



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

April 5, 2016, 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 7:02 P.M.

1. Roll Call

The following PReCAB members were present:

Ken Bennett
Regan Price
John Nuspl
Sandy Brug

Absent:

Kelly Hall (excused)
Patrick Lightfoot (excused)
Rebecca Holder-Otte (excused)

Staff present

Parks & Recreation Director	Eric Lucas
Parks & Open Space Manager	Wade Willis
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

The board moved to modify the agenda for the addition of the peace pole to the board action items.

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

The board moved to change the order of discussion under board reviews moving project updates to the first discussion for attendance purposes.

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

3. Liaison Reports

a. Town Board Liaison – Christian Morgan

Mr. Morgan reiterated in the last meeting a lot of time was spent on design standards for the I-25 and 392 interchange saying nonetheless it is a very important issue and needs to consume a lot of time. He declared Town Hall had a special work session that was opened to the public for comment and the house was full. They discussed the illuminating studies along with the barriers and buffer zones for the neighborhoods adjacent. Essentially the process will involve the Town Board coming to a consensus whether to amend and allow different uses in the area.

b. Weld RE-4 School District – Regan Price

Ms. Price referenced the school year is coming to an end however it is still a very busy time for the school board with budget reviews and employee meetings. They are hopeful that the joint budget committee at the capital keeps the negative factor where it is for the same pupil funding in previous years. This will help with teacher's raises and other items they need. Bonds have been a topic of discussion and the design advisory committee is almost ready to present to the board. She acknowledged a new principal at Range View Elementary who knows a lot about the international baccalaureate program already in place at the school. Currently they are working on a new schedule for the high school

concerning personal development days which could be taken either by a full day off or an early release program similar to the elementary schools.

4. Public Invited to be Heard
There was no public comment.

B. CONSENT CALENDAR

1. Approval of Minutes from March 1, 2016
Ms. Price moved to approve March 1, 2016 minutes as presented. Mr. Nuspl seconded the motion. All members present voted Aye. Motion carried.

C. BOARD ACTION

1. Master Plan Adoption Recommendation (E. Lucas)
Mr. Lucas presented an overview for the adoption of the master plan making a few comments of first and foremost we must continue to evaluate the fees as we grow for development. Second making sure those developers that come in with their own HOA's to maintain the HOA parks, continue to keep the standards at the level of the Town's holding them accountable to the national playground standards regardless of how many years pass by.

Similarly he spoke about the need to continue to develop and upgrade park amenities testifying we are at the top of the threshold that over 90% of residents are within a 10 minute walk of a park.

To conclude the need of a prioritization list or ranking scale without the human element to determine which parks receive funding whether it be a new park, an active park or an open space.

Ms. Price moved to approve the Master Plan as presented. Ms. Brug seconded the motion. All members present voted Aye. Motion carried.

2. 15th Walnut Conceptual Master Plan (W. Willis)
Mr. Willis said they received great feedback on the public meeting held earlier in regards to the one acre parcel of land located south of Safeway dedicated to the Town of Windsor by the developers. The Town Board requested site improvements for the lot in 2016. This one acre section is the gateway into the community and attendees were enthusiastic about the concepts presented. Guests present requested a walking path with some lighting and a few benches to sit on along the way. With water conservation being so important the idea of using natural grasses and incorporating trees is a good strategy for this space. A final drawing will be offered to the board at the next month meeting for review.
3. Town of Windsor Museum Accessions (A. Dunehoo)
Mr. Dunehoo addressed the board stating the accessions were given by a current Town employee who worked at one point with the Great Western Railroad. The items included jump suits, maps and a journal box key which is a device for reading levels of brake pads on cars.
Ms. Brug moved to approve Resolution no. 2015-PRC19. Ms. Price seconded the motion. All members present voted Aye. Motion carried.
4. Accepting Donation of Peace Pole in Eastman Park South (A. Dunehoo)
Mr. Dunehoo explained this is the second reading of the public art plan for the peace pole installation and it will go to Town Board for final approval.

Ms. Price moved to approve Resolution no. 2016-PRC20. Ms. Brug seconded the motion. All members present voted Aye. Motion carried.

D. BOARD REVIEW

1. Projects Updates (W. Willis / E. Lucas / A. Dunehoo)

Mr. Lucas updated the board with several capital projects and the progress of them to date mentioning Diamond Valley and Chimney Park restrooms were to be heated. Diamond Valley was completed and Chimney Park restrooms were not based on cost conveying optimistically it will be done in 2017.

The Community Recreation Center was closed for the week of April 4th through the 8th from 7 AM to 4 PM due to construction. The gym is now closed until completion in September.

