Call Meeting to Order: Jessica MacMillan called the meeting to order 5:34 pm.

Agenda Review & Items of Note: Introduced Ashley Smith, Recreation Customer Service Rep II, as the 2016 minute taker for the P&R Board.

Citizen Participation: None – CSU Student, Jared, attending for observation for his Honors Ecology Class

Approval of Minutes: Discussion: None
Scott Sinn made the motion to approve the Parks & Recreation Board minutes of October 28, 2015, seconded by Bruce Henderson – Minutes approved 9:0.

Meeting Summary

- The P&R Board reviewed the 2015 Annual Report and made minor amendments which Carol Rankin captured for final draft and submission.

- The Board heard an updated presentation on Fugitive Dust and the proposed code changes that would apply to all dust generating activities. The City is proposing an approach to the fugitive dust issue by updating the Municipal & Land Use Codes to reflect the standards established by the fugitive dust manual, supporting the fugitive dust manual which addresses 12 dust generating activities and provides multiple options for compliance depending on the activity which can significantly reduce fugitive dust, providing training, and ensuring there is significant public outreach.

- The Board discussed the bicycle/pedestrian count information that was presented to the BAC with regards to the number of electric bikes on trails and bike paths.
Full Minutes

AGENDA ITEMS:

Review & Approve 2015 P&R Board Annual Report
The P&R Board reviewed the 2015 Annual Report and made minor amendments which Carol Rankin captured for final draft and submission.

Bruce Henderson made a motion to approve the 2015 Parks & Recreation Annual Report as amended.
Seconded by Scott Sinn
VOTE: 9:0 in favor to approve as amended
No discussion

Fugitive Dust Presentation - Lindsay Ex, Environmental Program Manager
Lindsay explained to the P&R Board that the reason for the presentation was because there are implementation implications for Parks with regards to the proposed Municipal and Land Use Code changes that acknowledge the fugitive dust manual and align existing requirement; but staff is seeking a recommendation from the P&R Board to adopt the proposed Fugitive Dust Standards.

Fugitive dust is solid particles suspended in the air that don’t pass through any type of filter or vent. There are existing regulations in place at the State and County level, but existing Fort Collins regulations are difficult to enforce. The manual and proposed Municipal and Land Use Code changes are meant to help close the “gaps” and provide clear and upfront guidance on how to comply and alleviate the inconsistencies across the City. The regulation standards only apply if dust is transported off property.

Through air monitoring and air emissions data we can show that there are air quality concerns. In addition, staff responds to 50-100 citizen concerns/complaints in a year.

The City is proposing an approach to the fugitive dust issue by updating the Municipal & Land Use Codes to reflect the standards established by the fugitive dust manual, supporting the fugitive dust manual which addresses 12 dust generating activities and provides multiple options for compliance depending on the activity which can significantly reduce fugitive dust, providing training, and ensuring there is significant public outreach.

Some implications to adopting the fugitive dust requirements are related the cost. There are low-cost solutions in some cases that could include wet suppression or minimizing drop heights on equipment. However, there are other solutions that have a much higher cost such as high wind restrictions or the need purchase different equipment to do a job that will reduce dust (i.e., a street sweeper with a vacuum).

Discussion
Board – Who is responsible for the compliance, a contractor or sub-contractor?
Staff – We would be looking at who was most culpable, but it’s not so much about citations as it is about compliance. There will be a lot of teaching moments.
Board – How does CSU fit into this?
Staff – They are regulated and controlled by the State and Federal Government, so the City doesn’t have any enforcement abilities.
Board – A good contact at CSU if the City wants to reach out to establish a fugitive dust partnership would be Steve Reynolds. He is a Professor and Associate Department Head for Environmental and Radiological Health at CSU and dust is his “gig”. He would be a great ambassador.
Staff – Thank you for the information.
Board – How are you measuring the success of this regulation?
Staff – We will probably measure through compliance and complaints.
Board – It would be a great project goal if you could find a way to measure the air quality long-term since the purpose is about better air quality.
Staff – We could potentially take dust tracking and continue to measure site by site, but monitoring overall air quality is very difficult with the limited equipment we have.
Board – It seems that measuring air quality would be a more proactive/positive approach.
Staff – Not that I’m aware of, but they are covered in the manual.
Board – What are the scope of complaints? Are they on homeowners or constructions sites? My concern would be if the measurement was complaint driven, it would adversely affect small businesses and homeowners.
Staff – Most complaints are on large construction sites. I’m not aware of any complaints on homeowners, but we would be working with a homeowner by providing options, not typically citations.
Board – What about tree removal?
Staff – Yes, landscaping is a part of the manual and it could include something like covering a load.
Board – What about chipping?
Staff – Sawdust is typically due to a dull blade, and you have to remember fugitive dust is what leaves the property. It’s not an issue when it’s on the property.
Staff – Using best practice intentions with options will help keep us in compliance.
Board – Does Parks support with the Fugitive Dust Standards?
Staff – Yes.

