



PARKS AND RECREATION DEPARTMENT

MAYOR: David H. Bieter | DIRECTOR: Doug Holloway

Open Space and Clean Water Improvement Project Partnership Program Frequently Asked Questions

1) Who can apply?

Applicants can include non-profit land and water conservation organizations, municipalities, and other organizations that include in their mission the identification, acquisition, or management of open space and natural areas.

Projects must take place on publicly owned or managed open space properties. Projects that are located on private property are not applicable unless public access or conservation easements are in place with qualifying public agencies.

2) Does my improvement project proposal qualify?

Project eligibility and strength is determined primarily by the specific language of the levy and further detailed by a review of the community feedback provided during the creation of the following plans:

- Boise River Resource Management and Master Plan (2014)
- The Interagency Foothills Management Plan (2015)
- Open Space Matters: The Boise Reserves Open Space Management Plan (2015)
- Around the Next Turn: A 10-Year Management Plan for the Ridge to Rivers Trail Network (2016)

The guidance provided by the levy and these four large scale engagement and planning efforts identified six conservation criteria used to assess the eligibility and strength of an application (see Application Package – Conservation Criteria for more detail). Your project is eligible if the scope includes protection or enhancement of:

- Critical Open Space
- Connectivity
- Clean Water
- Habitat Restoration
- Wildfire Mitigation
- Community Engagement/Partnerships

No levy funds may be spent on administrative costs including but not limited to: printing of materials, staff salaries and benefits, and costs that may be incurred associated with normal day to day business transactions.

Proposed projects are subject to ultimate approval by the Mayor and Boise City Council. Any levy funds committed to a selected project must comply with the City's purchasing

and procurement requirements. Such requirements include, but are not limited to, those set forth in Idaho Code, Title 67, Chapter 28, Boise City Code, Chapter 1-11 and the City's Business Operations Manual. All levy funds must be spent solely on the benefits and goals listed above, and not administrative costs. All levy funds are subject to an annual audit.

3) What is the Open Space and Clean Water Advisory Committee (OSCWAC)?

The OSCWAC is a seven to nine member, volunteer committee tasked with recommending the use of Open Space and Clean Water levy funds to Boise City Mayor and Council. Improvement project applications and acquisition proposals are vetted by the OSCWAC. The committee then provides a recommendation to Boise City Mayor and Council. For more information, please refer to Boise City Code Chapter 2-11.

4) How much money will be available each year for improvement projects v. acquisition?

No specific standard has been set to predetermine annual expenditures for improvement projects or open space acquisitions. The OSCWAC is committed to being able to respond to the best and most appropriate projects and property opportunities as they arise. Any project or property that meets the outcomes of the levy and the conservation criteria defined above will be evaluated.

5) Is there a time line associated with project spending?

Once a project has been approved by City of Boise Mayor and Council, an agreement will be drafted between the City and the applicant detailing specific expectations and requirements associated with the expenditure of levy funds. Depending on the project scope, the agreement will address how the project will be managed, a mutually acceptable timeline, and other accountability measures.

6) How will the City allocate the funds?

Once a project has been approved for funding by Boise City Mayor and Council an agreement will be drafted between the parties (see the sample agreement provided.) A City staff member will be identified as the project manager. The project manager will lead the project through the necessary purchasing and procurement process, approve invoicing, assess reporting, manage the timeline, and reporting progress to the OSCWAC.

7) How will the City ensure accountability?

Project management and annual reporting requirements will be detailed in a standard agreement following approval of an improvement project. All levy funds are subject to an annual audit.

For more information or assistance, please contact Sara Arkle, Boise Parks and Recreation Foothills & Open Space Superintendent, at sarkle@cityofboise.org or (208) 493-2533.





PARKS AND
RECREATION

CITY of BOISE

Open Space and Clean Water Partnership Program

2019 Application Packet



Open Space and Clean Water Partnership Program

2019 Application Packet

What is the Open Space and Clean Water Program?



In 2015, Boise voters passed the Boise Open Space and Clean Water levy. This initiative raised \$10 million over the course of two years to achieve the City of Boise's conservation goals - implementing improvement projects and protecting open space in critical areas including, but not limited to, the Boise River and the Boise Foothills. Specifically, levy fund dollars can be used to enhance improvement projects seeking to protect clean water and drinking water, safeguard critical wildlife habitat, protect critical open space, preserve native plant species and enhance trails and recreational opportunities.

