

Open Space Advisory Board

Agenda

Wednesday, June 11, 2025
Library 1st Floor Meeting Room
951 Spruce Street
6:45 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.

- Call in to: +1 346 248 7799 or +1 408 638 0968 or 877 853 5247 (Toll Free) Webinar ID: 883 3175 6380 or
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/osab

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

1. 6:45 pm Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. 6:55 pm Information Item: Board Members and City Manager Introductions. Presented by Susan McEachern, OSAB Chair (30 Minutes)
 - Question for Board Members:
 - i. What topic are you most interested in addressing this year?
 - Questions for the City Manager:
 - i. What is your experience working with Open Space programs?
 - ii. What is your philosophy on city management?

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 303.335-4574 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.

- iii. What is your philosophy on working with advisory boards?
 - iv. What are your observations up to this point?
- 6. 7:25 pm Staff Updates (5 Minutes)
 - 7. 7:30 pm Board Updates (5 Minutes)
 - i. PROST Long Range Plan- Funding Update
 - ii. OSAB/LOSAB Tiger Team
 - 8. 7:35 pm Public Comments on Items Not on the Agenda (5 minutes, more time as needed)
 - 9. 7:40 pm Discussion Item: OSAB Acquisition Plan Recommendations to the City Manager. Presented by Michiko Christiansen & Brad Pugh, OSAB Board Members (60 Minutes).
 - 10. 8:40 pm Discussion Item: Follow-up Regarding 2025 OSAB Work Plan. Presented by Susan McEachern, OSAB Chair (30 Minutes).
 - i. Did City Council Approve the 2025 OSAB Work Plan Items that are not on the Department Work Plan?
 - ii. July 15, 2025, Tentative City Council 2026 Council Work Plan
 - 11. 9:10 pm Action Item: OSAB Recommendation to City Council Regarding E-Bikes. Presented by Susan McEachern, OSAB Chair (15 Minutes)
 - i. Tentative City Council Meeting Date: July 8, 2025
 - 12. 9:25 pm Discussion Items for Next Meeting July 9, 2025
 - i. Marketing Update
 - 13. Adjourn

Open Space Advisory Board Meeting Minutes

Wednesday, May 14, 2025, 6:45pm

Library 1st Floor Meeting Room

951 Spruce St.

1. **6:45 pm Call to Order**
2. **Roll Call**
 - Present: Brad Pugh, Andy Dorsey Daniel Rupp, Susan McEachern, Michiko Christiansen, Graeme Patterson, Mark Poletti
 - Absent: Ben Mow
 - City Staff Present: Ember Brignull, Catherine Manian
3. **Approval of Agenda**
 - Unanimous approval
4. **Approval of Minutes: March 12, 2025**
 - Unanimous approval
5. **7:35 pm Staff Updates (5 Minutes)**
 - Minutes from Joint Board Meeting with Lafayette
 - Comprehensive Plan Memo from OSAB to City Council
 - Ember:
 - New City Manager will tentatively be attending the June OSAB meeting.
 - Schrieter property is under review by staff.
 - OSAB property priority ranking has been given to staff, CM, and City Council.
 - New product is being used on trails that helps crusher fines gravel hold together on steep grades.
 - Trail counters are still in use and are being moved to new locations.
 - Davidson Mesa had ~190,000 visitors in 2024.
 - Daniel participated in Junior Ranger volunteer event and had positive feedback. It was poorly attended, and he has questions about how these events are marketed and publicized. Ember said we can add a discussion item to a future agenda and discuss it in more detail and OSAB can provide feedback about the most effective ways to market and promote.
 - Susan asked about whether City Council has read the memo that OSAB submitted about the Comprehensive Plan. Ember said they have received it to the best of her knowledge, but she doesn't know if it has been read or not.
6. **7:40 pm Board Updates (5 Minutes)**
7. **7:45 pm Public Comments on Items Not on the Agenda (5 minutes, more time as needed)**
 - **Cathern Smith** spoke in favor of acquiring the Schrieter property and referenced the Home Rule Charter and what it says about open space and open space acquisition and thinks that this property meets this definition and criteria.

8. **7:50 pm Action Item: Review and Recommendations for Interpretive Education Panels. Presented by Catherine Manian, Open Space Specialist (20 Minutes)**
- Catherine gave an update on the status of the signage, location, and content and brought examples of signs that have been created thus far.
 - Solicited feedback about the new signs for Coyote Run, North, and Warembourg.
 - Andy asked about the mention of Cottonwood Trees on North and a brief discussion was had about the purpose of highlighting where Cottonwoods naturally grow and how man-made features such as ditches, etc. has caused Cottonwoods to be more prevalent than they would be otherwise.
 - Catherine led a discussion about the locations of the signs in their respective Open Spaces. All locations were approved by OSAB.
 - Susan spoke about including indigenous people in the signage and started a discussion about whether it makes more sense to try to fit in a brief statement about native people on the existing signs versus creating separate sign(s) that covers the topic in more detail. This will be revisited in the future when the next round of signs is approved and will involve subject matter experts, etc.
9. **8:10 pm Action Item: Review of 2026 Operational and Capital Budgets. Recommendations for 2026 Budget Amendments. Presented by Ember Brignull, Open Space Superintendent (25 Minutes)**
- Ember gave an overview of the budgeting process and the purpose of our review and discussion tonight. She highlighted that the PROST isn't completed yet so we are somewhat in the dark about what the additional funding needs might be once the PROST is completed.
 - Andy asked about the job description/responsibilities of the Natural Resource Specialist position that is being listed as a staffing/hiring need. This led to a discussion about the tradeoff between using resources to hire staff or, for example, build out trails if the PROST calls for it.
 - Ember discussed the pros and cons of doing work in-house versus hiring contractors. Discussed the controversy around some Open Space work and how staff can get threats from the community and how using contractors can sometimes take the pressure and scrutiny off of staff in these situations.
 - Susan suggested that the city could benefit from having an employee who focuses on educational and volunteer programs. This is currently done by existing staff and takes a significant amount of their time.
 - Mark asked about costs of contractors rather than cost of doing things in-house. Ember said it depends on the task because each type of work/project requires a unique skill set and expertise that the city may or may not have in-house.
 - OSAB agreed to write a memo in support of Ember's suggestions for the budgeting process, staffing requests, PROST funding concerns, etc.

10. **8:35 pm Discussion Item: OSAB Acquisition Plan. Presented by Michiko Christiansen & Brad Pugh (15 Minutes), OSAB Board Members**
Acquisition Communication with the CMO
 - Discussion about the draft memo to City Manager and how to best proceed with OSAB's acquisition process recommendations in general. Discussion revealed how complex this issue is, and the consensus is to focus on trying to encourage the City Manager and City Council to begin the process of adopting a formal acquisition process. Minor edits to the flow chart and memo were agreed upon. Both documents will be sent to the City Manager ahead of the June meeting.
11. **8:50 pm Discussion Item: Follow-up Regarding 2025 OSAB Work Plan with City Council. Presented by Susan McEachern, OSAB Chair (10 Minutes)**
 - Brief discussion about OSAB's presentation to City Council. Consensus is that the presentation went well and OSAB received positive feedback.
 - OSAB didn't get confirmation about work plan priorities and would like to get feedback.
12. **9:00 pm Discussion Item: Follow-up Regarding Joint Meeting with LOSA. Presented by Susan McEachern, OSAB Chair (20 Minutes)**
Lafayette/Louisville Tiger Team
 - Mark and possibly Graeme will form a Tiger Team.
 - Advocate for collaborative management of Coal Creek with all municipalities that border it and
 - Advocate for an OSAB executive session with City Manager as part of the property acquisition decision-making process
13. **9:20 pm Discussion Items for Next Meeting June 11, 2025**
 - E-bikes
 - Pursue Bird City Designation- Resolution/Letter of Support
 - Integrated Weed Management Plan IWMP
 - City Manager Welcome (TBD)
 - Minutes for next three months: Daniel, Ben, and Graeme are next up. Susan asked Daniel to take minutes for the June meeting.
14. **Adjourn**

MEMORANDUM

To: Open Space Advisory Board
From: Open Space Division
Date: June 11, 2025
Re: Information Item 6: Staff Updates

General:

1. The City of Louisville Parks, Recreation, and Open Space Integrated Weed Management Plan can be found here: <https://www.louisvilleco.gov/local-government/government/departments/parks-recreation-and-open-space/integrated-weed-management-plan>
2. Long-Range Plan & Trails Plan update: The consultant contract was awarded by Council and an internal kick-off and tour is being organized for June 24th. Following that meeting the project work plan will be finalized to identify key dates and milestones for various engagement events, draft review, etc. As of now, we have a temporary timeline which charts the process and steps. While the specific months may shift, the overall sequence of events should remain intact. Staff hopes to report more about 'next steps' during the July OSAB meeting.
Attachment: is the full proposal most recently submitted to Council, which includes the process timeline on PDF page 19 (booklet pages 36/37).
3. As various Redtail Ridge construction drawings are submitted to Public Works for approval, trail components are being reviewed to ensure they align with plans submitted to Council as part of the Final Plat approval. Per staff review, they are aligning with one exception that serves as a good reflection of the on-going review process. In this case, Tract C (the northernmost parcel to be dedicated for City Open Space) previously contained a trail running east/west that provided an off-street travel option between two Campus Drive underpasses. That tract is being regraded to remove an old stock pond, and the developer proposed eliminating that trail section and instead using the sidewalk of Campus Drive. Staff identified that change as being too far out of alignment with Council approved plans and directed the design team to reincorporate the off-street trail into the next plan submittal for further review.
4. Attachment: Memo from OSAB to City Council Re: Open Space 2026 Budget Amendment
5. Attachment: Social Trail staff 5-Year Update

Natural Resources:

1. The Bridgehouse 'Ready to Work' team installed over 200 feet of new prairie dog barrier material on Davidson Mesa to help prevent dispersal to private lands. The group also helped repair holes and tears in the prairie dog fencing on Jointly-owned Warembourg.

2. Herbicide applications occurred on select Open Space properties on May 13-16. Additional treatment days are scheduled for June 3-6 and June 17-20.
3. Information for the three new interpretive panels has been submitted to the contractor for development.
4. Staff is continuing our subscription for biocontrol with the Colorado Department of Agriculture's insect program. Deliveries for Dalmation toadflax and bindweed are expected in June.
5. Cattle have finished grazing on North Open Space and have moved to Damyanovich Open Space, after Damyanovich Open Space they will finish off the spring grazing season at Davidson Mesa.
6. Staff released the signup for the City of Louisville & CNHP Bioblitz, registration is now full! Waitlist spots are available.
7. Staff completed a revamp of the Dutch Creek Pocket Prairie adding roughly 20 new forbs, removed and transplanted *Artemisia ludoviciana* at Aquarius.

Maintenance & Trails:

1. Staff have been hard at work completing trail corridor mowing throughout the Open Space trail network.
2. Staff installed two new waterbar features at Aquarius Open Space out of StaLock, a polymer mixed crusher fine material that should be more resistant to erosion from precipitation and use. This is one of the test locations discussed in last month's updates. These drainage structures are being utilized to improve proper watershed and assist in the longevity of the trail.
3. The "Installation of Trail Access & Emergency Closure Infrastructure Project 2024" has been closed out with the contractors, and the project is completed. Staff plans to install reflective decals on the gates and their structures to ensure visibility and safety. As well as install informational metal signs on the gates to inform trails users of closures and hazardous conditions.
4. Staff has completed the relocation and installation of the Open Space trail counters in strategic locations throughout the Open Space network. The new locations will help the Open Space Human Dimensions pilot program accrue data to indicate amounts of usage. Staff also utilizes Strava to compare the counts collected by the city's trail counters for accuracy and as a control. They are now located as follows 2 at Dutch Creek, 1 at Harper Lake, and 1 at Hecla Lake.
5. Staff plans to meet with Denver Regional Council of Government or DRCOG for their installation of trail counters on 104th Street trail on June 3, 2025. Staff plans to discuss their human dimensions program structure and how they use the collected data. The hope is to learn from their experiences and successes to help improve the City's program.

6. Staff will be hosting a National Trails Day event on June 14, 2025, at Harper Lake from 9 am to 12 pm. Volunteers will be assisting staff with resetting sections of the 4-foot pedestrian trails bed, footprint, and corridor. The scope of work for this event will also consist of resurfacing the trail to return proper slope, cross slope, and grade.
7. Staff is in the process of filling Hecla Lake with water from the Davidson High Line Lateral Ditch. The conveyance of water to the Harney Lastoka property agricultural tenant will begin once water levels reach an appropriate elevation point to pass through the outflow gate at the south side of the lake.

Resource Protection:

1. Rangers attended Ranger Excellence School (RES) in Estes Park. Ranger Meili obtained his Emergency Medical Responder Certification, and Sr. Ranger White-Patarino obtained his Mental Health First Aid Certification. Both rangers assisted RES staff with running the scenarios training event on the final day of RES.
2. Rangers have observed an increase in wildlife calls, likely due to higher wildlife activity with warmer weather and the arrival of spring baby season.
3. Golf Course staff have asked rangers to perform extra patrols to prevent kids from fishing ponds on the course. Golf staff expressed the chief safety concern of preventing golf ball strikes, which can cause severe injury.

Education Events Upcoming:

1. Tuesday and Wednesday, June 10 and 11, 2025, multiple times for volunteer opportunities for the Open Space Bioblitz. Information available at: <https://www.signupgenius.com/go/10C084AA5AE2EA0FCC52-56994026-city#/>
2. Friday, June 13, 2025, from 10:00 AM to 1:00 PM, BioBlitz Open House at Louisville Recreation Center.
3. Saturday, June 14, 2025, from 9:00 AM to 12:00 PM, National Trails Maintenance Day at Harper Lake Open Space.
4. Sunday, June 15, 2025, from 10:00 to 11:00 AM, Pollinator Program at Dutch Creek Open Space.
5. Wednesday, June 18, 2025, from 6:00 to 7:00 PM, Pulling for Louisville at Walnut Open Space.
6. Sunday, June 22, 2025, from 5:00 to 7:00 PM, Damyanovich on Canvas (Plein Air Series) at Damyanovich Open Space.
7. Tuesday, June 24, 2025, from 9:00 to 10:00 AM, Native Plant Walk at Davidson Mesa Open Space.
8. Thursday, June 26, 2025, from 10:00 AM to 12:00 PM, Noxious Weed ID Booth at Davidson Mesa Open Space.

Education Events Past:

1. Saturday, May 17, 2025, from 8:30 to 10:30 AM, Native Plant Walk at Davidson Mesa. 4 participants.
2. Sunday, May 18, 2025, from 10:00 AM to 1:00 PM, Adaptive Bike Ride on Davidson Mesa. Canceled due to low registrations.
3. Saturday, May 31, 2025, from 10:00 to 11:30 AM, Pocket Prairie Restoration at Dutch Creek Open Space. Canceled due to low registration.
4. Saturday, June 7, 2025, from 2:00 to 4:00 PM, Free Fishing Weekend Info Booth at Harper Lake Open Space. Participation not available at time of publication.
5. Adopt volunteers for Aquarius assisted staff with clean-up efforts and trail maintenance on the property.
6. Volunteer Susan McEachern has agreed to facilitate Weed Whackers events throughout the growing season to assist with weed control efforts.



LOUISVILLE, COLORADO | 04.09.2025

pros department long range plan + trails master plan

RESPONSE TO REQUEST FOR ADDITIONAL INFORMATION
PROJECT NUMBER 210110-540900

04.09.2025

Attn: Bryon Weber
749 Main Street
Louisville, CO 80027

RE: Response to Request for Additional Information



Hello Bryon,

Per your direction, DTJ DESIGN is providing the following Response to Request for Additional Information for the City of Louisville Parks, Recreation, and Open Space (PROS) Department Long Range Plan and Trails Master Plan.

The purpose of this update is to clarify our team and approach for the open space and trails component of the plan process. As directed by your team, we have included locally-owned **Environmental Resources Corporation (ERO)** to provide natural resources and environmental evaluation pertaining to the open space and natural resources components of the study. For 40-years, ERO has been serving communities throughout Colcrado addressing complex environmental issues in communities similar to Louisville. DTJ, ERO and our other team members will collaborate with your in-house experts to conduct a comprehensive analysis, ensuring an understanding of your community's values, aspirations, and needs regarding open space, natural resources, and trail system planning in Louisville.

We understand the significance of this plan component in developing a comprehensive, long term strategy. Our approach remains focused on collaboration as a key principle to create a vision for safe, accessible, and sustainable parks, recreational spaces, and open areas that address both the immediate and future needs of the community. We are dedicated to work with your staff and community members to understand the environmental, social, and economic sensitivities required to provide an intentional and productive solution.

Our refined Exhibit A: Scope of Work outlines a thorough process to assess current and future parks, open spaces and trails infrastructure. This initial step will help identify long range needs in a comprehensive and holistic way. The next steps will focus on delivery of plan recommendations to help

guide recreational needs, and high-quality trails and amenities while protecting valuable ecosystems, open space, and natural resources in Louisville.

As previously described, DTJ will lead the project management, inventory, data analysis, and mapping for parks, recreation, golf services, open spaces, and trails. We will simultaneously implement a robust community outreach and engagement process to reaffirm the community's vision, goals, and priorities. Each team member will play an active role in ensuring meaningful participation and input from the community.

Our team is fully dedicated to deliver a comprehensive and impactful visioning process for the PROS Long Range Plan and Trails Master Plan. We are eager to demonstrate how we can effectively support your goals. Should you have any questions or need additional information, please feel free to contact us directly—we are here to be a collaborative partner to ensure the plan's success.

Sincerely,
DTJ DESIGN, Inc.


S. CHRISTOPHER MOORE
Principal + Owner
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DTJ DESIGN

DTJ DESIGN, Inc. (DTJ) is an award-winning international planning and design firm based in Boulder with offices in Atlanta, Austin, and Denver. With nearly 60 years of experience providing Architecture, Planning, and Landscape Architecture services, our extensive portfolio includes a balance of projects demonstrating our depth and capabilities with urban design, mixed-use places, parks, community design, and leisure destinations

across a wide range of geographies. We take a holistic approach to creating distinguished and successful projects. We are known for our contextual and culturally relevant design, creativity, and attention to detail. We are staffed by over 85 talented designers across our offices and have the capability and availability to serve the City of Louisville.

4

Offices

85+

Employees

3

Sustainable
Sites Accredited
Professionals

6

LEED Accredited
Professionals



4

WHY DTJ DESIGN?

Our firm brings national recognition combined with regional knowledge and expertise. Guided by a unique design ethos and creative vision, our approach reaches beyond what is acceptable and focuses on excellence. The key differentiators that set us apart from others include:

Authenticity. Our process is straightforward. Through defensible data, proven methods, and meaningful engagement strategies, we help extract the essence of the place in which we work. Our multidisciplinary approach gives us a deep appreciation for and understanding of each client and their needs. Our core value is to listen and learn from community members who all have a voice in the future.

Local, National + International Expertise. Our team applies critical lessons learned based on successful, planning efforts and built work. Our experience in forming vibrant cityscapes, neighborhoods and civic spaces throughout the United States and in communities of all sizes informs our work.

Full Resource Design Capabilities. We provide access to a deep bench of innovative and highly skilled planning and design resources. Each team member brings an informed understanding of urban systems, the public realm, and best practices as we explore possibilities and customizable outcomes for each client and project.

Rapid Prototyping + Compelling Visuals. We are enthusiastic collaborators and relish the information gathering process that informs community-targeted approaches. Born from the belief that homogeneity has plagued our landscape for far too long, we help communities recognize that prosperity does not equate to copying what others are doing but is found in generating pride in who they are and who they may become.



PROS DEPARTMENT LONG RANGE PLAN + TRAILS MASTER PLAN

5

2. PAST SIMILIAR PROJECTS

DTJ brings decades of experience executing similar projects as the City of Louisville's Long Range Plan and Trails Master Plan. Our portfolio includes comprehensive planning and design for park systems, recreation facilities, open spaces, and trail networks, all tailored to meet the needs of diverse communities. We excel at managing multi-phase projects, integrating public engagement, and delivering strategic solutions that align with client goals.

