



GREELEY PARKS & RECREATION ADVISORY BOARD MEETING

FRIDAY, FEBRUARY 5, 2021 -- 7:00 A.M.

Remote Meeting Instructions: In order to comply with all health orders and the Governor's April 27, 2020, Safer-at-Home guidelines intended to stop the spread of the COVID-19 Coronavirus, ***no physical location will be set up for viewing or participating in this meeting.***

PUBLIC ACCESS/PARTICIPATION

- To view the meeting and/or participate in real-time, email nancy.milton@greeleygov.com before the meeting begins to receive the log-in credentials.
- You can provide input/public comment for this meeting by emailing your comments to nancy.milton@greeleygov.com. Comments received before and throughout the meeting will be read into the record at the appropriate time.

Agenda

1. **Roll Call**
2. **Approval of Agenda**
3. **Approval of Minutes**
4. **Public Input**
5. **Board Member Committee Reports: Art Commission - Other**
6. **Staff Reports**
7. **Old Business**
 - A. Cost Recovery Policy – attached for reference.
Staff is also working on an Equity Policy and a Priority Use Policy and will bring back for future agenda(s)
8. **New Business**
 - A. Legally required public notice requirements.
 - B. Consideration of Naming Criteria and Policy for Natural Areas and Trails properties
9. **Upcoming Agendas**
 - Naming of East Greeley site (vacant property)
 - Potential renaming of East Memorial Park
 - Cost Recovery Policies
 - White-Plumb Farm – divestiture and public vote process to remove the property as a “park”
 - CPRD Assessment
 - COVID-19 updates
10. **Next Meeting Set**
11. **Adjournment**

Board members unable to join this meeting, please notify
Scott McPherson (Chair) at: sjmac4946@gmail.com

PARKS & RECREATION ADVISORY BOARD

STAFF REPORTS – February 5, 2021

Andy McRoberts – Director of Culture, Parks, and Recreation

- The City of Greeley is currently interviewing three (3) consultant firms to conduct a Culture, Parks and Recreation Department Assessment for organizational excellence and reporting structures. A final consultant should be on board by mid-February and the Assessment is intended to be completed prior to the development of the 2022 budget.
- The City of Greeley continues to operate at the State's "red" level as to capacity and operations in the City overall. However, as Governor Polis has designated Weld County as "orange", CPRD has been allowed to increase some capacity in some of our public facilities. We are happy to discuss with the Board as warranted. In addition, we have applied for a slight "variance" to sports guidelines as attached. At the time of this agenda prep, we had not been approved as of yet but can update at the meeting.
- In addition to recreation facilities, we are also working on opening, with limited capacities, the Union Colony Civic Center and the Greeley History Museum.
- City Council has requested information to potentially expanding some operational public hours at recreation facilities. As you may recall, the preparation of the 2021 budget included reducing certain hours (i.e. – FunPlex opening at 6am rather than 5am, Rec Ctr closed on Saturdays, etc). Staff is preparing information regarding the additional cost to expand hours to pre-COVID conditions. See the Recreation report for additional detail.

Eric Bloomer – Parks Superintendent

Parks

- Staff are working on design and scope of the replacement Broadview Park shelter, restroom and playground. We intend to have all three projects completed by the end of 2021.
- Additional projects scheduled for this year include:
 - Replacement of the Greeley West Park Playground
 - Design of the new irrigation system for Linn Grove Cemetery
 - Irrigation design and replacement at the historic Meeker home site
 - Replacement of the Sanborn Park Playground
- Staff is also working to complete final construction drawings for the East Greeley Parks work. The current schedule is to have construction out to bid by the second week of February. Work will include shade structures and a playground in the center of Balsam Park, as well as a soft surface path along the south and east side of the park to loop the trail and sidewalk around the site. Additionally, trails, plantings, shade structures and earth work will be done to the Natural Area to the east of Discovery Bay Pool as a part of this work.
- A concrete sidewalk and ADA ramp will be poured at the new Sherwood Park Pickle Ball Courts by the end of February.

Forestry

- Staff are working in conjunction with Natural Areas to remove some Russian Olive Trees at the new Hazelton Park site. Russian Olives are considered a noxious weed by the Department of Agriculture and we remove them strategically where we can and as time allows.

Linn Grove Cemetery

- As a sign of the pandemic, many people are planning for the future and we have seen a lot of people planning out their own funeral details. This includes the purchase of plots or columbarium niches. As a result, the newest Columbarium we installed in 2015, which we had planned to give us capacity

until 2025 or so, is “sold out”. Staff are now working on plans to add an additional 48 niche Columbarium.

Scott Schuttenberg - Recreation Superintendent

- Recreation facilities are currently operating at level orange for COVID restrictions. However, we are anticipating having a variance for certain sports and activities that directly align with variances given by the State of Colorado to the Colorado High School Activities Association (CHSAA).
- Youth Sports will be offering a flag football skills clinic on Monday, February 1. Additionally, youth 3v3 Basketball play starts on Tuesday, February 2. Registration is also currently open for spring adult softball, youth soccer, and NFL Flag Football.
- Recreation is focused on park and natural area activation. We are currently developing a scavenger hunt that will be sent out through social media for the McCloskey Natural Area. We have also promoted a Get to Know Greeley Bingo card that residents are currently utilizing.
- Recreation has signed a contract with The Refuge/Youth for Christ and registration for spring skateboarding lessons and leagues will be open soon.
- Recreation is working with the City of Greeley Finance Department to determine the feasibility of expanding hours of operation at the Family FunPlex and the Recreation Center. The Family FunPlex is currently open Monday-Friday from 6am – 9pm and weekends from 10am – 6pm and the Recreation Center is currently open Monday-Friday from 6am – 7pm and closed on weekends.
- There are several construction projects underway within Recreation including the following:
 - The Active Adult Center parking lot (under construction)
 - The Rodarte Community Center Restroom and Kitchen remodel (design phase)
 - Recreation Center locker room renovation (design phase)
 - Recreation Center swimming pool UV sanitation (under construction)
- Several programs are going on currently at the Ice Haus including:
 - Public skate sessions throughout the week and on weekends.
 - Learn to Skate programs (74 participants)
 - Club Hockey program (51 participants)
 - 3v3 Adult Hockey
- Free online fitness classes have begun with live classes offered several times per week via Zoom. 158 people have registered since mid-January.

