

Open Space Advisory Board

Agenda

**January 9, 2019
Library 1st Floor Meeting Room
951 Spruce Street
7:00 PM**

1. 7:00 pm Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. 7:05 pm Staff Updates (10 Minutes)
 - A. Introduction of Nathan Mosley, Director of Parks, Recreation, and Open Space
6. 7:15 pm City Council Liaison Updates (10 Minutes)
7. 7:25 pm Public Comments on Items Not on the Agenda (5 minutes more time as needed)
8. 7:30 pm Introduction of OSAB Members (15 Minutes)
 - A. New Board Members: Thomas Neville
 - B. Introduction of Current Members (background, most exciting and most challenging parts about serving on OSAB, words of advice for new members)
 - C. Volunteers for Mentors for New Members
9. 7:45 pm Discussion Item: 2019 Housekeeping (15 Minutes)
 - A. Approve Agenda Posting Locations
 - B. Distribute the 2019 Open Government & Ethics Pamphlet
 - C. Officer Elections for Chair, Vice-Chair, and Secretary
 - D. Update OSAB Member Contact Information & 2018 Volunteer Hours
10. 8:00 pm Discussion Item: Finalize and Approve 2018 OSAB Accomplishments & 2019 OSAB Goals (15 Minutes)

City of Louisville

*Parks & Recreation Department 749 Main Street Louisville CO 80027
303.335.4735 (phone) 303.335.4738 (fax) www.LouisvilleCO.gov*

11. 8:15 pm Discussion Item: 2019 Open Space Zoning (20 Minutes)
12. 8:35 pm Discussion Item: Senior Natural Resource Management Position
Desired Skills/Experience & Qualities (20 Minutes)
13. 8:55 pm Discussion Items for Next Meeting on February, 13 2019
14. Adjourn

Open Space Advisory Board Meeting Minutes
Wednesday December 12, 2018, 7:00pm
Louisville Public Library: First Floor Meeting Room
951 Spruce Street

- 1. Call to Order**
Laura called the meeting to order at 6:59 pm.
- 2. Roll Call**
Board Members Present: Laura Scott Denton, Mike Schantz, Jim Gibb, Fiona Garvin, David Blankinship, Peter Gowen, Missy Davis
Board Members Absent: Helen Moshak
City Council Members Present: (none)
Staff Members Present: Ember Brignull, Tracy Winfree
- 3. Approval of Agenda**
Peter moved to approve the agenda as written. Mike seconded. The motion passed unanimously.
- 4. Approval of Previous Meeting's Minutes**
Mike proposed to revise the minutes as follows: Change item 6b from "\$850 million transfer from General Fund in 2019 to support OSAB operations" to "\$850,000 transfer from General Fund in 2019 to support OSAB operations".

Peter moved to approve the minutes with the aforementioned change(s). Laura seconded. The motion passed unanimously.
- 5. Staff Updates— Ember**
 - A. Laura asked what the Coyote Run slope work will consist of, and what it will cost. Ember is not sure - she will provide information at next meeting. Mike said neighborhood notices have been circulated which provide some information.
 - B. Missy asked for more information regarding Comcast restoration work. Ember reported that staff toured all impacted areas and developed a list of items that need to be completed; Comcast agreed and is the process of addressing these items.
 - C. Ember clarified that the First Day of Winter walk will be on Friday Dec. 21, at Keith Helart Park (packet materials says Friday Dec. 20, which is a typo).
- 6. City Council Liaison Update**
 - A. None - Jeff Lipton absent.

7. Board Updates

- A. Fiona reported that she will not be attending the January meeting. Missy volunteered to take minutes at the next meeting.

- B. Jim noted an interesting article about prairie dogs on agricultural open space published in the Daily Camera on 12/12/2018. Approx. 15% of arable OS lands (approx. 900 acres) are affected, and relocation/remediation is expensive.

- C. Mike noted a recent article in the Daily Camera on 11/12/2018, about bird habitat around Lake Waneka, related to improving trail connections and birding opportunities between Lake Waneka and Hecla Lake.

8. Public Comments on Items Not on the Agenda

None.

9. Discussion: Review Adopted 2019 Open Space Capital Budget

Ember requested that all OSAB members retain the budget approved on 11/27/2018 (starting on page 17 of the December OSAB Meeting packet), to reference for informational purposes throughout the coming year. Ember noted that “OS Parks, Trail, and Directional Signs” is new term for Wayfinding. Ember noted that the Senior Naturalist Resource Specialist was approved; timeline for hiring is hopefully first quarter 2019. Laura stressed the importance of OSAB weighing in on the qualifications and responsibilities of this new position. Fiona asked Ember to provide staff’s current draft thoughts on this matter in January 2019 packet.

David noted Cottonwood Park development is actually \$216,000 per budget pages, not \$37,800 as noted in Ember’s summary. David asked about 2018 funds which have not yet been spent; Ember indicated that the funds will likely be requested by staff to be carried forward into 2019 pending City Council approval.

10. Discussion: Finalize Template and Draft Goals for ‘2019 OSAB Goals’

Laura distributed the new Goals template and asked if OSAB members approve the major goal areas. Peter noted the absence of “Dog Issues” as a major goal area. Mike suggested adding task(s) to General Business relating to coordination with PPLAB to gather public input on Dog Parks & dog-related recreation. Fiona suggested adding task(s) to Resource Management regarding dog poop issues on Open Space. OSAB agreed. Lead Persons proposed:

Acquisitions - Missy
Resource Management - David
Wayfinding: Helen
Education and Outreach: Laura
General Business: Mike (and Peter)

Discussion about each major goal area followed. Laura will draft goals & action items discussed for review and approval at January 2019 meeting. OSAB members will send any additional thoughts to Ember & Laura by the end of December. Lead Persons should review their area’s goal statements and action items carefully before the meeting.

11. Discussion: Review and Provide Feedback on the Draft 2019 Open Space Education and Outreach Programs

Ember presented and summarized the information provided in the Meeting Packet (starting on page 33 of the December OSAB Meeting packet). She noted that volunteer assistance from OSAB members is particularly needed at:

1. Farmer's Market Booths (three) in the May through September timeframe
2. Harney Lastoka Farm Day - March
3. Kids to Parks Day - May
4. Fishing Frenzy - June
5. Walkin' & Talkin' with the Mayor - every other month

OSAB discussed which program (of the three listed) to remove from the 2019 schedule. The consensus was to allow staff to select based on availability and other factors. OSAB's feedback re: number of reserved spots for BVSD educational programs was to stay with 14 spots, unless additional feedback from teachers indicates otherwise.

