



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

June 3, 2014, 6:30 P.M. Town Board Chambers

301 Walnut Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Chair Ken Bennett called the meeting to order at 6:58 P.M.

1. Roll Call

The following PReCAB members were present:

Shannan DeJesus
Debbi Waltman
Charlie Pepin
Ken Bennett
Carlene Irion
Regan Price

Absent

Rebecca Holder-Otte (excused)

Staff present

Parks, Recreation & Culture Director	Melissa Chew
Parks & Open Space Manager	Wade Willis
Art & Heritage Manager	Carrie Knight
Recreation Manager	Tara Fotsch
Recording Clerk	Joyce Rehn

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

Ms. Price moved to approve the Agenda as presented. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

a. Town Board Liaison – Christian Morgan

Mr. Morgan stated that he has nothing to report from the Town Board but is happy to take anything back to the Town Board from this meeting. Mr. Morgan noted that all Town Board members plan on attending the All Town barbecue.

b. Weld RE-4 School District

Ms. Irion stated that the 232 students graduated from high school in a wonderful ceremony. Ms. Irion also stated that the upcoming Flag Day will have a celebration at the American Legion on Saturday, June 14th at 9 am on Ash Street. The Legion will provide a display of flag history and also breakfast will be served.

4. Public Invited to be Heard

There was no public comment.

B. CONSENT AGENDA

1. Minutes from May 6, 2014

Ms. Price moved to approve the Minutes of the May 6, 2014 meeting. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

C. BOARD REVIEW

1. PUBLIC HEARING – Belmont/Fossil Ridge Park Master Plan (W. Willis)

Ms. Price moved to open the Public Hearing for Belmont/Fossil Ridge park site master plan. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

Staff Report:

Mr. Willis stated the 2014 budget includes design for the Belmont Fossil Ridge neighborhood park site. Through a public Request for Proposal (RFP) process, TB Group was selected as our landscape architect. For the past several weeks, TB Group has been conducting a public process and developing conceptual site plans for the park site. The process has been well received by the public with good participation, and great input. The process included:

1. Meeting with staff to determine typical neighborhood parks amenities and general direction (4/3/14)
2. Meeting with residents at the individual park locations (5/1/14)
3. Hosting public meeting #1 with residents to obtain input for desired park amenities (5/1/14)
4. Producing three concepts per site and posting on web site prior to meetings
5. Hosting public meeting #2 with residents to refine the three concepts into one final concept (5/22/14)
6. Posting Public Hearing Legal Notice (5/20/14)
7. Posting final concept on web site prior to hearing (5/29/14)

Tonight, TB Group will share how all of the feedback submitted by residents has been distilled down to create the final concept for the site. With approval, TB Group will develop construction documents along with construction cost estimates. The Public hearing was appropriately posted and communicated to the public via press release, email and web site posting.

Consultant Report:

Mike Walker, TB Group representative introduced himself and reiterated Mr. Willis' comments regarding the excellent public input. Mr. Walker went over the process that was covered in the staff report also discussing the design of the park in detail.

Public Input:

Ron Steinbach, 7008 Ruidoso Drive, lives north of the park and is the President of the HOA. Mr. Steinbach had questions regarding ADA access for the park. Mr. Walker answered that there will definitely be access to all areas of the park, even though they do not have the specifics worked out at this moment. Mr. Steinbach also asked why the basketball and horseshoe courts were moved north from below the ridge to above the ridge. Mr. Walker answered that they need enough flat land for these elements which made moving it to the north more feasible. As the process gets farther along they can look at ways to move it more south.

Ms. Waltman moved to close the Public Hearing for Belmont/Fossil Ridge park site master plan. Ms. DeJesus seconded the motion. All members present voted Aye. Motion carried.

2. Resolution 2014-PRC04 Belmont/Fossil Ridge Park Master Plan (W. Willis)

Mr. Willis reported that Town Staff, along with the Landscape Architectural firm, TB Group has presented information about the public process and has provided a final design concept incorporating information and feedback received through the public process. Following approval, TB Group will develop construction documents along with construction cost estimates. The Public hearing was appropriately posted and communicated to the public via press release, email and web site posting.

Mr. Pepin moved to adopt Resolution 2014-PRC04 regarding the Belmont/fossil Ridge Park site master plan. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

3. Resolution 2014-PRC05 Name for Belmont/Fossil Ridge Park (W. Willis)

Ms. Irion moved to nominate Ridge Park as the name the Belmont/fossil Ridge Park site. Mr. Pepin seconded the motion.

Mr. Willis reported that each time the Town of Windsor develops a park we provide the opportunity for the neighborhood to submit names for the park and then vote on those

submissions. Submitted names included Aladar Acres Park, Arroyos Park, Belmont Ridge Park, Christopher Birdwell Park, Coyote Gulch Park, Highland Natural Park, Ridge Park, and Windsor Ridges Park. Votes have been tallied with Ridge Park, Belmont Ridge Park, Highland Natural Park and Coyote Gulch Park receiving the majority of votes. The Park, Recreation and Culture Advisory Board now has the opportunity to provide a recommendation to Town Board for the name of the new park. Staff has provided a summary of the votes broken down by IP address. This provides an indication of how many votes came from a single computer. These votes could have been submitted by a single individual or possibly multiple residents within a single house hold.

Staff is not recommending a name, but would like to note that the entire subdivision was originally named Fossil Ridge, later the south portion became Belmont Ridge creating two separate names for the subdivision.

Ms. Irion amended her motion to move to nominate Coyote Gulch Park as the name of the Belmont/fossil Ridge Park site. Mr. Pepin accepted the amendment and seconded the motion. All members present voted Aye. Motion carried.

D. BOARD REVIEW

1. Monthly Participation Report (All Staff)

A Monthly Participation Report for all activities in the Town of Windsor was in the packet. These reports are one month behind in order to allow complete accounting.

2. Development Reviews (W. Willis)

Mr. Willis stated that behind Main Street on a lot the DDA purchased the Public Works has been installing recycled asphalt which has created a pseudo paved parking area.

Mr. Willis discussed the numerous site plans and plan reviews that have been occurring in the parks department to include Brunner Farm sub-division 10th Filing, Highlands Industrial Park, Kern's 13th Filing, Southgate Business Park 2nd Filing, South Hill sub-division 2nd Filing, Town of Windsor sub-division Tap House business lofts.

E. COMMUNICATIONS

1. Communications from Town Staff

Discussed the CRC expansion and needing volunteers to assist that committee. There was also a discussion about all of the various programs offered to Windsor's residents this summer.

The Museum opened for the summer and is open Thursdays through Sundays from noon to 4 pm.

2. Communications from Chairperson and Board

Mr. Pepin asked if the town barbecue numbers are increasing each year because the event ran out of food last year. The food was provided by the Windsor Chamber of Commerce but apparently there was bad meat that had to be thrown away which left the event short.

Upon a motion dually made and seconded, the meeting was adjourned at 8:00 P.M.

CERTIFICATION:

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the _____ day of _____, 2014.

Charlie R. Pepin, Secretary
Parks Recreation & Culture Advisory Board

Submitted by:

Joyce Rehn, Recording Secretary