Justin Scharton – Natural Areas & Trails

Trail Counts

- **McCloskey TH** - 3234 (Nov - 4738) Daily Average for 2020 was 205, up 112% over prior year;
- **Mountain Vista TH** - 2797 (Nov - 3573) (Additional 2020 data not available due to problems with the trail counter)
- **Poudre River Trail** - Overall trail use was up 71% in 2020 over the prior year. Trail counts were down in December 2020, impacted by weather and several trail projects along the trail, most notably at Poudre Ponds and at 95th Ave.

Projects & Policy

- Island Grove Poudre River Trail Trailhead - project is being put out to bid, and will be constructed between approximately March – May 2021.
- McCloskey NA Trailhead - final furnishings have been ordered for the trailhead and will be installed in the spring. A kiosk and wayfinding signage will also be installed in 2021 to complete the State Trails grant project for that site.

- Broadview Acres #3 Canal Trail - final design items are being completed and negotiations with the ditch company regarding fencing along the trail and maintenance are ongoing. Construction of the section south of 4th St. remains likely in summer 2021, then the northern section will be completed once ditch operation ceases in the fall.
- Poudre Ponds Project - Water & Sewer contractors continue work on the ponds and NAT staff remain engaged in the project to minimize and mitigate impacts to the vegetation on-site and to the Poudre River Trail. Staff also met with Colorado Wildlife officials to potentially improve the site for fish habitat and improved fishing access for the public.
- Strategic Plan - the plan was discussed in a Council work session in January and will be on the consent agenda for Council adoption at the February 2 meeting.

Poudre River Trail

Repairs

- Duran Section Repair - staff is working with the adjacent landowner and is in the process of securing a design consultant for the project. In addition, NAT has applied for a State Trails grant to assist in leveraging City/County repair dollars to complete this project in late 2021 or early 2022.

Poudre River Trail Corridor, Inc.

- A "Quick Win" Grant of \$5,000 for the IG trailhead was secured to assist with funding of the project's amenities
- Partnering with Greeley Downtown Development Authority to develop wayfinding from new Poudre Trail Island Grove trailhead to downtown

Volunteer Projects (VOC Partnership)

- 2021 volunteer project schedule is confirmed
- Six Greeley-based projects will be completed in 2021 across the community

GREELEY PARKS & RECREATION ADVISORY BOARD													
2020	January	February	March	April	May	June	July	August	September	October	November	December	2021
Albano, Mandi	P	A	P	N	N	N	N	A	A	A	P	N	A
Alexander, Caitlin	A	A	P					A	A	P	P		P
Birnbaum, Matt	A	P		M	M	M	M					M	
McPherson, Scott	P	P	P	e	e	e	e	P	P	P	P	e	P
Parks, Marshall	A	A	P	e	e	e	e	P	P	P	P	e	P
Reeser, Richard	P	P	P	t	t	t	t	P	P	P	P	t	P
Silva, Mikyla	P	P	P	i	i	i	i	P	A	P	P	i	P
Stiner, Vern			P					P					
Torczon, Clint	P	P	P	n	n	n	n	A	P	P	P	n	P
Witherell, Sarah	A	P	P	g	g	g	g	P	A	P	P	g	P

Archived agendas are located on the City of Greeley website: <https://greeleygov.com/government/b-c>

GREELEY PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES – January 8, 2021

1. ROLL CALL

The Greeley Parks and Recreation Advisory Board met Friday, January 8, 2021 at 7:00am via virtual meeting. Board members joining were: Scott McPherson, Richard Reeser, Clint Torczon, Marshall Parks, Mikyla Silva, Sarah Witherell, and Caitlin Alexander. Staff joining were: Andy McRoberts (Director of Culture, Parks, and Recreation), Eric Bloomer (Parks Superintendent), Justin Scharton (Natural Areas and Trails Superintendent), Adam Jokerst (Deputy Director of Water & Sewer), Amanda Gustafson (Recreation Program Manager), Brecken Arnold (Recreation Supervisor) and Nancy Milton (Office Manager).

2. APPROVAL OF AGENDA – Item 8A moved up on the agenda

3. APPROVAL OF MINUTES – A motion was made by Richard Reeser to approve the minutes of November 6, 2020. The motion was seconded by Caitlin Alexander and passed 5-0.

8. NEW BUSINESS

- A. Water & Sewer Presentation: Adam Jokerst gave a presentation on the Terry Ranch Project including a current water resources and options, project description, costs, research, testing, treatment, water quality, public presentations and timeline. Board members asked some further questions concerning water testing, the funding source and payment, and impacts of farming on the water supply.

4. PUBLIC INPUT

5. BOARD MEMBER COMMITTEE REPORTS – Caitlin Alexander reported that the Art Commission added their year-end review in a time capsule that will be opened in 50 years and also got to review the outdoor spaces plan.

Scott McPherson had to leave the meeting at this time, therefore Vice Chair Sarah Witherell, led the remainder of the meeting.

6. STAFF REPORTS

Andy McRoberts

- City Council approved the plan with District 6 for the new school construction that will impact Boomerang Golf Course.

Eric Bloomer

- Nothing to add.

Amanda Gustafson

- CPRD facilities has moved to Level Orange and will be increasing facility capacities. All other City operations remain in Level Red.

Justin Scharton

- Nothing to add.

7. OLD BUSINESS

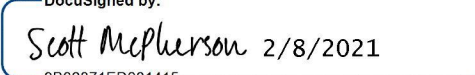
- A. Naming Process for Natural Areas property east of Discovery Bay – Brecken Arnold reported that Fabiola Padilla was hired last year as the Healthy Neighborhoods Coordinator and her main goal is community outreach and engagement. A neighborhood action team has been formed and there have been programs implemented including a virtual 5K and wellness challenges. She is working to gain resident trust and partnership. Andy McRoberts stated staff would like to recommend the property be designated as a natural area, but definitions are still being reviewed with the City Attorney's office. A natural area currently does not have the same level of protection as a

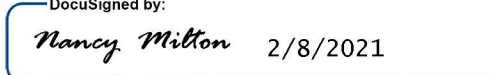
designated park. Justin Scharton is working on a draft of proposed naming policy/process revision that should be ready for the next meeting.

