

LARIMER COUNTY PARKS ADVISORY BOARD

The mission of Larimer County Department of Natural Resources is to establish, protect and manage significant regional parks and open lands providing quality outdoor recreational opportunities and stewardship of natural resource values. We are committed to fostering a sense of community and appreciation for the natural and agricultural heritage of Larimer County for present and future generations.

MINUTES

Date: July 6, 2021

Time: 5:30 – 8:30 p.m.

Location: Zoom Webinar

Contact: Please contact Sidney at smichl@larimer.org or 970-619-4462 if you are unable to attend.

Members		Staff		Guests
Bill Prater	x	Chris Fleming	x	
Deborah Shulman		Daylan Figs	x	
Jill Wuertz	x	Dan Rieves	x	
Kathy Maher	x	Mark Caughlan	x	
Kristina Kachur	x	*John Kefalas	x	
Mandy Peters	x	Sidney Michl (minutes)	x	
Pete Blume	x			
Robert Harris	x			
Ruthie Rollins				
Scott Murray	x			
Spencer Clark				

x = present

***commissioner**

1. CALL TO ORDER/INTRODUCTIONS – 5:30 p.m.
 - a. Round of introductions for new board members, Bill Prater and Scott Murray.
2. PUBLIC COMMENT – none
3. AGENDA REVIEW
4. REVIEW AND APPROVAL OF LAST MEETING MINUTES
 - a. Pete moved to approve the minutes from last meeting, Jill seconded, motion passed unanimously.

5. INFORMATION & ANNOUNCEMENTS

- a. Natural Resource events for this month: larimer.org/naturalresources.
- b. To sign up for Parks Advisory Board updates, go to apps.larimer.org/subscriptions.cfm, enter your email, click "Subscribe," and check the "Parks Advisory Board" box.
- c. Commissioner Kefalas will join a variety of DNR staff on a site visit this week. The tour will include the paddlecraft only zone at Satanka Bay.

6. UPDATES & REPORTS

- a. Park District updates – Dan/Mark
 - i. Dan – visitation has been busy but manageable. Campgrounds are ~80% occupied most days. Maintenance position was filled, crew is catching up on projects. Been a great summer so far.
 - 1. Scott asked how visitation compares to last year, Dan said 2020 experienced record-breaking visitation and most locations hit capacity by 8:30-9am. This season remains busy but with slightly less crowding.
 - 2. Commissioner Kefalas asked about conflicts with fireworks on the 4th of July, Dan said some fireworks were confiscated but it was not a significant issue. The commissioner asked if other seasonal positions are open, Dan affirmed hiring challenges are ongoing and not unique to LCDNR or northern CO.
 - ii. Mark – visitation increased 25% in 2020 and we expect that to be the norm by 2026. 4th of July weekend was incredibly busy. Seasonal ANS positions are still available, boat ramps were closed later than normal due to understaffing. Ranger positions are filled. Separation of use at Satanka Bay has been popular and successful. Camper cabins are delayed ~30 days due to shortage in construction materials, completion is expected in September. Also catching up on maintenance projects.
- b. 2020 Annual Report
 - i. Daylan highlighted a few stories:
 - 1. Pandemic and wildfire response
 - 2. Record increase in visitation at county parks and open spaces
 - 3. Visitor experience improvements
 - 4. New graphic for sales tax distribution
- c. Gauge Board interest in resuming in-person meetings beginning in August
 - i. It was decided the board will continue to meet via Zoom.
- d. Fee update
 - i. Department leadership attended a BOCC Work Session to seek direction on a proposed 10% fee increase (CPI increase of 6.75% plus operating and maintenance costs to support record increase in visitation) and initiating a fee at Devil's Backbone Open Space.
 - ii. The proposed fee memo, schedule, and meeting information can be found on the online engagement platform: <https://lconnects.mysocialpinpoint.com/fee-adjustments/fee-adjustment-home/>.

