Call Meeting to Order: Scott Sinn called the meeting to order at 5:30 PM

Agenda Review & Items of Note: None

Citizen Participation: None

Approval of Minutes: Rob Cagen made the motion to approve the Parks & Recreation Board Minutes of April 26, 2017. Seconded by Jessica Millan
Passed 7:0

Meeting Summary

- Summarized extensive preparations and tree clean-up efforts by Parks, Forestry, Cemetery, Parks, Streets, Traffic, & Utilities staff after the spring snow storm.
- Staff provided an update on the Capital Expansion Fees City Council work session and reviewed changes made. City Council had approved "Alternative #2". At the request of Councilmember Martinez, a third option was presented and discussed and will be further vetted during 2nd reading of the ordinances on June 6th.
- Kinetic Symmetry, a fire performance group, presented their safety procedures, plans for public performances, and recommendations made by Poudre Fire Authority & City of Fort Collins Parks staff.
AGENDA ITEMS:

Fire Spinning Demonstration – Mike Calhoon & Caleb Goll

- Kinetic Symmetry, a fire performance group, presented their safety procedures and plans for public performances. They are in the process of securing liability insurance which would then allow them to meet the requirements to apply for an open flame display permit (similar to fireworks) from the Poudre Fire Authority. The City of Fort Collins can then issue a free permit unless they reserve an area for exclusive use. Parks can then work with their organization to select a site that won’t cause any damage. Kinetic Symmetry would like to coordinate events with the Tuesday Night Food Truck rallies. The best area we believe to do this is “skinned turf,” such as baseball fields & dug outs to be used as a fuel depot. We want to work with them on providing options for them to perform.

STAFF UPDATES:

Parks

- Rented 60-foot bucket truck on Tuesday in anticipation of the storm. Covering or moved plants Tuesday – Wednesday. Saved over 90% of our plants. Prioritized health & safety, property issues, & areas for Memorial Day events. Giant effort between Parks, Forestry, Cemetery, Parks, Streets, Traffic, & Utilities. Instituted two free limb drop-off sites, appropriate for the size of this storm. Clean-up should take 2-3 months.
  - October 2011 Storm when the city did a massive sweep of town cost $3.1 million. Clean up took 6-9 months. This storm was 50% the level of severity.
- 40,000 Annuals planted.
- Geared up at cemeteries & Vietnam Memorial wall at Spring Canyon Park for Memorial Day weekend.
- John Litel, Parks & Recreation Marketing, hired a support staffer, Emily Frare, & has been able to dedicate more time to Parks Department, including a history of cemeteries, marketing golf courses, etc.
- Beer Garden Trial – Apart of the USO show at the Veterans Plaza at Spring Canyon Park, we’re using this opportunity as a test for alcohol sales at sites other than Downtown. We’re looking for feedback. We suffer from event fatigue in the Downtown core of the parks. We’re looking for options on event sites.

Discussion

Board – Who turned off the ditch?
Staff – Ditch staff did, due to branches in the ditch.
Board – It’s still off, shouldn’t you turn it back on?
Staff – We are asking them to do so Monday. We’ve requested it specifically for the Naval Veterans ceremony where they put a small boat in the ditch. We’ll do our best to help honor the vets.
Board – Which ceremony is the Memorial Day ceremony with the fly-over?
Staff – We request it for the Edora Ceremony which is at 8 AM on Monday

Recreation

- Summer Mass Registration - Includes Senior Center 05/02/2017 and Mass Registration 05/04/2017
  - Total revenue from registrations = $215,781
  - For comparison, last year’s Summer registration two-day revenue was $222,106
  - Total enrollments = 5,239; Summer 2016 = 5,359
  - 68% registered using WebTrac
  - Top five enrollment areas:
    1. Aquatics
2. Child Development  
3. Fitness  
4. Youth/Teen Programs  
5. Trips & Travel  
   o Noteworthy impacts:  
     ▪ Aqua Fitness, Land Fitness, Arts & Crafts, and Youth/Teen Program enrollments up  
     ▪ Aquatics, Child Development, Youth Sports down compared to Summer 2016  
       • Note that some programs included in Child Development in 2016 are now part of  
         Youth/Teen Programs  
     ▪ Mulberry Pool had 50 enrollments (not normally a significant registration site)  

- **Kids to Parks Day/Kites in the Park** - Cancelled due to snow storm  

- **City Park Pool Opening on Saturday, May 27th**  

- **Club Tico Renovations Near Completion**: New restrooms, catering kitchen, storage area and deck (deck will be done by mid-June.) We have the cleaning crew coming in tonight & will be doing finishing touches on Saturday, May 27th for our 1st event post-renovations. We’ve still been showing the facility during renovations, so we’re mostly booked for the summer. Piping from 1932 was also replaced, improving the water quality.  