- B. Presentation of Natural Areas Strategic Plan – Justin Scharton gave brief recap of the Get Outdoors Greeley 5-Year Strategic Plan for Natural Areas, Trails and Open Lands including the public engagement process and next steps. Richard Reeser moved to recommend approval of the City of Greeley Natural Areas and Trails Strategic Plan as presented with legitimate format edits and forward the recommendation to City Council to adopt the plan by resolution. The motion was seconded by Clint Torczon. There being no further discussion, the motion passed 6-0.

9. **UPCOMING AGENDAS** – cost recovery policy, update on designation of parks versus natural areas
10. **NEXT MEETING** – The next meeting is scheduled for Friday, February 5 at 7am.
11. **ADJOURNMENT** – Richard Reeser made a motion to adjourn and Mikyla Silva seconded the motion. The meeting adjourned at 8:30am.

Respectfully submitted:

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Scott McPherson, Chair

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Nancy Milton, Office Manager

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Sarah Witherell, Vice Chair

Parks & Recreation Advisory Board - Agenda Summary

February 5, 2021

Nancy Milton, Office Manager, Culture, Parks and Recreation Department,
350-9424

Title:

Legally required public notice requirements.

Background:

According to State Statute (C.R.S. 24-6-402(2)(c)(I) and C.R.S. 24-6-402(2)(c)(III)), all Citizen Board & Commission meetings need to designate their agenda posting site at their first meeting of each year (has not been practiced but we need to comply). State Statute also requires that a designated back-up site be identified, where a physical location of agendas can be posted in the event of power/internet outage.

We are being asked to designate the City's website (www.greeleygov.com) as the primary agenda posting location and the Greeley City Hall Lobby as the physical back-up location.

Decision Options:

Recommended motion to adopt policy for 2021

Suggested motion(s)

I move to designate the City of Greeley's website, www.greeleygov.com, as the official posting site for meeting notices of the Parks and Recreation Advisory Board, and that the public lobby of City Hall, located at 1000 10th St, be designated as the backup location for such postings.

Attachments:

None

Parks & Recreation Advisory Board - Agenda Summary

February 5, 2021

Justin Scharton, Culture, Parks and Recreation Department / Natural Areas & Trails Superintendent, 350-9205

Title:

Consideration of Naming Criteria and Policy for Natural Areas and Trails

Background:

Attached is a draft policy regarding a suggested naming process for Natural Areas and Trails. Staff is looking for discussion and feedback prior to making any final recommendation to City Council.

In addition, staff is pursuing additional criteria regarding the official designation of public lands as either “park” or “natural area” or other designation. For the Board’s edification, a list of current properties and how they are designated is attached for reference.

Decision Options:

Information and discussion only at this time. Staff is seeking clarification and discussion from the Board. A final draft will be brought back for a final recommended Policy to take to City Council.

Suggested motion(s)

- None at this time

Attachments:

Draft Policy

Park Naming Criteria

List of current properties (Parks and Natural Areas)

PROPOSED TEXT

GUIDELINES AND PROCESS FOR NAMING OF NATURAL AREAS AND TRAILS (NAT)

The City will use the following process to name newly acquired natural area properties and appropriate trail sections constructed and/or acquired, and to re-name existing natural areas and trail sections if a significant need arises.

A. Newly acquired natural areas or trail sections

- 1) The Parks and Recreation Advisory Board, with staff support, will solicit suggestions from the public to name a property/trail section. Additional effort should be made to garner feedback from groups that do not typically engage in public processes, and nearby populations that require specific engagement efforts.
- 2) NAT staff will provide a report to the Parks & Recreation Board that summarizes the background of the property including prominent landforms, waterways, wildlife populations/habitats, historical and cultural resources, and any significant past landowners. Staff will also compile and provide the full list of submitted name suggestions to the Parks & Recreation Board within the report, along with a short list of recommended names that all meet the criteria in subsection C below.
- 3) The Parks & Recreation Advisory Board shall review the suggested names and select one name to recommend to City Council.
- 4) The City Council shall affirm the name of the natural area or trail section by resolution.

B. Name changes to existing properties or trail sections

In some cases, a need may arise to change the name of a natural area or trail section. When the Parks & Recreation Advisory Board or NAT staff identifies the need to change the name of an existing natural area or trail section, staff will present options and a recommendation to the Board for consideration. If the Board concurs with the recommendation to change a name, the process detailed in subsection A above will be followed.

C. Naming criteria

The Parks & Recreation Advisory Board will select a name for the natural area or trail section that meets one or more of the following criteria:

- A natural landmark, feature or habitat type in the vicinity of the natural area or trail section
- The name of a native wildlife or plant species that occupies the property or vicinity, and/or has occupied the vicinity in the past
- The name of a culturally relevant and/or historical event, structure or artifact that occurred or was found on the property or in the vicinity
- The name of an individual or family name linked to the history of the property, with the following guidelines:
 - the name should have local significance
 - the name should be a significant historic landowner and/or the homesteading family of the property

- the immediate former landowner's name may be used if the property was donated or significantly discounted when conveyed to the City (typically greater than 50% of overall cost/value of the project)
- A name of a person or family that has contributed significantly to the conservation of important local lands for wildlife habitat and/or outdoor recreation over a long period of time in the Greeley community
- A name of a person, business, or organization that has contributed significant funds (typically greater than 50% of the total cost or value of the project) to the construction, development, or acquisition of the project
- A name of a person, business, or organization that is sponsoring the property or trail section for a period of time for compensation agreed to by the City and is in compliance with any current NAT and City policies regarding the sponsorship of properties.

Any name of a person, family, or organization used to name a natural area or trail section should have no significant current or historical controversy.

