Board Attendance
Board Members: Ragan Adams, 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, Renee Davis
Guest: None

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

Agenda Review & Items of Note: None.

Citizen Participation: None.

Approval of Minutes: Discussion: None.
Scott Sinn made the motion to approve the Parks & Recreation Board minutes of December 2, 2015, second by Bruce Henderson – Minutes Approved 9:0.

Meeting Summary

• The P&R Board heard an update regarding the Utilities Water Conservation Planning proposal, which entails plans to reduce the water usage to 130 gallons per day per person by 2030. These efforts can be implemented through advanced meter monitoring, promote outdoor water efficiency, encourage greater water efficiency in land use planning and building, expand commercial and industrial sector strategies, and increase community water literacy.

• Parks BFO: budgeting for outcome process started and selecting staff now; 7 outcomes; 2 citizen and 10 staff and 1 financial participant; looking at ongoing offers and money appropriated as well as enhancements – requesting additional positions; parks and forestry are growing exponentially – needs in parks and forestry because there will need to offers crafted and will need advocacy letters from the board – may begin putting together offers at the end of February then send out to approve in April.

• Recreation is celebrating 50 years with the Recreator.

• Parks Planning is looking into redoing multipurpose courts to cater to Pickle ball participants.

• Removing bicycle articles in the Coloradoan.
AGENDA ITEMS:

Utilities Water Conservation Planning – Renee Davis Presenting

- Utilities Water Conservation is revisiting their water conservation plan from a previous presentation to the Parks & Recreation Board from last Spring/Summer in order to gain support before going to council
- The previous Utilities Water Conservation measures are as follows:
  - In 1988, they began water conservation planning with the Water Supply Policy
  - In 1992, they outlined the Water Demand Policy which entailed conservation and supply goals
  - In 2003, the Water Supply and Demand Management Policy was created to support the State requirement
  - In 2010, the Water Conservation Plan was created
  - In 2015, the Water Efficiency Plan was created
  - In line with City’s strategic plan: city will conserve water, climate action plan: carbon action plan, CO Water Plan: state effort supply and conservation planning for state
- Outline:
  - Water Supply overview
    - Water Team includes 3.5 people from the water conservation department including utilities and water, which is a smaller service area, and covers water efficiency, customer service and technical support
  - Water demand overview
  - Planning and goals
  - Plan for activities
  - Implementation and monitoring
  - Adoption and approval
- Benefits of water conservation: Declining water use (i.e. increased conservation) means that the reservoir (Halligan reservoir) can be smaller than originally planned. The reduction in planned reservoir size equates to $6.1 million in savings (construction costs).
- Goals: Trying to determine water demand based off of current population; gallons per capita per day; which may increase water demand even though we are increasing water efficiency; 150 gallons per capita per day
  - Goal in 1992: 195 gallons per capita per day; with drought and more efficient fixtures caused populations to start using less water (replacement fixtures and implemented metering which means they paid for what they use)
  - Technical support was implemented due to metering
  - 2010: 140 gallons per capita per day by 2020
  - 2015: 130 gallons per capita per day by 2030
  - Jessica: 130 gallons per day – per person?
    - 130 is amount of water treated divided by number of service people: a person usually uses about 50 gallons a day
    - Maybe adding a residential goal (80-90 gallons per day)
  - Bruce: Do we have goals for businesses?
    - No, we do not have goals yet, but there are benchmarks for industries; breweries have a set amount to conserve per their brewing batches; other businesses have benchmarks as well but we have not done a great job at applying those but will work towards those in the future
  - Jessica: Businesses based on the number of employees?
    - It depends because you have to take into account what the industry it is. Brewery isn’t staff driven, but offices are.
  - Scott: Are we talking about raw water or
Mike: We try to require raw water for delivery.
  - Raw water is the conservation method
Kenny: What percent goes to irrigation?
  - About 40% residential; world average is 50% for arid west in residential; FC does better because of the programs water utilities provide for water audits
  - Efficient water application to still make lawns look good – Mike add west Nile awareness to that program
Scott: Treated and raw water – isn’t raw water still hurting the conservation effort?
  - Our conservation effort is actually tied to the utilities water which is what comes through the plant; statewide – agree, big picture wide; from what we use our money will not be raw water; remove trees around ditches to improve raw water; piped and line the ditches – if working on ditches utilities would help
Kelly: How were 130 gallons established? Comparable communities?
  - Every community figures number differently; Difficult because communities are also commercial driven; we would have to simply go into single family homes; works with Loveland because FC tries to lead the pack for new measures

