Call Meeting to Order: Jessica MacMillan call the meeting to order 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 February 25, 2015, seconded by Kelly Smith – Minutes approved 7:0.

Meeting Summary

- Cyril Videgar, Assistant City Attorney, discussed the Board’s role and what ballot measure advocacy conduct was allowed or not as a Board Member, while acting in that capacity. They also discussed updating the P&R Board Bylaws specific to Rules of Order so they are more in line with the recently adopted update to the City Council bylaws.

- Mike Calhoon, Parks Supervisor, discussed the West Nile Virus Program enhancements made, and approved by Council, in 2014. Enhancements included, developing program manual, additional perspectives to the TAC, dividing the City into 4 zones, elimination of in-season advisory panel, and development of a business opt-out program. In addition, funding was approved to allow for an expanded season of May thru September, a larger boundary area and additional communication and outreach. The program budget is more than $330,000 annually and goes toward communication, larval management and trapping and testing. Fort Collins does not budget for adulticiding (insecticide spraying) of mosquitos.

- The Foothills Activity Center (FAC) construction is underway. It will be a 24,000 3-level facility when it’s complete. The target date for Sports to move in is in early November to coordinate with the malls grand-opening scheduled in late November.

- Park Planning had a “kick-off” meeting with the Maple Hill neighborhood to discuss the new park. There were about 100 people in attendance and they were very enthusiastic. They used the dot method for them to select preferred program elements for the park. A full presentation is available on the Park Planning web page.

- The BAC along with Transportation will be testing three different designs of protected bike lanes. The test site will be along Laurel Street between Howes & Remington. There will be some upcoming public outreach to make sure citizens are made aware of this change as it will affect the on-street parking in the area. Tessa Greego has done a great job with this and this area will be carefully studied for a year.
AGENDA ITEMS:

**Parks & Recreation Board Roles & Responsibilities Update** – Cyril Videgar, Assistant City Attorney
Cyril discussed the Board’s role and what ballot measure advocacy conduct was allowed or not as a Board Member, while acting in that capacity.

The first item discussed addressed the P&R Board bylaws, specifically Article IX - Rules of Order and the suggestion that the P&R Board adopt the same Rules of Order as were recently adopted by City Council, which simplified the use of Roberts Rules of Order to conform to existing practices of the Council. The Staff Liaisons with help from Cyril will modify the P&R Board Bylaws for their review and possible adoption at the Boards next meeting on April 24.

The second item discussed was guidelines the Board should follow in regards to advocacy for ballot measures, considering that if a Board or its members act outside the scope of their role, they would not be protected by the governmental immunity otherwise extended to representatives of the City. With that the role of the P&R Board is to:

a. To advise and make recommendations to the Community Services Director and the City Council for their approval as to rules, regulations, policies, administrative and budgetary matters pertaining to parks and recreation but excluding matters relating to the operation and maintenance of City-owned golf courses and cemeteries;

b. To assist the City in cooperating with the Poudre School District and other organizations and individuals interested in the City’s parks and recreation programs;

c. To promote community awareness and understanding of, and appreciation for, the value of parks and recreation as a resource contributing to the quality of life in Fort Collins.

There is only one Board given authority to endorse a ballot measure and that is City Council. The P&R Board would not be allowed to officially recommend a ballot measure even if it pertained to Parks and Recreation because this would be out of the scope of the Board’s advisory role as an appointed board. The same applies to actions or endorsements by individual Board members when made as a “Board member”, as opposed to as a citizen. As an example, a letter to editor endorsing BOB2 as a P&R Board or Board member would not be allowed, as it is out of the realm of the Board’s charter. However as a private citizen you’re welcome to present your own opinions.

**Discussion**
Board – What if the Board is recommending something to Council that is a non-unanimous decision?
Cyril – The Board Chair or member speaking to Council would be presenting the Board’s recommendation as a majority recommendation. However, as a private citizen, not representing the Board, you would able to voice your opinion at a Council meeting during public comment. Board members need to be careful which “hat” they are wearing when they make endorsements, and especially when they are considering endorsing a ballot measure or political candidate.

