Call Meeting to Order: Scott Sinn called the meeting to order 5:40pm.

Agenda Review & Items of Note: None

Citizen Participation: None

Approval of Minutes: Jessica MacMillan made the motion to approved the Parks & Recreation Board minutes of April 6, 2016 (postponed March meeting), seconded by Dawn Theis – Minutes Approved: 6:0

Meeting Summary

- Staff informed the P&R Board about the NRPA Great Urban Parks Grant being requested to help fund a proposed park at the Streets Facility site (Lemay/Vine), and requested a letter of recommendation from the Board in support of the Grant application. The Board felt this Grant met their desire to see every neighborhood have access to park amenities and will provide staff with a letter of recommendation.

- Staff presented the P&R Board with the BFO offers that were submitted and discussed the enhancement offers.
AGENDA ITEMS:

NRPA Great Urban Parks Grant – Kurt Friesen
Staff informed the P&R Board about the NRPA Great Urban Parks Grant being requested to help fund a proposed park at the Streets Facility site (Lemay/Vine), and requested a letter of recommendation from the Board in support of the Grant application. The Lincoln Corridor Plan has committed money to improve this site and as Park Planning was working on a phased plan to develop this area into a park, starting with a playground, the NRPA Grant was promoted. In reviewing the terms of the Grant we feel this project fits all the parameters and would be a perfect contender. If this project is accepted, it will allow Park Planning to develop this area with more amenities.

The Board felt this Grant met their desire to see every neighborhood have access to park amenities and will provide staff with a letter of recommendation.

Discussion
Board – What is happening with the Lemay overpass?
Staff – The overpass will happen when the Lemay realignment takes place.

Review of BFO Offers – Dawna Gorkowski, Parks; Kurt Friesen, Park Planning & Bob Adams, Recreation
Staff reviewed, at a “high-level”, the enhancement offers submitted by each department. The offers are now being reviewed by the Results Teams and will be available on-line for public review mid-May. Once staff has a better idea of where the offers land on the drilling platform, they will visit with the Board about any support they might offer.

Recreation Offers: Recreation has 9 enhancement offers
87.1 – Poudre School District After School/Summer Program
   • This program has been funded in the past, but has been revamped. Instead of kids being bused to Northside Aztlan Center for after school activities, Recreation staff will work with PSD and go to the schools to provide the kids with after school activities at their school. For summer months, Recreation will also work with PSD to run programs at Northside Aztlan Center for 5 to 12 year-old kids.
65.5 – Recreation Facility Improvements & Equipment Replacement
65.6 – Recreation Scholarships
65.7 – Recreation Vehicle Replacement & Facility Improvements
65.8 – Ice Program Leader
65.10 – Publicity/Marketing Tech
   • Currently, Recreation’s Public Relations Coordinator, works solo on the majority of marketing needs for Recreation as well as Golf and Parks as needed. This position would offer the needed support to provide a higher level of service.
65.11 – Poudre River Library District Partnership
   • Working with the Poudre River Library District to provide a “red box” type reading opportunity at the Senior Center eliminating the need for a “library” room at the Senior Center that currently has to be managed.
65.12 – Recreation Aquatic Safety Program
   • This offer would help Recreation meet National Standards.
65.13 – Aquatic Safety Program

Parks & Forestry Offers: Parks & Forestry have 16 enhancement offers (7 Parks, 4 Downtown, 2 Medians, 3 Forestry)
KFCG funded offers separated to show KFCG as the funding source
15.3 – (KFCG) Addition of 1 Lead Park Ranger and 1 hourly/seasonal Park Ranger
   • The Lead Ranger would provide supervision/direction to the Park Ranger staff as well as additional coverage in the parks and along the trails. An hourly/seasonal Park Ranger would provide additional coverage during the peak programming season.
15.5 – Addition of 1 FTE for the Parks Life Cycle Program
15.6 – Southeast Community Park (2.5 FTE with offer 15.11)
15.11 – (KFCG) Southeast Community Park (2 FTE with offer 15.6)
   • Necessary staffing needs for a Community Park

15.7 – Rolland Moore Ballfield Lights
   • The Rolland Moore ballfield lights are in need of being replaced as there are safety concerns. In 2010 one of the light poles was significantly damaged in a wind event, and although repaired there are concerns with the weakening of the current lighting structures.

15.8 – (KFCG) Americans with Disability Act (ADA) Playground Compliance
   • Offer will allow Parks to continue the plan to bring all the playgrounds in compliance with ADA regulations in a timely manner.

