



PARKS, RECREATION & CULTURE ADVISORY BOARD REGULAR MEETING  
February 7, 2012 - 7:00 P.M.  
Town Board Chambers, Third Floor – 301 Walnut Street  
Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

1. Roll Call

The following PRCAB members were present:

Phil Boatright  
Jackie Compton  
Carlene Irion  
John Pankonin

Absent:

Rebecca Holder-Otte (excused)  
Regan Price (excused)

Staff present:

Director	Melissa Chew
Recreation Supervisor	Kendra Martin
Art & Heritage Manager	Carrie Knight
Parks & Open Space Manager	Wade Willis
Administrative Specialist	Sandra Sheffler

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

**Mr. Boatright moved to approve the agenda as presented. Ms. Compton seconded the motion. All members present voted Aye. Motion carried.**

3. Liaison Reports

*Town Board Report (Don Thompson, Town Board Member)*

- Recent interviews were held for four advisory board appointments. No appointments were made to the Parks & Recreation Advisory Board. More interviews will take place on February 23, 2012.
- Phil Boatright has been appointed to the Great Western Trail Authority.
- Town elections will be held in April for Mayor and Districts 1, 3, 5 and 6. District 1 has one candidate running unopposed.
- Highway 392 interchange update. Windsor Town Board and Fort Collins City Council will be meeting on February 8, 2012 to discuss the interchange and issues that have come up.

*School Board Report (School Board Member Carlene Irion)*

- No updates reported.

*Student Advisory Leadership Team Report (SALT)*

*(President Rachael McKernan/Vice President Bryce Bloom)*

- Teen Flashlight Easter Egg Hunt will be held on March 31, 2012 at Eastman Park.
- Teen Night was held on January 13, 2012 and approximately \$450.00 was made.

4. Public Invited to be Heard

No public was present to speak about items not on the agenda.

B. CONSENT CALENDAR

1. Minutes from past meetings

**Ms. Compton moved to approve the Minutes from the January 10, 2012 meeting as written.  
Ms. Irion seconded the motion. All members present voted Aye. Motion carried.**

### **C. BOARD ACTION**

#### **1. Windsor Lake Operations 2012**

**Mr. Boatright moved to adopt the 2012 Lake Management Plan with no changes from 2011.  
Ms. Irion seconded the motion.**

Ms. Martin reflected on last month's meeting regarding the concerns of motorized and non-motorized boat usage on Windsor Lake, carbon monoxide emissions and their effects on the environment. She stated that she has received no other comments, complaints or requests from any other public. She outlined the current usage set forth in the Lake Management Plan. She spoke with the State regarding carbon monoxide regulations for boats and they have not regulated this as of yet. Mr. Boatright asked Mr. Willis about the shoreline and the rip rap. Mr. Willis stated that every 2 years an inspection of the dam is performed by State officials and the area has always passed inspection. Vice-Chair Pankonin asked about sediment problems to which Mr. Willis stated there have not been any exercises to determine if there are currently any issues with sediment. He stated that initially that is why the lake was dredged many years ago because the irrigation ditch drains into this lake. Mr. Boatright asked about no-wake zones and how they are marked. Ms. Martin stated that more buoys will be placed to mark the no-wake zones more clearly and staff will keep an eye on those areas. Vice-Chair Pankonin asked about the history of safety issues on the lake. Ms. Martin stated in 2010 there was one incident and the persons involved are no longer allowed on the lake. There have been no other safety related incidents.

Ms. Chew received and read an email from Windsor resident Cindy Scheuerman, 1498 Silverwood Court, in support of keeping operations at Windsor Lake the same as in 2011.

Windsor resident Tony Bates, 500 Pelican Cove, commented in support of keeping operations the same as 2011. He commented on the safety issues and felt that the motorized and non-motorized boaters work very well together.

Windsor resident Luis Ramirez, 303 Habitat Cove, spoke in support of keeping operations the same as 2011.

