



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

April 3, 2018, 7:00 P.M.

Community Recreation Center

250 N. 11th Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Chair John Nuspl called the meeting to order at 7:00 P.M

1. **Roll Call**

The following PReCAB members were present:

John Nuspl
Sandy Brug
Regan Price
Matt Morgan
David Sandlin
Patrick Lightfoot
Rebecca Holder-Otte

Town Board Liaison

Absent

Also Present:

Parks, Recreation and Culture Director
Manager of Recreation
Park Operations Manager
Open Space & Trails Manager

Eric Lucas
Tara Fotsch
Bob Worthen
Wade Willis

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. Mr. Lightfoot seconded the motion. All members present voted Aye. Motion carried.

3. **Liaison Reports**

1. Town Board Liaison
No Report

2. Weld RE-4 School District

- Ms. Price reported Weld RE-4 School District reported the following:
 - The Board is working on budget for next year, governor providing additional money. Additional funding bills at the state level and oil and gas money flush.
 - Still in discussion about at 2020 bond, and discussing redistricting lines.
 - State Wrestlers attended last school board meeting.
 - Thanks to Rec. Center partnership by accommodating longer summer.

4. **Public Invited to be Heard**

Mr. Nuspl opened the meeting for public comment.

Jenn Kaphammer, S.A.L.T. representative reported teen Easter egg hunt at Eastman park for middle schoolers. Planned activities include school bonfire night, games, and concessions. S.A.L.T. will be working the concessions at all teen night dances this year to raise money for their programs.

B. CONSENT CALENDAR

1. Minutes from February 6, 2018.

Mr. Lightfoot moved to approve March 6, 2018 minutes as submitted. Ms. Otte seconded the motion. All members present voted Aye. Motion carried.

C. BOARD REVIEW / DISCUSSION

1. 2018 Capital Project Review (Quarterly Update)

Mr. Lucas started by clarifying that the parks presentation will occur by Bob in August, Customer service will be in June. July is Open Space and Trails.

He then reported the status of all current projects:

- Windshire has final cost but plans have not been released to Town staff to review yet.
- Village East, staff has selected Design Concepts as the design consultant. Designs Concepts will be presented this Thursday, then on April 18th a public meeting will be held at art and heritage center to present those concepts to the public. PReCAB will see the final proposed concept at a public hearing in May, expect a large crowd. PReCAB will review plans and will make a recommendation to present to Town Board with construction anticipated yet this year.

Mr. Morgan asked about how the public process worked..

Mr. Lucas stated that an internal staff team is created. The public design team then provided guidance as to what goes into a NP vs CP, than do a break out of adults and kids to design their parks conceptually before a consultant was hired.

- Diamond Valley- Biggest project we are behind on, not enough time to develop RFP. The brush and recycling site is resolved with Town Board, but struggling to find a forever home. Parks is working on moving archery range. The goal is to get an RFP out this month.

Ms. Otte asked if there is a risk to delaying.

Mr. Lucas responded that we're just running out of programmable space and will have to cap programs, no risk of losing money.

Ms. Fotsch added that the fields the school used to provide are not available.

- Park maintenance Building, the appraisal is complete. Then will begin negotiating with school board after presenting to Town Board. February of 2020 is when we would have to move out.
- Main Park Playground, selected all around recreation. This Thursday will be a public meeting in which 2 concepts will be presented. Please bring children if you come because they are the ones that play on it and we want to know what they want. We are hoping for Labor Day weekend opening. One concept is a mast type theme rope structure with 2 inclusive components. The other version is very similar, 18 foot tall, net triangular structure with slide off of it. Both concepts have zip lines. Still a couple of inclusive pieces and rope structures are considered inclusive. Both structures are very similar, staff prefers the concept with the taller structure that moves. The department has received several comments from adults with concerns of safety of equipment. Staff will emphasize the safety standards that we adhere too.

Mr. Morgan asked if there is an inclusive standard we are striving towards.

Mr. Lucas responded nothing is defined at this point.

- Cemetery Parking Lot, engineering is planning on bidding this summer. On May 2nd roundabout will begin construction which will close 257 for most of the summer.
- Roundabout- Town Board has to decide on which version / level of landscape they prefer

which is the mid-level estimated at \$105,000. This concept is a little more grandiose similar to 7th and Crossroads.

- Creamery--reviewing a contract for obtaining the creamery building in exchange for the mother statue. Staff is working to get quotes for work on the creamery so we will have something to budget in 2019.

Ms. Brug stated that the Historical Society still needs to clean out before handing over to the town. They need volunteers to help and will likely do a yard sale.

2. 2019-20 Goals

Mr. Lucas presented what PReCAB submitted regarding 3 descriptive words on now vs future of the Parks, Recreation and Culture Department.

- Future- Weakness, growth, marketing, funding, which is where we ended up with goals
- Now, dedicated, growing, evolving, friendly proactive, strong
- Possible goals for 2020, Inclusive, innovative, continue success, accreditation.
- Will consider these for next meeting.

The Board and staff discussed further goals that include fiscal responsibility. Mr. Lucas reviewed some draft goals with the board. He asked if they are okay with them, he will bring 3-4 objectives under each one for the board to review. The Board continued to discuss the goals, roadblocks, and alignment with Town's strategic plan.

Mr. Lucas asked the Board to really try to spend some time looking at these so we can have a good discussion in June or July in order to tie into the 2019 budget. The Boards home work will be to write 3 weaknesses that they feel department has currently.

3. 2019 Budget Discussion

Mr. Lucas presented where we are now in the budget season and provided an overview of the budget itself. He will send out the information to the board. He asked them to take a look and give their opinion on what is needed. Great questions to consider are: Is what is currently budgeted in the 5 year plan realistic? Is it still necessary? Is there anything missing?

Ms. Otte asked if the population of town impact prioritization.

Mr. Lucas stated that yes. The focus will be to develop what we have and figure out how to fund the maintenance since that is the next big challenge we face.

COMMUNICATION

1. Staff

Mr. Lucas reported that the Town Board discussed a new park fee ordinance in a work session and will consider adoption later this year. 27 acres along Crossroads next to the future school site has been acquired. This will be the last community park and the southern most community park to date. He also explained the development review process and group that meets once a week. He announced a new administrative person was hired and part of their job will be to take notes at the future board meetings.

Ms. Fotsch reported that culture programs in 2017 had a total of 217 kids participate. So far just in this first quarter they already have 178 kids in 2018 have signed up. The Activity Guide is out. The first whole week the guide was out online only there were 517 registrations in 1 day. Accomplished in 1 day what took a week last year. The CRC hosted a summer enrichment fair which had over 400 attendees.

2. Board

Mr. Nuspl expressed gratitude to Town Board for the annual appreciation dinner. It was a really nice dinner and nice location.

ADJOURN

Ms. Holder-Otte moved to adjourn the meeting. Mr. Morgan seconded the motion. All members present voted Aye. Motion carried. The meeting was adjourned at 8: 22 P.M.

CERTIFICATION:

Approved by the Windsor Parks, Recreation & Culture Advisory Board on the 30th day of

May, 2018



Regan Price, Secretary
Parks, Recreation & Culture Advisory Board

Submitted by:
Wade Willis, Open Space and Trails Manager