City of Louisville

COLORADO ▪ SINCE 1878

# City Council

# March 18, 2025
# Packet Addendum #1

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|---|---|
| **From:** | Tawnya Somauroo |
| **To:** | City Council |
| **Subject:** | Re: City made promise to re-evaluate permit fees |
| **Date:** | Friday, March 14, 2025 4:46:59 PM |
| **Attachments:** | Screenshot 2025-03-14 at 4.17.27 PM.png<br>Screenshot 2025-03-14 at 4.15.09 PM.png<br>Screenshot 2025-03-14 at 4.15.58 PM.png<br>Screenshot 2025-02-04 at 9.18.19 AM.png |

Dear Council,

Many people are angry about the latest finance packet addressing the Marshall Fire permit fees. It is **so offensive**. City Manager Samma appears to represent that fire survivors got our use taxes back so we don't need permit fee refunds. She talks about the fact that not everyone is underinsured. Some might not be underinsured on their homes, but there is so much more to the picture than that. I have yet to meet anyone who got the cost of re-doing their landscaping covered. Or their retainer walls. Or full replacement costs on their fence, which is generally depreciated to 20% in a neighborhood like mine where the fences were 30 years old.

Samma talks about the impact of the use taxes on the city budget. Refunding use taxes was about the city not accepting windfall revenue from a disaster from a tax intended for growth. This money did not come out of the city budget. Look at how dishonest this representation is:

A rough comparison, assuming all households in Boulder County rebuilt, applied, and retained original owner.

| | Permit Fee Refund/Rebate | Use Tax Rebate/Credit | Estimated Total Per Household | # HH | Estimated Impact to Jurisdiction |
|---|---|---|---|---|---|
| Boulder County | $4,400 | $4,200 *(Max 2023-2025)* | $8,600 | 157 | $1,350,200 |
| Superior | $3,600 *(47% of fee)* | $8,100 *(100%)* | $11,700 | <391 | $3,192,437 |
| Louisville | - | $14,247 *(100% if 2021 IECC*)* | $14,247 | <549 *(est. 435)* | $6,197,435 |

**100% rebate for up to 110% of homes original square footage and 0% for any additional square footage if 2018 IECC*

Samma doesn't even try to determine a ballpark figure of the expenses incurred supporting the planning department's administration of permits during the Marshall fire rebuilds, which we all know she could easily have done because the staff carefully coded their time and expenses. Are these the instructions that she was actually provided in the last finance meeting? Even if they weren't, why wouldn't staff pull a simple report when it is clear the members of the finance committee need this data to decide next steps? We already know that staff carefully coded all their time and expenses in anticipation of this permit fee accounting. The April 2024 council packet reads:

Permit Fee Revenues
In the June 2023 Council communication, the City made a commitment to the community that City staff would develop an analysis to outline the Marshall Fire revenue v. expenditures. The staff is determined to keep this commitment in which the City's Finance and Community Development divisions are working on building out the analysis and will share more information with the community when the analysis is complete.

The City is collecting 100% of the building permit and plan review fees for all rebuild permits. The following is the total amount of plan review and permit revenues collected by the City (as of February 12, 2024):

| | |
|---|---|
| *Plan Review and Permit Fee Revenues* | *$4,045,143* |

These funds are used for administration of the permitting and inspection process. The staff has been anticipating the completion of an analysis of fees charged and expenses incurred to administer the rebuild process and intends to complete this review later this year for Council consideration.

But Samma's memo in the latest finance packet only notes that:

▪ June 2023 Council Communication (referenced in April 2024)

Building Permit Fees were not waived for rebuild permits. Building Permit fees are designed to cover the cost of building code administration and are not a profit center for the City. As noted above, our costs of administration were increased significantly to help expedite and facilitate the rebuild process. Staff is preparing a building permit fee analysis that will examine the fees charged and expenses incurred by the City related to rebuilding and will present that information towards the end of the year.