The following DTJ projects are directly representative of the type of work envisioned for the city of Louisville:

Broomfield Open Space, Parks, Recreation, and Trails Master Plan

Budget: **\$366,705**

Breckenridge Open Space and Trails Master Plan

Budget: **\$284,100**

Our past collaborations with our trusted partners have fostered strong relationships and a seamless workflow to deliver a high quality of work. Notably, we are currently partnering with Toole Design Group on the Silverthorne Trails project and ERO on the Broomfield and Breckenridge Open Space and Trails Master Plans. Each of these projects demonstrates our team's experience with projects of similar scope and complexity.

Erie PROST (Parks, Recreation, Open Space, and Trails) Strategic Plan and Performing Art Feasibility Study (ongoing)

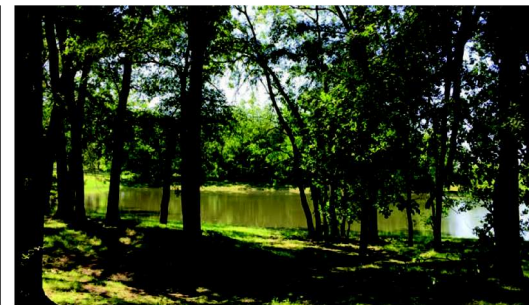
Budget: \$328,106

DTJ and Ballard*King are currently collaborating on the PROST Strategic Plan for the neighboring Town of Erie. This project is significant as Erie and Louisville share the regional Coal Creek Multi-use Path system, making our experience directly relevant to Louisville's Trails Master Plan. For Erie, we are working closely with Erie's Parks and Recreation Department, Natural Resource, and Open Space teams to address critical challenges that impact the Coal Creek corridor. Our involvement demonstrates our deep understanding of regional connectivity and our commitment to creating thoughtful, interconnected plans that benefit the broader region.

ENNIS PARKS + RECREATION MASTER PLAN

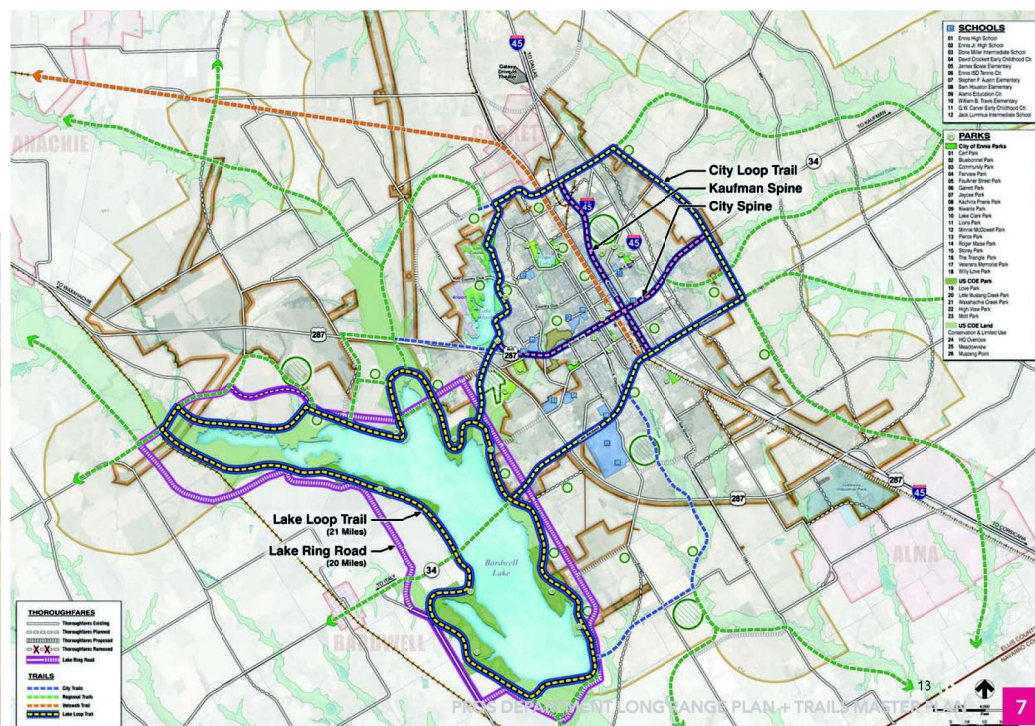
ENNIS, TEXAS | CITY OF ENNIS

ENNIS, TEXAS | CITY OF ENNIS



The purpose of the Ennis Parks Master Plan is to achieve quality of life for all citizens with 1) access to parks and trails, 2) their enjoyment of recreation facilities, and 3) an appreciation of the natural environment.

The Plan also recognizes the city's parks as a means to bring communities together at a neighborhood level. Parks and trails are places where people meet and build relationships. Design wise, the goal is to create gathering places that also have a true sense of place.



2024 OPEN SPACE, PARKS, RECREATION, AND TRAILS



Plan

OSPRT PLAN SUMMARY MAP

LEGEND

EXISTING PARKS AND RECREATION

- Public Parks and Recreation
- Private Parks and Recreation
- School Parks
- Public Access (Private Owned Park and Recreation)

EXISTING OPEN SPACE

- Private Open Space
- Public Open Space
- Conservation Easement

EXISTING OTHER OPEN LANDS

- Other Private Open Lands
- Other Public Open Lands
- Public Access (Private Owned Other Open Lands)
- Golf Courses
- Public Concessions
- Private Concessions

FUTURE TRAIL NETWORK

- US 36 BIKENET
- REGIONAL TRAILS
- BROOMFIELD TRAIL
- LAKE LINE TRAIL
- NORTHWEST PARKWAY TRAIL
- SOUTHEAST COMMUNITY LOOP TRAIL
- ALL OTHER EXISTING TRAILS

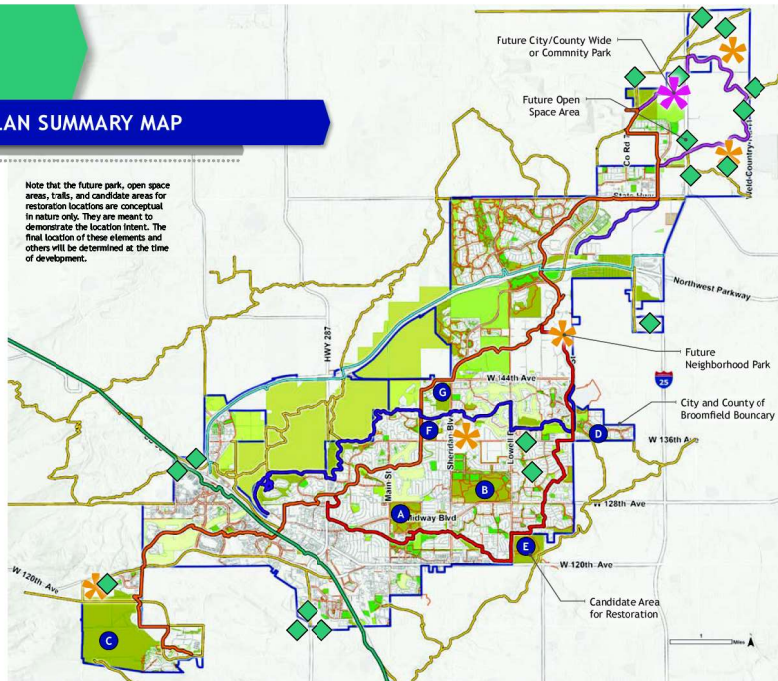
FUTURE PARK AND OPEN SPACE LOCATIONS

- Future City/County Wide Park
- Future Neighborhood Park
- Future Open Space

CANDIDATE AREAS FOR RESTORATION

- The Field Open Space
- Reverend County Concessions
- Grand Western Reservoir
- Grand Creek Drainage
- Wedge Park
- Wedge Open Space
- Wedge Open Space

Note that the future park, open space areas, trails, and candidate areas for restoration locations are conceptual in nature only. They are meant to demonstrate the location intent. The final location of these elements and others will be determined at the time of development.



BROOMFIELD OPEN SPACE, PARKS, RECREATION + TRAILS MASTER PLAN

BROOMFIELD, COLORADO | CITY + COUNTY OF BROOMFIELD

The Open Space, Parks, Recreation and Trails (OSPRT) Plan is a 20-year policy document intended to serve as a roadmap for Broomfield staff, elected officials, advisory committees, and the community to guide decisions about open space, parks, recreation, and trails. The goal of the Plan is to ensure that Broomfield's vision of the community is carried forward into the future and promote a strong sense of unity, pride, and identity. It includes an analysis of Broomfield's current and future needs for open space, parks, recreation, and trails facilities and outlines specific implementation strategies that will assist in achieving the community's goals to acquire or additional open lands and trails, preserve natural resources, and enhance existing spaces and facilities.

On February 29, 2024, the City and County of Broomfield City Council unanimously approved the Plan.

BUDGET: \$366,705

SCHEDULE: February 2022 to February 2024

REFERENCE: Kristan Pritz, Director of Open Space + Trails, City and County of Broomfield, kpritz@broomfield.org.

40% Open Lands

- Retained 40% Open Lands
- Addressed land acquisition recommendations and implementation strategies
- Clarified Public Land Dedication (PLD) codification process

Land Acquisition Approach

- Prepared Land Acquisition Analysis
- Identified potential properties
- Prioritized based on acquisition criteria and input from stakeholders

Prioritizing High-Demand Open Space Needs

- Identified 'top twenty' open space projects
- Conducted comparative analysis
- Reviewed by Project Working Group

Project Review Criteria

- Introduced '5 Minute Walk' metric for trail access evaluation
- Considered open area, adjacent land uses, and residential density
- Compared open land area with adjacent municipalities
- Developed trail design criteria based on estimated users

Trail Wayfinding + Signage

- Completed wayfinding plan by City and County
- Referenced frequently in the final Plan
- Identified trail types and design standards for trailheads

Costs + Funding

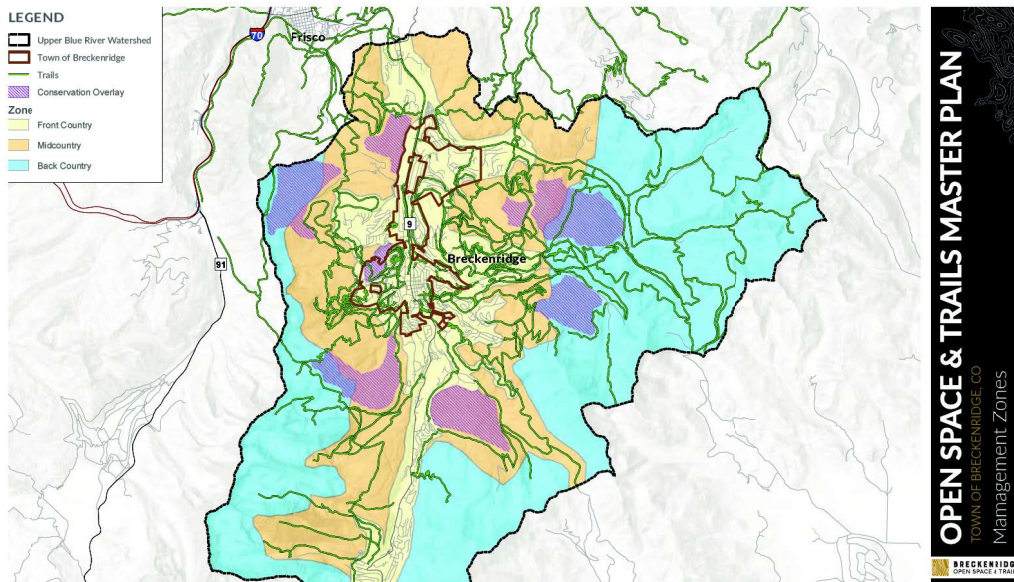
- Prepared overall cost estimate
- Identified current and future funding sources
- Based on land area, trail miles, and amenities development

DTJ recently completed the City and County of Broomfield Open Space, Parks, Recreation, and Trails (OSPRT) Plan that addresses open space and resource management, recreation, and trail access topics. On February 29, 2024, the City and County of Broomfield City Council unanimously approved the Plan. This approval represents the most recent Plan approval of any Front Range community and marks a major milestone for the residents of Broomfield.



OPEN SPACE, PARKS, RECREATION, AND TRAILS PLAN

CLICK TO VIEW: [EXECUTIVE SUMMARY](#) | [THE PLAN](#) | [APPENDICES](#)



BRECKENRIDGE OPEN SPACE + TRAILS MASTER PLAN

BRECKENRIDGE, COLORADO |
TOWN OF BRECKENRIDGE



The Plan was developed to guide the open space and trails program for the next ten years, creating a strategic framework for future decision-making on various related topics filtered through criteria of habitat sensitivity and management zone compatibility, and directed by trail and stewardship guidelines. Development used the strategic goals of conservation, recreation, access and inclusion, and stewardship to inform the process. A robust public engagement outreach included on-the-trail engagement, online surveys, public meetings, focus group meetings, podcasts, videos, and participation in local events, as well as branding and a website offering continuous updates.

SCHEDULE: May 2021 to March 2023

BUDGET: \$284,100

REFERENCE: Anne Lowe, Open Space + Trails Manager, Town of Breckenridge, anne@townofbreckenridge.com.

STRATEGIC GOALS



CONSERVATION

We value conservation as the foundation for protection of open space and natural resources.



RECREATION

We value access and the responsible use of open space for recreation that is safe, based on sustainable principles, and enhances the experience with proper etiquette and respectful behavior.



ACCESS & INCLUSION

We are committed to facilitating the inclusion of all groups of people (both residents and visitors) with access to the BOST system to enjoy recreation while learning about conservation.



STEWARDSHIP

We take pride in our approach, commitment, and diligence in the conservation and management of open space, hoping to inspire other communities with our leadership and influence, to do the same.

2022 OPEN SPACE & TRAILS MASTER PLAN

Purpose

Replace the 2009 Trails Plan and 2007 Open Space Plan with one comprehensive Plan to guide the OST program for the future.

Objective

Create a strategic framework for future decision-making about various open space and trails-related projects and topics.

Approach

Capture the importance of conservation and the philosophy of trail building, and produce a decision-making framework with a suite of tools for open space conservation and new trails.

While OST service area covers the entire Upper Blue River Watershed, there is a mosaic of public ownership. Our intent with the OST Master Plan is to manage this landscape in a boundary-less approach.

The Plan resulted in a Decision-Making Framework and four strategic goals each with their own strategic initiatives and identified opportunities and challenges.

“ ENGAGEMENT AT A GLANCE

- 31,500 Website Views
- 4,500 Unique Website Visitors
- 1,000+ Survey Responses
- 73 On-Trail Public Engagement & Conversations
- 47 Focus Group Attendees
- 7 People Interviewed

CASTLE PINES TRAIL MASTER PLAN

CASTLE PINES, COLORADO | CITY OF CASTLE PINES

DTJ is studying the existing community trails system and preparing an updated Trail Master Plan to incorporate a variety of trail connections including paved walks, bike single track, and natural trails. DTJ is also identifying locations for additional crosswalks and future underpasses, to enhance the quality and experience of the Castle Pines Community Trail System.



CENTERRA TRAILS MASTER PLAN

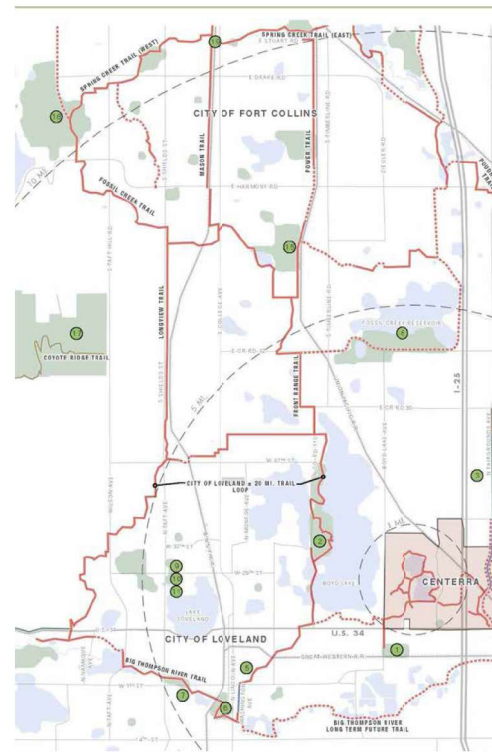
LOVELAND, COLORADO | MCWHINNEY

PROJECT DATA: Trails: 24 miles + Bike Lanes: 11 miles

DTJ created a Trails Master Plan including a set of Trails Design Guidelines. The master plan's vision was to give expression to the identity of Centerra and promote a sense of community and healthy lifestyle by providing alternate forms of transportation.

DTJ engaged local stakeholders for the selection of trail and bike routes and interviewed relevant municipalities about the linking of major trail corridors to the larger regional network of trail. The project addressed both local and regional scale existing conditions and proposed future connections.

The Master Plan evolved into both an inventory that guides maintenance and future installations and a user-friendly graphic to be used for trail information kiosks and online maps.



PROS DEPARTMENT LONG RANGE PLAN + TRAILS MASTER PLAN

PROPOSED COMMUNITY TRAILS KEY

- TRAIL CONNECTIONS
- PAVED WALK (WIDTH CAN VARY)
- PAVED WALK W/ GRAVEL SIDE LANE
- BIKE SINGLE TRACK
- SOFTSCAPE "DESIRE LINES"
- CRUSHER FINE NATURAL TRAIL
- SAFETY CROSSWALK ADDITION
- FUTURE UNDERPASS

EXISTING COMMUNITY TRAILS KEY

- EXISTING GIS DATA
- CRUSHER FINE NATURAL TRAIL
- BIKE SINGLE TRACK
- 5'-8" PAVED WALK
- 8" PAVED WALK
- 10'-12" PAVED WALK
- BIKE LANE OR SHOULDER
- REGIONAL TRAIL
- ADDITIONAL EXISTING CONNECTIONS
- DETACHED PAVED WALK (NEIGHBORHOOD)
- PAVED WALK (EXTENDED COMMUNITY)
- EXISTING SAFETY CROSSWALK
- COMMUNITY OVERLOOK
- PLANNED TRAIL CONNECTIONS
- PAVED WALK (WIDTH CAN VARY)
- PAVED WALK W/ GRAVEL SIDE LANE
- BIKE SINGLE TRACK

NOTES:
ALL NEIGHBORHOODS HAVE STANDARD ATTACHED
BIKEWALKS THAT ARE NOT DEPICTED.
GOLF CART PATHS ARE NOT DEPICTED.



THE RIDGE AT BIG ROCK PARK

CITY OF DUVALL, WASHINGTON | TOLL BROTHERS



PROJECT DATA: 2-acre park

The community park is designed to hold larger sporting events while maintaining flexibility to function for many groups. The flex lawn supports both organized events such as soccer as well as daily play for the neighborhood. Teen areas and sport courts serve to provide play for multi generational groups, and the park structure facilitates both small and large group gatherings. Frequent seating along the park walk loop creates many opportunities for social interactions while staying distanced. The park has a 100% native landscape for water saving, supporting pollinators and bird species, and to promote the regional character of the landscape.



PROJECT DATA: 95 acre community park with 20 acre detention facility

DTJ provided overall park master plan, and phase one construction documents. The design drivers were to create core gathering spaces with spectacular views, connection to regional and community trail systems, and incorporate the regional detention system into a naturalized lake setting. Program elements include trails, pavilions, fishing dock, shaded seating, baseball/softball, soccer fields, tennis courts, nature play areas, sport courts, pump track, and multi use lawn areas. Sustainable features such as blending high use areas with passive use naturalized areas, wetland plantings, tree clusters, and log snags were used to create habitat for wildlife and improve water quality.



ANTHEM COMMUNITY PARK

BROOMFIELD, COLORADO | CITY OF BROOMFIELD
+ PULTE HOMES



PROS DEPARTMENT LONG RANGE PLAN + TRAILS MASTER PLAN

DACONO CITY CENTER VISION PLAN

DACONO, COLORADO | CITY OF DACONO



PROJECT DATA: 157 acres

In February 2025, the City of Dacono City Council approved the Dacono City Center Vision Plan. Transforming a 157-acre site into a new dynamic, vibrant hub, the plan blends a mixed-use downtown 'Main Street,' municipal services, civic spaces, parks, and a diverse range of mixed-income housing options. It also prioritizes community health, equity, and sustainability, creating a thriving urban environment. With a strong focus on placemaking and multi-modal connectivity, the plan incorporates engaging public spaces to encourage community interaction, foster economic resilience, and enhance the residents' quality of life.

