



GREELEY PARKS & RECREATION ADVISORY BOARD MEETING

FRIDAY, AUGUST 4, 2023 -- 7:00am

Greeley History Museum, 714 8th Street

Zoom Option: <https://greeleygov.zoom.us/j/82357597413> Passcode: 436416

Agenda

- 1. Roll Call**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
- 4. Public Input**
- 5. Board Member Committee Reports: Art Commission**
- 6. Staff Reports**
- 7. Old Business**
 - A. Triennial Assessment**
- 8. New Business**
 - A. Discussion – Board Meeting Time/Method (request by City Clerk’s Office)**
 - B. Presentation on Park Development and Projects – Clint Anders**
- 9. Upcoming Agendas**
- 10. Next Meeting Set – Tentatively Friday, September 1, 2023**
- 11. Adjournment**

Board members unable to join this meeting, please notify
Vicente Vega-Ruiz (Chair) at: vega21vicente@gmail.com

GREELEY PARKS AND RECREATION ADVISORY BOARD

MEETING MINUTES – June 2, 2023

1. ROLL CALL

The Greeley Parks and Recreation Advisory Board met Friday, June 2, 2023, at 7:00am at the Recreation Center. Board members joining: Vicente Vega-Ruiz, Monica Ramirez, Shane Kigin, Adam Michaels and Greg McIntosh. Staff joining: Eric Bloomer (Parks Division Manager), Justin Scharton (Natural Areas & Trails Division Manager), Daniel Lawrence (Recreation Division Manager), Paul Trombino (Public Works Director), Bhooshan Karnik (Deputy Director of Public Works – Chief Engineer), and Nancy Milton (Office Manager).

Daniel Lawrence was introduced as the new Recreation Division Manager.

- 2. APPROVAL OF AGENDA** – A motion to approve the agenda was made by Monica Ramirez and seconded by Shane Kigin.

- 3. APPROVAL OF MINUTES** – A motion was made by Shane Kigin to approve the minutes of the previous meeting. The motion was seconded by Greg McIntosh and passed 6-0.

- 4. PUBLIC INPUT** – Monica Ramirez reported she had been asked to bring up the topic of the water aerobics program at the FunPlex. Participants have concerns about the program being moved to the Recreation Center due to additional swim lesson programs being held at the FunPlex over the summer months. These participants wish to request the program resume at the FunPlex in the fall.

5. BOARD MEMBER COMMITTEE REPORTS – Art Commission

6. STAFF REPORTS

Eric Bloomer

- Heavy rains this spring have caused some delay in the mowing and maintenance operations.
- Vicente Ruiz-Vega asked about the possibility of a mini-pitch area within the design of Delta Park. Final renderings have not been received yet, but has been a topic of conversation in the design meetings and in the community input.

Daniel Lawrence

- Programs are ramping up now that school is out. The heavy rains have caused issues with many of the outdoor programs.

Justin Scharton

- There has been a lot of sediment on the trails due to the rains and staff are working to keep those clear.
- The IGA between the City and Weld County for operation and management of the Missile Site park, is very near completion.

7. OLD BUSINESS

- A. Parks & Recreation Advisory Board Triennial Assessment – Eric Bloomer asked Board Members who wished to provide input on the Triennial Assessment, to have their comments submitted as soon as possible.
- B. Discussion – Board Representation for Trails Master Plan TAC: Justin Scharton reported that Clint Torczon was the Board’s lead representative on the TAC group. Since Clint is no longer on the Board, we would like to appoint one or two individuals who would be interested in serving in that capacity. Greg McIntosh and Adam Michaels volunteered.

8. NEW BUSINESS

- A. 9th & 10th Street Corridor Improvement Plan: Eric Bloomer introduced Paul Trombino and Bhooshan Karnik from the Public Works Department. Paul provided a presentation on conceptual plans for improvements to the 9th & 10th Street corridors, east of 23rd Avenue, as well as 8th Avenue improvements. Conceptual design maps provided an overview of proposed changes to Luther Park as part of the corridor improvements.

9. UPCOMING AGENDAS – Clint Anders (Parks Planner): Presentation on future park development/improvements including Delta Park

10. NEXT MEETING – The next meeting is tentatively scheduled for Friday, July 7.

11. ADJOURNMENT – The meeting adjourned at 8:13am.

Respectfully submitted:

Vicente Vega-Ruiz, Chair

Nancy Milton, Office Manager

PARKS & RECREATION ADVISORY BOARD

STAFF REPORTS – August 4, 2023

[John Dargle - Director of Culture, Parks, and Recreation](#)

[Eric Bloomer – Parks Superintendent](#)

Parks:

- The Anna Gimmestad Playground was completed on 7/21 and the contractor plans to open it to the public by 7/28 after a few minor punch list items are completed.
- The bids for the replacement playgrounds at Farr, Sanborn and JB Jones Parks were received and staff are scoring the proposals to choose the vendor(s) that will supply these new playgrounds. All three should be complete by this fall.
- The new playground at Centennial Park should start installation in August with a September completion date.
- Staff are working on some land acquisitions for a new parking lot adjacent to Balsam Park, and to remove an abandoned home adjacent to Kiwanis Park to expand that sites footprint.
- Summer sports are wrapping up and staff are re-seeding and working on fields getting ready for fall sports in August.

Forestry:

- Staff are busy renovating the beds at the intersections of 8th ave and both 8th street & 9th street.
- Staff fully renovated a landscape bed on the West side of City Center North that had long been a bare area with no landscape or prior irrigation.
- Trimming projects are taking place throughout the Parks System for the remainder of the summer and fall.