For options moving forward, Samma doesn't provide the option of pulling a expense report, instead only offering to spend $50-75k to get a third party accounting. That is garbage. Of course you don't move forward with a decision to spend money on a third party accounting without looking at ballpark numbers first, which you could easily do by pulling a report. Probably one has been pulled already. Should someone CORA request it so that it can be shared with Council?

Finally, this is almost laughable it is so bad, in the same breath that Samma insists we can't look at expenses incurred from the MF rebuilds without incurring $50-75K of expenses to pay a third party, she includes a 2018 building permit fee review . . . prepared by staff (Rob Zuccaro) not a third party.

We need transparency. One way or another, Council need to show that the city didn't take this fire survivor money, which came from retirements and savings, to fund the $2.6M from the general budget for decarbonization upgrades.

See full finance meeting packet:
louisvilleco.gov

Tawnya

On Feb 4, 2025, at 2:44 PM, Christopher Leh <leh@louisvilleco.gov> wrote:

Tawnya - I am aware of what Council agreed to do concerning the evaluation of building permit fees. It was to determine whether there was a delta between the amount charged to a survivor and the cost of providing the service. The hypothesis was and is that there was an economy of scale because of due to the increased volume of permits being sought and issues. That analysis will be done. My understanding from staff is that such an evaluation of a single type of fee may be more efficient to do when the City evaluates all of its fees together, probably through the use of a third party.  I would not characterize this as pushback but as an attempt to assure all residents that the evaluation of fees is done equitably and efficiently.

**Chris Leh**
**Mayor**
**City of Louisville (CO)**
leh@louisvilleco.gov
(c) 303.668.3916



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**From:** Tawnya Somauroo <tawnya.somauroo@gmail.com>
**Sent:** Tuesday, February 4, 2025 9:22 AM
**To:** Christopher Leh <leh@louisvilleco.gov>; Judi Kern <judikern@cs.com>; Josh Cooperman <JHCooperman@gmail.com>
**Subject:** City made promise to re-evaluate permit fees

Hi Chris, Judi, and Josh,

Contrary to the pushback from some staff, the city 100% promised to do re-evaluate permit fees. I and many other people were told this directly, and it is clearly documented in the April 16, 2024 council packet:

has submitted a building permit to reconstruct the commercial center.

Permit Fee Revenues
In the June 2023 Council communication, the City made a commitment to the community that City staff would develop an analysis to outline the Marshall Fire revenue v. expenditures. The staff is determined to keep this commitment in which the City's Finance and Community Development divisions are working on building out the analysis and will share more information with the community when the analysis is complete.

The City is collecting 100% of the building permit and plan review fees for all rebuild permits. The following is the total amount of plan review and permit revenues collected by the City (as of February 12, 2024):

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| *Plan Review and Permit Fee Revenues* | *$4,045,143* |

These funds are used for administration of the permitting and inspection process. The staff has been anticipating the completion of an analysis of fees charged and expenses incurred to administer the rebuild process and intends to complete this review later this year for Council consideration.

Tawnya

**From:** MikesPrimaryGmail
**To:** City Council
**Subject:** Input on Agenda/Links for Tuesday 03/18/2025
**Date:** Saturday, March 15, 2025 6:41:48 AM

Honorable Council Members and Mayor Leh,

I just have a brief set of notes for this upcoming session in chambers.

- **Items 7 D & E** – This is very much in line with expected cost increases and aligns nicely with other neighboring municipalities.
- **Item 8 C i & ii** – Will this approved grant assist the property owner to accommodate additional requirements as defined for fire hardening? Is that a consideration in these cases?
- **Item 8 D** – Just the right thing to do, fostering business partnerships with the City and providing an outstanding experience for our community!

I hope this is somewhat useful.

**R. Mike Crowe**
296 Harper Street
Louisville, CO 80027
303-359-4581 Mobile
rmikecrowe61@gmail.com

**From:** Karen Wilke
**To:** City Council
**Subject:** Permit fees issue
**Date:** Saturday, March 15, 2025 3:16:05 PM
**Attachments:** image003.png
image002.png
image001.png

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Dear Council,

I recently read the report that Interim City Manager Samma Fox included to the Finance Committee and have comments and concerns relating to the report and the approach being taken with regards to the question of the permit fees topic.

