



## Parks & Open Space

### Parks & Open Space Advisory Committee AGENDA

April 23, 2020  
6:30 p.m.

Virtual Meeting

#### *Suggested Timetable*

**6:30 Call to Order**

**6:30 Approval of the February 27, 2020 Meeting Minutes**  
*ACTION REQUESTED: Minutes Approval*

#### **Presentations**

**6:35 Crawford Trust Acquisition**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Tina Burghardt, Senior Land Officer

**6:50 Twin Corners Transfer of Management (for 95th St. Safety Improvements)**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Tina Burghardt, Senior Land Officer

**6:55 3445 : Twin Corners and Laber (Alex) - Xcel Energy Takings**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Tina Burghardt, Senior Land Officer

**7:00 Walker Trust - Transfer of Management (for US 287 & Isabelle Rd.)**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Tina Burghardt, Senior Land Officer

**7:05 2019 Real Estate Closings**  
*ACTION REQUESTED: None, Information item only*  
PRESENTER: Tina Burghardt, Senior Land Officer

**7:15 Update to the Management Plan for Carolyn Holmberg Preserve**  
*ACTION REQUESTED: None, Information item only*  
PRESENTER: Marni Ratzel, Resource Planner

**8:00 Climate Adaptation and Mitigation Plan (CAMP)**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Carrie Cimo and Mary Tiernan

**8:40 Approval of Revised POSAC Bylaws**  
*ACTION REQUESTED: Recommendation to BOCC*  
PRESENTER: Eric Lane, Director

**8:50 Director's Update**

**9:00 Adjourn**

**DRAFT**

**Parks & Open Space Advisory Committee  
MINUTES**

February 27, 2020  
6:30 p.m.

Commissioners' Hearing Room, 3rd Floor  
Boulder County Courthouse, 1325 Pearl Street, Boulder, CO

**Call to Order**

The meeting was called to order at 6:30 PM by James Krug

**Members:**

Scott Miller  
Sue Anderson  
Heather Williams  
James Krug  
Jenn Archuleta  
Paula Fitzgerald  
Trace Baker  
Kira Pasquesi -- **Excused**  
Steven Meyrich -- **Excused**

**Staff:**

Eric Lane  
Sandy Duff  
Therese Glowacki  
Dave Hoerath  
Janis Whisman  
Conrad Lattes  
Bevin Carithers  
Jenny Dalton  
Renata Frye  
Vivienne Jannatpour  
Nik Brockman

**Approval of the January 23, 2020 Meeting Minutes**

*ACTION REQUESTED: Minutes Approval*

ACTION: Anderson moved approval of item. Baker seconded the motion.

VOTE: **AYES:** Anderson, Williams, Krug, Archuleta, Fitzgerald, Baker; **EXCUSED:** Kira Pasquesi, Steven Meyrich; **AWAY:** Scott Miller;

**Public Participation - Items Not on the Agenda**

None

Attachment: Feb 27 Minutes (3442 : Approval of the February 27, 2020 Meeting Minutes)

## Presentations

### McLachlan Acquisition

*ACTION REQUESTED: Recommendation to BOCC*

PRESENTER: Sandy Duff, Senior Land Officer

Public Comment:

Dan Wolford, City of Longmont. He expressed the city's excitement for this opportunity. The city is considering an agricultural lease on the property, but no use is designated yet.

Kevin Markey, 8853 N. 55th St., Longmont. He lives near this property. He wondered why Longmont is acquiring land so far west.

Jeff Mason, 10000 N 65th St., Longmont. He lives near this property. He had concerns that allowing public access on this property would negatively impact the ecological aspects of the property and also impact their ability to use their own property.

ACTION: Fitzgerald moved approval of item. Baker seconded the motion.

VOTE: **AYES:** Miller, Anderson, Williams, Krug, Archuleta, Fitzgerald, Baker; **EXCUSED:** Kira Pasquesi, Steven Meyrich

### Madison Farms Acquisition

*ACTION REQUESTED: Recommendation to BOCC*

PRESENTER: Sandy Duff, Senior Land Officer

Public Comment:

None

ACTION: Baker moved approval of item. Miller seconded the motion.

VOTE: **AYES:** Miller, Anderson, Williams, Krug, Archuleta, Fitzgerald, Baker; **EXCUSED:** Kira Pasquesi, Steven Meyrich

### Ron Stewart Preserve at Rabbit Mountain Elk and Vegetation Management Plan Extension

*ACTION REQUESTED: Recommendation to BOCC*

PRESENTER: Therese Glowacki, Manager, Resource Management Division

Public Comment:

Ken Altshuler, 3997 Nelson Rd., Longmont. He is concerned about hunting in this area and questions its success in controlling the elk population.

Dr. Rob Roy Ramey, Nederland. He recommended peer review to find other solutions to controlling the elk populations.

Amy Strombotne, 8502 Stirrup Ct., Longmont. She is against hunting to control elk numbers. She thinks the area could become a hunting mecca and that is not what county residents voted for when they approved money for open space. This plan should come to the voters for approval of funds for fencing and non-violent measures.

ACTION: Miller moved approval of item. Fitzgerald seconded the motion.

VOTE: **AYES:** Miller, Anderson, Williams, Krug, Archuleta, Fitzgerald, Baker; **EXCUSED:** Kira Pasquesi, Steven Meyrich

### Red Hill Elk Management Plan

*ACTION REQUESTED: Recommendation to BOCC*

PRESENTER: Therese Glowacki, Manager, Resource Management Division

Public Comment:

Clive Jones, 4251 Nelson Rd., Longmont. He thinks it's not safe to hunt in this area because it's too close to a developed area. He would like the county to consider other options.

Kevin Markey, 8853 N. 55th St., Longmont. He lives in the area and although he enjoys seeing the elk, he has experienced damage. He thinks the county is not doing enough to get the elk to move. He would like more efficient methods like culling and sharpshooting.

Mina Altshuler, 3997 Nelson Rd., Longmont. She is against hunting in this area. Suggested staff build a trail through this area to keep elk away.

Ed Falborn, 9087 N. 55th St., Longmont. He would like to see other options considered, such as feeding the herd so elk don't come onto private property to eat crops.

Dr. Rob Roy Ramey, Nederland. He recommended peer review to find other solutions to controlling the elk populations.

Ken Altshuler, 3997 Nelson Rd., Longmont. He is concerned about hunting in this area and questions its success in controlling the elk population.

ACTION: Miller moved approval of item. Baker seconded the motion.

VOTE: **AYES:** Miller, Williams, Krug, Archuleta, Fitzgerald, Baker; **NAYS:** Sue Anderson; **EXCUSED:** Kira Pasquesi, Steven Meyrich

### Director's Update

- Heil Valley Ranch helicopter logging operations have been completed but ground work will continue for the next month with processing timber, hauling wood chips, and site rehabilitation. Trail closures for the Lichen Loop and Grindstone Quarry Trail have been lifted. The 162-acre forest stand improvement project will enhance habitat on Heil. Incidentally, it will also provide fire mitigation for Lake of the Pines and the wood chips will heat our office and the jail for the rest of the year.
- Last Saturday, the Left Hand Outdoor Challenge included a service project for participants to help with the infrastructure improvements at Southdown Indian Mountain that support American Indian cultural practices. The high school students were treated to a presentation and interaction with the Native American leaders who are coordinating use (sweat lodges) of Indian Mountain.

### Upcoming:

- Parks & Open Space will host a public open house on March 3 at our Longmont office to discuss management actions coming up at Webster pond (Pella Ponds). We will be removing non-native fish so the pond can become a nursery for Red Belly Dace, a native fish. Wildlife staff (and Education & Outreach) have been working with CPW, the Innovation Center, and Oceans First to be the first native fish propagation collaborative with St. Vrain schools. (Students are growing the fish in their classrooms to later be released.)
- The public is invited to attend an open house for updating the Carolyn Holmberg Preserve at Rock Creek Farm Management Plan. Staff will share information and gather input on what is working well, areas for enhancement, and opportunities and constraints to consider in developing refined management direction.

Wednesday, March 11, 4:30 - 6:30 p.m.  
 Louisville Recreation and Senior Center  
 900 Via Appia Way, Louisville <<https://goo.gl/maps/cms7VVd7v12DK7aK6>>

Materials presented at the open house and a comment form also will be posted online. Staff will present the public input to POSAC in April to help guide next steps in the plan development. It is envisioned that the planning process will run through the fall of 2020.

#### Kudos:

- Steve Sauer was named the Western Society for Weed Science "Weed Manager of the Year." It's a very meaningful award as it is given by a society of scientists to a land manager.
- Jim Drew and Carol Beam completed a nationally recognized program called Standards and Excellence Program for History Organizations (StEPs) in collection management that resulted in the department's renewal as a state approved repository for archaeological objects held-in-trust.
- Mary Tiernan recently took the International Society of Arboriculture exam and passed so she is now an ISA Certified Arborist.
- Land Conservation Awards:
  - **Land Conservation Award goes to *Paul Lev-Ary***
  - **Environmental Stewardship Award goes to *Lowell and Diane Dodge***
  - **Volunteer Award - Education & Outreach goes to *Gedeon Lafarge***
  - **Volunteer Award - CSU Extension goes to *Rob Alexander***

Formal presentations will be made with the Board of County Commissioners at POS Longmont headquarters at 3 p.m., April 21.

- Lastly, tonight is Sue Anderson's last night as a member of POSAC and I want to thank her for her several years of service to POSAC, to POS, and to the BOCC. As is tradition, staff have prepared a map that depicts the land acquisitions that were completed during her tenure on POSAC. Some notable properties include agricultural lands like Waneka Centennial Farm, Wheeler, and Hicks-Stitzel and Hicks 2, as well as the Rainbow Nursery property which may be the future home for a county-wide compost facility to reduce the waste streams in the county and create compost for agricultural application.

#### **Adjourn**

The meeting was adjourned at approximately 9:01 PM

Attachment: Feb 27 Minutes (3442 : Approval of the February 27, 2020 Meeting Minutes)



## Parks & Open Space

5201 St. Vrain Road • Longmont, Colorado 80503  
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### PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>DATE/TIME:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	Crawford Trust Acquisition
<b>PRESENTER:</b>	Brandon Pumphrey, Land Officer
<b>ACTION REQUESTED:</b>	Recommendation to the BOCC

#### Summary

Boulder County proposes to acquire fee title to the 13-acre Crawford Trust property, with associated mineral and water rights, for \$176,000.00. The property is comprised of three parcels with addresses at 7094, 7102, and 7108 Sunshine Canyon Drive west of Boulder, up Mapleton Avenue to Sunshine Canyon Drive.