12. Discussion: Resolution of Appreciation for Jim Gibb, OSAB member

Laura read the Resolution of Appreciation and OSAB gave Jim a hearty round of applause.

13. Discussions Items for the Next Meeting on Wednesday, January 9, 2019

- A. Introduction of New Board Member(s)
- B. Officer Elections for Chair, Vice Chair, and Secretary
- C. Introduction: Nathan Mosley, new Director of Parks, Recreation, and Open Space
- D. Approve designation of places for posting "Notices for Public Meeting" for 2019
- E. Open Space Zoning Update
- F. Approve OSAB 2019 Goals and 2018 Accomplishments
- G. Priorities for Natural Resource Management position
- H. Distribute Board Contact Information

14. Adjourn

The meeting adjourned at 8:36 pm.

Memorandum

To: Open Space Advisory Board
From: Ember Brignull, Open Space Manager
Date: January 9, 2019
Re: Staff Updates

Introduction of Nathan Mosley Director of Parks, Recreation, and Open Space:

Louisville Announces New Director of Parks, Recreation & Open Space

Post Date: 11/20/2018 3:50 PM

Louisville City Manager Heather Balsler has selected Nathan Mosley as the new Director of Parks, Recreation & Open Space for the City of Louisville.

Mr. Mosley has more than 14 years of experience in the public sector and most recently worked as the Director of Parks and Open Space for Adams County, Colorado. He is a skilled manager with proven success in leading large projects, managing budgets of more than \$30,000,000, building strong collaborative teams, and creating a positive work environment with a focus on providing excellent customer service to both internal and external customers. He brings experience working with community members, elected officials, and staff to develop and define community goals and identify innovative strategies to achieve them. He has a BS in Psychology from Tennessee Technological University and a Master of Public Administration from the University of Colorado Denver. Mr. Mosley is slated to begin in late-December.

“It is my great pleasure to announce that Nathan Mosley will be joining the City of Louisville as the Director of Parks, Recreation & Open Space. Nathan competed in a national recruitment for the position. Four candidates were interviewed for the position and Nathan rose to the top of this pool – I am excited to have him join the Louisville team,” stated City Manager Heather Balsler.

“I would also like to thank City Council, Board & Commission representatives and City staff who attended the Open House for the candidates and assisted with the interview process. We had four excellent candidates and appreciate their professional commitment to public service and their interest in the City of Louisville,” said City Manager Heather Balsler.

General:

OSAB’s annual Boulder County Parks & Open Space Trail and Property Acquisition Recommendations were approved by City Council and have been forwarded to Boulder County Parks & Open Space.

Staff is identifying Capital Improvement Project leads and timelines for City Council approved 2019 projects.

2018 Weed Control Totals: 507 hours spent (includes staff, contract, and volunteer hours) and 177.54 acres treated.

In partnership with the Colorado Avian Research and Rehabilitation Institute, Open Space staff has installed two cameras at great horned owl nest locations to stream live footage of nesting activity. In addition, staff and CARRI have installed two American kestrel boxes and two screech owl boxes on select Open Space properties and the Coal Creek Golf Course.

Education:

Past:

December 15th Walkin’ and Talkin’ with the Mayor at CTC Open Space. 6 participants.

December 20th First Day of Winter Hike on North Open Space. No participants.

Upcoming:

January 13th Animal Winter Adaptations from 1:00 to 1:45 pm at the Louisville Library (951 Spruce Street).

January 30th Birds of Prey Program and Volunteer Raptor Monitoring Training from 7:00 pm to 8:30 pm at the City Services Building (739 S. 104th Street).

Memorandum

To: Open Space Advisory Board
From: Ember Brignull, Open Space Manager
Date: January 9, 2019
Re: Discussion Item 9. 2019 Housekeeping

Purpose:

The purpose of this Discussion Item is to meet the requirements of the Home Rule Charter, Colorado Open Meeting Laws, and OSAB By-Laws by passing a motion to approve agenda posting locations, distribute the 2019 Open Government & Ethics Pamphlet, pass a motion to elect officer positions, and update the OSAB Member Contact Information and 2018 volunteer hours.

Background:

Agenda Posting Locations: Section 24-6-402 (2)(c) of the Colorado Open Meetings Law requires all public bodies of the City designate the public place or places for posting of notices of public meetings. The designation must be made at the local body's first regular meeting of each calendar year. Below are the following agenda posting locations for 2019:

City Hall, 749 Main Street
Police Department/Municipal Court, 992 West Via Appia
Recreation/Senior Center, 900 West Via Appia
Louisville Public Library, 951 Spruce Street

Pursuant to the Home Rule Charter, meeting notices and agendas are also published at the City's web site at www.LouisvilleCO.gov.

Distribution of 2019 Open Government & Ethics Pamphlet: Section 4-16 (b) of the Home Rule Charter requires the City to "publish and update a pamphlet or other summary of Articles 4 and 5 of this Charter, and other laws relating to citizen participation in municipal government. The pamphlet or summary shall be provided to each member of a public body at its first meeting of the calendar year."

Officer Election: The By-laws of the Open Space Advisory Board state that the officers of the board shall include a Chair, Vice-Chair, and Secretary. Officers shall be selected annually.

OSAB Member Contact Information & 2018 Volunteer Hours: An accurate contact list shall be maintained so that board packet materials and updates can be distributed by the staff liaison to board members. Staff shall also collect an estimate of volunteer hours provided by each board member as contributed through regular meetings, Tiger Team meeting, officer duties, and participation in volunteer events and activities.

Next Steps:

Officers elected for 2019 shall begin service at the February meeting. The revised OSAB Member Contact Information will be distributed to board members following the January meeting and OSAB volunteer hours will be recorded with the total Open Space Division Volunteer Program hours.