D. Exclusions

The following guidelines should provide direction of names for natural areas and trails properties that should be avoided during any naming of a natural area and trail:

- The name of a non-native or invasive wildlife or vegetation species
- Any name of a current City employee
- Any name of a current local elected official
- Any name of a person, family, organization, business, or other affiliation with an overt political, controversial, or otherwise divisive nature
- Any name that is similar to an existing facility, road, trail, property, etc. that may cause confusion for the public.
- Any names of the subdivision, development, or developer of an adjacent property, even if the natural area or trail section was conveyed and/or constructed as a part of the development agreement.

E. Other Considerations

- Acquisition of new parcels and construction of new trail sections contiguous to existing properties or trail sections, respectively, should use the same name as the original natural area or trail section unless significant circumstances dictate another name should be chosen, compliant with the criteria set forth in this policy. An exception to this guideline will be stand-alone and/or trail spur sections that connect to larger regional trail sections that may necessitate a different name to aid in wayfinding.

GUIDELINES FOR NAMING OF CITY PARKS/FACILITIES

A. The City shall use the following process to name new parks:

1. The Parks & Recreation Advisory Board shall solicit public input for park name suggestions.
2. The Parks & Recreation Advisory Board shall review the suggestions and select those which meet the criteria listed in subsection B.
3. The Parks & Recreation Advisory Board shall select one name to recommend to City Council.
4. The City Council shall confirm the park name by resolution.

B. The Parks & Recreation Advisory Board shall name the park for a natural landmark, natural feature or habitat in the vicinity of the facility or park site, or a person or family who meets one or more of the following criteria:

1. Has displayed outstanding, long-term commitment and made significant contributions to the betterment of the community;
2. Has contributed service to the community *above* and beyond normal;
3. Has made noteworthy contribution to the development and improvement of parks and recreation activities;
4. Has been prominent in the history of the development of the City of Greeley;
5. Is worthy of public commemoration;
6. Has performed acts of national significance;
7. Homesteaded or was owner of the park property; or
8. Has contributed significant funds for the specific park or for parks and recreation in general.

Community Parks	
count	3
total AC	114.58

Only what Parks Maintains	
count	55
total AC	608.52

Neighborhood Parks	
count	31
total AC	315.14

Only What NA&T Manages	
count	31
NA&T Managed	1208.49

Athletic Complexes	
count	6
total AC	158.95

Dog Parks	
count	2
total AC	7.61

Regional Parks	
count	1
total AC	164.09

Natural Areas	
count	36
total AC	1287.68
NA&T Managed	1208.49

Cemetery, Golf, Other	
count	5
total AC	397.44

Facilities	
count	23
*total sqft	949,609
**total AC	14.27

* Represents Building Size
 **Represents Grounds Size

Community Parks

NAME	AREA (SF)	ACREAGE	NOTES
Bittersweet Park	2,306,749	52.96	
Centennial Park	897,787	20.61	
Twin Rivers Park and Family Funplex	1,786,753	41.02	
TOTAL		114.58	

Neighborhood Parks

NAME	AREA (SF)	ACREAGE	NOTES
Allen Park	477,249	10.96	
Anna Gimmestad Memorial Park	217,123	4.98	
Archibeque Park	160,000	3.67	
Brentwood Park	242,236	5.56	
Broadview Park	254,214	5.84	
Cottonwood Park	328,526	7.54	
Coyote Run Park	259,745	5.96	
Delta Park	218,908	5.03	
East Memorial Park	488,833	11.22	
Epple Park	306,292	7.03	
Farr Park	258,762	5.94	
Franklin Park	154,330	3.54	
Glenmere Park	536,832	12.32	
Greeley West Park	1,641,798	37.69	
Hazelton Park	473,295	10.87	
Homestead Park	437,615	10.05	
Jimmy's Park	15,851	0.36	
Josephine Jones Park/NAT	1,615,379	37.08	
Kiwanis Park	57,500	1.32	
Leavy Park	166,641	3.83	
Lincoln Park	239,998	5.51	
Luther Park	409,255	9.40	
Peak View Park	554,503	12.73	
Pheasant Run Park	337,032	7.74	
Promontory Commons	1,015,444	23.31	
Ramseier Park	667,180	15.32	
Hoshiko Park	201,814	4.63	
Sanborn Park	1,267,783	29.10	
Sherwood Park	331,249	7.60	
Westmoor Park	122,640	2.82	
Woodbriar Park	269,523	6.19	
TOTAL	13,727,552	315.14	

Athletic Complexes

NAME	AREA (SF)	ACREAGE	NOTES
Balsam Sports Complex	621,119	14.26	
Forbes Field	337,160	7.74	
Monfort Park	1,903,704	43.70	
Youth Sports Complex	3,084,222	70.80	
Island Grove Multi-Use Field	779,298	17.89	
Island Grove Field #5	198,198	4.55	Synthetic turf softball & soccer, SF from 2018 plans
TOTAL	6,923,700	158.95	

Dog Parks

NAME	AREA (SF)	ACREAGE	NOTES
Wagg'n Tail Dog Park	209,901	4.82	
Rover Run Dog Park	121,661	2.79	
TOTAL	331,562	7.61	

Regional Parks

NAME	AREA (SF)	ACREAGE	NOTES
Island Grove Regional Park	7,147,943	164.09	Island Grove 501 N 14th Avenue
TOTAL		7,147,943	164.09