#### Background

The property lies north of and adjacent to the Steen Lodes (D'Lantangy) Open Space property. The subject property is comprised of three contiguous mining claims and has been owned by the same family for approximately 72 years. The property is in an area that contains both county open space and US Bureau of Land Management (BLM) land, the property provides an excellent opportunity to connect those open lands. The family is extremely supportive of the acquisition and desires to sell the property to the county so that it is preserved as open space. Historically, the property was used for mining dating back to the 1890s. The property has a mine and formerly had cabins on the Silver Queen Lode and on the General John Lode, until they were destroyed in the Fourmile Canyon fire in September of 2010. Additionally, the property is located just northeast of Bighorn Mountain, and the rocky outcrops at this elevation range are excellent for bat habitat.

#### Deal Terms

If approved, Boulder County will acquire fee title to approximately 13 acres of vacant mountain property, including all mineral rights and all water rights owned by seller.

#### Acquisition Summary

Acres	Water Rights	# Building Rights County Will Acquire	Price per Acre	Water Right Value	Total Purchase Price
13	N/A	2	\$13,538.46	N/A	\$176,000.00

- The property has two building rights. The seller will retain zero building rights.
- The status of the mineral rights is unknown and pending a title review.

A Phase I environmental assessment will be completed, and if the results show any mining hazards on the property, staff will notify the State of Colorado's Division of Mining, Reclamation and Safety for formal closure. After the Phase I assessment has been done,

Parks & Open Space will determine whether portions of the property need to be closed to public use.

### **Boulder County Comprehensive Plan Designations**

The Boulder County Comprehensive Plan (Comp Plan) provides information about the area's agricultural, cultural, environmental, and other open space resources (including passive recreation, community buffers, and scenic viewsheds). Maps in the Comp Plan indicate the following designations of these resources near the property: Bighorn Mountain Natural Landmark and a View Protection Corridor that scores 1.37 out of five.

### **Potential Uses**

The property is currently vacant. The property will be open to public use, except if any areas need to be closed for public safety due to mine hazards if any are found during the Phase I assessment. The process to determine potential public access (including trails or other passive recreation) versus closures that protect a property's open space resources is an involved planning process that can only be done after acquisition. Parks & Open Space staff need ample time after acquisition to evaluate the property, and evaluations about other potential future uses have been made at this time.

### **Staff Discussion and Recommendation**

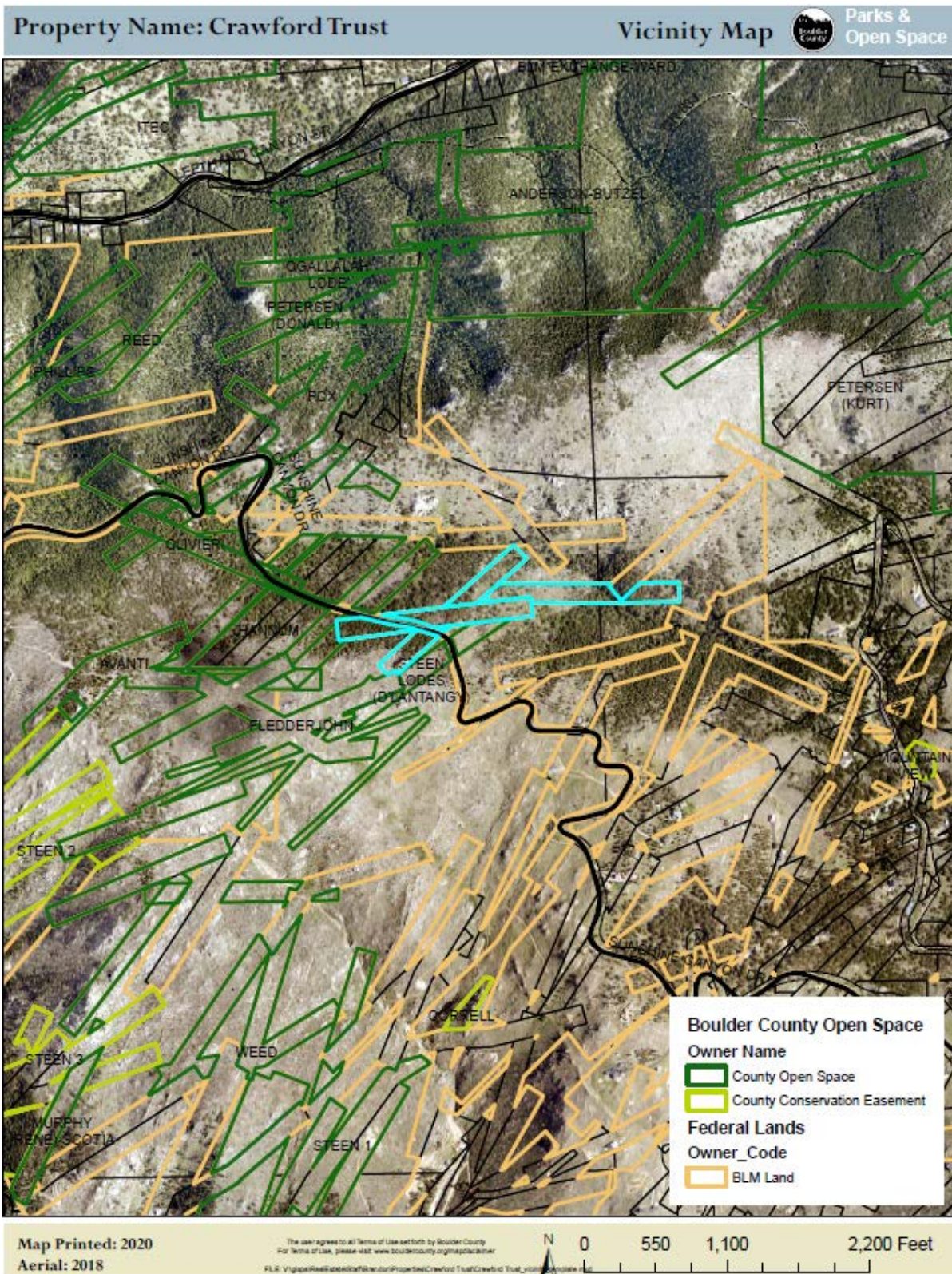
Staff recommends approval. Together with the surrounding open space land and BLM lands which are located adjacent and nearby, this acquisition adds to the preservation and protection of the natural habitat, viewshed corridor, and open space along Sunshine Canyon Drive. This acquisition also removes two development rights.

### **POSAC Action Requested**

Recommendation to the Boulder County Commissioners for approval of the acquisition as described above and as further described by staff at the POSAC meeting.

Suggested motion language: I move approval of this transaction as staff has described.





Attachment: POSAC\_Memo\_Crawford Trust\_final\_bp(April POSAC) (3443 : Crawford Trust Acquisition)





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## PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>DATE/TIME:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	Twin Corners-2020 Transfer of Management (For 95 <sup>th</sup> Street Road Improvements)
<b>PRESENTER:</b>	Tina Burghardt, Land Officer
<b>ACTION REQUESTED:</b>	Recommendation to the BOCC

### Summary

Boulder County proposes to transfer management of approximately 0.151 acres of the Twin Corners open space property located on the east and west side of 95<sup>th</sup> Street south of Highway 52. These 0.151 acres are currently under the management of the Boulder County Parks & Open Space Department and would be transferred to the Boulder County Public Works (formerly Transportation) Department for road improvements to 95<sup>th</sup> Street in Boulder County.

### Background

Last summer, Public Works began road and safety improvements along 95<sup>th</sup> Street, between Lookout and Plateau Roads. Those efforts affect two relatively small portions (totaling approximately 0.151 acres) of the Twin Corners Open Space property. The Twin Corners Open Space property and the affected areas are depicted on the maps attached to this memo. These two portions affected are all on the edge of the existing right of way along 95<sup>th</sup> Street, just south of Highway 52.

Although both the road and properties are owned by Boulder County, they are under different managing departments. On July 11, 2019, Parks & Open Space transferred temporary management of the affected portions to Public Works. Public Works will be taking over permanent management of the 0.151 acres of land and this permanent transfer of management must be accounted for and recognized. Both departments are part of the county, and Public Works has proposed acre-for-acre swaps, rather than dollar transfers. Parks & Open Space is tracking these swaps on a balance sheet, and Public Works will later give Parks & Open Space land that it wants for open space.

### Public Process

Parks & Open Space follows specific procedures to dispose of these 0.151 acres, including adjacent property owner notification and newspaper notice. The notices included an invitation to attend and comment at this meeting. No public comments have been received to date. Any comments we receive will be shared with you at the meeting.