**West Nile Update** – Mike Calhoon, Supervisor Parks
There is a big team, made up of City staff and a Technical Advisory Committee (TAC) of volunteers that dedicate many hours working the West Nile Policies. The TAC members are: Greg Ebel-CSU Associate Professor, Boris Kondratieff-CSU Entomologist, Dana Kunze-No Spray Fort Collins Representative, Adrienne LeBailly-Director LCPHE, Eric Levine-Former Air Quality Chairperson, Greg McMaster-Former Air Quality Chairperson, Chester G. Moore-CSU Professor-retired, Roger Nasci-CDC, Elizabeth Pruessner-Former Natural Resources Member, and Meghan Williams-Owner Spring Kite Farms. There are two new members on the Committee, which makes the team stronger in having varying opinions.

The purpose of the West Nile Virus Management Program is to reduce the risk of human WNV infections while limiting adverse human health and environmental impacts.

In 2014 enhancements made to the WNV Program, which were taken to City Council and approved, included developing program manual, additional perspectives to the TAC, dividing the City into 4 zones, elimination of in-season advisory panel, and development of a business opt-out program. In addition, funding was approved to allow for an expanded season of May thru September, a larger boundary area and additional communication and outreach. The program budget
is more than $330,000 annually and goes toward communication, larval management and trapping and testing. Fort Collins does not budget for adulticiding (insecticide spraying) of mosquitos.

In 2014 there were 18 reported cases of West Nile Virus in Larimer County. In Fort Collins there were 7 WNV fever cases and 0 neuroinvasive cases. Adulticiding did take place in the southeast portion of Fort Collins by Larimer County; and in working with the County the City did help to coordinate efforts to notify.

The City uses an Integrated Pest Management (IPM) strategy to monitor and determine necessary action. The major principals of the IPM are to set a threshold, monitor and identify the pest, prevention and control. The City is divided into 4 zones and multiple traps are set in each zone to capture, identify and count the Vectors (insect that carry the germs that cause the disease). This data is published on a regular basis and can be found at [http://www.fcgov.com/westnile/](http://www.fcgov.com/westnile/) and also provides a wealth of information about West Nile, dashboards to follow and ways to be notified. The strategy incorporates many tools for reducing risk of WNV in the community and consists of personal protection, education, communication, source reduction, mapping, site inspections, larviciding, monitoring, trapping, testing and finally spraying.

The threshold the City has determined must be met before adulticiding can be considered is the vector index must be 0.75 in a zone and there must be more than one human case of WNV in a week.

As part of outreach and education, we are working with the Agricultural Community this year to talk about larviciding. We are also promoting the business opt-out program which is a yearly application process to allow research labs and urban agriculture to opt-out of any spraying that could cause concerns with their businesses. When the City has sprayed, which has only been twice since 2007, the amount of permethrin-based insecticide used is applied at a rate of 0.0035 pounds/acre, which is half the rate of strength recommended by the manufacturer’s label. It also allows for up to 22 separate applications per season and when the City has had to initiate adulticiding there have been no more than two cycles (four nights) of application in a season.

Discussion
Board – How does spraying affect other insects or animals?
Staff – It does kill other insects that are out during spraying. Bees do return to their hives at night, so as a bee keeper, I cover my hives.
Board – Have studies been done with other animals?
Staff – Yes, there is constant research being done.
Board – We are one of the worst areas in the Country for mosquitos. Can you explain what the Vector Index is?
Staff - The Vector Index is the calculation of infection rate of mosquitos.
Board – When West Nile first hit a lot of people got very sick, but as people become exposed to the virus they either didn’t have any reaction or felt they had the flu, so really the only indicator now is someone that contracts the neuroinvasive form of the virus; but there is a delay in knowing the number of neuroinvasive cases and making that threshold to spray which can increase the number of human cases. Also, spraying yourself with Deet is worse for you than one day of adulticiding.
Staff – Spraying is controversial because of varying points of view, but having a best management IPM in place is the best way to provide needed data when these decisions need to be made.
Board – Can we as a Board do anything to help?
Staff – Not at this time, but if we need a recommendation from the Board in the future we’ll visit with you again.