Linn Grove Cemetery:

- The irrigation replacement project is in full swing, and the contractor is doing a good job of being respectful to citizens and the property itself. This is a multi-year project because of the size and complexity of the work.

[Daniel Lawrence - Recreation](#)

Family FunPlex

- Current Programs
 - Young Rembrandts Preschool, Elementary and summer workshop: 15 Participants
 - Swim Lesson Programming: 563 Participants
 - Jr Lifeguard: 3 Participants
- Upcoming Programs and Events
 - Swim Lessons, Junior Lifeguarding
 - Swim In Movie Theater
 - Young Rembrandts Preschool, Elementary and summer workshop
 - Ultimate Babysitting Boot Camp
 - Heart Saver CPR and First Aid
 - Camps: Fort Island Camp, Lego Camp, World Cruise, Xtreme Stem Sports

Recreation Center

- Current Programs:
 - Summer Climbing Camp - we ran 3 weekly camps for ages 5-13 in June.
 - Youth Athletic Conditioning - Meets weekly to develop SAQ & strength skills for young multi-sport athletes.
 - Survival of the HIITest - Full session; meets weekly each month.
 - Personal Training - We have added two new members to the team to continue to grow this program and revenue. Moderate decline in sales this month due to summer, but we signed on 3 new clients which is excellent.

- Upcoming Programs & Events:
 - Water Aerobics will be moving to 8:30am at the Rec Center starting July 3rd on Mondays & Wednesdays to better provide adequate space for the program and participants.
 - Summer Climbing Camp - we will be running 3 more weekly camps in July; we have doubled our June registration already.
 - Challenge Island & Lego Camps - STEAM-based camps for kiddos (this camp has a higher price point so it has been more difficult to fill).
 - Youth Athletic Conditioning - will run another session in July & August
 - Survival of the HIITest - will run another session in July & August

Rodarte Community Center

- Current Programs
 - Fun In the Sun Program
 - Rodarte
 - 5 Age Group 20/20
 - 6-7 Age Group 30/30
 - 8-9 Age Group 30/30
 - 10-11 Age Group 30/30
 - 12-13 Age Group 30/30
 - Anna
 - 5-8 Age Group 30/30
 - 9-13 Age Group 30/30

FITS Program will end on Friday, July 28th, 2023. No FITS program from July 3-7

 - After School Program
 - Anna Gimmestad - 50 registered youth
 - Rodarte - 140 registered youth
 - Boxing Program: 27 youth and 4 adults- STEP (Summer Teen Employment Program)
 - Their first training was by ENT Credit Union on Friday, June 2, from 9am -10am and focused on budgeting, money management, and credit scores.
 - Resume building workshop offered the last week of July.
 - Work schedule will run until Friday, July 30
- STEAM Summer Scholars program
 - 2023 30/30 program registrants

Ice Haus

- Current Programs
 - Learn to Skate (6/10-7/30) 137 registrations
 - Cub/ Intro to Adult Hockey (6/11-7/31) 91 registrations
 - Adult leagues B, C and Over35 = 266 registrations
- Upcoming Programs and Events
 - Learn to Skate 8/5-9/16
 - Monster Day 07/08-8/12
 - Winter Ice Show registration due 9/1
 - Cub/ Intro to Adult Hockey 8/6-19/17
 - Youth Rec Hockey 07/06-8/22
 - Adult leagues D 7/2-9/24
 - Adult leagues C 7/11-9/26
 - Over 35 7/13-9/28
 - Hockey Camp 7/31-8/4
- Hiring Updates
 - Full time Customer Service Rep hired 6/15

Active Adult Center

- Programs
 - Work of Art Painting Class - August 17
 - Chair Yoga - Wednesdays
 - Wood Workers Supply Shop Tour - August 16
 - Armchair Travel: England - August 8
 - Cinema Tuesday: Book Club: The Next Chapter - August 29
 - Big Screen Treats, Tasty Eats: Death on the Nile - August 14
- Upcoming Senior Trips:
 - Candlelight Dinner Playhouse: Little Mermaid - August 3
 - Top Golf - August 8
 - Fiske Planetarium - August 12
 - Rockies Game - August 16
 - Gabbie Gourmet: Casa Bonita - August 22
 - Bally's Casino - August 25
 - Molly Brown House Museum - August 30
- Facility Updates:
 - New Mohawk flooring installed in the Lapidary room
 - New commercial Kernig Keurig installed
 - New LED lighting over the stairs

Sports and Programs

- Youth Sports
 - Summer camp registration is live and families have 25 different week long camps to choose from.
 - All summer camps are running!
 - Served around 400 campers so far
 - Cara track has 70 athletes from ages 5-14
 - Tball/Coach Pitch – made some roster modifications this year to limit the rosters size to a max of 10 players. Has helped tremendously with engagement for the kids. We have 360 athletes in tball/coach pitch this year
 - We are hosting a tball skills challenge this week for tball/coach pitch families
 - Registration is open for Fall leagues and clinics
 - We are excited to be expanding our clinic offerings! Families can choose from 6 different sport clinics on top of our 2 league options for the fall season. Fall season clinics include – basketball, soccer, flag football, tennis, skateboarding, volleyball, Cheer and Soft Lacrosse
 - Late registration fee will now be in effect for all league registrations – late fee is \$10
- Adult Sports
 - Summer leagues in full swing
 - Softball – 87 teams (5 more than last summer)
 - Volleyball – 12 teams
 - Sand Volleyball – 6 teams
 - Pickleball – 18 teams
 - Inline Hockey- 10 teams
 - Fall registration is open through Aug 14
 - Leagues – softball, indoor volleyball, inline hockey, outdoor pickleball
 - NEW – Kickball league on Monday Nights
 - NEW – Basketball League (tried to run in the summer; made price adjustments for Fall)
 - 3 New leagues this summer - Adult Basketball League, Pickleball league and Indoor volleyball now available during the summer months
- Adaptive Recreation
 - Lots of swim lesson inclusions!
 - New craft class- crafting without a recipe – meets monthly
 - Unified softball league on Monday nights – 4 teams!

