



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

Oct 6, 2015, 7:00 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 7:00 P.M.

1. Roll Call

The following PReCAB members were present:

Ken Bennett
Regan Price
Rebecca Holder-Otte
Carlene Irion
Patrick Lightfoot
Don Mitchell

Absent: Charlie Pepin

Staff present

Parks & Recreation Director	Eric Lucas
Parks & Open Space Manager	Wade Willis
Recreation Manager	Tara Fotsch
Art & Heritage Manager	Andrew Dunehoo
Receptionist/Utility Billing Clerk	Kim Johnson

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

Upon a motion dually made, the board moved to approve the Agenda as presented.

3. Introduction and Welcome of Eric Lucas, New Parks, Recreation and Culture Director
Mr. Lucas acquainted himself to the board expressing his excitement to be here in Windsor. He is originally from Pennsylvania, very passionate about parks and recreation and has the desire to leave a legacy behind in the Town of Windsor. His hope is to retire here and is looking forward to working with the Parks and Recreation & Culture board alongside with the community to lead the department forward.

4. Introduction and Welcome of Newly Appointed Board Members
Mr. Bennett introduced himself to the two new board members and asked them to give a little background of themselves to the board.
Mr. Lightfoot grew up in New Orleans mentioning he and his family enjoys the outdoors and sports. He is a pastor at Journey Christian Church in Greeley. They have lived in Windsor for 13 years and expressed to the board how he wants to give back to the community.
Mr. Mitchell grew up in Michigan, moved to Windsor last October pointing out that Windsor has many similarities to the town he grew up in. He has been a professional artist for the last 3 years doing many public sculptures around the country. Mr. Mitchell is looking forward to making a contribution and helping in any way he can.

5. Liaison Reports

a. Town Board Liaison – Christian Morgan

Mr. Morgan stated he was on the panel for the open position of Director of Parks, Recreation & Culture saying he was amazed at the depth of people that applied and that it was a hard decision to make. He further added that the Town of Windsor has several quality employees that work here and of that the parks and recreation department is the most visual that people experience. Mr. Morgan went on to say we are very fortunate to

have these people on staff adding Eric would be a positive addition. Mr. Morgan informed the board that the budget session would be on Saturday, October 10th noting this will be a full day event broken down by department on how to invest resources for the next year. In addition he quantified Windsor is making a good way financially and he couldn't recall the last time we haven't had a record breaking sales tax month.

b. Weld RE-4 School District

Ms. Irion said there were a lot of exciting things going on with the School Board. In November there will be an election revealing Parks and Recreation board member Ms. Price will be taking the seat of Bobby Warner. She is running unopposed. She further added they are moving forward on the proposal for the new school and would be communicating the need to the community regularly. The capacity of the high school is 1200 students and currently there are 1383 students. To accommodate the overlap, they have converted a couple of rooms into class rooms.

6. Public Invited to be Heard

There was no public comment.

B. CONSENT CALENDAR

1. Approval of Minutes from September 1, 2015

Ms. Holder-Otte moved to approve September 1, 2015 minutes as presented. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

C. BOARD ACTION

1. Election of Secretary (T.Fotsch)

Ms. Holder-Otte moved to nominate Ms. Price as Secretary. Ms. Irion seconded the motion. All members present voted Aye. Motion carried.

D. BOARD REVIEW

1. Eagle Scout Project (T. Fotsch)

Ms. Fotsch introduced Will Francis who is working towards his Eagle Scout.

Mr. Francis has developed a program to educate children on how to defend themselves against child abduction and increase awareness around strangers. He has signed an agreement for partnership with the Windsor Recreation Center and will be working together with the centers instructor. The program is a self-defense class aimed for kids between the ages of 7 to 11. There will be 3 classes a week with 10 to 20 kids per class. He has been studying martial arts at the recreation center and currently holds an adult black belt. The board commended him for pursuing his Eagle Scout and thought he had developed a great program.

2. Eastman Park Pond Fishing Regulations (W. Willis)

Mr. Willis announced Mr. Shelly who spoke in regards to the fishing pond in Eastman Park. He is asking the Town of Windsor to consider coordinating with the division of wildlife to make it a children's pond. Currently there are no fishing rules or regulations being enforced at this pond. The board asked to investigate alternative solutions pertaining to this concern and bring this back for further discussion.

3. Update on Eastman South Master Plan (W. Willis)
Mr. Willis showed the conceptual plans and explained the features of the site and added one of the missions for the plan was to create area's where people would be able to get down to the river and engage with it. Mr. Willis further discussed the flooding concerns in this area noting the plan would incorporate elements to withstand future flooding. The plan will be posted on the town's news center for the next month for feedback and will be brought back to the board for more review.
4. Development Reviews (W. Willis)
The Development Reviews were presented to update the Board on improvements of existing developments within the Town of Windsor.
5. Monthly Financial Report (T. Fotsch)
The Monthly Financial Report was presented to the board.
6. Monthly Participation Report (All Staff)
The Monthly Participation Report was presented to the Board. These reports are one month behind in order to allow complete accounting.

E. COMMUNICATIONS

1. Communications from Town Staff
Ms. Fotsch discussed the construction going on at the CRC saying they are on track and the footings for the gymnasium have been poured. She noted the walls will be going up in the next couple of weeks adding the work inside will begin in November. They will pour the first round of asphalt on the east so the curb and gutter will be in place and the construction crews will begin parking there. Ms. Fotsch went on to say the CRC is hiring 4 additional guest service coordinators to have them trained before the first of the year.

Mr. Dunehoo was pleased to report there were record numbers for attendance this year at the Heritage Fest. The festival was aligned with the 125th Anniversary stating this year was an outdoor event with many activities going on all day and a lot of family attendance.

Mr. Willis invited the board to a couple events coming up in the area. He discussed the grand opening ceremony for Coyote Gulch Park on Monday, October 19th at 4:00 PM and the NOCO bike and walk conference on Thursday, November 5th at UNC with national speaker Mark Fenton speaking on the economics benefits of people walking and bicycling.

Mr. Willis revealed the drawings for the entry signs that will be going in at the cemetery scheduled for this month. The sidewalk installation has been moved to be completed in 2016.
2. Communications from Chairperson and Board
There was no further communication from the Board.

F. ADJOURN

Ms. Irion moved to adjourn the meeting. Ms. Price seconded the motion. All members present voted Aye. Motion carried. The meeting was adjourned at 8:50 P.M.

CERTIFICATION:

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the _____ day of _____, 20____

Regan Price, Secretary
Parks, Recreation & Culture Advisory Board

Submitted by:
Kim Johnson, Receptionist, Utility Billing Clerk