Areas of Opportunity:
- Advanced meter: hourly meter data; continuous consumption – if a meter hasn’t had a zero meter usage, they filter by residential to find whose water has been running 24/7 and determine the leaks that may be in HHS – can also look at irrigation to show consumer how much more the water usage is on those days
- Promote outdoor water efficiency: provide rebates for zero landscape, education regarding zero scape
  - Jessica: people that have lawns, better to deep water twice or 3 times shorter
  - Renee: best is cycle soak which runs on a timer to allow the water to soak into the ground and avoid going into the gutter
  - Jessica: Cycle soak?
    - Renee: runs through all the zones then cycles back through; you can make a percent adjust depending on the seasons that you do not need to irrigate at 100%
- Encouraging greater water efficiency in land use planning and building: balance between all turf and water use
- Expand commercial and industrial sector strategies: efficiency works – water and energy efficiency program
- Increase community water literacy: make people ask better questions and increase outreach/education – where the water comes from and how it is treated – increase understanding about water usage – all towards to the community

Prioritization and evaluation of activities:
- Cost – effectiveness
- Staff resources
- Participation and reach
- Customer preferences
- Alignment with other city efforts

Implementation principles:
- Make smart, date driven decisions through measuring stuff
- Partner with community and statewide orgs: sit on non-profit boards
- Partner within utilities and across the city:
  - Outreach: talking to boards and key stakeholders to get more feedback and input
- Next steps:
  - Oct2015-Feb2016:
  - City council in March 2016
- Jessica: Do you work with ELCO?
We would love to work with them more.

- Kenny: 90% of our water is raw...would this effect our planning?
  - No. We have continuous consumption but we could do an audit of usage with rec centers.

- Bob: Have we looked at Rec Centers?
  - No, but we should after pass city council.

- Jessica: Council recommendation for 130 gallon – do you need a letter?
  - Yes and getting more support for implementations. Letter would be great.

- Any comments: Kenny: did sprinkler audit which helped him with preventing over-watering.
  - Ragan: Any involvement with ditches or recommendations?
   - Renee: No, we focus on treated water. If you want to add ditches, we would like to help and discuss that issue.
  - Ragan: How many wells?
   - Renee: Do not know but water supply may.
  - Mike: Roselawn cemetery use underground wells –
    - Renee: funded off of people who pay water rates which is why we focus on that treated water.

Jessica will get a letter drafted and sent to Renee and board for approval.

STAFF UPDATES

Parks Updates

- Cemeteries: Received and put up new granite from Italy in memorial areas
- Forestry: Christmas tree recycling; added a site at Fossil Creek Park – did 400 pounds and 300 free grounds of mulch – one at Rivendale and Gardens on Spring Creek; community recycling center is located behind Rivendale site at Timberline and Prospect
- Parks: couple going through Leed 1.0 program – 2 graduate and both have appointments for promotions; snow removal is difficult; Jefferson street park, new ownership – new fence up against the railroad (property line was in the middle of the railroad track; annual food fundraiser - $5000 raised for food bank through an auction, raffle and tournaments; staff retreat at the SC – thinking about BFO;
- Scott – Disc Golf? – Carol – they have quarterly meetings to go over Eldora park and meet with CSU group – communication is open and they consolidated their group to improve communication – no smoking or drinking in parks
  - Mike and Jessica – Suggest setting up optional meetings on Saturday mornings to visit pocket parks and neighborhood parks
- Are bunnies a problem? – We have been watching regarding disease control
- BFO: Budgeting for outcome process started and selecting staff now; 7 outcomes; 2 citizen and 10 staff and 1 financial participant; looking at ongoing offers and money appropriated as well as enhancements – requesting additional positions; parks and forestry are growing exponentially; needs in both areas and staff will ask for advocacy from board as offer letters are gathered and approved in April
  - Brian: Does not believe in adding staff unless there is evidence that supports specific needs and requests information regarding actual improvements that are being made
  - Mike: They have been collecting numbers.
  - Would have to work through all the pros and cons regarding hiring new people, sub-contractors, or any additional type of work
    - Mike – wanting to blend all types of employees
  - Kelly: how do you set qualifying aspects?