ERO Resources Corporation

ERO has consulted on natural resource planning and permitting throughout the Intermountain West since 1981 and is a recognized leader in natural resource evaluation, open space and trail planning, and environmental impact assessment. Our staff of about 75 professionals is based in Denver, with smaller offices in Durango and Hotchkiss, Colorado. As a company, it is our mission to provide environmental services and solutions that are objective, practical, and defensible, and to conduct our services with the highest degree of integrity, quality, and professionalism.

Land and Resource Planning

ERO assists state, federal, and local governments, land trusts, and private landowners in their efforts to conserve and manage significant public land resources. Over the past 20 years, ERO has successfully completed 33 open space master and management plans, and 25 trail plans, each with an emphasis on balancing natural resource conservation with meaningful outdoor recreation.

Key Staff Bios

Bill Mangle, Natural Resource Planner/Principal (ERO), will provide oversight for ERO's role. Bill has over 23 years of experience with land management planning, conservation planning, natural resource evaluation, and trail planning throughout Colorado and the western United States. Bill has worked on dozens of public land and trail planning projects in Colorado, and specializes in developing plans and strategies that balance public enjoyment with meaningful conservation of natural resources. He brings skill in understanding the scientific, social, legal and policy dimensions of complex land management issues, and is able to reconcile competing priorities to develop reasoned and defensible plans.

Bill is currently managing the Outside 285 Regional Partnership, master plan implementation for Fishers Peak State Park, an Open Space Plan for Eagle County, and a trail and conservation plan for the Indian Creek area of Pike National Forest. Bill has an M.S. in Natural Resource Policy and Planning from the University of Michigan School of Natural Resources and Environment.

Carrie Tanner, Environmental Planner, joined ERO in 2021 and brings a background in land use and outdoor recreation planning. Carrie has three years of experience in environmental and land use planning, including rural land use and outdoor recreation planning with an emphasis on community and economic development. She is currently assisting with several natural resource and outdoor recreation planning efforts, including the Broomfield Open Space, Park, Recreation, and Trails Master Plan update and the Eagle County Open Space Plan. A solid foundation in environmental science, land use planning,

and public lands management allows Carrie to successfully balance the relationship between a community's values and new strategies for success. Areas of expertise include technical writing, editing, and community engagement.

Carrie has an M.S. in Sustainability Planning and Management from the University of Colorado Boulder.

Relevant Projects

Town of Breckenridge Open Space and Trails Master Plan

ERO assisted the Town of Breckenridge to update its Open Space and Trails Master Plan and address the many challenges and opportunities arising on the Town's trails and open spaces, and surrounding public lands. Like many communities, Breckenridge is faced with increasing land value, rising development pressures, and growing visitor use of their public lands and trails. As part of this process, ERO developed a regional habitat analysis to identify sensitive wildlife habitats, a management zoning framework to prioritize balanced habitat conservation and outdoor recreation, and recommendations for trail and infrastructure improvements. Project webpage: <https://breckost.com/>

Contact: Anne Lowe, Open Space and Trails Manager, 970-547-3155, Annel@townofbreckenridge.com

Kiowa Creek North Open Space Implementation Planning, Arapahoe County

ERO is currently working with Arapahoe County Open Spaces to implement the previous master plan for the property. ERO's role has included an updated natural resource inventory, and coordination with the County and design team to design a trail plan that meets the unique goals of the property. The proposed plan will include crusher fine multi-use nature trails, natural surface singletrack trails, equestrian trails, and an equestrian skills course. Additional efforts will include field flagging of trail alignments and trail construction support.

Contact: Raymond Winn, Arapahoe County Open Spaces, 720-874-6540, rwinn@arapahoegov.com

Eagle Vista Natural Area Management Plan

ERO is currently working with the City of Loveland to develop a management plan for the 185-acre Eagle Vista Natural Area. The natural area contains a mix of native prairie, wetland and riparian habitat, and agricultural grazing land, while also supporting a legacy nest site for golden eagle. Through the management plan process, ERO is working with the city to develop long-term strategies for limited recreational access, habitat restoration, noxious weed management, and wetland protection while also protecting the integrity of the golden eagle nest and surrounding habitat. This plan is anticipated to be completed in 2022.

Contact:
Marilyn Hilgenberg
Open Land and Trails Manager

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Marilyn.hilgenberg@cityofloveland.org

Austin Bluffs Open Space Master and Management Plan, Colorado Springs

Characterized by rocky bluffs and outcrops, open meadows, and dense forest, this 600-acre open space complex provides wildlife habitat in the center of the city and a scenic backdrop to surrounding neighborhoods. Decades of unplanned recreation has resulted in an extensive web of social trails, which degrade ecological and scenic values. ERO worked with the City of Colorado Springs to develop a master plan and management recommendations for the Austin Bluffs Open Space property. The master plan focused on defining a high-quality, sustainable trail network along with strategies to close and reclaim social trails. Other resource management topics, including cultural resource protection, forest health and weed management were addressed in the plan.

Contact:

David Deitemeyer
Senior Landscape Architect/Project Manager
City of Colorado Springs Parks, Recreation and Cultural Services
719-385-6515
David.Deitemeyer@coloradosprings.gov

Brush Creek Valley Ranch and Open Space Management Plan

In 2018, ERO assisted Eagle County Open Space with the development of a long-range management plan for the newly-acquired ranch property adjacent to Eagle, Colorado. Through a comprehensive public and stakeholder engagement process, ERO helped the team develop recommendations for agricultural stewardship, wildlife habitat protection, vegetation and habitat restoration, and public trail access to the 1,540-acre property. These recommendations were documented in a comprehensive management plan. As a follow-up to the planning process, ERO assisted Eagle County with the selection of a long-term agricultural lessee for the management of the property.

This planning process and management plan was cited by local CPW officer to be the *"most progressive attempt to balance recreation and wildlife needs ahead of time"* and should serve as a *"prototype for future trail development"* (5280 Magazine, August 2019).

Contact: Phil Kirkman, Eagle County Open Space, 970 328-8701, phillip.kirkman@eaglecounty.us

BROOMFIELD ACTIVE TRANSPORTATION WAYFINDING PILOT PLAN

BROOMFIELD, CO



To help the City and County of Broomfield realize their vision for a safe, comfortable, and intuitive walking and bicycling network, Toole Design created a plan to pilot an active transportation wayfinding system across the community. Building on Broomfield's 2019 Bicycle and Pedestrian Assessment and the successful implementation of trail wayfinding along US 36, the project included engagement with the public and a diverse group of stakeholders comprising a project-chartered Wayfinding Working Group, Broomfield's Transportation Forum, and Broomfield's Open Space and Trails Advisory Committee.

An integral part of this planning effort was to identify several route alternatives for wayfinding installation that would help residents and visitors navigate Broomfield's trails and streets for both local and regional trips. Based on community input and national expertise in planning for multimodal networks, we analyzed and developed deployment plans for the highest priority routes. The deployment plans specified the location, type, and design of wayfinding signs and markings, and we also identified capital needs like trail widening, crossing upgrades, and intersection modifications.

Since completing the project, Broomfield's Community Development Department and Open Space and Trails Department have secured funding to pilot the wayfinding signs and markings along the very popular Lake Link Trail, which extends 11 miles and is primarily a paved shared-use path with some on-street side-paths through the Broadlands neighborhood.

CLIENT

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Sarah Grant
Transportation Manager
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sgrant@broomfield.org

FORT COLLINS ACTIVE MODES PLAN

FORT COLLINS, CO



Toole Design created the City of Fort Collins' Active Modes Plan, which integrates micromobility and updates and combines the 2011 Pedestrian Plan and 2014 Bicycle Plan. Toole Design worked with City staff and stakeholders to lead an inclusive and equitable engagement process; conduct technical analysis related to connectivity and user experience; and produce recommendations for infrastructure, programs, and policies. The effort included a study of eight corridors on Colorado State University's campuses, a citywide Vision Zero Action Plan, a 15-minute city analysis, and the creation of intersection design guidelines.

The development of the Active Modes Plan required thoughtful collaboration and consensus-building with City departments, the North Front Range Metropolitan Planning Organization, the Colorado Department of Transportation, and Colorado State University. Toole Design facilitated pop-up events, focus group meetings, and meetings with community organizations. The planning process focused on ensuring that the community engagement strategies are inclusive, accessible, and equitable for all Fort Collins residents.

APA Colorado recognized the project team's engagement efforts by awarding it a 2022 Community Engagement Award.

CLIENT

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COLORADO FRONT RANGE TRAIL FEASIBILITY STUDY

JEFFERSON COUNTY, CO



One day, the Colorado Front Range Trail will provide a continuous hiking and biking connection spanning from Trinidad and New Mexico to Fort Collins and Wyoming. The section through Golden is complete, overlapping with the Peaks-to-Plains Trail along the Clear Creek Trail. Jefferson County Open Space sought to determine the best alignment for a future section of the Colorado Front Range Trail from North Table Mountain to the Boulder County border.

As part of a multidisciplinary team, Toole Design developed three different route alignments, developed evaluation criteria, and scored each alignment. The evaluation criteria included access to destinations, connectivity to other active transportation facilities, trail user experience, active transportation conflicts with motor vehicles, and level of comfort. Toole Design then supported the development of a 30% concept design for the preferred alignment, offering our expertise in the design of trails, trail design, and wayfinding.

The alternatives analysis and concept design have positioned Jefferson County Open Space and its partners to seek funding for full design and construction, which will complete the critical section of the Colorado Front Range Trail between Golden and Boulder.

CLIENT

Jefferson County Open Space
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Project Manager
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NATIONAL PARK SERVICE NATIONWIDE SOCIOECONOMIC MONITORING STUDY (SEM)

RRC is currently leading the 3rd year of the National Park Service's nationwide visitor research study, labeled the SEM. A first-of-its-kind project, the SEM aims to capture a representative sample of all NPS visitors across the country. With research teams stationed at 24 parks each season, the data collected is used to calculate national visitor spending, demographics, trip characteristics, and special topics such as access to parks. In 2022, over 20,000 respondents were contacted in the selected parks and information is compiled into park-specific reports found on the NPS's Integrated Resource Management Applications Portal. Like the Division's proposed Project, this continuing research with the NPS requires cross-jurisdictional collaboration with various parks to succeed, which is driven by the higher need to better understand the national NPS visitor base by Washington DC based officials.



KEEP COLORADO WILD PASS PRICING STUDY

In 2021, RRC worked with the Division to implement a large-scale study to understand the amount residents in the state would be willing to pay for a "Wild Pass" that would be added on to vehicle registrations. Surveys were distributed to Colorado residents with various pricing options to help determine price sensitivity, willingness to pay, and overall support for the additional fee. In turn, RRC used this data to develop realistic and feasible price points for the Wild Pass to help the Division meet their funding needs. The study was a major success and provided the Division with a strong direction for pass pricing, which was ultimately enacted for 2023 implementation.





LONGMONT OPEN SPACE & TRAILS CITIZEN SURVEY

In the winter of 2018, RRC conducted research for the City of Longmont on resident opinions for an open space and trails master planning process. The survey focused on collecting data on resident preferences, values, priorities, and support for open space and trails in Longmont. Three surveys were distributed to residents including a mail back invitation survey, online invitation survey, and open link. Results served a key function in directing the City of Longmont in their future planning processes of open space and trail systems.



LARIMER COUNTY "OUR LANDS, OUR FUTURE" RESIDENT STUDY (2002-2024)

Since 2002 to today, RRC has worked with Larimer County to implement and conduct their county-wide "Our Lands, Our Future" resident survey around public land conservation, sentiment towards preservation, and recreational behaviors. Using a three-pronged approach of mail-back, invitation web, and open-link web surveys, RRC conducted a comprehensive study in 2023 to answer key questions regarding Open Lands in Larimer County. Data collected provided valuable information on use of open space, frequency of use, and perceptions of value for the many elements of this complicated system of trails and parks. By collecting extensive public input from a random sampling of Larimer County's population, the Natural Resources Department gained insights into usage and future needs in natural areas and recreation, as well as their methods of funding. The overall project won two national awards:

- 2014 Project Excellence Award from the Society of Outdoor Recreation Professionals, <https://www.recpro.org/awards>
- 2014 Award of Excellence from the American Planning Association County Planning Division and its sister organization, the National Association of County Planners. <https://www.planning.org/divisions/countyplanning/awards/>

This study serves as a landmark for the study to measure resident support and willingness to fund the protection of lands across the county.



COLORADO EXPERIENCE

Ballard*King & Associates has completed over 800 feasibility studies across the United States for a variety of recreation facilities.

COLORADO PROJECTS

- Alamosa Recreation Center, Alamosa, CO*
- Aspen Recreation Center Feasibility Study, Aspen, CO
- Aurora Fieldhouse Study, Aurora, CO
- Avon Recreation Center, Avon, CO*
- Berthoud Recreation Center Feasibility Study, Berthoud, CO*
- Breckenridge Recreation Center Facility Use Assessment, Breckenridge, CO
- Brighton Senior Center Feasibility Study, Brighton, CO
- Broomfield Community Center, Broomfield, CO*
- Buchanan Park Recreation Center, Evergreen, CO*
- Buchanan Park Recreation Center Expansion Study, Evergreen, CO
- Buena Vista Event Recreation Center Feasibility Study, Buena Vista, CO
- Canon City Recreation Center Study, Canon City, CO
- Carbon Valley Recreation Center, Frederick, CO*
- Carbon Valley Recreation Center Expansion Study, Frederick, CO
- Carbondale Recreation Center Study, Carbondale, CO
- Carbondale Aquatic Center Study, Carbondale, CO
- Carla Madison Recreation Center Program Study, Denver CO*
- Castle Pines Recreation Center Study, Castle Pines, CO
- Castle Pines North Community Center Feasibility Study, Castle Pines, CO
- Castle Rock Recreation Center Expansion, Castle Rock, CO
- Colorado Springs Hockey Association Ice Rink Study, Colorado Springs, CO
- Cortez Recreation Center, Cortez, CO*
- Craig Recreation Center Feasibility Study, Craig, CO
- Craig Aquatic Center Study, Craig, CO
- Crested Butte Ice Rink Study, Crested Butte, CO
- East Castle Rock Recreation Center Study, Castle Rock, CO
- Eastern Rio Blanco Parks & Rec. Dist Recreation Center Study, Meeker, CO*



3. PROJECT APPROACH

INTRODUCTION

Community livability and well-being are central to the core mission and promise of parks and recreation agencies to their residents and society as a whole. Well-designed and thoughtfully managed parks, recreation facilities, open spaces, and trails are consistently recognized by citizens across numerous communities as top priorities. Furthermore, surveys from the National Recreation and Parks Association (NRPA) reveal that the availability of parks and recreational opportunities is a significant factor for most Americans when choosing where to live. Research also highlights that major employers increasingly recognize the importance of providing spaces that promote the health, well-being, and happiness of their employees.

A core value of your Parks and Recreation mission and purpose is understanding community needs and responding to the challenges and opportunities of today while considering the health and well-being of residents. It is crucial to recognize the value that parks and recreation have on health and well-being, the local economy, and how we interact as a society. According to the NRPA research, physical inactivity is responsible for approximately \$117 billion annually in medical costs. Research from the Rails-to-Trails Conservancy finds that public investment in trails has potential economic benefits of \$138.5 billion annually.

The City of Louisville Parks and Recreation Department (PRD) offers quality facilities and amenities while providing the high level of service that residents expect. Community input consistently supports the PRD in continuing to preserve open spaces, trails, and pathways to increase connectivity throughout the park system.

As the demographics of Louisville continue to shift, the assumptions on building and maintaining parks and recreation facilities will require new approaches. As a starting point, it is important to acknowledge

the previous work completed by the Louisville PRD. The 2012 Long Range Plan provides a baseline to how the City views parks, recreation, open space, trail facilities, programs, and services. The Plan identifies important guiding principles that, at the time, reflect the community values and priorities. After the 2013 flood, COVID-19, and the 2021 Marshall Fire, priorities may have shifted. **Our objective is to work with staff and the community to understand how best to provide equitable access, while maintaining a safe and resilient community, protecting ecosystems and community natural resources, promoting sustainable infrastructure best practices, and encouraging high performance and fiscal responsiveness.** These values are at the forefront as we begin the process to help create your new Long Range PROS Plan and Trails Master Plan.

The next steps will center on thorough and effective gathering of information, while informing and engaging community members. Our team will help guide this process and build upon your past planning efforts. We will:

- Define a new model plan responsive to future growth.
- Promote the City's image as a leader in sustainable practices.
- Create social, ecological, and financial resiliency through public health, equity, and nature.
- Protect important natural resources and urban wildlife areas in the City.
- Build upon the connections of open spaces.
- Improve community health and well-being and enhance the recreational experience.
- Strengthen community partnerships.
- Meet the need for multi-generational and multi-cultural activities and events.
- Expand the equitable distribution of programs, services, and facilities.
- Empower youth and under-served populations.

PROJECT UNDERSTANDING

The purpose of the PROS Long Range Plan and Trails Master Plan is to update the current 2012 Long Range Plan and to redefine goals, objectives, and key strategies to address community needs and desires. At its core, the PRD seeks to address organizational and operational efficiencies, program opportunities, and fiscal sustainability.

As Louisville continues to grow, and pressures continue to mount in and around the region, changing demographics will influence acceptable levels of service for new park development, recreational facilities, and land acquisitions for open space conservation and trail access. A core objective of the project is to apply Best Management Practices and standards identified by the NRPA's Commission for Accreditation of Park and Recreation Association (CAPRA) and design a plan process that engages the community.

We also acknowledge the City's intent to address the PROS Long Range Plan and Trails Master Plan processes as separate tracks. While these two plan elements have different funding mechanisms, to help minimize any potential confusion of the public and to create efficiencies, we have developed a plan process that combines key milestone tasks where feasible.

We will analyze data provided by the PRD to develop a clear set of recommendations for the City's system of parks, landmark properties, open space, trails, recreation facilities, and program development for the period of the next ten years. **We will complete the Long-Range PROS Plan and Trails Master Plan within 14 months from notice to proceed to Final Plan(s) submittal.**

COMMUNITY OUTREACH

Community outreach and engagement strategies are never the same. Each project requires an individualized approach that considers the unique circumstances of the community and agency needs as part of the planning process. Our strategy prioritizes meaningful dialogue with key stakeholders and ensures inclusivity by engaging all community members, including underrepresented and multi-generational groups, special interest groups, end users, volunteers, and elected officials. Our team will:

- Establish a unified and community-supported vision that will serve as a beacon for the decision-making process.
- Customize communications and engagement activities to unique audiences at key milestones and decision points.
- Work closely with staff to facilitate a collaborative approach to engagement that supports an anticipated process and schedule.
- Create a process that can be adapted for maximum impact as the project evolves.

DTJ applies an integrated, collaborative approach that engages each team member. All team members have a core responsibility and deliverable expectations and will contribute to community engagement events. Our team will emphasize the unique culture of Louisville to engage people, applying multiple communication channels, and blending traditional engagement with social media technology. By combining different techniques and input opportunities, we can cast a wider net, empowering a broader range of participants to get involved based on their needs and desires to engage. The list of approved outreach strategies will be refined as part of the final scope of work.

COALITION BUILDING

Coalition building among diverse groups of residents, local businesses, and end users is vitally important. Each group will live with and benefit from the recommendations of the PROS Long Range Plan and Trails Master Plan. We will encourage early and proactive engagement to help build capacity among local advocacy and organizational networks to maximize outreach and engagement. Partnering with existing and trusted community groups will help us reach a broad group of stakeholders with optimal efficiency. Throughout the plan process, we will collaborate with staff, Parks and Recreation, local foundations and non-profit groups, and the Planning Commission and City Council for a coordinated and integrated outreach approach.

MULTICULTURAL ENGAGEMENT

Louisville is home to a vibrant and diverse population, representing a wide range of interests, cultures, and backgrounds. Our research shows that in 2022, Louisville's population reached 20,900, with a median age of 41.7 and a median household income of approximately \$135,840. While 97% of residents are U.S. citizens, and 80% identify as White (non-Hispanic), the community also includes a rich mix of other ethnic groups, such as Hispanic or Latino (10%), Asian, and various multiracial and non-English speaking populations. Age cohorts are fairly evenly distributed, with households featuring a significant proportion of families. While most households speak English as their primary language, Louisville also serves residents and visitors who speak other languages. We are committed to assisting staff in addressing the needs of alternative-language communities and ensuring that the planning process reflects the diverse needs of all.

