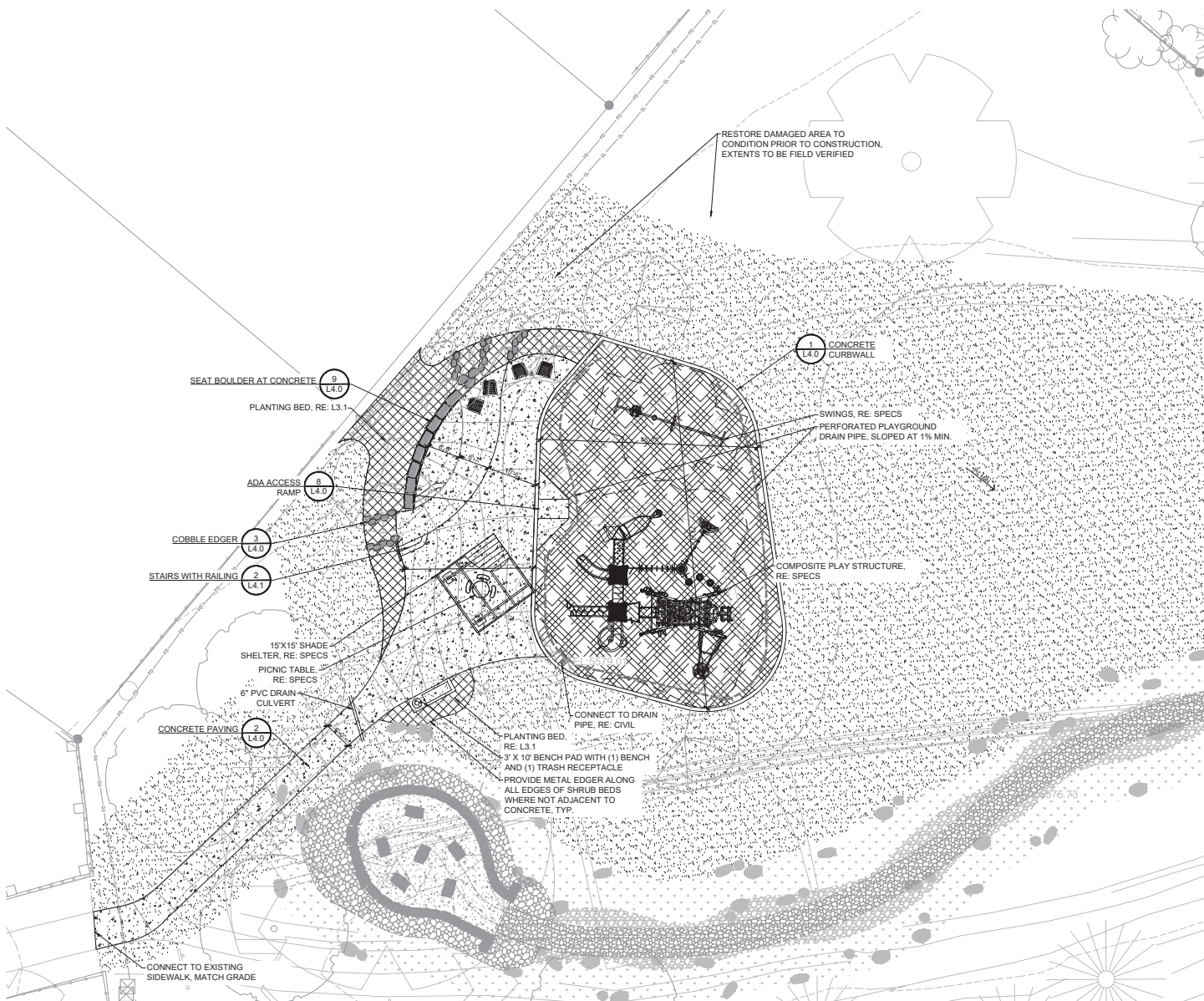
OVERALL SITE PLAN

L1.0
14

1 OVERALL SITE PLAN

Scale: 1" = 20'





LEGEND

- SOD
- CONCRETE
- ENGINEERED WOOD FIBER
- MULCH
- METAL EDGER
- TABLES
- SEAT BOULDERS
- SEATBACK CHAIRS
- DECIDUOUS TREE
- ORNAMENTAL TREE



ENCLAVE PARK

1100 ENCLAVE CIRCLE
LOUISVILLE, CO 80027



Project No.: 22219.00

Issued For: Date:
2024.02.11 11.20.2024

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SITE PLAN
ENLARGEMENT

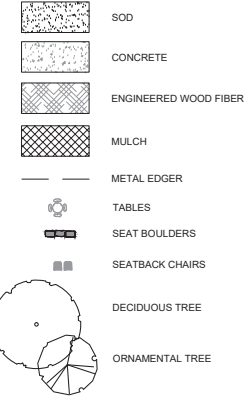
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1 SITE PLAN ENLARGEMENT

Scale: 1" = 10'

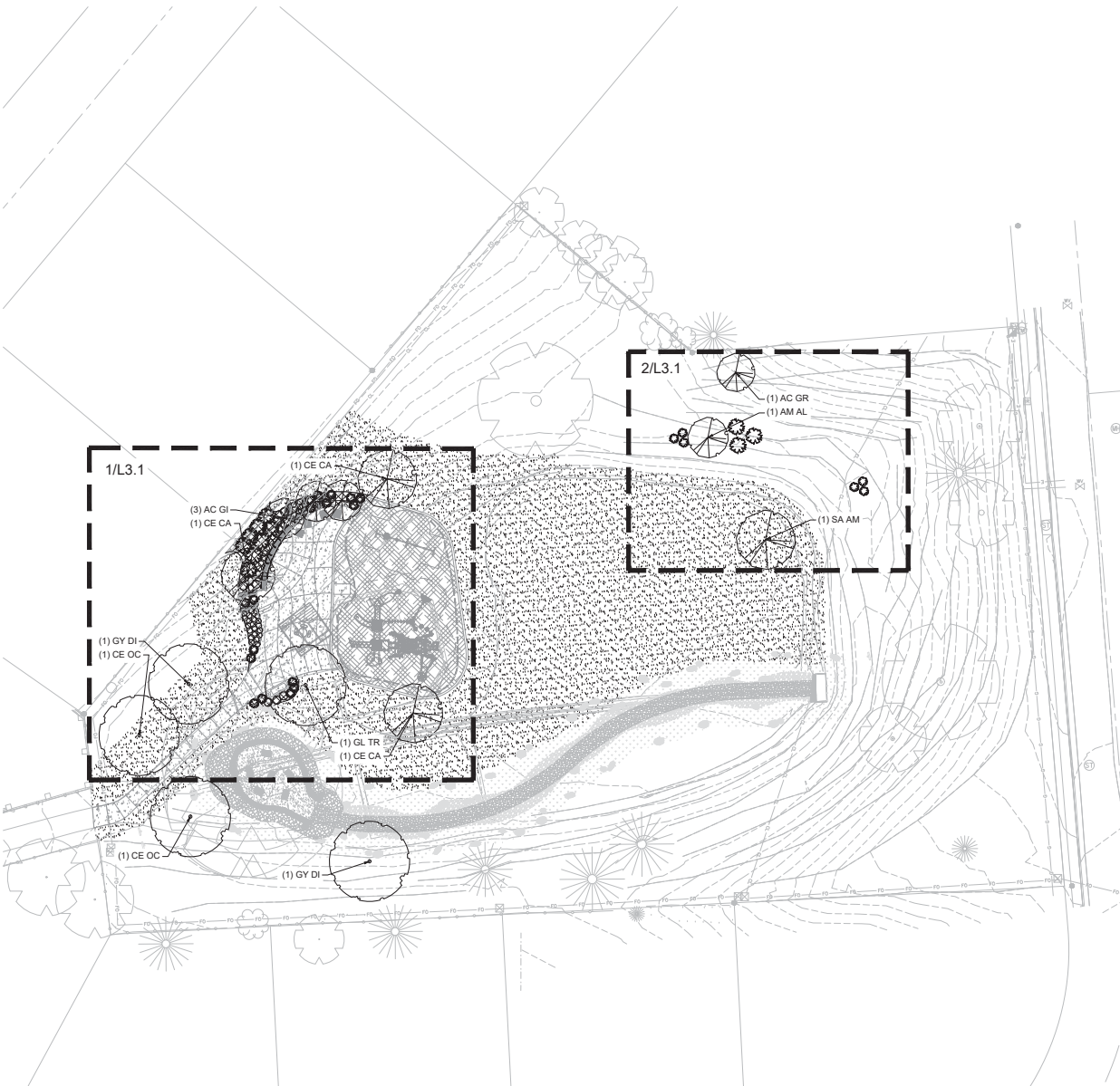
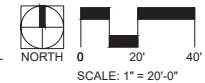


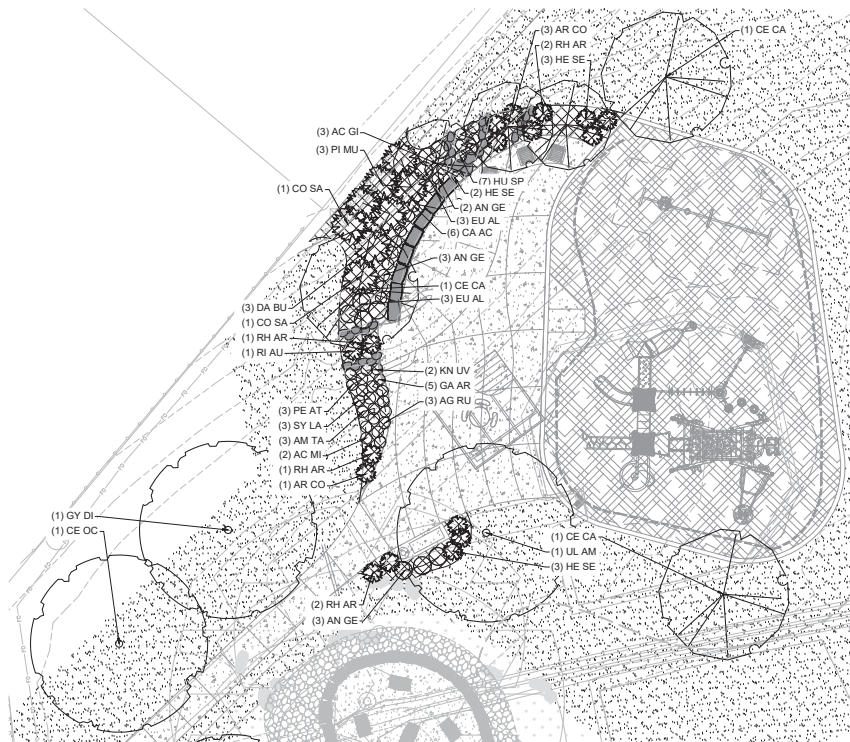
LEGEND



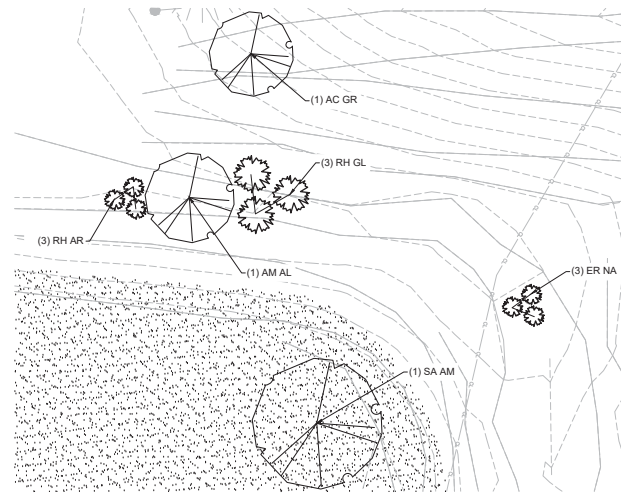
PLANT SCHEDULE

CODE	DECIDUOUS TREES	COMMON NAME	CONT
CE OC	Cornus occidentalis	Winters Hackberry	2" B&B
GL TR	Gleditsia triacanthos	Honeylocust	2" B&B
QY FR	Gymnocladus dioica	Kentucky Coffeetree	2" B&B
SA AM	Salix amygdaloides	Heath Leaf Salix	2" B&B
CODE	ORNAMENTAL TREES	COMMON NAME	CONT
AM AL	Amaranthus albus	Sanderson Serviceberry	B&B clamp
AC GR	Acer glabrum	Greenish Maple	B&B clamp
AC GR	Acer grandidentatum	Bigtooth Maple	B&B clamp
CE CA	Cornus canadensis	Latent Redbud	2" B&B
CODE	SHRUBS	COMMON NAME	CONT
AR CO	Artemisia arbuscula x canadensis 'Ranchita'	French Mint	#5 cont.
CO SA	Cornus sericea 'Aristic Fire'	Redwing Dogwood	#5 cont.
DA BU	Daphne x barbinodis 'Carol Mackie'	Carol Mackie Dogwood	#5 cont.
FR NA	Forsythia x nana 'Nana'	Dwarf Blue Forsythia	#5 cont.
EU AL	Eurythmum alba compacta	Dwarf Burning Bush	#5 cont.
PE AT	Penstemon albus	Russian Sage	#5 cont.
PI MU	Pinus mugo	Dwarf Mugo Pine	#5 cont.
RI AL	Ribes alba	White Currant	#5 cont.
RI GL	Ribes glabrum	Smooth Currant	2" B&B
RI ALJ	Ribes alba	Golden Currant	#5 cont.
CODE	PERENNIALS	COMMON NAME	CONT
AC ME	Asclepias tuberosa 'Papilio'	Common Milkweed	#1 cont.
AG RUJ	Agrostis rupestris	Licorice Milkweed	#1 cont.
AM TA	Ammannia tomentosa	Blue Star	#1 cont.
GA RI	Gallardia arvensis	Brassica Flower	#1 cont.
RU SP	Rumex crispus 'Peach Melba'	Coral Bells	#1 cont.
KN UV	Knapweed	Red Hot Poker	#1 cont.
ST LA	Stachys latifolia	Smooth Aster	#1 cont.
CODE	ORNAMENTAL GRASSES	COMMON NAME	CONT
CA AC	Calamagrostis acutiflora	Kaibab Feather Reed Grass	#1 cont.
AN GE	Andropogon gerardii	Blue Bluestem	#1 cont.
HE SE	Heterostachys sempervirens	Blue Avena	#1 cont.