Recreation Updates

- Sent out recreation update:
- Senior Center reaccreditation: response from reviewers had minor thing to update and sent back and waiting for on-site review with patrons and staff – will get reaccreditation for next 5 years
- Recreation area managers: 2 positions filled
162 qualified applicants; Mike, Bob, and Marc reviewed to 40 then to 16 for video interviews then to 7 which were brought in to facilities with staff, then Thursday was meet and greet at Senior Center with senior advisory board; 3-4 questions to ask but had time limit; had formal interview the next day with supervisors, ops services; acceptance was for Jason Shaddock and Stephanie Monroe – start February 29th and will be introduced at the March P&R Board meeting

- Jason at Senior Center and Stephanie at EPIC, but within 4-5 years, they will rotate to other facilities
- 50th anniversary of parks and rec – will be in Recreator which will include history of the departments; renaming things to match and go along with 50th anniversary theme; 50th logo
- Foothills: No opening date; city wants to say facility is complete and meeting all requirements;
- Emergency action plans: started in June 2015; thought to have completed by this meeting, but had more work than what risk management though because going over best practices; should be ready the next 2-3 months; need active shooter training; more disruptive patrons causing issues and need to know how to deal with those patrons – 911 or panic button?
- Bulk head at EPIC – May 23 shutting down for 5 months EPIC pools to take out bulk head

Park Planning Updates

- SE community park: drawings done, cost estimate which was higher so trying to revisit or go back to council for additional funding and reaching out to additional partners; scheduled to go to bid in February and construction soon
- Rolland Moore community garden: the gardens took lead for outreach; one group submitted everything to start garden in Rolland Moore; 90% is in floodplain so there are challenges to figure where to put that garden; will find options then have a meeting to finalize where to place park; if in floodplain, may have to have breakaway for floods and could require FEMA regulations – spending more money on flood litigation than garden
- City Park – meetings at the end of this month – February 29th with neighborhood and putting together exhibits for that now including video and boards to show how the park is used and could be improved – train, restrooms, Club Tico, trolley...
- Pickle ball: trying to resolve pickle ball concerns regarding indoor/outdoor; 18-19 pickle ball/multipurpose courts but need 4 courts in one place; would have to build new or repurpose what exists
- Maple Hill park update: slide in schedule because of Poudre River project; had to bring on consultant team for Maple Hill; looking for on-call architecture as well; goal to have something in ground, under construction, before end of 2016; 6-7 acres
- Emergency services on north side of Lincoln/Vine: train crossing Vine intersection; there are no emergency services on the north side of town if train is crossing; facilities are on west side but not north side; Jessica suggesting an emergency center north of the trains because sometimes both trains run at the same time leaving no access to emergency vehicles – the area is partial city and county; no ambulance at Hwy 1
  - Mike will follow up regarding this issue
  - Construction article regarding Vine and Lemay released this week
- May have to build an overpass over I-25? – replacing bridges

Board Work Plan Items: None

Bicycle Advisory Board Liaison Update

- Updating work plan; feedback due February 8th
- Old Town neighborhood plan: incorporates neighborhood greenways – include more; aerials – shields and mulberry to allow multiple modes of transportation; open house on Monday evening, February 1st
- Pitkin corridor – length of Pitkin, greenway; funding already approved; designing in February; construction starting this summer 2016; difficulties with arterials
- Removing bicycle related articles by the Coloradoan

Schedule of Articles/Calendar

- Schedule for the year – will email; next due date is March 21st – topic is... need volunteers
• Checked 6 month planning which did not effect directly except state of the city; April 26th will be works session about restructuring parks

**Bullet Points**

• Renee’s presentation
• Recreation new hires
• Recreation emergency plans
• Board Elections next month: Chair, Vice Chair, Secretary
  o Shifting duties

**Adjournment:** Meeting adjourned 7:43pm

Respectfully submitted,

Ashley Smith