Weld County resident Joel Hand, 32810 Weld County Road 23, talked about the affordability and safety of using Windsor Lake and the effects on the economy. He stated the emissions and noise from the lake are minimal compared to the two highways that run near the lake. He is an acquaintance of the chief engineer that worked on building the lake and asked him about the erosion, who stated the shoring of the lake was designed to be more than adequate for its usage. He also mentioned the use of motorized boating aerates the water which helps keep the algae and vegetation from taking over.

Windsor resident Toby Shigley, 118 Rock Bridge Court, stated that changing the operations at this time would be a great loss economically and socially. His family events include boating, utilizing the park, playground and purchases at the concessions building. He stated the highways on the sides of the lake also impact the environment in terms of noise and emissions and felt the rip rap is more than adequate.

Vice-President Pankonin asked about the average horsepower allowed on the lake. The current operations allow a maximum 350 hp. Mr. Shigley stated that it seems as though the motorized boaters have respected the shorelines, not intentionally swamping any of the beaches or shorelines. He also stated the lake staff is very helpful if there are ever any problems.

Weld County resident, Mark Olson, 32570 Stagecoach Road, mentioned the social and economic impacts it had on Loveland when Lake Loveland was privatized. He appreciates having Windsor Lake as a gem in the middle of town.

Windsor resident Ann Dickerson, 710 Pine Drive, played a television commercial regarding carbon monoxide emissions from a boat being 100 times more lethal than those from a car. The recording stated that these emissions are deadly to humans as well as the surrounding wildlife and vegetation. She mentioned the Carbon Monoxide Action Group and asked that people be aware of the dangers of carbon monoxide.

Windsor resident Cliff Spirek, 309 Oak Street, supported the motion to keep the operations of Windsor Lake the same as 2011. His family has been a member of the Windsor Boat Club in one way or another since 1963. He complimented town staff on balancing the motorized and non-motorized boating and keeping everyone safe. He appreciated Ms. Dickerson's concerns for safety and stated that fumes do build up at the back of boat if it is sitting and idling in the water. He thought that responsible boaters were aware of the issues and that most people practice shutting down the engine when there is someone in the water at the back end of the boat due to the buildup of fumes from the engine. The boat should not be started until the swimmer/skier is away from the boat. He stated it is a similar practice as not letting children play in the driveway behind an idling truck and said that common sense should be used regarding this issue.

Windsor resident, Alex Ferrel, 1185 Hemlock Drive, agreed with Mr. Spirek regarding shutting off the boat and added that shutting off the engine is also important due to the dangers of a turning propeller at the back of the engine. He disputed buildup of carbon monoxide and stated maybe the buildup of hydrocarbons, or unused fuel, might be more of an issue.

Windsor resident Gillian Christensen, 225 N. Chimney Park Drive, spoke regarding the decline of usage from non-motorized boats. She also has observed a particular motorized user swamping canoes by circling them. Ms. Irion asked if the issues with the motorized boater in question were ever taken to the recreation staff. She stated that she had called the recreation center with a complaint. She suggested adding a motorized day during the week and making one weekend day non-motorized.

Vice-President Pankonin asked Ms. Martin to outline the fees paid by boaters. Ms. Martin stated that a Windsor resident purchasing a motorized permit pays \$15.00 for ½ day usage and a non-motorized permit is \$35 for a year. Various questions from the public were posed including the town cost of insurance.

Ms. Chew responded on several stated concerns. Emissions would be, if the State so desired, regulated by the State and not on a local level. She stated a safety notice could be added to the permit holder's annual letter asking them to be aware of and possibly monitor emissions on their own. It could also remind boaters that the lake is surrounded by residential homes and to be considerate of the noise levels, etc. However, Windsor does not have a noise ordinance. It is also acceptable if the noise is offensive or too loud that the police be called to address the problem. There are plans to increase the number of logs in the no-wake zones to help encourage bird perching. Plantings along the west shorelines have only been partially successful due to the fluctuations of the lake water level since it is an irrigation reservoir, but there is a nice stand of native grasses that successfully protect the shoreline on the west side. Continuing shoreline protection is addressed in the long term capital plan to prevent further sloughing.