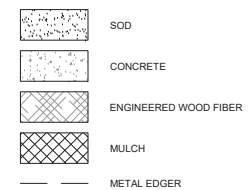
1 LANDSCAPE PLAN ENLARGEMENT
Scale: 1" = 10'



2 LANDSCAPE PLAN ENLARGEMENT
Scale: 1" = 10'



LEGEND



PLANT SCHEDULE

CODE	DECIDUOUS TREES	COMMON NAME	CONT
CE OC	<i>Cornus occidentalis</i>	Western Honeysuckle	2" B&B
GL TR	<i>Gleditsia triacanthos</i>	Honeylocust	2" B&B
GY DI	<i>Gymnocladus dioica</i>	Kentucky Coffeetree	2" B&B
SA AM	<i>Salix amygdaloides</i>	Peach Leaf Willow	2" B&B
ORNAMENTAL TREES		COMMON NAME	CONT
AM AL	<i>Ametanchoer amplexata</i>	Saskatoon Serviceberry	B&B clamp
AC GR	<i>Acer ginnale</i>	Ginnale Maple	B&B clamp
AC GR	<i>Acer grandidentatum</i>	Bigtooth Maple	B&B clamp
CE CA	<i>Cercis canadensis</i>	Eastern Redbud	2" B&B
SHRUBS		COMMON NAME	CONT
AR CO	<i>Arctostaphylos uva-ursina</i> 'Purshii'	Purshii Manzanita	#5 cont.
CO SA	<i>Cornus sericea</i> 'Sector Five'	Reining Dogwood	#5 cont.
DA BU	<i>Daphne x burkwoodii</i> 'Carol Mackie'	Carol Mackie Daphne	#5 cont.
ER NA	<i>Ericameria nasuta</i> 'nana'	Dwarf Blue Rabbitbrush	#5 cont.
GY AL	<i>Gymnocladus dioica</i> compacta	Dwarf Burning Bush	#5 cont.
PE AT	<i>Penicillaria amplexifolia</i>	Russian Sage	#5 cont.
PI MU	<i>Pinus mugo</i>	Dwarf Mugo Pine	#5 cont.
RI AU	<i>Ribes aurum</i>	Gold Star Currant	#5 cont.
RI AU	<i>Ribes aurum</i>	Golden Currant	#5 cont.
PERENNIALS		COMMON NAME	CONT
AC MI	<i>Asclepias tuberosa</i> 'Papilio'	Common Butterfly	#5 cont.
AG RU	<i>Agastache rupestris</i>	Lavender Mint Hyssop	#5 cont.
AM TA	<i>Anemone tabernaemontana</i>	Blue Star	#5 cont.
CA SA	<i>Calluna canadensis</i>	Blueberry	#5 cont.
GL TR	<i>Gleditsia triacanthos</i>	Carroll Beech	#5 cont.
KN UV	<i>Kniphofia uvaria</i>	Red Hot Poker	#5 cont.
SY LA	<i>Smilax latifolia</i>	Smooth Actin	#5 cont.
ORNAMENTAL GRASSES		COMMON NAME	CONT
CA AC	<i>Calamagrostis acutiflora</i>	Karl Foerster Feather Reed Grass	#5 cont.
AN GE	<i>Anemone geraniifolia</i>	Blue Bigleaf	#5 cont.
HE SE	<i>Helianthus scaberrimus</i>	Blue Asters	#5 cont.

From: [Kathy Martin](#)
To: [Adam Blackmore](#); [Abby McNeal](#); [Bryon Weber](#)
Subject: FW: Enclave Park Comments
Date: Tuesday, December 3, 2024 11:57:26 AM
Attachments: [image002.png](#)

FYI

Kathy Martin

Superintendent of Recreation and Senior Services

303.335.4903 (office)
900 W Via Appia



www.LouisvilleRecreation.com

From: Christina Riseman <christina.riseman@gmail.com>
Sent: Tuesday, December 3, 2024 11:51 AM
To: Kathy Martin <kathym@louisvilleco.gov>
Cc: Seth Riseman <seth.riseman@gmail.com>; Judi Kern <jkern@louisvilleco.gov>; Deb Fahey <dfahey@louisvilleco.gov>
Subject: Enclave Park Comments

To the Parks & Public Landscape Advisory Board:

We are writing with our concerns regarding the Enclave Park. During the past several meetings regarding the Enclave and Sunflower Park redesigns, both neighborhoods have raised similar concerns regarding the proposed designs. These concerns include impacts on privacy, excessive concrete including the stadium seating, and the lack of sufficient remediation of thistle. These issues appear to have been addressed for Sunflower park, while the exact same concerns brought up for Enclave feel as if they have been generally dismissed.

Our neighbor, Megan Creech, who also borders the park, has reached out to you with concerns that we also share.

We appreciate all the hard work that has been put into planning these parks and look forward to continued collaboration between the board and our neighbors to restore our park to something even better post fire.

Kind regards,
Christina and Seth

1122 W Enclave Cir.

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Park Design Update

Enclave Park / Sunflower Park
Louisville, CO

March 6, 2024



- 1) Project Overview
- 2) Public Input
- 3) Site Concepts + Public Preference
- 4) Q&A + Discussion

Agenda

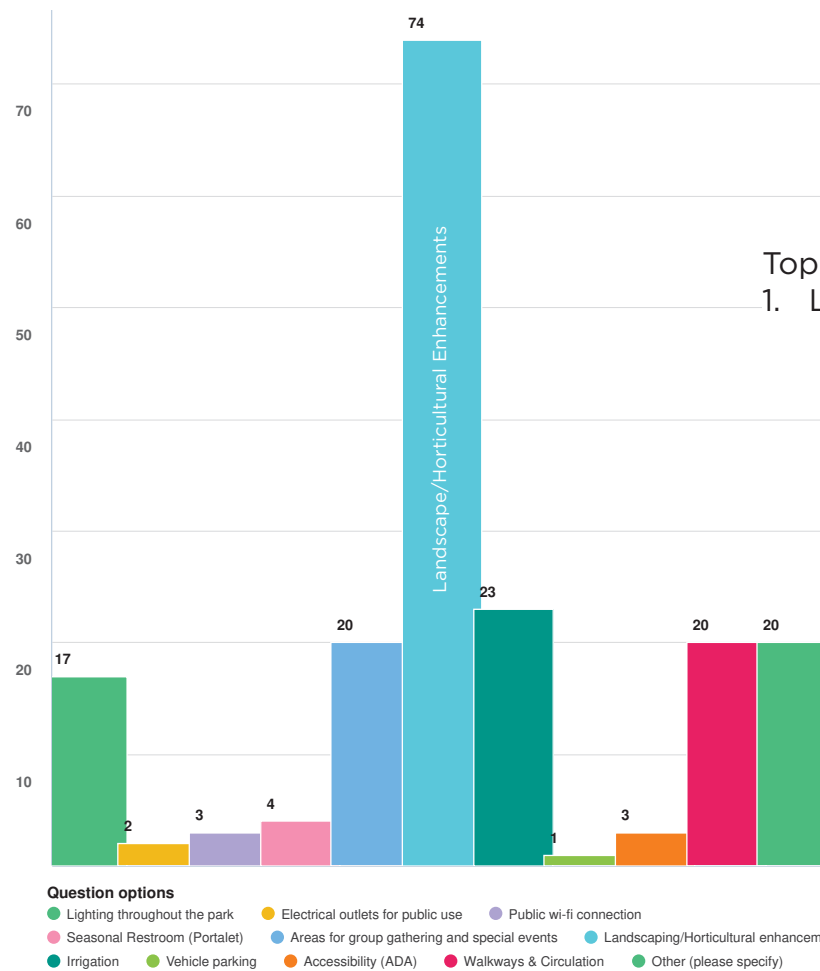




Sunflower Park - Survey Responses



Which 3 general improvements are most desirable?



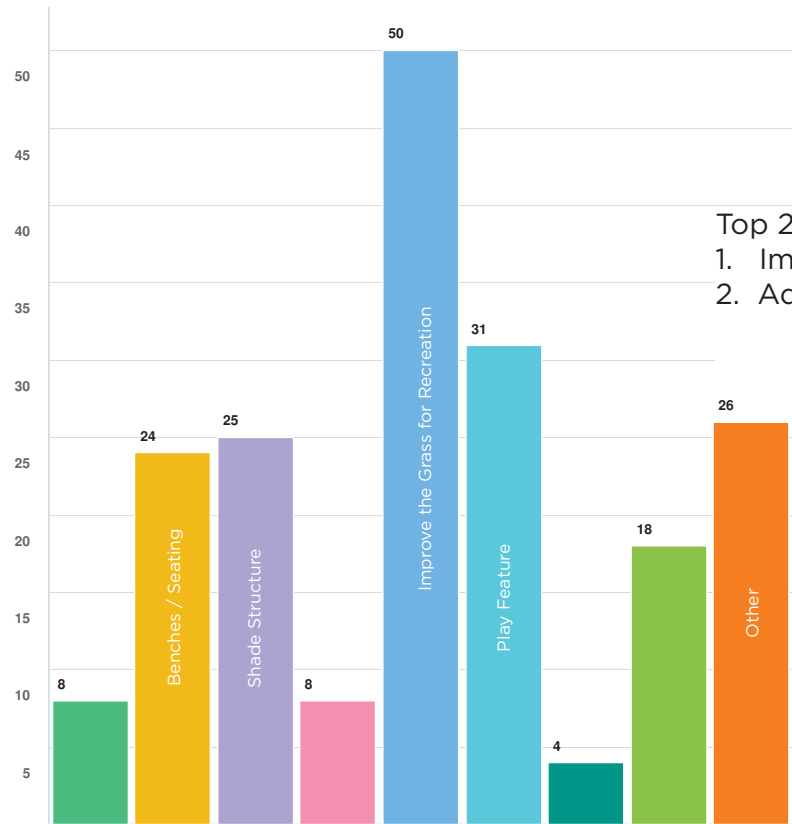
Top Answer:

1. Landscape/Horticultural Enhancements

Sunflower Park - Survey Responses



Which 3 recreation upgrades are most desirable?



Top 2 Answers:

1. Improve Grass for Recreation
2. Add Play Feature

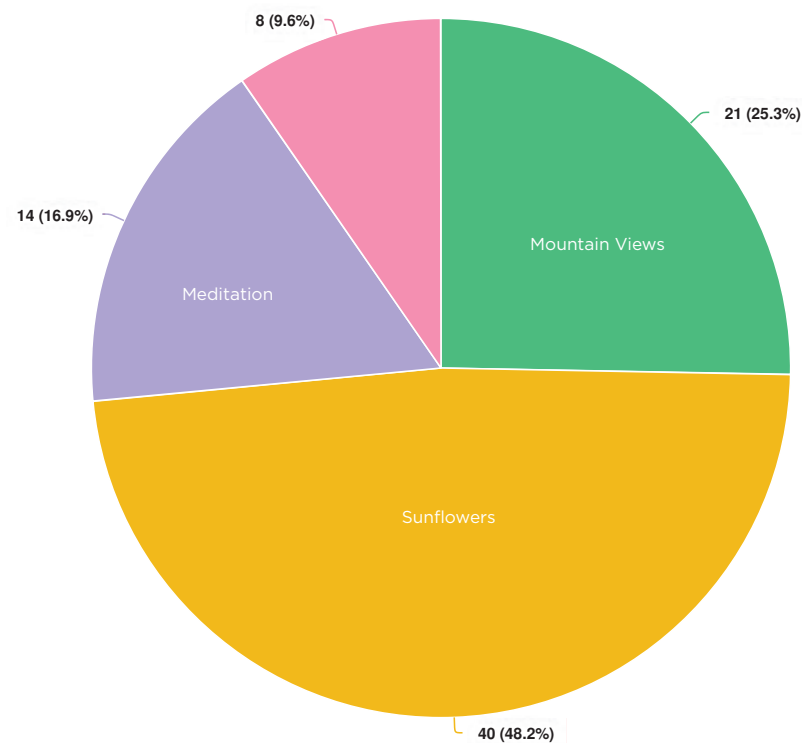
Question options

- Add tables
- Add more benches and/or seating options
- Add a shade structure
- Add public artwork
- Improve the grass for recreation
- Add a play feature (such as a spinner or climber)
- Add a formal space for yoga/fitness
- Add a formal space for meditation and/or reflection
- Other (please specify)

Sunflower Park - Survey Responses



Which of the following themes should serve as inspiration for future design?