City of Louisville Open Government & Ethics Pamphlet 2019

City Clerk's Office
749 Main Street
Louisville CO 80027

www.LouisvilleCO.gov
303.335.4536



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Participation in Government

The City of Louisville encourages citizen involvement and participation in its public policy process. There are many opportunities for citizens to be informed about and participate in City activities and decisions. All meetings of City Council, as well as meetings of appointed Boards and Commissions, are open to the public and include an opportunity for public comments on items not on the agenda. No action or substantive discussion on an item may take place unless that item has been specifically listed as an agenda item for a regular or special meeting. Some opportunities for you to participate include:

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

City Council Meetings:

- Regular meetings are generally held on the first and third Tuesdays of each month at 7:00 PM in the City Council Chambers, located on the second floor of City Hall, 749 Main Street;
- Study sessions are generally held on the second and fourth Tuesdays of each month at 7:00 PM in the Library Meeting Room, located on the first floor of the Library, 951 Spruce Street;
- Regular meetings are broadcast live on Comcast Cable Channel 8 and copies of the meeting broadcasts are available on DVD in the City Manager's Office beginning the morning following the meeting;
- Regular meetings are broadcast live and archived for viewing on the City's website at www.LouisvilleCO.gov.
- Special meetings may be held occasionally on specific topics. Agendas are posted a minimum of 48 hours prior to the meeting.

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

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

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

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

You may receive eNotifications of City Council news as well as meeting agendas and summaries of City Council actions. Visit the City's website (www.LouisvilleCO.gov) and look for the eNotification link to register.

After they are approved by the City Council, meeting minutes of all regular and special meetings are available in the City Clerk's office and on the City's website (www.LouisvilleCO.gov).

Information about City activities and projects, as well as City Council decisions, is included in the *Community Update* newsletter, mailed to all City residents and businesses. Information is also often included in the monthly utility bills mailed to City residents.

Communicating Directly with the Mayor and City Council Members

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

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

Mayor or City Council Elections

City Council members are elected from three Wards within the City and serve staggered four-year terms. There are two Council representatives from each ward. The mayor is elected at-large and serves a four-year term. City Council elections are held in November of odd-numbered years. For information about City elections, including running for City Council, please contact the City Clerk's Office, first floor City Hall, 749 Main Street, or call 303.335.4571.

Serving as an Appointed Member on a City Board or Commission

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

- Board of Adjustment
- Building Code Board of Appeals
- Cultural Council
- Historic Preservation Commission
- Historical Commission
- Housing Authority
- Library Board of Trustees
- Local Licensing Authority

- Open Space Advisory Board
- Parks & Public Landscaping Advisory Board
- Planning Commission
- Recreation Advisory Board
- Revitalization Commission
- Sustainability Advisory Board
- Youth Advisory Board

Information about boards, as well as meeting agendas and schedules for each board, is available on the City’s web-site (www.LouisvilleCO.gov).

Agendas for all Board and Commission meetings are posted a minimum of 72 hours prior to each meeting and are posted at these locations:

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

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

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

Planning Commission

The Planning Commission evaluates land use proposals against zoning laws and holds public hearings as outlined in City codes. Following a public hearing, the Commission recommends, through a resolution, that the City Council accept or reject a proposal.

- Regular Planning Commission meetings are held at 6:30 PM on the second Thursday of each month. Overflow meetings are scheduled for 6:30 PM on the 4th Thursday of the month as needed, and occasionally Study Sessions are held.
- Regular meetings are broadcast live on Comcast Channel 8 and archived for viewing on the City’s web-site (www.LouisvilleCO.gov).

Open Government Training

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

Open Meetings

The City follows the Colorado Open Meetings Law (“Sunshine Law”) as well as additional open meet-

ings requirements found in the City’s Home Rule Charter. These rules and practices apply to the City Council and appointed Boards and Commissions (referred to as a “public body” for ease of reference). Important open meetings rules and practices include the following:

Regular Meetings

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

All meetings of public bodies must be held in public buildings and public facilities accessible to all members of the public.

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

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

Study Sessions

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

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

Executive Sessions

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

Timing and Procedures

The City Council and City Boards and Commissions may hold an executive session only at a regular or special meeting.

No formal action of any type, and no informal or “straw” vote, may occur at any executive session. Rather, formal

actions, such as the adoption of a proposed policy, position, rule or other action, may only occur in open session.

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

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

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

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

Authorized Topics

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

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

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

Ethics

Ethics are the foundation of good government. Louisville has adopted its own Code of Ethics, which is found in the City Charter and which applies to elected officials, public body members, and employees. The Louisville Code of Ethics applies in addition to any higher standards

in state law. Louisville's position on ethics is perhaps best summarized in the following statement taken from the City Charter:

Those entrusted with positions in the City government must commit to adhering to the letter and spirit of the Code of Ethics. Only when the people are confident that those in positions of public responsibility are committed to high levels of ethical and moral conduct, will they have faith that their government is acting for the good of the public. This faith in the motives of officers, public body members, and employees is critical for a harmonious and trusting relationship between the City government and the people it serves.

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

Conflicts of Interest

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

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

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

The Code of Ethics extends the concept of prohibited interest to persons or entities with whom the member is associated. In particular, an interest of the following persons and entities is also an interest of the member: relatives (including persons related by blood or marriage to certain

degrees, and others); a business in which the member is an officer, director, employee, partner, principal, member, or owner; and a business in which member owns more than one percent of outstanding shares.

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

Contracts

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

Gifts and Nepotism

The Code of Ethics, as well as state law, regulates the receipt of gifts. City officials and employees may not solicit or accept a present or future gift, favor, discount, service or other thing of value from a party to a City contract, or from a person seeking to influence an official action. There is an exception for the “occasional nonpecuniary gift” of \$15 or less, but this exception does not apply if the gift, no matter how small, may be associated with the official’s or employee’s official action, whether concerning a contract or some other matter. The gift ban also extends to independent contractors who may exercise official actions on behalf of the City.

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

Other Ethics Rules of Interest

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

Disclosure, Enforcement, and Advisory Opinions

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

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

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

Citizens are encouraged to contact the City Manager’s Office with any questions about the City’s Code of Ethics. A copy of the Code is available at the City’s website (www.LouisvilleCO.gov) and also from the Offices of the City Manager and City Clerk.

Other Laws on Citizen Participation in Government

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

Initiative and Referendum

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

Public Hearings

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

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

liquor licenses. Anyone may provide comments during these hearings.