Natural Areas

NAME	AREA (SF)	ACREAGE	NOTES
Beebe		57.0	
Boomerang Ranch Natural Area	122534.23	2.8	
Broadview Acres Trail Corridor	367967.51	8.4	
Brown		21.8	
Cottonwood Bend Natural Area	8178071.97	187.7	
Country Club West Natural Area	511590.11	11.7	
East Memorial Natural Area	742844.57	17.1	
First Avenue Pond Natural Area	1683458.46	38.6	
Fox Run Trail Corridor	362876.73	17.6	
Gallery Green Natural Area	83080.53	1.9	Parks Maintained
Gateway Lakes Natural Area	1408124.79	32.3	
Glenmere Urban Wildlife Sanctuary	164729.85	3.8	
Hunters Cove Natural Area	1260809.87	28.9	
Josephine Jones Natural Area	1795222.14	41.2	Partially Parks Maintained
Larson Trail Corridor	842124.26	19.3	
McCloskey Natural Area	2261023.66	51.9	
Mountain Shadows Natural Area	525460.75	12.1	
Mountain Vista Natural Area	981773.50	22.5	
Northridge Estates	450826.64	10.3	
Orr		29.5	
Owl Ridge Natural Area	44022.57	1.0	
Owl Ridge Natural Area	548030.39	12.6	
Owl Ridge Natural Area	316152.70	7.3	
Pebble Brook Natural Area	0.00	6.0	
Poudre Ponds Recreational Fishery	3889438.34	89.3	
Pumpkin Ridge Natural Area	1697302.93	39.0	
Ramseier Park	326765.47	7.5	Parks Maintained
Sheep Draw Natural Area	7092321.88	162.8	
Signature Bluffs Natural Area	5316914.72	122.1	
Stevens		9.8	
Tennyson		104.0	
Triple Creek Open Space	2142423.57	49.2	
Triple Creek Conservation Easement	1164370.94	26.7	
Weber West Detention Pond	228250.40	5.2	
Woodbriar Park Natural Area	91476.00	2.1	Parks Maintained
Youth Sports Trail	1153140.85	26.5	Partially Parks Maintained
TOTAL		44599989.5	1287.68
TOTAL NA&T Managed		1208.49	

Cemetery, Golf and Other

NAME	AREA (SF)	ACREAGE	NOTES
Linn Grove Cemetery	2,868,856	65.86	Parks Division - Cemetery
Boomerang Golf Course	7,375,639	169.32	Golf Division
Highland Hills Golf Course	6,224,150	142.89	Golf Division
			Parks for Grounds, Culture for
Meeker Museum	38,000	0.87	Building
Missile Silo Park (Weld County)		18.50	Weld County
TOTAL	16,506,645	397.44	

Facilities

*NAME	AREA (SF)	ACREAGE	NOTES
Centennial Park Pool & bulding/grounds	34178.43	1.61	Recreation Division
Discovery Bay Pool & Bathhouse/grounds	31,659	1.46	Recreation Division
Island Grove Splash Park	12,168	0	Recreation Division
Sunrise Splash Park	9,813	0.18	Recreation Division
Greeley Recreation Center	131,660	2	Recreation Division 651 10th Avenue
Discovery Bay Pool	176,119	4.04	Recreation Division
Family Funplex	66,052	0	Recreation Division 1501 65th Avenue
Greeley Active Adult Center	31,470	1.5	Recreation Division 1010 6th Street
Greeley Ice Haus	54,322	0.1	Recreation Division 900 8th Avenue
Rodarte Community Center	21,000	0	Recreation Division 920 A Street
Union Colony Civic Center	79,107	1.1	Culture Division 651 10th Avenue
Greeley History Museum	32,494	0	Culture Division 651 10th Avenue
Parks Maintenance Shop	7,290	0.15	Parks Division 1607 C Street
IGRP Event Center	93,473	0.57	Island Grove 501 N 14th Avenue
IGRP Exhibition Building	32,022	0	Island Grove 501 N 14th Avenue
IGRP 4H Building	11,790	0.63	Island Grove 501 N 14th Avenue
IGRP Livestock Barn	38,162	0	Island Grove 501 N 14th Avenue
IGRP Arena	57,000	0.35	Island Grove 501 N 14th Avenue
IGRP Buckle Club	22,100	0	Island Grove 501 N 14th Avenue
IGRP Bunkhouse	1,440	0.37	Island Grove 501 N 14th Avenue
IGRP Rockhouse	1,756	0.11	Island Grove 501 N 14th Avenue
IGRP Admin Building	1,533	0	Island Grove 501 N 14th Avenue
JB Jones Forestry Office	3,000	0.1	Parks - Forestry
TOTAL	949,609	14.27	

* Square feet represents building, acreage represents grounds

Culture, Parks & Recreation Department Cost Recovery Policy



PURPOSE

With multiple benefits accruing to both personal and public interests, it is appropriate for public park and recreation services to be supported by a blend of participant fees and taxpayer funding. The annual Department budget determines the amount of taxpayer support that is available for park and recreation services and charging fees for participation is a way to ensure the ongoing availability of park and recreation services and supplementing limited taxpayer dollars.

In alignment with the City of Greeley Culture, Parks and Recreation Department's mission: **To enhance our community through exceptional service and stewardship** and vision: **To be a premier provider of exceptional spaces and experiences for the entire community**, the Department is shifting towards a fiscal management philosophy focused on "beneficiary of service". In this conceptualization, each type of service has a set of specific characteristics that provide a rationale for who should pay (e.g., taxpayers, the individual, or both) and to what degree. Ultimately, this grounds cost recovery expectations and the spending of taxpayer dollars in a philosophical underpinning that affirms a commitment to equitable investment, financial discipline, and long-term fiscal health.

POLICY STATEMENT

The City of Greeley Culture, Parks and Recreation Department's cost recovery strategy intends to create organizational resilience by way of logical, intentional, and thoughtful guidelines for investment and spending decisions. The strategy encourages revenue generation strategies and practices that are fair, equitable, and responsible. This direction is required in order to sustain the Department and its expectation as a provider of park and recreational services, and the justifiable recovery of costs as detailed in this policy is necessary to ensure the Department's financial stability in the near and long term.

COST RECOVERY

Cost recovery refers to revenues generated from fees and charges, sponsorships, donations, grants, and other alternative revenue streams in relation to the amount of money necessary to operate a service. For example, a cost recovery level of 75% simply means that for each dollar spent on a service, .75 was generated from a revenue source with the remaining .25 was covered by subsidy dollars (i.e., taxes).

CITY OF GREELEY CULTURE, PARKS AND RECREATION DEPARTMENT SERVICE CATEGORIES

The development of categories which include *like* services are important when it comes to justifiable and equitable allocation of subsidy, cost recovery levels, and assignment of budget and general ledger lines to account for a category's fiscal performance (e.g., a service category such as *Beginner/Introductory Activities* would include activities such as learn to swim classes, skating lessons, or beginner guitar regardless of age).