Question options

● Mountain Views ● Sunflowers ● Meditation ● Other (please specify)

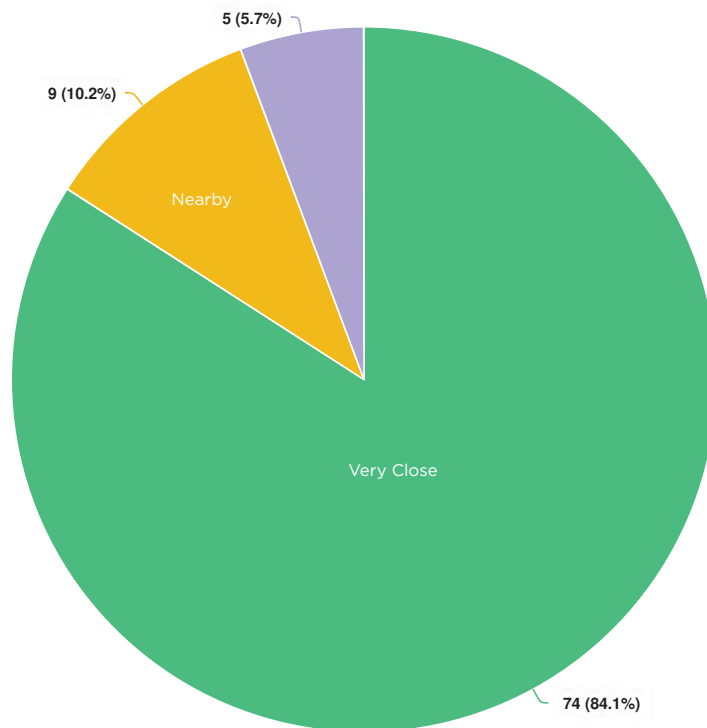
Top Answers:

1. Sunflowers
2. Mountain Views

Sunflower Park - Survey Responses



How close do you live to Sunflower Park?



Question options

- Very Close (a direct neighbor or within two blocks)
- Nearby (within a 5-10 minute walk)
- Inside Louisville, but not near this park (between ½ mile and 2 miles away)

Top Answer:

- Very Close (Within 2 blocks)

Sunflower Park - Site Features

VOTE FOR YOUR
FAVORITE OPTIONS!



votes:
9

1

Community Tree



votes:
28

2

Sled Hill



votes:
23

3

Open Turf



votes:
11

4

Soft Surface Trail



votes:
29

5

Adventure Features



votes:
17

6

Gathering Plaza

Sunflower Park - Site Features

VOTE FOR YOUR
FAVORITE OPTIONS!



votes:
3

7

Bag Toss



votes:
15

8

Public Art



votes:
6

9

Stone Steps



votes:
1

10

Chair Seating



votes:
21

11

Wayside Seating



votes:
12

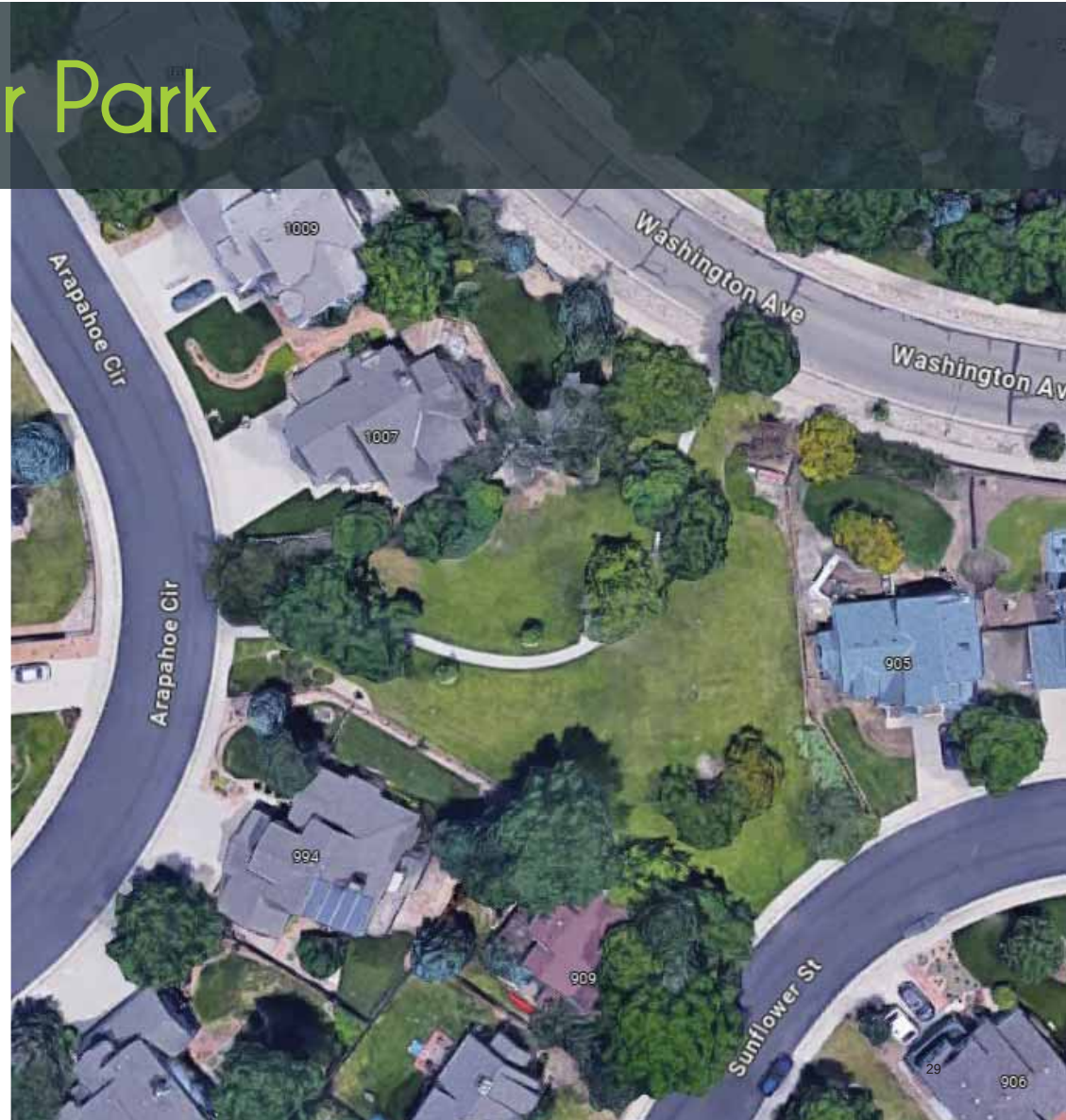
12

Informal Seating

Public Input: Sunflower Park

Preferred Site Features:

- Adventure features
- Sled hill
- Open turf
- Wayside seating
- Gathering plaza
- Public art



Sunflower Park - Site Concept

February 2024

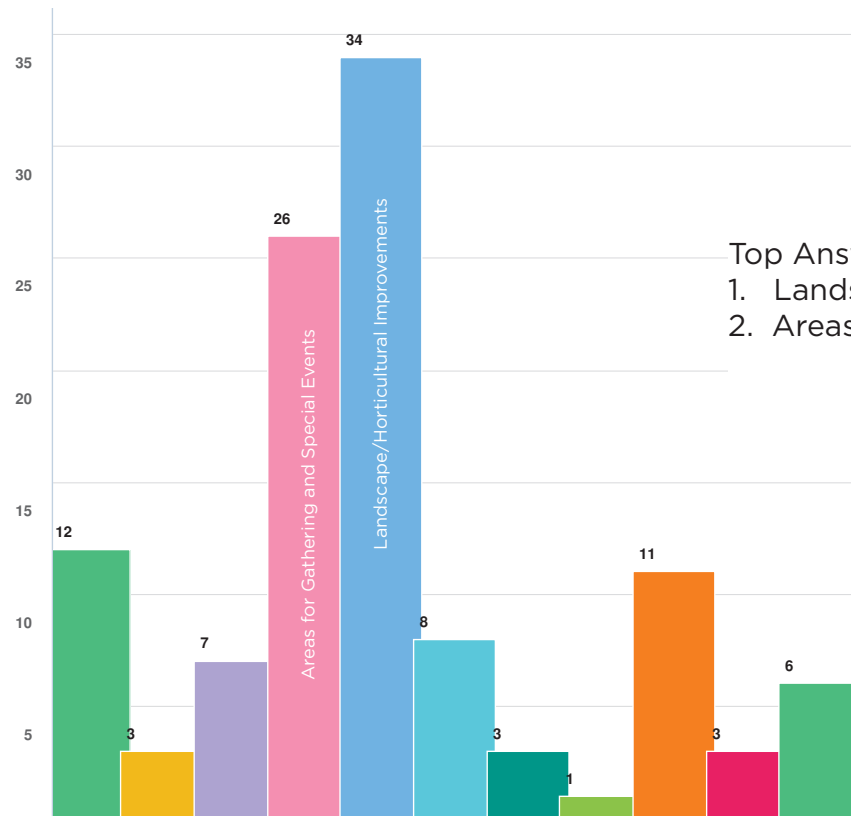




Enclave Park - Survey Responses



Which 3 general improvements are most desirable?



Top Answers:

1. Landscaping/Horticultural Improvements
2. Areas for Gathering

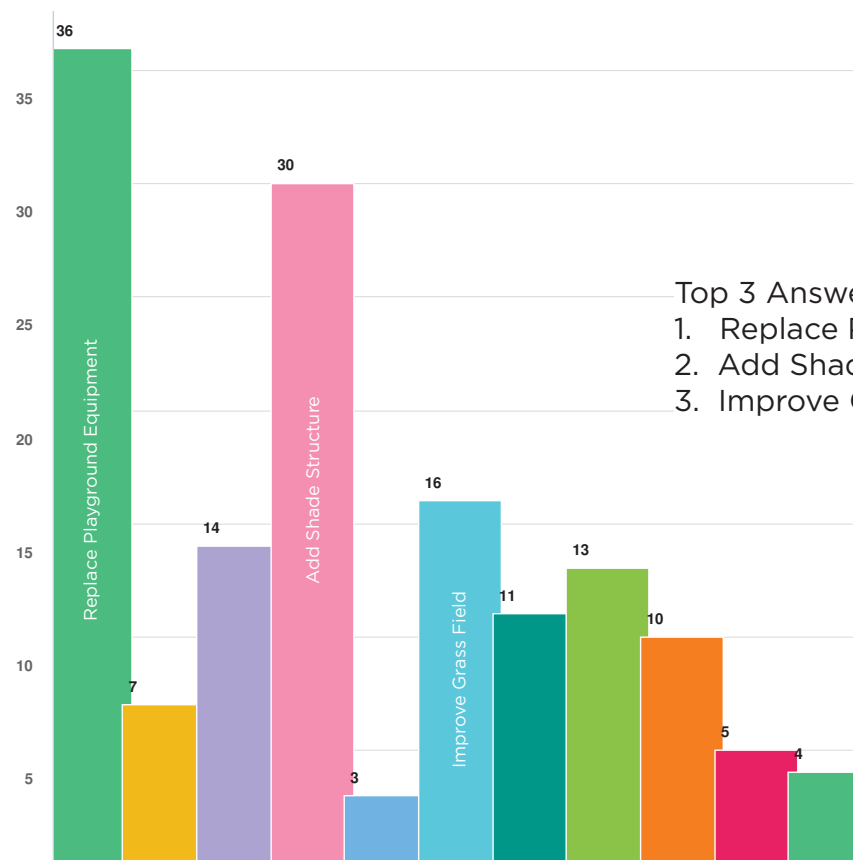
Question options

- Lighting throughout the park
- Electrical outlets for public use
- Public wi-fi connection
- Areas for group gathering and special events
- Landscaping/Horticultural improvements
- Irrigation
- vehicle parking
- Accessibility (ADA)
- Walkways & Circulation
- Seasonal Restroom (Portalet)
- Other (please specify)

Enclave Park - Survey Responses



Which 3 recreation upgrades are most desirable?



Top 3 Answers:

1. Replace Playground Equipment
2. Add Shade Structure
3. Improve Grass Field

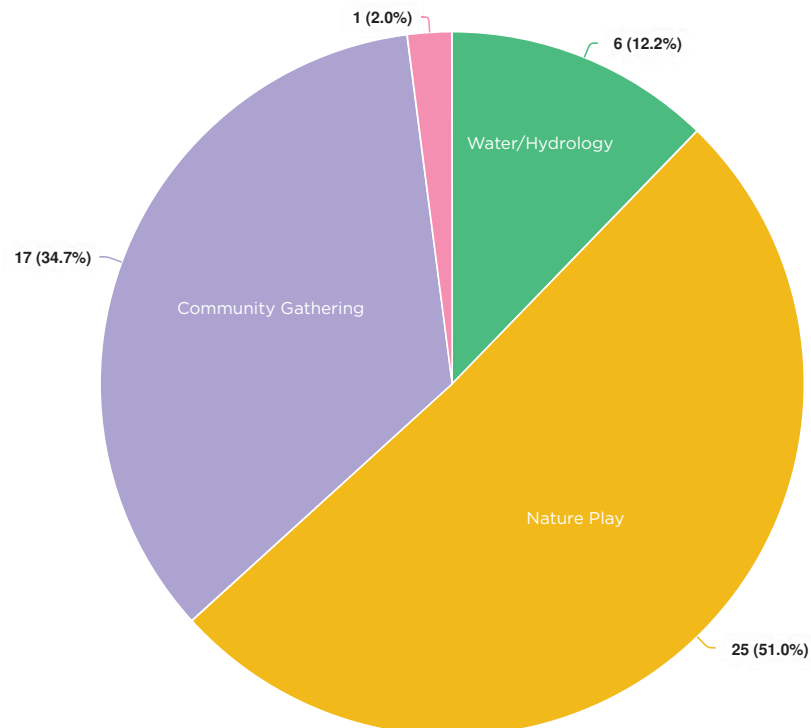
Question options

- Replace playground equipment
- Add more tables
- Add more benches and/or seating options
- Add a shade structure
- Add public artwork
- Improve the grass field
- Add a hard surface multi-sport court
- Replace the swing equipment
- Add a new play feature (such as a spinner or climber)
- Improve the connection(s) to and from Enclave Cir
- Other (please specify)

Enclave Park - Survey Responses



Which of the following themes should serve as inspiration for future design?



