



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

April 2, 2019, 6:00 P.M.

Community Recreation Center

250 N. 11th Street, Windsor, CO 80550

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Minutes

**A. CALL TO ORDER**

Mr. Lucas called the meeting to order at 6:03 PM

1. Roll Call

The following PReCAB members were present:

Shandi Fischer(Absent)

Matt Morgan(Absent)

David Sandlin

Patrick Lightfoot

Nick Mask

Mitchell McNiell

Weld RE-4 School Board Liaison

Chris Perkins

Town Board Liaison

Barry Wilson

Also Present:

Parks, Recreation and Culture Director

Eric Lucas

Open Space & Trails Manager

Wade Willis

Park Operations Manager

Bob Worthen

Town Forester

Ken Kawamura

Administrative Specialist PRC

Kristy Zulkoski

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

**Mr. Sandlin moved to approve the Agenda. Mr. Mask seconded the motion. All members present voted Aye. Motion carried.**

3. Liaison Reports

Mr. Wilson/Town Board Liaison:

- **Downtown**
  - Mill will have portions opening on July 4<sup>th</sup>
  - American Legion will be moving to a building on 4<sup>th</sup> street, old legion will be demolished, new four story brick building will go in its place, include multi-retail businesses on first floor and condos/apartments on remaining three floors, additional parking (Developer-Brinker)
  - Three block area behind Manweiler-condos, alley way renovation, retail/restaurants, similar to Old Town Fort Collins look (potted plants, light posts)
  - 111 space parking lot where Town Works used to be
  - Downtown Development Authority moving forward with new signage coming to the area
- Update on DOT meeting last week at fire station, long term plan to move Highway 392 and 257 out of downtown
- January/February building permits on pace to break previous years records due to Raindance and Ridge at Harmony

- New roundabouts on CR 5 by Ptarmigan and on CR 13/New Liberty (Steeplechase), and New Liberty/7<sup>th</sup> Street, will add double turn lane on 7<sup>th</sup> when school is out

Mr. Perkins/Weld RE-4 School District:

- Budget planning sessions, meeting with groups to discuss budget for next year, finalized in May
- Current enrollment up 9% compared to last year, with new re-alignment of boundaries and surveys sent out to public, enrollment will be up 110 students for next year's plan, on pace to be another 10% increase
- Staffing needs for Severance, multiple job postings for new high school

4. Public Invited to be Heard

No Report

**B. CONSENT CALENDAR**

I. Minutes from March 5, 2019.

- CRC data formatting with numbers and noting dashes versus negative numbers

**Mr. Mask moved to approve March 5, 2019 minutes as amended. Mr. Sandlin seconded the motion. All members present voted Aye. Motion carried.**

**C. BOARD REVIEW / DISCUSSION**

I. Smoking/Vaping in Parks Policy (Update)

- Update- staff discussion with PReCAB, team meeting with Weld County Health Department, Survey, meeting with Police Chief
- Path Forward- review results and discussion with PReCAB, present results and recommendation to Town Board, education & implementation
- Introduction of Rachael Freeman and Kat Ventoruzzo from Weld County Health Department/Tobacco Control Program
  - Background on Electronic Smoking Device: contains-nicotine, propylene glycol, glycerin, diacetyl (flavors), substances like marijuana can also be vaped, combustion of E-liquid (not FDA approved) includes-nicotine, fine and ultrafine particles, and heavy metals (nickel, lead, tin), exposure can exacerbate respiratory elements, like asthma
  - Tobacco and Social Norming-Over a quarter of Colorado High School students are currently using e-cigarettes-highest use among high school students across the nation, average starting age is 12-13 years of age, leads into marijuana use
  - Survey Demographics-available March 4<sup>th</sup>-18th, posted on Facebook and PRC webpage, 1,057 completed, 95% Windsor residents, non-tobacco users, 9.2% prevalence of cigarettes, e-cigarettes, pipes, or cigars use in Windsor, 78% 30-64 years old age group
    - 71% use a Windsor park, playground, or trail at least once a week
    - 76% agree/strongly agree that kids being exposed to secondhand smoke or vapor is a problem
    - 66% agree/strongly agree that cigarette butt litter in parks and playgrounds is a problem
    - 71% agree/strongly agree that smoking or vaping in park and playgrounds is a problem
    - 84 % agree/strongly agree that smoking and vaping should be banned in parks and playgrounds

- 84% of non-tobacco users support banning smoking and vaping
- 26% of tobacco users support banning smoking and vaping
- Respondents are supportive of banning smoking and vaping in many outdoor spaces (89% playgrounds, 85% athletic fields, 82% rec center campus, 80% parks, 80% public special events, 80% shelters/picnics)
- 8% support no ban
- 296 additional comments (26% of respondents)-majority supporting a ban because of health, social norms and current vape epidemic, conditional support in favor of designated smoking areas, and smoking versus vaping, 34 comments did not support a ban due to individual right/personal freedom
- Based on the results of the survey and discussion with police around enforcement, staff is recommending banning smoking and vaping in all parks and the CRC campus with the exception of parking lots (not recommending no smoking on trails)
- Town Board Work Session on April 22<sup>nd</sup> 2019
- Return to PReCAB in May
- Discussion held on clarification of parking lots, especially Boardwalk Park (inside/outside of car), liter of cigarette butts around Windsor lake/beach, rolling policy out sooner than later versus January 1st, cost of implementation and signage, education and promotion

