

MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



PARKS AND RECREATION ADVISORY BOARD

TYPE OF MEETING – REGULAR

Date, Time; Thursday, January 23, 2020; 5:30pm

Location; Foothills Activity Center, Community Room

1. CALL TO ORDER

Jessica MacMillan called the meeting to order at 5:30pm.

2. ROLL CALL

- Board Members Present
 - Jessica MacMillan – Chair
 - Catherine Carabetta – Vice Chair
 - Mary Carlson
 - Sam Houghteling
 - Mike Novell
- Board Members Absent
 - Shari Heymann – Excused
 - Bob Kingsbury – Excused
 - Mike Tupa - Excused
- Staff Members Present
 - Bob Adams – Director of Recreation
 - Jennifer Torrey – Sr. Landscape Architect, Park Planning and Development
 - Kevin Williams – Sr. Supervisor, Parks
 - Salina Hemmen – Business Support III/Board Support
 - Elizabeth Blythe – Sr. Coordinator, Public Engagement, City Clerk's Office

3. AGENDA REVIEW

- New business will be moved ahead of old business.

4. CITIZEN PARTICIPATION

- None

5. APPROVAL OF MINUTES

Sam makes a motion to approve the minutes as written.

Catherine seconds

Motion passes 5-0

6. NEW BUSINESS

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- **E-bike Pilot Program Wrap-Up – Tessa Greegor**

- In 2017 the State adopted a new law where e-bikes can be used on paved trails. In April 2019 City Council approved an e-bike pilot program to be conducted on the City's paved trails. The purpose of this program is to assess public opinion for use of Class 1 and Class 2 e-bikes on these trails. Class 1 is a pedal assisted e-bike, while class 2 is a throttle assisted e-bike, both have a maximum speed of 20 mph. Surveys were taken along the trails and online, over 1,100 responses were recorded with the majority in favor of class 1 and a higher opposition of class 2 e-bikes. Staff is now seeking a recommendation from the Board before the results of the pilot program are brought before Council in March.

Staff is recommending allowing Class 1 and Class 2 e-bikes on paved trails, while continuing education and monitoring of safety concerns to determine if additional regulations or enforcements are needed. As well as continuing discussions around the future vision and management of the trail system during parks and trails updates.

Board: What months was the survey conducted?

Staff: Some done in April, then throughout the summer, beginning in July.

Board: Are helmets required?

Staff: No, not on e-bikes or traditional bikes.

Board: Are there any regulations on a minimum age?

Staff: There are not, only for Class 3 e-bikes which have a top speed of 28 mph, but those bikes are not part of this program.

Board: What did the police think about possible age restrictions for those riding e-bikes?

Staff: They were not supportive of age restrictions as they would be too difficult to enforce.

Board: When would this officially start?

Staff: Ideally May 1st, right after the pilot ends.

Sam makes a motion to support the staff recommendation, Mary seconds. The Board would like to add to the recommendation that the trails continue to be monitored after the pilot program concludes and Council approves, especially during the summer months.

Motion passes 5-0

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7. UNFINISHED BUSINESS

- **Approval of Annual Report**

- Jessica read the report to the Board, after no changes were suggested, Sam made a motion to approve the Annual Report as written, Mary seconded the motion.
Motion passes 5-0

- **Parks and Recreation Master Plan Update – Bob Adams**

- Work on the Parks and Recreation Master Plan update began in fall 2019. Currently site evaluations and best practices are being analyzed. Priority setting is the next phase of the project which will begin spring-summer 2020. The final Master Plan is set to be adopted summer-fall 2020. There is a community open house scheduled for February 6th and 8th where we are hoping to gather thoughts and opinions from the public on parks, recreation facilities and trails. Citizens can visit ourcity.fcgov.com/parksandrecplan to view information about the project, along with an open forum for comments and suggestions.

8. BOARD MEMBER REPORTS

FC Bikes – No Report

9. OTHER BUSINESS

- **Upcoming Board Elections**

Every February, elections for the Board Chair, Co-Chair and Secretary are held. Jessica announces she would like to run for Chair again as her term with the Board will be done at the end of 2020.

- **BFO Schedule**

The Budgeting for Outcomes (BFO) schedule for the 2021-2022 years is as follows:

2/25 – Review strategic plan with Council

3/2-3/31 – Enter revenue projections

3/27 – BFO teams established

5/5-7/2 – Community Outreach

5/28-6/5 – Revise offers

9/1 – City Manager's recommended budget submitted to City Clerk

11/3 – First reading of budget ordinance

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- **Park Planning and Development Update – Jen Torrey**

The Montava developer submitted a PUD for approval at the January 14th City Council meeting. The meeting was very well attended, most of the neighbor's concerns were regarding traffic on Country Club Road. Residents were mostly supportive of the Montava development. But were concerned about the immediate traffic congestion issues. As Country Club Rd. is a County road, not a City road, further exploration is needed to determine how to address this issue. No questions or concerns were raised regarding the park or trail alignments proposed. The item passed on first reading with a 5-2 Council vote.

Poudre River Trail at I-25 planning efforts are underway. A preliminary trail alignment has been prepared, with further investigations needed regarding floodplain/floodway issues and negotiations for trail easement with a private property owner.

- **Recreation Update – Bob Adams**

No update

- **Parks Update – Kevin Williams**

Christmas tree drop offs at Edora, Fossil Creek and Rolland Moore parks were another big success. Those programs ended on January 21st.

Board: Are the trees chipped?

Staff: Yes, they are chipped on site so there is zero waste.

In the SW district, we are coordinating with SSRM on trail and bridge closures for lifecycle replacements at Rolland Moore Park, behind the Senior Center.

Spring Creek bridge is set for installation this spring.

The Hanukkah lighting was a big success.

Poudre Trail is closed at Lincoln Ave. to Mulberry. They are doing utility stabilization work, there have been flooding issues over the years at that location.

Library Park playground design is finalized and set for installation but will now be based on when the weather will allow us to begin the build.

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- **6-Month Planning Calendar**

1/28 – State of the City, Canvas Stadium

2/11 – West Nile Virus Program

2/18 – Montava, second reading

2/25 – 2020 Strategic Plan

3/17 – E-bikes, Water Shortage Action Plan

3/24 – Water Supply and Demand Management

4/14 – Parks and Recreation Master Plan

5/12 – Equity and Inclusion Input

6/9 – Reimagining Boards and Commissions

10. ADJOURNMENT

The meeting was adjourned at 7:35pm.