In this report, Interim City Manager Samma Fox posits the approach to the question of whether permit fees should potentially be partially refunded as a moot point. She declares that Marshall Fire families have already received enough support and that to even approach the topic of whether more permit fees were collected than was necessary to cover the increased city costs would cost $50-75K for a third-party accountant to determine.

My response to this assertion is twofold; 1. Why do we need to hire a third-party accountant to do this analysis when the city employees were carefully coding their time to ensure the expenses were easy to track? 2. Why is the Interim City Manager jumping to the conclusion that Marshal Fire families have received enough help, through the Boulder County rebate and Use Tax refunds? While I am deeply grateful for all the assistant families living this nightmare have received to date, that does not exclude future help from being deserved. As stated before, there was a lot of variability in how much insurance and assistance families received. If you haven't had to make impossible choices like the ones Marshall Fire families have had to make, you should withhold your judgement.

City council made statements to effect that they would make the effort to research how much revenue vs. expenditures were in relation to the building permit fees, and Marshall Fire Families are simply asking them to make good on that promise. The below snip is from the April 16, 2024 Louisville Council packet:

Permit Fee Revenues
In the June 2023 Council communication, the City made a commitment to the community that City staff would develop an analysis to outline the Marshall Fire revenue v. expenditures. The staff is determined to keep this commitment in which the City's Finance and Community Development divisions are working on building out the analysis and will share more information with the community when the analysis is complete.

The City is collecting 100% of the building permit and plan review fees for all rebuild permits. The following is the total amount of plan review and permit revenues collected by the City (as of February 12, 2024):

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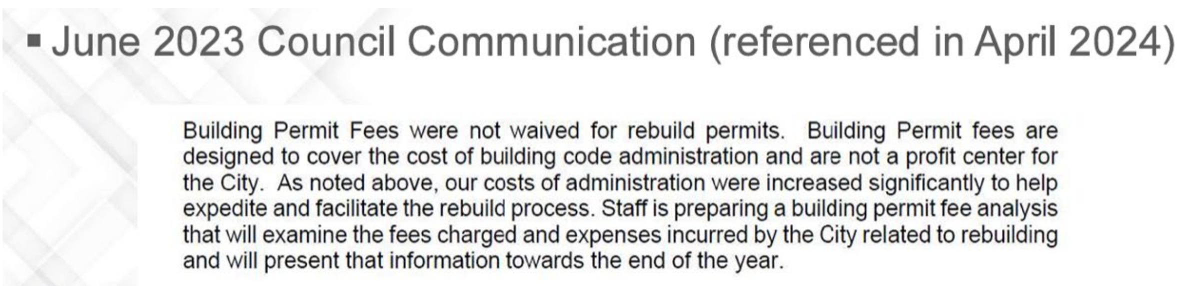
| *Plan Review and Permit Fee Revenues* | *$4,045,143* |

These funds are used for administration of the permitting and inspection process. The staff has been anticipating the completion of an analysis of fees charged and expenses incurred to administer the rebuild process and intends to complete this review later this year for Council consideration.

As a tax CPA, I deeply respect the need for tax revenues to build and maintain the community. I respect that the city has had many challenges and has worked hard to help Marshall Fire families. I am very grateful for that hard work and help. However, expecting Marshall Fire families to shoulder the burden of the deficits in the budgets, where they are not warranted, is unethical. If revenues need to be raised to meet the needs of the community, then the entire community should be shouldering that burden, not relying on profits from the permit fees collected on the homes people are desperately trying to move back into.  These people have used their savings, personal property money from insurance, taken out additional loans to bridge the gap, or built smaller to make their funds stretch as much as possible. Did some families build larger homes? Yes. Were some of those families underinsured? Yes. And some were not underinsured. Regardless of that status, people were having to make decisions left and right without all the information needed to be fully informed. Some families had more means to be able make lemonade out of the lemons life handed them. Others are having to just do the best they can. The idea that the city or county has been subsidizing these rebuilds is both offensive and ignorant.

