

Parks & Recreation Advisory Board
Regular Meeting
July 6, 2010 at 7:20 p.m.
301 Walnut Street, Conference Room

A. **Call to Order.**

1. Roll Call.

Vice-Chair Zuccolin called the regular meeting of the Parks and Recreation Advisory Board to order on Tuesday, July 6, 2010 at 7:37 p.m. This meeting was held in the Conference Room at Town Hall, 301 Walnut Street, Windsor, Colorado.

The following Parks and Recreation Advisory Board members were present:

Phil Boatright
Lori Zuccolin
Trish Hunter
Carlene Irion
John Pankonin
Sandi Squicquero
Jackie Compton

The following Town staff was present:

Melissa Chew, Parks & Recreation Director
Wade Willis, Parks & Open Space Manager
Tara Fotsch, Recreation Manager
Carrie Knight, Art & Heritage Manager
Sandra Sheffler, Administrative Specialist

The following Town Board member was present:

Don Thompson

The following Youth Advisory Board Members were present:

Miranda Lohry
Daniel Kraus

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board.

Mr. Pankonin moved to accept the agenda as presented. Mr. Boatright seconded the motion. All members present voted Aye. Motion carried.

3. School Board Report

Ms. Irion deferred to Ms. Fotsch. Ms. Fotsch reported the tennis courts should be available to play on by 7/12/10.

She further stated the middle school is offering a dive team and now has a successful swim program. The Community Recreation Center will not be offering swimming lessons for the Fall/Winter season, due to pool time not being available until 7:45 p.m. That time is typically too late for 6-7 year old swim lesson students, and with the water temperature being kept at a lower level suitable for competitive swimming, it is not comfortable for lessons.

4. Youth Advisory Board Report

Ms. Fotsch explained over the summer the Teen Advisory Board (middle school students) and the Windsor Commission of Student Leaders (high school students) merged together to form the Student Advisory Leadership Team (SALT). Miranda Lohry has been with the team for 2 years and is currently the Vice-President. Daniel Kraus has been with the team for 1 year and is currently the Treasurer. Ms. Lohry stated several items they have been working towards including: Windsor trail cleanup proposal, volunteer time with Hearts & Horses, and change from the Good Samaritan to the nursing home for more effective volunteering. Plans for the July 9th Family Camp Out has some SALT members serving dinner; others will stay the night and then serve breakfast the next morning. Mr. Kraus mentioned the plans for a Teen Bonfire for August 6, 2010 for middle school and high school, along with the movie "The Blind Side".

5. Public invited to be heard.

There was no public present.

B. Consent Calendar

1. Approval of Minutes.

Mr. Boatright moved to approve the Minutes from the April 6, 2010 meeting as written. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

C. Board Action/Review Items

1. Action / Election of Vice-Chair, Chair

When Don Thompson was elected to Town Board in April 2010, he vacated the position of Chair of the Parks and Recreation Advisory Board. Lori Zuccolin, Vice Chair, has been serving as Chair since his election. Now that Don's vacancy has been filled (Sandi Squiquero was appointed on June 14, 2010) and the Board is complete, it is appropriate to fill the Chair position.

Mr. Pankonin moved to nominate Lori Zuccolin as Chair. Mr. Boatright seconded the motion. All members present voted Aye. Motion carried.

Since Ms. Zuccolin was nominated and elected as Chair, the Vice Chair position has been vacated and it is appropriate to elect a Vice Chair at this time.

Ms. Irion moved to nominate Mr. Boatright as Vice Chair. Ms. Compton seconded the motion. All members present voted Aye. Motion carried.

2. Action / Arcadia Book Agreement with WSHS

Ms. Knight presented information on an upcoming partnership with Arcadia Publishing, which will create a pictorial book documenting the history of Windsor. The terms of the agreement include contribution of Town staff hours for editorial and research purposes, in addition to free use of the Town Museum's collection of historic photographs. The Town will be credited as a co-author and all Town photographs will be labeled as such within the book. The Town will share a modest profit with the Windsor-Severance Historical Society and the book will be made available to local merchants, as well as marketing through many popular websites.

Discussion ensued regarding the modest profit of 2% the Town will receive on the sales of the book. Ms. Knight reminded the Board that the Town will have no expenses in the publication of this book other than staff time and use of photographs from the historic collection. She explained this was a standard agreement that Arcadia uses and they do all of the publication, printing, and marketing for the book.

Ms. Compton moved to recommend Town Board approve a resolution as it pertains to publication of local pictorial book by Arcadia Publishing between Town of Windsor and Windsor-Severance Historical Society. Ms. Hunter seconded the motion.

Following discussion, Mr. Boatright, with Ms. Compton's agreement, moved to amend the original motion as follows: *If the agreement is accepted by the Windsor-Severance Historical Society, move to recommend Town Board approve a resolution as it pertains to publication of local pictorial book by Arcadia Publishing between Town of Windsor and Windsor-Severance Historical Society. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.*

D. Communications

1. Communications from Town Parks & Recreation Management Staff

- Mr. Willis gave updates on Covenant Park (dedication set for July 15, 2010); there is a bid going out for the replacement of Windsor West Park shelters; Archways will be built at the Cemetery entrances; and the 4th of July events were successful despite the weather.

- Ms. Knight talked about the current success of the Summer Concert Series, vendors being available at the concerts, upcoming Pioneer School, and the Collections Assessment Program (CAP) currently underway and paid for by a grant.
- Ms. Fotsch gave updates on the status of the climbing wall. She mentioned that wind forced rain came through several doors, soaking carpet and warping hardwood flooring. Lastly, Ms. Fotsch announced that for the first time in six years there were no program cancellations.
- Ms. Chew announced several upcoming events:
 - ❖ July 15, 2010 Covenant Park Dedication
 - ❖ July 22, 2010 Town Hall Grand Opening
 - ❖ July 30, 2010 Windsor Fine Arts Festival

2. Communications from Chairperson and Board

- Ms. Compton announced the Windsor Charter Academy was awarded a Great Outdoors Colorado (GOCO) grant for the new play structure / playground.

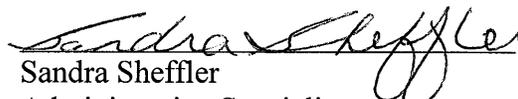
E. Adjourn.

Mr. Boatright moved to adjourn the meeting at 8:38 p.m., until the August 3, 2010 meeting, or call of the chair. Ms. Squicquero seconded the motion. All members present voted Aye. Motion carried.

CERTIFICATION:

Approved by the Windsor Parks and Recreation Advisory Board on the 7th day of September, 2010.

Submitted by:


Sandra Sheffler
Administrative Specialist