The benefits of this type of approach are two-fold. First, it is inefficient for the Department to determine cost recovery expectations by each individual service including facility, activity, or event. Secondly, categorizing by "type of service" or "likeness of service" discourages attempts

to determine fees and charges (and therefore cost recovery decisions) based upon special interests, age-based services, or individual values.

The City of Greeley Culture, Parks and Recreation Department provides many services annually to the community. The following Service Categories represent the Department's service menu and include Service Category definitions as well as example services.

Beginner/Introductory Activities: This service category includes classes, clinics, workshops and other led and/or supervised activities and the primary intent is to acquire or learn a skill. *Examples: Youth Basketball, Youth T-Ball, Youth Volleyball, Youth Soccer, Hockey, Figure Skating, CARA Track, Swim Lessons, Climbing, Dancing, Beginner/Introductory Fitness Classes*

Community Events: This service category includes events planned to appeal to a majority of, or the entire community regardless of age, ability/skill, etc. These events are large-scale, highly intensive, and typically occur on an annual basis. *Examples: Arts Picnic, Farmer's Market, Neighborhood Nights, Summer Concert Series, Holiday Concerts*

Enterprise Operations: This service category includes services whose operations align most with those offered by the private sector. *Examples: Golf Course Operations, Cemetery Operations*

Intermediate/Advanced Activities: This service category includes classes, clinics, workshops and other led and/or supervised activities and the primary intent is to enhance or master a skill. *Examples: Adult Softball, Adult Basketball, Adult Volleyball, Adult Inline Hockey, Hockey, Figure Skating, Senior Softball, Senior Pickleball, Senior Volleyball, Intermediate/Advanced Fitness Classes*

Enrichment: This service category includes life skills development, social impact (i.e., health and welfare), or educationally focused activities and programs. *Examples: Active Adult Workshops & Seminars, Sister City Program, Job Fairs, Museum Outreach Programs, Senior Lunches, GED Classes, Adaptive/Inclusive Programs, UCCC Student Performances, Youth Summer Camp, Youth After School Program*

Merchandise & Service Sales: This service category includes food and beverage, as well as other goods and services for purchase at various Department facilities. *Examples: Pro/Gift Shop, Skate Sharpening, Concessions, Museum Research*

Monitored Access: This service category includes drop-in activities that are not instructed, do not require registration, yet include staff/volunteer supervision or oversight. *Examples: Lap Swim, Open Swim, Informal Fitness, Pick-Up Basketball, Pick-Up Volleyball, Climbing, Miniature Golf, Informal Ice Skating, Billiards, Shuffleboard, Bingo, Museum Admission*

Non-Monitored Access: This service category includes open access to parks and facilities and does not include staff/volunteer supervision or oversight. *Examples: Parks, Playgrounds, Skate Parks, Splash Parks, Trails, Outdoor Courts, Community Gardens, Natural Areas, Lakes, Trails, Public Art*

Private/Semi-Private Activities: This service category includes activities for individuals or small groups that are led by an employee with advanced or specialized training, education, and/or skills. *Examples: Personal Training, Private Swim Lessons, Private Skating Lessons, Guided Museum Tours*

Rentals: This service category includes park, shelter, and recreation facility rentals providing exclusive use of spaces and places. *Examples: Park Areas, Park Shelters, Sports Fields, Recreation Facilities (Indoor & Outdoor), Culture Spaces, Museum Spaces, Event Center, Fairgrounds, Equipment, Lockers*

Special Events: This service category includes events that are intended to serve a niche' market or special interest and may occur on an annual basis or with some level of regularity. *Examples: Father/Daughter Dance, High Plains History Festival, Museum Exhibit Openings, Howl-O-Ween, Pets 'n' Popsicles, Union Colony Civic Center Shows, Festival of Trees*

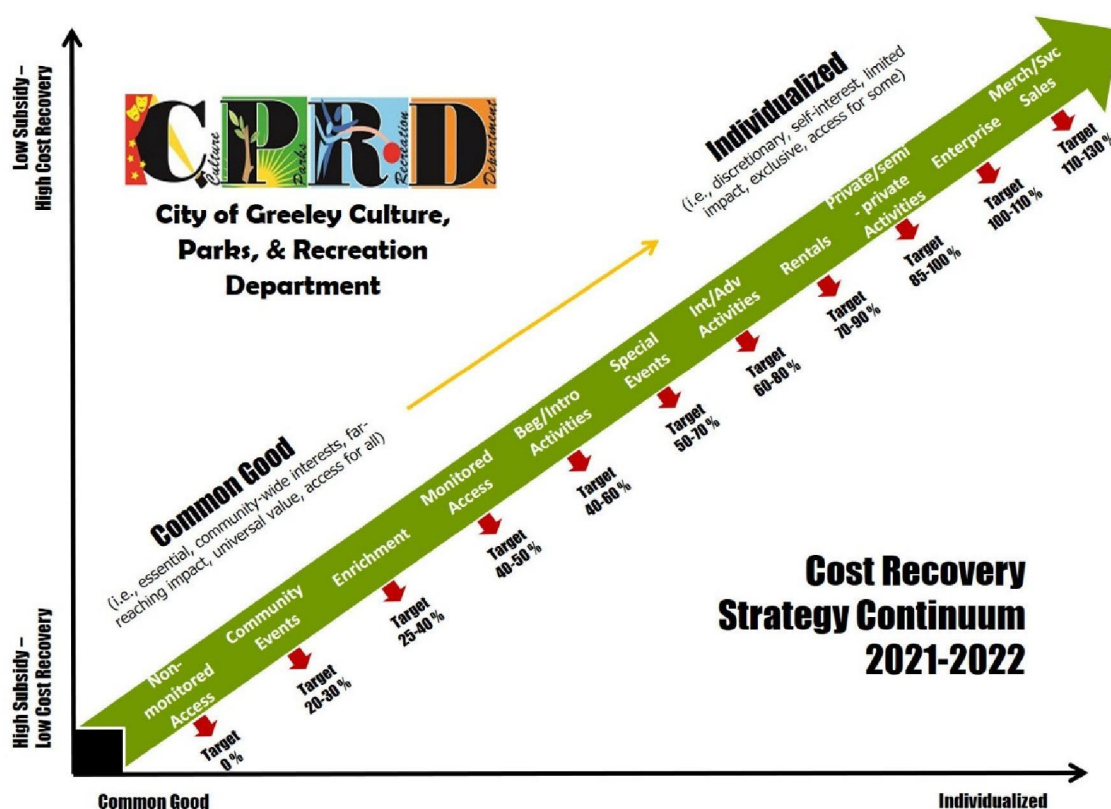
COST RECOVERY STRATEGY – CONTINUUM MODEL

