



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

February 5, 2019, 7:00 P.M.

Community Recreation Center

250 N. 11th Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Board Chair Ms. Fischer called the meeting to order at 7:00 P.M

1. Roll Call

The following PReCAB members were present:

Shandi Fischer
Matt Morgan
David Sandlin
Patrick Lightfoot
Nick Mask
Chris Perkins
Mitchell McNeill
Sandy Brug (absent)

Town Board Liaison

Barry Wilson

Also Present:

Parks, Recreation and Culture Director
Manager of Recreation
Operations & Facilities Manager
Park Operations Manager
Open Space & Trails Manager
Town Forester
Administrative Specialist PRC

Eric Lucas
Tara Fotsch
Kendra Martin
Bob Worthen
Wade Willis
Ken Kawamura
Kristy Zulkoski

2. Introduction of New Member Mitchell McNeill

- Board member Sandy Brug has been in assisted living since September 2018, request was made to appoint an alternate to serve the remainder of her term (September 2019)
- Board selected Mitchell McNeill-resident of Windsor since 2011, originally from Texas, 4 children who attend Windsor school district, attends most of the Town events, background in risk mitigation and operations/training, internet based experience, former travel agent, interested in learning more about the town and how he can contribute/give back to the community

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

- Request to discuss change in Board meeting start time-Added item to Section C under Board Review/Discussion

Mr. Morgan moved to approve the Agenda as Amended. Mr. Lightfoot seconded the motion. All members present voted Aye. Motion carried.

4. Liaison Reports

Town Board Liaison/Mr. Wilson reported on the following:

- Message sent out about changes with the ballpark, Town Board usually goes into executive sessions when working out the agreements, especially with land deals/negotiations
- Met with Department of Transportation, trying to get large truck traffic out of downtown and Main Street, an issue which has moved up on Department's list of priorities, will include

extending Crossroads past Highway 257 and connecting to O Street or tying back up with Highway 392 after Windsor, Crossroads would eventually become Highway 392 and Main Street would remain the same, similar project with Highway 257, a study will be completed in June to determine specifics on regulations and cost, trucks for delivery will be the exception, still could be several years out

- Received land as a gift from Great Western at the intersection of Highway 257 and Crossroads behind Water Valley, working on a deal with Windsor/Severance Fire Rescue to put 4th fire station in that area, feasibility studies still must be done-low lying area, water issues
- Consideration for installing traffic lights versus roundabouts at New Liberty and CR 13 and at 7th
- No expansion at this time on roads/Hwy 257 for new ballfield traffic, but options have been discussed for future need and are on the radar for improvements
- Poudre River Trail intersection at Hwy 257, multiple accidents, discussion held about re-aligning trail

Weld RE-4 School District/Mr. Perkins reported on the following:

- Severance High School Open House for transitioning new students on February 5, 2019
- Windsor High School Open House for current 8th graders on February 6, 2019
- All Elementary Schools to hold Open House on April 26, 2019, due to new boundaries alignment, transitioning students
- Continue to see growth in district population, 79 new students October through January
- No timeframe as to when pool/aquatics facility at Severance High School would begin, discussion previously about including in a Phase 2

5. Public Invited to be Heard

No Report

B. CONSENT CALENDAR

1. Minutes from December 4, 2018.

- Mr. Kawamura was in attendance

Mr. Morgan moved to approve December 4, 2018 minutes as amended. Mr. Lightfoot seconded the motion. All members present voted Aye. Motion carried.

C. BOARD REVIEW / DISCUSSION

1. Museum Accession

- Town of Windsor lapel pins-Town logos throughout the years, crest image, 1890, 125th Anniversary
- Commemorative 2008 Tornado Challenge coin
- Move to vote, then goes to Town Board, if approved at Town, paperwork filed and becomes property of the Town, goes into museum collections
- May not access due to non-relevance to Windsor or Town's history, duplicate items, condition of item(s)
- No incremental costs with accepting an item as to date, but future budget costs may be needed in order to build adequate storage in new museum facility
- May see more deaccessions as the move begins to new facility and staff goes through inventory/items

Mr. Sandlin moved to request the accession in the museum as presented. Mr. Mask seconded the motion. All members present voted Aye. Motion carried.