Interim City Manager Samma Fox's report doesn't even try to determine a ballpark figure of the expenses incurred supporting the planning department's administration of permits during the Marshall fire rebuilds, which could easily have been done because the staff carefully coded their time and expenses.

But Samma's memo in the latest finance packet only notes that:



- June 2023 Council Communication (referenced in April 2024)

Building Permit Fees were not waived for rebuild permits.  Building Permit fees are designed to cover the cost of building code administration and are not a profit center for the City.  As noted above, our costs of administration were increased significantly to help expedite and facilitate the rebuild process. Staff is preparing a building permit fee analysis that will examine the fees charged and expenses incurred by the City related to rebuilding and will present that information towards the end of the year.

For options moving forward, Interim City Manager Samma Fox doesn't provide the option of pulling a expense report, instead only offering to spend $50-75k to get a third party accounting.

We need transparency. There needs to be a method we can agree on as a community that both honors the original statements made and does not cause undue additional costs to the city. Why is there not an option to build a model to compare costs and fees?

As ever, thank you for all you do for our community. I greatly appreciate all the effort that goes into running the city government and I appreciate that there are many perspectives to consider. Thank you for taking the time to listen to mine.

Karen Wilke

802 W Mulberry St Louisville, CO

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| **From:** | Tawnya Somauroo |
| **To:** | City Council |
| **Subject:** | A ballpark figure for Marshall Fire permit and permit plan fees |
| **Date:** | Saturday, March 15, 2025 11:27:30 PM |
| **Attachments:** | Screenshot 2025-03-15 at 11.08.02 PM.png |

Dear Council,

I have already registered my dissent with the interim city manager's misrepresentation that Marshall Fire survivors negatively impacted the city government by obtaining use tax relief and suggestion that the city should not return additional permit fees pocketed by the city.

Because the interim city manager failed to give the finance committee any kind of a ballpark figure for expenses that Marshall Fire rebuild incurred over the projected operating costs for a normal permitting year, I am taking my own stab at it here. Please feel free to request that staff refine these numbers. This estimate is intended to direct the Finance Committee towards the information they might need to make further decisions about next steps.

The interim city manager explains in the packet that permitting costs have been properly set to cover the baseline costs of running the department for a normal (non-disaster recovery) permit volume. The question is, what additional costs did the planning department incur beyond those well-understood baseline costs to administer the Marshall Fire rebuilds? These are the additional expenses that I know of, along with estimated or actual costs:



| expense | description | cost |
|---|---|---|
| 1 addiional city inspector | guestimate of salary plus benefits for 2 years | $200,000.00 |
| 1 additional city plans examiner | guestimate of salary plus benefits for 2 years | $200,000.00 |
| 1 new inspector vehicle | guestimate | $40,000.00 |
| Additional contract inspectors | from council packet | $861,000.00 |
| Total | | $1,301,000.00 |
| | | |
| Total Marshall Fire Permit Fees Collected | | $4,540,911.00 |
| | | |
| **Additional City income due to MF Permit fees** | | **$3,239,911.00** |

It looks like the city may have received up to $3.2M in permit fees OVER the expenses of administering permits. Do we need to talk about returning some of those permit fees to Marshall Fire survivor families? Yes we do.

Do we know that the city incurred unreimbursed damages from the fire? Yes we do. Should you charge just the Marshall Fire survivors for those damages instead of the city as a whole? Absolutely not. That did not happen after the 2013 flood either.

** Note, there are still hundreds of families that will likely benefit from doing a valuation adjustment to receive a higher state use tax refund, but haven't applied because the city website does such a poor job of explaining the process and the potential benefits. I personally helped 10 of the families that applied navigate, and when I asked Rob a few months ago how many families applied he said 19. To adjust my own permit valuation adjustment, I paid the city $2000 in additional permit fees. So there is still additional permit revenue that the city could have already received/may receive if they decide to communicate the option to fire survivors in a way that is easier to understand.