The Department's Cost Recovery Strategy below illustrates the degrees to which financial resources will be spent and expenses will be recovered. It is grounded in the differentiation of park and recreation services on the basis of who benefits and who should pay. Economists have differentiated goods and services in the economy in this manner for decades and have designated three types of goods and services: community benefit, dual benefit, and individual benefit.

The City of Greeley Culture, Parks and Recreation Department's Cost Recovery Strategy Continuum is grounded in a philosophy that acknowledges varying levels of service. This strategy shifts from philosophical underpinnings suggesting that all services should be provided at no or low cost for everyone to an equitable and just philosophy where subsidy allocation decisions are based upon "beneficiary of service". In this conceptualization, each type of service has a set of specific characteristics that provide a rationale for who should pay (e.g., taxpayers, the individual, or both) and to what degree. Ultimately, this aligns subsidy allocation and cost recovery goals and expectations with beneficiary of service. Essentially, those who benefit from a service should pay for that service.

The two (2) year City of Greeley Culture, Parks and Recreation Department Cost Recovery Strategy Continuum includes the Department's Service Categories and realistic cost recovery/subsidy goals and expectations that align with current financial conditions. The continuum is a graphic representation of the Department's tax use and revenue enhancement strategy.

[Note: As 2020 was an exceptional year due to Covid-19 and the economic, health and social challenges it presented, an annual review and analysis of cost of service data will be essential to ensuring that the Department's cost recovery strategy reflects organizational and community conditions and realities.]



UPDATING SUBSIDY INVESTMENT EXPECTATIONS

Service category cost recovery performance levels should be updated annually, and subsidy (tax dollar) investment goals should be reviewed, analyzed, and updated at least every two years or more frequently as necessary.

PRICING – DETERMINING FEES & CHARGES

Several pricing methods exist that will assist Department staff in establishing fees and charges. The principal method for establishing services fees will be cost recovery pricing which is defined as determining a fee based on established cost recovery goals.

Other pricing methods may be utilized by the Department, however, any strategy or method used will ultimately require that cost recovery goals or subsidy allocation expectations be met. Common alternative pricing methods include:

- *Market (demand-based) pricing* results in pricing based on demand for a service or what the target market is willing to pay for a service. The private and commercial sectors commonly utilize this strategy. One consideration for establishing a market rate fee is determined by identifying all providers of an identical service (i.e., private sector providers, other municipalities, etc.), and setting the highest fee. Another consideration is setting the fee at the highest level the market will bear.
- *Competitive pricing* established prices fee based on what similar service providers or close proximity competitors are charging for services. One consideration for establishing a competitive fee is determined by identifying all providers of an identical or similar service (i.e., private sector providers, other municipalities, etc.), and setting the mid-point or lowest fee.
- *Value-based pricing* is a pricing strategy in which the price of a product or a service is decided on the basis of perceived value or benefit it can provide to a customer. Value based pricing is more evident in places or markets where exclusive products are offered which offer more value than the generic or standard products.
- *Penetration pricing* has the aim of attracting customers by offering lower prices on services. While many may use this technique to draw attention away from the competition, penetration pricing often results in lost revenue and higher subsidy requirements. Over time, however, an increased awareness of the service may drive revenues and help organizations differentiate themselves from others. After sufficiently penetrating a market, organizations should consider raising prices to better reflect the state of their position within the market.
- *Premium pricing* establishes prices higher than that of the competition. Premium pricing is often most effective in the early days of a service's life cycle, and ideal for organizations that offer unique services. Because customers need to perceive products and services as being worth a higher price tag, an organization must work hard to create a value perception.
- *Bundle pricing* allows for the sale of multiple services for a lower rate than customers would pay if they purchased each service individually. Bundling can be an effective way of selling services that are poor performers and can also increase the value perception in the eyes of customers - essentially giving them something for a reduced rate.
- *Differential/Dynamic pricing* follows the "law of demand" by supporting a key pricing principle: some customers are willing to pay more than others. Differential pricing is the strategy of selling the *same* service to *different* customers at *different* prices. Differential pricing enables organizations to "profit" from their customers' unique valuations (ex. Prime time or surge pricing).

In the event a Service Category's tax dollar investment/cost recovery goal is higher than current cost recovery performance and fee increases are required, prices may need to be raised incrementally over time in accord with market acceptance to optimize revenue generation. However, if the market does not respond favorably to the increase, the service may require divestment if the subsidy investment required cannot be justified based upon beneficiary of service.

In the event a tax dollar investment/cost recovery goal is less than the current level of recovery the established fee will remain the same to ensure that there is no loss of revenue or negative impact on the Department's financial condition.

SUCCESS METRICS

Methods that will be employed by the Department to evaluate the value and intended community impact of investment and spending choices and which have significant relevance to the Department's fiscal condition due to efficiencies and customer retention and satisfaction include but are not limited to the following.