2. Policy Review Priority

a. Priority Rankings

- Smoking in parks
- Private use of facilities/parks for personal gain
- Alcohol in parks
- Homelessness in parks
- Drone/planes in parks
- E-Bikes
- Balloon launching in parks
- Metal detecting in parks

b. Smoking in Parks

- Staff already working on this priority, could take 3-6 months
- Options at this point-no ban, partial ban, full ban
- Ms. Fotsch reached out to Weld County Health Department, met in November to discuss process/procedure in order to get started, passed along a projected nine month timeframe
- Created interest group (10-12 PRC staff) who met with Weld County Department representatives again in January, discussed the various options of bans and gave feedback/asked questions regarding each one
- Greeley previously had a partial ban (sports complexes always designated no smoking), but wanted to go with a full ban in all parks, open space and trails two years ago, but turnover/transition in council/board members occurred and push for full ban took a turn
- Recently passed a partial ban-allows smoking in parks, but not within 25 feet of a playground, shelter or other areas for gatherings for children, did not place ban on open space and trails due to thoughts on strong resistance from community
- Next steps-with the assistance of health department, conduct surveys/field work at events and programs within the community to get public feedback, assessments are completed and brought back PReCAB, presentations are done to Town Board for their feedback during a work session, decision made on what type of ban and to what level is best for the community
- Discussion held about national guidelines/standards and what bans look like in surrounding areas, trend seems to be no smoking/vaping in parks in Colorado, Windsor may be more behind than other areas, and gave insight to various viewpoints and possible community reaction/resistance, previous attempt to ban, incorporating Healthy Lungs at Play signage at ball fields, idea of designated area for smokers, and what enforcement may look like
- Ms. Fotsch-will send out spreadsheet which highlights other municipalities that have various bans.
- Get survey going-30 days process, bring back results to PReCAB in April

3. CNSP Update

- Mr. Lucas presented the previous Diamond Valley Master Plan, one hundred acre park by the Town and provided a brief history of happenings up to this point
- The deal that happened last fall included the Town deeding over the 100 acres to CSNP (formally Rocky Mountain National Sports Park)

- CSNP would develop the partial land into a sports/tourism business with several claw-backs, tightly agreed upon, very well-written in terms of risk in favor of the Town
- They would build 2 multipurpose sports fields with specific amenities by March of 2020 for exclusive Town use, if failed in any way, the Town would get it all back
- For the next 20 years, they had to operate their business model, and if they failed, the Town would get it all back including everything that has been built or added
- After 30 years or beyond, they had the right to get out of the business, they could do whatever they wanted with the one hundred acres, but Town would have 2 years, with notice, to buy back with the amenities
- Great deal for Town in terms of saving on capital while getting exclusive use of fields, protected interest in recreation, tightly written agreement with guardrails for Town protection and on-going maintenance
- CNSP went back to Town Board expressing the concern that because of the original deal, they do not have the money and cannot get creditors, provided options for new agreement to still continue with project
- Intention to build a 300 x 400 field, Town to release 50 acres unrestricted to CNSP, whether they fail or not, they would keep their 50 acres (with limitations on what they can build/put on land), other 50 acres would belong to the Town, Board is willing to make that accommodation, approved last week/first reading with a number of questions/concerns around the limited size of the future multi-purpose field, added a claw-back that they would build a second field identical by March of 2021 with second use by Town, finalized agreement would be next week/2nd reading
- Mr. Lucas received an email last Tuesday with an updated proposal from CNSP, meeting was held today at 4:00 pm, now agreed to build a 400 x 600 field with a release of them building the smaller identical field by March 2021
- Mr. Wilson reported on the following-constant changes with the deal/agreement/risk, but if successful-tax/positive revenue, more field use for future
- Discussion/Concerns from the PReCAB
 - Main priority is future field space for the kids-cannot depend on CNSP to build our facilities
 - What is the back-up plan, if any, if this fails
 - Major set-backs with time, are we going to be 2-3 years behind
 - Major risk-unrestricted 50 acres, there still seems of no solid plans for funding
 - Make it a condition to build a 600 x 600 field as a guarantee
 - Possibility of them paying the Town a “penalty” fee/monthly if they do not meet time restrictions
 - Difficulty to fully approve and move forward or disapprove based on potential risk
 - Need to go to Town Board with last resort date to the when the town will need to start building in order to meet our needs
- Recommendation-take back to PRC staff internally, talk with Town Officials, share concerns/risks, attend Town Board meeting to advocate for or against