15.10 – Horticulture Crew Chief (.5 FTE with offer 17.4)

16.3 – (KFCG) Downtown Holiday Lights
   • This offer will allow the expansion of the holiday lighting footprint.

16.4 – Expansion of Downtown Maintenance
   • There are continual additional maintenance responsibilities needed in the downtown area including a living wall, two new renovated DDA alleys and the river-front kayak park.

16.6 – Downtown Park Shop

61.1 – (KFCG) Expand Downtown Recycling

17.2 – Parkway Renovation

17.4 – Horticulture Crew Chief (.5 FTE – with offer 15.10)

34.4 – Addition of 4 Positions (1 Crew Chief, 2 Technicians, 1 Field Worker)
   • Forestry has not added staffing since 1999 and the current staffing levels are unable to keep up with the 5 year pruning standards to alleviate hazards. There are roughly 48,000 city-owned trees and Forestry prunes about 500 per year.

34.5 – Increase Contractual Pruning of Large Trees (trees greater than 18 inches)

35.6 – Emerald Ash Borer Pre-Infestation
   • Currently the Ash Borer has only been located in Boulder, but it will eventually be found in Fort Collins. Approximately 18% of all City-owned trees in Fort Collins are Ash trees so analyzing, replacing, shadow planting and treatment are necessary to help maintain the tree canopy.

Park Planning & Development Offers:  Park Planning has 2 enhancement offers

70.4 – Addition of 1 FTE for a Landscape Architect
   • Park Planning & Development is seeking an additional staff member to help cover the volume of work necessary to support other department needs (i.e., community gardens, nature in the city, etc.)

71.1 – Poudre River Downtown Project

Discussion:
Board – Where do “odd” things fall like pickleball and archery? Where does funding come from for these activities?
Staff – Typically, any recreational activity is funded from Recreation’s main offer 65.2 and Park Maintenance 15.1
Board – What is Fleet Replacement Offers?
Staff – Fleet needs were previously funded through the Fleet Department, but they wanted the budgets to be shown at the department level this year.
Board – When there is so much competition for the money, does any group have an easier time getting funded?
Staff – It really depends on where the money is coming from. If the funding is coming from an enterprise fund that requires none or little revenue from the general fund, the offers are more easily supported. Offers relying solely on the general fund are in a more competitive pool of offers which can make it more difficult for those offers to be supported.
Board – What happens in 2020 when KFCG sunsets?
Staff – It would be very difficult to continue the current level of service if KFCG funding was not renewed.
**STAFF UPDATES**

**Parks Updates**
None

**Recreation Updates**
- Recreation submitted an RFP for the EPIC renovation and received one bid which came in $3.5M over what was budgeted for this renovation. A meeting is set for Friday to determine if we will move forward and address the safety concerns or delay the project and go out for bid once again in the fall when there is more opportunity.

**Park Planning Updates**
- Received a donation from the Bohemian Foundation for the Heritage Walk
- Gov. John Hickenlooper announced the state’s highest priority trail projects as part of Colorado the Beautiful “16 in 2016” initiative; and one of the 16 trail project identified is the I-25 Poudre River trail underpass.

**Discussion**
Board – When there is publicity for a project does someone respond to that, does it have any effect on your planning?  
Staff – It doesn’t necessarily change anything, but it does help bring awareness.

**Listening Session Ideas for Council:**
- Parks Refreshing
- Emerald Ash Borer

**Bicycle Advisory Board Liaison Update:** The BAC is working on their on-boarding process and Standard Operating Procedures.

**Schedule of Articles/Calendar:** Next article due June 14 for the fall edition  
Board discussed article topic and decided upon EPIC Ice Programs. Jessica MacMillan will write the article.

**Bullet Points**
- Staff presented the P&R Board with the BFO offers that were submitted and discussed the enhancement offers.
- Staff informed the P&R Board about the NRPA Grant being requested to help fund a park at the Streets Facility site (Lemay/Vine), and requested a letter of recommendation from the Board in support of the Grant.

**Adjournment:** Meeting adjourned 7:30pm

Respectfully submitted,

Carol Rankin

P&R Board Approved Minutes – 6:00

**Board Attendance**

**Board Members:** Ragan Adams, Brian Carroll, Kenneth Layton, Jessica MacMillan, Scott Sinn, Kelly Smith, Dawn Theis

**Staff:** Bob Adams, Kurt Friesen, Carol Rankin, Dawna Gorkowski, Tim Buchanan

**Guest:** None