Best regards,
Tawnya Somauroo

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|---|---|
| **From:** | Tawnya Somauroo |
| **To:** | City Council |
| **Subject:** | wildfire mitigation campaign contract |
| **Date:** | Monday, March 17, 2025 7:42:55 AM |
| **Attachments:** | Screenshot 2025-03-17 at 1.31.17 AM.png |

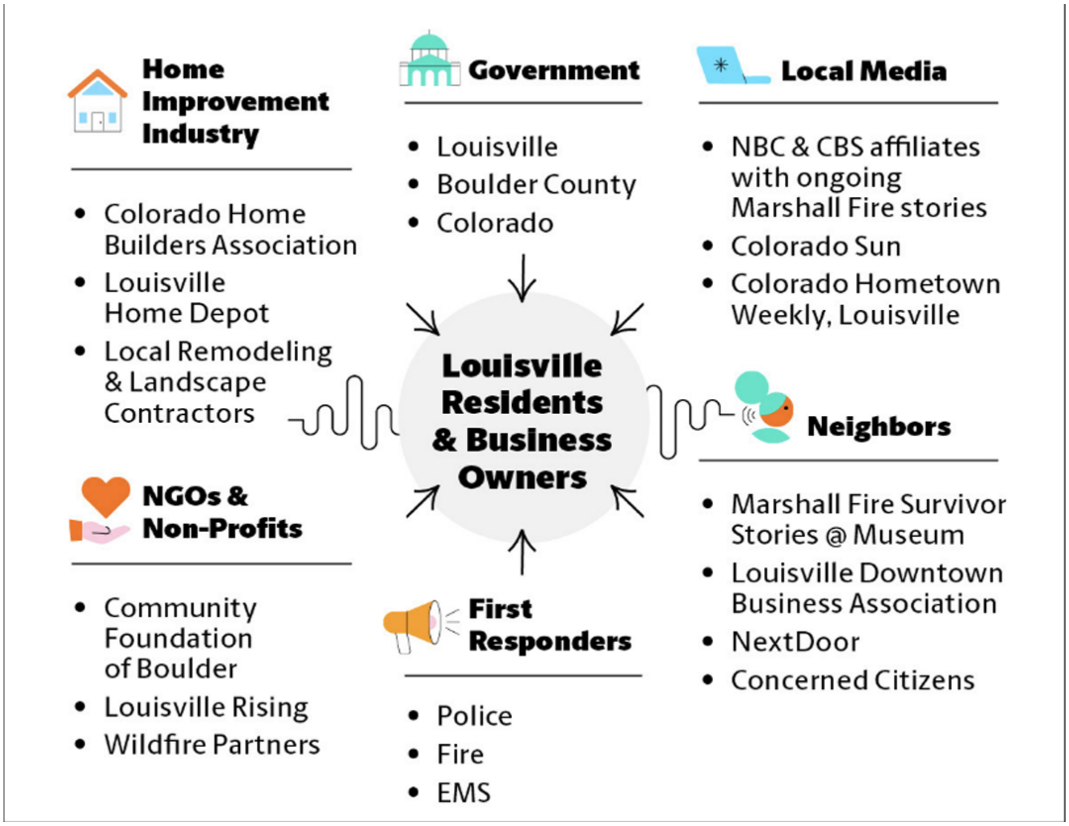
Dear Council,

I very much want the proposed wildfire mitigation campaign to succeed, but I have some big concerns.