Vice-President Pankonin asked if staff could address issues regarding noise if it is brought to their attention. Ms. Martin stated there is boat patrol on duty during boating hours and welcomed complaints being taken to them to address a situation right away. The town also has the right to revoke any permits if compliance is not adhered to.

Ms. Compton questioned if Monday is a non-motorized day on the lake. Ms. Martin confirmed this. Ms. Compton stated that non-motorized boaters could still have a 3-day weekend on the lake by utilizing Monday, whereas motorized boaters have a 3-day weekend on the lake by utilizing Friday.

Larry Hartshorn, 1116 Cottonwood Drive, spoke in support of the motion to keep operations the same as 2011. He is a non-motorized user but can use the lake during the week. He also commended the management of the lake.

Windsor resident Tom Moos, 924 Clydesdale Lane, supported the comments made by Ms. Christensen. He also pointed out that there are a small number of motorized boat users that are able to use the lake because of its size. He stated it is not ideal as a motorized boating lake and asked that consideration be made to make one weekend day a non-motorized day.

Windsor resident Rick Tucker, 1257 Falcon Court, spoke in support of keeping operations the same as 2011 and recognized Windsor Lake as the Crown Jewel of Windsor.

Windsor resident Lisa Moos, 924 Clydesdale Lane, requested one weekend day for non-motorized usage.

Windsor resident Brian Rowe, 1107 Timberline Court, supported the motion to keep operations the same as 2011. He also mentioned the State law of a maximum speed of 40 miles per hour on lakes.

Windsor resident April Tucker, 1257 Falcon Court, supports the operations to remain the same as 2011.

Windsor resident Travis Bahnsen, 217 Whitney Bay, stated he has never experienced a day on the lake where all six permitted motorized boats were in action at the same time. He stated talks of not sharing the lake at all versus sharing the lake didn't seem fair.

Someone in the audience asked if the days are equal for motorized versus non-motorized users. Ms. Martin stated that non-motorized users have one extra day (non-motorized days are Monday, Tuesday and Thursday, plus the shared Saturday and Sunday; motorized days are Wednesday and Friday plus the shared Saturday and Sunday). Another person asked if the insurance company is the one who stated the number of motorized boats. Ms. Chew and Ms. Martin stated it was a consulting firm that made the recommendations several years ago. Another person asked what the cost is to the town to carry insurance for boaters on the lake. Ms. Martin stated the town does not carry additional insurance for the lake and that each permitted motorized boater must present proof of liability coverage at a minimum of \$300,000 per accident and \$100,000 per individual, including bodily damage. Another person wanted it verified that he was paying \$450.00 for a permit to use the lake from Memorial Day until two weeks after Labor Day, and a non-motorized user pays \$35.00 for the whole year. This was confirmed by Ms. Martin. A non-motorized user stated that he has always been respected on the lake and has never had any issues with motorized users.

Windsor resident Howard Robinson, 1170 Trails End Court, is an avid sail boater and suggested a rotating schedule such as every first Sunday be designated for non-motorized users or something similar.

An audience member asked that if a weekend day was taken away from motorized users, could an additional week day be added.

Mr. Boatright asked Ms. Chew about revising the motion to add safety recommendations as mentioned in this meeting. She stated that an amending motion could be made, seconded and voted on.

Windsor resident Chris Wining, 609 Locust Street, a firefighter in Loveland stated that they have never had a carbon monoxide issue on the lakes and disputed the claim from a video played earlier that stated a boat put out carbon monoxide that is 100 times more lethal than those from a car. He stated that this is not true due to the fact that a motor is going to put out a certain amount of carbon monoxide, just as a chain saw or any other motor would. A boat motor is the same as a car motor. He stated that changing the motion to include safety recommendations would be a moot point.

**Mr. Boatright motioned to amend the original motion adopting the 2012 Lake Management Plan with no changes from 2011 except for adding safety and carbon monoxide concerns. This motion died due to lack of a second.**

No further discussion was presented and voting on the original motion continued.

**All members present voted Aye. Motion carried.**

2. Bylaws Update

In 2010, Town Board adopted Ordinance 2010-1388 allowing the Town Board to appoint alternates to any advisory board at the request of the Chair. Although PRAB's discussions have indicated that they do not desire to have an alternate appointed at this time, if it were ever to be desired, the Bylaws must be amended first.