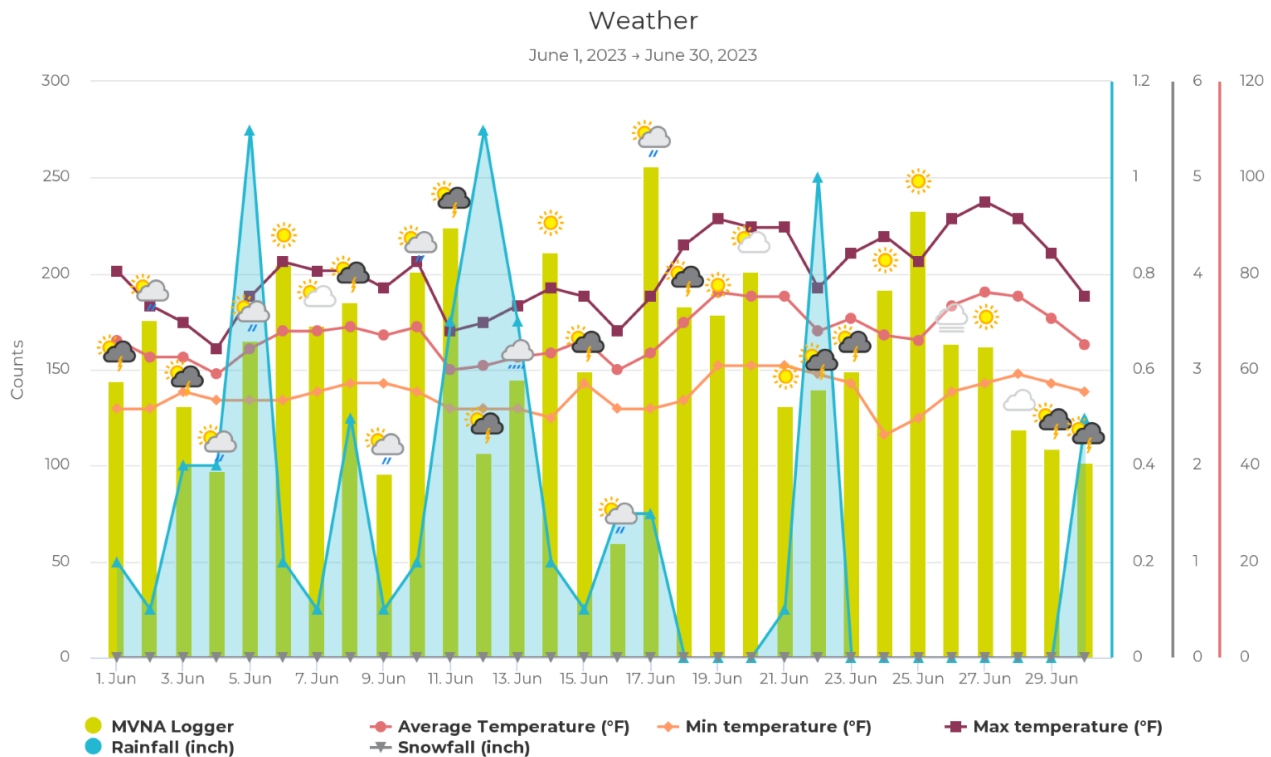
- Started adaptive water aerobics at the Greeley Recreation Center
- Adaptive swim lessons now being offered on a regular basis

Justin Scharton – Natural Areas & Trails

Poudre and Sheep Draw trail counts (June 2023)

Location	Month Total	Daily Avg (Month) Trend (prior month)	YTD Daily Avg Trend (prior year)
Sheep Draw @ McCloskey TH (installed May 2018)	6600	220 ↑22.7%	156 ↓4.7%
Triple Creek Spur @ Mountain Vista TH (re-installed Aug 18, 2020)	4789	160 ↑36.3%	104 ↑3.0%
Poudre Trail @ Island Grove (installed Aug 2020)	6187	206 ↓8.9%	152 ↓10.6%
Poudre Trail @ Rover Run (Temp moved May 2020)	6256	209 ↑21.4%	134 ↓26.3%
Poudre Trail @ PLC (installed Aug 2020)	6054	202 ↓15.5%	172 ↓40.7%
Poudre Trail @ Poudre East (Kodak TH)	5467	182 ↓46.7%	202 ↓1.6%

Through the Eco-Counter dashboard from NAT's trail counters, we can now see how changes in the weather affect usage within the trail system.



Staffing

- Onboarding second of two seasonal Groundskeeper positions.