Is my proposed project eligible for Open Space and Clean Water funds?



If your project proposal addresses the conservation goals above and can bring together community partners to achieve those goals, your project may be eligible. To learn more, review the following materials provided in this packet.

- Conservation Criteria
- Frequently Asked Questions
- Application form for improvement projects
- Sample Application
- Sample Agreement

Who decides if my project proposal is approved?



The **Open Space and Clean Water Advisory Committee**, a 7-9 member citizen committee will review and recommend approval to Boise City Mayor and Council. **Applications are accepted on a continuing basis.** Boise City Mayor and Council must approve the project before levy funds can be accessed. Any levy funds committed to a selected project must comply with the City's purchasing and procurement requirements. Such requirements include, but are not limited to, those set forth in Idaho Code, Boise City Code and the City's Business Operations Manual. All levy funds must be spent solely on the benefits and goals listed above, and not administrative costs.

This guidance is specifically addressing improvement project proposals associated with the use of levy funds, only. If seeking information on property acquisitions related to the protection of critical open space, or if you have questions related to this application, please contact Sara Arkle, Foothills and Open Space Superintendent at (208) 493-2533 or sarkle@cityofboise.org.



**PARKS AND
RECREATION**

Application Process

Submit project application

- Applications are accepted on a continuing basis
 - Follow form and answer all questions in this application packet
 - A letter of support from all partners is required
 - Submit project application to Foothills Superintendent, Sara Arkle
 - sarkle@cityofboise.org

City of Boise Staff Review

- City of Boise staff will review the project scope and feasibility in collaboration with applicant as needed

Committee Recommendation

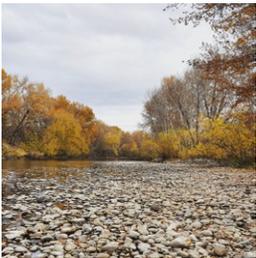
- Open Space and Clean Water Advisory Committee will review all submitted applications and provide a funding recommendation to Boise City Mayor and Council

Mayor and Council Vote

- Boise City Mayor and Council will review committee recommendations and determine which projects will be funded

December 2019

- Approved improvement projects are announced
- City staff and approved project applicant will create a project agreement that includes expectations with regard to project management, timeline, and accountability measures



Boise Open Space and Clean Water Improvement Project Application Form

Section 1: Contact Information

Name of Organization	
Name of Project Contact	
Street Address	
City ST ZIP Code	
Phone	
E-Mail Address	

Section 2: Conservation Criteria

According to the Boise City Code 2-23-06, the City seeks to achieve conservation goals through the implementation of improvement projects in areas such as the Boise River and the Boise Foothills. These conservation goals include protecting and conserving clean water and drinking water, safeguarding critical wildlife habitat, protecting critical open space, preserving native plant species and enhancing trails and recreational opportunities. Criteria categories have been defined by these goals as set forth by the Open Space and Clean Water levy fund and by City approved plans for the enhancement of Boise's natural amenities. Check each category that applies to the project proposal.

- | | |
|--|---|
| <input type="checkbox"/> Critical Open Space | <input type="checkbox"/> Habitat Restoration |
| <input type="checkbox"/> Connectivity | <input type="checkbox"/> Wildfire Mitigation |
| <input type="checkbox"/> Clean Water | <input type="checkbox"/> Community Engagement/ Partnerships |

Section 3: Project Description

Using the Conservation Criteria Guide, please provide a clear and concise overview of the proposed project.