- **Father’s Day 5K**: This year marks the 20th anniversary of the Father’s Day 5k on Sunday, June 18th. For more information go to; [http://www.fcgov.com/recreation/fathersday.php](http://www.fcgov.com/recreation/fathersday.php)  

- **Welcome Home - A Salute To Our Vietnam Veterans** – Memorial Weekend Events  
  o Wednesday, May 24  
    ▪ 3 PM - Wall arrives in Fort Collins with an escort of State Troopers, Police, Sheriff’s Department, several motorcycle associations which will meet up at I-25 and the Berthoud exit.  
  o Thursday, May 25  
    ▪ 7 AM - Reading of the names begins and lasts until 10 PM  
    ▪ 7 PM - Prayer, Honor/Color Guard, 21 gun salute, piper, Taps  
  o Friday, May 26  
    ▪ 7 AM - Reading of the names begins and lasts until 10 PM  
    ▪ 7 PM - Prayer, Honor/Color Guard, 21 gun salute, piper, Taps  
  o Saturday, May 27  
    ▪ 7 AM - Reading of the names begins and lasts until 10 PM  
    ▪ Noon - 6 PM - Bob Hope USO Show, Entertainment, Food trucks and beer garden.  
    ▪ 7 PM - Prayer, Honor/Color Guard, 21 gun salute, piper, Taps  
    ▪ All Day - Reenactors, Vietnam Museum, and Huey gunship display.  
  o Sunday, May 28  
    ▪ 7 AM - Reading of the names begins and lasts until 10 PM (there will be a break from Noon-1 PM )  
    ▪ 9 AM - 4 PM - Visit Veteran benefiting vendors, reenactors, Vietnam museum, Huey gunship display.  
    ▪ Noon-1 PM - Ceremony, soils added to Victory Garden, speakers, and Hueyflyover.  
    ▪ 7 PM - Prayer, Honor/Color Guard, 21 gun salute, piper, Taps  
  o Monday, May 29  
    ▪ 7 AM - Reading of the names begins and lasts until 3 PM  
    ▪ 3 PM - Prayer, Honor/Color Guard, 21 gun salute, piper, Taps, and deconstruction of the wall by volunteers.  

- **New Ice Leader** hired for help with hockey, curling, etc.
Discussion
Board – What is the status of the Therapy Pool?
Staff – Ops Services has put the Request for Proposal out. Many contractors are already busy for the summer, but we’ve gotten two additional bids. We’re aiming for August, but I’ll keep you updated. We’ll also be redoing the tile, locker room, multi-purpose room at EPIC.

Park Planning

- **Park Impact Fees** - On Tues, May 16, City Council approved “Alternative #2”, which provides 75% of proposed Capital Expansion Fee (CEF) increase, Option B for Transportation CEF and the establishment of a working group comprised of City staff, business-oriented individuals, citizens, and Council liaison.
  - This team will work to:
    - Understand why City has fees and how they’re used
    - Understand inputs & calculations
    - Evaluate methodology & alternatives
    - Evaluate alternative revenue to fees
  - At the request of Councilmember Martinez, a third option was presented and discussed and will be further vetted during 2nd reading of the ordinances on June 6th.
    - Alternative #3 includes:
      - 75% of Proposed CEF
      - Option A for Transportation CEF
      - Electric Capacity Fee as proposed

- **Crescent Park (formerly Maple Hill Park)** - Park Planning and Development hosted a Groundbreaking Ceremony, Monday, May 22nd for the park in the Maple Hill neighborhood. The park name “Crescent Park” was unveiled at the ceremony. The ceremony was well attended by residents, despite the rainy conditions. Construction of this 7-acre neighborhood park is anticipated to be completed in the fall of 2017.

- **Twin Silo Park** - Park construction continues to progress and remains on schedule for a mid-September completion. Many park structures are built, and landscaping is now being installed. The BMX track area of the park is almost complete and will open to Epic BMX club, a local Fort Collins BMX club, and to the public by Memorial Day weekend. A park tour for Parks & Recreation Board members is tentatively scheduled for 4:00 PM, August 23rd, before the meeting to be held at the Foothills Activity Center.