Capital Projects

- Greeley #3 Canal Trail | The project has been largely completed, and the section south of 4th St to Madison Elementary is closed pending completion of school construction activities which is using the parking lot near the end of the trail. Installation of HAWK crossing signal on 4th Street expected in September.
- Poudre River Trail – Duran Section | An agreement with the landowner on area being sold to NAT has been reached, along with a right of way conveyance from Weld County. Final conveyance documents are pending and a grant award from federal Land & Water Conservation Fund dollars should be awarded in late summer.
- Poudre River Trail – Poudre Ponds | The project is approaching final design and is in the process of value engineering to ensure the project stays in budget and is adhering to local and federal floodplain and Clean Water Act permitting. The project is anticipated to go out to bid in late summer.
- Campo Esperanza Natural Areas | Warranty plant replacements are being installed, and the NAT crew is working on early vegetation establishment and weed management on the site.

Maintenance/Restoration/Equipment

- Vegetation management dominates this time of the year, with daily mowing, chemical application, and other veg management tasks for the NAT crew.
- Crew is working with the Weld County Youth Corps again this summer/fall on a number of large and small projects in the NAT system.
- Small construction projects are occurring at McCloskey and Campo Esperanza NA to improve amenities at these sites.
- NAT continues to significantly struggle with equipment, specifically tractors to properly mow trailsides and specials out in the field. Frequent repairs, equipment not available on specific days, and delayed delivery of a new NAT tractor is causing significant delays in the proper implementation of proper veg management along trailsides specifically. NAT is expecting the delivery of a new tractor for trailside mowing in late summer, and that should change the landscape significantly.

Strategic Planning/Policy

- Trail Master Plan | Draft map is now available for public review via Speak Up Greeley. In person outreach taking place at Bike to Work Day, Farr Library, Poudre Learning Center trailhead, Farmers Market and Rec Center. Staff also held a workshop with UNC to focus in on trail connections with the university and hubs of off-campus student housing.
- Shurview Master Plan | Concepts are currently being reviewed by stakeholders, via in person events and email follow up along with a pop up event for public review of concepts when the property opens in September. Received approx. 80 property name suggestions from the community and staff are compiling, researching, and vetting the naming suggestions and will present to P&R board in Sept. The IGA with Weld County has been executed and the City now manages the property.

Volunteer/Outreach

- The NAT 2022 Annual Report has been completed.
- Completed Great Outdoors Month (June) social media campaign with C&E. Messages included general information about NAT, advice for recreating safely outdoors, suggestions for places to get outdoors in Greeley, encouragement to participate in Shurview renaming and promotion of NAT's 2022 annual report. See stats below:
 - 31 posts
 - Posts were viewed 28,950 times
 - 1,195 engagements (i.e., likes, comments, shares, etc)

Restoration/ Land Management

- Created in house management plans for Rover Run Dog Park and Campo Esperanza.

- Starting removal and scouting of purple loosestrife and hairy willow herb (List A Noxious Weeds) in cattail patches on our properties.
- Developed SOP for HOAs for native vegetation management in their developments.

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

Upcoming Events

- July 29-30, 44th Annual Arts Picnic, Lincoln Park, 9am-5pm and 10am-4pm
- August 2 - Family Night at Discovery Bay, 6-8pm
- August 3 - Kream of the Krop at Family FunPlex Concert Series, 7-8pm
- August 4 - Neighborhood Nights Movie - "Ferdinand", Delta Park, dusk
- August 10 - WiseAcres at Family FunPlex Concert Series, 7-8pm
- August 11, 12 - Pets 'n' Popsicles, Centennial Village Museum, 10am-4pm
- August 11 - Neighborhood Nights Movie - "Minions - The Rise of Gru", UNC/Nottingham Field, dusk
- August 17 - Don Elwood Big Band at Family FunPlex Concert Series, 7-8pm
- September 4 - Last Day Outdoor Pools and Splash Parks are Open, 12-6pm

[Calendar \(greeleygov.com\)](https://greeleygov.com/calendar)

GREELEY PARKS & RECREATION ADVISORY BOARD												
Attendance												
2023	January	February	March	April	May	June	July	August	September	October	November	December
Casillas, Luis	P	A	A	A	A	A	N					
Kigin, Shane	P	P	A	A	P	P	O					
McIntosh, Greg			P	P	P	P	M					
Michaels, Adam (Vice Chair 4/2023-2024)					P	P	e					
Raminrez, Monica	A	P	P	P	P	P	t					
Vega Ruzi, Vicente (Chair 4/2023-2024)	P	P	P	A	P	P	i					
Wilson, Louise	P	A	P	P	P	A	n					
Wright, Sharon	P	P	P	A	P	A	g					

From: [Sarah Jacobsen](#)
To: [Phillip Belmudez](#); [Val Ramirez-Elizalde](#); [Halle Kemp](#); [John Goodson](#); [Ken Haring](#); [Jami Rogers](#); [Kim Snyder](#); [Paula Turner](#); [Betsy Kellums](#); [Nelvis Alvarez](#); [Rochelle Peth](#); [Chris Bowles](#); [Nancy Milton](#); [M'liss Fonger](#); [April Medeiros](#); [Brecken Arnold](#); [Karen Reynolds](#); [Jill Droegemueller](#); [Andrea Haring](#); [Gigi Allen](#); [Brecken Arnold](#)
Cc: [Heidi Leatherwood](#); [Allie Powell](#)
Subject: B&C Agenda Item: Meeting Times
Date: Wednesday, June 7, 2023 1:52:48 PM
Importance: High

Hello Board and Commission Staff Liaisons,

Thank you for your participation in the last survey regarding the Board and Commission (B&C) Meeting Times. As you may recall, this effort was to collect data for a City Council initiative intended to increase public participation and engagement. **There were two primary themes identified through the survey:**

- 1. Most respondents were open to consideration of altering meeting times; and**
- 2. Some respondents acknowledged that increasing engagement and participation needed a multifaceted approach.**

Based on City Council feedback regarding the survey results, we are returning to you to seek your assistance in working with your respective B&C Chairs to place an item on an upcoming meeting agenda. Due to the need to provide City Council with updated information, we are asking for items to be placed on respective agendas right away and **feedback provided back to the City Clerk's Office no later than Aug 25.**

While City Council is requesting additional feedback regarding meeting times, please reiterate to Boards and Commissions that their individual meeting times are within the discretion of each respective Board and Commission. With that, we ask that each board discuss and consider the following options and reach consensus with a report back to the City Clerk's Office. No formal action is required of any Board or Commission to adjust meeting times or format at this time – if the consensus is to do so, that action may occur at this, or a future meeting determined by the Board or Commission.