Public Records

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

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

Many records, particularly those related to agenda items for City Council and current Board and Commission meetings, are available directly on the City's website (www.LouisvilleCO.gov). In addition to posting agenda-related material, the City maintains communication files for the City Council and Planning Commission. These are available for public inspection at the City Clerk's Office, 749 Main Street.

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

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

Public Involvement Policy

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

Guiding Principles for Public Involvement

Inclusive not Exclusive - Everyone's participation is

welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.

Voluntary Participation - The process will seek the support of those participants willing to invest the time necessary to make it work.

Purpose Driven - The process will be clearly linked to when and how decisions are made. These links will be communicated to participants.

Time, Financial and Legal Constraints - The process will operate within an appropriate time frame and budget and observe existing legal and regulatory requirements.

Communication - The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.

Adaptability - The process will be adaptable so that the level of public involvement is reflective of the magnitude of the issue and the needs of the participants.

Access to Information - The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.

Access to Decision Making - The process will give participants the opportunity to influence decision making.

Respect for Diverse Interests - The process will foster respect for the diverse values, interests and knowledge of those involved.

Accountability - The process will reflect that participants are accountable to both their constituents and to the success of the process.

Evaluation - The success and results of the process will be measured and evaluated.

Roles and Responsibilities - City Council

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

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

Roles and Responsibilities - City Staff and Advisory Boards

The City should be designed and run to meet the needs and priorities of its citizens. Staff and advisory boards must ensure that the Guiding Principles direct their work. In addition to the responsibilities established by the Guiding

Principles, staff and advisory boards are responsible for:

- ensuring that decisions and recommendations reflect the needs and desires of the community as a whole;
- pursuing public involvement with a positive spirit because it helps clarify those needs and desires and also adds value to projects;
- fostering long-term relationships based on respect and trust in all public involvement activities;
- encouraging positive working partnerships;
- ensuring that no participant or group is marginalized or ignored;
- drawing out the silent majority, the voiceless and the disempowered; and being familiar with a variety of public involvement techniques and the strengths and weaknesses of various approaches.

All Participants

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

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

Updated December 2015

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

This is a compilation of Articles 4 and 5 of the Charter of the City of Louisville and is available at all times in the City Clerk's Office, 749 Main Street, Louisville, Colorado, and on the City's web site at www.LouisvilleCO.gov.

This pamphlet is also provided to every member of a public body (board or commission) at that body's first meeting each year.

Memorandum

To: Open Space Advisory Board
From: Ember Brignull, Open Space Manager
Date: January 9, 2019
**Re: Discussion Item 10. Finalize and Approve 2018 OSAB
Accomplishments & Draft 2019 OSAB Goals**

Purpose:

The purpose of this Discussion Item is to finalize the 2018 OSAB Accomplishments and 2019 OSAB Goals. For 2019, major goals and related action items have been drafted and assigned to specific board members who will be responsible for completing each goal/action item. The OSAB Chair is currently compiling the 2019 Goals which will be forward to the group before the meeting and distributed at the January meeting. During the January 9, 2019 meeting, board members will vote to approve the 2018 OSAB Accomplishments and identify additional goals and/or action items for discussion and proposed addition to the draft 2019 OSAB Goals.

Background:

Annually, OSAB develops a list of goals for the year. In the last several years OSAB has improved the spreadsheet to include specific goals, action items, timelines, and goal leaders. During the December board meeting, members discussed goal areas to continue, updates to goals, assigned more detailed update responsibilities to individual board members, and determined next steps for the chair and staff liaison to update for the January board meeting.

The 2019 OSAB Goals document will be utilized by the OSAB Chair and Staff Liaison to develop the Tentative Board Items Calendar. Timelines may be adjusted to ensure board input is received in time to meet Department and City Council deadlines and to balance board and staff work throughout the year.

Next Steps:

Following the January meeting, the OSAB Chair and Staff Liaison will work to coordinate the timelines for the 2019 OSAB Goals and the Tentative Board Items Calendar which will drive the monthly agendas throughout 2019. New goals and/or action items may be proposed by board members throughout the year and added to the 2019 board work plan pending OSAB majority approval.

DISCUSSION ITEM 10: Finalize and Approve 2018 OSAB Accomplishments Draft 2019 OSAB Goals

OPEN SPACE ADVISORY BOARD - 2018 Accomplishments

ACQUISITIONS: Lead Person = Missy

General Goals or Specific Actions	Who	Completed	Notes
1. Support staff in updating "Opportunities for Preserving Open Space and Improving Connectivity" list	Missy	Ongoing	
Action1: Provide input when requested			
2. Serve as a resource to Council in assessing properties for OS lands and trails potential	Missy	Ongoing	
Action 1: Provide input when requested			
3. Advise and advocate for trails and acquisition	Missy	Complete	
Action 1: Vote on Annual Boulder County Trail & Land Acquisition Recommendations	OSAB	June	
Action 2: Review & Prioritize "New Trails" and "Wayfinding Trails"	OSAB	June	

RESOURCE MANAGEMENT: Lead Person - Jim

General Goals or Specific Actions	Who	Completed	Notes
1. Advocate for management and restoration projects	Jim		
Action 1: Advocate for Prescribed Fire Program	OSAB	Jan & Feb	Submitted in Ops budget request for Council review.
Action 2: Advocate for Sr. Natural Resource Position	OSAB	Jan & Feb	Submitted in Ops budget request for Council review.
Action 3: Advocate for dredging Warembourg	OSAB	Jan & Feb	Submitted in CIP budget request for Council review
Action 4: Advocate for habitat Master Plan for Warembourg Fishing Pond	OSAB	Jan & Feb	Submitted in CIP budget request for Council review
Action 5: Assist with long term plan for prescribed fire on Davidson Mesa	Jim		Vegetation Survey Complete
Action 6: Trees and landscaping on Open Space (e.g., Bullhead Gulch)			
Action 7: Participate in review of resource management/planning work as requested	OSAB	Ongoing	Reviewed CSU Weed Study
2. Serve as a resource to Council in assessing properties and trails			
Action 2: Develop Key Indicator Trail Maintenance Survey	Jim	August	Survey completed by board members in October
3. Promote and volunteer in monitoring programs			
Action 1: Follow up on cheat grass study at Davidson Mesa	Laura	April	May follow up next year