- Success Metric 1:** Financial viability: a service must meet its minimum tax dollar investment/cost recovery goal and as noted on the Cost Recovery Continuum and Strategy
- Success Metric 2:** Market position: services should meet 75% or more of their capacity (maximum) to ensure efficiency of resource investment
- Success Metric 3:** Increase in the number of participants from a special target market or market niche' (e.g., teens, older adults, minority populations, low income youth/families)
- Success Metric 4:** Participant (customer) satisfaction: overall participant (customer) satisfaction must meet a minimum of 85% satisfaction or higher

Addressing gaps between existing cost recovery performance and target (goals)

1. Analyze success metrics for services not meeting their cost recovery goal.
2. Analyze direct and indirect costs of providing service.
 - a. Measure ratio of direct and indirect cost.
 - b. Identify cost reduction opportunities.
 - c. Implement cost reduction opportunities.
3. Suggest market increase commensurate with cost recovery goal.
 - a. Conduct market analysis of service.
 - b. Identify opportunities for capturing larger market.
4. Identify potential sponsorship, donation, or pay-it-forward opportunities for supporting the service.
5. If services do not satisfy success metrics, consider divestment of service at end of two-year strategy term or sooner.



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In order to engage in organized sport, the organizing entity must agree to adhere to the following guidelines. By signing this document, the organizer takes responsibility for the compliance of all participating parties and will be held accountable if guidelines are not followed.

General:

- ☐ All participants will be screened for symptoms prior to any game, meet, or practice. Anybody showing symptoms or who has been exposed to COVID-19 within the last 14 days will not be permitted to participate.
- ☐ At games, meets, or practices, there should be no interaction between participants and other groups. For example, ensure that other guests will not be using the same facilities at the same time, or designate specific areas (including bathrooms) that will only be used by participants.
- ☐ Contact information for all participants will be kept up to date to aid in contact tracing and notification.
- ☐ All participants and attendees will be required to wear face coverings at all times, including athletes during play*.
- ☐ Social distancing between individuals of at least 6 feet will be maintained at all times when possible. Unnecessary contact such as handshakes, fist bumps, hugging, etc. are not permissible.
- ☐ Participants will not share food or drink - participants will be reminded to bring their own water.
- ☐ Personal equipment will not be shared. Any common equipment, including game balls, will be sanitized before and after each game/meet/practice.
- ☐ Travel and competition between counties and regions will be avoided.
- ☐ Workouts and practices will be held in consistent small pods to reduce exposure risk among teammates. The same group of coaches and athletes should rotate through activities together.
- ☐ Spectators must follow the capacity restrictions on the dial for Outdoor Events or Indoor Events, depending on the county in which play is taking place.



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Indoor:

- ☐ Indoor spaces with poor ventilation (i.e., locker rooms, weight rooms) will be avoided unless necessary. When used, such spaces should only be occupied by one person at a time.
- ☐ Improving ventilation has been shown to reduce spread in indoor environments; plans and practices will be adopted to promote airflow (i.e., opening windows, doors, etc.) when available.
- ☐ Multiple games or meets will not occur within the same room at the same time.

For Youth:

- ☐ In order to participate, the school district the facility is based in must be offering in-person or hybrid learning. In addition, the student-athletes must have an in-person education option available to them before they may practice or play. Leagues must determine how they will ensure this requirement is consistently met by every team.

**Face coverings may be removed during active play for the following sports, however participants must wear face coverings at all other times, and they must be immediately replaced.*

- *Gymnastics*
- *Wrestling*
- *Swimming*
- *Diving*
- *Hockey if the mask interferes with other safety equipment*

I acknowledge and agree to the above guidelines.

Organization: _____

Representative Name & Role (print): _____

Email: _____ Phone: _____

Signature: _____ Date: _____



Basketball

- Roster Limitations – Practices/Games
 - Current roster limits are set at 12 players per team per level.
 - All games shall occur with no more than 24 student-athletes in the gym; 3 coaches and one athletic trainer per team (12 players, 3 coaches, 1 athletic trainer per team).
 - Modify drills or activities to limit/reduce potential violations of social distancing requirements. Work within pods or small groups to limit the contact between players.
 - Pods of no more than 5-7 players are strongly-encouraged to limit exposure.

Hockey

- Pucks should be sanitized before and/or after each practice, whether self-provided or brought by the coach. Pucks should be sanitized pre-game, during intermissions, and post-game.
- Players should arrive at the rink no more than 15 minutes before the start of on-ice activities. Anyone arriving earlier than 15 minutes before their start time should wait outside the facility and be socially distanced from others. Anyone needing to enter the facility more than 15 minutes before the start of on-ice activities must always be masked and maintain 6 feet social distance.
- If there is an activity occurring on the ice before the team's scheduled start (another game or practice), the incoming team should wait until all players from the prior event have vacated the building. There must not be interaction between the two groups.
- At rinks with multiple sheets of ice, there should be a plan in place to make sure teams arrive at staggered times or they have separate entrances, etc. Coaches/administration must communicate and work with facility/rink personnel.
- There must be no on- or off-ice interaction (socializing, team meetings, dryland activities) following the conclusion of practice or games. Players, coaches, officials, spectators, etc. must vacate the arena immediately. Have separate entrances and exits for teams, coaches, spectators, officials, etc.
- While at home, players should clean and disinfect gear after each use.
- There must be sanitation materials (disinfecting wipes, sprays, hand sanitizer, etc.) in prime locations for game personnel, team & coaching staff to clean and disinfect frequently touched surfaces and equipment.
- 20 participants per team

Swimming

- 50 total participants indoors
- Must limit the deck to essential personnel only. These are defined as swimmers/divers, coaches, athletic trainers, lifeguards, and officials. Authorized timers, recorders, runners, computer operators necessary to conduct competition are essential. All others, i.e., team managers, video people, media photographers, family members, non-competing



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students, etc. are considered non-essential personnel and must be in the gallery remaining in the seating area (when present) or remaining outside the deck area.

- Timers must assemble at the finish of each race at the edge of the pool within the 6-8 feet confines of the lane which they are timing. Timers must wear cloth facial coverings.
 - Lap Counting - Only one person per lane must be permitted at turning end. Provide hand sanitizer and require lap counters to clean hands and wipe down devices.
- Swimmers must wear facial coverings when not engaged in the pool. All other personnel on deck (not competing) must wear face coverings at all practices and meets (coaches, officials, timers, lap counters, etc.).
 - Each facility must have a place where athletes can safely store their facial covering while in the water. A table, bin, or something similar must be placed at each starting block for athletes to safely place their facial covering while competing. Facial coverings must be put back on by athletes immediately after exiting the pool