Additionally, with the recent department name change, many are referring to this board as the Parks, Recreation and Culture Board. As this board also oversees the Art & Heritage Division of our department, including museum operations and public art, this is appropriate. However, again the bylaws must be amended to reflect this.

**Ms. Compton moved to adopt the Bylaws as amended allowing alternates to be requested by the Chair and changing the name to Parks, Recreation and Culture Advisory Board and recommend the same to Town Board. Mr. Boatright seconded the motion. All members present voted Aye. Motion carried.**

**D. BOARD DISCUSSION ITEMS**

1. Cost Recovery Structure

Ms. Chew gave an update of the cost recovery structure process. The next step is to pick "target recoveries" based on where programs fall in the pyramid of the Cost Recovery Methodology. This continuing discussion assists in developing recommendations to Town Board, in order to establish a fee philosophy and thus structure fees based on the philosophy.

2. Monthly Report

The Monthly Report was presented to update the Board on various projects and programming. Ms. Chew offered to answer any questions and stated that changes to this report will be forthcoming in an attempt to make it more like the annual report that goes in the budget.

**E. COMMUNICATIONS**

1. Communications from Town Parks, Recreation & Culture Management Staff

*Parks & Open Space Manager (W. Willis):*

- Diamond Valley construction is on track for the March 1<sup>st</sup> opening and March 3<sup>rd</sup> baseball tournament in spite of the adverse weather.
- The first public meeting for the design of Winter Farm, Poudre Heights and Prospect Park will be held on February 8, 2012. Representatives from DHM Design will be at each park site at 4:30 p.m. until 6:00 p.m. when the combined groups will meet at the Community Recreation Center to further discuss designing each park. The consultant has set up a website for input from residents who cannot attend the meeting or are not comfortable speaking out at the meeting. Following the meeting DHM Design will come up with three concept plans for each park to present at a second public meeting for further feedback before presenting to the Parks, Recreation & Culture Advisory Board and Town Board.

*Art & Heritage (C. Knight):*

- *Mindscapes: The Aerial Photography of Adriel Heisey*, an Art & Heritage Center exhibit which opened in mid-January, has been very well received.
- A program to compliment *Mindscapes*, called Solar Prints makes use of photosensitive paper and natural materials to create one-of-a-kind images. This program is available on Wednesdays and

Saturdays from 12-4pm beginning February 15 and going through March 3. The program is free, but donations are appreciated.

- The Dust Bowl exhibit at the Community Recreation Center will close on February 18, 2012.
- The partnership with the Clearview Library District resulting in old-time movies being shown at the Library has been well attended.
- Information for sponsorship opportunities with the new rack card will be mailed to area businesses in the near future.
- The Summer Concert Series bands have been selected.
- The DDA will be approached with the idea of hosting "Salsa In the Street" for the last Summer Concert in August.

*Recreation (K. Martin):*

- Basketball is in full swing.
- Adaptive numbers have increased due to outreach with the schools.
- Senior activities were cancelled last Friday due to the snow storm.
- Work on the Link brochure for summer has begun.
- Staff is gearing up for operations at Windsor Lake for the 2012 season.

*Parks, Recreation & Culture Director (M. Chew):*

- Architectural firm Barker Rinker Seacat has been selected to perform the Community Recreation Center Feasibility Study. They will be on site all day February 14, 2012 to meet with staff and begin the process.
- ADA compliance audit sites have been inventoried. Work continues on the reporting aspects of the project.

2. Communications from Parks, Recreation & Culture Advisory Board Members

Mr. Boatright complimented Vice-Chair Pankonin on directing his first meeting.

There was no further communications from the Board.

**F. ADJOURN**

**Ms. Irion moved to adjourn the meeting at 8:36 p.m., until the March 6, 2012 meeting, or call of the chair. Mr. Boatright seconded the motion. All members present voted Aye. Motion carried.**

**CERTIFICATION:**

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the 8th day of March 2012.

Submitted by:

  
Sandra Sheffler, Administrative Specialist