Top Answers:

1. Nature Play
2. Community Gathering

Question options

Water / Hydrology

Nature Play

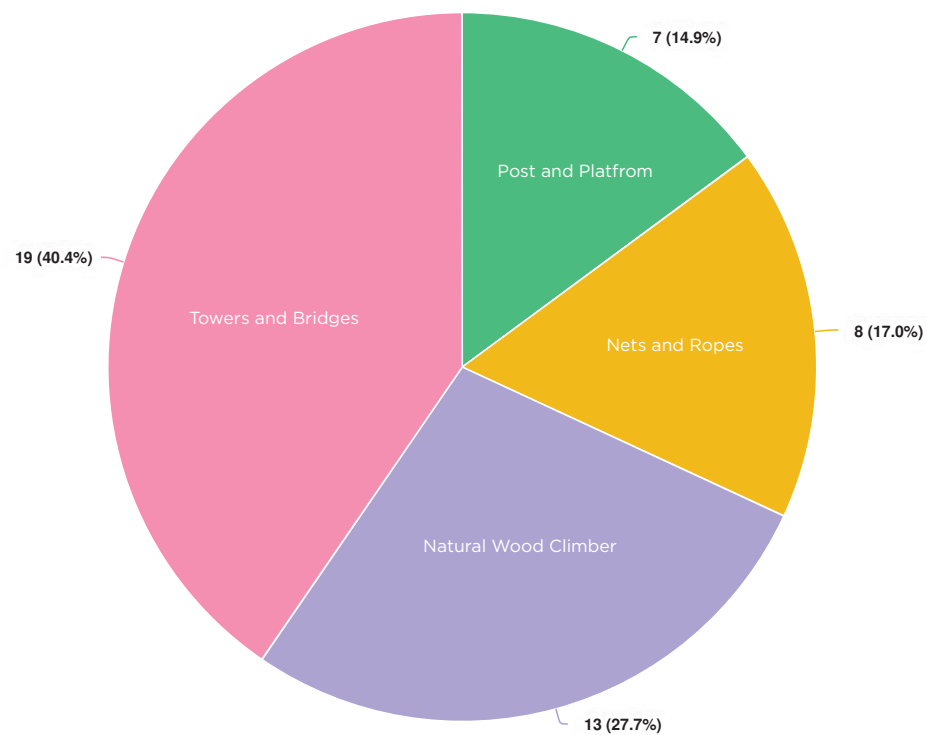
Community/Gathering

Other (please specify)

Enclave Park - Survey Responses



Which style of playground equipment would you prefer to see at Enclave?



Question options

● Post and platform ● Nets and ropes ● Natural wood climber ● Towers and bridges

Top Answers:

1. Towers and Bridges
2. Natural Wood Climber

Enclave Park - Site Features

VOTE FOR YOUR
FAVORITE OPTIONS!



votes:
10

1

Tiered Seat Steps



votes:
6

2

Chair Seating



votes:
20

3

Informal Gathering



votes:
17

4

Soft Surface Path



votes:
29

5

Open Turf



votes:
5

6

Stone Steps

Enclave Park - Play Options

VOTE FOR YOUR
FAVORITE OPTIONS!



votes:
19

1 Makalu



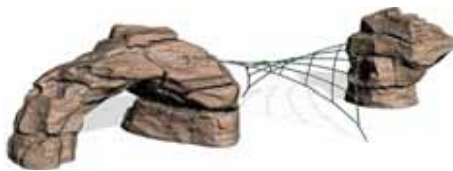
votes:
7

2 VistaTwist



votes:
19

3 Contempo



votes:
11

4 Canyon Combo



votes:
12

5 VistaRope



votes:
9

6 Jungle Dome

Enclave Park - Shelter Options

VOTE FOR YOUR
FAVORITE OPTIONS!



votes:
11

1

Village



votes:
14

2

Monoslope



votes:
16

3

Gazebo



votes:
10

4

Mountain



votes:
1

5

Pergola



votes:
4

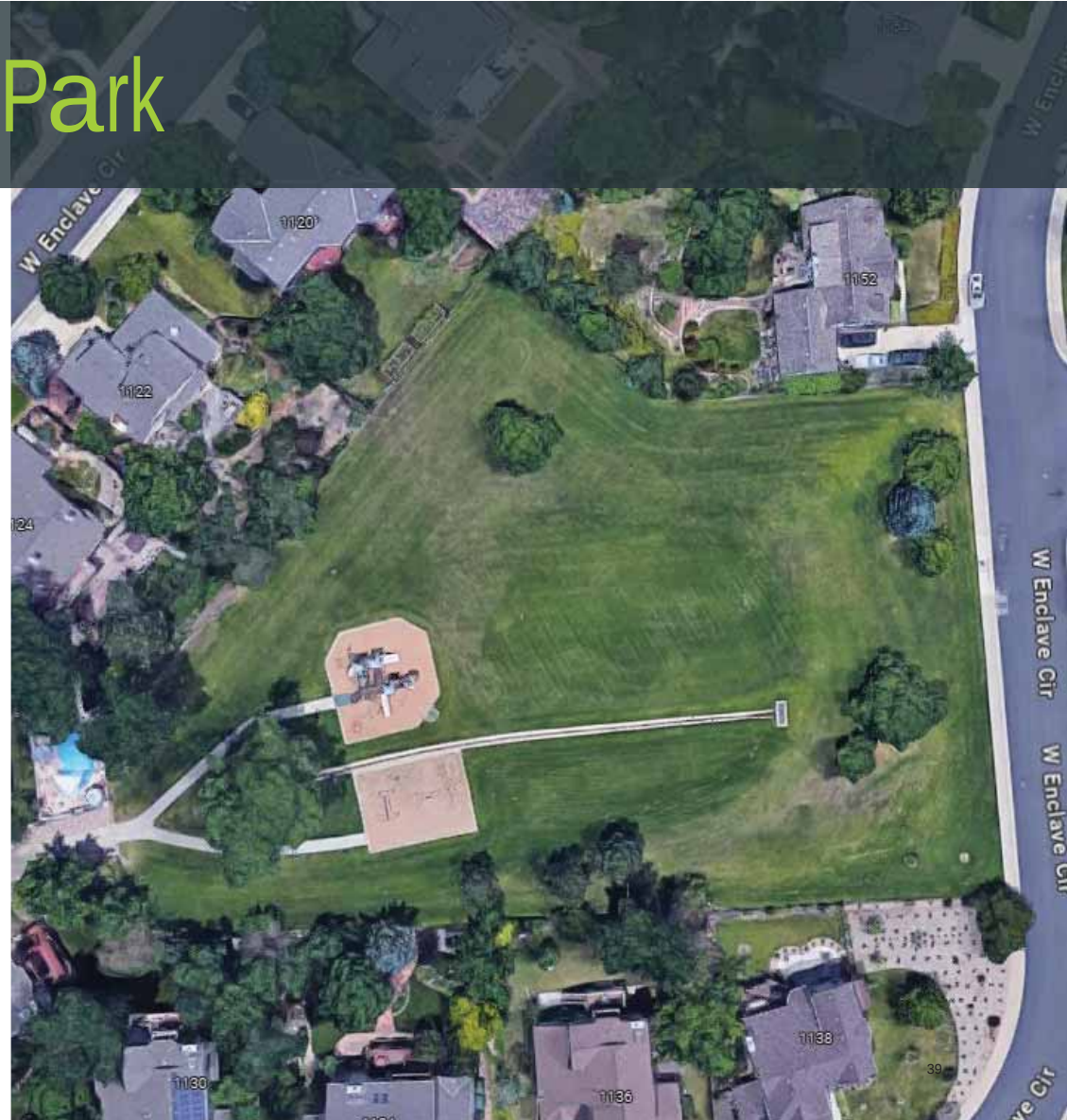
6

Barn

Public Input: Enclave Park

Preferred Site Features:

- Open turf
- Informal gathering
- Soft surface path
- Makalu / Contempo playground
- Monoslope / Gazebo shelter



Enclave Park - Site Concept

February 2024



Design Development.....Spring 2024

Construction2024

Next Steps





Thank you!



2024 PPLAB Work Plan

updated Oct. 2024

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

Program Area	PPLAB Recommendations	Outcomes
Louisville Entryway Signage- McCaslin/ US 36 interchange	Partner with Economic Development, Planning, and Parks to support entryway signage at interchange to promote Louisville	Recommendation Memo to communicate support for scope to develop entryway signage
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.	Supported Arbor day tree planting and submitted request for future capital improvements to enhance Arboretum improvements
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	On-going- Staff report in Nov (targeted) Possible support memo from PPLAB
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	Various educational events hosted by sub-committee , Open Space and Parks for community supporting bio-diversity pollinators. Art Contest for Elementary and Middle School students.
Playground projects- Joe Carnival, Meadows, Enclave, Sunflower	Review and support design process for playground projects- Joe Carnival, Meadows, Enclave, and Sunflower	Joe Carnival and Meadows opened June 2024. Final review of Enclave and Sunflower designs.
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.	subcommittee participation with RAB designees. Future OSBA collaborative meeting
Parks and Open Space Sale use Tax	Sales use tax collaborate with OSAB work planning	On going review and discussion to support budget adjustments for 2025.
Parks Long Range Plan	Long Range planning input and support at requested "step" in the process. - started in 2023	Request of proposal was presented at October PPLAB meeting- review and discussion
Parks Signage	Prioritize park sign replacement and upgrades	Installed new Park signage- Annette Brand and Centennial. Reviewed Tree City USA and Bee City USA provided memo for recommendations
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.	TBD
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	On going meetings and discussion with input to submitted PROST 2025-2029 Capital Improvement Project requests.

DRAFT 2025 PPLAB Work Plan

updated Dec. 2024

Council Priorities: Core Services, Affordable Housing, Economic Vitality, Safety- all thru a lens of EDI and Sustainability

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

Maintain what we have with a focus on Sustainability, Fire Hardening, Economic Vitality

Program Area	PPLAB Recommendations	Outcomes	Council Priority
Bench Marking GMMP	How has the GMMP been implemented, what is needed to support requests to increase maintenance and operations using the data to support.	On-going- Staff report in first qtr. 2-25, PPLAB recommendations from data review	Core Services
Education	Find educational opportunities as outlined in PPLAB mission to support public's knowledge and understanding of the Parks Operational program. Topics to include Fire Hardening, Sustainable Landscaping, Mental Health benefits of Park Spaces and continuation of the Bee City USA designation through community engagement	Various educational events hosted by sub-committee , Open Space and Parks for community supporting bio-diversity pollinators. Art Contest for Elementary and Middle School students.	Core Services
PROS Projects - Playgrounds: Enclave, Sunflower, Memory Square. 2025 CIP projects	Review and support design process for playground projects- Enclave, and Sunflower- started in 2024. Memory Square 2025	Final review early 2025	Core Services, Safety
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.	Outdoor Amenities subcommittee participation with RAB designees. Future OSBA collaborative meeting	
Outdoor Recreation Amenities Roadmap and buildout of Operational Model	Support RAB/PPLAB subcommittee with participation, 2024 planning and identification of priorities and initial project. Tennis programing expansion	On going meetings and discussion, PPLAB recommendations	
Parks Long Range Plan	Long Range planning	Review first qtr. 2025	Core Services, Economic Vitality, Safety
PPLAB Bylaws Review and Update	Work with City Clerk, Staff Liaison and Advisory members to review and update PPLAB Bylaws.	TBD City Clerk	
McCaslin Entryway Signage	Identified locations near Hwy 36/ McCaslin/ Dillon intersection. Collaborations with city departments and advisory boards for public/ private partnership opportunities to provide entryway signage to Louisville.	Collaborative discussions with Boards, Commissions, and City Departments	Economic Vitality
Multi-Use Fields	Outdoor Amenities working group feasibility study of multi-use fields and re-working of current athletic field space at Cleo Mudrock	PROS Long Range Plan data review to support conversion or additional need. Recreation Programing opportunity	Economic Vitality and Core Services
Pollinator Landscape Opportunities	Identify opportunities to further pollinator landscaping plants. Collaboration with OSAB for pocket plantings and transitional planting areas from Parks to Open Space. Enhance Cornerstone raised landscape bed	Staff to continue enhancing and renovating landscaping beds throughout city promoting native and pollinator plantings.	Core Services
Integrated Pest Management	Continue reducing pesticides in parks, review current IWPM communication and education to community.	PPLAB recommendations, communications and education programing	Core Services

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579 photos

Baby Blue Eyes

Nemophila menziesii

Carried by 11 nurseries

View Availability at Nursery

Estimated plant range



Data provided by the participants of the [Consortium of California Herbaria](#)
[View additional distribution information on the Jepson eFlora](#)

Plant description

Baby Blue Eyes (*Nemophila menziesii*), a common annual of California, Oregon, and Baja California, is a popular garden plant. It is a spring-blooming wildflower that gets its name from the bright blue flowers of two of the three varieties that are recognized. One variety, var. *atamizans*, is found in the north coast and has almost pure white flowers.

It can occasionally be found outside its native range as an introduced species, in Alaska, for example. Baby Blue Eyes grows virtually throughout California at heights from sea level up to almost 6500 feet in many types of habitat. It is easy to grow from seed along with other annuals in a wildflower meadow or in openings between trees and shrubs.

Plant overview

**Plant type**
Annual herb

**Size**
0 in Tall
0 in Wide

**Color**
Blue

**Flowering season**
Spring

**Special uses**
Containers

45



Celebrating Wildflowers

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Plant of the Week

Plant of the Week

Bird's-eyes Gilia (*Gilia tricolor*)

By Charmaine Delmatier (2016)

You might think that bird's-eyes gilia (*Gilia tricolor*) looks like a blue-violet eye with a large dark pupil, and you would be right. Endemic throughout California, bird's-eyes gilia is a true beauty in spring that can form vast displays across open wet to dry meadows, grassy plains, and mesa tops, usually below 2,000 feet. Its distribution, originally endemic to California, is now in Massachusetts and Texas with the introduction of popular garden seed mixes. They often have a sweet scent similar to chocolate, or some say a musky scent.