2. Museum Accessions (Albrandt & Schaeffer)

- Men's coat- black felt and fur, double-breasted button and loop closure, made in early 1099's, worn by Fritz (Fred) Schaeffer, who emigrated from Russia to Windsor circa 1912
- Tool box- wood, used by Carl Albrandt Sr. when he worked at the Great Western Sugar Factory in Windsor, brace bit, drilling, saw
- Blank postcard- belonging to Harold Stoll (born in Windsor), printed stamp of Lincoln, prepaid, circa 1962
- Report Card- Windsor Elementary Schools, 1972-73, belonging to Mark Stoll
- Booklet Saving Stamps \$3.00, "Thrifty Green Stamps"
- Windsor Fire Department Badge belonging to Victor Reynolds

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

3. Quarterly Update of 2019 Capital Projects

- Parks Maintenance Facility & Museum Collections (\$8.1 million)
  - New addition, parks staff, IT & human resources will be housed there, free up 1500 square feet of space at Town Hall
  - Plans submitted for review-permits
  - Breaking ground mid-May
  - Working on FFE
- Main Park Shelter- tore down old shelter next to new playground, completed by beginning of June, \$100,000 project
- Cemetery- bidded out and awarded, at least hardscaping complete for Memorial Day celebration, landscaping later, \$450,000 project
- Village East Park- June opening, ninja warrior course, nature play
- Windshire Park- developer build, open in next month
- Creamery-going to bid this week for design and construction, maker-space area, total renovation while keeping brick structure, \$320,000 project

- Culture Projects
  - Eaton House Master Plan- turn into business incubator
  - Public Art Plan \$5,000 project- internal staff, students from CU
  - AHC Fiber- install by end of April, shooting fiber from Town Hall, Culture Staff will relocate there
- Update on Projects
  - Kyger Trail \$1,000,000 budget, parking lot addition, delayed to the fall due to GOCO grant and connection of Poudre Trail
  - Mother Statue- bronzed, installation on June 20<sup>th</sup> during concert in conjunction with Windsor Community Cares Day by Mayor, \$75,000 (creamery acquisition)
  - CRC Rooftop- ordered, 2 of 4 original units to be replaced in next 2-3 weeks, \$75,000
  - Chimney Park backstop/drain
  - E-Prep Solutions- cost recovery software, down to the penny and evaluate as a business and every program, tied to strategic plan
  - #2 Ditch Trail easement, \$75,000 project
- Department Strategic Plan (Pros Consulting)
  - Kickoff Meeting- data dump, market analysis, SWOT
  - Site Visits- May 8 & 9
  - Stakeholder Interviews- 30 minute meetings (May 13<sup>th</sup> & 14<sup>th</sup>), Town Board Work Session (May 13<sup>th</sup>), public input session (May 14<sup>th</sup>)
  - Surveys- statistically valid, sent out June/July
  - Market Analysis (Draft)- includes data that may not be as accurate, especially in the area of population, culture of outdoor and active
    - Town of Windsor Top 5 Tapestry Segments- Soccer Moms, Urban Chic, Bright Young Professionals, Parks and Rec, Savvy Suburbanites
  - Market Potential Index- General Sports MPI, Fitness MPI, Outdoor Activity MPI, Commercial Recreation MPI, majority at or above national averages in all areas
- Town projects impacting PRC
  - Transportation Master Plan- Town Board would like PReCAB to attend Work Session on May 6<sup>th</sup> at 6:00 pm, discussion on roads, but major part of the study will be on trails and connectivity throughout town and non-motorized activity
  - Roundabouts at New Liberty- forestry maintenance, landscaping
  - The Mill- streetscape, forestry maintenance
  - Town Strategic Plan- adopted last year, focus on trails and open space, working on strategy to accomplish 2 year goals

## D. COMMUNICATION

### 1. Staff

Mr. Lucas:

- Town Board Discussion on Advisory Board- appreciate the work, goals and objectives that PReCAB is doing and focus on the future
- Advisory Board Dinner- April 30<sup>th</sup>, please RSVP
- Arbor Day Events-Poster Contest, exhibition opening at Art & Heritage Center on April 11<sup>th</sup>, runs through April 28<sup>th</sup>, school celebrations at Tozer and Mountain View on April 19<sup>th</sup>
- Tree Sale on April 20<sup>th</sup> at Parks Shop, order date by April 17<sup>th</sup>
- Memorial Tree & Bench for Sandy Brug- will remove old tree and update flower bed near Art & Heritage Center, plant new tree and adding a bench near the museum building, partnering with Historical Society, dedication on June 20<sup>th</sup> to honor her

2. Board

- Appreciation for the relocation of archery range

**E. ADJOURN**

**Mr. Mask moved to adjourn the meeting. Mr. McNiell seconded the motion. All members present voted Aye. Motion carried. The meeting was adjourned at 7:51 P.M.**

**CERTIFICATION:**

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the 7<sup>th</sup> day of

May, 2020

  
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Eric Lucas  
Parks, Recreation & Culture Director

Submitted by: Kristy Zulkoski, PR&C Administrative Specialist