TL;DR: Please wait until the new city manager can assess before approving the contract because the proposed contract is based on an under-scoped wildfire risk assessment and is out of step with the work of the LFPD. Additionally, the resilience manager has actively disengaged residents who would like to have some feedback on the project.Here are my concerns in brief:

• The campaign is based on the Louisville wildfire risk assessment, which does not protect neighborhoods. The city must not misrepresent the scope of protection undertaken in the open space to residents in these materials.
• The LFPD is working on its own wildfire risk assessment, which scopes protecting neighborhoods. While that assessment won't be available for many months, Chief Wilson has said he can walk city staff through the kinds of recommendations it is likely to include.
• City staff is mischaracterizing the new home hardening code as wildfire mitigation. That is not how Chief Wilson has described the code—he calls it an anti-conflagration code. I am concerned that city staff are out of step with the Chief's message and may end up confusing residents about why the code was passed.
• As such, it is critical that the LFPD is a partner in defining the scope of the contract.
• Why is Fors Marsh making WUI recommendations to the city? Can't our Fire Marshal, Fire Chief, Chief Building Officer (Chad Root, a fire marshal), and Director of Communities make recommendations? Why are we paying a marketing consultant for that kind of advice? And why are we even discussing WUI when the city has already implemented anti-conflagration codes citywide? This seems completely misguided.
• The staff memo and Fors Marsh project description conflict with one another—staff claims the project focuses on Marshall Fire-impacted burn areas, while Fors Marsh states it focuses on the whole city. Which is it and why?
• If you are spending all of the mitigation coordinator's salary on this contract, who will manage mitigation? Staff has made zero progress on the ditches that are not city-owned.
• What performance metrics will staff set for this project in order to hold themselves accountable? $90K is a huge amount of money to spend, and it needs some kind of measurable outcome and not just a tick box checked. The events staff have put on around preparedness have been very poorly attended and when residents tried to provide feedback about how staff's efforts could be more impactful, that feedback has never been welcome.

Finally, staff has gone from regularly meeting with residents to stopping those meetings entirely and refusing to answer even basic questions about preparedness and mitigation. Most recently, Kiana refused to answer questions from fire survivors on these topics unless they are emailed directly to her with no other recipients—and even then, she will respond via a website, not email. The relationship between Kiana and the community is rapidly breaking down, along with trust. Page 27 of the packet demonstrates this breakdown.




Why is staff proposing to work with Louisville Rising on mitigation? Do does Louisville Rising even do that? Marshall Together has funding to promote resilience, is resident-driven, and and is very well networked within the community. Staff is aware that MT is currently spending $40K to work with our fire districts on an outdoor firefighting tool program, but has not listed them as a potential partner.

Why hasn't staff listed the neighborhood liasions or the Neighborhood Resilience Coalition under "neighbors"? There are networks that staff knows about that care about mitigation, it is telling that their names have not been provided to the consultant.

This effort to change the culture around wildfire mitigation is too important to get wrong. **Please pause this proposal for two months until the new city manager can mediate a new relationship between staff and residents and define a role for the LFPD to advise directly on the project scope.**

Best regards,

Tawnya Somauroo
Cornerstone

**Please contact IT if you believe this email is suspicious.**

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|---|---|
| **From:** | Zachary Mettler |
| **To:** | City Council |
| **Subject:** | Written comment for items on March 18 council meeting |
| **Date:** | Monday, March 17, 2025 4:18:24 PM |

Hello Council,

While I do not live in Louisville, I do live in Lafayette and love to spend time in Louisville biking through the trails, and enjoying the cute historic downtown.

Per Resolution No. 20, Series 2025, think it would be an incredible opportunity to waive the $1000 patio fee for the year again.

I appreciate the other momentum happening towards ADUs and bringing things into compliance with bills passed last year.

As an additional note, I loved the goat grazing program that happened last year to manage the open space along coal creek. I hope that program comes back as needed for maintenance.

Thank you for taking the time to read this.
Zachary Mettler

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| **From:** | Lisa Hughes |
| **To:** | City Council |
| **Subject:** | Wildfire mitigation contract |
| **Date:** | Monday, March 17, 2025 8:14:24 PM |

Council,
I am writing I regards to the contract being discussed on 3/18. I want to thank Councilor Cooperman for taking out of the consent agenda as the additional information provided in the packet was very helpful.