Mr. Lucas reminded the board that in April 2015 they were approached by pickleball players to convert one of the outdoor hockey rinks in Main Park into pickleball courts. The Town board agreed to accept this development and build the courts in 2016 if they could get a goco grant for twenty thousand dollars towards the project. Recently the grant was denied. The pickleball players reached out to the parks and recreation department asking if the town would still build the project without the assistance. The question was posed saying should we build it the way it was presented and approach Town Board without the grant or take a step back and re-evaluate the bigger picture. Infrastructure is already in place at Diamond Valley and this site would be much better spot for the growth and future of the sport. If a different location was identified being best for the long term and the cost was greater than money already set aside, the courts could be built in stages over years. The consensus of the board was to look at an improved plan and consider addressing the immediate needs of the community.

Mr. Dunehoo added the master plan is under way for the Eaton House stating twenty thousand was funded by Poudre Heritage Alliance grant. The master plan gives drawings and schematics to move forward with the Eaton house concerning the specifics of what will be done to the property. This project is scheduled to be completed in June.

Additionally he said the Historic Structure Assessment through the state historic fund has given a grant of ten thousand dollars which is happening simultaneously with the master plan that gives the feasibility of the actual structural assessment or integrity of the building that will help shape the master plan.

He pointed out the second half of the year the depot will receive necessary repairs to strengthen the life of the building concluding with the museum landscape design is an ongoing project at Boardwalk Park.

Mr. Willis opened by identifying three trail projects expressing the closest connection to down town would be by way of the Poudre trail that requires joining off of highway 392. Consulting groups are evaluating and trying to figure the best route since this hill is very steep and has many challenges. Cost will be the determining factor if Town board would allow the design plans to move forward.

He went on to say number 2 ditch trail system ends at 17th street north of I-hops brewery. This section of the trail at the moment is a long range goal that requires easements and presently no activity on it.

Furthermore the project called Westwood Village is the connection from Covenant Park over to County Road 13 and is on hold until mining is complete.

In closing the shelter replacements are under way for Main and Chimney Park and should be functioning by the end of May.

2. Monthly Financial Report (E. Lucas)
Financial Reports for January and February were shown to the board.
Once again they the numbers surpassed estimated budget amounts.
3. Monthly Participation Report (E. Lucas)
The Monthly Participation Report was presented to the Board.
These reports are one month behind in order to allow complete accounting.
4. Disc Golf Course Update (W. Willis)
Mr. Willis shared primarily this site is a natural area and the disc golf course was added around it.
Overall the course is in good shape but in need a few minor improvements affirming staff will take a more active role in the maintenance of it.
5. Board Goal Discussion (E. Lucas)
Mr. Lucas showed a slide demonstration of the goals received from the board members and staff commenting similarities between the two and how close they were to the recommended master plan. Pulling the information from their answers, he established the highest themes for the exercise which were to improve marketing communication in regional visibility, Customer service internally (administrative support or staff), Fiscal responsibility, Diversification of programs and facilities and the Community recreation center. Over the next month, he would like to create three to five specific areas or objectives under each goal to measure and track the success of them. Correspondingly he asked the board if following proposed goals were acceptable to them for the parks and recreation department for the remainder of the year through 2017. Response was good from the board however they would be given time to ponder the results and discuss them in the next meeting.

E. COMMUNICATIONS

1. Communications from Town Staff
Mr. Lucas wanted to give a quick update on eco data information from February and March showing Eastman Park had someone pass the counter 11,561 times while Boardwalk Park reported 12,700.

Sticking with the data driven information, Mr. Lucas said 40% of users visiting the Town's website are park recreation and culture related voicing the department has a very dynamic role and a need to keep current on the Town's website.

Mr. Dunehoo relayed the speaker program is getting started on April 15th.
The library book sale is being hosted at the Art & Heritage Center from May 4th through the 14th.
An educator position is open and hopes to fill this position quickly.

2. Communications from Chairperson and Board
There was no further communication from the Board.

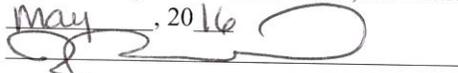
F. ADJOURN

Ms. Price moved to adjourn the meeting. Mr. Bennett seconded the motion. All members present voted Aye. Motion carried. The meeting was adjourned at 9:00 P.M.

CERTIFICATION:

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the 3rd day of

May, 2016



Regan Price, Secretary
Parks, Recreation & Culture Advisory Board

Submitted by:
Kim Johnson, Receptionist, Utility Billing Clerk