- 1. Discussion of interest in moving meeting times that are currently held between the hours of 9 a.m. - 5 p.m. to a time that is before 9 a.m. or after 5 p.m. to maximize public participation;**
Please report back consensus to CCO for transmittal to City Council.
- 2. Discussion of interest in expanding meeting forms to maximize public access such as virtual meetings, in-person meetings, or hybrid meeting options;**
Please report back consensus to CCO for transmittal to City Council.

If you have questions, please work with and/or contact Sarah Jacobsen; 970-350-9743 or Heidi Leatherwood; 970-350-9742.

Sarah Jacobsen
Deputy City Clerk
1000 10th Street
Greeley, CO 80631
O: 970-350-9743 | Sarah.jacobsen@greeleygov.com



www.greeleygov.com

BOARDS AND COMMISSIONS TRIENNIAL REVIEW QUESTIONNAIRE

In 2001, Greeley voters approved an amendment to the Home Rule Charter, in Section 2-8 Appointive Boards and Commissions, to require that City Council review advisory groups every three (3) years to determine whether it continues to serve the purpose for which it was created. Ordinance No. 59, 2002, was adopted by City Council to implement the triennial review schedule for the appointive boards and commissions. In 2023, Human Relations Commission, Museum Board, Parks and Recreation Advisory Board and Judicial Review Board are currently scheduled for review.

To assist the council in this process, please provide the following information by completing this form, adding additional pages as necessary, and submitting the required attachments to the Clerk's Office before June 30, 2023.

Please find the attached documents: Current Board Bylaws and reference to the Greeley Municipal Code.

BOARD/COMMISSION NAME:	DATE PREPARED:

MEMBERS:	
1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

Greeley City Council has identified Seven Strategic Focus Areas:

a. Business Growth:

Create economic development, assess, and evaluate the structure and organization of the economic health and housing department, transform Greeley's image, reputation and perceptions of who we are as a livable and business-oriented community.

b. Community Vitality:

Develop a sub-area planning strategy providing master plan guidance, update Metro District Standards, promote high quality development, review development code to include new overlay districts, update city entryway plan and enhance the City's code compliance program to foster neighborhood success in meeting property use and maintenance standards.

c. High Performance Government:

Committed to effective systems, strategies, structures, strategic planning, and customer service. Values of transparency, accountability, and responsible stewardship of our resources.

d. Housing for All:

The goal is for residents of all socioeconomic levels have the ability to secure quality housing choices. Through partnerships with nonprofits and local national developers we create a model for sustaining diverse housing options.

e. Infrastructure and Mobility:

Strategically plan, design, and build our urban infrastructure systems and facilities so they are attractive, safe, and high performing.

f. Quality of Life Amenities:

Develop standards for landscape maintenance, promote signature community destinations and expand programming, services and facilities that support and enrich youth development throughout the community.

g. Safe and Secure Communities:

Greeley is a community that is committed and confident we are well-prepared to respond with resources need to address emergencies and continue essential operations and services.

1. Please list your Board/Commission priorities below: (1) for primary, (2) for secondary and provide an explanation on how they align with the Strategic Priorities found above.

1. Execute the developed and approved strategy to preserve, acquire, and maintain City open space and natural areas.
2. CPRD Comprehensive Master Plan - The master plan will guide the development and enhancement of our CPRD system. The master plan provides a framework of principles that guide recommendations on policy, management, resource allocation, partnerships, financing and sustainability of the CPRD system. The master plan will assist CPRD in equitably allocating services and resources to meet identified deficiencies in the system and provides

recommendations for the provision of facilities, programs and services; parkland acquisition and development; maintenance and operations; and administration and management that aligns with City Council Strategic Priorities of Business Growth, Community Vitality, High Performance Government, and Quality of Life Amenities.

7. Reviewing the current purpose of this Board from the Greeley Municipal Code (attached), define how the actions of the board are actively accomplishing this purpose.

- a. What more needs to be done to deliver this service to the community?

Potential Board member should have general interest in development of parks and recreation resources and facilities of the community – though no technical expertise is necessary. Member should also be able to take broad view of the needs of the community as a whole. Above all, potential Board member needs the time, flexible schedule and willingness to get involved.

8. List annual workplan(s) over 2020-2023 and state what parts of the workplans were accomplished. List any projects in motion for the remainder of the year and after 2023.

No PRAB workplans were submitted over 2020-2023. See attached 2023-2026 work plan.

9. Please share specific projects, achievements, and initiatives this board has completed over the last three years (2020-2023).

See attached highlights. Matters from the Department included a summary of upcoming work, events, and/or collaborative activities of which the staff believed PRAB to be aware.