Bird's eye gilia is a member of the Phlox or Jacob's-ladder family, Polemoniaceae. There are close to 25 genera and 400 species worldwide, both annuals and perennials, including herbs, shrubs, small trees, and vines. It is interesting that much of the diversity occurs in California. Some of the key family identifying features include five sepals, five fused petals that often form a tube (corolla), and five stamens alternating between each corolla lobe. In most species, the stamens are also fused into the corolla tube, placed symmetrically between each petal lobe. Another distinguishing family feature is that the ovary's three carpels are usually fused while retaining three individual chambers.

Bird's eye gilia is an annual herb with a feathery arrangement of leaves, pinnately dissected leaves. The tubular flowers are a half-inch in diameter and are singular to just a few at the end of each stem. Each flower has five petals and five green sepals with five alternating powder blue anthers which extend beyond the tube. The somewhat free petals are blue-violet on the outside edge with a lighter, almost white, center. Placed at the top of the tubular throat, is a dark purple ring. The inside of the tube is contrasted with a yellow throat. Because of these three striking colors, it receives its scientific name, *Gilia tricolor*. They are frequently visited by bees and hummingbirds.

The tubular morphology and flower structure in the Phlox family has been a popular study for pollination biology and evolutionary patterns. There are several correlations between tubular length, width, and shape with corresponding pollinator vectors such as bats, hummingbirds, beetles, butterflies, and moths. Assessing associated variations over time have generated insightful correlations to plant speciation. (Galen 2000, Mayfield et al. 2001, Campbell et al. 2003, Lendvai and Levin 2003).

For More Information

- [PLANTS Profile - *Gilia tricolor*, bird's-eyes gilia](#)



Gilia tricolor range map. USDA PLANTS Database



Gilia tricolor. Photo by Robert Fischer.



Gilia tricolor. Photo by Charmaine Delmatier



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Enter a Plant Name:

Or you can choose a plant family:

Gilia tricolor

Gilia tricolor Benth.

Bird's-eye Gilia, Bird's-eyes

Polemoniaceae (Phlox Family)

Synonym(s):

USDA Symbol: **GITR2**USDA Native Status: **L48 (N)**USDA Native Status: **L48 (N)**

Hardie-Scott, Linda

Bird's-eyes, a much-branched, 15 in. annual, has pinnately dissected leaves and showy flowers. The 1/2 in., light-blue or violet flowers are set off by powder-blue stamens, a yellow throat, and a dark-purple ring atop the throat. The plant has a musky fragrance.

From the Image Gallery


[32 photo\(s\) available in the Image Gallery](#)

Plant Characteristics

Duration: Annual**Habit:** Herb**Fruit Type:** Capsule**Size Notes:** Up to about 15 inches tall.

Bloom Information

Bloom Color: Yellow, Blue, Purple, Violet**Bloom Time:** Mar, Apr, May, Jun, Jul, Aug

Distribution

USA: CA, MA**Native Distribution:** CA Coast Ranges from San Benito to Humboldt Cos., Central Valley from Tulare to Tehama Cos. & n. Sierran foothills**Native Habitat:** Open, grassy plains and slopes below 2000 ft.

Growing Conditions

Gilia tricolor (Polemoniaceae)

A hardy annual native to the western United States that will easily adapt to a variety of conditions. The elegant trumpet shaped flowers are lavender and white with golden throats. Prefers a well drained soil in full sun. A fun variety to grow, particularly in mixtures.

Suggested use: Roadsides, mass plantings, mixtures. Miscellaneous: Flowers are delightfully fragrant, and retain their color when dried.

Average Planting Success: 80%

Height: 1 - 1½ feet

Germination: 20 - 30 days

Optimum Soil Temp. for Germination: 65°F - 75°F

Sowing Depth: Surface Sow

Blooming Period: March - May

Average Seeds Per Pound: 1,020,000

Seeds/Pkt: 2,000 - Covers 30 sq. ft.

1 oz Covers: 1,361sq.ft.

Seeding Rate: 2 lbs. per acre

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YAAK (TURF-TYPE) YARROW SEEDS (ACHILLEA MILLEFOLIUM VAR. 'YAAK')

\$7.75

A soft-textured, native 'turf-type' yarrow selection suitable almost nationwide for flowering wild lawns.

Although very much a wild plant, and named for the rugged far northwestern wildness of Montana's Yaak valley, this is an exemplary native wildflower for including in lawns.

Durable, mowable, able to withstand pets and foot traffic, this compact form of our native western yarrow spreads a bit by rhizomes, adopts a less upright growth habit, and can flower from low-growing stems.

Additionally, the plant's resilient genetics allow it to persist happily in low fertility soils, easily shrug off droughts and dry seasons, frigid weather, and even soggy, saturated soils.

Extensive use of this yarrow variety has been demonstrated in 'bee lawn' projects in Minnesota and elsewhere with very good results. Additionally, this plant can be incorporated with other "wild lawn" species to support biodiversity, and reduce the need for mowing (sometimes to only once or twice a year). Some ideal companions include: sand fescue, western fescue, red fescue, Roemer's fescue, Molate red fescue, blue grama grass, buffalo grass, poverty oat grass, Chamae sedge, baby blue eyes, creeping thyme, hard fescue, prairie junegrass, various clovers, golden eyed grass, blue eyed grass, wild blue flax, and self heal.

Seeding Process: Yarrow (and other wild lawn species) are best introduced to existing lawns by close scalping with a mower (cutting as low as possible), then core-aerating the lawn (aerators can be rented at many local hardware stores). Yarrow and other seed can then be directly broadcast over the aerated lawn with seedlings establishing in the exposed soil.

Alternatively, seed can still be broadcast into an existing lawn, even without core aerating, but may result in slower establishment due to thatch build-up and less than ideal seed-to-soil contact.

Fall and spring seeding generally result in the best establishment. Due to the extremely small size of yarrow seed, we recommend increasing the volume of the seed with an inert bulking material (such as sand or cat litter) to facilitate spreading it over large areas.

Maintenance: Yarrow and other wild lawn plants perform best without fertilizer, supplemental irrigation, and with high, infrequent mowing. We recommend trying to maintain such lawns at 4-inches or more in height, and limiting mowing to once in the spring, and once in the fall if possible. If more frequent or shorter mowing is required (e.g. to meet community standards) most wild lawn species will survive, but may be less abundant and produce fewer flowers.

Approximately 2500 seeds. (1 gram).

Quantity

-

1

+

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Achillea millefolium

Achillea millefolium L.

Common Yarrow, Western Yarrow, Yarrow, Milfoil

Asteraceae (Aster Family)

Synonym(s):

USDA Symbol: **acmi2**USDA Native Status: **L4B (NI), AK (NI), HI (I), CAN (NI), GL (NI), SPM (NI)**

Page, Lee

This species includes botanical varieties that are North American natives. However, it also includes botanical varieties that are not native to North America, e.g. *Achillea millefolium* var. *millefolium*, Common Yarrow. Non-native taxa are not treated in this database.

Yarrow grows to 3 feet tall and has no branches except near the top. The leaves are alternate, 3-5 inches long, with many leaflets on each side of the midrib (1-pinnately lobed); and these are further divided into smaller leaflets, giving them a delicate, fernlike, lacy appearance. Flower heads are arranged in large, compact clusters at the top of the stem, each cluster consisting of 1 or more flower heads. The flower head has 20-25 yellowish-white (rarely pink) ray flowers and similarly colored disc flowers.

Achillea millefolium is highly variable and has been treated both as a single species with varieties and as multiple distinct species. *A. millefolium* is cosmopolitan throughout the Northern Hemisphere. In North America, *A. millefolium* is a complex of both native and introduced plants and their hybrids.

From the Image Gallery


[57 photo\(s\) available in the Image Gallery](#)

Plant Characteristics

Duration: Perennial**Habit:** Herb**Leaf Shape:** Lanceolate**Inflorescence:** Head**Size Notes:** Up to about 3 feet tall.**Leaf:** Green**Fruit:** Fruit is a cypsela (pl. cypselae). Though technically incorrect, the fruit is often referred to as an achene.

Bloom Information

Bloom Color: White, Pink**Bloom Time:** Apr, May, Jun, Jul, Aug, Sep**Bloom Notes:** Flowering late Apr to early Jul (South), mid Jul to mid Sep (North).

Distribution

USA: AK, AL, AR, AZ, CA, CO, CT, DC, DE, FL, GA, IA, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NM, NV, NY, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VA, VT, WA, WI, WV, WY
Canada: AB, BC, MB, NB, NL, NS, NT, NU, ON, PE, QC, SK, YT
Native Distribution: Most of temperate North America.
Native Habitat: Common on disturbed soils throughout Texas.

Growing Conditions

Water Use: Medium
Light Requirement: Sun, Part Shade
Soil Moisture: Dry
CaCO₃ Tolerance: Medium
Drought Tolerance: High

Benefit

Use Ornamental: This is a good garden plant, as it can be used in fresh or dried arrangements and has a pleasing fragrance. Flat-topped clusters of small, whitish flowers grow at the top of a gray-green, leafy, usually hair, stem.
Use Medicinal: Yarrow was formerly used for medicinal purposes: to break a fever by increasing perspiration, to treat hemorrhaging and as a poultice for rashes. A tea used by Native Americans to cure stomach disorders was made by steeping the leaves.
Use Other: The foliage has a pleasant smell when crushed.
Conspicuous Flowers: yes
Interesting Foliage: yes
Fragrant Foliage: yes

Value to Beneficial Insects

Special Value to Native Bees
Supports Conservation Biological Control

This information was provided by the Pollinator Program at **The Xerces Society for Invertebrate Conservation**.

From the National Organizations Directory

According to the species list provided by Affiliate Organizations, this plant is on display at the following locations:

Naval Air Station Kingsville - Kingsville, TX
Fredericksburg Nature Center - Fredericksburg, TX
Pineywoods Native Plant Center - Nacogdoches, TX
Santa Barbara Botanic Garden - Santa Barbara, CA
Texas Discovery Gardens - Dallas, TX
Brackenridge Field Laboratory - Austin, TX
NPSQT - Fredericksburg Chapter - Fredericksburg, TX
Texas Master Naturalists - Lost Pines Chapter - Bastrop, TX
Native Seed Network - Corvallis, OR

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Bibref 328 - *Wildflowers of Texas* (2003) Ajlvi, Geyata.
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[Search More Titles in Bibliography](#)

Research Literature

Reslit 141 - *Review on ecology and control of Achillea millefolium L. (Yarrow) on arable land in New Zealand* (1988) G. W. Bourdot and R. J. Field
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Reslit 102 - *Age of maturity and life span in herbaceous polycarpic perennials* (2000) M. H. Bender, J. M. Baskin and C. C. Baskin
Reslit 140 - *Regeneration of yarrow (Achillea millefolium L.) rhizome fragments of different length from various depths in the soil* (1984) G. W. Bourdot
Reslit 64 - *Soil seed bank composition along a gradient from dry alvar grassland to juniperus shrubland* (1996) J. P. Bakker, E. S. Bakker, E. Rosen, G. L. Verweij
Reslit 48 - *Field studies of Achillea as a cut flower - longevity, spacing, and cultivar response* (1992) A. M. Armitage
Reslit 363 - *Dry grassland plant diversity conservation using low-intensity sheep and goat grazing management: case study in Prague (Czech Republic)* (2008) J. Dostalek and T. Frantík
Reslit 273 - *Comparison of potential non-timber forest products in intensively managed young stands and mature/old-growth forests in south-central British Columbia* (2008) A. J. Clason, P. M. F. Lindgren and T. P. Sullivan
Reslit 627 - *Comparative Responses of Achillea millefolium Ecotypes to Competition and Soil Type* (1987) S. S. Higgins and R. N. Mack
Reslit 687 - *Effects of density on above and below ground biomass of the native alpine grass Poa lawettiae and the environmental*

Propagation

Propagation Material: Seeds

Seed Collection: Light tan at maturity, seeds mature in late summer and early fall. Collect [entire inflorescence](#) and dry before cleaning.

Seed Treatment: Direct seeding.

Commercially Avail: yes

Find Seed or Plants

Find [seed sources](#) for this species at the Native Seed Network.

View [propagation protocol](#) from Native Plants Network.

Mr. Smarty Plants says

NATIVE PLANTS TO STABILIZE A STEEP BANK IN PENNSYLVANIA

April 23, 2008

I would like to use native plantings to stabilize a steep bank of a septic leach field in eastern Pennsylvania. My purpose is to control erosion and to eliminate the need for mowing. What would you r...

[view the full question and answer](#)

NATIVE HOST PLANTS FOR PAINTED LADY BUTTERFLY

June 01, 2006

I am looking for host plants for the Painted Lady Butterfly that I can plant in my school's (I am a teacher) native plant/butterfly garden. As part of the curriculum, each spring the 1st grade raises...

[view the full question and answer](#)

National Wetland Indicator Status

Region:	AGCP	AK	AW	CB	EMP	GP	HI	MW	NCNE	WMVE
Status:	FACU	FACU	FACU		FACU	FACU	UPL	FACU	FACU	FACU

This information is derived from the U.S. Army Corps of Engineers [National Wetland Plant List, Version 3.1](#) (Lichvar, R.W. 2013). The National Wetland Plant List: 2013 wetland ratings. Phytoneuron 2013-49: 1-241). [Click here](#) for map of regions.

[weed *Achillea millefolium*](#) (2007) F. M. Johnston and C. M. Pickering

This information was provided by the [Florida Wildflower Foundation](#).

[Search More Titles in Research Literature](#)

From the Archive

[Wildflower Newsletter 1985 VOL. 2, NO.2](#) - Guide to Black-Eyed Susan, Parkways, Wildflowers for the East, Arboretum Mall to...

[Wildflower Newsletter 1990 VOL. 7, NO.4](#) - Research Update, Wild-Collecting Endangers Natives, Director's Report, Maryland ...