While I think the idea of this campaign is good and LONG overdue, I do have some concerns about moving forward with it.

First, while there is an order of how things will flow and when deliverables should be done- which are already incorrect as they say Feb and March 2025, there is no accoutabilty on staff to support the work.

Also, For Marsh mentions a focus group of 12 people. That seems very small for a city of 20,000 residents. I'm glad that they are focusing on non fire impacted areas.

Second, in the Fors Marsh info there are important resident groups missing under non profits and neighbors. Marshall Together is missing for non profits even though they have been helping g supper work in the mitigation space. And Louisivlle Rising is included even though they've no work in this area and it isn't their mission. More importantly, neighborhood groups like the Neighborhood Resilience Coalition which has been doing work and research on this area for 3 years (including meeting with the city before they were canceled but city staff ) are not included.

Third, is there a rush to do this? Why not wait until the new city manager is on board to have her more involved.

Lastly the recommendations are based on the WRA assement which doesn't include homes and is only scoped for open space. Waiting until the fire dept puts out its recommendations would be good.

Thank you,
Lisa Hughes
Louisville resident

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|---|---|
| **From:** | Cathern Smith |
| **To:** | City Council |
| **Cc:** | Adam Blackmore; Ember Brignull |
| **Subject:** | Please remove the DJT Design, Inc Contract from the Consent Agenda, Fix It, and Bring it Back |
| **Date:** | Tuesday, March 18, 2025 12:03:01 PM |
| **Attachments:** | image.png |

Dear Mayor Leh and City Council:

Please remove proposed Agenda Item 5C - the award of the contract for a long range parks, recreation, and open space contract to DJT Design, Inc. from the consent agenda. The contract is fundamentally flawed.

Please address all of the following issues before awarding this contract.

- The scope of work must ensure compliance with Article 15 of Louisville's home rule charter. This Article classifies City-owned open space into 4 categories and then establishes clear and specific management standards for each category. So that the consultant and their subconsultants understand the governing framework, common sense says that Article 15 itself needs to be expressly incorporated at the beginning of the scope of work. Article 15 begins on page 54 at https://www.louisvilleco.gov/home/showpublisheddocument/64/635500284987870000

- Even though the Open Space Plan is 21 years old and the PROS plan is 10 years old, these planning updates are not within the scope of work. Not only does the scope of work specifically say that an "open space management plan" is "currently not part of the proposed Scope of Services," it also says that "native prairie restoration plans and procedures" "wetland delineations, permitting and mapping" and "seasonal or permanent closures of open space requirements and procedures" are excluded. With all of these exclusions, the final work product can not be a long-range plan for open space. To see the list of exclusions go to page 18 at https://www.louisvilleco.gov/home/showdocument?id=44585&t=638773972905385909

- Resources are not protected when historical inventories up to 20+ years old – instead of current inventories – are used to determine trail placement. The scope of work will not provide the needed current inventories because: (1) threatened or endangered species inventories;
(2) a field ecological inventory; and (3) open space wildlife, natural resources, and habitat inventories are all specifically excluded.*

  Note that inventories also form the basis of long range planning. The scope of work should explicitly explain which of the available ecological and wildlife information is to be considered in each phase.

- Significantly reduce Open Space's share of the costs of the "Long Range" plan or explain why the current cost allocation is fair. With all of the exclusions impacting Open Space, it is unclear what Open Space is getting – other than a poorly thought-out trails plan. The Staff memo suggests that Open Space should pay $150,000 of the $275,500 cost of the PROS "Long Range" Plan – which as described above is not a long range plan for Open Space – and $50,000 of the $100,000 cost of the Trails Plan.

- Staff have informed us that DTJ Design, Inc has agreed to use ERO Resources for some or all of the Open Space work. However, ERO's role is not discussed in the contract. The contract needs to be amended to include ERO so that it is clear to everyone what their role will be and to ensure that no substitutions occur.