HEALTH + EQUITY

Parks and recreation departments across the country have become central players in contributing to the overall health and well-being of individuals and communities. The PRD's role as a healthy lifestyle provider is critically important to the community, and increasing marketing and promotional efforts most certainly lead to positive impacts on community health. We view parks and recreation planning through the lens of health equity and community livability by applying recognized programs developed for the NRPA and National Institutes for Health that reinforce concepts of community livability and equity and an emphasis on the newly expanded definition of health. This approach provides quantifiable metrics for health and wellbeing through an engaged community methodology.

PROGRAMMING + OPERATIONS

Meeting the growing demand for programs and services are challenges facing parks and recreation departments across the State. The PRD is no exception to this phenomenon. Past assessments have highlighted the need to expand staff to effectively manage these demands. Additionally, there is a clear call for more programming opportunities, particularly in relation to the expansion of the trails system, nature play, and a broader range of recreational offerings. Concerns about wildfire risk have also been raised. Feedback regarding special events in Downtown Louisville reflects a desire for increased opportunities for event partnerships, improvements to parking, and the exploration of alternatives beyond the core downtown area.

FISCAL SUSTAINABILITY

The economic benefits of parks, recreation, open spaces, and trails are well-documented. While residents of Louisville strongly support parks and open spaces, it is important to articulate the benefits of these assets, particularly when additional funding is required to maintain the expansion and ongoing operations of these amenities. Having a thorough understanding of community demographics, trends, levels of services, cost recovery, and economic benefits associated with each facility type are foundational to this process.

We will review current funding programs and revenue generated from existing programs, including dedicated parks open space tax, cash-in-lieu payments received in lieu of land dedication (if any), youth foundations, and other funding mechanisms, such as transfers from the general fund or capital improvements funds.

The increasing demand for parks and recreation services calls for creative solutions for financial sustainability including partnerships, sponsorships, and continued cost recovery assessment. **Ballard*King** will review programming, staffing, operations, maintenance needs, and future potential revenue sources that may be required to support current funding mechanisms.

This process will assess facility and asset conditions and create a plan for cost recovery and asset management over the next decade. We will explore potential revenue sources, consider how other Front Range cities have addressed funding, and develop a strategy to meet projected operating, maintenance, capital, and land acquisition needs. The Plan will also outline methods for pursuing strategic open space acquisitions when key properties become available.

NATURAL RESOURCES + WILDFIRE RISK ASSESSMENT

ERO is committed to the sustainable management of natural resources and the protection of property and communities through effective mitigation planning. They will help define goals and objectives in response to land stewardship, habitat conservation, and defining actionable mitigation strategies that respond to potential impacts of proposed activities.

ERO will document existing conditions and identify pertinent land use regulations and recommendations consistent with the PROS Long Range Plan. Areas of focus may include high-level natural resources and special status species assessment, identification of important habitats, wetland areas, and wildfire mitigation strategies.

ERO will meet with PRD staff to confirm the areas of study and level of analysis required for the PROS Long Range Plan. A desktop assessment of pertinent federal and state level resources will be conducted to identify key natural resource areas and known special status species that may be impacted by future parks, open space and trails projects. Existing land use and development codes will be reviewed to identify local compliance requirements.

The U.S. Fish and Wildlife Information, Planning, and Consultation [webpage](#) will be queried to identify federally listed threatened and endangered species with potential to occur on the property. This list will be supplemented with state level information on special status as identified by the Colorado Natural Heritage Program, Conservation Colorado Data Explorer, and Colorado Parks and Wildlife data.

Wildfire Risk Assessment + Mitigation

In 2021, the Marshall Fire destroyed or damaged more than 1,000 homes, dozens of commercial structures, and burned over 6,000 acres in Boulder County. In 2023, the City of Louisville conducted a Wildfire Risk Assessment to identify the level of risk and mitigation measures. Our team will meet with PRD staff to review the findings of the risk assessment and determine how the PROS Long Range Plan will include the previous findings. The risk assessment and mitigation task will include a staff level work session and best practice site design considerations, such as fire-wise landscape and building guidelines and recommendations for community outreach and education.



OPEN SPACE + TRAILS PLANNING

A comprehensive open space and trails plan is much more than an update to maps and policies; it provides clear, concrete, and actionable steps to guide the City through project design and construction. The PROS Long Range Plan and Trails Master Plan will include an analysis of sensitive open spaces, existing and proposed trails, and a detailed overview of how the plan will evolve.

DTJ, ERO and Toole Design Group will develop a series of actionable plan elements focusing on an achievable implementation plan that serve as dynamic, valuable tool for decision-making. The open space and trails components will update the trail network while respecting key open spaces. The process will prioritize projects and outline phasing for both near and long-term initiatives. It will be transparent, allowing staff and stakeholders to review and provide input. Priority projects will include key strategies, design guidance, and actionable implementation objectives.

Relying on existing data and field observations, we will identify barriers as part of our assessment for the open space and trails network. We will jointly develop a comprehensive approach and supportive policy recommendations that respond to various natural, recreational, and cultural needs of Louisville. The analysis will be used to identify:

- High priority open space resources
- Recommendations to protect and enhance open spaces
- Critical network gaps
- Improved connectivity
- Equitable access to the trails network

Developing The Network

We will apply the data and analysis to inform the development of a safe, connected, protected, and accessible trails system. Our team will inventory existing facilities as part of field visits to assess existing conditions and identify gaps, barriers, and high-value connections in the system. The information will be incorporated into working maps to develop the initial draft trails network.

Level of Service Analysis

Understanding trail capacity and needs is critical in determining the appropriate trail design. Wider, hard-surface trails provide a higher level of service and will be considered where:

- Pedestrians are anticipated to be 30% or more of the total trail users
- Higher volumes of children, seniors, or individuals with disabilities are likely to be present
- Faster bicycle speed is desired to serve regionally significant bicycle travel

Our team will apply the FHWA Shared Use Path Level of Service calculator and work with staff to incorporate other local data to help make decisions about trail designs and possible upgrades. We will apply recent experiences with communities such as the City of Austin and the City and County of Broomfield to inform a trail capacity forecasting model.

Trail Design Standards

We will evaluate all aspects of trail and trail system design and management for both recreational and transportation use, considering both passive and active activities. Our approach will focus on human health and safety, while also safeguarding natural resources and promoting economic development. We will consider design standards and guidelines that are based on the best national practices while looking at future trends and innovations that other communities are testing.

Our evaluation will look at existing state, regional, and local guidelines, along with national standards like the AASHTO Guide for the Development of Bicycle Facilities, the MUTCD, and other best guidance. **Toole Design** is the author of both the current (2012) and forthcoming versions the AASHTO Guide, among other nationally utilized design guidance documents. The new guide features an expanded section on trail-crossings that will be relevant to this project and guide our recommendations. This experience will bring the latest thinking and research to this endeavor.

Trail types will be defined and classified, along with user groups and profiles, informing both needs and management strategies for each group. We will identify trail types, accounting for the mix and volume of users, right-of-way scenarios (alongside roadways, in separate rights-of-way, near waterways or sensitive areas), and auxiliary functions like utilities and maintenance.

It is important that overarching design elements be established to ensure that the network functions seamlessly for all users. To this end, we recommend that the following principles guide the facility design:

Continuity: Transitions between specific trail sections should be seamless with no gaps. Users need to know and understand that they are on the trails network no matter where they are located.

Coherence: The network must be visually coherent to minimize the feeling of confusion. Wayfinding and design elements should be used consistently to create cohesion.

Priority: The network should be treated as a priority facility within the transportation system. The trail system should minimize conflicts between roadway users and trail users such as bicyclists, horse back riders, and pedestrians on foot.

Separation: Physical separation between trail users and adjacent roadways will provide safety and comfort. Bicycle, pedestrian, equestrian, wildlife, and vehicle conflicts at intersections and crossings should be separated where possible. Anywhere separation cannot be provided, the speed of vehicles should be controlled through geometric design changes.

Wayfinding + Identity

The successful implementation and maintenance of trail system branding, wayfinding, and signage should reflect the community's values and identity. Trail signage must align with Louisville's brand while also integrating with the regional trails system. Our team will assess the City's current branding, wayfinding, and signage program, collaborating with staff and other agencies to ensure a comprehensive, regional trail design approach. We will facilitate a series of work sessions with planning, resource, and operations teams to address wayfinding elements, operational concerns, sign installation standards, and other pertinent topics.

Maintenance and Operations Strategies

Louisville deserves a world-class trails system; to achieve this objective, the planning process requires a comprehensive understanding of the role and functionality that trail facilities play within Louisville's transportation and recreation systems as well as exemplary systems elsewhere. Local and regional trail systems have operational needs that differ from the systems and structures in place at most municipalities for maintaining streets and parks. An effective plan

strategy for management and maintenance—that identifies implementation strategies, staffing, and activity needs—is foundational to the success of the system. Our team will review national studies, management plans, and maintenance plans from cities such as the City of Austin's Urban Trails Plan, and we will work with staff to refine the following list of topics:

Maintenance topics:

- Trail surface maintenance
- Tree and brush management, including invasive species removal/restoration
- Drainage and storm channel maintenance
- Trailhead maintenance

Operations/Management topics:

- Trail stewards
- Litter control
- Graffiti control
- Educational programming
- Natural resource monitoring

Policy and Program Recommendations

Our team will develop recommendations to support and enhance the multimodal and recreational trail system based on previous research, stakeholder interviews, and consultation with staff and nonprofit organizations. The policy and program considerations will respond to a range of topics such as trail and open space interface, land stewardship, habitats and ecosystems, wildfire mitigation strategies, and trails etiquette, while balancing land acquisitions, costs and maintenance and operations.

The Trails Master Plan will incorporate maintenance considerations that influence trail design, management, public safety, user experience, financial responsibility, community partnerships, promotions, and programming for a publicly owned trails system. Each topic will be addressed with careful thought and purpose.

RRC SURVEYING

RRC will design a research program to meet the City's objectives with complete, accurate, and actionable data and analysis. For this effort, RRC anticipates two components: a statistically valid survey mailed survey and an "open link" survey that is open to all residents in and around Louisville who are users of open space and trails. Both surveys will be available in English and in Spanish (if desired).

Statistically Valid Survey

The statistically valid survey will be mailed by RRC to all residential addresses in Louisville. Respondents can complete the paper survey or submit it online via a password-protected website to ensure one survey per household. This statistically valid survey will form the foundation for a data-driven, equitable Plan that reflects community needs and desires. The printed survey will be in English, with an online version available in both English and Spanish, along with instructions for accessing the online survey in the selected language.

Benefits Of A Statistically Valid Survey

- **Credible and Reliable Data:** Ensures the data is representative of the entire community, including diverse demographics, not just vocal stakeholders or self-selected participants.
- **Identifying Community Needs and Priorities:** Accurately captures public preferences for trail enhancements, open space conservation, recreational activities, and desired amenities and highlights gaps in service and opportunities for improvement.
- **Supporting Equitable Planning:** Ensures underrepresented groups have their voices heard, while identifying barriers to access and potential disparities in usage or satisfaction
- **Facilitating Informed Decision-Making:** Provides actionable insights to help prioritize investments and allocate resources effectively, ensuring the plan aligns with community preferences. The process reduces reliance on anecdotal evidence or assumptions, leading to more strategic and justifiable decisions.
- **Establishing Accountability and Transparency:** Demonstrates a commitment to engaging the public in a fair and systematic way and builds public trust by showing decisions are guided by robust, community-driven data.

- **Strengthening Funding and Grant**

Applications: Provides quantitative evidence of community support and needs and serves as a valuable asset when applying for grants or justifying funding requests while demonstrating a clear alignment between public demand and planned investments.

- **Enabling Benchmarking and Trend Analysis:**

Allows comparisons with past surveys or future updates to track changes in community needs and satisfaction over time while providing data for measuring the success of implemented initiatives and programs.

- **Open Link Survey:** The second component is an online "open link" survey available to the public, typically launched two weeks after the invitation surveys are mailed to maximize participation. The City of Louisville will promote the survey through its communication channels (website, social media, press releases, etc.). The open link survey can also be available in Spanish. Results from both surveys will be reported separately, as only the mailed survey to a random sample is statistically valid.

Benefits To A Blended Methodology:

- Allows residents flexibility to participate in ways most convenient for them.
- Offering a variety of ways to participate leads to higher response rates.
- Comparison of resident opinions from both the invite and the open link respondents allows deeper insights from a wider variety of residents and households.
- Ensures a statistically valid sample is collected for segmentation and comparisons across geographic and demographic groups in the community.

Analysis + Deliverables

Data analysis techniques will include a comparison of varying segments within Louisville such as by demographics, neighborhood, and park usage, among others. This customizable analysis will provide staff with an array of information and segmentation for a deeper dive into the feedback from residents.

RRC will tabulate results and develop a written report describing findings and making data available in a user-friendly, PowerPoint format. The primary delivery will be a final report suitable to serve the needs of all stakeholders. The report would include a description of methodology and response rates, summary interpretation of the results with emphasis placed on graphs illustrating the major findings, comparisons of segments, and an executive summary highlighting the key takeaways. The report will include graphs summarizing statistical findings including selected cross-tabulations (to be determined by staff), the verbatim comments in response to open-ended questions, and a copy of the survey questionnaire.

Survey Project Timeline

The timing and schedule of the research is flexible. Our team can start at any time upon authorization to proceed. From start to finish, the project survey tool will take approximately 14 weeks.

SCOPE OF SERVICES

The City of Louisville Professional Services Agreement, Exhibit A Scope of Services, defines each Phase, Task, and required meeting, event and deliverables. Refer to Exhibit A: Scope of Work dates - March, 18, 2025.

The project Scope of Work includes four Phases as follows:

PHASE I: Project Initiation

PHASE II: Assessment Exploration + Ideas

PHASE III: Synthesis + Analysis + Plan Formation

PHASE IV: Plan Approval

3. PROJECT APPROACH

FEE TABLE

LINE	SERVICE ITEM	SERVICE FEE	NOTES
1	PROS Long Range Plan	\$275,500	Labor +Direct Reimbursables
2	Trails Master Plan	\$100,000	Labor +Direct Reimbursables. Budget limit: \$100,000
3	Add Services	\$0	To be determined
TOTAL		\$375,500	

COMMUNITY ENGAGEMENT

Project Management / Engagement Meetings

Meeting Type	No. Meetings	Team Participants
Project Kick-off Mtg. / Site Tour	1	All
Project Website / Survey Team Mtg.	3	DTJ / RRC / Studio 6
Project Management Mtg.	As needed	DTJ / PRD staff
Client Project Management Team Mtg.	6	As required
Staff Work Sessions (Parks, OS, Trails)	4	As required
Golf Course Management Mtg.	2	DTJ / B*K
Recreational Staff Work Session	1	B*K / DTJ
Advisory Board Updates	8	As required
Joint Advisory Board Updates	1	As required
Open Space Advisory Board Update	1	DTJ / ERO / Toole
City Council Update	1	DTJ
City Council Plan Approval Mtgs.	2	DTJ
TOTAL	30	

PROS / TRAILS MASTER PLAN COMBINED EVENTS

Event Type	No. Meetings
Community Open House Event	2
Stakeholder Interviews (3-5 individuals - 1-1.5 hrs. ea.)	5
Focus Group Sessions (7-9 individuals - 1.5 hrs. ea.)	3
Pop-up Events	3
TOTAL	13

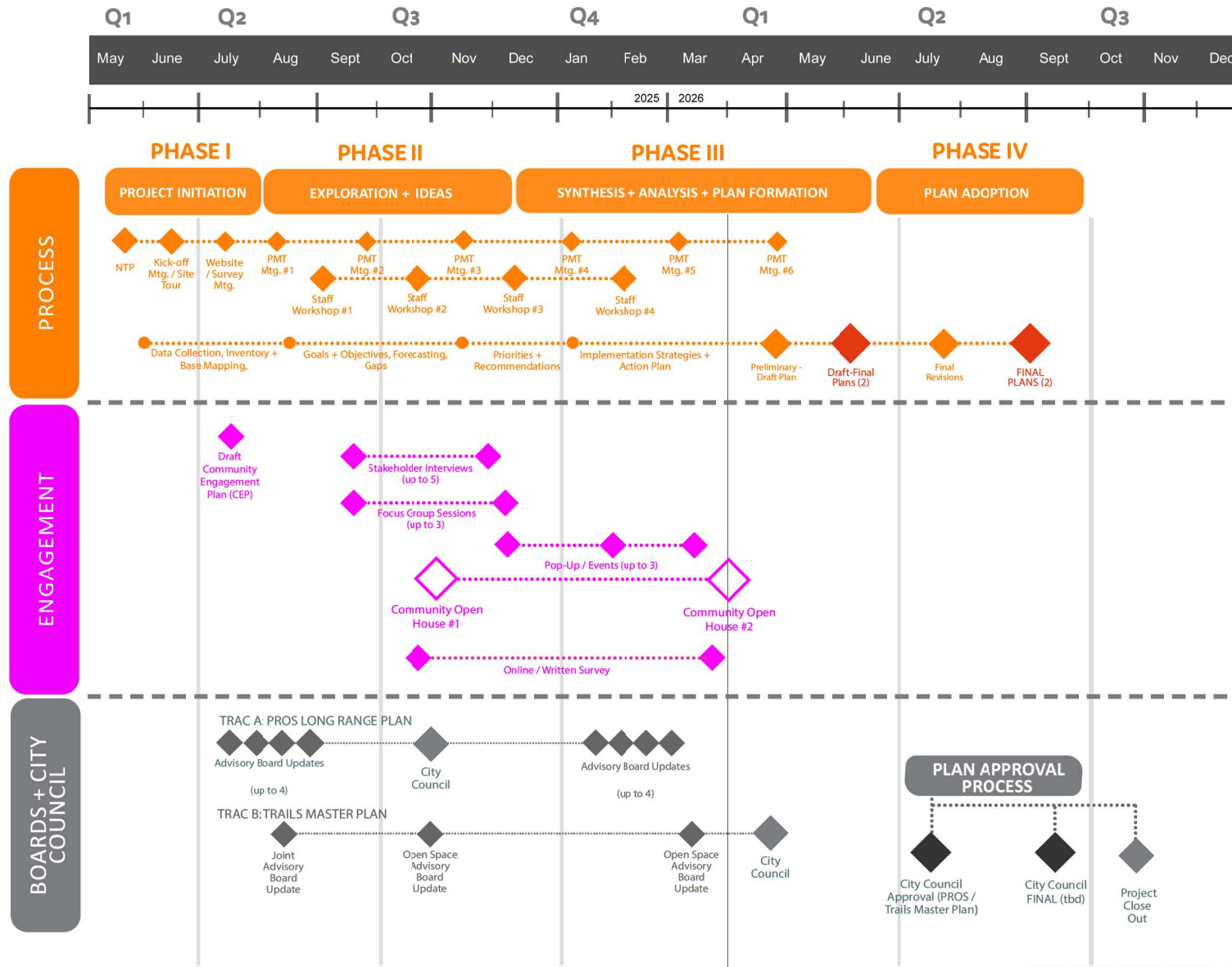
PROJECT DELIVERABLES

ITEM	No.
Draft-Final Project Work Plan (PWP) + CEP*	2
Draft Interim Needs Assessment Report	1
Draft PROS Long Range Plan**	1
Draft Trails Master Plan	1
Final PROS Long Range Plan	1
Final Trails Master Plan	1
TOTAL	7

*The PWP to be updated throughout the project and shall address Parks, Recreation / Senior Center, Open Space, Trails and Golf Services elements.

4. PROJECT TIMELINE

The Project Timeline represents a 14 month process from Notice-to-Proceed to Draft-Final PROS Plan and Trails Master Plan Submittal. The Plan Approval process may vary. The actual project start date, task durations, milestones and final plan approval shall be determined.



5. PROJECT TEAM

The DTJ DESIGN team brings the expertise and a proven track record in delivering innovative, client-focused solutions for parks, recreation, and open space projects. Our in-house team of parks planners and landscape architects are supported by a select group of subconsultants that will support us in creating a collaborative experience. Each team brings extensive knowledge in parks, sustainable design, natural resources, recreation, and trails system planning. Our proven methods and advanced statistical analysis capabilities will provide actionable insights, informing an Open Space and Trails Master Plan that aligns with the city's goals and serves its community effectively.