2. PReCAB Meeting Start Time

- Discussion held on moving start time up to 6:00 pm

Mr. Morgan motioned to move the PReCAB meeting start time to 6:00 pm. Mr. Sandlin seconded the motion. All members present voted Aye. Motion carried.

D. COMMUNICATION

1. Staff

Mr. Lucas:

- Cemetery entryway bids came in high late in 2018, Mr. Lucas recommended increasing the budget, but move to 2019, bid is currently out, will close in 30 days, hoping to get completed by Memorial Day, finish landscaping thereafter
- Ms. Kristy Zulkoski-promoted internally to FT Administrative Specialist
- Ms. Lexie Spykstra-hired as Recreation Coordinator/Special Events & Sponsorships
- By next month should have December/January Finance Report and 2018 Recreation Center Budget Review, waiting on final numbers

Ms. Fotsch:

- Saturday, February 9th 12:00-3:00 pm- Build a Magical Forrest at Eastman South
- Preparing Eaton House Master Plan and Creamery RFP
- Village East Park-about 30 days ahead of schedule
- Summer Camp already at 50% capacity
- Public Art initiative kick-off in mid-March
- Crafty Cabaret at Arts & Heritage Center-looking for small music groups to perform

Ms. Martin:

- Looking to hire a Pool/Facilities Technician
- Main Park Shelter replacement- new 20 x 30 to accent new additions to park

Mr. Worthen:

- Horticulture position open

Mr. Kawamura:

- Tree Board-putting on Tree Symposium on February 23rd from 9:00-12:00 pm

Mr. Willis:

- Worked on project to improve/re-route Poudre River flow with Larimer County who received 1 million dollars in grant funding trying reincorporate wetlands and
- Coalition for Poudre River Water Shed-looked at making the river healthier and address flood mitigation, over next 20-50 years can see more similar projects to assist in managing the river
- Metropolitan Planning Organization Council-defend a \$544,000 grant submitted for transportation alternatives and to address long term flooding issues along the Poudre River, realigning portions of the Poudre Trail near Kodak area

2. Board

Mr. Wilson:

- Larimer County-Poudre River improvements along 392 in order to re-route flow of river to better manage with more natural bends, especially during flooding

E. ADJOURN

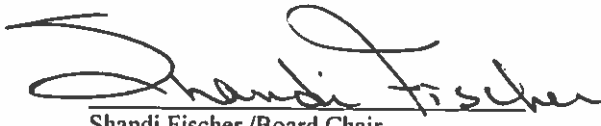
Mr. Lightfoot moved to adjourn the meeting. Mr. Morgan seconded the motion.

All members present voted Aye. Motion carried. The meeting was adjourned at 8:51 P.M.

CERTIFICATION:

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the 5 day of

March, 2019

A handwritten signature in black ink that reads "Shandi Fischer". The signature is written in a cursive style with a large, looping initial "S".

Shandi Fischer /Board Chair
Parks, Recreation & Culture Advisory Board

Submitted by: Kristy Zulkoski, PR&C Administrative Assistant