Thank you for your attention to this matter and for your ongoing service to the community.
Best,

/*s* Cathern Smith for Louisville Open Space Advocates (LOSA)

cc: Director Blackmore
Open Space Advisory Board and Chair McEachern (*via* Superintendent Brignull)

* For ease of reference, here's a complete list of exclusions cut and pasted from page 18 of https://www.louisvilleco.gov/home/showdocument?id=44585&t=638773972905385909

**EXCLUSIONS**

The following items are currently not part of the proposed Scope of Services:

- Language translation services for print material.
- Artist perspective 3D Modeling, site drawings and digital renderings.
- Parks, recreation, and open space financial plans, staff programming recommendations, or market studies.
- Prairie dogs, if present, will be addressed with a recommendation memo. Management is not included.
- Noxious weed mapping. Recommendations for observed species will be provided.
- Species specific threatened or endangered species surveys or trapping will not be conducted.
- Field ecological inventory or open space management plan.
- Field run survey or subsurface utility Investigations.
- Geotechnical Investigations.
- Open space wildlife, natural resources, archaeological, and habitat inventory and site-specific management and maintenance plans.
- Resource protection plans for sites that contain archaeological, paleontological, geologic, or other special resources.
- Threatened or endangered species inventory assessment.
- Native prairie restoration plans and procedures.
- Wetland delineations, permitting and mapping.
- Seasonal or permanent closures of open space requirements and procedures.
- Criteria for trail restoration for formalized trails and user defined trails.

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| **From:** | tamar krantz |
| **To:** | City Council |
| **Cc:** | Ember Brignull |
| **Subject:** | Please move item 5C on the PROS contract from the consent agenda |
| **Date:** | Tuesday, March 18, 2025 11:58:50 AM |

Dear City Council and OSAB members,

I see that tonight the council will be deciding on awarding a contract to DTJ for the PROS plan.

Page 18 of your document lists the exclusions from the scope of work. Among them is "Open space wildlife, natural resources, archaeological, and habitat inventory and site-specific management and maintenance plans." Also, DJT seems to have fine expertise in landscape design, architecture, and parks, but none in ecology or natural resources management.

The last open space management plan was last updated in January of 2004. I don't see how this scope of work, given the exclusions can be useful in creating a long range plan for open space.

Would it be possible to share the RFP that led to this proposal with the public.

I hope you won't mind slowing the process down by a month or two in order to get a product that will help protect and preserve our open space for years to come.

Please add this item to a future agenda.

Sincerely,

Tamar Krantz,
Louisville

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*Tamar Krantz*
*She/her*

| | |
|---|---|
| **From:** | Matt Jones |
| **To:** | City Council |
| **Subject:** | Item 5C PROS and Trail plan agenda item removal |
| **Date:** | Tuesday, March 18, 2025 11:20:44 AM |

I request that agenda item 5C – the award for theI request that agenda item 5C – the award for the parks, recreation and trails plan to DJT Design Inc. be removed from the consent calendar and brought back as a regular item at a later council meeting with verifications and corrections.

1. I was glad to learn that ERO resources was going to be a subcontractor on the project for Open Space and ecological work. This is a critical addition to the scope of work. From their website, DJT staff has expertise in park planning, but no clear expertise on ecological planning. So the scope work should be changed to include ERO 's job responsibilities and contributions. To do otherwise risks confusion by the public and potential conflicts with the contractor with increase legal liability. In my county commissioner job I recall the county attorneys consistently saying the scope of work should include all the work product.

2. The scope of work should explicitly include available ecological and wildlife information to be considered in each phase, such as in the Phase 2 - Assessment. An example of this is the "Open Space Inventory and Recommended Management Direction" by ESCO, December 2001. While this resource is older, it is among the best available information to be making decisions on Open Space practices and trail placement. There are also there are also likely other document's that I am not aware of.

3. Direction from Article 15 of the city charter about Open Space management should be explicitly included in the contract to make it clear to the contractors what the cities goals are.

Thanks for reading and considering my recommendation and comments

My best,
Matt Jones