### Staff Discussion and Recommendation

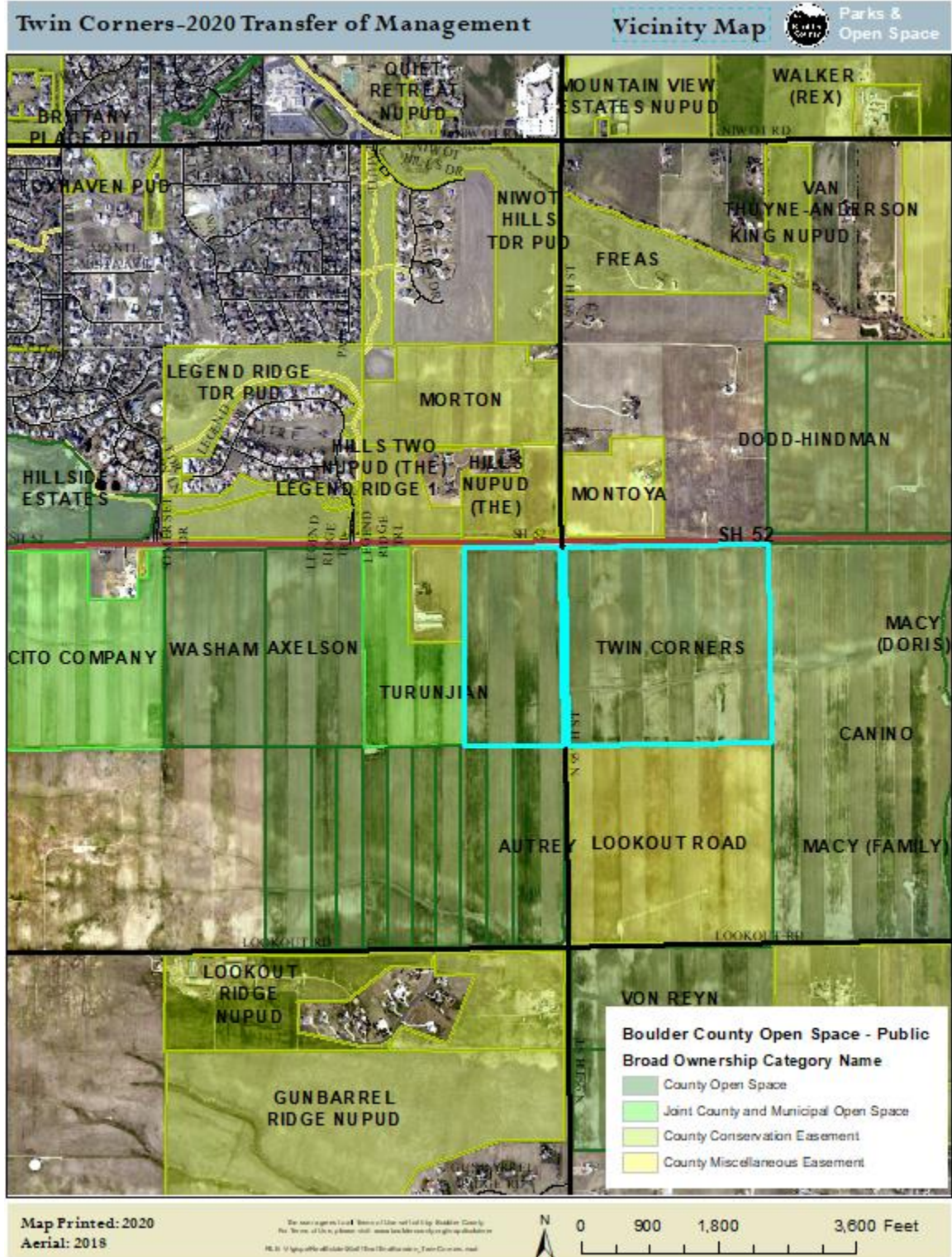
Staff recommends the requested transfer of management and swap arrangement for approval.

### POSAC Action Requested

Recommendation to the Boulder County Commissioners for approval of the transfer of management of 0.151 acres of the Twin Corners Open Space property as described above.

Suggested motion language: I move approval of this transaction as staff has described.

## Vicinity Map:





Close-Up Map:





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### PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>DATE/TIME:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	Twin Corners and Laber (Alex)-2020 Xcel Energy Easements
<b>PRESENTER:</b>	Tina Burghardt, Land Officer
<b>ACTION REQUESTED:</b>	Recommendation to the BOCC

#### Summary

Xcel Energy proposes to acquire two permanent easements to relocate existing overhead electric distribution feeder lines on portions of the Twin Corners and Laber (Alex) Open Space properties to accommodate a Boulder County Public Works (formerly Transportation) Department road improvement project along 95<sup>th</sup> Street between Lookout Road and Plateau Road in Boulder County. The Twin Corners Open Space property lies on the west and east sides of 95<sup>th</sup> Street, south of Highway 52 (Mineral Road) and the Laber (Alex) Open Space property lies on the east side of 95<sup>th</sup> Street south of Ogallala Road.

#### Background

Boulder County Public Works is in the final stages of its 95<sup>th</sup> Street road improvements and these improvements affect some of Xcel Energy's overhead electric distribution lines. In order to accommodate this project, Xcel Energy will need to relocate the existing overhead electric distribution feeder lines on the west side of the Twin Corners Open Space property and on the east side of the Laber (Alex) Open Space property, as depicted on the maps attached to this memo. Xcel therefore needs two non-exclusive utility easements totaling approximately 0.62 acres.

Xcel Energy has condemnation authority over Boulder County, so the county is legally unable to prevent this project. The county will be entitled to the proceeds for the permanent easement takings, and Xcel and the county will coordinate to protect and preserve the open space interests, minimize site disturbances, and provide reclamation standards to the extent practicable.

#### Public Process

The terms of the resolution creating the sales tax that was used to purchase the Twin Corners and Laber (Alex) Open Space properties require specific procedures be followed to dispose of this property, including adjacent property owner notification, newspaper notice, and a 60-day waiting period following county commissioner approval. The notices included an invitation to attend and comment at this meeting. No public comments have been received to date. Any comments we receive will be shared with you at the meeting.

#### Staff Discussion and Recommendation

Staff recommends approval of granting the permanent easements to Xcel Energy. The county cannot prevent this taking, and Boulder County prefers to cooperate informally with Xcel Energy in these instances and negotiate fair compensation rather than the full formal condemnation process that is more costly and time-consuming for both parties. Xcel Energy is being cooperative in meeting staff's requests designed to protect natural resources as much as possible and properly reclaim the areas following the relocation of the overhead lines.



**Value of Takings**

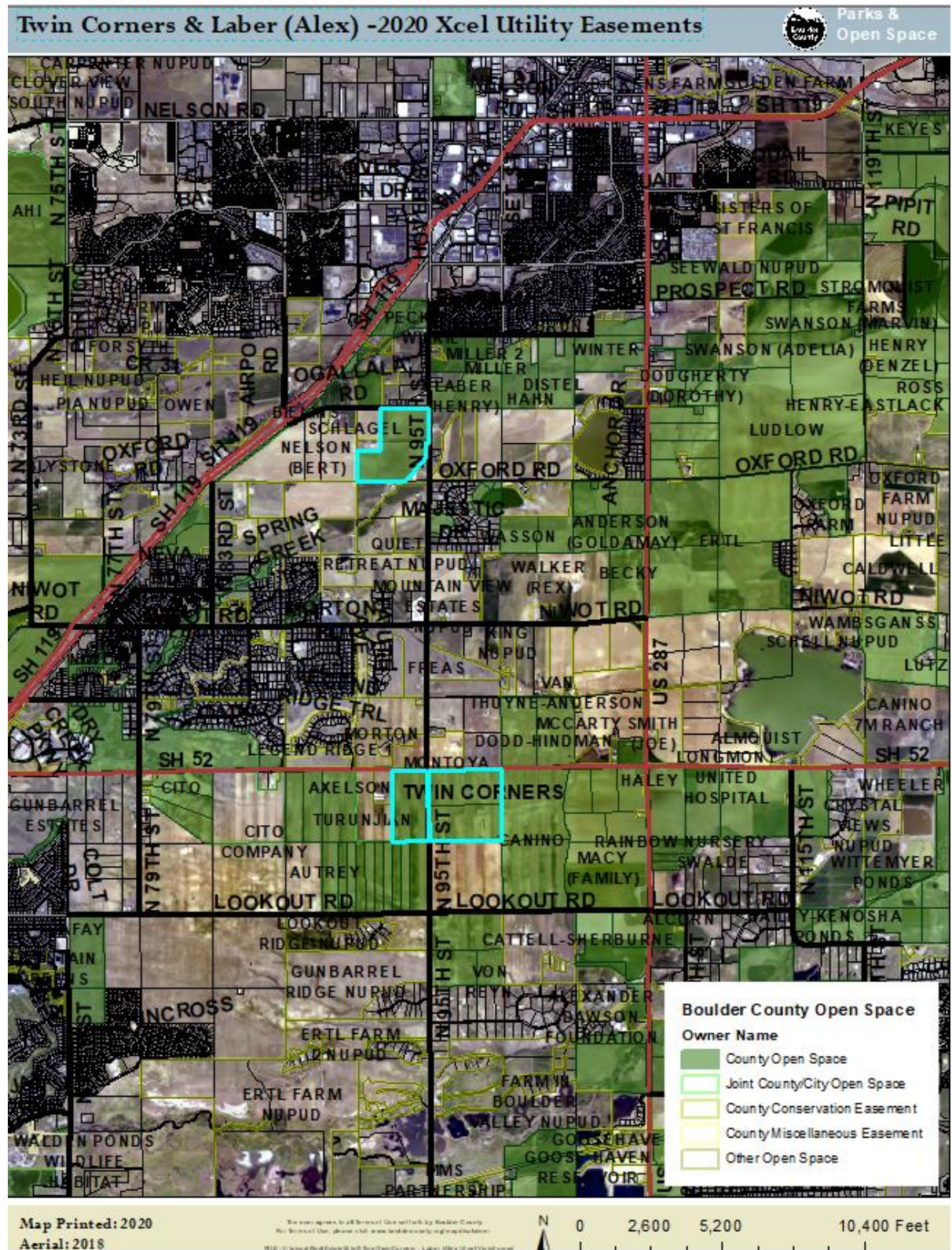
Xcel Energy is required to provide just compensation for the easement taking. The county and Xcel Energy have negotiated \$11,475.00 for the permanent easements, which represents 50% of the fee value. The county believes this is an appropriate value for these easements.