WAYFINDING: Lead Person = Helen

General Goals or Specific Actions	Who	Completed	Notes
1. Reconstitute the Wayfinding Tiger Team - Phase I scoping	Helen & Laura		

DISCUSSION ITEM 10: Finalize and Approve 2018 OSAB Accomplishments Draft 2019 OSAB Goals

Action 1: We have met to discuss next steps and draft a proposal to recommend cost effective material and sign density options to help manage costs.	Helen & Laura	November	Laura will finalize in Dec to incorporate into future CIP planning.
2. Advocate for Wayfinding Standards in all projects and development plans	OSAB	Ongoing	Ongoing in Development Review (Ascent) and Trail design
Action 1: Helen and Laura in the Wayfinding Tiger Team and the full board prepared and finalized communication with the Planning Department to advocate for a collaborative approach, trail connectivity, and prioritizing wayfinding.	Helen & Laura and OSAB	October	
3. Publicize and promote Wayfinding			
Action 1: Host educational booth to update citizens	Laura & Helen	TBD in 2019	Deferred until OSAB finalizes recommendations and Staff incorporates into CIP planning.
Action 2: Work with staff to recruit volunteer hosts for trails and infrastructure produced in Wayfinding Phase 1 projects	Laura & Helen	TBD in 2019	Deferred until OSAB finalizes recommendations and Staff incorporates into CIP planning.
Action 3: Create a summary presentation for new members, other boards, Council members	Laura	April	Laura shared presentation with new OSAB members; Ember shared with Transportation Management Plan team
DOG ISSUES: Lead Person = Mike			
General Goals or Specific Actions	Who	Completed	Notes
1. Work to develop long-term, City-wide, best practice-based management strategy for expanding human and dog options and preserving Open Space	Mike & Fiona	Q3	
Action 1: Participate in Tiger Team meetings with staff and PPLAB members	Mike & Fiona	Q3	
Action 2: Develop short summary of "Best Siting Practices" for dog off-leash areas	Mike & Fiona	October	Draft shared with OSAB on July 11 2018
2. Support Davidson Mesa Clean-up efforts and events	OSAB		No specific board actions taken in 2018 but staff lead clean up events
EDUCATION & OUTREACH: Lead Person = Fiona			
General Goals & Specific Actions	Who	Completed	Notes
1. Support educational programs			
Action 1: Review education program plans and offer suggestions	OSAB	February	
Action 2: Discuss ongoing coyote education programs		NA	Task dismissed as not being necessary
2. Improve community outreach and communication			
Action 1: Discuss ongoing sign campaigns and duration			No specific board actions taken in 2018
Action 2: Advocate for outreach to BVSD schools			No specific board actions taken in 2018

DISCUSSION ITEM 10: Finalize and Approve 2018 OSAB Accomplishments Draft 2019 OSAB Goals

Action 3: Discuss coordination with Lafayette Open Space programs	OSAB	May	Hosted Agricultural day education program together and discussed other opportunities to advertise and work together during joint board meeting
GENERAL BUSINESS: Lead Person = Laura			
General Goals or Specific Actions	Who	Completed	Notes
Action 1: Plan one or more joint Board meeting with other municipality	OSAB	May	Joint meeting with Lafayette and Presentation by Boulder County Parks and Open Space re: jointly owned agricultural properties.
Action 2: Key Indicator Surveys	OSAB	October	Trails Survey
2. Monitor budgets: Operations and CIP			
Action 1: Discuss and weigh in on Open Space Budgeting	OSAB	Feb & March	

Memorandum

To: Open Space Advisory Board
From: Ember Brignull, Open Space Manager
Date: January 9, 2019
Re: Discussion Item 11. 2019 Open Space Zoning

Purpose:

Staff is currently working on Phase III of the Open Space Zoning project; this includes developing property line recommendations for areas where parcel lines do not exist. Open Space, Park, and Golf staff developed property line recommendations in areas where open space land is adjacent to park and golf land or where there is potential for future park development.

Staff is seeking:

1. OSAB review, recommendations, and approval of the property line recommendations for the following properties: Walnut, Daughenbaugh/Warembourg, Coal Creek Trail (Between US 36 and Dillon), and Olson. Recommendations are indicated in green hatching on attachment No. 3 maps.
2. OSAB review and recommendation of preferred Open Space Zoning property line option A, B, C, or other for Dutch Creek Open Space.

Background:

Section 15-3 (b) of the Louisville Charter states: *“The City's ordinances shall provide for an open space zone district into which shall be placed all land which is located wholly within the City and which has been designated as open space...”*

On August 2, 2011, the Planning and Parks & Recreation Departments, in collaboration with the Planning Commission and the OSAB, revised the Louisville Municipal Code, to be consistent with the Charter, establishing the Open Space Zone District which was subsequently approved by City Council per Ordinance No. 1597 and No. 1597, Series 2011.

Between 2011 and 2017 the following properties have been included into the Open Space Zone District:
Davidson Mesa, Damyranovich, Hillside, Avista, Gateway, Daughenbaugh/Warembourg, CTC, Bullhead Gulch, Hecla, Coal Creek Trail Corridor, North, Centennial Trail Corridor, Harper Lake, Coyote Run, and Aquarius Open Space properties per Ordinance No. 1597, Series 2011 and Ordinance No.1752, Series 2017.

On October 16, 2018, staff requested that City Council consider endorsing the scope of properties to be included for surveying, public hearings, and adjacent property owner notifications for Phase III. Properties discussed with City Council for proposed Phase III zoning, and City Council direction, are briefly described below. The complete City Council packet can be found at this location:
<http://www.louisvilleco.gov/home/showdocument?id=21236>

- Walnut Open Space: City Council gave direction to zone this property as Open Space. Council supported the “Open Space- Other” classification which allows for the most flexibility in management practices.
- Warembourg Open Space: City Council gave direction to zone this property as Open Space and to include an additional parcel in the north-west corner of the property.
- Coal Creek Trail (HWY 36 to Dillon Road): City Council gave direction to zone this property as Open Space. However, staff was asked to consider future expansion of the Golf Maintenance Shop (floodplain issues related to expansion).
- Olson: City Council requested additional information regarding this property before giving direction on Open Space zoning. City Council requested staff to evaluate the southern portion of the property for potential park-like uses such as: a dog park, playing fields, and playgrounds as well as potential commercial uses. Generally, City Council was supportive of zoning the northern portion of the property as Open Space with the “Open Space-Other” classification which allows for the most flexibility in management practices.
- Dutch Creek: City Council gave direction to zone this property as Open Space and supported staff’s recommendation to work with appropriate boards and staff on designating boundary lines next to Elephant Park and the Golf Course.