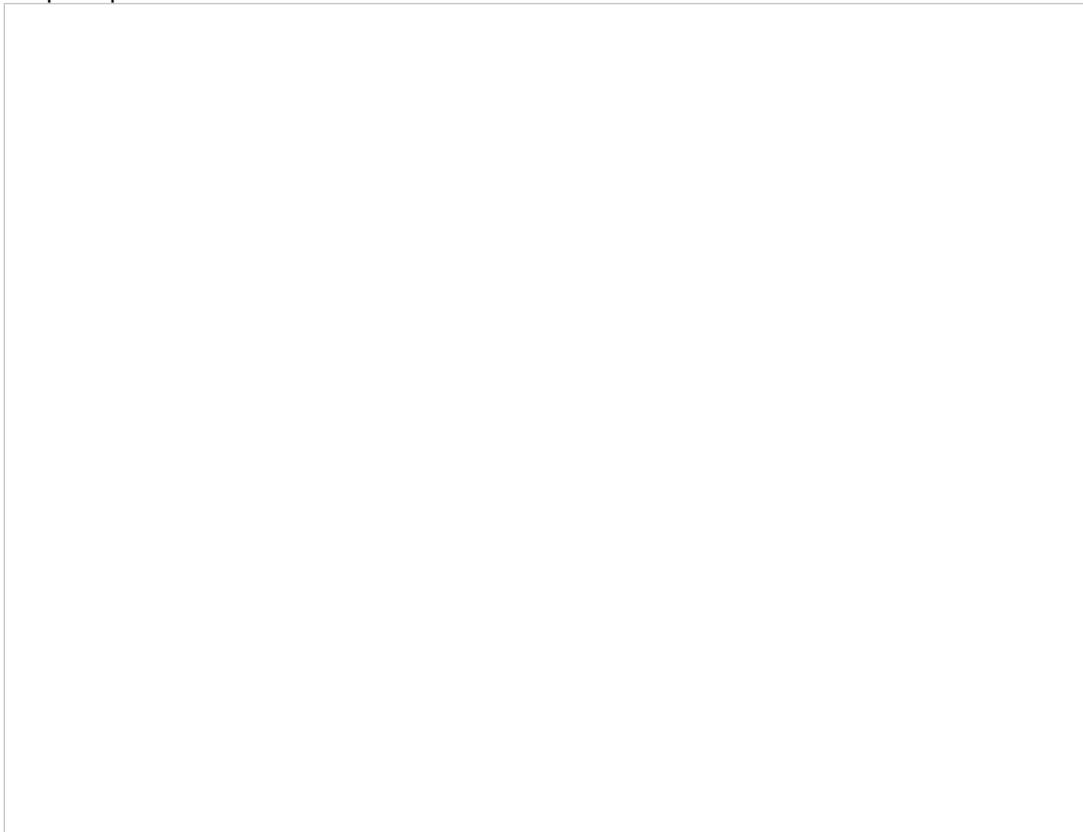
Section 4: Meeting the City's Goals

Please explain how this project will meet each of the conservation goals highlighted in Section 2.



Section 5: Project Readiness

Please answer the following three (3) questions regarding project readiness. 1) Has any work been done to prepare this project for implementation? 2) How would you like the City to spend levy funds to enhance the proposed project? 3) Is the proposed project part of an ongoing or phased improvement to the Boise River or open spaces?



Section 6: Budget

Please provide a budget overview for this project. Include levy funds requested, any matching funds (including any grants, government funding, or other funding sources), and “in-kind” opportunities that have been identified for this project.

Section 7: Reporting Requirements

All levy funds spent are subject an annual audit. The Boise City Open Space and Clean Water Advisory Committee will prepare annual reports detailing the expenditures, projects and activities that support the City’s conservation goals. Describe how your organization will provide updates and reports to the committee and how success and implementation efforts will be measured and recorded.

Section 8: Supporting Documents

Please provide the following documents requested to support this application:

- 1) Location Map – Identify the location of your project on a map. You may create a map using Google Earth Maps or other programs including the City of Boise GIS program at: <http://gis.cityofboise.org/boisemap/>.
- 2) Contact information for those authorized to submit receipts/invoices to the City.
- 3) Any other supporting documentation important for your application (an example could include a more detailed budget.)
- 4) Include project partner letters of support.

Section 9: Mayor & Council Approval

Proposed projects are subject to ultimate approval by the Mayor and City Council. Any levy funds committed to a selected project must comply with the City’s purchasing and procurement requirements. Such requirements include, but are not limited to, those set forth in Idaho Code, Title 67, Chapter 28, Boise City Code and the City’s Business Operations Manual. All levy funds must be spent solely on the benefits and goals listed above, and not administrative costs.