**POSAC Action Requested**

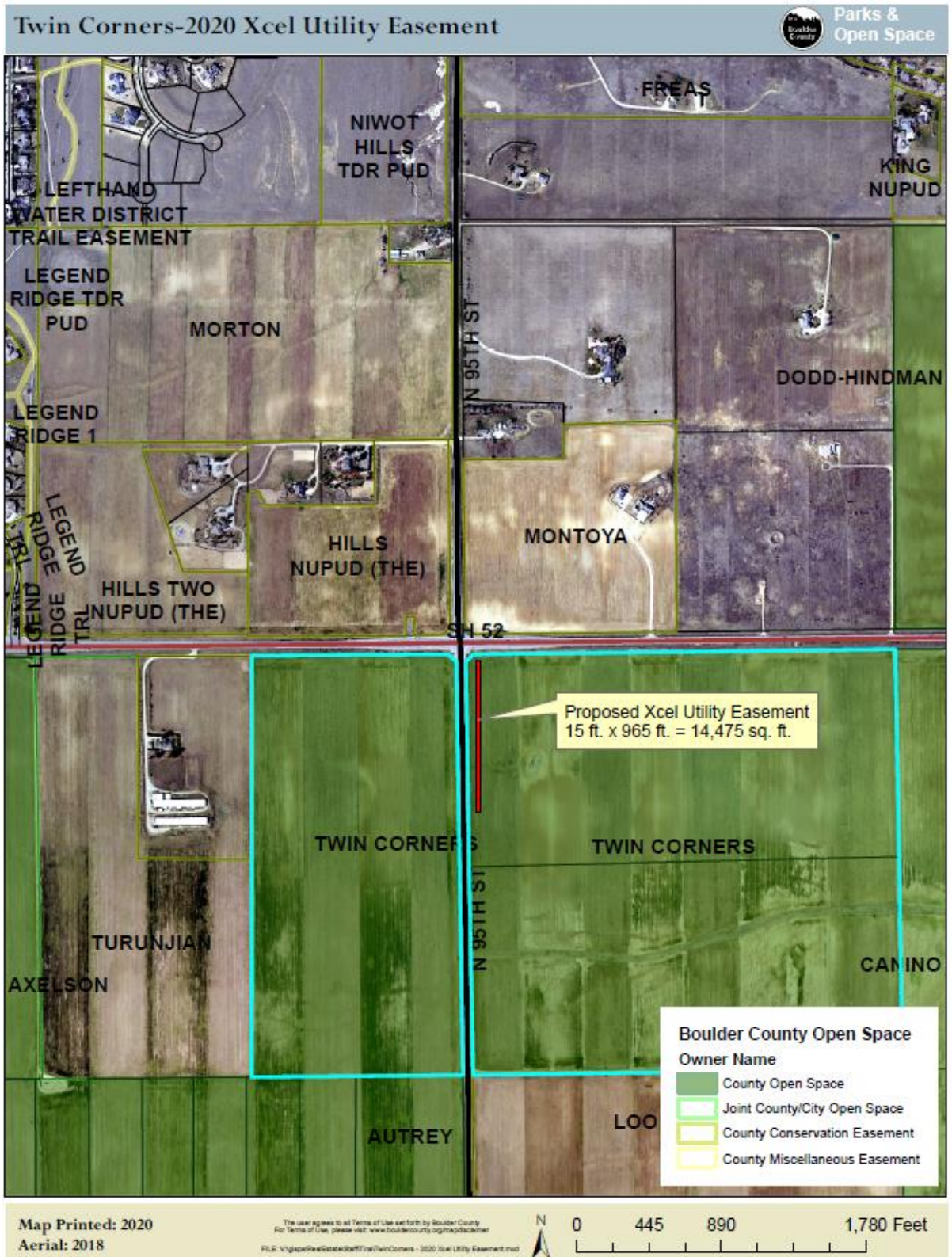
Recommendation to the Boulder County Commissioners for approval of the easements as described above and as further described by staff at the POSAC meeting.

Suggested motion language: I move approval of these easements as staff has described.

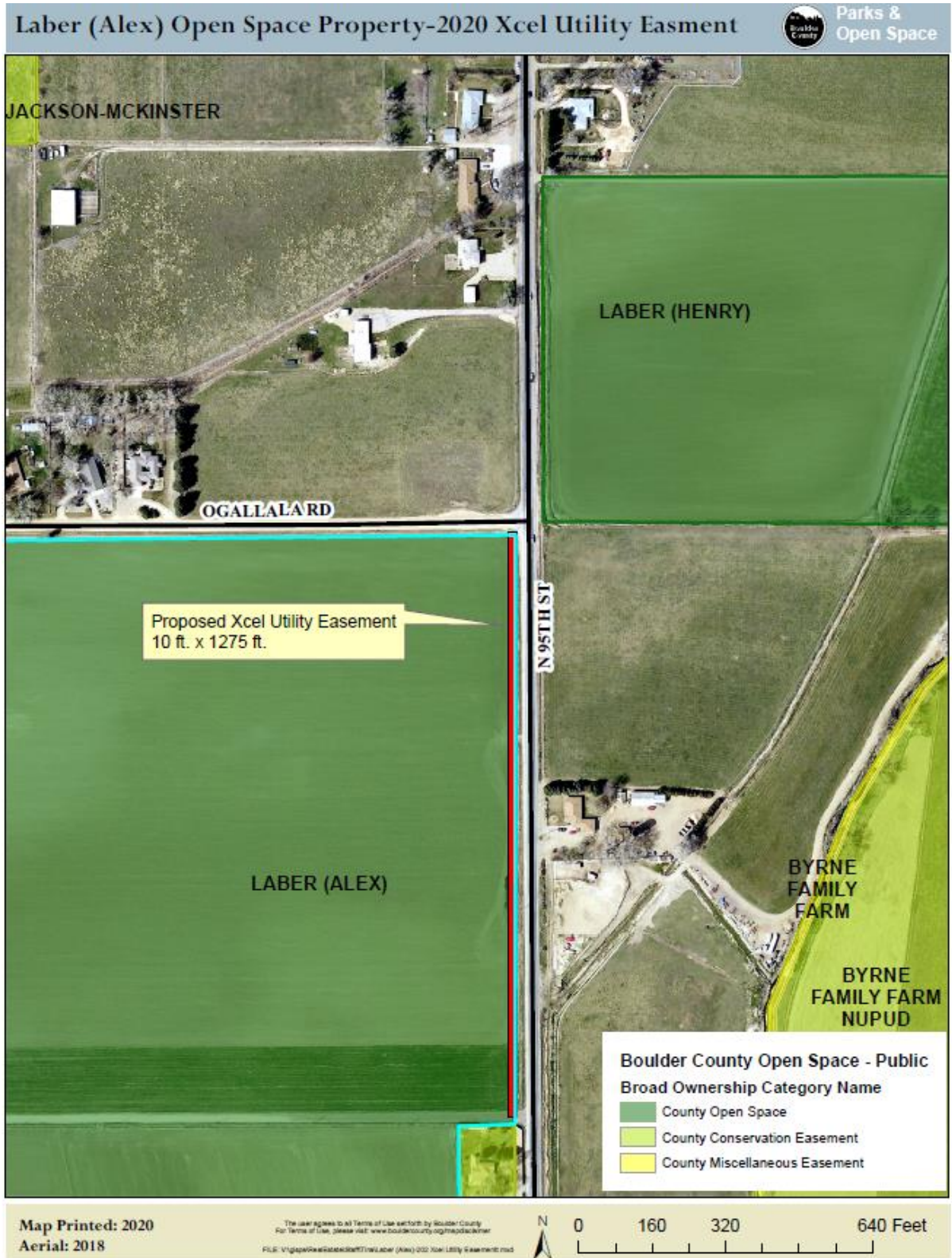
# Vicinity Map – Twin Corners and Laber (Alex) Open Space Properties















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### PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>TIME/DATE:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	Walker Trust-2020 Transfer of Management (For US 287 & Isabelle Road Improvements)
<b>PRESENTER:</b>	Tina Burghardt, Land Officer
<b>ACTION REQUESTED:</b>	Recommendation to the BOCC

#### Summary

Boulder County proposes to transfer management of approximately 2.32 acres of the Walker Trust property that is currently under the management of the Boulder County Parks & Open Space Department to the Boulder County Public Works (formerly Transportation) Department for road improvements at US 287 and Isabelle Road. The Walker Trust property is located on the northwest and southwest corners of the intersection of US 287 and Isabelle Road and is depicted on the map attached to this memo.

#### Background

Boulder County Public Works, along with CDOT, will commence road improvements at the intersection of US 287 and Isabelle Road, and these efforts affect two relatively small portions (totaling approximately 2.32 acres) of the Walker Trust Open Space property. These two portions are all on the north edge of the existing right of way along Isabelle Road, on either side of US 287 and are depicted on the map and exhibits attached to this memo.

Although both the road and properties are owned by Boulder County, they are under different managing departments. Public Works will be taking over management of the 2.32 acres of land that is currently under the management of Parks & Open Space and this transfer of management must be accounted for and recognized. Both departments are part of the county, and Public Works has proposed acre-for-acre swaps, rather than dollar transfers. Parks & Open Space is tracking these swaps on a balance sheet, and Public Works will later give Parks & Open Space land that it wants for open space.

#### Public Process

Parks & Open Space follows specific procedures to dispose of these 2.32 acres, including adjacent property owner notification and newspaper notice. The notices included an invitation to attend and comment at this meeting. Public comments received to date are attached, and any additional comments we receive will be shared with you at the meeting.

#### Staff Discussion and Recommendation

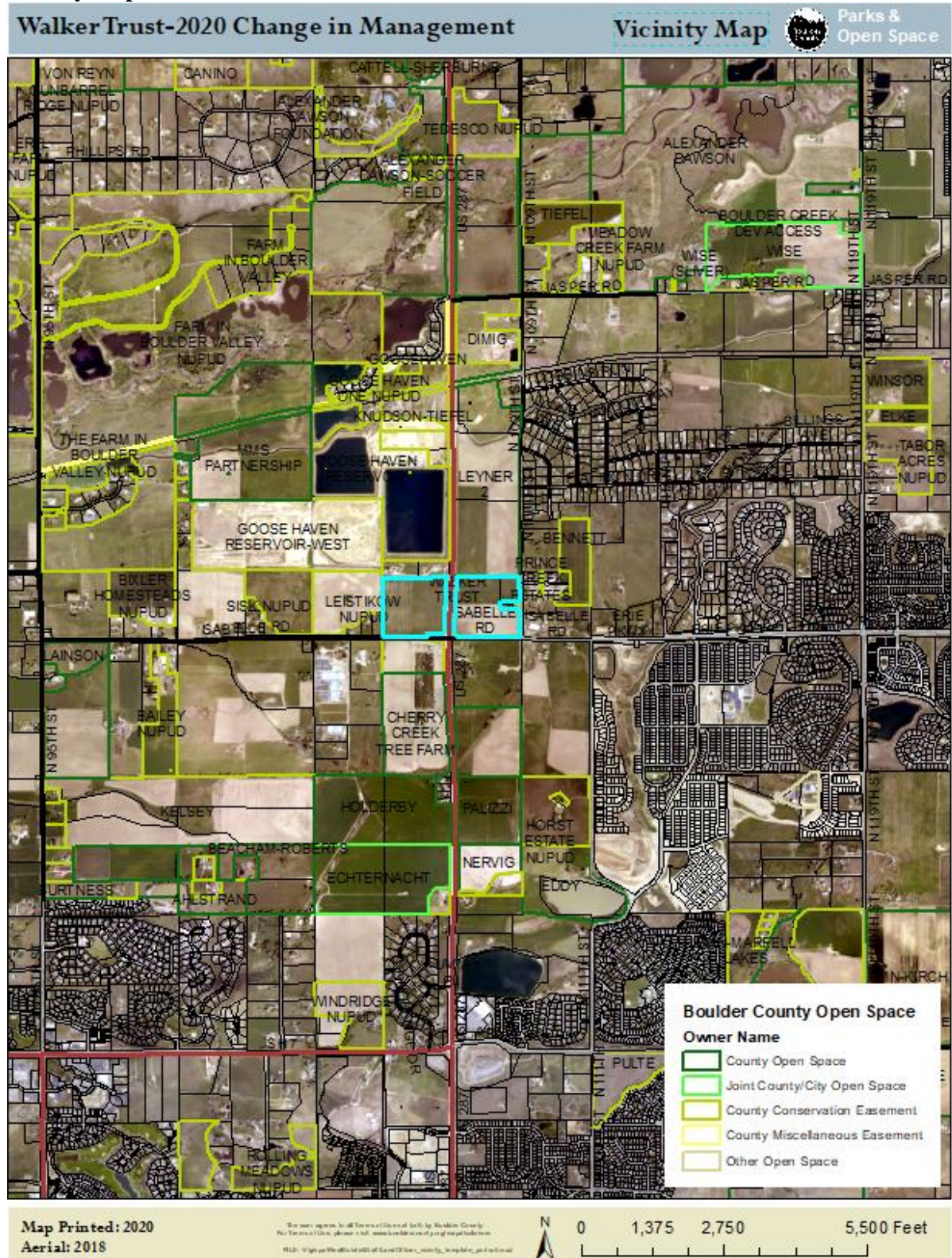
Staff recommends the requested transfer of management and swap arrangement for approval.