- Lake Park Open Space: City Council gave direction to wait until 2020 to give formal zoning direction on this property. In 2020, the Cottonwood Master Plan is scheduled to occur and information gained in the planning effort will be considered before voting on Open Space zoning. During the discussion a significant majority of the City Council preferred to designate Lake Park as a park and the Cottonwood Master Planning process will help further inform future deliberation and property lines.

Please note, beyond this current Phase III of Open Space zoning, there are likely future phases that will occur following a more extensive inventory of public owned lands and City Council direction.

Next Steps:

Park, Recreation, and Open Space Department staff will consider OSAB recommendations and continue working with other Departments to finalize property line locations while ensuring that zoning does not conflict with potential future development and/or park and golf needs. Once City staff reaches final agreement on proposed property line locations, the areas will be surveyed, meets and bounds descriptions will be developed, and staff will work with the Planning Department, Planning Commission, and City Council to pursue formal Open Space zoning of the proposed properties.

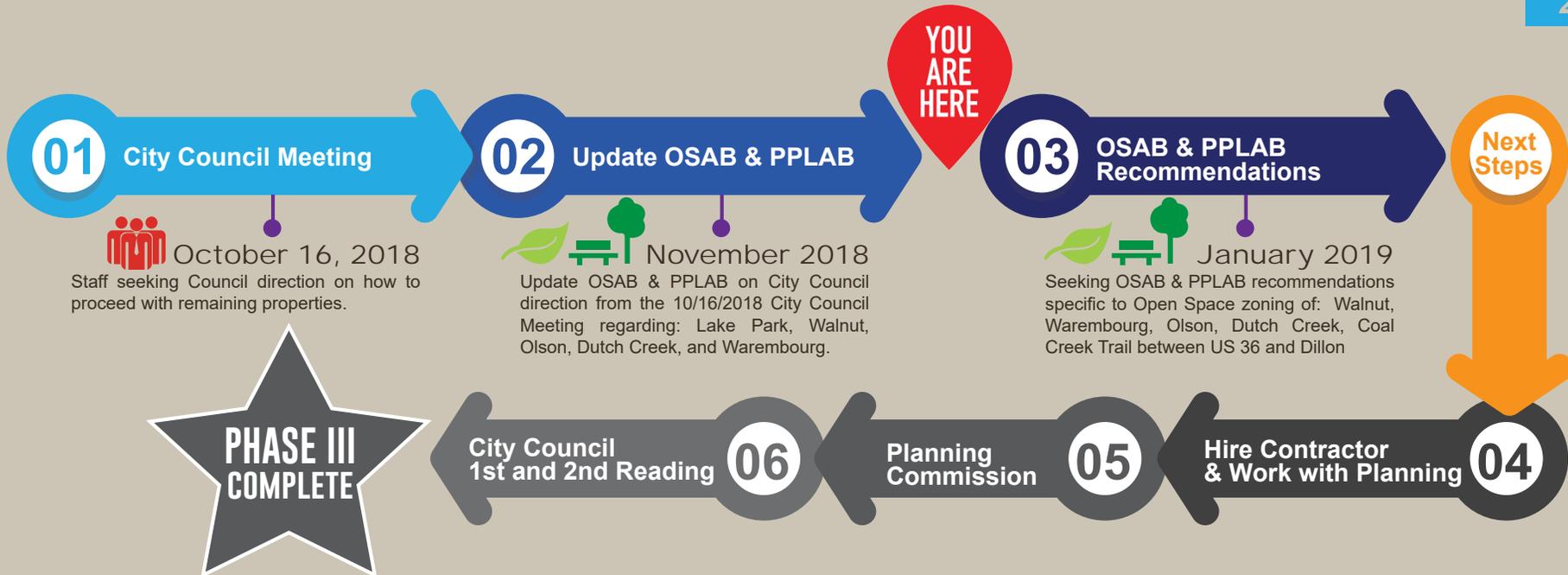
Attached:

1. October 16, 2018 OSAB Recommended Open Space Zoning Map. Provided for background.
2. Property Line Location Recommendation Maps Per Property.