Open Space and Clean Water Advisory Committee

Primary Conservation Criteria

Category 1: Critical Open Space

Criteria Statements:

- Parcel enhances environmental, recreational, and visual resource values
- Property meets the six values of Open Space as defined in the Open Space Matters: Boise City Open Space Reserves Management Plan - Wellness, Ecosystem Health, Economic Vibrancy, Culture, Sense of Place, and Social Connections
- Provides additional values for community in a non-Foothills setting that may allow for potential creation of new reserves/open space outside of the Foothills

Category 2: Connectivity – Recreation and Wildlife

Criteria Statements:

- Conserves property with ecological diversity
- Connects surrounding native habitat and acts as wildlife linkage corridors
- Enhances connectivity between urban areas and open spaces to improve proximity and access for residents. Maintains and improves opportunities for a diverse range of non-motorized, active and passive recreational activities

Category 3: Clean Water

Criteria Statements:

- Protects remaining high quality riparian habitat for wildlife and clean water
- Enhances and restores structure and function to designated wetland sites along the Boise River and its tributaries
- Elevates water quality with activities such as integrated pest management programs, sediment removal, streambank stabilization, construction of treatment wetlands, and enhancement of riparian vegetation to shade waterways

Category 4: Habitat Restoration

Criteria Statements:

- Protects and restores native, special status, and other desirable vegetation through new reserves, trail mitigation measures, special management prescriptions, and other management actions
- Minimizes or eliminates invasive species through sustainable, responsible practices
- Rehabilitation of wildfire burn areas

Secondary Conservation Criteria

Category 1: Wildfire Mitigation

Criteria Statements:

- Wildfire mitigation strategies
- Develop and maintains strategic fuel breaks that impede wildfire entry to Open Space Reserves and enhances effective firefighter access
- Establishes more fire-resistant, native vegetation to help control wildfire

Category 2: Community Engagement

Criteria Statements:

- Promote partnerships, shared responsibility, and a sense of community
- Enhances interpretive signage and increase education regarding native ecosystems, fire, and post-fire rehabilitation
- Engages in restoration-focused volunteer projects
- Strengthens awareness of ecological and economic benefits of Open Space to residents and businesses

Category 3: Partnerships

Criteria Statements:

- Strengthens partnerships and investments in Open Space through outreach and education
- Secures funding and resources to meet current and future needs to enable appropriate expansion of the City's land base, amenities, services, and programs.
- Partners with wildfire mitigation programs to train and motivate communities in the Wildland Urban Interface
- Maintains and builds partnerships that allow the City to leverage partner resources and expand public access to Open Space

Boise Open Space and Clean Water Improvement Project Application Form (EXAMPLE)

Section 1: Contact Information

Name of Organization	Friends of Table Rock
Name of Project Contact	Jane Doe
Street Address	5555 North Maple
City ST ZIP Code	Boise, ID 872225
Phone	(208) 555-5555
E-Mail Address	jdoe@gmail.com

Section 2: Conservation Criteria

According to the Boise City Code 2-23-06, the City seeks to achieve conservation goals through the implementation of improvement projects in areas such as the Boise River and the Boise Foothills. These conservation goals include protecting and conserving clean water and drinking water, safeguarding critical wildlife habitat, protecting critical open space, preserving native plant species and enhancing trails and recreational opportunities. Criteria categories have been defined by these goals as set forth by the Open Space and Clean Water levy fund, and by City approved plans for the enhancement of Boise's natural amenities. Check each category that applies to the project proposal.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Critical Open Space | <input checked="" type="checkbox"/> Habitat Restoration |
| <input type="checkbox"/> Connectivity | <input checked="" type="checkbox"/> Wildfire Mitigation |
| <input checked="" type="checkbox"/> Clean Water | <input checked="" type="checkbox"/> Community Engagement/ Partnerships |

Section 3: Project Description

Using the Conservation Criteria Guide, please provide a clear and concise overview of the proposed project.

Following the Table Rock fire in the summer of 2016, Friends of Table Rock (FTR) are seeking to restore wildlife habitat within the 2500 acre burned area. Specifically, we would like to plant 2000 native sagebrush and bitterbrush along the trails within Table Rock and engage volunteers from the community to restore this iconic landmark. Table Rock is adjacent to the Boise River Wildlife Management Area, critical wintering habitat for mule deer and elk. FTR will work in collaboration with City and Ridge to Rivers staff, Idaho Fish and Game Department, the Department of Lands, the Harris Ranch Wildlife Mitigation Association, and the Idaho Botanical Garden to ensure an effective and coordinated restoration effort. FTR will order the seedlings from qualified nurseries and will follow the advice and direction of the Foothills Restoration Specialist to ensure the highest quality seed with the best likelihood of success. The project is expected to begin and end in the fall of 2016.