- **Avery Park** - Construction of the restroom remodel has begun, with an anticipated completion at the end of May. FC Moves donated a fix-it-station as part of the Pitkin Bikeway Plan which has now been installed in the park. Installation of the shelter will begin soon (weather permitting) and is anticipated to be completed in the next week. Irrigation improvements are also nearing completion, and are expected to be finished within the same time. Sod and plantings will be installed once the irrigation system is ready. Avery Park will be a pilot project for the Buddy Bench and Little Free Library, working directly with the Children’s Speech & Reading Center, as well as other partners. If the program is successful, other parks will be identified to have this program. The planning of the Grand Opening ceremony has begun and is anticipated to take place mid-July.

- **Fossil Creek Trail – Shields to College** - Phase 1 of the project, the tunnel underpass, is now complete. Temporary fencing has been installed across both tunnel entrances and will remain in place until Phase 2, construction of the paved trail connecting Shields to College, is complete. At this time, current phase 2 activities include preparation of design plans, floodplain modeling, interdepartmental review, and property negotiations along Fossil Creek Drive. The construction schedule continues to target a fall, 2017 start with completion in spring/summer, 2018.

- **Front Range Trail** - The Intergovernmental Agreement (IGA) between Fort Collins, Larimer County, and Loveland is being revised to reflect a change in the anticipated project cost, and a redistribution of these costs is being considered. Additional costs assigned to Fort Collins include floodplain modeling, permitting, erosion control,
and colored concrete. Construction of the Front Range Trail is anticipated to begin in June 2017, and complete in September 2017. Future discussions will involve ongoing trail maintenance and responsibilities for each partner entity.

- **Long View Trail** - Loveland, the City of Fort Collins, and Larimer County are working together to prepare for the construction of this trail connection. Bid documents have been submitted to CDOT for final review. Construction is planned to begin soon after, with trail completion anticipated May of 2018.

**Discussion**

Board – I had heard the Maple Hill Park came in over budget by almost $1 million

Staff – I cannot speak to that. I’ll have to follow up with Kurt for more details.

Board – Can you speak to the Capital Expansion Fees information Kurt provided?

Staff – They decided to introduce the increase in phases, the 1st fee will be 75% of the overall increase. Councilmember Martinez wanted a hybrid option, so at the next reading, an Alternative #4 will be presented.

Board – What was that bit in his notes about taking Twin Silos out of the Capital Expansion Fee calculations?

Staff – When they work on setting a cost for Community Parks they look at the last 3 parks. 4 of the Councilmembers recommended removing Twin Silos Park due to the cost of the park being so high, which is in part due to the increased cost of construction.

Board – What does it do to the maintenance if they reduce the budget and try to maintain the level of service?

Staff – Our mission is to maintain as designed. The two impacts on that are features and programs.

Board – What can we do to get the CEFs back to 100%? Do we need to show up to a work session to present a concern on behalf of the citizens and staff?

Staff – You have to take the opportunities when the present themselves. The second reading will be an opportunity. That will be on June 6th.

Board – Let’s put a letter together, pass it around to make sure it has all we want to say and have our chair read it. It would be helpful to have the support of the board members when reading. If you would like to make a separate statement, please speak on your behalf and not on behalf of the board. Deadline for a letter would be 4 PM next Wednesday, May 31st.

**Schedule of Articles**

- Rob Cagen will be writing an article for the Fall Recreator on Pickleball due on June 9th

**BAC Report**

- Next month is Bike Month
  - June 4th is Open Streets on Constitution & Dunbar from 10 – 3
  - June 28th is the 30th Annual Bike to Work Day. 50 free breakfast stations around town
- Bicycle Friendly Driver program – started & developed in Fort Collins and gives motorists a biker’s perspective. Featured at a national bike summit. Asked to teach it all along the Front Range. If you get a bike ticket, you can take the course to work off some of the fine. The goal is to teach it in communities all across the state.
- BAC is trying to do a white paper on electric assist bicycles. April 14th the state legislator passed definitions of electric assist bicycles and allowed local municipalities to regulate them. We have a long list of issues to review with staff & departments, as well as historical references in citizen advisory board minutes.

**Bullet Points**

- Thank you to City staff for storm clean-up
- Capital Expansion Fee discussion
- Fire Spinning
Adjournment:

Respectfully submitted,
Coleen Elliott

Board Attendance
Board Members: Ragan Adams, Rob Cagen, Mary Carlson, Kenneth Layton, Scott Sinn, Jessica MacMillian, Dawn Theis
Staff: Bob Adams, Mike Calhoon, Coleen Elliott, Jason Chaddock
Guest: Robert Kingsbury – Observing