LOUISVILLE OPEN SPACE ZONING TIMELINE

Coal Creek Trail (HWY 36-Dillon), Dutch Creek, Warembourg, Walnut, Olson

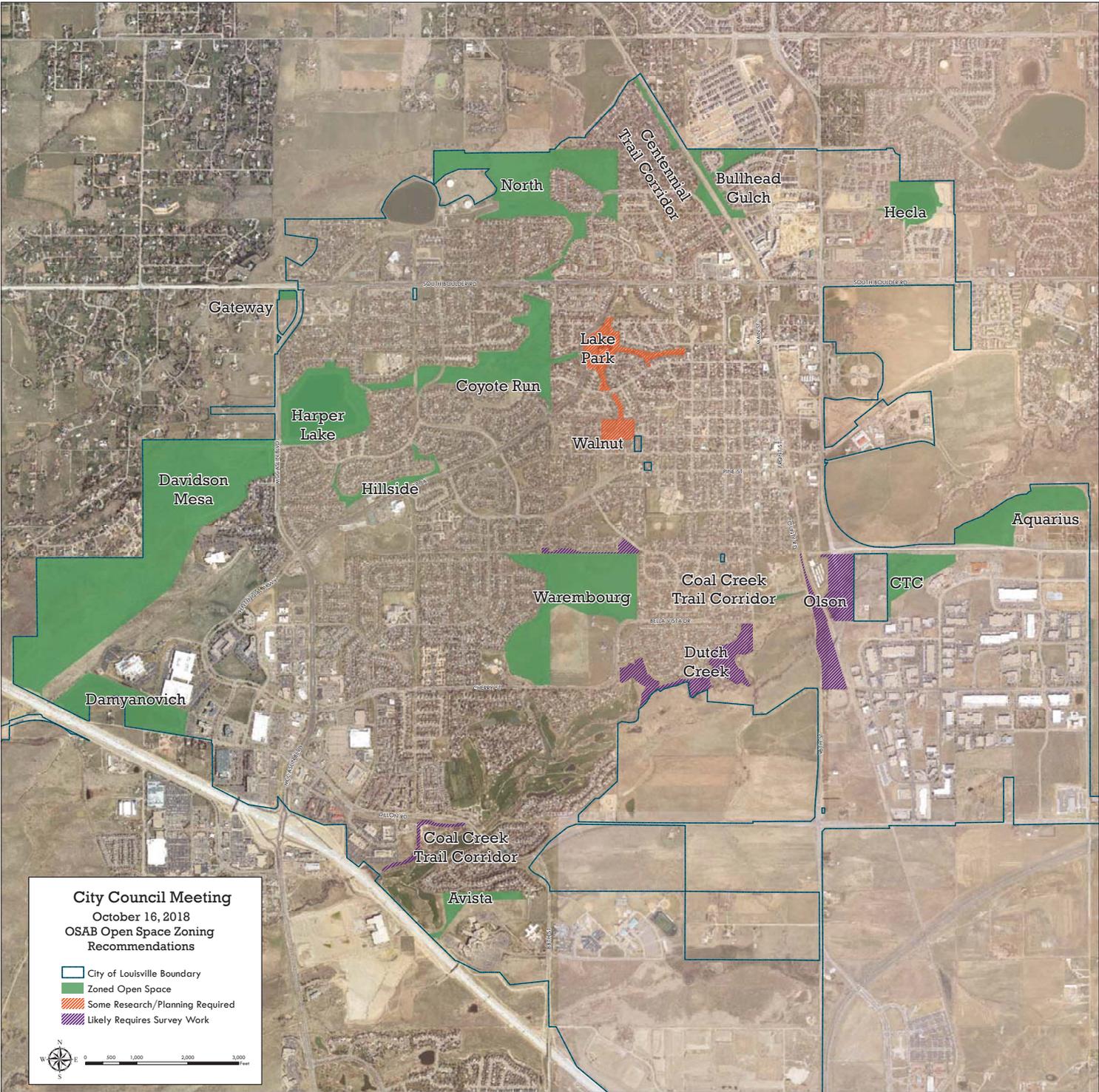
PHASE III
2018-2019



TO BE CONTINUED...

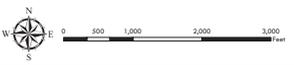
PHASE IV
TBD

Olson, Lake Park, Jointly owned lands within City limits, new parcels requested for review by City Council or OSAB



City Council Meeting
 October 16, 2018
 OSAB Open Space Zoning
 Recommendations

- City of Louisville Boundary
- Zoned Open Space
- Some Research/Planning Required
- Likely Requires Survey Work



Walnut Open Space



Daughenbaugh/Warembourg Open Space

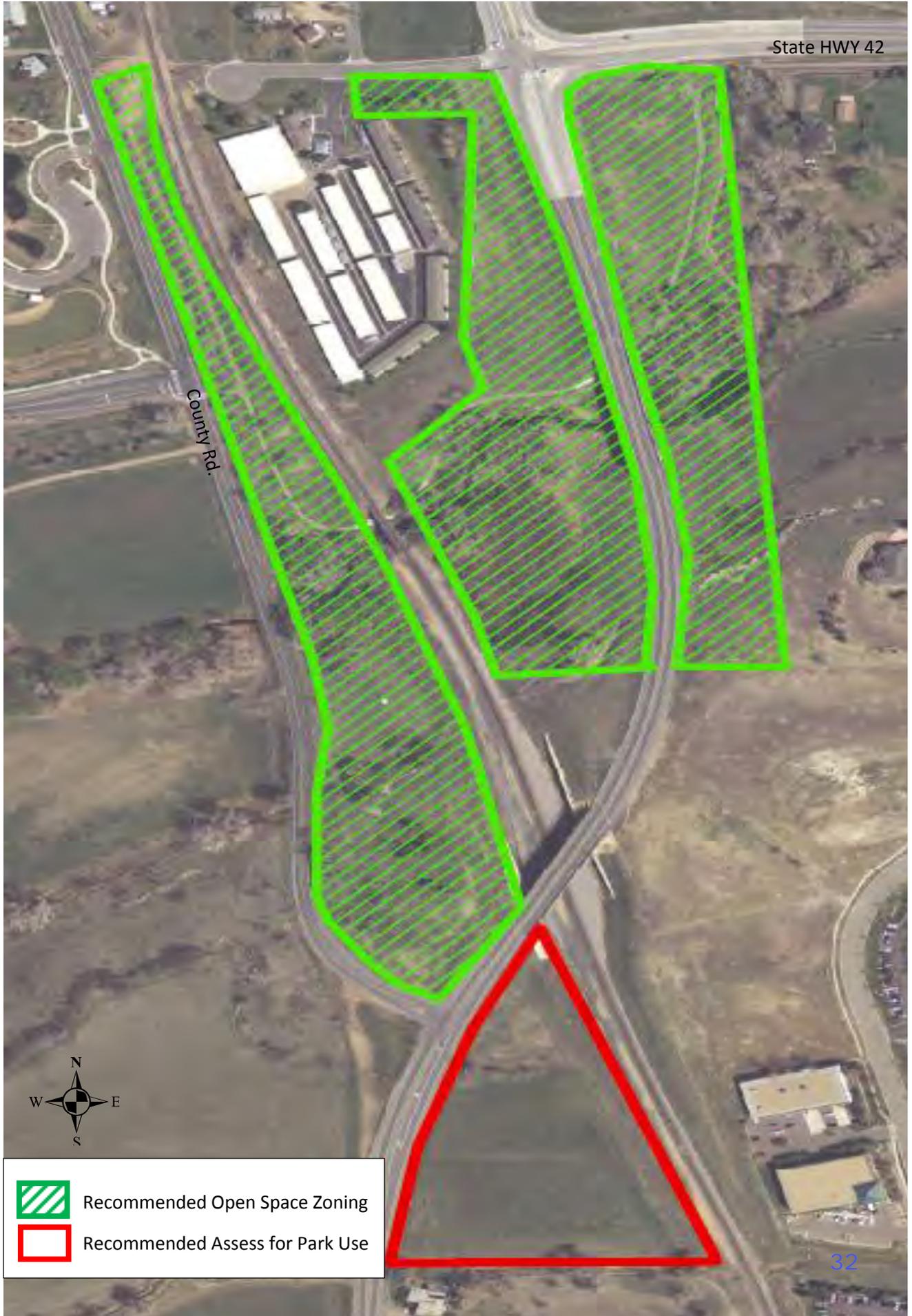


Coal Creek Trail



Dillon Rd.