#### POSAC Action Requested

Recommendation to the Boulder County Commissioners for approval of the transfer of management of 2.32 acres of the Walker Trust Open Space property as described above.

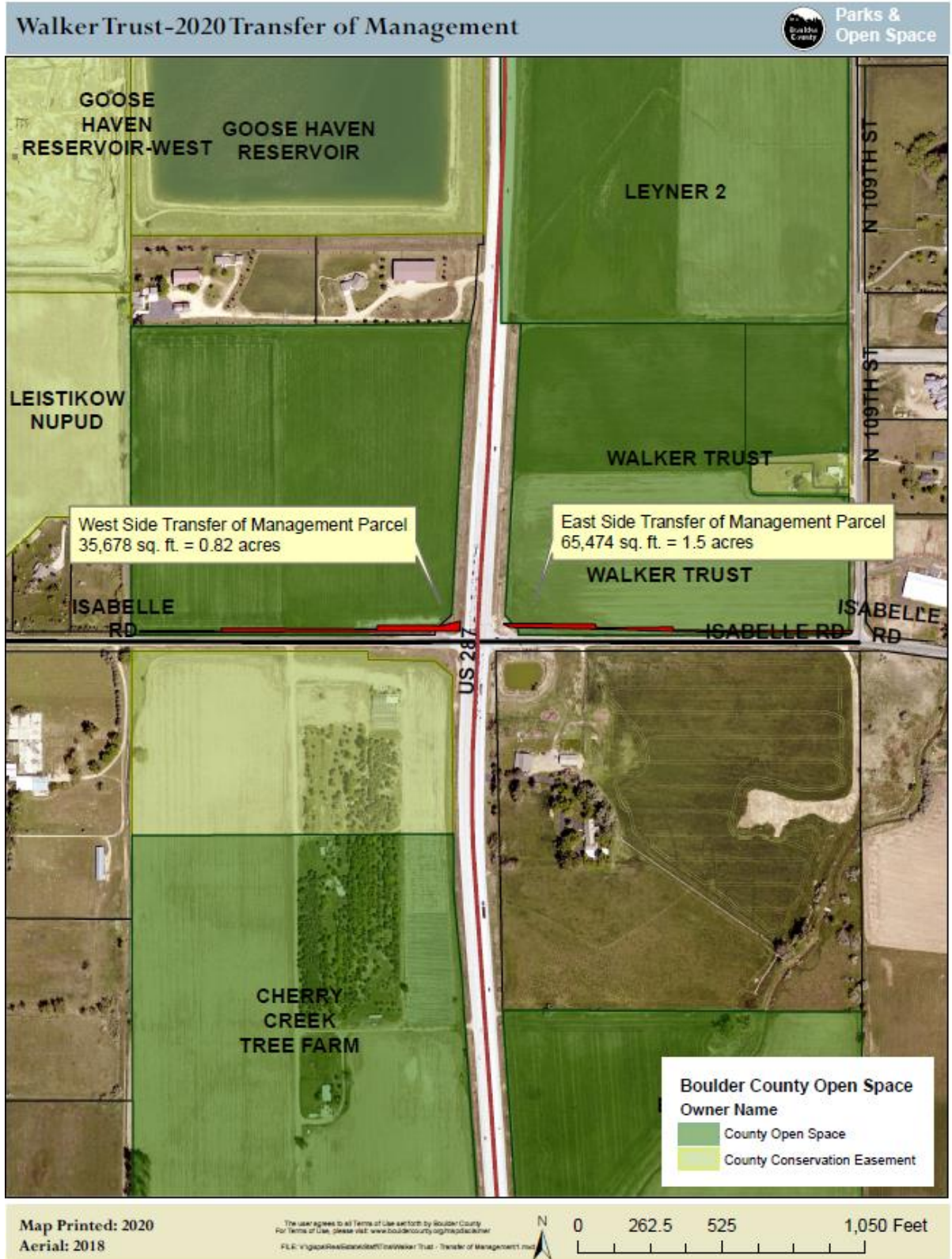
Suggested motion language: I move approval of this transaction as staff has described.

## Vicinity Map:





## Close-Up Map:

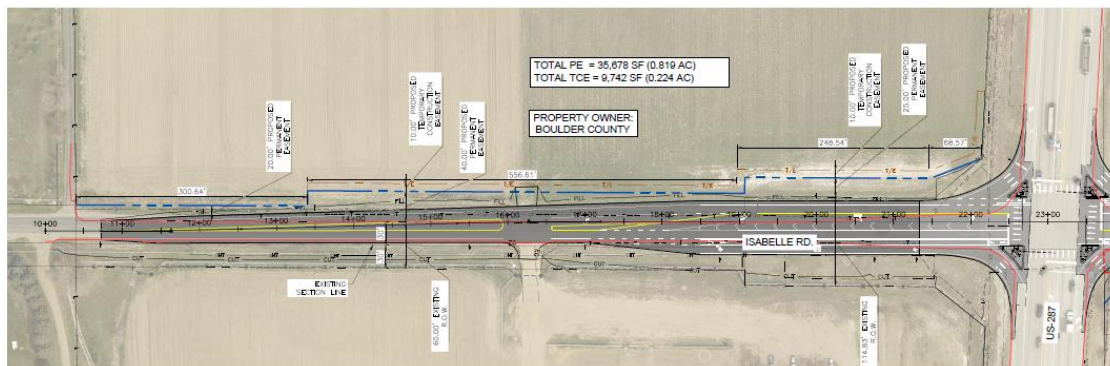


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## Walker Trust Open Space Property – Permanent Transfer of Management Parcels

### US287 / Isabelle Road Safety Improvement Project – Additional ROW Needs

	Additional Width needed		Length	Sqft	notes
<b>Property West of Intersection</b>					
1.	20'	x	300.64'	6,013 sqft	Mostly for roadside slopes. Fence will likely be put back close to existing.
2.	40'	x	556.61'	22,264 sqft	to accommodate additional road width and new field access as requested by tenant.
3.	25'	x	248.54'	6,214 sqft	Additional area needed for roadside slope and ditch outside of existing CDOT right-of-way.
4.	~15'-20'	x	68.57'	1,187 sqft	Small triangle to accommodate slopes and ditch adjacent to CDOT ditch (no utilities in easement).
<b>TOTAL FOR WEST SIDE</b>				<b>35,678 sqft</b>	<b>0.82 acres</b>
<b>Property East of Intersection</b>					
1.	55'	x	335'	18,425 sqft	Additional area needed for road, roadside slope and ditch outside of existing CDOT right-of-way. Final fence TBD but likely closer to the road.
2.	65'	x	280'	18,200 sqft	To accommodate additional road width.
3.	45'	x	651.63'	29,323 sqft	To accommodate additional road width. Note that property needs are larger on east side due to the section line moving further to the south.
<b>TOTAL FOR EAST SIDE</b>				<b>65,474 sqft</b>	<b>1.50 acres</b>
<b>TOTAL PERMANENT CHANGE IN MANAGEMENT</b>				<b>101,152 sqft</b>	<b>2.32 acres</b>



**EXHIBIT A - CHANGE IN MANAGEMENT**

US-287 & ISABELLE ROAD IMPROVEMENTS  
BOULDER COUNTY  
ROADWAY LAYOUT  
PROPOSED RIGHT OF WAY







# Parks & Open Space

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## PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>DATE/TIME:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	2019 Closings Summary
<b>PRESENTER:</b>	Tina Burghardt, Senior Land Officer
<b>ACTION REQUESTED:</b>	Information only

This memo and the attached spreadsheet together provide the annual summary of open space acquisitions and other real estate activity for the Parks & Open Space Department.

### Acquisitions

In 2019, Boulder County invested a net of \$9,621,937.50 to acquire 468.24 acres of land and water rights. We acquired 14 new fee properties, two new conservation easements, and five conservation easement amendments that improved the county's legal interests and added 14.62 acres. The county also acquired important agricultural water rights (FRICO, Goodhue Ditch, Left Hand Ditch, and South Boulder and Coal Creek Ditches) in four separate transactions. Ten of these transactions were priority acquisitions. The county also made \$337,500 in option payments on Dowe Flats-CEMEX, Golden-Fredstrom, and Zweck, which will be purchased in future years. The year's significant land acquisitions were:

- Brand 2-Parcel 2: This acquisition completed the Brand 2 deal and added just over 35 acres to the Ron Stewart Preserve at Rabbit Mountain.
- Loukonen-Dairy Farm-Parcel J: This acquisition completed the 10-year Loukonen-Dairy Farm deal and added nearly 66 acres to that property.
- Nichols: The county helped the Eldora Civic Association acquire 2.5 acres of a natural area containing an important wetlands complex on the east end of Eldora.
- Waneka Centennial Farm: The county helped the City of Lafayette complete this long-standing priority acquisition of 136 acres on the east end of Lafayette.