**STAFF UPDATES**

**Parks Updates**
- Parks is working on recycling efforts with recycling rows at each shop
- The community garden at English Ranch is still a work in process
- The transient population is increasing
  
  Board – Why?
  Staff – Because Fort Collins has great services
  Board – How seriously is the City taking this issue?
  Staff – Very seriously, but it’s a very complex issue. Beth Sowder is fully involved, so perhaps we can have her visit with the Board regarding this.
Board – Is there an impact on Parks?
Staff – Yes, we work with Police and our Park Rangers, but as we concentrate on one area they move to another.
Board – When do the Parks close?
Staff – They close at 11pm, but after dark Police Services patrol.

- The negotiations for the Jefferson Street Park space has stalled
- Parks will now have two electric vehicles to use to help reduce the carbon footprint
- Old Town Square started construction as of March 25
- The DBA Board is in the process of selecting a new director and will interview two candidates

Recreation Updates
- Recreation had 70% on-line registration
- The Foothills Activity Center construction is underway. It will be a 24,000 3-level facility when it’s complete. The target date for Sports to move in is in early November to coordinate with the malls grand-opening scheduled in late November.
- The Northside Aztlan Community Center has a new Maker Space lab located in the lounge area, and one of the classes will teach kids how to sew.
- Our partnership with PSD is growing and we have 92 kids per day with about 90% transportation.
  Board – What about the Boys & Girls Club
  Staff – It is my understanding that the Boys & Girls Club are currently maxed out so the kids are coming to Northside Aztlan Center. Recreation is also visiting with PSD about possibly providing our services at the school to eliminate the need for transportation.
  Board – That’s great to hear.
- City Park Pool is getting ready to open in April.
  Board – Do you ever drain EPIC?
  Staff – No, but we have drained the wading and therapy pool during meets for a space for the swim teams can sit.

Park Planning Updates
- Park Planning had a “kick-off” meeting with the Maple Hill neighborhood to discuss the new park. There were about 100 people in attendance and they were very enthusiastic. We used the dot method for them to select preferred program elements for the park. A full presentation is available on the Park Planning web page and when we have a more conceptual design we’ll give a presentation to the Board.
  Board – Will this be a programmed park?
  Staff – Not heavily programmed, but there will be a multi-purpose turf space.
  Board – How will it be watered?
  Staff – With raw water from the ditch and an irrigation pond that will be put into the park
- The community garden at English Ranch Park neighborhood meeting regarding the new location of the garden had about 60 people in attendance. There were people still opposed to the garden, but it seemed the majority of people were in favor of the new site. The main concern with this site is flooding.
  Board – What measures the success of these gardens?
  Staff – The waiting list to have a garden. There are currently 20 people on the waiting list to garden at English Ranch
- We gave the Southeast Community Park presentation to the Executive Lead Team and had a great response.

Bicycle Advisory Board Liaison Update
The BAC along with Transportation will be testing three different designs of protected bike lanes. The test site will be along Laurel Street between Howes & Remington. There will be some upcoming public outreach to make sure citizens are made aware of this change as it will affect the on-street parking in the area. Tessa Gregor has done a great job with this and this area will be carefully studied for a year.

Board Work Plan Items
No Updates.

It was discussed and decided that instead of reviewing each Work Plan Item separately at the meetings, a general call for any updates would be made and if a Board member had a Work Plan update to discuss they would.
Schedule of Articles/Calendar

- April – Ragan – Article on the Farm
- May – Scott – Article on the Southeast Community Park
- June – Bruce – Trails?

Bullet Points

- Cyril Videgar, Assistant City Attorney, discussed the Board’s role and what ballot measure advocacy conduct was allowed or not as a Board Member, while acting in that capacity
- Mike Calhoon, Parks Supervisor, discussed the West Nile Virus Program enhancements made, and approved by Council, in 2014.
- The Foothills Activity Center (FAC) construction is underway. It will be a 24,000 3-level facility when it’s complete.

Adjournment: Meeting adjourned 7:36pm

Respectfully submitted,
Carol Rankin
Administrative Supervisor Parks

Board Approved Minutes 5/27/15 - 9:0.

Board Attendance
Board Members: Ragan Adams, Brian Carroll, Bruce Henderson, Kenneth Layton, Jessica MacMillan, Scott Sinn, Kelly Smith, Dawn Theis
Staff: Bob Adams, Kurt Friesen, JR Schnelzer, Carol Rankin, Mike Calhoon, Cyril Vidergar
Guest: None