1. CALL TO ORDER

Rob Cagen called the meeting to order at 5:36pm

2. ROLL CALL

- Board Members Present
  - Rob Cagan – Chair
  - Catherine Carabetta – Vice/Co Chair
  - Bob Kingsbury
  - Sam Houghteling
  - Jessica MacMillan
  - Ben Burnham
  - Mike Tupa
- Staff Members Present
  - Mike Calhoon – Director of Parks
  - Bob Adams – Director of Recreation
  - Colleen Bannon – Administrative Assistant/Board Support
  - Craig Kisling – Park Planning & Development

3. AGENDA REVIEW

- Due to time constraints, the meeting may not follow the order of the agenda
- The grant application for funds to support the Parks & Recreation Policy Plan, submitted by Park Planning & Development, is pending final decision
- Report on the Super Board meeting - Catherine, Bob, Rob and Ben attended

4. CITIZEN PARTICIPATION

- Students from a Political Science class were in attendance

5. APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 27 2019

Sam suggested the following edits:

**New Language:**

*Board:* I admire you doing this outreach. The 2 full day meeting structure may be convenient for city staff, retirees, non-working parents, and other members of our community, but it is definitely difficult for specific community members and demographics, groups who are often missing from our community meetings already. I would like to suggest that the city reserve a number of seats and offer the opportunity to attend the charette to interested city staff that fits specific demographic needs. This would allow the outreach to include valuable perspectives and improve the diversity of the attendees while not asking them to miss two days of work and pay.

*Staff:* This is a volunteer opportunity, and we appreciate everyone’s time. We have specific demographics we are looking at such as age, location, and gender.
6. UNFINISHED BUSINESS

Roles and Responsibilities – Jody Hurst, City Attorney

The role of the Board is to advise on rules, regulations and policies, assist the City in cooperating with the Poudre School District, and to promote community awareness of the parks and recreation opportunities in Fort Collins.

The Staff Liaison role is to coordinate responses to requests in coordination of the Service Area Director. They are not allowed to override a decision of the Council Liaison, nor make decisions on their behalf.

The Council Liaison role is to serve as primary contact to Council.

The Board cannot take an official action urging the public to vote one way or another. The Board can urge Council to support a ballot measure. Council is to make the final decision.

When these rules and regulations are violated, the person can be charged with a misdemeanor.

As a Board, you cannot advocate a ballot measure, but as an individual you can. You can advocate on your personal time.

Board: Are there no circumstances where more than one person can be in the same area at the same time?

Staff: If it is a citizen’s initiative, you cannot have more than one person from the board together.

Board: Does this only apply to a citizen’s initiative?

Staff: This rule applies to anything outside the functions of the Board.

Bicycle Advisory Committee

A liaison is needed from the Parks and Recreation Advisory Board. This is a voluntary position. Mike volunteers and is appointed as liaison.

KFCG Update

0.6% was added to the base tax rate and 0.25% is being requested as a 10-year expiring tax, keeping the total tax rate of 0.85%. 15% of the 0.6% added is committed to PFA. All other monies go into the general fund.

E-Bike Work Session

E-bikes were on the Council Work Session February 12. Feedback was overall supportive of a trial timeframe. Some of the same concerns arose regarding safety, congestion on the trails, and
enforcement.

7. NEW BUSINESS

City Plan
Ryan Mounce – City Planner
City planners are looking to adopt the policy in March/April.

Board: Are there plans to change the Growth Management Area as the City builds outward?  
Staff: We have reduced the size planned east of I-25, and Hughes stadium has already been incorporated into the GMA.

Staff: Want to thank Catherine for helping on the City Plan Land and Water team. The draft plan is available on the project website. We will be accepting feedback until Council adopts the plan.

Elections
Chair: Jessica nominated Chair 7 – 0  
Co-Chair: Catherine nominated Co-Chair 7 – 0  
Secretary: Ben nominated Secretary 7 – 0

8. BOARD MEMBER REPORTS

No updates to report

9. OTHER BUSINESS

Staff Updates

Park Planning & Development Staff Updates
Brief descriptions of current Park Planning & Development projects attached

Power Trail Extension to Spring Creek Trail
Board: Will construction affect disc golf?  
Staff: Yes, they are temporarily using the holes on the east side of the park. They will need to do so for 2 years. I am working with the disc golfers on selecting new hole locations that won’t interfere with trail users.

Lincoln Middle School Trail
Staff: We will be working with FC Moves on bike lane improvements in the area. Transportation is working on better connections along Vine Drive.

Recreation Updates
Brief descriptions of current Recreation projects attached

Sports Complex Feasibility Study
Parks & Recreation Board
Community Room – 215 North Mason Street

REGULAR MEETING February 27, 2019

Board: With Triple Crown liking the thought of having a complex for softball and baseball, are they willing to purchase a piece of property?
Staff: No. Our fields are in good condition, however, there are amenities bigger tournaments are looking for.

Board: Is disc golf a recreation activity, or does it go through Parks?
Staff: Disc golf programing goes through the Recreator, but the groups who host events have to go through Parks to rent the space.

Parks Updates

Holiday lights have been taken down.
A staff member was attacked early in the morning. We have had 2 attacks within a month and a half time period. We are working with the Police Chief on safety protocol.

6-month Council Calendar

- 3/19 – City Plan adoption
- 3/26 – Code revision for Boards and Commission – work session
- 4/16 – National League of City conference report
- 4/23 – Master Plan, Sports Complex Feasibility Study – work session

Other Business

Mike to find out if Board members need new badges with picture ID’s.

Work Plan – Go over the Work Plan and send edits to Mike. Review at March meeting.
Board: Are edits of the Work Plan always done through email?
Board: No. We have typically gone over the Work Plan in a meeting

10. ADJOURN

Meeting adjourned at 7:38pm