### Dispositions

Boulder County accomplished a five-acre exchange with Wild Bear Nature Center to move the location for the center's future headquarters to a safer location at Mud Lake in Nederland. The county also transferred the Martin flood buyout property to the Town of Lyons. The county also fulfilled legal obligations to cooperate with Xcel Energy and the City and County of Broomfield on three condemnation transactions (also called 'takings') that brought \$150,910 in proceeds for reinvestment in future open space acquisitions.

### Other Real Estate Work

The Real Estate Division continues to handle about 200 projects at any given time, about 40 of which are new acquisitions and another 40 that are dispositions. We also handled a high volume of inquiries about the county's existing real estate interests. The most common inquiries continued to be about oil and gas activity on open space, requests for access to open space for roads and utilities, and inquiries about specific property histories and their encumbrances.



# Parks & Open Space

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[www.BoulderCountyOpenSpace.org](http://www.BoulderCountyOpenSpace.org)

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## PARKS & OPEN SPACE ADVISORY COMMITTEE

**TO:** Parks & Open Space Advisory Committee

**DATE/TIME:** Thursday, Apr. 23, 6:30 p.m.

**LOCATION:** Virtual Meeting

**AGENDA ITEM:** Update to the Carolyn Holmberg Preserve at Rock Creek Farm Management Plan

**PRESENTER:** Marni Ratzel, Resource Planner

**ACTION REQUESTED:** Information only

Boulder County Parks & Open Space (BCPOS) is in the initial planning phase of an update to consider refinements to the management plan for Carolyn Holmberg Preserve at Rock Creek Farm (CHPRCF). While overall management of the open space is successful, there are several resource management issues and conflicts that need to be addressed.

In the fall of 2019, an internal, multi-disciplinary project team began working to identify topic areas to focus on in the plan update. The proposed framework and schedule for the plan update was shared for public input in March. At the POSAC meeting, staff will present these materials and stakeholder feedback for POSAC discussion and input.

### Background

Carolyn Holmberg Preserve at Rock Creek Farm (CHPRCF) is a multifaceted open space property. Management involves the wide variety of resource activities that achieve the department's mission *to conserve natural, cultural, and agricultural resources and provide public uses that reflect sound resource management and community values.*

Beginning in 1980, BCPOS purchased CHPRCF primarily to preserve an open space buffer and maintain an active producing farm. It is located along Highway 287 and Dillon Road and encompasses approximately 1,124 acres. The property borders the City and County of Broomfield to the south, City of Louisville to the northwest, and City of Lafayette to the north.

BCPOS has leases for an agricultural operation and the Birds of Prey Foundation. Historically a dairy farm, the property is now used to raise irrigated and dryland crops, and livestock. There are agricultural lands of local, state, and national significance. Since the early eighties, the Birds of Prey Foundation rehabilitation center has operated flight cages on the east side of the property and an intensive care unit facility on the west side along 104<sup>th</sup> Street. There also are currently four operating oil & gas wells on the property.

CHPRCF is one of the few open spaces managed for agricultural purposes that also provides public access. A public trail system includes Rock Creek Regional Trail that traverses through the middle of the property and Stearns Lake Trailhead offers fishing and picnic facilities. In 2019, the property was visited by over 75,000 recreationalists who primarily enjoy hiking/running, biking, and fishing as well as watching wildlife.

Black-tailed prairie dogs are the most apparent and readily observable small mammal species on CHPRCF. They are an important species in the property's grasslands that have attracted burrowing owls, bald eagles, and other raptors to nest on this open space. The open space offers native short-grass prairie, three designated Critical Wildlife Habitat areas, a Habitat Conservation Area, and a 40-acre burrowing owl "preserve." The Rock Creek and Buffalo Gulch riparian corridors run through the property, and wetlands are concentrated at Stearns Lake and the south end of the property known as the Parrot's Beak.

In 1998, the entire property was listed as a Boulder County historic landmark. There are seven prehistoric sites and 18 historic sites on the property that include numerous historic agricultural buildings and the Goodhue Farmhouse.

### **Management Plan Update**

The purpose of the management plan update is renew the vision, goals, and objectives, allowed uses, and implementation strategies for the property. These will be based on an in-depth review and evaluation of areas of concern, opportunities, and constraints for existing uses, and resources to guide an options analysis for achieving a better balance among these activities. Public sentiment and the goals and policies of the Boulder County Comprehensive Plan and other relevant planning documents also will help inform a staff recommendation on refining management direction. The updated plan will document and guide future work plans and budget allocations.

As part of the initial planning process, and to guide future management direction, staff developed the following draft vision statement and project goals.

#### Proposed Vision Statement

*Carolyn Holmberg Preserve at Rock Creek Farm is a working landscape of farming, ranching, irrigation features, and reservoirs, intertwined with critical wildlife, wetland, riparian, and grassland habitats, that preserves its distinct history and provides regional trail connectivity and recreational amenities for current and future generations*

#### Proposed Plan Goals

##### **Preserve & Enhance**

- Critical wildlife habitats
- Unique stands of shortgrass prairie
- Wetlands and riparian areas
- Historic/archaeological resources

##### **Maintain**

- Agricultural production and associated water rights

##### **Provide**

- Compatible recreational use



The project team also has identified several proposed topics to focus on in the update as detailed below. A summary description of each topic including areas of concern, opportunities to explore, and constraints to consider is outlined in Attachment A.

- Farm operations
- Water
- Visitor access and accessibility
- Historic buildings, cultural, and paleontology resources
- Wildlife, riparian, and wetland habitat areas
- Grassland restoration
- Prairie dog management
- Birds of Prey Foundation operations
- Standard Operating Procedures

An aim of defining what is desirable and achievable for the management of any given resource is to consider the impacts on other resources. This framework is intended to ensure each aspect of the property is provided and maintained through balanced, sound, informed, and sustainable land management practices.

### **Planning Process**

The initial scoping process for the management plan update began in the fall 2019 with an inter-disciplinary team that discussed existing resources and management conditions to identify issues, opportunities, and constraints. After incorporating stakeholder feedback, the team will complete an options analysis to develop staff-preferred management actions for a formal 30-day public review period, followed by board review and adoption, currently scheduled for summer/fall 2020.

### **Public Input**

BCPOS has convened stakeholder meetings with the agricultural operations tenants and the Birds of Prey Foundation to gather their input on what is working well and on areas for improvement. An interagency meeting also was held with representatives from the City and County of Broomfield Open Space Department.

In March, BCPOS hosted an open house and comment period to share information and gather feedback on the initial scoping of the management plan update. These included the plan goals, objectives, and vision statement; project timeline and process; topics to focus on in the plan update; and what is working well, areas for enhancement, and opportunities and constraints to consider in developing redefined management direction.

Information shared at the open house included a staff [presentation](#), [posters](#), and [maps](#). These materials and an online comment form were posted on the [project web page](#) on March 9. The direct link to the project web page is [www.boco.org/chpplan](http://www.boco.org/chpplan).

Topics raised at the open house during the question & answer portion included prairie dog management, oil & gas resources, and trail detours/closures. Additionally, a total of 12 stakeholders submitted comments on or before Monday, March 30, which were considered and incorporated into the presentation for this POSAC meeting. Comments are still being collected and may be reviewed by POSAC members [here](#).

Most stakeholders who submitted written comments shared feedback related to several of the proposed topic areas, with almost all mentioning a desire of achieving a better balance among uses, and particularly among farm operations, recreational access, and wildlife, especially prairie dogs. Some community members shared that they value wildlife as a higher priority than agricultural and recreational uses, while others would like to see better management of prairie dogs to restore native grasslands. Another theme was the desire to keep regional trail access open during wildlife closures as it is a critical regional connector trail.

# Proposed Plan Update Topics

- ▶ Farm operations
- ▶ Water
- ▶ Visitor access and accessibility
- ▶ Historic buildings, cultural and paleontology resources
- ▶ Wildlife, riparian, and wetland habitat areas
- ▶ Grassland restoration
- ▶ Prairie dog management
- ▶ Birds of Prey Foundation operations
- ▶ Standard Operating Procedures



# Topic: Farm Operations

Carolyn Holmberg Preserve at Rock Creek Farm is comprised of over 400 acres of irrigated cropland and 490 acres of rangeland. Crops include small grains, pumpkins, and specialty fall gourds/Indian corn, alfalfa, and grass for hay and pasture. A highlight is the fall U-Pick-Em pumpkin patch and corn maze.



## Areas of Concern

- Suitability of farm headquarters site and historic buildings for modern farm operations
- Interaction between farm operations, trails, natural resources, and riparian areas
- Effectiveness of current fencing in keeping livestock contained
- Seasonal wildlife closures impact farm operations
- Some MOA designated land is being farmed as dry cropland

## Opportunities to Explore

- Potential change in land designation of 40-acre prairie dog preserve to cropland
- Consider improved shop, equipment storage, and livestock handling facilities
- Potential to improve irrigation facilities
- Refine fencing and gates to improve livestock grazing management

## Constraints to Consider

- Historic buildings, cultural, and paleontological resources
- Existing trails, including the Rock Creek Regional trail
- Existing prairie dog colonies
- Critical wildlife, riparian, and wetland habitat areas

# Topic: Water

Carolyn Holmberg Preserve at Rock Creek Farm has a diverse set of water rights including on-farm storage and several miles of riparian corridors. Two fully operational reservoirs provide water to irrigate agriculture and support ongoing farm operations. One of these, Stearns Lake, also serves the needs of multiple resources including a dedicated wildlife habitat preserve, recreational fishing, and wildlife viewing opportunities.



## Areas of Concern

- ▶ Adequate water rights to store water in existing ponds at Buffalo Gulch
- ▶ Significant Sedimentation in Buffalo Gulch ponds
- ▶ Aging Stearns Lake dam
- ▶ Water use recording infrastructure is insufficient and accuracy is variable
- ▶ Inefficient water conveyance and irrigation infrastructure
- ▶ Concern for water quality due to storm water flows and grazing practices

## Opportunities to Explore

- ▶ Potential Stearns Lake increased storage, dam spillway, and structural improvement
- ▶ Potential to increase efficiency of water delivery and yield of water rights
- ▶ Potential modification of diversion structures in Rock Creek and Buffalo Gulch
- ▶ Research off-stream livestock watering opportunities
- ▶ Potential to improve oversight of diversion structures/water conveyance in creeks

## Constraints to Consider

- ▶ Water laws and restrictions on types of use of existing water rights
- ▶ Difficulty developing wells without major inputs and modifications
- ▶ Potential loss of habitat due to increased efficiency of conveyance and irrigation



# Topic: Visitor Access and Accessibility

Renowned for wildlife-watching, the open space offers year-round opportunities for visitors to enjoy. The fairly flat terrain makes it a great place for families with young children to explore. Park visitors hike and ride trails, fish at Stearns Lake, and watch the seasonal changes of the working farm. The Goodhue Farmhouse provides a meeting place for local governmental agencies and nonprofits that partner with Boulder County government.