SUBCONSULTANTS

RRC ASSOCIATES RRC Associates, based in Boulder, Colorado, has been a trusted leader in consumer insights and community research since 1983. With a team of 19 skilled professionals from diverse disciplines, RRC specializes in providing innovative and cost-effective research tailored to the unique needs of local governments, urban districts, DMOs, and chambers of commerce. Our extensive experience includes conducting community surveys across the U.S. for recreational planning, parks and recreation needs assessments, and housing studies. For the City of Louisville, RRC's deep expertise in community surveys and local knowledge ensures a precise understanding of resident priorities.

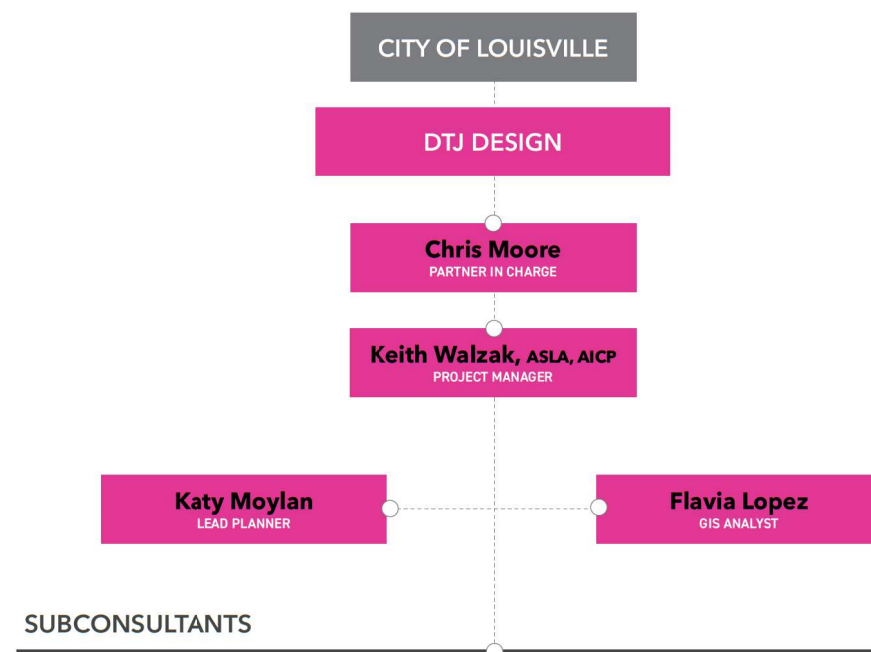
ENVIRONMENTAL RESOURCES CORPORATION (ERO) ERO brings over 40 years of expertise in environmental consulting, specializing in natural resource management, ecological restoration, and regulatory compliance. Their services include ecological assessment, cultural resource management, and environmental planning, ensuring projects align with environmental characteristics and regulations. ERO has extensive experience throughout the Rocky Mountain West, providing tailored solutions for landowners, municipalities, and agencies. Their expertise will support sustainable solutions that enhance the plan's parks, trails, and open spaces.

STUDIO SIX Studio Six is a branding agency with over 30 years of experience creating dynamic, modern identities for transit systems, municipalities, and communities. Their expertise includes logos, signage, wayfinding systems, and comprehensive campaigns that inspire behavior change, drive tourism, and boost economic development. Studio Six's innovative designs leave lasting impressions and elevate the perception of their clients.

BALLARD*KING B*K Associates, established in 1992, is a leading recreation consulting firm specializing in feasibility studies, operational audits, and master planning. The firm provides market-driven and practical solutions, offering services such as needs assessments, revenue projections, and maintenance cost estimates to support the planning, design, and operation of recreation centers and parks. For Louisville, B*K's expertise in recreation planning will support the creation of actionable, data-driven strategies for parks and recreation facilities that address community needs and operational goals.

TOOLE DESIGN GROUP Toole Design Group is a nationally recognized leader in multimodal transportation and trail system planning. With a team of planners, engineers, and landscape architects, they specialize in creating safe, accessible, and sustainable active transportation networks. Their approach emphasizes community connectivity and innovative design solutions tailored to local needs. Toole's expertise in trail system development and multimodal infrastructure will ensure a thoughtful, comprehensive approach to enhance connectivity and aligns with the plan's trail network.

ORGANIZATIONAL CHART



SUBCONSULTANTS



TEAM MATRIX

	DTJ DESIGN				Studio Six		ERO		RRC	Ballard* King		Toole Design Group	
													
Core Team/Task Lead	Chris Moore Principal in Charge	Keith Walzak Project Manager	Katy Moylan Parks, Trails, and Open Space Planner	Flavia Lopez GIS Analyst	Traci Jones Creative Director	Sheri Amass Project Manager + Marketing Strategist	Bill Mangle Natural Resource Specialist	Carrie Tanner Natural Resource Specialist	Kailyn Haskovec Research Manager	Darin Barr Recreational Facilities Specialist	Jenise Jensen Recreational Facilities Specialist	Jeff Ciabotti Trails Practice Lead	Emily Lauderdale Trails and Greenway Designer
Anticipated Participation	10%	50%	60%	40%	5%	30%	20%	25%	20%	10%	20%	10%	15%
Project Management, Administration + Progress Reporting	●	●	●			●					●		
Kick-off Meeting + Study Area Tour		●	●			●	●	●	●	●	●		●
Community Engagement Plan		●	●	●		●							
Research, Data Collection, Trends + Needs Assessment		●	●	●			●	●		●	●	●	●
Community Engagement Activities		●	●		●	●	●	●	●		●		●
Advisory Boards + City Council Updates		●	●				●	●					
Community Engagement Findings Report		●	●	●		●							
Staff Work Session, Implementation Strategies/Recommendations	●	●	●				●	●		●	●		●
Draft PROS Long Range Plan + Trail Master Plan	●	●	●	●			●	●		●	●		
Preliminary-Final PROS Long Range Plan/ Trail Master Plan		●	●	●				●					
Boards, Commission, and City Council Plan Adoption		●	●										
Final Plan, Reporting + Close Out		●	●	●									



CHRIS MOORE
PRINCIPAL + OWNER
CHIEF EXECUTIVE OFFICER
CMOORE@DTJDESIGN.COM



experience

Chris Moore, CEO, has been with DTJ since 1998, and is instrumental in the growth of DTJ's national and international design practice. He specializes in concept visioning, master planning, site specific planning and landscape architecture with a unique ability to blend architecture and landscape architecture into a complete, liveable environment. Chris is committed to designing quality public, residential, resort, and mixed-use places that are strategically positioned within the market.

Bachelor of Landscape Architecture, Ball State; Muncie, IN

awards

Merit Award - APA Colorado | *Gilpin County Comprehensive Plan*

Merit Award - ASLA Colorado | *Pronghorn*

Project of the Year Award - Sustainable Land Development | *Tallyn's Reach*

professional activities

INDUSTRY PRESENTATIONS:

- Poland Golf Conference
- Urban Land Institute
- International Building Show
- NAHB Design Institute
- 50+ Boomers and Beyond Conference
- Pacific Coast Builders Conference (PCBC)
- APA Texas Annual Conference
- Zonda Future Place
- Colorado HBA Events

INDUSTRY PUBLICATIONS:

- Sales and Marketing Ideas Magazine
- Builder/Architect Magazine



CHRIS MOORE
PRINCIPAL + OWNER
CHIEF EXECUTIVE OFFICER
CMOORE@DTJDESIGN.COM



selected projects

PUBLIC PLANNING:

- Gilpin County Comprehensive Plan | Gilpin County, CO
- Copper Canyon Downtown Master Plan | Copper Canyon, CO
- Broomfield Open Space Master Plan | Broomfield, CO
- Downtown Master Plan, Comprehensive Plan, Corridor Plan | Nacodogoches, TX

OPEN SPACE, PARKS, RECREATION + TRAILS MASTER PLANS:

- Ennis Parks Master Plan | Ennis, TX
- Summerlin Open Space, Parks, Recreation + Trails Master Plan | Las Vegas, NV
- The Hollows Open Space, Parks, Recreation + Trails Master Plan | Lake Travis, TX
- Centerra Trails Master Plan | Loveland, CO
- Haimen Riverfront Park | Haimen, China
- Tai Hu Agricultural District Recreation Master Plan | Shanghai, China

COMMUNITIES + NEIGHBORHOODS:

- Amara | Colorado Springs, CO
- Pole Canyon | Eagle Mountain, UT
- Beacon Hill | Spokane, WA
- Coral Canyon | St. George, UT
- Summerlin West | Las Vegas, NV
- Parkland Square at Bridgeland | Cypress, TX
- The Addie | Austin, TX
- The Grove | Austin, TX
- Westside Landing at Rough Hollow | Austin, TX
- Riley Park | Bend, OR
- Backcountry | Highlands Ranch, CO
- Centerra | Loveland, CO
- Tallyn's Reach | Aurora, CO
- Pabst Farms | Oconomowoc, WI
- Rural Lands West | Naples, FL
- Kalaeloa | Oahu, HI

MIXED-USED:

- Mandalay Gardens | Westminster, CO
- The Highlands at Stonegate | Douglas County, CO
- Un on | Longmont, CO
- Lohman's Square | Lakeway, TX
- Summerlin Urban Core | Las Vegas, NV
- Garland Town Center | Garland, TX
- Copper Canyon Downtown Master Plan | Copper Canyon, TX



KEITH WALZAK, AICP, ASLA
SENIOR ASSOCIATE
DIRECTOR OF URBAN DESIGN + PLANNING
KWALZAK@DTJDESIGN.COM



experience

Keith brings passion and commitment to placemaking design for every project. For over 35 years, Keith has actively engaged with public and private sector clients, agencies, and community stakeholders to help build healthy, resilient, thriving communities. Inspired by people and places, Keith strives to improve the livability of communities, focusing attention on social equity, sustainable urbanism, cultural arts, multi-modal and green infrastructure, and urban redevelopment/regeneration strategies. Keeping design at the forefront of his collaborative approach, Keith engages community members throughout the visioning and implementation process to promote community attributes and placemaking opportunities for neighborhoods, campus environments, business districts, and cities.

CO Registered Landscape Architect #652

Master of Urban Design, University of Colorado; Denver, CO

Master of Landscape Architecture, University of Arizona; Tucson, AZ

Bachelor of Science in Community Planning Policy, Land-Use + Geography, Northern Arizona University; Flagstaff, AZ

Pilot Fitwell Health Wellness Project | *The Heights District Plan*; Vancouver, WA

Washington ASLA Award | *The Heights District Plan*; Vancouver, WA

Washington APA Award | *Wilburton Commercial Area*; Bellevue, WA

professional activities

- American Institute of Certified Planners (AICP)
- American Planning Association (APA) Colorado Chapter
- American Society of Landscape Architects (ASLA) Washington + Colorado Chapters
- Urban Land Institute (ULI), Full Member
- Congress for New Urbanism (CNU), Past Member



KEITH WALZAK, AICP, ASLA
SENIOR ASSOCIATE
DIRECTOR OF URBAN DESIGN + PLANNING
KWALZAK@DTJDESIGN.COM



selected projects

COMPREHENSIVE + SPECIFIC AREA PLANS:

- Comprehensive + Downtown Plan | Nacogdoches, TX
- Comprehensive Plan | Glenwood Springs, CO
- Comprehensive Plan | Carbondale, CO
- Land Use Development Code 3D Visualizations | Boise, ID
- The Heights District Subarea + Conceptual Development Plan | Washington, WA
- Shoreline District Urban Framework + Urban Renewal District Plan | Boise, ID
- Comprehensive Plan | Durango, CO
- Tempe General Plan | Tempe, AZ

DEVELOPMENT MASTER PLANS:

- Summerlin West Urban Core Framework | Las Vegas, NV
- Urban + Farm Development Master Plan | Bozeman, MT
- Eastlake Life Science Master Plan (*Confidential*) | Seattle, WA
- Port of Vancouver Terminal 1 Concept Plan | Vancouver, WA
- Three Springs Neighborhood | Durango, CO
- Cayman | Cayman Island

TRANSIT-ORIENTED DEVELOPMENT:

- Norte-Sur Equitable TOD Strategic Plan | Tucson, AZ
- Wilburton Commercial Area Framework Plan | Bellevue, WA
- The Heights District Subarea + Conceptual Development Plan | Washington, WA
- Tacoma Downtown Neighborhood Dome District | Tacoma, WA

PARKS, RECREATION, OPEN SPACE + TRAILS:

- Broomfield Open Space Parks, Recreation + Trails Master Plan | Broomfield, CO
- Hoosier Pass Recreational Pathway Feasibility Study | Summit County, CO
- East Community Park | Boulder, CO
- Valmont Bike Park | Boulder, CO
- Elks Neighborhood Park | Boulder, CO
- ADA Accessibility Needs Assessment | Boulder, CO
- Parks + Recreation Facilities Retrofit Program, Governor's Energy Performance Grant | Boulder, CO
- Three Springs Neighborhood Parks Master Plan | Durango, CO
- Three Springs Arts + Culture Master Plan | Durango, CO



KATY MOYLAN
PROJECT COORDINATOR
KMOYLAN@DTJDESIGN.COM

experience

With over three years of experience in urban design, landscape architecture, and neighborhood planning for a variety of projects at different scales and locations, Katy has developed an extensive design portfolio. Proficient in large-scale community planning, resort visioning, and landscape design, Katy has participated in numerous stages of the design process, from initial conceptual visioning to construction documentation. Her multi-disciplinary background enables her to envision places that meet community goals while integrating seamlessly with the natural environment. Katy aims to honor and enhance each unique site and considers community input a vital aspect of the design process. She is dedicated to employing equitable and sustainable design strategies to create public spaces that are both aesthetically pleasing and functionally effective.

Bachelor of Environmental Science, University of Colorado Boulder; Boulder, CO

selected projects

RESORTS + HOSPITALITY:

- Kane Creek | Moab, UT
- Sandals Beaches St. Vincent | St. Vincent + The Grenadines
- ULUM Moab | Moab, UT
- Under Canvas North Yellowstone - Paradise Valley | Livingston, MT
- Under Canvas Acadia | Sunnyside, ME
- Under Canvas Bryce Canyon | Big Water, UT

MIXED-USE + URBAN:

- 4th Street Crossing | Silverthorne, CO
- Summerlin West | Las Vegas, NV
- Dubai Oasis Phase 2 | Dubai, UAE
- The Heights CC + Wellness Master Planning | Dubai, UAE
- Amarillo Property Master Planning | Amarillo, TX

RESIDENTIAL:

- Northpoint Workforce Housing | Hilton Head Island, SC
- 4th Street North | Silverthorne, CO
- Brush Housing Services | Brush, CO
- Firefly at Eagle Mountain | Eagle Mountain, UT
- Belle Vie | West Cairo, Egypt
- Brookfield Mesa Top | Lone Tree, CO
- RP Communities General Planning | Chattanooga, TN

CIVIC:

- Dacono City Center Vision Plan | Dacono, CO
- Avon Sub Area Plan | Avon, CO



FLAVIA LOPEZ
DESIGNER
FLOPEZ@DTJDESIGN.COM

experience

Flavia is a dedicated urban planner, with 2 years of professional experience infusing her work with a deep-seated passion for creating vibrant, resilient communities. With a strong foundation from her architecture and urban planning education, Flavia approaches placemaking with a unique blend of technical skill and creative vision. She excels in engaging with a diverse range of clients and stakeholders, including public and private sector entities and community groups.

Master of Urban Planning, Texas A&M University; College Station, TX
Bachelor of Architecture, University of Houston; Houston, TX

professional activities

selected projects

- Member of the Texas Chapter of the American Planning Association (APA)

CIVIC PLANNING:

- Parks Master Plan | Ennis, TX
- Comprehensive Plan | Nacogdoches, TX
- Comprehensive Plan | Dripping Springs, TX
- Comprehensive Plan | Caldwell, TX*

URBAN DESIGN:

- Palmilla Town Center | Corpus Christi, TX
- Downtown Master Plan | Nacogdoches, TX

*Experience prior to joining DTJ.



William J. Mangle
NATURAL RESOURCE PLANNER | PRINCIPAL



Bill has a broad background in natural resources, public land planning, trail planning, National Environmental Policy Act (NEPA) analysis, and water resource studies throughout Colorado and the intermountain West. He has a strong interdisciplinary background that balances biological sciences, trail and recreation management, resource stewardship, and stakeholder involvement. He specializes in planning that balances natural resource protection with trail and outdoor recreation opportunities. These technical and professional skills have enabled Bill to effectively coordinate and manage diverse project teams and develop creative and strategic solutions to natural resource problems.

Town of Breckenridge Open Space and Trails Master Plan | Summit County, CO

Project Manager — Conservation and stewardship lead for a comprehensive process to update the Town's open space and trails master plan. This has included development of a landscape-scale habitat sensitivity analysis, a management zone framework, strategic guidance for land conservation, trail development and management principles, and natural resource stewardship recommendations. This community-driven process was completed in mid-2022.

Brush Creek Valley Ranch and Open Space Management Plan | Eagle County, CO

Project Manager and Planning Lead — Completed a long-range management plan for the 1,540-acre property near Eagle. Through a comprehensive public engagement process, developed recommendations for agricultural stewardship, wildlife habitat protection, vegetation and habitat restoration, and public trail access. This project was recognized by Colorado Parks and Wildlife (CPW) as a "prototype" for balancing recreation and wildlife needs.

Outside 285 Master Plan | Jefferson, Park, Douglas, and Clear Creek Counties, CO

Project Manager and Lead Planner — Supported a collaborative, multi-stakeholder effort to identify long-term trail and recreation opportunities on balance with wildlife habitat conservation. Efforts have included a robust wildlife habitat analysis, facilitation of a 38-member Steering Committee, and the evaluation of proposals for recreation, trail, and habitat improvements in the region. After a successful master plan in 2021, this effort received a grant in 2022 under CPW's Regional Partnerships Initiative.

Fishers Peak State Park Master Plan | Las Animas County, CO

Environmental Planning Lead — Supported planning efforts through coordination with CPW and project partners to incorporate scientific data, extensive site reconnaissance to understand the complex dynamics of the property, habitat evaluation, and mapping to guide planning decisions, and development of a proactive trail system that balances world-class recreation and habitat conservation.

Redstone to McClure Pass Trail Environmental Assessment | Pitkin County, CO

Project Manager — Completed NEPA analysis for the proposed trail connection within the White River National Forest. This NEPA process has substantial public interest and includes a thorough analysis of potential effects on key resources including wildlife, cultural resources, recreation, and community character.

KEY STRENGTHS

- Public Land Planning
- Conservation and Recreation Planning
- NEPA Documentation
- Stakeholder Engagement

EDUCATION

2001 | M.S. Natural Resource Policy and Planning | University of Michigan
1996 | B.A. History/Political Science | Colorado College

Years with ERO: 24 | Years' Experience: 27



Carrie Tanner
STAFF ENVIRONMENTAL PLANNER



Carrie's background is in rural planning with an emphasis on community and economic development. A solid foundation in environmental science, land use planning, and public lands management allows Carrie to successfully balance the relationship between a community's values and new strategies for success. Carrie's areas of expertise include technical writing, editing, and community engagement.

Westminster Hills Open Space Conditions Assessment | Adams County, Colorado

Project Lead — The comprehensive evaluation of Westminster Hills Open Space for the City of Westminster involved assessing the conditions of trails, vegetation, wildlife, and user impacts, including a detailed examination of the area's dog park. Responsibilities encompassed project organization, report compilation, internal team coordination, and social trails mapping. Significant findings highlighted issues with off-trail travel and the presence of social trails in critical habitats, laying the groundwork for future management and sustainability efforts in the open space.

Breckenridge Open Space and Trails Master Plan | Summit County, Colorado

Project Assistant — Assisting the Town of Breckenridge with their Open Space and Trails Master Plan by identifying recreation and conservation areas for protection of additional public places. Efforts have included community engagement support, management zone mapping, and criteria analysis. This planning effort is led by DTJ Design and CivicBrand in partnership with the Town of Breckenridge.

Outside 285 Master Plan | Jefferson, Park, Douglas, and Clear Creek Counties, Colorado

Project Assistant — Assisting with a collaborative, multi-stakeholder effort to identify long-term trail and recreation opportunities balanced with wildlife habitat conservation in the US Highway 285 region southwest of Denver. Efforts have included technical editing and organizing final plan documents. This planning effort is led by a partnership of Colorado Parks and Wildlife, the US Forest Service, and the Colorado Mountain Bike Association.