[Wildflower Newsletter 1993 VOL. 10, NO.6](#) - Saving Trees and Plants at New Center Site a Big Job, Director's Report, Wildflo...

Additional resources

USDA: Find [Achillea millefolium](#) in USDA Plants

FNA: Find [Achillea millefolium](#) in the Flora of North America (if available)

Google: Search Google for [Achillea millefolium](#)

[Go](#)

Metadata

Record Modified: 2022-07-08

Research By: TWC Staff

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California Poppy (*Eschscholzia californica*)



California Poppy (*Eschscholzia californica*). © Dr. Alfred Brousseau, Saint Mary's College

By Julie Kierstead Nelson

California poppy, the state flower of California, is native to the Pacific slope of North America from Western Oregon to Baja California. Adelbert von Chamisso, naturalist aboard the Russian



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California. Adelbert von Chamisso, naturalist aboard the Russian exploring ship "Rurick", discovered and named the species. The Rurick visited Alaska and California in 1816 under the command of Lieutenant Otto von Kotzebue. Chamisso named the California poppy *Eschscholzia californica* in honor of J. F. Eschscholtz, the ship's surgeon and entomologist (note that he accidentally left the "t" out of Eschscholtz's name).

Seeds of this plant were introduced into English gardens in the nineteenth century. Seed catalogs now offer many different colors. California poppies have been planted in most of the United States and have become established along roadsides, in empty lots, and other disturbed places. In California, it is hard to tell any more which poppies are native wildflowers and which are garden escapes.

California poppies are easy to grow. Sow the seeds shallowly (1/16-inch deep) in fall or early spring in mild, wet winter climates, including most of California west of the Sierra-Nevada. Seeds will germinate after the first fall rains or when the soil warms in the spring. In hot summer areas, the poppies will bloom in spring and early summer, and then the tops will die back and the plants become dormant during the heat of the summer. The poppy survives in the form of a fleshy taproot. In cooler coastal climates, California poppies may bloom most of the summer. Sandy, well-drained soil in full sun is best. No supplemental watering is required unless the growing season is exceptionally dry.

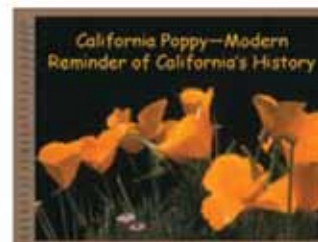
In mild-winter climates, these poppies will survive several years, resprouting each fall. They will reseed themselves if they are happy. Where winters are cold, the poppy behaves as an annual, renewing itself from seed each year. The flowers of California poppy close each night, and on cloudy days. Enjoy them where they grow. If you pick California poppies for a wildflower bouquet, you will be disappointed when the petals almost immediately fall off.

For More Information

[PLANTS Profile - *Eschscholzia californica*, California poppy](#)



Range map of the California poppy. States are colored green where the California poppy may be found. (USDA Plants Database)



Slide show: California Poppy—Modern Reminder of California's History (PDF: 946 KB)

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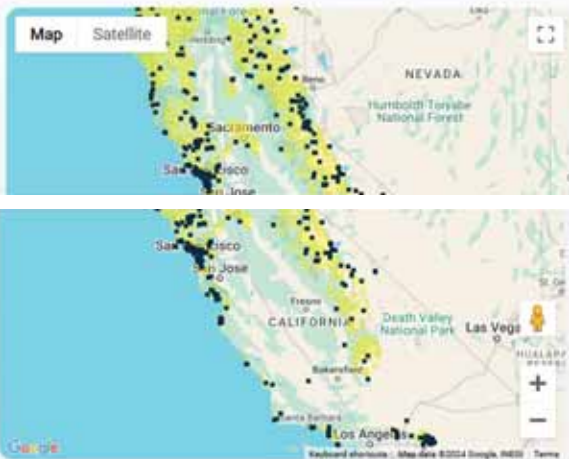
Red Fescue

Festuca rubra

Carried by 27 nurseries

[View Availability at Nursery](#)

Estimated plant range ?



Data provided by the participants of the [Consortium of California Herbaria](#)
 View additional distribution information on the [Jepson eFlora](#)

Plant description

Red Fescue (*Festuca rubra*) is one of many species of *Festuca* native to California. It is a cool-season species of bunch grass (summer dormant) that is found worldwide and can tolerate many habitats and climates.

It is a nutritious and palatable forage grass for domestic and wild animals. It is used as a mow-able turfgrass and as a groundcover and can be left completely unmowed for a lush prairie-like look. It spreads by rhizomes. There are three

wild animals. It is used as a mow-able turfgrass and as a groundcover and can be left completely unmowed for a lush prairie-like look. It spreads by rhizomes. There are three recognized subspecies, and many cultivars have been bred.

Plant overview



Plant type
Grass



Size
1 - 3 ft Tall



Form
Upright, Fountain



Growth rate
Fast, Moderate



Color
Yellow



Flowering season
Spring



Special uses
Bank stabilization, Containers, Deer resistant, Groundcover, Lawn

Blue grama

Plant

Overview

Characteristics

Care



Scientific name

Bouteloua gracilis

Height

10 to 20 inches
sharpseed.com

Lady Bird Johnson Wildflower Center

Bouteloua gracilis (Blue grama) | Native Plants of North America
dactyloides, is usually less than 6 inches (15 cm) high and is typical of dry, short-grass plains. Blue grama is commonly...



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About

Bouteloua gracilis, the blue grama, is a long-lived, warm-season perennial grass, native to North America. It is most commonly found from Alberta, Canada, east to Manitoba and south across the Rocky Mountains, Great Plains, and U.S. Midwest states, onto the northern Mexican Plateau in Mexico. [Wikipedia](#)

Scientific name: *Bouteloua gracilis*
Height: 10 to 20 inches [sharpseed.com](#)
Family: Poaceae
Genus: *Bouteloua*
Kingdom: Plantae

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Bouteloua gracilis

Bouteloua gracilis (Wild., ex Kunth) Lag., ex Griffiths

Blue Grama

Poaceae (Grass Family)

Synonym(s): *Bouteloua gracilis* var. *stricta*, *Bouteloua oligostachya*, *Chondrosum gracile*, *Chondrosum oligostachyum*

USDA Symbol: **bggr2**

USDA Native Status: L48 (N), CAN (N)

Page, Lee

Bloom Color: Yellow
Bloom Time: Jul , Aug , Sep , Oct

Distribution

USA: AZ , CA , CO , CT , IA , ID , IL , KS , MA , ME , MI , MN , MO , MT , ND , NE , NM , NV , NY , OH , OK , SC , SD , TX , UT , WI , WY

Canada: AB , MB , ON , SK

Native Distribution: Western North American from southern Canada to southern Mexico. Western Ontario to Alberta, south through Illinois to western Missouri, Texas, and southern California, through much of Mexico.

Native Habitat: Dry prairies; plains. A dominant grass in dry shortgrass prairies. An understory grass in moister, mixed prairies.

Growing Conditions

Water Use: Low , Medium

Light Requirement: Sun

Soil Moisture: Dry

CaCO₃ Tolerance: Medium

Drought Tolerance: High

Cold Tolerant: yes

Heat Tolerant: yes

Soil Description: Well-drained, low organic content, gravelly soils or sandy loams, clays. Calcareous or granitic.

Conditions Comments: The most drought-tolerant native turf grass, more so than Buffalograss. Can survive with as little as 7 inches of rain annually. The drier it is, the less likely it will be to form a solid mat by rhizomes; it will stay in separate clumps. For this reason, it is often mixed with Buffalograss and/or wildflowers for a solid cover. The taller you let it grow, the less water it will need, because its roots will be shaded.

Benefit

Use Ornamental: Shortgrass meadow, accent, perennial garden, turf

Use Wildlife: Graze, Seeds-granivorous birds

Conspicuous Flowers: yes

Interesting Foliage: yes

Attracts: Birds , Butterflies

Larval Host: Skippers

Butterflies and Moths of North America (BAMONA)

Garita Skipperling
(*Oarisma garita*)



Larval Host
[Learn more at BAMONA](#)

Uncas Skipper
(*Hesperia uncas*)



Larval Host
[Learn more at BAMONA](#)

Pahaska Skipper
(*Hesperia pahaska*)



Larval Host
[Learn more at BAMONA](#)

Green Skipper
(*Hesperia viridis*)



Larval Host
[Learn more at BAMONA](#)

Rhesus Skipper
(*Polites rhesus*)



Larval Host
[Learn more at BAMONA](#)

Similus Roadside-Skipper
(*Amblyscirtes simius*)



Larval Host
[Learn more at BAMONA](#)

Propagation

Propagation Material: Seeds

Description: Most easily propagated from seed (1/2-2 lbs. PLS per 1000 sq. ft.).

Commercially Avail: yes

Maintenance: To maintain a solid cover, water sparingly once a week to once a month, depending on region. Can be mowed, but will need less water if left tall.

Find Seed or Plants

Order seed of this species from Native American Seed and help support the Wildflower Center.

Find seed sources for this species at the Native Seed Network.

View **propagation protocol** from Native Plants Network.

Mr. Smarty Plants says

Only 12-14 in. in full flower, this is among the shortest of the native ornamental grasses. It is fine-leaved and produces blue-green seedheads which are suspended horizontally like tiny brushes from the tip of each stem. The plant turns tan when dormant; Blue grama grows in bunches in the south, and as a sod-former in the north and at high elevations. It is a perennial.

This is an important, drought-resistant, short grass in the mixed prairies and throughout the Great Plains and the Southwest. It can be confused with Hairy Grama Grass (*B. hirsuta*), which is distinguished by a sharp point extending beyond the florets. A somewhat similar but shorter species, Buffalograss (*B. distachyoides*), is usually less than 6 inches (15 cm) high and is typical of dry, short-grass plains. Blue grama is commonly planted as a turfgrass mixed with Buffalograss. Great also for planting in a wildflower meadow and grows easily from seed. One of the most important forage grasses in native ranges.

From the Image Gallery



12 photos available in the Image Gallery

Plant Characteristics

Duration: Perennial
Habit: Grass/Grass-like
Root Type: Fibrous
Leaf Retention: Deciduous
Leaf Arrangement: Alternate
Leaf Complexity: Simple
Leaf Shape: Linear
Leaf Venation: Parallel
Inflorescence: Spike
Fruit Type: Caryopsis
Size Notes: Foliage normally no more than 4 inches high, seedheads 1 to 2 feet.
Leaf: Gray-Green
Fruit: Bluish green

Bloom Information

NATIVE GRASSES FOR EAST TEXAS THAT REQUIRE NO MOWING OR WATERING

June 16, 2010

What native grass can I grow in deep East Texas that would require no supplemental watering and no mowing?

[view the full question and answer](#)

NATIVE GRASSES FOR MEDIANS IN COLORADO SPRINGS

June 11, 2010

Our city has stopped watering our historic landscaped medians due to severe budget shortfalls. The medians were historically tree boulevards but have had curb and gutter and blue grass added over th...

[view the full question and answer](#)

WILL DROUGHT-STRICKEN NON-NATIVE ST. AUGUSTINE COME BACK IN CEDAR PARK TX

January 30, 2010

I recently bought a new house but the grass in the yard looked completely dead (bought house in Nov) even though the neighbor's grass was still green. The previous owner stopped watering the grass (e...

[view the full question and answer](#)

ELIMINATING CRABGRASS IN MIDDLETOWN MO

September 28, 2009

Dear Mr. Smarty Plants, I am having trouble with my lawn, specifically with the crabgrass in it. It now covers over 1/3 of it. I started using corn gluten meal this year, with limited tangible succ...

[view the full question and answer](#)

From the National Organizations Directory

According to the species list provided by Affiliate Organizations, this plant is on display at the following locations:

Lady Bird Johnson Wildflower Center - Austin, TX
 Santa Barbara Botanic Garden - Santa Barbara, CA
 Texas Discovery Gardens - Dallas, TX
 Sibley Nature Center - Midland, TX
 NPSOT - Native Plant Society of Texas - Fredericksburg, TX
 Texas Parks and Wildlife Department - Austin, TX
 NPSOT - Austin Chapter - Austin, TX
 Native Seed Network - Corvallis, OR
 NPSOT - Williamson County Chapter - Georgetown, TX

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 Bibref 1185 - *Field Guide to Western Butterflies* (Peterson Field Guides) (1999) Opler, P.A. and A.B. Wright
 Bibref 946 - *Gardening with Prairie Plants: How to Create Beautiful Native Landscapes* (2002) Wasowski, Sally
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1536 – Alkaligrass – a Lawn Choice for Salty Situations »

With water levels in aquifers dropping in some parts of the state and salty water a problem in some wells, lawn grass choice is a critical concern. Bluegrass is relatively intolerant of salts, so consider alkaligrass, *Puccinellia distans*, a native of the prairies in the western U.S. and Canada is a cool season bunch grass. A good variety for lawns is 'Fults' and is available from seed dealers.



Alkaligrass has five times the salt tolerance of bluegrass, can provide good turf quality, has the appearance of fine fescue, and can tolerate a range of mowing heights. Although it will grow with as little as 15 inches of moisture, this grass performs well in wet situations. It is low maintenance and particularly useful near roadsides where road salts accumulate. In low salt soils, alkaligrass is not competitive with weeds and other grasses and has poor shade tolerance.

For more information, see the following Colorado State University Extension fact sheet(s).

- [Growing Turf on Salt-Affected Sites](#)

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ADDITIONAL INFORMATION

REVIEWS (0)

Latin Name	<i>Puccinellia distans</i>
Variety	Fults, Fults II, Seasalt
Habitats	Ditch banks, Dryland pastures, Rangelands, Stream banks
Origin	Native
Life Span	Perennial
Season	Cool
Forage	Forageable for livestock as well as wildlife
Seedling Rate	Small Areas: 1 – 2 lbs. per 1000 square feet Larger Areas: 5 – 10 lbs. per acre drilled 10 – 15 lbs. per acre broadcast
Seeds Per Pound	1,200,000

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ALKALIGRASS

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Alkaligrass is a cool-season sod-forming grass that grows from 12"-18" in height and is found throughout the West up to 8,000ft. in elevation. Alkaligrass has an aggressive, shallow root system that is able to withstand periodic flooding. An excellent reclamation species that is also sometimes used as a turfgrass.