- *March 2020 – Voted to recommend the name Eagleview Park for new park at Northridge Estates Subdivision*
- *August 2020 – Reviewed Citizen appeal regarding a denied ROW tree removal permit.*
- *August 2020 - Approved the Greeley Municipal Code for Natural Areas and Trails and forward to City Council*
- *January 2021 - Recommended approval of the City of Greeley Natural Areas and Trails Strategic Plan and forwarded the recommendation to City Council to adopt the plan by resolution.*
- *February 2021 – Approved Naming Criteria and Policy for Natural Areas and Trails Properties*
- *March 2021 – Approved Memorial Bench Applications: Spitze Family, Allen Family*
- *April 2021 - A resolution regarding return of the White-Plumb Farm Learning Center to the Plumb heirs. Motion to adopt the resolution as presented and forwarded to City Council.*
- *May 7, 2021 - Consideration of a Memorial Bench Application – Hurley Family at Twin Rivers*
- *July 2021 - Presentation and support of Forestry Division Municipal Code Revisions*
- *August 2021 - Intergovernmental Agreement for cooperative land conservation and management of regional open space between the City of Greeley and Town of Windsor. Voted to support the Agreement and recommend adoption by Resolution to City Council.*
- *October 2021 – Approved Memorial Bench Application: Moore family at Monfort Park.*
- *December 2021 – Approved Memorial Bench Request at Poudre Ponds*
- *Feb 2022 – Approved naming of site known as East Greeley Natural Area, to Campo Esperanza Natural Area.*
- *March 2022 – Approved naming of park at Westgate Subdivision to Red Tail Park*

- *March 2022 – Approved naming of second park site at Promontory Subdivision to Longs View Park*
- *March 2022 – Adoption of Naming Policy and Memorial Donation Policy*
- *December 2022 - Appointment of Board Members for the Technical Advisory Committee for the Shurview Master Planning Process*

- 10. What community events, volunteer opportunities and engagement forums do this board attend, support or facilitate? Please describe community engagement efforts over the last three years (2020-2023).**

See attached highlights.

- 11. Are board meetings conducted in an effective manner?**

The agenda is generally set by the department as most matters arise from the department for consideration by PRAB. PRAB conducts its meetings under Robert's Rules Of Order, Newly Revised (1981), unless the board or commission adopts other rules of meeting procedure.

- 12. Are meetings held according to your meeting schedule (e.g., 1st Friday of each month at 7am)?**

Board meetings are held at 7am on the first Friday of each month based on agenda. All meetings are properly noticed to members and the public according to City requirements for notice consistent with Brown Act requirements. An agenda and minutes of the prior meeting are circulated to each member at least 7 days prior to meeting date and they are sent and published by the City Clerk as well. Organization and procedure of PRAB is given by Article IX, Sec 2-421.

- 13. Are discussions focused on agenda topics, are topics in line with your object or goals?**

Yes

- 14. What format are your meetings held? (in-person, virtual or hybrid)**

Meetings are held in-person with a remote option available.

- 15. Do members of the public attend meetings? If so, how many (average), how often and do they provide input?**

Members of the public are welcome to attend. No members of the public attended 2022 and 2023 meetings to date.

- 16. What could be done to improve board meetings?**

None

- 17. List additional information this board feels would be helpful to Council to reauthorize this board.**

As a Board, we would like to establish a regular dialogue with the City Council. We are committed to continue to reach out to the entire community for suggested programming and to seek applicants for appointment to our Board.

- 18. Other comments:**



DATE: July 26, 2023

TO: Sarah Jacobsen, Deputy City Clerk

FROM: John Dargle, Jr., Director, Culture Parks and Recreation Department

RE: CPRD Parks and Recreation Advisory Board (2023-2026 Work Plan)

Greeley's national recognized culture, parks and recreation system continues to contribute to healthy, active resident lifestyles. The Parks and Recreation Advisory Board is honored to advise the City Council and assist the staff in their mission to enhance our community through exceptional service and stewardship to enrich the quality of life for all residents and visitors. The Parks and Advisory Board work plan for the year is as follows.

Administrative/Budget

- Finalize budget recommendations to City Council
- Continue towards fulfilling existing CIP plans and creating new CIP plans
- Initiate a comprehensive CPRD Master Plan and Quality of Life Assessment - Advise on prioritization of work items found in the Master Plan to provide CPRD opportunities and enhance community health and wellness
- Funding and Prioritization - seek opportunities to work on projects with outside funding and partnerships with local organizations to stretch limited financial resources to achieve community goals.
- Execute the developed and approved strategy to preserve, acquire and maintain City open space and natural areas - Continue to implement the Get Outdoors Greeley Strategic Plan and Parks, Trails and Open Lands (PTOL) master plan
- Update the Trails Master Plan

Parks - Improvements and Planning

- Continue providing input on in-progress and/or future playground and park enhancements - obtain community feedback on projects, proposals and policy as well as listening to the communities' ideas for future projects
- Provide input to 9th and 10th Streets Corridor improvements to include Luther and Lincoln parks
- Schedule for any desired committee park walks
- Contribute to Shurview Master Plan and opening
- Develop standards for the landscape maintenance of city-owned and/or managed property - Advise on maintenance of existing infrastructure and resources

- Actively participate in and advise on open space, park space projects to enhance connectivity and recreational opportunities, along with any additional projects assigned by City Council

Community Spaces – Programming and Planning

- Provide proactive suggestions for and ongoing input on city events, recreation programming, and Downtown Greeley space plans in order to promote CPRD's mission and foster thriving community engagement
- Expand programming, services, and facilities to support and enrich youth development community-wide (Recreation Program Evaluation and Development)