Broomfield Open Space, Recreation, and Trails Master Plan | City and County of Broomfield, Colorado

Project Assistant — Efforts focused on updating the master plan to reflect contemporary environmental and recreational needs. This included revising natural resource sections, leading project coordination, and mapping efforts, writing critical sections of the master plan, and crafting a Natural Resource Challenges Memo. A significant focus was also placed on stakeholder engagement, conducting meetings with the Open Space Advisory Board to ensure community involvement and feedback were integral to sustainable planning practices.

KEY STRENGTHS

- Public Engagement
- Outdoor Recreation Planning
- Economic Development

EDUCATION

2017 | B.S. Environmental Protection | West Virginia University
2020 | M.S. Masters of the Environment-Sustainability Planning and Management | University of Colorado Boulder

CERTIFICATIONS

NWETC NEPA Certification

Years with ERO: 2 | Years' Experience: 5



Presenter

- *University of Colorado's Architecture Department (Guest Lecturer on Design)*
- *Colorado Assoc. of Transit Agencies (CASTA)*
- *National Conference on Rural Public and Intercity Bus Transportation (RIBTC)*
- *Transit Agencies of South Carolina Conference*
- *Presenter at CTAA Virtual Conference*
- *Launch Longmont*
- *Ontario Transportation Expo Speaker, Toronto, Canada*

Awards and Published By:

- *INC. Magazine, World's Coolest Offices*
- *Corporate Identity USA*
- *Princeton Press*
- *Boulder Daily Camera*
- *Post-Typography*
- *Logo Lounge 3 & 4*
- *Silver Summit Award*
- *Denver AIGA, Silver Medal*



Traci Jones

Principal, Creative Director

Branding Specialist

Traci Jones is the Principal and Creative Director of Studio Six, a creative agency specializing in transit, city and community branding. With more than 25 years of experience developing brands for transit and place-based organizations, Traci is an expert at analyzing complex challenges and bringing entire communities to consensus on branding-related projects. These projects include transit systems, large-scale wayfinding systems and city-wide branding. Focused on helping organizations tell their story, she guides communities in developing a vision for their brand and leads the creative team to create solutions that are built on a foundation of stakeholder engagement and in-depth research. The hallmark of Studio Six is delivering strategic creative solutions authentic to each community.

Stakeholder Facilitation Expertise

After working with municipalities and civic organizations much of her career, Traci has extensive expertise in conducting stakeholder engagement and community facilitation. As a part of this process, the Studio Six team develops communication tools, surveys and materials that distill complex problems into exciting visioning opportunities. As a result of the expert facilitation, attendees leave feeling heard, valued and a part of the solution. Studio Six has designed brands for cities, large retail centers, parks and open space wayfinding programs, transit systems around the country, large high visibility advertising campaigns, etc.

Education

MFA Graphic Design, University of Arizona; BFA Graphic Design, Drake University

Project Experience

City of Louisville

Parks and city signage

The City of Dacono

Brand development, signage, photography, video, social media management, marketing collateral

The City of Trinidad

Brand development, travel magazine, city fleet, city templates

The Town of Winter Park

Transit system design, brand development, advertising campaigns, stakeholder facilitation

Salt Lake City Frequent Transit Network Launch Campaign

Strategic plan, advertising campaign, social media campaign, stakeholder facilitation

City of Boulder & Boulder County

Advertising campaigns for environmental-related projects, brand development



About Sheri

Sheri's combination of strategic oversight, attention to detail, and a results-oriented approach ensures projects are managed efficiently and deliver maximum value to clients.



Sheri Amass

Project Coordinator

Digital Marketing & Project Management Specialist

Sheri Amass is the Founder and Principal of Creative Links, a digital marketing consultancy based in Longmont, Colorado, with over 15 years of experience in project management and digital strategy. Sheri specializes in delivering creative, data-driven solutions that enhance visibility, drive lead generation, and deliver measurable results.

Project Management Expertise

As a Project Coordinator, Sheri excels in managing complex, multi-phase projects across diverse industries. She oversees all aspects of project execution, including timeline development, resource allocation, budget management, and team coordination. Sheri's strengths lie in clear communication, proactive problem-solving, and ensuring alignment with client objectives at every project stage. She has a proven track record of delivering projects on time, within budget, and to the highest standards of quality.

Digital Marketing & Strategy

Sheri's expertise includes developing and executing integrated marketing strategies that combine web, social media, mobile, email, and print. She is skilled in creating high-converting landing pages and automated marketing workflows designed to optimize ROI. Her ability to blend creativity with analytics ensures campaigns are both innovative and effective.

AI Integration & Automation

Sheri leverages AI tools to streamline operations and enhance marketing performance for clients. From workflow automation to predictive analytics, she helps businesses achieve greater efficiency and smarter decision-making.

SEO & Content Development

Sheri is experienced in implementing tailored SEO strategies that improve search engine rankings and drive organic traffic. She also develops engaging, high-value content that resonates with target audiences and boosts campaign performance.

Project Experience

Durango Business Improvement District

Website design, weekly email newsletter, and social media management

La Plata County

Website design, and marketing consultation

Durango Tourism Board

Website design, email marketing, and marketing consultation



Kailyn Haskovec

Research Manager

ABOUT

Kailyn brings a unique perspective to the RRC Associates team with a background in state and local government, parks and recreation, transportation, and social research. Kailyn can interpret qualitative and quantitative data to provide strategic recommendations and policy direction. She has managed a variety of parks and recreation studies, community surveys, market analyses, and tourism sentiment research.

At RRC, Kailyn is the project manager for the parks and recreation research sector. She guides each stage of the process from project kick-off to questionnaire design and analysis and reporting. As a prior public servant in a parks and recreation department, she is passionate about assisting parks and recreation agencies utilize community feedback to draft strategic plans and goals.

EDUCATION

Master of Environment, Sustainable Planning and Management: University of Colorado 2018

Bachelor of Arts, Sociology & Minors in Environmental Studies and Public Policy, Planning & Management: University of Oregon 2014

PROFESSIONAL EXPERIENCE

2023 to present	Associate, RRC Associates – Boulder, CO
2021 to 2023	Research Analyst, RRC Associates – Boulder, CO
2019 to 2021	Program Coordinator, RRC Associates – Boulder, CO
2019 to 2020	Process Improvement Intern, Colorado Department of Transportation – Denver, CO
2017 to 2018	Graduate Research Assistant, National Parks Conservation Association – Boulder, CO

RELEVANT WORK EXPERIENCE

Parks, Recreation & Community Needs Assessments

Willamalane Park and Recreation District
Evergreen Park and Recreation District
Owensboro, KY
Menifee, CA
Scarborough, ME
Mebane, NC
Ada County, ID
Nampa, ID
Mesa, AZ
Deltona, FL
Brunswick, ME
Charles County, MD
Calvert County, MD
Chelan, WA
Boca Raton, FL

Tourism, Visitor, Special Event and Economic Research

Minnesota Dept. of Natural Resources
Travel Oregon
Beaver Creek Mountain Resort, CO
Visit Walla Walla, WA
Town of Vail, CO

Ski Area Market Assessments

Mt. Garibaldi, BC
The Balsams, NH
Quarry Road, ME
Saddleback, ME

Outdoor Recreation Research

Quandary Peak, CO
Jefferson County Open Space, CO
Upper Colorado Wild and Scenic Stakeholder Group, CO



Ethan Adams

Research Manager

ABOUT

Based in Kaysville, Utah, Ethan is an accomplished data analyst and social scientist with a passion for leveraging academic theory and statistical research methodology to empower leaders with valuable data-driven decision-making. Throughout his career at RRC Associates Ethan has honed his expertise in online survey design platforms and data management software, enhancing existing procedures and spearheading the development of tailored data collection methods that widen the organization's capabilities. Ethan's commitment to data accuracy and validity ensures RRC's research provides the comprehensive understanding needed to facilitate strategic, informed actions in his client's communities and organizations.

EDUCATION

Master of Arts, Applied Sociology: University of Northern Colorado 2018

Bachelor of Arts, Sociology & Minor in Psychology: University of Northern Colorado 2016

PROFESSIONAL EXPERIENCE

2023 to present	Associate, RRC Associates – Boulder, CO
2021 to 2023	Senior Data Analyst, RRC Associates – Boulder, CO
2018 to 2021	Data Analyst, RRC Associates – Boulder, CO
2017 to 2018	Social Research Associate, UNC Social Research Lab – Greeley, CO
2016 to 2018	Research Assistant, University of Northern Colorado – Greeley, CO
2014 to 2017	Asset and Profit Protection Manager, Sears Holdings – Greeley, CO

RELEVANT WORK EXPERIENCE

Parks & Recreation Needs Assessments

Bend, OR
Boca Raton, FL
Canon City, CO
Coconino County, AZ
Desert Recreation District, CA
Evergreen Park and Recreation District, CO
Fairbanks, AK
Frisco, CO
Groton, CT
Hampton, VA
Mesa, AZ
Mebane, NC
Orlando, FL
PenMet Parks, WA
Scarborough, ME
Willamalane Park and Recreation Dist., OR

Citizen/Comprehensive Plan Surveys

Grand Junction, CO
Gunnison, CO
Lafayette, CO
Meeker, CO
Vail, CO

Tourism/ Visitor Research

Aspen Skiing Company, CO
Beaver Creek Tourism and Event, CO
Breckenridge Tourism Office, CO
Golden Isles Convention & Visitors, GA
Holiday Valley, NY
Sierra-at-Tahoe, CA
Town of Vail, CO

Affordable Housing Surveys

Roaring Fork Valley, CO
Boulder, CO
San Miguel County, CO

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JEFF CIABOTTI

TRAILS PRACTICE LEAD

PROFESSIONAL HIGHLIGHTS

Years of Experience: 29

Toole Design: 2012-Present

Save the Children - U.S. Programs: 2011-2012

Rails-to-Trails Conservancy: 1995-2011

EDUCATION / CERTIFICATION

Bachelor of Arts, Psychology, Rollins College: 1987

APPOINTMENTS / AFFILIATIONS

Transportation for America, Equity Caucus

Coalition for Regional Trail Initiatives, Advisor

dbTilde CORE, Inc., Board Member

Jeff is Toole Design's Trails and Greenways Practice Lead. He has spent 29 years in planning, education, and advocacy, focusing on creating healthy, sustainable communities through developing networks of trails, greenways, and connected corridors. Jeff has led numerous trail and greenway projects for a variety of cities, regional agencies, and state-level clients around the United States. He was formerly the Vice President for Trail Development at Rails-to-Trails Conservancy, and he is a nationally recognized expert on trail and greenway development who has presented numerous workshops, trainings, and keynote addresses. Jeff understands all aspects of a project's evolution, including policy development, planning, design, prioritization, funding, and management. This makes Jeff's projects successful, whether he is working on large scale regional trail system plans or detailed construction design.

SELECTED PROJECT EXPERIENCE

FHWA Trails as Resilient Infrastructure Guidebook

Jeff was the Project Manager for this groundbreaking project to develop a guidebook on trails as resilient infrastructure, focused on addressing climate resiliency and emergency response and preparedness. The guidebook includes sections on how to assess the vulnerability of trails to climate change and extreme weather; how to design, plan for, and manage and maintain trails to be resilient to climate change and extreme weather; and associated design and maintenance costs and benefits, and innovative finance strategies.

Trails Plan for Prince George's County, Prince George's County, MD

Jeff was the Project Manager for this plan, which provides an ambitious road map for completing 500 miles of trails by 2040. Toole Design's work will help the county fulfill its vision to serve all types of trail users and interests, and create a network of trails connected within the county and regionally.

Adirondack Park Economic Development Strategy and Priority Project Implementation Program, Hamilton County - Adirondack Park, NY

The major focus of this work is to develop a strategic business plan that implements the Adirondack Trail Towns Initiative. Toole Design's work includes: I) developing a strategic business plan, II) community outreach and education, III) coordination on current economic development efforts and asset mapping. Jeff led a practical and tactical approach to implementing Trail Town strategies parkwide.

Virginia Statewide Trails Plan

Jeff is the Project Manager for this project, supporting the development of a legislative report recommending instituting a new state trails office to reside within VDOT. Our team worked with agency experts and trail advocates and conducted peer state DOT best practice reviews to inform, guide and strengthen the working group recommendations.

OTHER RELEVANT EXPERIENCE

Austin Walk Bike Roll (Urban Trails Plan), Austin, TX
Frederick East Street Rail-with-Trail, Frederick, MD



EMILY LAUDERDALE, PLA

TRAILS AND GREENWAYS DESIGNER

PROFESSIONAL HIGHLIGHTS

Years of Experience: 10

Toole Design: 2022-Present

Blackhawk Hills Regional Council: 2021-2022

U.S. Forest Service: 2015-2020

Hoffman Planning, Design, & Construction: 2014-2015

EDUCATION / CERTIFICATION

Master in Landscape Architecture, University of Michigan: 2014

Bachelor of Arts, Environmental Policy and Culture, Northwestern University: 2010

Professional Landscape Architect: VT

LEED® Green Associate

Emily is a greenways and trails designer and landscape architect with experience working on trail design and planning projects. Her experience includes trail planning, design, and management, regional trails plans, recreation and sidewalk accessibility analyses, walkability studies, and partnership and public engagement. Emily uses her experience in landscape architecture and recreation to plan inclusive spaces and corridors that facilitate safe and fun transportation and recreation opportunities.

SELECTED PROJECT EXPERIENCE

FHWA Trails as Resilient Infrastructure Guidebooks

Emily was a primary content writer and planner for the FHWA guidebook on Trails as Resilient Infrastructure. The guidebook covers how trails can be planned, designed, and managed to be resilient to climate change and contribute to emergency response and preparedness. Emily played a leadership role in developing content on climate risk factors and trail management for resiliency.

Albuquerque Rail Trail Phase 3 Concept Plan, Albuquerque, NM

Emily provided project-wide support for the planned seven-mile loop trail around downtown Albuquerque. The project included alignment feasibility as well as concept development for various sections of the loop trail. Emily provided input on concept exhibits and helped synthesize materials developed for the project in a segment readiness assessment to inform project team members, city staff, and elected officials on the status of the project.

Lowell Park Wayfinding and Trail Kiosks, Dixon, IL

Emily served as the Project Manager and cartographer for the creation of four trail map kiosk panels and a wayfinding plan for a regional trail in Dixon. The trail maps and wayfinding signage will provide navigation information for trail users as well as information about trail etiquette and allowed uses. Emily has provided valuable GIS mapping skills in the development of the trail maps.

Austin Urban Trails Design Guidance, Austin, TX

Emily was a content developer for the Austin Urban Trails Design Guidance. She consolidated standards and best practices for trail design and amenities into the guidance document to provide City staff with a single-resource reference. The guidance accounted for complex considerations including separation of user types and forecasting trail capacity. Emily provided strong research and writing skills in the compilation of these standards, recommendations, and best practices.

OTHER RELEVANT EXPERIENCE

Arlington Boulevard Trail, Arlington County, VA

Tabor to Platte Rail to Trail Study, Bon Homme and Charles Mix Counties, SD

DCR Neponset River Greenway to Blue Hills, Boston Region, MA



KEN BALLARD

FOUNDING PARTNER



As a founding partner of Ballard*King & Associates, Ken has over 40 years of experience in parks and recreation services. Ballard*King & Associates was established in 1992 by Ken Ballard and Jeff King in response to the need for market driven and reality based planning for recreation agencies.

In his years of work with B*K, Ken has provided assessment and master planning consulting services to more than 75 communities across the country. Ken is well known for his vast knowledge of recreation programming, park development and operations, as well as organizational planning and parks maintenance. His expertise has been developed over the years from a wide breadth of experiences within the parks and recreation field.

From public recreation to the collegiate and university section to private recreation, Ken collaborates, listens and responds to staff, key stakeholders and decision makers. Ken's extensive knowledge in parks and recreation has resulted in successful projects in all contiguous states across the country. Ken has 40 years of experience within the recreation industry and 31 years of experience with B*K. Ken's comprehensive operational and programming background contributes to understanding the intricacies of varying agencies and organizations while meeting the needs of their constituents. Ken routinely presents and speaks to local government agencies, boards and commissions. His ability to provide meaningful analysis and feedback allows each organization to make decisions that best meet their needs.

SELECT RELEVANT EXPERIENCE

- Clear Creek Metropolitan District Master Plan, Idaho Springs, CO
- Grand Junction Parks and Recreation Master Plan, Grand Junction, CO
- Gunnison Parks and Recreation Master Plan, Gunnison, CO
- Longmont Parks and Recreation Master Plan, Longmont, CO
- North Fork Pool, Park & Recreation District Master Plan, Hotchkiss, CO
- Timnath Parks and Recreation Master Plan, Timnath, CO
- Castle Pines Parks & Recreation Master Plan, Castle Pines, CO
- Arapahoe County Open Spaces Master Plan, Arapahoe, County, CO
- Boulder Parks and Recreation Master Plan, Boulder, CO

EDUCATION

BACHELOR OF SCIENCE - RECREATION
BACHELOR OF ARTS - HISTORY
• University of Colorado

CERTIFIED PARKS & RECREATION
PROFESSIONAL

PROFESSIONAL AFFILIATIONS

Athletic Business Conference

Colorado Parks & Recreation
Association

National Recreation & Park
Association

Metropolitan State College of
Denver – Former Adjunct Faculty

EXPERTISE

MASTER PLANS

FEASIBILITY STUDIES

OPERATIONAL AUDITS

PROGRAM ASSESSMENTS

SHORT TERM MANAGEMENT
SOLUTIONS

CONTACT



Phone:
(303) 470-8661



Email:
ken@ballardking.com



Web:
www.BallardKing.com



JENISE JENSEN

ASSOCIATE



Jenise began working with Ballard*King & Associates in 2015 and brings over 30 years of experience in parks and recreation. During her time with B*K, Jenise has utilized a robust recreation background combined with data and analysis to guide clients through their projects. Her involvement with projects includes feasibility studies and operational assessments.

Prior to joining B*K, Jenise held a variety of positions with both public and private recreation agencies. She served as Assistant Director of Parks, Recreation & Art for the City of Chaska, MN; Ice Arena Manager, Recreation Center Manager and Administrative Manager for the Town of Breckenridge Recreation Department, CO; and Recreation Coordinator for the City of St. Peters, MO. In addition, she worked for private recreation facilities in Texas and Georgia and has served on a number of recreation related non-profit boards.

Jenise has experience with a variety of operational and leadership models, from subsidized recreation to enterprise models to for-profit facilities. She has experience with operations, programming, marketing and administrative practices for recreation facilities and multi-facility departments. Jenise has helped lead the approval, design, and renovation of projects in excess of \$17 million, and managed both indoor and outdoor facilities. One of Jenise's strengths is creativity and marketing, combined with the ability to create new, interesting and successful revenue-generating programs.

Jenise has spoken and presented to Town/City Councils, Citizen Advisory Boards, and recreation organizations, such as the National Recreation and Parks Association, Athletic Business, Colorado Parks and Recreation Association, and the Ice Sports Industry. She served as an Assistant Media Supervisor for the 2002 Olympic Winter Games. All of these varying roles have shaped her appreciation for the challenges of successfully navigating within a variety of leadership and organizations to reach common goals.