## Areas of Concern

- ▶ Seasonal wildlife closures of the regional trail
- ▶ Detours do not meet multi-use trail standards
- ▶ Demand for improved access and parking from Brainard Rd.
- ▶ Capacity of parking and lack of equestrian parking at Stearns Lake trailhead
- ▶ Difficulty for visitors to distinguish trail corridor from farm access roads
- ▶ Capacity of infrastructure to handle growing pumpkin patch visitation
- ▶ Trail erosion and damage due to standing water at select locations
- ▶ There is no access to Mary Miller trail for groups using the Goodhue Farmhouse.

## Opportunities to Explore

- ▶ Potential to relocate portions of the regional trail or build new trails
- ▶ Formalize new trailhead(s) from Brainard Rd.
- ▶ Modify trail surface to address erosion and standing water
- ▶ Improve wayfinding and informational signage
- ▶ Explore watchable wildlife opportunities for the public
- ▶ Improve ADA access to public buildings, Stearns Lake, and trails
- ▶ Improve fishing infrastructure at Stearns Lake
- ▶ New 104th Street connector trail from Stearn's Lake to Coal Creek regional Trail
- ▶ Coordinate with Broomfield on a connection to U.S. 36 bikeway/RTD Park-n-Ride.

## Constraints to Consider

- ▶ Need to balance recreational opportunities with protection of sensitive and important natural and cultural resources (leopard frogs, raptors, critical wildlife, prehistoric, historic sites)
- ▶ Unknown/changing location(s) of seasonal closures for nesting birds
- ▶ Existing agricultural operations, including irrigation infrastructure
- ▶ Rock Creek regulatory floodplain risk
- ▶ Additional cost for new infrastructure construction and on-going maintenance



# Topic: Historic Buildings, Cultural, and Paleontological Resources

There are 25 known cultural resource sites on the property. These include seven prehistoric sites (three open camps and four isolated finds) and 18 sites including Rock Creek Farm/Stearns Dairy, Dwight Nelson Farm, Goodhue Ditch segments, Burlington Northern Railroad segments, Sunnyside coal mine, and several isolated finds. Additionally, three dinosaur fossil fragments were collected on property.

## Areas of Concern

- ▶ Stewardship of historic buildings
- ▶ Backlog of historic building maintenance projects
- ▶ Age and completeness of cultural resource data
- ▶ Extent and significance of paleontological resources is unknown
- ▶ Goat Hill archaeology site extent and significance is unknown
- ▶ Rock Creek stage stop station location is unknown
- ▶ Lack of resource monitoring
- ▶ Presence of non-operational equipment and debris near farm buildings affects aesthetics

## Opportunities to Explore

- ▶ Raise awareness of historic resource values and increase stewardship
- ▶ Amend a historic building maintenance schedule
- ▶ Complete cultural resource survey and paleontology resource assessment for entire property
- ▶ Establish an adaptive management approach
- ▶ Complete archaeology assessments for the Rock Creek stage station and Goat Hill sites
- ▶ Nominate entire property to National Register of Historic Places

## Constraints to Consider

- ▶ Cultural and paleontological resource survey incomplete
- ▶ To date, only 39% of the property (385 acres) surveyed



Triceratops frill fragment

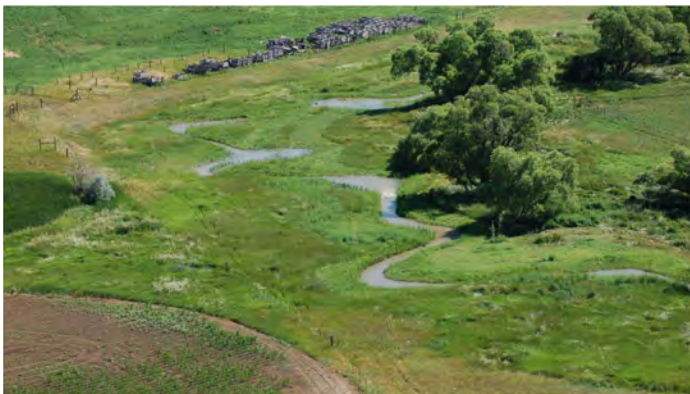


Hadrosaur vertebrae

# Topic: Wildlife, Riparian and Wetland Habitat Areas

Bird species diversity is high. Many raptor species use the property for nesting including Swainson's hawk, red-tailed hawk, great-horned owl, and American kestrel. Most notably are the presence of nesting burrowing owls, a state-threatened species of greatest conservation need and Boulder County **program** priority species of special concern. A bald eagle pair has been present since 2012.

An estimated 25 acres of wetlands and 6.1 miles of riparian corridors exist on the property. Between 1998 and 2011, the department invested substantial time and money towards two wetland and five stream restoration and stabilization projects. Since 2019, a resident beaver family is using Rock Creek within the planning area. Critical wildlife habitats are designated for northern leopard frogs. Also, active prairie dog colonies are present on the property.



## Issues

- ▶ Proximity of regional trail to burrowing owl and eagle nests, causing disturbance to nesting
- ▶ Degradation of restored riparian areas with livestock grazing and prairie dog expansion
- ▶ Mature and mid-age trees dying along Rock Creek and Buffalo Gulch
- ▶ Increased stormwater runoff from neighboring development into creeks
- ▶ Increasing population of noxious weeds along riparian corridors
- ▶ Glacier Park wetland has diminished in size due to changes in hydrology
- ▶ Lack of diversity in some wetlands

## Opportunities to Explore

- ▶ Consolidate, preserve, or increase large contiguous habitat area for wildlife
- ▶ Additional restoration and planting along riparian corridors
- ▶ Improve fencing in riparian areas
- ▶ Water quality sampling to examine vegetation health in riparian areas
- ▶ Construct off-stream watering infrastructure for livestock
- ▶ Monitor beaver activity
- ▶ Introduce prescribed fire as a control method for cattails

## Constraints to Consider

- ▶ Balancing natural resource preservation, public access, and agricultural operations



# Topic: Grassland Restoration

Carolyn Holmberg Preserve at Rock Creek Farm has over 490 acres of rangeland that is presently degraded and could benefit from restoration. Currently there are over 64 acres of significant natural communities—including two riparian communities and a blue grama native grassland community. Two past projects have restored native grassland buffers along Buffalo Gulch.



## Areas of Concern

- ▶ Extensive bare ground and loss of soil
- ▶ Lack of perennial grass cover
- ▶ Several invasive weed species
- ▶ Prairie dog and cattle grazing impacts to grassland vegetation and ground cover
- ▶ Old data for existing conditions (from 2003 and 2008)

## Opportunities to explore

- ▶ Restore perennial plant species
- ▶ Clarify tenant vs. BCPOS responsibilities for weed management
- ▶ Re-inventory wetlands and significant natural grassland communities
- ▶ Assess and refine fencing locations
- ▶ Establish best management practices
- ▶ Mitigation of prairie dog population densities to restore ground cover of perennial grasses

## Constraints to consider

- ▶ Challenges of managing prairie dog populations
- ▶ Lack of available forage for grazing outside of riparian areas
- ▶ Existing weed density



# Topic: Prairie Dog Management

The property contains a designated 99-acre Habitat Conservation Area and an additional 862 acres designated as Multi-Objective Areas with prairie dog active colonies.



## Areas of Concern

- ▶ Prairie dog impacts to significant vegetation communities, native grassland, pasture grass, farm crops, ground cover, and riparian corridor understory
- ▶ Prairie dog encroachment from 40-acre preserve onto surrounding No Prairie Dog designated croplands
- ▶ Prairie dog encroachment from open space onto adjacent private lands
- ▶ Prairie dog burrows encroaching onto trails

## Opportunities to Explore

- ▶ Potential to consolidate and preserve/increase large contiguous habitat area for prairie dogs
- ▶ Potential to reduce density of current population to improve vegetation condition
- ▶ Consider creating riparian corridor buffers to protect from disturbance
- ▶ Maintain population of prairie dogs to support local bio-diversity

## Constraints to Consider

- ▶ Balancing natural resource preservation, public access, and agricultural operations

# Topic: Birds of Prey Foundation Operations

The Birds of Prey Foundation is a non-profit wildlife rehabilitation organization that operates on portions of the Carolyn Holmberg Preserve at Rock Creek Farm property under a lease agreement with BCPOS. These operations include the intake, rehabilitation, and release of injured birds of prey and captive propagation of species. Rehabilitative flight cages are located on the east side of the property along Rock Creek and their intensive care unit is housed on the west side along 104th Street.



## Areas of Concern

- ▶ Birds of Prey Foundation flight cages are located within the floodway on east side of property.
- ▶ Birds of Prey Foundation is interested in expanding facilities on the west side of the property.

## Opportunities to explore

- ▶ Potential to expand Birds of Prey Foundation facilities, off South 104th St.

## Constraints to consider

- ▶ Leases and other real estate agreements
- ▶ Utility easements and other contractual obligations including oil & gas operations
- ▶ Floodplain regulations

# Topic: Standard Operating Procedures

BCPOS has developed Standard Operating Procedures (SOPs) to define the process carried out in communicating and coordinating a change to regular operations or use. The development and use of SOPs are an integral part of a successful quality system as it provides individuals with the information to perform a job properly and facilitates consistency in the quality and integrity of a product or end result.



## Areas of Concern

- ▶ BCPOS coordination with tenants and advance notice for seasonal wildlife and trail closures
- ▶ Tenants coordination with BCPOS resource teams and advance notice on operational changes that may be considered significant changes or projects

## Opportunities to explore

- ▶ Review protocols on use of historic buildings
- ▶ Review protocols on seasonal wildlife closures
- ▶ Review protocols for mitigating potential impacts to cultural resources and paleontology
- ▶ Improve agency and stakeholder partnerships with proactive coordination
- ▶ Create Ag Operating Plan for property in conjunction with management plan.

