

Parks & Recreation Advisory Board
Regular Meeting
September 7, 2010 at 7:30 p.m.
301 Walnut Street, First Floor Conference Room

A. Call to Order.

1. Roll Call.

Chair Zuccolin called the regular meeting of the Parks and Recreation Advisory Board to order on Tuesday, September 7, 2010 at 7:33 p.m. This meeting was held in the First Floor Conference Room at Town Hall, 301 Walnut Street, Windsor, Colorado.

The following Parks and Recreation Advisory Board members were present:

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

The following Parks and Recreation Advisory Board member was absent:
Trish Hunter (excused)

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

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

Ms. Compton moved to accept the agenda as presented. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

Town Board Report (Town Board Member Thompson): A letter from a resident regarding Windsor Lake and the usage of motorized boats was distributed for review. Town Board Member Thompson recalled a situation in 2009 where people in canoes on the lake were overturned by a passing motorized boat, narrowly missing a disastrous outcome. He has also observed motorized boats and questioned whether regulations need tightened in areas to curb abuse of lake

privileges. He asked if we need to perform a usage study to determine if there is a problem on the lake and if so, how does the Town address the problems.

Ms. Chew brought up the windstorm in July that flooded the patrol boat motor. Enough damage was done to consider how much the Town has spent on the current patrol boat, which came to approximately \$18,000 over the last six years. However, it was decided not to repair the current patrol boat motor and the Town does not have a boat to patrol the lake. Staff will be reviewing any problems on the lake and equipment issues and will present a Windsor Lake Operational Plan for review with various scenarios related to boat patrol.

Mr. Thompson also went over other Town Board items including:

1. The Public Art Plan was passed as a Resolution on August 23, 2010.
2. The medical marijuana issue will be put before the voters on the November ballot.
3. The possible amendment to the Municipal Code with respect to keeping backyard chicken hens.
4. Strategic planning is ongoing.

School Board Report (by Carlene Irion):

1. School is in session and enrollment is up 7%.
2. The Ag Building is continuing.
3. Artificial turf has been installed on the high school football field.
4. Tennis court lighting is in progress.

Youth Advisory Board Report (by Ms. Fotsch via text message from Miranda Lohry)

1. A membership drive was done at the Harvest Festival Parade.
2. Planning is underway for the 2010 Haunted House.
3. Community Tailgate Party is scheduled for October 8, 2010 for Homecoming.
4. The Island Party held at Water Valley was very successful with approximately 200 kids attending.
5. Oktoberfest (10-2-10) food preparation will be done by SALT.

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 July 6, 2010 meeting as written. Mr. Pankonin seconded the motion. All members present voted Aye. Motion carried.

C. Board Action/Review Items

1. Action / Park Naming Policy

In accordance with the Parks and Recreation Master Plan and duties delegated to the Windsor Parks and Recreation Advisory Board (PRAB), it is the responsibility of PRAB to recommend to the Windsor Board of Trustees appropriate names for new or existing recreational facilities, parks and open space areas in the Town of Windsor. The Town of Windsor has no formal naming policy in effect for the naming of parks or open space amenities. Staff developed a document to streamline the process. This process will help to ensure consistency as well as act as a guiding document on park naming.

Mr. Boatright asked how the general public will be notified of the opportunity to submit a nomination for naming the park. Mr. Willis stated press releases, website information and Facebook postings would be the main form of communication with the public.

Ms. Squicquero moved to approve the Park Naming Guidelines as written. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

D. Communications

1. Communications from Town Parks & Recreation Management Staff

Art & Heritage (C. Knight):

- Ms. Linda Cumpsten passed away on September 6, 2010. Ms. Cumpsten was very instrumental in forming a relationship with the Town of Windsor Art & Heritage Division and the Windsor-Severance Historical Society and will be greatly missed.
- SALT will be volunteering at Oktoberfest 2010.
- The Traveling Trunks program is just about complete and will be available in the near future with marketing being geared not only towards teachers, but also to the library, boy scouts, girl scouts and home school students.

Recreation (T. Fotsch):

- There were 25 adult and 9 youth teams for mud volleyball on Harvest Festival weekend. There have been many compliments received on the event being held at Diamond Valley.
- Two public works employees volunteered and brought in 140 cars for a car show during Harvest Festival. They asked for a \$10.00 donation for anyone wishing to display a car and the money raised was put towards the recreation scholarship fund. Approximately \$1,400 was raised.
- Fall sports (football, soccer and volleyball) are beginning.

Parks & Open Space (W. Willis):

- The heat and wind over the weekend, along with the Harvest Festival foot traffic, was very hard on the parks grass. Staff is working on aerating, watering and reviving the grass.
- An RFP is out for erecting a storage building at Chimney Park per the Master Plan.

- Bids will be received soon for archways at the cemetery.
- The new Windsor West Park shelters should be constructed within the 30-45 days. Because this project came in under the budgeted amount there will be new picnic tables installed in the shelters and the 8 foot sidewalk will also be completed through the remainder of the park.
- A request for field lighting at Diamond Valley has been submitted for the 2011 budget.

Parks & Recreation (M. Chew):

- Thanks to those who volunteered at the Town Harvest Festival booth.
- The new police building should be complete near the middle of October with a public dedication taking place near the end of October.
- The Windsor Charter Academy will be dedicating their new playground on Thursday September 9, 2010. This was a project that the town partnered on and was awarded a grant from Great Outdoors Colorado (GOCO) for funding with the idea being that the playground will be open to the public during non-school hours.
- The Park Improvement Fund will be reviewed by Parks & Recreation Advisory Board next month during the budget process.
- Proposition 101, Amendment 60 and 61 are coming up on the November ballot. Please be informed on these issues and how they affect Windsor and the state of Colorado.
- On September 27, 2010 at a meeting at the Longmont YMCA, Ms. Chew will be making a request to their board to fund the survey that they want to do of Windsor residents.

2. Communications from Chairperson and Board

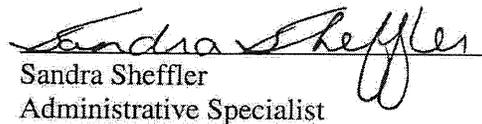
- Ms. Squicquero mentioned Town Board member Robert Bishop-Cotner is a candidate for the CU (University of Colorado) Board of Regents for Colorado's 4th Congressional District.

E. Adjourn. Ms. Squicquero moved to adjourn the meeting at 8:41 p.m., until the October 5, 2010 meeting, or call of the chair. Mr. Pankonin seconded the motion. All members present voted Aye. Motion carried.

CERTIFICATION:

Approved by the Windsor Parks and Recreation Advisory Board on the 5th day of October, 2010.

Submitted by:


Sandra Sheffler
Administrative Specialist