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Tag: Call For Pricing

ADDITIONAL INFORMATION

Latin Name	<i>Puccinellia distans</i>
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Variety	Fults, Fults II, Seasalt
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Habitats	Ditch banks, Dryland pastures, Rangelands, Stream banks
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Origin	Native
--------	--------

Life Span	Perennial
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Minnesota
Wildflowers

a field guide to the flora of Minnesota

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Poa compressa (Canada Bluegrass)

Pick an image for a larger view. See the [glossary](#) for icon descriptions

Detailed Information

Flower:



Panicle to 4 inches long, rather longer than wide, the short branches usually ascending, sometimes erect, less often spreading. Spikelets (flower clusters) are short-stalked, light green often purple-tinged, flattened, oblong to egg-shaped, 3 to 7 mm (to ~¼ inch) long with 3 to 7 florets, the uppermost 1 or 2 florets may be sterile.



At the base of a spikelet is a pair of bracts (glumes) that are both lance to egg-shaped, hairless, awnless, keeled, 3-veined, light green with transparent whitish edging near the tip, 2 to 3 mm long, the lower glume as long as or slightly shorter than the upper glume. Surrounding a floret is a pair of bracts (lemma and palea), the lemma 2.5 to 3.5 mm long, blunt to pointed at the tip, thin and whitish on the edges near the tip, keeled with 4 obscure lateral veins that do not reach the tip of the lemma, sparse white hairs on the veins near the base; the palea is slightly shorter than the lemma, 2-veined. The thickened base of the floret (callus) may or may not have a few long, crinkled hairs.

Leaves and stems:



Leaves are alternate and basal, floppy, up to 4 inches long, 1 to 4 mm wide, hairless, boat-shaped at the tip, flat or folded, and may be spirally twisted in the middle of the blade. Color is blue-green.



The sheath is hairless, compressed, keeled along the back, and the edges fused on the lower 1/10 to 1/5 (closed sheath). The ligule (membrane where the leaf blade joins the sheath) is up to 3 mm long, straight across to convex along the edge, and lacks a fringe of hairs. Nodes are smooth and elliptic in cross-section. Stems are distinctly flattened, unbranched, usually single from the base, erect to ascending or prostrate from the base and rising at a lower node (geniculate).

Plant Info

Also known as:	Flat-stem Bluegrass
Genus:	Poa
Family:	Poaceae (Grass)
Life cycle:	perennial
Origin:	Europe, Asia
Status:	• Weedy
Habitat:	part shade, sun; dry to moist disturbed soil, roadsides, fields, prairies, waste places, open woods, shores, rocks, gravel pits
Fruiting season:	July - September
Plant height:	4 to 24 inches
Wetland Indicator Status:	GP: FACU MW: FACU NCNE: FACU
MN county distribution (click map to enlarge):	
National distribution (click map to enlarge):	

 *Poa palustris*
 *Poa nemoralis*
 *Poa chaixii*
 *Poa alpina*

 Minnesota Wildflowers - <https://www.minnesotawildflowers.info/grass-sedge-rush>



convex along the edge, and bears a fringe of hairs. Nodes are smooth and empty in cross-section. Stems are distinctly flattened, unbranched, usually single from the base, erect to ascending or prostrate from the base and rising at a lower node (geniculate).

Plants form colonies from spreading rhizomes, sometimes in loose clumps.

Fruit:



Spikelets turn light brown with maturity, the individual florets dropping away leaving the glumes behind persisting on the stalk. The grain (seed) is amber brown, about 1.5 mm long.

Notes:

Canada Bluegrass is a cool-season grass introduced from Europe or Asia (not Canada) and is one of the most common grasses in North America, present throughout Canada and every US state except Florida. It's been used both for forage and erosion control, and readily escapes into other areas of disturbance, such as roadsides, fields, woodland edges, and gravel pits. It is not an uncommon sight on the rocky north shore of Lake Superior.

Canada Bluegrass is most easily recognized by its colony-forming habit; flattened stems; blue-green leaves with boat-shaped tips and may be spirally twisted near the middle; sheaths compressed and keeled; spikelets with 3 to 7 florets, lemmas to 3 mm long usually with sparse hairs on the lower half of major veins. The callus may or may not have a few cobwebby hairs.

More photos



[Canada Bluegrass plant with rhizomes](#)



[Canada Bluegrass plants](#)



[Canada Bluegrass plants](#)

Native Plant Nurseries,
Restoration and
Landscaping Services ↓

[Map of native plant
resources in the upper
midwest](#)



Memorandum

To: Parks Public Landscape Advisory Board (PPLAB)
From: Abby McNeal, CSFM, CPRP
Date: 01/08/2025
Re: Parks Division Monthly Report- 2024 Year in Review

Streetscapes/ Horticulture:

2024 Work Summary: 1312- annuals planted, 578- perennials planted, 6 new or renovated landscape beds, 36 varieties specific to support pollinators, 27 varieties that are Native, 26 varieties that are low water/ xeric, 15 varieties with a fire rating 7.5 or above

Parks, Athletic Fields, Cemetery:

2024 Work Summary: 8800 acres mowed, 45 burials, 43 plots sold, 155+ field preparations, 5 - 3 day tournaments, 96 backflows tested, 200+ trash cans changed per week -10,400 cans per year, 270+ snow/ice management hours.

Forestry:

2024 Work Summary: 55 trees planted, 39 trees removed (34 due to EAB), 65 tree contracted pruning.

Tree planted locations and quantity: Arbo-8, Community Park -9, Dillon/88th- 14, Sports Complex - 16, Louisville Elementary/ Cleo Mudrock - 4, Alder/ McCaslin - 4

Projects:

1. Playgrounds (Carnival/Meadows) – completed
2. Playgrounds (Sunflower/Enclave) – final design and budget review
3. Median Landscape Renovations – weed management, trimming, and establishing low grow pollinator seed mix
4. Park Signs – installed at Annette Brand and Centennial parks
5. Tennis Courts Resurfacing – completed Mission Greens post-tension concrete overlay and repair/resurface at Centennial
6. Irrigation Improvements – controller upgrades
7. Sports Complex Lighting – collecting bids for lamp and wiring upgrades
8. Surfacing Improvements – infield improvements at Sports Complex and EWF at 6 playgrounds

9. Parking Lots – collaborate with Public Works for asphalt repair (focus on Community Park and Cottonwood)
10. PROST Department Long Range Plan – RFP out for submittals

Getting to Know Your Parks, Forestry, and Streetscape Division

What Do We Do?

- Maintain All Public Properties *Except for Designated Open Space*
 - o Including community and business entryways
 - o Right of Way properties
 - o Median tree and landscape maintenance
 - o Unirrigated locations- example Powerline trail, property surrounding Police Department
- Manage/Maintain the Cemetery Operation
- Manage the Sports Complex
- Assist with Special Events and Park Rentals
- Implement and support Capital Improvement Projects in Parks
- Development and Landscape Review
- Urban Tree Canopy maintenance
- Inter departmental collaboration
- *All Other Duties As Assigned*

What Do We Maintain?

- Maintain Over 37 Parks – 100 acres of bluegrass
- Maintain 16 playgrounds, 11 tennis courts, 3 sand volleyball courts, 4 basketball courts, 32 shelters
- Maintain Greenbelts, Medians, and Rights-of-Way Landscaping

What Type of Maintenance?

- A few examples: irrigation maintenance, mowing, right-of-way tree maintenance, snow removal, athletic field preparations, interments, tree plantings, annual and perennial flower bed design and plantings, trash removal, amenity repairs and construction, downtown floral pots and baskets, and more.

How Do We Accomplish This?

- 18 Full-Time Employees
- 6 29 hour employees
- 14 seasonal employees
- Contractual Maintenance Services
 - o Mowing Contract
 - o Tree Services
 - o Pond Treatments

Parks and Public Landscape Advisory Board New Member Welcome Packet

PPLAB = Parks, Public Landscaping Advisory Board: Many parks under Park Operations and also other streetscapes/capital projects. Heavy operations and project-related topics, in alignment with City Council priorities/work plan.

- Schedule a meet with staff liaison Abby McNeal – Parks Superintendent and Adam Blackmore- Director of Parks, Recreation, and Open Space
- PPLAB Website here: <https://www.louisvilleco.gov/local-government/government/boards-commissions/parks-public-landscaping-advisory-board>
 - o From this page:
 - The Parks and Public Landscape Advisory Board (formerly the Horticulture & Forestry Advisory Board) represents the Louisville Community in providing guidance and input to City Council, City staff, and consultants on the development and maintenance of parks public landscape projects. The Parks Board also provides advice to City staff on the City landscape master plan, landscape ordinances, and capital projects. Supporting and promoting healthy horticultural practices through public education is also a duty of the Parks Board.
 - The Board consists of seven members each appointed by the City Council to a three-year term. The Board meets on the first Wednesday of each month in the Library Meeting Room (951 Spruce Street, Louisville, CO 80027) at 6:30 pm.
 - Note: Meeting place and time determined/confirmed with Board each year at first meeting along with election of officers: Chair, Vice-Chair, Secretary (or Co-Secretaries).
 - Draft Minutes should be shared with the Chair within 2 weeks following meeting, for additions by Parks' Staff Liaison for inclusion in packet/posting by staff a week before (required)
 - Board input to Agenda items may be provided at the monthly meeting for future meetings (on agenda) or outreach to Chair. All documents in support should be submitted to staff liaison the Friday before posting date – approx.. 12 days prior to meeting (if possible).
 - o Important: PPLAB Bylaws here:
<https://www.louisvilleco.gov/home/showpublisheddocument/21989/636815138222170000>

12/2024

- Park Operations Budgets
 - o See Packet for November 6, 2024 Meeting here:
<https://www.louisvilleco.gov/home/showpublisheddocument/43440/638658819297230000>
- General Maintenance Management Plan (GMMP)
 - o included in welcome email
- PROS Long Range Planning
 - o PROS update from November 6, 2024 packet here:
<https://www.louisvilleco.gov/home/showpublisheddocument/43440/638658819297230000>
- City of Louisville Parks website here: <https://www.louisvilleco.gov/local-government/government/departments/parks-recreation-and-open-space/parks-division>
 - o List of Parks and map, other information (e.g. shelter rentals) here:
<https://www.louisvilleco.gov/local-government/government/departments/parks-recreation-and-open-space/parks-division/park-amenities-and-shelter-rentals>
- Outdoor Amenities Subcommittee
 - o Chaired by Rec Advisory Board Chair currently.
 - o Ideally 2 PPLAB members participate in monthly meetings
 - o This subcommittee helps to identify additional amenities of interest to the community and how best to support staff and advocate with Council.
- Bee City USA
 - o This program was sponsored into the City by citizens and now the formal designation is managed by the City of Louisville. Enthusiastic community members collaborate through Parks supervisor to identify events, use of City official designations and support pollinator work in Louisville.
 - o <https://beecityusa.org/>
- Staff Liaison Contacts –
 - o Abby McNeal- 303.335.4774 amcneal@louisvilleco.gov
 - o Kayla Corcelli- Parks Administrator 303.335.4776 kcorcelli@louisvilleco.gov
 - o Adam Blackmore- Director of Parks, Recreation and Open Space 303.335.4731
- Question Route: staff liaison, alternatively Director or city clerk.

Welcome and thank you for serving your community.



Open Government & Ethics Pamphlet 2025

This pamphlet is prepared pursuant to the Home Rule Charter of the City of Louisville.

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov. This pamphlet is also provided to every member of a public body at that body's first meeting each year.



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Citizen Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, and of appointed Boards and Commissions, are open to the public and include an opportunity for public comments. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

Reading and inquiring about City Council activities and agenda items, and attending and speaking on topics of interest at public meetings

City Council Meetings:

- Regular meetings are generally held the first and third Tuesdays of each month at 6:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held the second and fourth Tuesdays of each month at 6:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website;
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

Meeting Agendas for City Council meetings, other than special meetings, are posted a minimum of 72 hours prior to the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City website at www.LouisvilleCO.gov

Meeting packets with all agenda-related materials for regular meetings are available 72 hours prior to each meeting and may be found at these locations:

- Louisville Public Library Reference Area,
- 951 Spruce Street,
- City Clerk's Office, City Hall, 749 Main Street,
- City website at www.LouisvilleCO.gov

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions by registering for eNotifications on the City's web site at www.LouisvilleCO.gov. Meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov) once they are approved.

Information about City activities and projects, as well as City Council decisions, is included in the quarterly *Lantern* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly eNewsletter.

Communicating Directly with the Mayor and City Council Members

Contact information for the Mayor and City Councilmembers is available at www.LouisvilleCO.gov, as well as at City Hall, the Louisville Public Library, and the Recreation/Senior Center. You may email the Mayor and City Council as a group at Council@LouisvilleCO.gov.

Mayor's Town Meetings and City Council Ward Meetings are scheduled periodically. These are informal meetings at which all residents, points of view, and issues are welcome. These meetings are advertised at City facilities and on the City's website (www.LouisvilleCO.gov).

Mayor and City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, at ClerksOffice@LouisvilleCO.gov or 303.335.4536.

Serving as an Appointed Member on a City Board or Commission

The City Council makes Board and Commission appointments annually. Some of the City's Boards and Commissions are advisory, others have some decision-making powers. The City Council refers questions and issues to these appointed officials for input and advice. (Please note the Youth Advisory Board has a separate appointment process.)