Ragan Adams made a motion to approve support for the Fugitive Dust Standards proposal.
Seconded by Bruce Henderson
VOTE: 9:0 in favor to approve
No further discussion

STAFF UPDATES

Parks Updates
- Maintenance responsibilities of Old Town Square have been transferred from the construction company to the Parks Division
- Updated the mower/brooms for snow removal, which have fully enclosed cab insulated and heated and have lowered the risk of hydraulic leaks downtown.
- The recycle row completed at Fossil Creek shop
- For safety, we replaced garage doors on tool sheds at Spring Park and Edora Park.
- Parks worked with Overland Mountain Bike Club to complete a partial renovation of the Spring Canyon Bike Park, which involved 39 volunteers that spent a total of 234 hours working that day.
- Parks completed the Horsetooth & Lemay median renovation.
- We enclosed Roselawn Cemetery’s shops yard for safety & theft issues.
- Mike Calhoon will be working with Forestry to alleviate the workload impact on the current single person plan review process. As an example, there are three major developments that are being studied with a total of 1,411 trees that have to be reviewed. Next spring the BFO process will start, so we’ll be looking for support from the Board.
- December 15, Parks is having a management retreat and would like to invite the P&R Board members to come to lunch to have an opportunity to meet some of the parks staff.

Recreation Updates
- Winter registration
- Recreation changed the passes so they can be bought and used at any Recreation Facility.
- Staff turned in the re-accreditation notebooks to (NISC) National Institute of Senior Centers on November 1, 2015. On November 19th we received a response back from the reviewer stating that they reviewed our notebook and it is one of the best notebooks she had ever seen. There are only a few very minor questions that need to added or edited.
- Steve Budner retired on November 20 with over 29 years of service.
- Recreation management is in the process of reviewing applications to hire two new Recreation Area Managers.

Discussion:
Board – When is the FAC opening?
Staff – The mall had a soft opening with about 500 invited guests which we attended, but the FAC is not yet ready. We are hopeful that it will be open sometime in January. In the meantime, we are redirecting classes that were scheduled at the FAC to other facilities.
Board – When the FAC is open, it would be nice to have a tour.
Board – Just a note, I talked with a family who was at the Holiday Market show at the Senior Center and they said part of the reason they moved to Fort Collins was because of the Recreator magazine.

**Park Planning Updates**
- Park Planning recently submitted a Request for Qualifications (RFQ) for General Contractors to bid on the Southeast Community Park project. The City received 10 submissions and 7 met the qualifications to submit and bid on the project in early 2016. The design for the park is also being finalized and the 90% drawings will be reviewed in December by Park Planning and Parks staff.
- The monitors at Veterans Plaza were replaced and are now operable. This replacement was completed prior to Veterans Day celebrations held at the park in November.
- The Railroad approval for the Fossil Creek Trail project looks promising! Plan approval anticipated in mid-December, final construction and maintenance agreement approvals anticipated in mid-February. Construction could begin as early as spring 2016.

**Discussion:**
Board – What’s going on with Avery Park?
Staff – Prior to, but especially since the assault that happened at a private residence, the Avery Park neighborhood has shared concerns they have about activity at Avery Park. Forestry has trimmed up trees and actually had a public/private funded tree planting where they helped to plant 30 trees at residences to help re-energize the neighborhood. Additionally, through the Social Sustainability Fund and partnering with Parks life cycle budget, we are going to build a new shelter and update the playground to come into ADA compliance.

**Board Work Plan Items**
No Updates.

**Bicycle Advisory Board Liaison Update**
The BAC conducted a 2015 bicyclist/pedestrian count and per the P&R Board’s suggestion from four years ago counted the number of electric bicycles. In total 14 were counted 9 on the trails and 5 on the streets so now they have a base to start from if/when the issue of allowing electric bikes on the trails comes up again.

**Discussion**
Board – What is FC Moves doing along Mason? There was talk about removing parking spaces for bike lanes?
Board – Since there was push back from the businesses after they took away parking spots on Laurel, they may not pursue taking parking space away on Mason.
Board – It just doesn’t seem like the right thing to do from a business standpoint when parking spaces are so limited in the downtown area.

**Schedule of Articles/Calendar**
An article is due on January 6 for the spring 2016 issue of the Recreator. Kelly Smith will be writing the article. Kelly will have article ready for Board review by December 28. The Board discussed article topics for this edition and decided upon a two part article with the focus on part 1 being on services that parks and recreation provide and why these services are important to the community. The focus on the second part will be on the BFO process and the why funding of the parks and recreation offers is vital.

2016 deadlines:
- March 21 for the summer issue
- June 15 for the fall issue
- September 29 for the winter issue
**Bullet Points**

- The Board updated the 2015 Annual Report.
- The Board heard an updated presentation on Fugitive Dust and the proposed code changes that would apply to all dust generating activities.
- The Board discussed the bicycle/pedestrian count information that was presented to the BAC.

**Adjournment:** Meeting adjourned 7:23pm

Respectfully submitted,

Carol Rankin

**Board Attendance**

**Board Members:** Ragan Adams, Mary Carlson, Brian Carroll, Bruce Henderson, Kenneth Layton, Jessica MacMillan, Scott Sinn, Kelly Smith, Dawn Theis  
**Staff:** Bob Adams, Mike Calhoon, Kurt Friesen, Carol Rankin, Ashley Smith, Lindsay Ex, Lucinda Smith  
**Guest:** CSU Student, Jared