Olson Open Space



Recommended Open Space Zoning



Recommended Assess for Park Use

Dutch Creek Open Space



Memorandum

To: Open Space Advisory Board
From: Ember Brignull, Open Space Manager
Date: January 9, 2019
**Re: Discussion Item 12. Senior Natural Resource Specialist
Position Skills/Experience and Qualities**

Purpose:

The new Senior Natural Resource Specialist position was adopted by City Council during the 2019 Budget process. The purpose of this Discussion Item is to review the desired skills/experience and qualities of the position. During the January meeting, OSAB will brainstorm additional skills and qualities to be added via sticky note exercise, prioritized, and finally utilized by staff to create the job description and a vision for increased Natural Resource Management activities for the Louisville Open Space Division.

Background:

In January and February of 2018 the OSAB discussed and finalized operational recommendations. These recommendations were reviewed by staff and incorporated into the Open Space Division budget recommendations. This proposal was revised by the Director to meet Department staffing and funding priorities and submitted to the City Manager for review.

Based on the OSAB's strong advocacy for increased Natural Resource Management and staffing, the position was approved to advance by the Department Director. The Department recognizes that as the Louisville Open Space program matures from an acquisition phase to a management phase it is necessary to increase Natural Resource Management activities. Having an internal staff member consistently collecting field data and integrating management tools and strategies is essential to successful landscape restoration and monitoring data and trends over time. The

Senior Natural Resource Specialist Position was proposed in the budget process to develop, implement, and monitor Natural Resource activities including but not limited to: vegetation restoration, prescribed fire, weed control, grazing, and wildlife management. Additional responsibilities shall include assisting with contract management, grant writing, and the development of natural resource related education and volunteer activities.

High priority goals for 2019, and likely into 2020, include Davidson Mesa Prescribed Fire, Encroachment Campaign Restoration Review, Comcast Restoration Review, and becoming familiar with past and current natural resource management activities and protocols of the Louisville Open Space Division.

Following City Council review of the budget on September 17, 2018, during the public hearing on October 2, 2018, and subsequent budget meetings on October 4, 12, 23, and November 5 of 2018 the position was approved by City Council on November 27. The complete budget packet can be found at this link:

<http://www.louisvilleco.gov/Home/ShowDocument?id=21586>

Next Steps:

Staff will consider OSAB recommendations while developing the job description and creating a vision of future Natural Resource Management activities. Staff tentatively plans on publicly announcing the position in the first quarter of 2019.

SENIOR NATURAL RESOURCE SPECIALIST

City of Louisville, Colorado

SKILLS/EXPERIENCE

- Arc GIS mapping
- Data analysis
- Long term native restoration planning & Implementation
- Land stewardship
- Report preparation
- Native & noxious plant ID
- Grassland inventory methods, protocols, & technical skills
- Prescribed fire monitoring and management
- Contract development and oversight
- Wildlife ID, monitoring & management
- Presentation skills
- Grant writing
- Weed Control
- Collaborative
- Innovative
- Inquisitive nature

QUALITIES

- Innovative
- Accountable
- Impartial judgements
- Inquisitive nature
- Efficiently plans & carries out strategy
- High standard of quality control
- Technically adept
- Excellence in service delivery
- Self-motivated
- Positive can-do attitude
- Problem solver
- Action-oriented
- Innovative
- Enthusiastic
- Ability to work independently
- Great communicator
- Respectful
- Collaborative



Open Space Advisory Board TENTATIVE* Board Items Calendar

(Updated January 2, 2019)

February 13, 2019	March 13, 2019	April 10, 2019
<p>Action Items:</p> <p>Updates/Discussion from the Department:</p> <ul style="list-style-type: none"> Louisville Lateral Piping from HBWTP to SCWTP (Impacting Davidson Mesa to Harper) Develop Timeline and Approach for Key Indicator Survey Development: Trash Container Rating & Maintenance of Open Space Rating Coyote Run Slope Update <p>Updates/Discussion from the Board:</p>	<p>Action Items:</p> <ul style="list-style-type: none"> Public Outreach Approach for Prescribed Fire <p>Updates/Discussion from the Department:</p> <ul style="list-style-type: none"> Open Space Zoning 2018 Encroachment Campaign Open Space Municipal Code Revisions Reevaluate Driving Tour: Opportunities for Preserving Open Space and Improving Trail Connectivity <p>Updates/Discussion from the Board:</p>	<p>Action Items:</p> <p>Updates/Discussion from the Department:</p> <ul style="list-style-type: none"> Develop Key Indicator Surveys Determine OSAB's Interest in Participating in May Education and Outreach Programs Including: Kids to Park Day and Farmers Market <p>Updates/Discussion from the Board:</p>
May 8, 2019	June 12, 2019	July 10, 2019
<p>Action Items:</p> <ul style="list-style-type: none"> Driving Tour: Opportunities for Preserving Open Space and Improving Trail Connectivity <p><i>Likely to take full meeting time</i></p> <p>Updates/Discussion from the Department:</p> <p>Updates/Discussion from the Board:</p>	<p>Action Items:</p> <ul style="list-style-type: none"> Driving Tour: Opportunities for Preserving Open Space and Improving Trail Connectivity <p><i>Likely to take full meeting time</i></p> <p>Updates/Discussion from the Department:</p> <p>Updates/Discussion from the Board:</p>	<p>Action Items:</p> <ul style="list-style-type: none"> Review Department Trail Priorities & Make Recommendations <p>Updates/Discussion from the Department:</p> <p>Updates/Discussion from the Board:</p>

*All items are subject to change. A final version of the agenda is posted on the web during the week prior to the OSAB meeting.