SELECT RELEVANT EXPERIENCE

- Upper Macungie Community Center Operations Plan and Feasibility Study, Upper Macungie Township, PA
- Pembroke Pines Master Plan, Pembroke Pines, FL
- Plymouth Aquatic Market Assessment, Plymouth, MN
- Pueblo, CO Market Analysis, Pueblo, CO
- Johnstown Market Analysis, Johnstown, CO

EDUCATION

ASSOCIATE OF ARTS

• Colorado Mountain College

CERTIFIED POOL OPERATOR

• National Swimming Pool Foundation

PROFESSIONAL AFFILIATIONS

• COLORADO PARKS & RECREATION
ASSOCIATION

• MISSOURI PARKS & RECREATION
ASSOCIATION

• NATIONAL RECREATION & PARK
ASSOCIATION

• ATHLETIC BUSINESS

• ICE SPORTS INDUSTRY

EXPERTISE

MARKET ASSESSMENTS/DATA
ANALYSIS

OPERATIONS PLANS

MARKETING

RECREATION PROGRAMMING

CONTACT



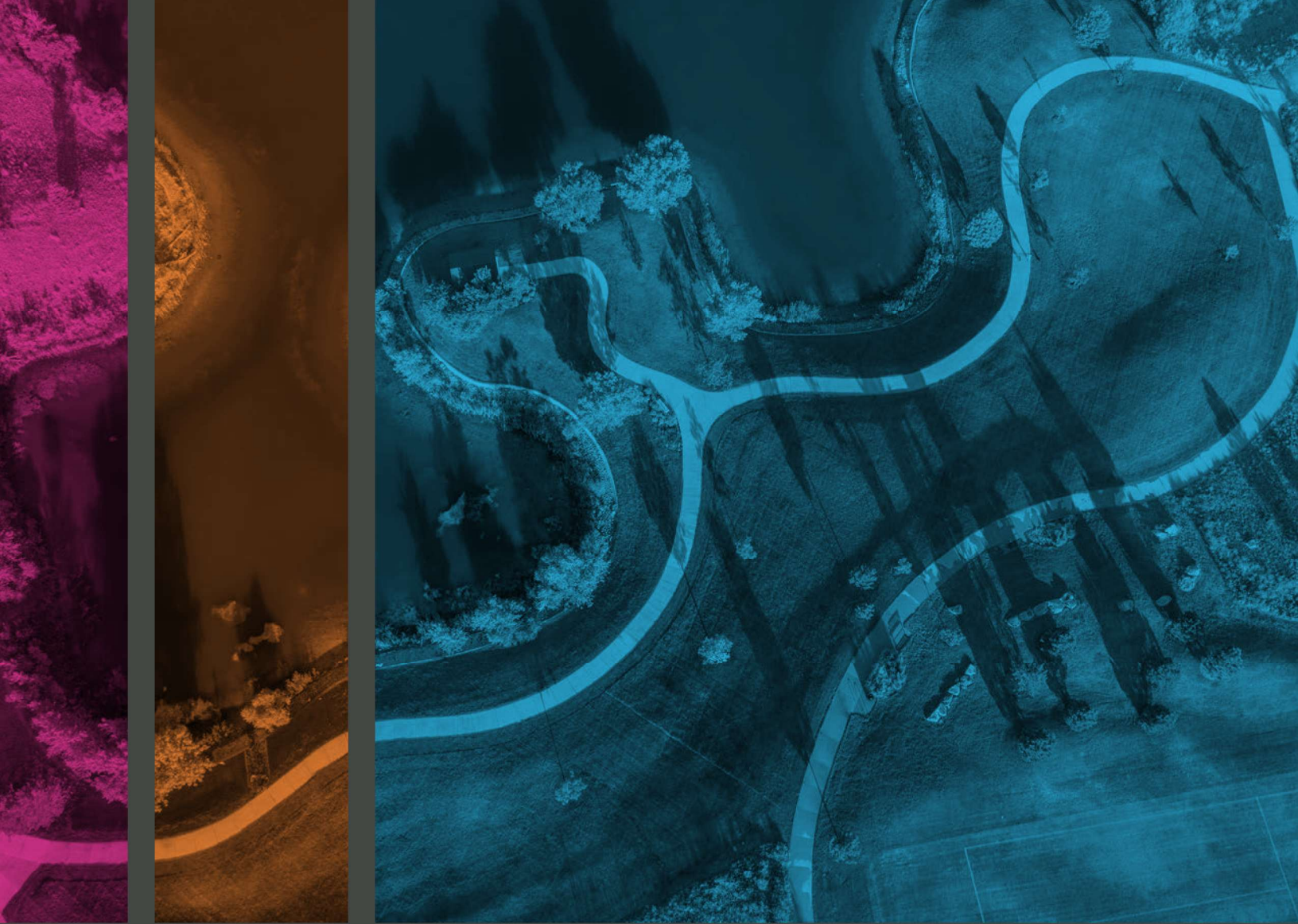
Phone:
cell (970)-333-9687



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jenise@ballardking.com



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www.BallardKing.com



dtjdesign.com



boulder
denver
atlanta
austin



303.443.7533



MEMORANDUM

To: City Council
Diana Langley, City Manager
Adam Blackmore, Parks Recreation, and Open Space Director

From: Open Space Advisory Board

Date: May 19, 2025

Re: Open Space 2026 Budget Amendment

The Open Space Advisory Board is writing in support of the Open Space Division's staff request for essential additional staff to manage an ever-increasing workload for maintaining and restoring our open space properties.

Operational Budget Amendments

The Open Space Division is requesting two new full-time staffing positions:

- Natural Resource Specialist 1 and a
- PROS Department Project Manager

OSAB strongly recommends filling both positions as soon as possible. Essential management and restoration projects have been long delayed on our open space properties given a staff shortage. Project management for the entire department has been undertaken by Bryon Weber, but the demands on his time are far greater than one person can handle, especially with the requirements of large developments like Redtail Ridge and the installation of new playground equipment in our parks. A second project manager working under him would free Bryon's time for the more complex CIPs and ensure that project management is handled by professionals with the necessary knowledge, rather than ad hoc by less experienced staff.

Longer-term Needs Not in the Six-Year Plan

- A volunteer and education coordinator, especially able to work on weekends, when most citizens are available for programs and projects. This would enhance our public outreach and communication and free up existing staff to concentrate on their primary responsibilities.
- A mobile education trailer for placement on a rotating series of open-space properties, comparable to the Shack, Lafayette's Waneka Lake education and interpretation center.
- The purchase of water rights to improve the environmental health of Coal Creek and Hecla Lake.



MEMORANDUM

To: Open Space Advisory Board
From: Nick Potopchuk Trails & Maintenance Supervisor
Date: June 11, 2025
Re: Information Item 6: Staff Updates – Social Trail Update

Purpose:

Four social/undesigned trails were selected for closure due to vegetative impacts, habitat disturbance, erosion issues, trail short cutting, and saturation of social trails that lead to the same destination. This was a pilot project presented by staff to build a process for the management of social/undesigned trails in the Open Space network. Of the 4 social trails selected for closure, staff considers that 3 of the 4 sites are fully restored. One of the sites still requires management to promote a strong return of vegetation. All the sites have seen little to no impact or influence from human interaction. In conclusion all of the site closures have been successful. Only one site has had difficulties in the vegetation reclamation process and has been re-seeded again this year. Staff have observed promising results for seed viability and germination thanks to the moisture the area is receiving.

Background:

In 2020 the Open Space division was granted approval to close and reclaim specific social/undesigned trails on four Open Space properties. The properties selected were Aquarius, Dutch Creek, Hecla Lake, and Warembourg Open Spaces. The selection process consisted of vegetative impacts, habitat disturbance, erosion issues, trail short cutting, and saturation of social trails that lead to the same destination. Staff presented this project plan to the Open Space Advisory Board on January 8, 2020, for discussion and approval. After receiving board guidance and approval staff finalized the plan.

From there staff began executing the project by providing community outreach to inform the public of their actions. Then carried out the physical labor portion of the project by excavating, sacrificing and restoring the selected social trails. The first step of the process was installing temporary fencing and signs to inform the public of the closure, why, and the management practices being utilized. The Aquarius site did have pre-existing permanent fencing and staff recently had permanent fencing installed at Dutch Creek that aligned with closure points. Then staff began excavating the compacted ground by machinery or human labor depending on the site. After the ground was broken up staff purchased and mixed topsoil into the excavated dirt to help mend and scarify the area. Native seed was then spread either by hand casting or drill seeding to restore native vegetation.

The trail locations were then surveyed two to three times per year in the late Spring, Summer, and Fall to assess vegetative reclamation continuing throughout the present year. The Aquarius, Dutch Creek and Warembourg Open Space sites came back with great success rates boasting 70 to 90 percent ground cover in the first year. Each site had different mixtures of returning vegetation that

consisted of native and non-native species. The last recorded coverage at the Hecla Lake project site was approximately 40 percent vegetation and 60 percent bare ground. Staff re-seeded this site again this Spring and are seeing some promising vegetative return. The success rate of the sites has been positive with 3 of the 4 sites showing little to no resemblance of these social/undesigned trails existing.

In total staff used approximately 16.46 tons of topsoil in throughout the sites costing \$492.97 at the time and approximately 25 pounds of native seed mix costing \$212 in total. The fencing materials cost \$376.59 and tool costs were \$53.42 the project, but the tools are still in use today. The cost for 5 rolls of 112 feet of erosion blanketing, 3 erosion waddles and the wooden stakes to stabilize these fully biodegradable materials had a total cost of \$768.33. With a total of approximately 360 full-time staff hours, and approximately 240 seasonal staff hours over the past five years. There was also 14 volunteers that completed approximately 6 hours each at the Aquarius volunteer event making a total of 84 hours at the Aquarius site. This brings the total cost in materials for this project to \$1903.31 dollars and the total amount of hours to 684 hours. Please note that due the labor involved at the beginning of these projects they require more time at the start and much less time during the observation and close out portion require.

Next Steps:

The next steps for this project will be to continue surveying these closed trails for any return of use. As well as reclamation of native verse non-native species. Staff also plan to continue an ongoing process of monitoring and recording social trails for emerging sites and the growth of existing sites throughout the city's Open Space network. Staff have continued to update and record these areas using ESRI ARC GIS mapping software and have begun to utilize Strava data for assessments. Staff will assist with and help guide the Trails Master plan project being carried out in the 2025 to 2026 calendar year by assisting in the development of standard policy to direct future efforts regarding social trails. As well as collaborating with and receiving guidance from the Open Space Advisory Board regarding these subjects.

Aquarius Photo Points:



Dutch Creek Photo Points:



Hecla Lake Photo Points:



Warembourg Photo Points:



Information Item 6: Staff Updates (Continued)

Social Trail Locations	Closure Approval	Closure	Restoration	Seeded	Monitoring	Percent Return First Year	Re-seeded	Signs Needed After Closure	Fencing Needed After Closure	Human impact after closure	Successfully Closed
Aquarius	2019	2021	2021	2021	2021-2025	99	N/A	No	Yes	No	Yes
Dutch Creek	2019	2020	2020	2020	2021-2025	90	N/A	No	Yes	No	Yes
Hecla Lake	2019	2022-2023	2023	2022	2021-2025	40	2024 & 2025	No	Yes	No	Yes
Warmebourg	2019	2020	2020	2020	2021-2025	95	N/A	No	No	No	Yes

DRAFT- MEMORANDUM- FOR OSAB CONSIDERATION DURING THE JUNE MEEITNG

To: City Council and City Manager
From: Open Space Advisory Board
Date: May 7, 2025
Re: Acquisition Process Recommendations

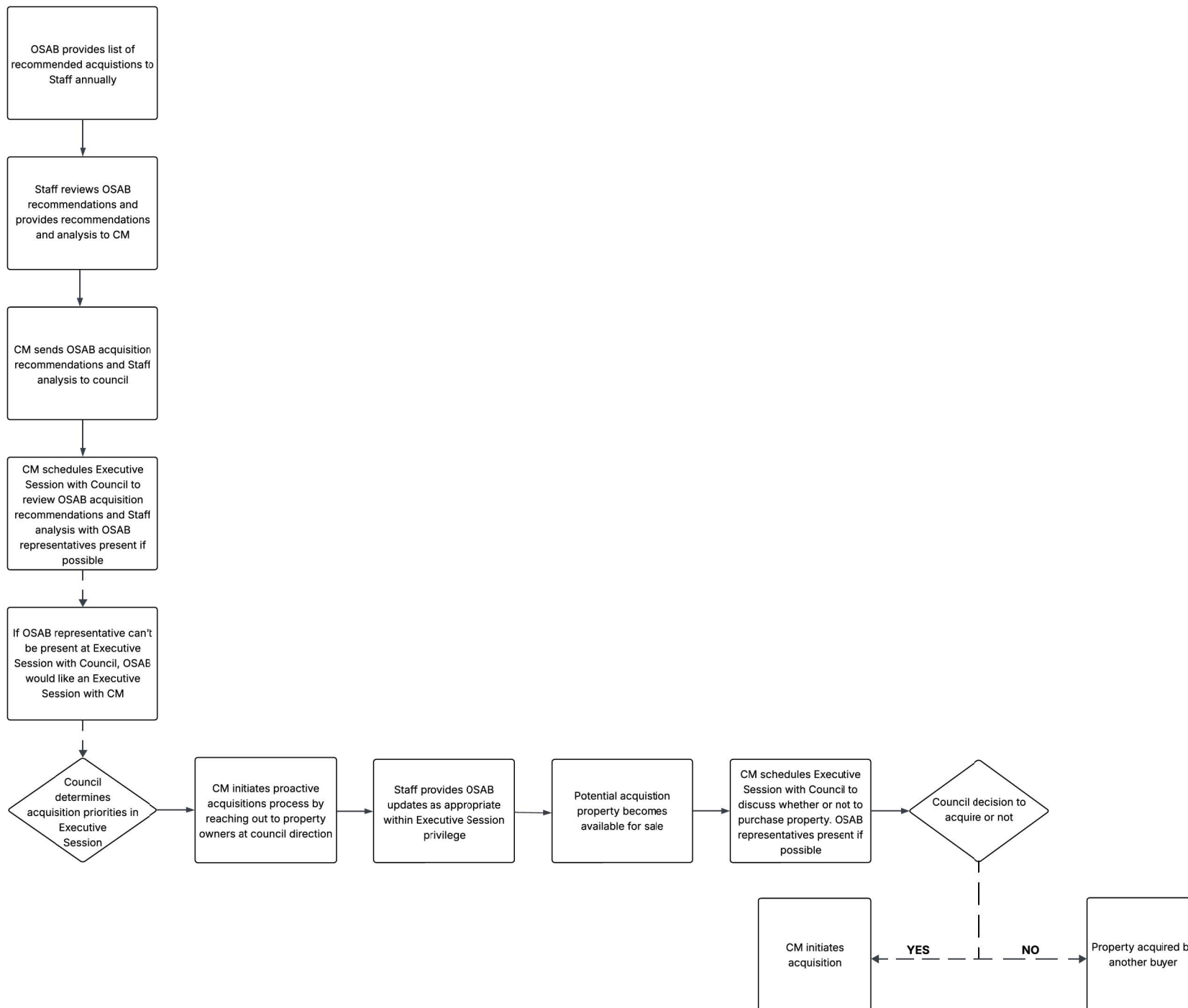
Recently the Open Space Advisory Board completed its annual review of the Property Acquisition List (attached) that was created by the Board and after careful consideration and discussion would like to make the following recommendations to the City Council and the City Manager.

- The Board recommends that the City create a formal process for how potential acquisition properties will be identified and purchased. The City doesn't currently have a documented process for property acquisitions and the Board is concerned that this will put the City at a disadvantage relative to private buyers should an appropriate property become available for purchase. By creating and implementing a formal acquisition process it is the Board's belief that the City will be able to make informed decisions about potential acquisitions in a faster and more efficient way that will increase the odds of successfully acquiring a property should Council choose to do so.
- The Board recognizes that the creation of a formal documented acquisition process will take time to develop and would like to recommend the following steps that can likely be implemented in the short term that will increase the odds of the City successfully acquiring properties on the Property Acquisition List should one become available for purchase. They are:
 - **CM/staff** begins the process of proactively reaching out to owners of the highest priority properties as outlined on the attached Property Acquisition List created by OSAB in order to build a relationship with the owner(s) and to express the City's interest in possibly purchasing the property should it become available. A Right of First Refusal can also be sought but likely isn't necessary at this stage.
 - **CM/Director** establishes a relationship with a local commercial real estate broker who can keep the City apprised of the market and properties that might become available. Director appoints someone as the primary contact for the broker and that person periodically checks in with the broker. Broker might also add staff to an MLS search so they are notified in real time as properties are listed for sale.
 - **CM/City Council/Staff** participates in site visits of top priority properties as outlined by OSAB's Property Acquisition List, possibly with an OSAB member(s),

so CM/City Council understands the reasoning and logic behind OSABs recommendations.

The Open Space Advisory Board believes it is critically important that the City establishes a relationship with the owners of potential acquisition properties as soon as possible and well ahead of when a property might become available for purchase. This will increase the likelihood that the City will become aware of a property's availability before it goes on the market, giving the City more time to carefully consider purchasing the property and ultimately increasing the odds of a successful acquisition.

DRAFT



2023 OSAB Candidate Open Space Ranking

Parcel	Size (acres)	Natural Resource Value (1-10)	User Experience Value (1-10)	Strategic Value (1-10)	Totals	Priority
CC	67.54	9	9	8	26	High
DD	15.42	7	8	8	23	High
WW	19.27	7	8	8	23	High
WW.1	6.03	7	8	8	23	High
ZZ.1	4.72	7	8	8	23	High
D.1	14.75	8	7	7	22	High
BB	5.04	7	7	8	22	High
N.2	8.28	8	7	6	21	High
N.3	9.9	7	7	7	21	High
D.4	11.05	7	6	7	20	High
MM	72.42	7	5	8	20	High
WW.2	19.6	6	7	7	20	High
D.5	8.9	7	6	6	19	High
D.2	3.33	7	6	6	19	Medium
AA.1	4.71	6	6	7	19	Medium
AA.2	2.68	5	6	7	18	Medium
D.3	5	6	5	6	17	Medium
N.1	1.65	6	6	5	17	Medium
XX	19.03	5	6	6	17	Medium
F	9.13	5	6	5	16	Medium
B	7.96	5	5	5	15	Low
J	30.22	3	5	5	15	Low
G	2.59	3	4	4	11	Low
H	8.21	4	3	4	11	Low
I	8.1	3	3	4	10	Low
K	12.05	3	1	3	9	Low
C.1	5.2					Considered, but not priority
C.3	30.5					Considered, but not priority
FF	9.65					Considered, but not priority
HH	9.72					Considered, but not priority
O	4.93					Considered, but not priority