7. DISCUSSION ITEMS

a. 2022 Budget Submittal Approach; Fee increase process and recommendations – Daylan/Lori

- i. Daylan introduced Financial Services and Administration Division Manager, Lori Smith, and explained this is the third budget presentation in the series that has been provided throughout the summer. Lori presented the submittal approach:
- ii. Overview of 2021-2022 regular wage and benefits
 1. It was noted full-time employees receive a range adjustment increase in January which reflects cost of living plus a merit increase if an average or above average evaluation rating is received on their anniversary date.
- iii. Overview of Utilities and Central Services
 1. Commissioner Kefalas asked about the use of electric vehicles, it was noted the Fleet department recommends which vehicles to purchase and DNR typically uses trucks for rangers and field staff.
- iv. Temporary and seasonal staff:
 1. Base increase 3% department-wide
 2. Visitor Services had additional increases to assist with hiring, retention, additional patrol, etc.
 - a. Additional 5% increase for a total of 8%
 - b. Continuation of second boat rangers, considering submittal of a service proposal
 3. Continuation of marketing/communication temp position
 4. Departmental average increase 10% over 2021 base
 5. CO minimum wage increase not yet available
- v. Operational base:
 1. Base increase 2% department-wide
 2. 1% increase to support new campground at Carter Lake
 3. \$10k increase routine maintenance at Hermit Park Open Space
 4. New vehicles fleet lease and fuel
 5. Department average increase 5% over base
- vi. Additional increases in base
 1. Wage and operating budget: target \$75k, recommendation \$60,045
 2. One-time increases for 2022 budget: temp/seasonal wage increase \$136,291, continuation depends on future staffing model results
- vii. One-time only projects
 1. Additional vehicles or vehicle upgrades:
 - a. Visitor Services – ranger vehicles
 - b. Parks, Open Lands, and Land Stewardship vehicles
 2. Other one-time projects or expenses:
 - a. Commercial lit pencil buoys for Carter Lake
 - b. Replace electronic gate for Hermit Park Open Space
 - c. Post-certified Academy/training for new ranger

- d. Improvements to water infrastructure to meet vegetation management goals at River Bluffs Open Space
 - e. Department contingency increase
 - f. Payout and overfill for employee retirement
 - viii. Expense update on scale of mandated to discretionary items:
 - 1. Regular wages and benefits increase: 2% market, 3% merit benefits
 - 2. Central Services increase: TBD
 - 3. Temporary and seasonal staff increase: generally 3%, average 10%
 - 4. Operational base increase: 5%
 - 5. Additional increase in base budget: \$60,045
 - 6. One-time project budget: \$202,915
 - ix. Overview of Reservoir Parks, Open Spaces, and Land Stewardship revenue projections
 - 1. It was noted development in unincorporated Larimer County must provide open space or pay a development fee to make parks or open spaces available. The Planning department is currently working on fee adjustments.

8. ACTION ITEMS

- a. Board Election of Officers
 - i. Deborah Shulman elected as chair, Ruthie Rollins elected as vice-chair.

9. US BUREAU OF RECLAMATION UPDATE – not attending

- a. Mark said there should be updates about water levels and blue green algae at Shadow Mountain Reservoir at the end of July.
- b. Dan said the pump at Carter will run for 2-3 weeks at the end of the month which will slow water levels from dropping.
- c. Daylan updated Chimney Hollow planning is moving forward and a site visit will be scheduled in August before construction begins. Glade Reservoir is still in permitting process to determine access and recreation, more to come.

10. BOARD MEMBER REPORTS

11. DIRECTOR'S REPORT: Daylan Figgs

- a. New board members, Bill and Scott, will meet with DNR staff for orientation in a couple of weeks. The board will discuss and be asked to make a recommendation on the fee request in August. Visitation is mellowing out but we anticipate significant population growth in the next 20 years. Currently focusing on hardening and repairing existing infrastructure.

12. NEXT MEETING SCHEDULED: 8/3/2021 via Zoom Webinar

13. EXECUTIVE SESSION: Pursuant to C.R.S. (24-6-402(4)(a)) for discussion pertaining to the purchase, acquisition, lease, transfer or sale of any real, personal or other property interest.
14. ADJOURN – 7:06 p.m.