The City's Boards and Commissions are:

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Advisory Board
- Historic Preservation Commission
- Historical Museum Advisory Board
- Library Board of Trustees
- Local Licensing Authority
- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Board information, meeting agendas, and schedules are available on the City's website (www.LouisvilleCO.gov). Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting at these locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- City web site at www.LouisvilleCO.gov

Copies of meeting packets containing agenda- related materials are available at least 72 hours prior to each meeting and may be found at the following locations:

- Louisville Public Library Reference Area, 951 Spruce Street;
- City Clerk's Office, City Hall, 749 Main Street
- City web site at www.LouisvilleCO.gov

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission makes a recommendation of approval or denial to the City Council for all land use proposals.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month.
- Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed.
- Study Sessions are held occasionally as needed.
- Regular meetings include a remote participation option via Zoom, are broadcast live on Comcast Channel 8, and are available on demand on the City's website.

Open Government Training

All City Council members and members of a permanent Board or Commission are required to participate in at least one City-sponsored open government-related seminar, workshop, or other training program at least once every two years.

Open Meetings

The City follows the Colorado Open Meetings Law ("Sunshine Law") as well as additional open meetings requirements found in the City's Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a "public bodies" for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

All meetings of three or more members of a public body (or a quorum, whichever is fewer) are open to the public.

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public. Meetings may be held electronically under specific circumstances.

All meetings must be preceded by proper notice. Agendas and agenda-related materials are posted at least 72 hours in advance of the meeting at the following locations:

- City Hall, 749 Main Street
- Police Department/Municipal Court, 992 West Via Appia
- Recreation/Senior Center, 900 West Via Appia
- Louisville Public Library, 951 Spruce Street
- On the City web site at www.LouisvilleCO.gov

Study Sessions

Study sessions are also open to the public however, study sessions have a limited purpose:

- Study sessions are to obtain information and discuss matters in a less formal atmosphere;
- No preliminary or final decision or action may be made or taken at any study session; further, full debate and deliberation of a matter is to be reserved for formal meetings. If a person believes in good faith that a study session is proceeding contrary to these limitations, they may submit a written objection. The presiding officer will then review the objection and determine how the study session should proceed.
- A written summary of each study session is prepared and is available on the City's website.

Executive Sessions

The City Charter also sets out specific procedures and limitations on the use of executive sessions. These rules, found in Article 5 of the Charter, are intended to further the City policy that the activities of City government be conducted in public to the greatest extent feasible, in order to assure public participation and enhance public accountability. The City's rules regarding executive sessions include the following:

Timing and Procedures

The City Council and City Boards and Commissions may hold an executive session only at a regular or special meeting. No formal action of any type, and no informal or "straw" vote, may occur at any executive session. Rather, formal actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

Prior to holding an executive session, there must be a public announcement of the request and the legal authority for convening in closed session. There must be a detailed and specific statement as to the topics to be discussed and the reasons for requesting the session.

The request must be approved by a supermajority (two-thirds of the full Council, Board, or Commission). Prior to voting on the request, the clerk reads a statement of the rules pertaining to executive sessions. Once in executive session, the limitations on the session must be discussed and the propriety of the session confirmed. If there are objections and/or concerns over the propriety of the session, those are to be resolved in open session.

Once the session is over, an announcement is made of any procedures that will follow from the session.

Executive sessions are recorded, with access to those tapes limited as provided by state law. Those state laws allow a judge to review the propriety of a session if in a court filing it is shown that there is a reasonable belief that the executive session went beyond its permitted scope. Executive session records are not available outside of a court proceeding.

Authorized Topics

For City Council, an executive session may be held only for discussion of the following topics:

- Matters where the information being discussed is required to be kept confidential by federal or state law;
- Certain personnel matters relating to employees directly appointed by the Council, and other personnel matters only upon request of the City Manager or Mayor for informational purposes only;
- Consideration of water rights and real property acquisitions and dispositions, but only as to appraisals and other value estimates and strategy for the acquisition or disposition; and
- Consultation with an attorney representing the City with respect to pending litigation. This includes cases that are actually filed as well as situations where the person requesting the executive session believes in good faith that a lawsuit may result, and allows for discussion of settlement strategies.

The City's Boards and Commissions may only hold an executive session for consultation with its attorney regarding pending litigation.

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of

the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

The City's Code of Ethics (Sections 5-6 through 5-17 of the Charter) is summarized in the following paragraphs. While the focus is to provide a general overview of the rules, it is important to note that all persons subject to the Code of Ethics must strive to follow both the letter and the spirit of the Code, so as to avoid not only actual violations, but public perceptions of violations. Indeed, perceptions of violations can have the same negative impact on public trust as actual violations.

Conflicts of Interest

One of the most common ethical rules visited in the local government arena is the "conflict of interest rule." While some technical aspects of the rule are discussed below, the general rule under the Code of Ethics is that if a Council, Board, or Commission member has an "interest" that will be affected by his or her "official action," then there is a conflict of interest and the member must:

- Disclose the conflict, on the record and with particularity;
- Not participate in the discussion;
- Leave the room; and
- Not attempt to influence others.

An "interest" is a pecuniary, property, or commercial benefit, or any other benefit the primary significance of which is economic gain or the avoidance of economic loss. However, an "interest" does not include any matter conferring similar benefits on all property or persons similarly situated. (Therefore, a City Council member is not prohibited from voting on a sales tax increase or decrease if the member's only interest is that he or she, like other residents, will be subject to the higher or lower tax.) Additionally, an "interest" does not include a stock interest of less than one percent of the company's outstanding shares.

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

The concept of an interest in a business applies to profit and nonprofit corporations, and applies in situations in which the official action would affect a business competitor. Additionally, an interest is deemed to continue for one year after the interest has ceased. Finally, "official action" for purposes of the conflict of interest rule, includes not only legislative actions, but also administrative actions and "quasi-judicial" proceedings where the entity is acting like a judge in applying rules to the specific rights of individuals (such as a variance request or liquor license). Thus, the conflict rules apply essentially to all types of actions a member may take.

Conflicts

In addition to its purchasing policies and other rules intended to secure contracts that are in the best interest of the City, the Code of Ethics prohibits various actions regarding contracts. For example, no public body member who has decision-making authority or influence over a City contract can have an interest in the contract, unless the member has complied with the disclosure and recusal rules. Further, members are not to appear before the City on behalf of other entities that hold a City contract, nor are they to solicit or accept employment from a contracting entity if it is related to the member's action on a contract with that entity.

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City

contract, or from a person seeking to influence an official action. There is an exception for the "occasional nonpecuniary gift" of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official's or employee's official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

The Code of Ethics also prohibits common forms of nepotism. For example, no officer, public body member, or employee shall be responsible for employment matters concerning a relative. Nor can they influence compensation paid to a relative, and a relative of a current officer, public body member or employee cannot be hired unless certain personnel rules are followed.

Other Ethics Rules of Interest

Like state law, Louisville's Code of Ethics prohibits the use of non-public information for personal or private gain. It also prohibits acts of advantage or favoritism and, in that regard, prohibits special considerations, use of employee time for personal or private reasons, and use of City vehicles or equipment, except in same manner as available to any other person (or in manner that will substantially benefit City). The City also has a "revolving door" rule that prohibits elected officials from becoming City employees either during their time in office or for two years after leaving office. These and other rules of conduct are found in Section 5-9 of the Code of Ethics.

Disclosure, Enforcement, and Advisory Opinions

The Code of Ethics requires that those holding or running for City Council file a financial disclosure statement with the City Clerk. The statement must include, among other information, the person's employer and occupation, sources of income, and a list of business and property holdings.

The Code of Ethics provides fair and certain procedures for its enforcement. Complaints of violations may be filed with the City prosecutor; the complaint must be a detailed written and verified statement. If the complaint is against an elected or appointed official, it is forwarded to an independent judge who appoints a special, independent prosecutor for purposes of investigation and appropriate action. If against an employee, the City prosecutor will investigate the complaint and take appropriate action. In all cases, the person who is subject to the complaint is given the opportunity to provide information concerning the complaint.

Finally, the Code allows persons who are subject to the Code to request an advisory opinion if they are uncertain as to applicability of the Code to a particular situation, or as to the definition of terms used in the Code. Such requests are handled by an advisory judge, selected from a panel of independent, disinterested judges who have agreed to provide their services. This device allows persons who are subject to the Code to resolve uncertainty before acting, so that a proper course of conduct may be identified. Any person who requests and acts in accordance with an advisory opinion issued by an advisory judge is not subject to City penalty, unless material facts were omitted or misstated in the request. Advisory opinions are posted for public inspection; the advisory judge may order a delay in posting if the judge determines the delay is in the City's best interest.

Citizens are encouraged to contact the City Clerk's Office with any questions about the City's Code of Ethics or to request a copy. A copy of the Code is also available at the City's website (www.LouisvilleCO.gov).

Other Laws on Citizen Participation in Government

Preceding sections of this pamphlet describe Louisville's practices intended to further citizen participation in government. Those practices are intended to further dissemination of information and participation in the governing process. Some other laws of interest regarding citizen participation include:

Initiative and Referendum

The right to petition for municipal legislation is reserved to the citizens by the Colorado Constitution and the City Charter. An initiative is a petition for legislation brought directly by the citizens; a referendum is a petition

brought by the citizens to refer to the voters a piece of legislation that has been approved by the City Council. In addition to these two petitioning procedures, the City Council may refer matters directly to the voters in the absence of any petition. Initiative and referendum petitions must concern municipal legislation—as opposed to administrative or other non-legislative matters. By law the City Clerk is the official responsible for many of the activities related to a petition process, such as approval of the petition forms, review of the signed petitions, and consideration of protests and other matters. There are minimum signature requirements for petitions to be moved to the ballot; in Louisville, an initiative petition must be signed by at least five percent of the total number of registered electors. A referendum petition must be signed by at least two and one-half percent of the registered electors.

Public Hearings

In addition to the opportunity afforded at each regular City Council meeting to comment on items not on the agenda, most City Council actions provide opportunity for public comment through a public hearing process. For example, the City Charter provides that a public hearing shall be held on every ordinance before its adoption. This includes opportunities for public comment prior to initial City Council discussion of the ordinance, as well as after Council's initial discussion but before action. Many actions of the City are required to be taken by ordinance, and thus this device allows for citizen public hearing comments on matters ranging from zoning ordinances to ordinances establishing offenses that are subject to enforcement through the municipal court.

Additionally, federal, state, and/or local law requires a public hearing on a number of matters irrespective of whether an ordinance is involved. For example, a public hearing is held on the City budget, the City Comprehensive Plan and similar plans, and a variety of site-specific or person-specific activities, such as annexations of land into the city, rezonings, special use permits, variances, and new liquor licenses. Anyone may provide comments during these hearings.

Public Records

Access to public records is an important aspect of citizen participation in government. Louisville follows the Colorado Open Records Act (CORA) and the additional public records provisions in the City Charter. In particular, the Charter promotes the liberal construction of public records law, so as to promote the prompt disclosure of City records to citizens at no cost or no greater cost than the actual costs to the City.

The City Clerk is the custodian of the City's public records, except for police records which are handled by the Police Department. The City maintains a public policy on access to public records, which includes a records request form, a statement of fees, and other guidelines. No fee is charged for the inspection of records or for locating or making records available for copying, except in cases of voluminous requests or dated records, or when the time spent in locating records exceeds two hours. No fees are charged for the first 25 copies requested or for electronic records.

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains a communication file (email) for the City Council which is available on the City's website (www.LouisvilleCO.gov).

CORA lists the categories of public records that are not generally open to public inspection. These include, for example, certain personnel records and information, financial and other information about users of City facilities, privileged information, medical records, letters of reference, and other items listed in detail in CORA. When public records are not made available, the custodian will specifically advise the requestor of the reason.

Citizens are encouraged to review the City's website (www.LouisvilleCo.gov) for information, and to contact the City with any questions regarding City records.

Public Involvement Policy

Public participation is an essential element of the City's representative form of government. To promote effective public participation City officials, advisory board members, staff and participants should all observe the following guiding principles, roles and responsibilities:

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

- *Voluntary Participation* - The process will seek the support of those participants willing to invest the time necessary to make it work.
- *Purpose Driven* - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.
- *Time, Financial and Legal Constraints* - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.
- *Communication* - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.
- *Adaptability* - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.
- *Access to Information* - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.
- *Access to Decision Making* - The process will give participants the opportunity to influence decision making.
- *Respect for Diverse Interests* - The process will foster respect for the diverse values, interests and knowledge of those involved.
- *Accountability* - The process will reflect that participants are accountable to both their constituents and to the success of the process.
- *Evaluation* - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

City Council is ultimately responsible to all the citizens of Louisville and must weigh each of its decisions accordingly. Councilors are responsible to their local constituents under the ward system; however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community—including current and future generations—and act in the best interests of the City as a whole.

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support or opposition of projects.

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure the Guiding Principles direct their work. In addition to the Guiding Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;

- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

The public is also accountable for the public involvement process and for the results it produces. All parties (including Council, advisory boards, staff, proponents, opponents and the public) are responsible for:

- working within the process in a cooperative and civil manner;
- focusing on real issues and not on furthering personal agendas;
- balancing personal concerns with the needs of the community as a whole;
- having realistic expectations;
- participating openly, honestly and constructively,
- offering ideas, suggestions and alternatives;
- listening carefully and actively considering everyone's perspectives;
- identifying their concerns and issues early in the process;
- providing their names and contact information if they want direct feedback;
- remembering that no single voice is more important than all others, and that there are diverse opinions to be considered;
- making every effort to work within the project schedule and if this is not possible, discussing this with the proponent without delay;
- recognizing that process schedules may be constrained by external factors such as limited funding, broader project schedules or legislative requirements;
- accepting some responsibility for keeping themselves aware of current issues, making others aware of project activities and soliciting their involvement and input; and
- considering that the quality of the outcome and how that outcome is achieved are both important.

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