## Constraints to consider

- ▶ Lease agreements
- ▶ Conservation easement agreements





# Parks & Open Space

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303-678-6200 • POSinfo@bouldercounty.org  
[www.BoulderCountyOpenSpace.org](http://www.BoulderCountyOpenSpace.org)

8.a

## PARKS & OPEN SPACE ADVISORY COMMITTEE

<b>TO:</b>	Parks & Open Space Advisory Committee
<b>DATE/TIME:</b>	Thursday, April 23, 2020, 6:30 p.m.
<b>LOCATION:</b>	Virtual Meeting
<b>AGENDA ITEM:</b>	Climate Adaptation and Mitigation Plan (CAMP)
<b>PRESENTER:</b>	Carrie Cimo, Plant Ecologist Mary Tiernan, Horticulturalist
<b>ACTION REQUESTED:</b>	Recommendation to the BOCC

As part of the Parks and Open Space 2020 vision, we have the following goal and objectives:

[Strategic Goal](#) : G: Adapt to Climate Change

- G-1. Develop and begin to implement a policy for climate change adaptation and mitigation
- G-2. Reduce POS-related energy use
- G-3. Implement Boulder County's Zero-Waste policy throughout the POS system
- G-4. Become a leader in carbon sequestration through land management

In 2019, the department formed a Climate Adaptation and Mitigation Plan (CAMP) team with representatives from each division including Extension. CAMP team includes: Sharon Bokan, Leah Rothbaum, Trent Kischer, Mary Tiernan, Audrey Butler, Carrie Cimo, Therese Glowacki and Sarah Heerhartz. The team met regularly to establish guidelines, draft the policy, gather input and provide updates from their respective divisions. The result is the attached CAMP draft.

This Policy is also consistent with the BOCC's Land and Water Stewardship and Climate Change priorities of acquiring more land, continuing work on soil carbon sequestration, and working on mitigating the impacts of climate change.

The goals outlined in the Plan include becoming a leader in carbon sequestration through land management and protecting and restoring habitat diversity and connectivity for species and ecosystems to adapt to climate change.

The CAMP is intended to be an adaptable and timely document that will inform future management plans, department policies, and guiding documents and will be updated regularly to incorporate new data and address emerging challenges related to climate change.

**ACTION REQUESTED:** Recommendation to the BOCC

Attachment: CAMP POSAC 2020 (3449 : Climate Adaptation and Mitigation Plan (CAMP))

# Bylaws

## Bylaws of the Boulder County Parks & Open Space Advisory Committee

### I. DESCRIPTION

- A. The name of this advisory board is the Boulder County Parks & Open Space Advisory Committee (POSAC).
- B. POSAC is an advisory board appointed by the Board of County Commissioners (BOCC) of Boulder County to provide advice to the BOCC and Boulder County Parks & Open Space (BCPOS) department regarding BCPOS plans, programs, and actions.<sup>1</sup>

### II. PURPOSE

- A. Provide a forum for public input regarding open space land acquisitions, dispositions,<sup>2</sup> the capital improvements plan (CIP), and management plans and policies.<sup>3</sup>
- B. Provide strategic non-binding advice and information to the BOCC and BCPOS staff, and, occasionally, the Boulder County Planning Commission. The board does not make binding decisions on behalf of the county.

### III. MEMBERS & PARTICIPATION

- A. The membership of POSAC will consist of up to nine at-large members appointed by the BOCC. The membership should include a diversity of experience, backgrounds, and interests, and strive to reflect the demographics of Boulder County, including but not limited to, geography, race, ethnicity, gender, socioeconomic status, age, and other demographic categories.
- B. All POSAC members serve at the pleasure of the BOCC. The BOCC may terminate the service of any member at any time for any reason at its discretion.
- C. POSAC will adhere to the conditions for eligibility for membership adopted by the BOCC, included in Boulder County Personnel & Policy Manual, Section 1, Number 1.6.
- D. If a member of POSAC no longer resides in Boulder County or resigns from the board, the BOCC will appoint a replacement. All replacements will serve for the unexpired term of their predecessors.
- E. Attendance: POSAC members are expected to be present for all regular monthly meetings and one annual retreat. At the discretion of the BOCC, POSAC members missing three consecutive regular monthly meetings or four meetings within a calendar year (including the retreat) may be replaced. Members are to inform BCPOS staff of an absence at least 24 hours before a meeting.

<sup>1</sup> As stated in Boulder County Comprehensive Plan Open Space Element, OS 4.01.

<sup>2</sup> If purchased with open space tax revenues, as set forth in every open space tax resolution.

<sup>3</sup> As stated in Boulder County Comprehensive Plan Open Space Element, OS 4.04.

# Bylaws

## Bylaws of the Boulder County Parks & Open Space Advisory Committee

### IV. TERMS

- A. Member terms will be three (3) years. To the extent possible, terms will be staggered to maintain membership requirements.
- B. Term limits will be nine (9) consecutive years in accordance with Boulder County Personnel & Policy Manual, Section 1, number 1.6.
- C. Board members who reached their term limit will be required to take at least one (1) year off before they can apply for membership again.

### V. OFFICERS

- A. POSAC will elect from among its members a chair and vice-chair at the first meeting of each year.
- B. Duties of each of the officers are:
  - 1. Chair: The chair will preside over all meetings of POSAC and will be the official spokesperson for the board.
  - 2. Vice-chair: The vice-chair will preside in the absence of, or at the request of, the chair and will be the board spokesperson in the absence of the chair.
- C. BCPOS staff will serve as the secretary for POSAC.

### VI. MEETINGS

- A. Regular meetings will normally be held on the fourth Thursday of every month, except in November and December, when meetings will be held on the third Thursday. Regular meetings may be canceled due to a lack of agenda items or lack of a quorum. Generally, meetings will be held in the Commissioners' Hearing Room, Boulder County Courthouse, 1325 Pearl Street Mall. Special meetings may be called at any time by the chair, BOCC, BCPOS staff, or by a vote of POSAC members. All meetings are open to the public and will be held only after a minimum of 24 hours' notice.
- B. BCPOS staff will create the meeting agenda. POSAC members may request specific topics, additional information, and speakers for upcoming POSAC meetings at any time. However, the BOCC and BCPOS (as one of the county departments created by the BOCC) decide the contents of the POSAC agenda and who will make presentations to POSAC.
- C. BCPOS staff will publish the meeting agenda packet to the county website and email it to the members and POSAC list subscribers at least four business days preceding the regularly scheduled meeting. In extenuating circumstances, updates or additional agenda items may be added with a minimum of 24 hours' notice.
- D. A quorum at any meeting of POSAC will consist of a majority of the currently appointed members. Provided there is a quorum, any action by those present



## Bylaws

### Bylaws of the Boulder County Parks & Open Space Advisory Committee

constitutes an action of POSAC. In the event a quorum is not present at any meeting, the members may choose to meet but not take action on decision items or adjourn and reschedule the meeting for a later date.

- E. Public participation will be limited to five minutes per speaker per item. In cases where there are many people signed up to speak, members of the public may be limited to three minutes or another time limitation if appropriate. Pooling of speaker time will be allowed. All speakers wishing to pool their time must be present. Time allotted will be determined by the chair, not to exceed a total of ten minutes. Speakers will be requested not to repeat statements made by previous speakers other than to express points of agreement or disagreement.
- F. Executive sessions may be called by a majority vote of the membership present at any meeting for the purpose of discussing any of those matters set out in CRS 24-6-402(4)(a) and CRS 24-6-402(4)(b). POSAC will take no formal action at such sessions. All executive session discussions are confidential but will be recorded in instances where recording is required by law.
- G. Field trips may be offered on occasion for general open space information purposes or to provide additional information on issues to be considered. Field trips will be open to the public and conducted only after a minimum of 24 hours' notice.
- H. Study sessions of the board may be held as necessary at the request of BCPOS staff, the chair, or the BOCC. Study sessions will be held for information purposes only and no votes will be taken. Study sessions may be held in conjunction with other county advisory boards or the BOCC. Study sessions will be open to the public; however, there will be no public participation unless specifically requested by the board. Study sessions will be conducted only after a minimum of 24 hours' notice. Study sessions will count as regular meetings for the purposes of board member attendance.
- I. Subcommittees composed of POSAC members may be appointed by the chair to work on special projects and report their findings at regular meetings. Upon completion of the assigned task, the chair will dissolve the subcommittee. Subcommittee meetings will be open to the public; however, there will be no public participation unless specifically requested by the board. Subcommittee meetings will be conducted only after a minimum of 24 hours' notice.

## VII. PARLIAMENTARY AUTHORITY

- A. Business, including presentations, discussions, motions, and voting, will be conducted in an orderly manner, generally following Robert's Rules of Order. The board may choose to vary from Robert's Rules of Order for the sake of simplicity and convenience providing there is a consensus from the board about the process to be followed and the process followed is clear and orderly.

## Bylaws

### Bylaws of the Boulder County Parks & Open Space Advisory Committee

- B. Actions taken by POSAC shall be voted upon by motion, with motions being deemed approved if they are seconded and a quorum of the board is present and they receive a majority of the votes cast. Each member of POSAC may vote on a recommendation proposed by motion to be made to the BOCC. Members must be present to vote. No proxy votes or phone-in votes are permitted.

#### VIII. CONFLICTS OF INTEREST & CODE OF ETHICS

- A. Members of POSAC shall not use their membership for private gain and shall act impartially and not give preferential treatment to any private organization or individual. A member who has a personal or private interest in a matter proposed or pending shall disclose such interest to the board prior to discussion of that matter by the board, and if necessary, shall recuse themselves from discussion or voting on the item and shall not attempt to influence the decisions of other members voting on the matter.
- B. POSAC members will be required to sign a Conflicts of Interest & Code of Ethics Acknowledgment form and comply with its terms.

These bylaws are hereby adopted this \_\_\_\_ day of \_\_\_\_\_, 2020, by vote of a majority of the Parks & Open Space Advisory Committee and approved this \_\_\_\_ day of \_\_\_\_\_, 2020, by the Boulder County Board of County Commissioners.

Date: \_\_\_\_\_

\_\_\_\_\_  
Name: Chairperson, Boulder County Parks & Open  
Space Advisory Committee

Approved:

Date: \_\_\_\_\_

\_\_\_\_\_  
Chair, Boulder County Board of County Commissioners

Attachment: March 2020 POSAC Bylaws (3450 : Approval of Revised POSAC Bylaws)