Collaborations and Miscellaneous

- Maintain and strengthen community partnerships that foster distinctive community events and celebrations unique to Greeley's present and emerging populations and groups
- Identify needed sub-committees where there are particular interests and needs
- Open conversation with City elected officials on level of interest - pursue more of a dialogue with Council as proposals are moving forward to establish an understanding on how we can best meet their advising needs.
- Join an established community event to host an activity that embraces community vitality, recreation, or provide information on parks/opportunities (e.g. Arts Picnic, Stampede, Neighborhood Nights activity or booth)
- Continue engagement with council, other boards and commissions and city departments working towards collaboration and information sharing
- Determine CPRA Conference Attendance

In support of the aforementioned goals and activities, desired skills of board member candidates in the upcoming selection process include:

- Interest/experience in cultural and recreation programming
- Desire to listen to and engage with the community in an open minded and positive way
- Knowledge of/user of Greeley's Culture, Parks and Recreation System, recreational amenities and surrounding open space
- Experience interfacing and collaborating with organizations, such as open space boards, college boards, planning boards, etc.
- Demonstration of passion for community involvement, leadership or volunteering
- Able to consider projects in multitude of scales
- Willingness to provide the time commitment to Board activities including Culture, Parks, and Recreation Advisory Board Meetings, Study Sessions as well as participation on special task forces and community events
- Geographic distribution of board members as a secondary consideration

2020-2022 Highlights

- March 2020 – Voted to recommend the name Eagleview Park for new park at Northridge Estates Subdivision
- August 2020 – Reviewed Citizen appeal regarding a denied ROW tree removal permit.
- August 2020 - Approved the Greeley Municipal Code for Natural Areas and Trails and forward to City Council

- January 2021 - Recommended approval of the City of Greeley Natural Areas and Trails Strategic Plan and forwarded the recommendation to City Council to adopt the plan by resolution.
- February 2021 – Approved Naming Criteria and Policy for Natural Areas and Trails Properties
- March 2021 – Approved Memorial Bench Applications: Spitze Family, Allen Family
- April 2021 - A resolution regarding return of the White-Plumb Farm Learning Center to the Plumb heirs. Motion to adopt the resolution as presented and forwarded to City Council.
- May 7, 2021 - Consideration of a Memorial Bench Application – Hurley Family at Twin Rivers
- July 2021 - Presentation and support of Forestry Division Municipal Code Revisions
- August 2021 - Intergovernmental Agreement for cooperative land conservation and management of regional open space between the City of Greeley and Town of Windsor. Voted to support the Agreement and recommend adoption by Resolution to City Council.
- October 2021 – Approved Memorial Bench Application: Moore family at Monfort Park.
- December 2021 – Approved Memorial Bench Request at Poudre Ponds

- Feb 2022 – Approved naming of site known as East Greeley Natural Area, to Campo Esperanza Natural Area.
- March 2022 – Approved naming of park at Westgate Subdivision to Red Tail Park
- March 2022 – Approved naming of second park site at Promontory Subdivision to Longs View Park
- March 2022 – Adoption of Naming Policy and Memorial Donation Policy
- December 2022 - Appointment of Board Members for the Technical Advisory Committee for the Shurview Master Planning Process

Presentations Received

Family FunPlex Reimagining Plans
Natural Areas and Trails Strategic Plan
New and Future Park Development Plans
CPRD Assessment Review
Special District for Parks & Recreation
Speak-Up Greeley Presentation
Annual Department Budget/CIP Presentations
Re-Opening Plans for Facilities post COVID
Terry Ranch Project Presentation
Natural Areas and Trails Municipal Code Development
East Memorial Park – Review & Potential Re-naming of Park
Island Grove Feasibility Assessment

GREELEY PARKS & RECREATION ADVISORY BOARD

Attendance

2020	January	February	March	April	May	June	July	August	September	October	November	December
Albano, Mandi	P	A	P					A	A	A	P	
Alexander, Caitlin	A	A	P					A	A	P	P	
Birnbaum, Matt	A	P										
McPherson, Scott (Chair 3/20-2/21)	P	P	P					P	P	P	P	
Parks, Marshall	A	A	P					P	P	P	P	
Reeser, Richard	P	P	P					P	P	P	P	
Silva, Mikyla (Vice-Chair 3/20-2/21)	P	P	P					P	A	P	P	
Stiner, Vern			P					P				
Torczon, Clint	P	P	P					A	P	P	P	
Witherell, Sarah	A	P	P					P	A	P	P	
2021	January	February	March	April	May	June	July	August	September	October	November	December
Albano, Mandi	A	P				M e e t i n g						
Alexander, Caitlin	P	P	P	P	P		A					
Fulcher, Philip				P	P		P	A		P		P
McPherson, Scott (Chair 3/20-2/21, 3/21-2/22)	P	P	P	A	P		P	P	N	P	N	P
Parks, Marshall	P	P	P	P	P		P	P	N	A	N	P
Raminrez, Monica								P	M	P	M	P
Reeser, Richard	P	P	P	P	A				M		M	
Silva, Mikyla (Vice-Chair 3/20-2/21)	P	P	P	P	P		P	P	e	P	e	P
Torczon, Clint (Vice-Chair 3/21-2/22)	P	P	P	P	A		P	P	t	A	t	P
Vega Ruzi, Vicente			P	P	P		P	P	i	P	i	P
Wilson, Louise			P	P	P		A	A	n	P	n	P
Witherell, Sarah	P	A							g		g	
2022	January	February	March	April	May	June	July	August	September	October	November	December
Casillas, Luis	N o M e e t i n g			A	P	P	M e e t i n g	A				A
Fulcher, Philip		A	P	P	P	P		P				P
Kigin, Shane				P	P	P		P	N	N	N	P
McPherson, Scott (Chair 3/20-2/21, 3/21-2/22)		P	P	P	A	P		P	N	N	N	P
Parks, Marshall		P							M	M	M	
Raminrez, Monica		P	P	P	P	P		P	M	M	M	P
Silva, Mikyla (Vice-Chair 3/20-2/21)		P							M	M	M	
Torczon, Clint (Vice-Chair 3/21-2/22)		P	P	P	P	P		P	t	t	t	P
Vega Ruzi, Vicente		P	P	A	P	P		P	g	g	g	P
Wilson, Louise		A	P	P	P	P		P				P
Wright, Sharon						P		A				P