Section 4: Meeting the City's Goals

Please explain how this project will meet each of the conservation goals highlighted in Section 2.

Critical Open Space: Table Rock, the Mesa Reserve and the surrounding wildlife habitat can easily be considered critical open space to the City of Boise. This area provides environmental and recreational values within the Foothills, and meets the six values of Open Space: Wellness, Ecosystem Health, Economic Vibrancy, Culture, Sense of Place, and Social Connections.

Wildlife Habitat and Fire Mitigation: Our proposed improvement project seeks to restore the wildlife habitat disturbed by the fire, while combatting the invasion of non-native species. This invasive species management effort, if successful, would help to reduce the risk of intense and destructive wildland fires within this area of the Wildland Urban Interface.

Clean Water: Conducting planting activities within the burned area will reduce the likelihood of erosion events that can impact water quality in the Boise River. Warm Spring Basin, an erosive area within the burn scar, has produced large post-fire erosion events in the past. This project seeks to reduce the potential of similar events in the coming years.

Community Engagement: Our proposed project would engage volunteers within the community as well as the staff and members of partner organizations like the Idaho Botanical Garden. We will reach out to schools within the Boise City School District to directly engage students in planting efforts. Our hope is to use this opportunity to share wildfire awareness, fire ecology, and wildlife management efforts with the next generation of Boiseans.

Section 5: Project Readiness

Please answer the following three (3) questions regarding project readiness. 1) Has any work been done to prepare this project for implementation? 2) How would you like the City to spend levy funds to enhance the proposed project? 3) Is the proposed project part of an ongoing or phased improvement to the Boise River or open spaces?

- 1) Friends of Table Rock have met with representatives from the affected land management agencies and created a draft coordinated restoration plan. In addition, FTR have also reached out to the Ridge to Rivers Program Manager to ensure restoration efforts do not negatively impact trails in the area. We are aware the City of Boise was provided with restoration funds by the Friends of Zoo Boise and are seeking to enhance those efforts by coordinating volunteers and providing plant and seed material.
- 2) FTR would like to purchase 500 bitter brush and 500 sagebrush each fall in 2016, 2017, and 2018. We will engage our members to plant these seedlings in coordination with other agency volunteer efforts. We request that all planting specifications be provided by the City of Boise Foothills Restoration Specialist.
- 3) This project would enhance ongoing efforts to restore Table Rock and management invasive species in the area.

Section 6: Budget

Please provide a budget overview for this project. Include levy funds requested, matching funding, and “in-kind” opportunities that have been identified for this project.

We are requesting the City purchase 1000 native sagebrush seedlings and 1000 native bitterbrush seedlings. We anticipate 2000 native seedlings will cost \$4000.

Section 7: Reporting Requirements

All levy funds spent are subject an annual audit. The Boise City Open Space and Clean Water Advisory Committee will prepare annual reports detailing the expenditures, projects and activities that support the City’s conservation goals. Describe how your organization will provide updates and reports to the committee and how success and implementation efforts will be measured and recorded.

The project is only anticipated to take place during the fall of 2016. We will take pictures of the planting efforts and work with the City to log and track volunteer numbers and hours for this effort.

Section 8: Supporting Documents

Please provide the following documents requested to support this application:

- 1) Location Map – Identify the location of your project on a map. You may create a map using Google Earth Maps or other programs including the City of Boise GIS program at: <http://gis.cityofboise.org/boisemap/>.
- 2) Contact information for those authorized to submit receipts/invoices to the City.
- 3) Any other supporting documentation important for your application (an example could include a more detailed budget.)
- 4) Include project partner letters of support.

Section 9: Mayor & Council Approval

Proposed projects are subject to ultimate approval by the Mayor and City Council. Any levy funds committed to a selected project must comply with the City’s purchasing and procurement requirements. Such requirements include, but are not limited to, those set forth in Idaho Code, Title 67, Chapter 28, Boise City Code, Chapter 1-11 and the City’s Business Operations Manual. All levy funds must be spent solely on the benefits and goals listed above, and not administrative costs.