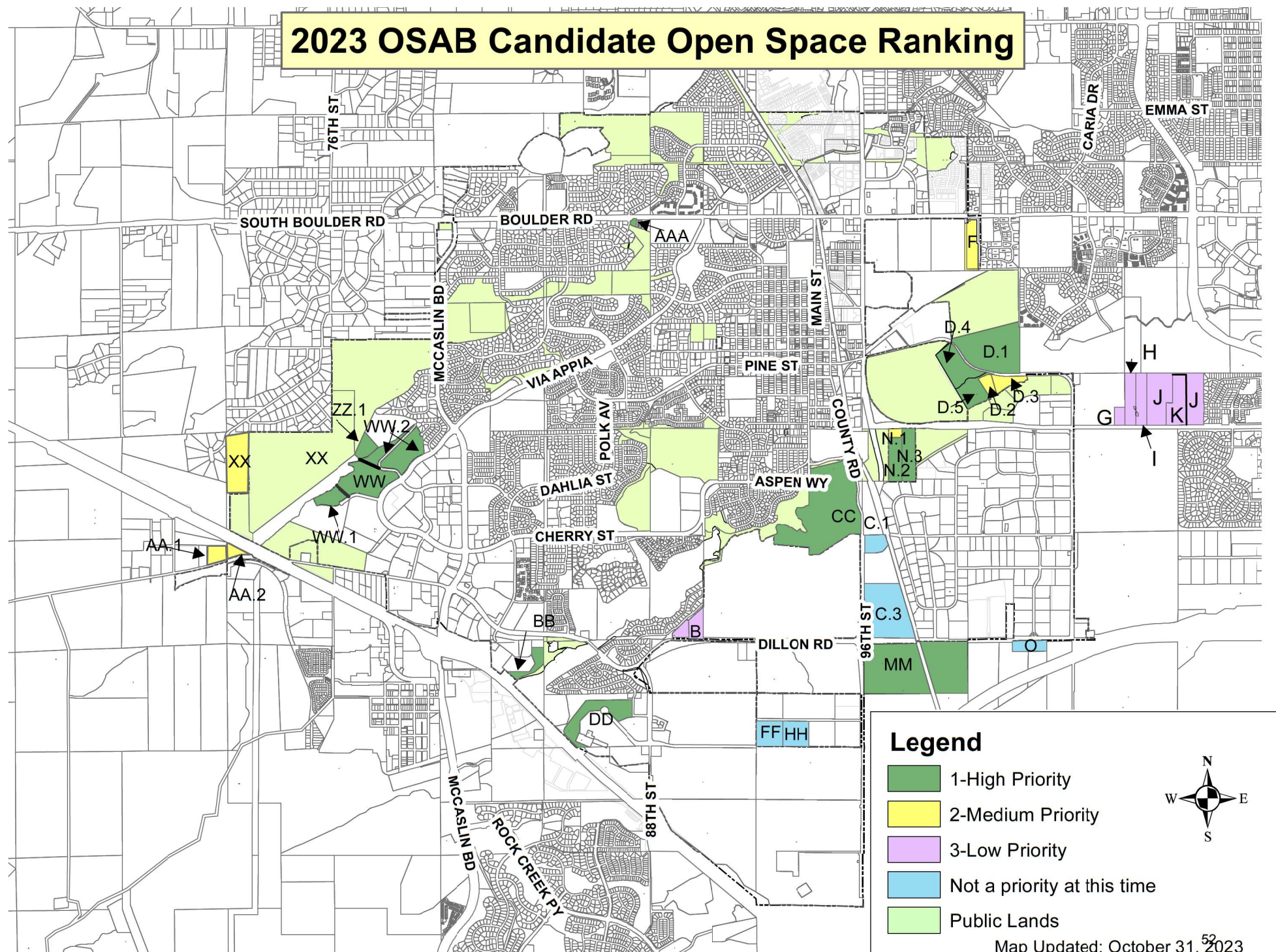
2023 OSAB Candidate Open Space Ranking

Parcel2	Notes/comments/observations
CC	cultural & historical & iconic value, riparian, wooded
DD	good connectivity to other open space, habitat
WW	contiguous to Davidson Mesa, ag ditch, works best in conjunction with other WW & ZZ properties, habitat
WW.1	contiguous to Davidson Mesa, ag ditch, works best in conjunction with other WW & ZZ properties, habitat
ZZ.1	contiguous to Davidson Mesa, works best in conjunction with other WW & ZZ properties, habitat
D.1	wetlands, riparian area, has house, "lost cause", works best in conjunction with other D properties
BB	adjacent to Coal Creek Trail, corridor, & Creek, wetlands, pretty, detention pond
N.2	Coal Creek crosses the land, adjacent to other open space, large house, zoned agricultural, need other N properties to make worthwhile
N.3	Coal Creek crosses the land, adjacent to other open space, several buildings, zoned ag, need other N properties to make worthwhile
D.4	adjoins other open space, house & barn, connect to further properties to the east
MM	buffer to Broomfield, currently ag land, buildings on land, divided by road/railroad, limited recreational potential
WW.2	works best in conjunction with other WW & ZZ properties, hemmed in by roads and houses, good view
D.5	zoned agriculture, has house, Coal Creek crosses the land, works best in conjunction with other D properties
D.2	zoned agriculture, has house, Coal Creek crosses the land, works best in conjunction with other D properties, may already be eased
AA.1	adjacent to HWY 36, okay habitat, close to Overlook Underpass and Boulder City/County open space land, social trails
AA.2	only worthwhile if also conserve AA.1, degraded habitat, close to Overlook Underpass & Boulder City/County open space land, social trails
D.3	zoned agriculture, has house, riparian, works best in conjunction with other D properties, adjacent to Aquarius
N.1	adjacent to Coal Creek Trail and CTC Trail, zoned agricultural, need other N properties to make worthwhile
XX	adjacent to Davidson Mesa, great view
F	adjacent to Lafayette, already trail to the west, house on property
B	small, between houses and road, may need soil remediation, land degraded, zoned agricultural
J	J is the best-looking ag land of all of these, zoned agricultural, houses, need other properties to make worthwhile
G	zoned agricultural, houses, need other properties to make worthwhile
H	zoned agricultural, houses, need other properties to make worthwhile
I	zoned agricultural, houses, need other properties to make worthwhile
K	zoned agricultural, houses, need other properties to make worthwhile
C.1	
C.3	
FF	
HH	
O	

2023 OSAB Candidate Open Space Ranking

ID2	Possible goals
CC	trail easement along creek, trail to south towards Dillon, possible city cultural facility, no further development
DD	trail to 36 Bikeway, ensure conservation if Avista leaves, hilltop buffer, no further development
WW	trail connectivity to Lake-to-Lake Trail, buffer, no/low further developemnt, 4H
WW.1	trail connectivity to neighborhood, buffer, no/low further developemnt
ZZ.1	trail connectivity, buffer, no/low further developemnt
D.1	easement around house, CC Trail re-route to follow creek, buffer, agricultural site, no further development
BB	purchase, ensure buffer around CCT, no further development
N.2	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
N.3	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
D.4	easement, CC Trail re-route to follow creek, buffer, edcuational site, no further development
MM	agricultural easement or partnership acquisition with County, prairie dog relocation site, 4H, goats
WW.2	trail connectivity to rec center, no/low further developemnt
D.5	buffer to Aquarius, conservation easement, agricultural uses, no further development
D.2	buffer to Aquarius, conservation easement, agricultural uses, no further development
AA.1	only worthwhile with partners, trail connection from underpass to other trail networks, safe crossing?, highway buffer
AA.2	only worthwhile with partners, trail connection from underpass to other trail networks, safe crossing?, highway buffer
D.3	buffer to Aquarius, conservation easement, agricultural uses, no further development
N.1	protect creek, reroute trail corridor along creek (though many members thought this was unlikely)
XX	trail easement, buffer to DM and its trail, no further development
F	trail buffer, dog park in partnership with Lafayette, ag use, trail buffer, no further development
B	dog park? Trail head/connection to other trails? Road buffer, no further development
J	agricultural easement? Remediation with partnership? Low value to board
G	agricultural easement? Remediation with partnership? Low value to board
H	agricultural easement? Remediation with partnership? Low value to board
I	agricultural easement? Remediation with partnership? Low value to board
K	agricultural easement? Remediation with partnership? Low value to board
C.1	
C.3	
FF	
HH	
O	

2023 OSAB Candidate Open Space Ranking



Legend

- 1-High Priority
- 2-Medium Priority
- 3-Low Priority
- Not a priority at this time
- Public Lands



Map Updated: October 31, 2023



CITY COUNCIL COMMUNICATION AGENDA ITEM 3

SUBJECT: CITY COUNCIL JOINT MEETING OPEN SPACE ADVISORY BOARD (OSAB)

DATE: APRIL 8, 2025

PRESENTED BY: ADAM BLACKMORE, PROS DIRECTOR
EMBER BRIGNULL, OPEN SPACE SUPERINTENDENT
SAMMA FOX, DEPUTY CITY MANAGER

OVERVIEW:

The City Council tries to meet annually with each of the City's advisory boards to discuss Council's Work Plan, the board's work plan, and alignment of the two, provide direction and discuss matters of mutual interest.

Current members of OSAB include: Susan McEachern (Chair), Andrew Dorsey (Vice-Chair), Michiko Christiansen, Benjamin Mow, Graeme Patterson, Mark Poletti, Brad Pugh, Daniel Rupp

FISCAL IMPACT:

None.

PROGRAM/SUB-PROGRAM IMPACT:

The meeting helps the Council meet the goal of the Governance Sub-Program by helping to understand the community's diverse interests.

RECOMMENDATION:

City Council provide feedback and guidance related to 2025 board work plans and goals as well as alignment with the adopted 2025 City Council Work Plan.

ATTACHMENT:

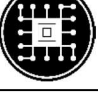
1. Memo from OSAB
2. Presentation

SUBJECT: OSAB JOINT MEETING WITH CITY COUNCIL

DATE: APRIL 8, 2025

PAGE 2 OF 2

STRATEGIC PLAN IMPACT:

☒	 Financial Stewardship & Asset Management	☐	 Reliable Core Services
☐	 Vibrant Economic Climate	☒	 Quality Programs & Amenities
☒	 Engaged Community	☐	 Healthy Workforce
☐	 Supportive Technology	☐	 Collaborative Regional Partner

MEMORANDUM

To: City Council
From: Open Space Advisory Board
Date: April 8, 2025
Re: Board Study Session with City Council

2024 Achievements

2024 achievements are listed in the PowerPoint. OSAB members donated 421 hours to the city in 2024, and we are very proud of our work to protect and improve our open spaces, one of Louisville's most important assets in this ever-more-crowded and environmentally challenging time in our history.

Background & 2025 Goals

OSAB is integral to the Council's 2025 Work Plan under the Priority of Economic Vitality and through the Lens of Environmental Sustainability. Louisville is an attractive and livable city in large part because of its beautiful outdoor spaces, which provide both physical and mental wellbeing and a refuge for native flora and fauna. OSAB's overarching goal for the present and future is to protect, restore, and add to our open space properties. With a number of long-range plans in process over the coming months, we expect much of our attention in the near term will be devoted to reviewing consultant recommendations regarding open space management, trails, and long-range planning. We also will prioritize developing working relationships with other Louisville advisory boards and with neighboring communities to implement shared conservation goals since native habitats and trails don't stop at city limits.

Looking Beyond 2025

Our 2025 goals are listed in the PowerPoint, but in future years, we hope to advocate for a vote in the 2028 election year to make the open space sales tax (2C) permanent, which would provide for more stable open space funding and increase opportunities for acquiring new properties through bond issues. Other long-term priorities are implementing a mobile education trailer, revisiting Dark Sky designation for areas near open spaces, obtaining water rights to enhance the environmental health of Coal Creek and Hecla Lake, and restoring and protecting the Coal Creek riparian zone.



City Council & Open Space Advisory Board 2025 Joint Meeting

April 8, 2025

Mayor: Chris Leh

Board Chair: Susan McEachern

Liaison: Ember Brignull, Open Space Superintendent



Members with Differing Needs

Not all members of a board have the same interactions during a meeting and it is incumbent on all members to make sure the meeting runs in a way that everyone is included. A few meeting ground rules will reap major benefits:

- Establish a turn-taking and participation protocol, don't talk over each other
- If an ASL interpreter is in the meeting, participants should pause between questions and/or comments to give the interpreter time to catch up.
- Maintain eye-contact with the person communicating, not the interpreter.
- Don't speak for anyone other than yourself.
- Eliminate side conversations so the interpreter can focus on the main conversation.
- Take breaks as needed to allow everyone to catch up.
- Follow up with written action items so everyone knows what was decided.



Introductions

- Name
- Pronouns
- Role
- Tenure on Council/OSAB/with the City

Purpose and Expectations

- Annual joint meeting with City Council
- Overview of Open Space Advisory Board role
- 2025 City Council Priorities and Work Plan
- 2025 Open Space Advisory Board priorities
- Discussion/Direction from City Council

Open Space Advisory Board Role

Advisory to city council.



Charter

Section 10-1(b) - Establishment of Boards and Commissions.

The following boards and commissions shall not be abolished:

- 1) *Board of Adjustment;*
- 2) *Building Code Board of Appeals*
- 3) *Historic Preservation Commission*
- 4) **Open Space Advisory Board**
- 5) *Planning Commission*



Louisville Municipal Code

Sec. 4.02.010.A. - Creation of the board.

- *There shall be a Louisville Citizens Open Space Advisory Board composed of seven Louisville residents appointed by the city council . . . In addition to the regular members of the board, the city council may appoint one alternate member of the board.*

Sec. 4.02.040. Ongoing duties.

- A. *The board shall, from time to time, review the classification system for open space and **recommend** any changes to the classification system.*
- B. *The board shall, from time to time, review the open space master plan and make **recommendations** for changes to such plan based on new information and or circumstances affecting open space land.*
- C. *The board shall inventory and provide **recommendations** to city council for the classification of any open space acquired by the city after the enactment of this charter.*
- D. *The board shall provide **recommendations** to the Council and/ or Planning Commission on development applications as provided in Section 4. 02. 050. The City Manager or designee may also refer any development applications found to materially impact open space lands to the board for recommendation to the Council and/or Planning Commission.*



Municipal Code cont.

- E. ***Provide input** on the location of trails and paths on open space lands.*
- F. ***Provide input** to the planning commission and city council on revisions of the plan.*
- G. *Work with city staff to periodically review and evaluate the management policies and procedures of open space lands, and **make recommendations** to council as to any desired changes regarding such management policies and procedures.*
- H. ***Provide recommendations** as to how open space within the city's boundaries and immediately adjacent thereto can best coexist with surrounding private land.*
- I. ***Provide recommendations** as to how the city can manage park and other land adjacent to open space lands in a manner that best promotes the continued integrity of open space.*
- J. ***Provide recommendations** for weed management.*
- K. ***Provide recommendations** for environmental education that address management issues including ways to minimize impacts to native flora and fauna.*
- L. *Provide a forum for citizen comment on open space and trails issues.*
- M. ***Provide any additional recommendation** on open space issues the board finds appropriate.*



4/19/2023

Other Key Guidance

- All City Boards are subject to the Colorado Open Records Act and Open Meeting rules in the Home Rule Charter.
- Rules of Procedure are in place for all boards. These cover meeting civility, general rules, meeting requirements and more.
- Bylaws – Updates coming
- New quasi-judicial role

2025 Council Work Plan

2025 Council Work Plan

Four Priorities:

- Economic Vitality
- Core Services
- Safety
- Affordable Housing

Two lenses:

- Equity, Diversity, and Inclusion (EDI)
- Sustainability

2025 Proposed OSAB Work Plan

2024 OSAB Highlights

- Provided recommendations to the city's internal open space land acquisitions process
- Provided feedback on implementation of budget revisions following passage of 2C
- Reviewed and recommended revisions to the Redtail Ridge trail plan
- Advocated for an ordinance banning rodenticides within city limits
- Increased volunteer hours and visibility of the Weed Whacker group
- Provided input on Wayfinding implementation
- Researched grant opportunities for open space capital projects
- Provided feedback on e-bike usage on open space trails
- Provided recommendations on Open Space Education and Outreach programs
- Reviewed the quasi-judicial process for advisory boards



2025 Priorities – Related to Council's Work Plan

- Provide feedback on the Comprehensive Plan, and the PROS and Trails plans
- Support development of RFPs recommended by PROS and Trails Plans
- Further refine the city's internal property acquisition process
- Support restoration of native ecosystems and grasslands
- Support and advocate for staff to complete city-wide Wayfinding on the trail network
- Advise on Redtail Ridge final trail plan and open space protection during construction
- Quasi-judicial development reviews as needed



Proposed 2025 OSAB Work Plan Priorities not included on City Council's Adopted Plan

- Achieve Bird City designation for Louisville
- Collaborate with neighboring communities on mutual wildlife and environmental conservation goals, including restoration of pollinator habitat and the Coal Creek riparian area
- Collaborate with other Louisville advisory boards on issues of mutual concern
- Advocate for passage of rodenticide ordinance

Alignment with Open Space Departmental Work Plans

These items currently are on the Department Work Plan:

- Review interpretive education panels
- Advise on wildfire mitigation communication campaign
- Advise on Short Street/Hwy 42 Urban Renewal Plan as requested
- Review budgets as requested
- Evaluate and participate in the Bioblitz

Alignment with Open Space Departmental Work Plan?

These items currently are not on the Department Work Plan:

- Achieve Bird City designation for Louisville
 - Staff is able to complete with Council direction. This will require a Council Resolution before July 1 or November 1 with a \$200 fee.
- Collaborate with neighboring communities on mutual wildlife and environmental conservation goals, including restoration of pollinator habitat and the Coal Creek riparian area
 - Staff is able to explore the request to obtain more detail on project scope. Implementation will require City Council direction and approval for future budget cycles.
- Collaborate with other Louisville advisory boards on issues of mutual concern
 - Staff is able to support with Director approval by topic and direction from City Council.
- Advocate for passage of rodenticide ordinance
 - In 2024, OSAB submitted a letter of recommendation to City Council. City Council direction required for next steps.



4/19/2023

Council Guidance

Opportunity for discussion/direction from council:

- Anything else the OSAB should consider related to the council work plan?
- Council guidance on the non-work plan items?

Important considerations:

- *Are all items in the purview of the OSAB and advisory to council in nature?*
- *Is this what council needs from the OSAB?*



Thank you!

- To OSAB members for your leadership and time as volunteers!
- To staff for your work!
- Next Steps:
 - Council looks forward to continued work with each board and commission
 - MAY 16 – Recommendations for interim budget due
 - MAY 16 – Recommendations for 2026 Council Work Plan due
 - NOVEMBER – Recommendations for 2026 Legislative agenda due



MEMORANDUM

To: City Council Members
Diana Langley, City Manager
Adam Blackmore, Parks Recreation, and Open Space Director

From: Open Space Advisory Board

Date: May, 19 2025

Re: Work Plan Direction for OSAB, Staff, and City Council

The items below were listed in the Open Space Advisory Board (OSAB) packet materials to city council during the Study Session on April 8, 2025. OSAB Seeks clarification and city council direction to add the following items to OSAB, Staff, and City Council Work Plans.

Additional Needs Not in the Six-Year Department Work Plan:

1. Achieve Bird City designation for Louisville

The Open Space Advisory Board (OSAB) is writing in support of staff submitting an Open Space Division's application for Bird City designation in 2025. Open Space staff has researched the criteria for consideration, and the city meets all the following requirements:

- Celebrating World Migratory Bird Day. The Open Space Division sponsors a migratory bird walk at Hecla Lake every spring.
- Habitat (category 1): The Open Space Division promotes native plants, controls invasive plants, and provides nesting habitat.
- Threats to Birds (category 2): The Open Space Division addresses the threat of pesticides and other toxins.
- Education and Engagement (category 3): The Open Space Division offers a range of educational programs for adults and children that foster an interest in and engagement with the natural world.
- Sustainability (category 4): The city as a whole, is working to reduce energy use and carbon emissions.

Louisville is already a Tree City and a Bee City, and adding Bird City to our identity only strengthens our image as a sustainable, environmentally conscious community. OSAB asks the city council approval to pass a resolution in support of Bird City designation and fund the \$200 annual fee. The upcoming application deadlines are July 1 and November 1.

2. Collaborate with neighboring communities on mutual wildlife and environmental conservation goals, including restoration of pollinator habitat and the Coal Creek riparian area
3. Collaboration with other Louisville advisory boards on issues of mutual concern
4. Advocate for passage of rodenticide ordinance
5. Advocate for a vote in the 2028 election year to make the open space sales tax (2C) permanent
6. Advocate for a Dark Sky designation for areas near open spaces
7. Advocate for a volunteer and education coordinator staff position, especially able to work on weekends, when most citizens are available for programs and projects. This would enhance our public outreach and communication and free up existing staff to concentrate on their primary responsibilities.
8. Advocate for a mobile education trailer for placement on a rotating series of open-space properties, comparable to the Shack, Lafayette's Waneka Lake education and interpretation center.
9. Advocate for the purchase of water rights to improve the environmental health of Coal Creek and Hecla Lake.

Memorandum

To: City Council
From: Parks and Public Landscape Advisory Board
Date: 05/07/2025
Re: Recommendation to review of Integrated Weed Management Plan (IWMP) for City Council's 2026 Work Plan

PPLAB requests that City Council add to the 2026 Work Plan the review of Louisville's Integrated Weed Management Plan (IWMP) and evaluation of the continued use or discontinuance of pesticides currently in use by Parks and Open space Departments.

Approved unanimously by voice vote.



PARKS, RECREATION, AND OPEN SPACE

MEMORANDUM

To: City Council
From: Open Space Advisory Board
Date: October 10, 2024
Re: E-Bikes on City Trails

We Understand that Council is considering revising regulations for e-bikes on open space and other trails throughout the city. The Open Space Advisory Board strongly urges that Louisville develop a policy that is consistent with neighboring communities to avoid confusion and the difficulty of enforcing regulations on trails that cross city boundaries into other city or county properties. Examples include the Coal Creek Trail and the Harney-Lastoka Open Space.

- Lafayette has a 15 mph speed limit and allows class 1 and 2 e-bikes only.
- Boulder County allows class 1 and 2 only, with all e-bikes prohibited on foothills and mountain trails.
- Broomfield has a 20 mph speed limit and allows class 1 and 2 only.
- Boulder allows class 1 and 2 only.
- Erie allows class 1 and 2 only.

OSAB strongly recommends allowing only class 1 and 2 e-bikes on Louisville trails, with a speed limit (including signage) of 15 mph. This would align our regulations with those of adjoining communities and would enhance the safety of pedestrians, especially those with mobility issues. Allowing only class 1 and 2 e-bikes will also reduce the noise created by more powerful e-bikes that diminishes the quality of the open-space experience and negatively affects the health and well-being of humans and wildlife alike.