GREELEY PARKS & RECREATION ADVISORY BOARD

BYLAWS

Name

This organization shall be known as the Greeley Parks & Recreation Advisory Board.

Statement of Purpose

The City of Greeley Parks & Recreation Advisory Board is a nine member committee appointed by the Greeley City Council. The purpose of the Board is to advise the Culture, Parks, and Recreation staff on matters relating to the functions of the Department such as budget requests, capital improvements, policies, procedures, fees and charges, rentals and park design.

Purpose

- A. To serve as an advisory group to consider all leisure time activities for all age groups in Greeley, Colorado.
- B. To make arrangements concerning the best possible use of facilities under the direction of the Culture, Parks, and Recreation Department.
- C. To advise in regard to the coordination of activities and programs of all private and public agencies and organizations concerned with recreational and cultural activities for various age groups.
- D. To serve as a coordinating body, to evaluate and review proposals and make recommendations referred by various private and public agencies.
- E. To promote studies of leisure time needs and purpose of new programs.
- F. To provide the name of new parks or renaming existing parks under the jurisdiction of the Culture, Parks, and Recreation Department. Refer to Exhibit A for specific requirements.
- G. To offer suggestions to professional staff for attaining departmental goals.
 1. To promote healthy and creative recreational programs which meet the needs of all citizens of the community regardless of race, sex, age or limitations.
 2. To provide skilled, professional leadership for programs and enhance the quality of life to the community.
 3. To work with other community agencies to provide quality programs and avoid duplication of programming.
 4. To offer input for planning, building and maintaining useful, safe, well designed facilities.
 5. To ensure meeting or exceeding national standards in regards to the design and/or management of parks, culture and recreation amenities, and open space.

6. To promote the use of a planned public relations program to inform the public of upcoming programs, events and to seek community input in new programs.
7. To constantly evaluate the department, facilities and offerings in order to actively plan for the future needs of the community.

Sponsorship

The Parks & Recreation Advisory Board shall be under the sponsorship of the City Council and the City of Greeley, Colorado.

General Organization

- A. Membership of the Parks & Recreation Advisory Board will consist of nine members, each term being 3 years from the date of appointment.
- B. Membership on the Parks & Recreation Advisory Board shall not be limited. Appointment to successive terms shall be at the discretion of the City Council of the City of Greeley, Colorado.
- C. Chairperson and Vice Chairperson of this Board shall be elected in March of each year.
- D. A vacancy on the Parks & Recreation Advisory Board caused by resignation, death, refusal to serve in capacity, etc. of a Board member, shall be filled by appointment by the City Council of the City of Greeley, Colorado, with appointee completing the original term of their predecessor.
- E. A member who fails to attend without excused absence, any three meetings within any twelve month period of time, shall forfeit his/her position as a member of the Parks & Recreation Advisory Board. The Chair will recommend to the Board to seek City Council replacement of the member.
- F. Duties of the Parks & Recreation Advisory Board:
 1. Hold a regular meeting every month or as agenda demands deem necessary, with minutes submitted to Council.
 2. Advise in regard to projects or programs.
 3. Hear reports concerning projects and programs.
 4. Attend to such other business as may be required for continued operation of the Parks & Recreation Advisory Board.
 5. Appoint subcommittees as deemed necessary with at least one representative of the Advisory Board.
 6. When necessary, the Parks & Recreation Advisory Board will appoint three people to act as an appeals board for appeals that come to the Forestry Division.
- G. Quorum – A majority of the membership shall constitute a quorum
- H. Amendments – Amendments to the Bylaws may be made at any Parks & Recreation Advisory Board meeting in which a quorum is present. A vote of 2/3 of the members present is required for a Bylaw change.

General Information

The Culture, Parks, and Recreation Department consists of eight major Divisions: 1) Department Administration and Facility Services, 2) Marketing, 3) Recreation (Athletics, Aquatics, Senior Center, Recreation Center, Family FunPlex, Ice Haus), 4) Youth Enrichment/Rodarte Center, 5) Culture (Union Colony Civic Center, Public Art, and Museums), 6) Parks (including Forestry and Linn Grove Cemetery), 7) Island Grove Regional Park, and 8) Golf.

Staff

The Director of Culture, Parks, and Recreation is the liaison to the City Manager and City Council for the Department.

Budget

Respective staff will present an executive summary of the proposed mutual operations budgets discussing issues/concerns to gain feedback.

Facilities

The Culture, Parks, and Recreation Department will continually strive to maintain existing facilities and sites to the highest standards to ensure patron safety and enjoyment. Further, staff will continue to assess needs, evaluate trends and respond to realistic community requirements in regards to future facilities.

Revised August 2014

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.