



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

February 5, 2019 7:00pm
Community Recreation Center
250 N. 11th St, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the 24 hours prior to the meeting to make arrangements.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Introduction of New Member: Mitchell McNeill
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
4. Liaison Reports
 - Town Board Liaison
 - Weld RE-4 School District
5. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from December 4, 2018

C. BOARD REVIEW / DISCUSSION

1. Museum Accession
2. Policy Review Priority
 - a. Priority Rankings
 - b. Smoking in Parks
3. CNSP Update

D. COMMUNICATION

1. Staff
2. Board

E. ADJOURN

FUTURE MEETINGS

March 5, 2019

April 2, 2019

Regular Parks, Recreation & Culture Advisory Board Meeting

Regular Parks, Recreation & Culture Advisory Board Meeting

The Mission of the Windsor Parks, Recreation & Culture Department is to Impact Lives And Build Community Pride.

The Vision of Windsor Parks, Recreation & Culture Department is to Create a Legacy that Exemplifies Health and Wellness, Social Equity and Conservation.



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

December 4, 2018, 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(Absent)
David Sandlin
Patrick Lightfoot(Absent)
Nick Mask
Chris Perkins
Sandy Brug(Absent)

Town Board Liaison

Barry Wilson

Also Present:

Parks, Recreation and Culture Director
Manager of Recreation
Operations & Facilities Manager
Parks Operations Manager
Parks Maintenance Supervisor
Administrative Specialist PRC

Eric Lucas
Tara Fotsch
Kendra Martin
Bob Worthen
Robert Alcaraz
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

Town Board Liaison

Mr. Wilson reported on the following:

- Met with Martin Lind/Raindance-building some of their own parks and complimented the updates at Main Park and would like to be consistent with some of those ideas, development will include 2,700 homes, various parks, swimming pools
- Met with representatives from new Ballpark (executive session), moved to Diamond Valley from previous location off of Harmony due to sewer line construction, seems to be moving forward and in the Spring should have two 600x600 multi-purpose fields
- Completed 2019 Budget

Weld RE4 School District

Mr. Perkins reported on the following:

- Continuing to see more students coming in since school year started
- State Board meetings in Colorado Springs being held on December 7th and 8th
- Pool opened on time at WHS, grand opening ceremony
- Severance High School is still on track

- Re-Districting public meetings continue to be held to look at and change future school attendance boundaries, mostly positive feedback, but with some challenges, vote to finalize the changes at December meeting

4. Public Invited to be Heard No Report/Hearings

B. CONSENT CALENDAR

1. Minutes from November 6, 2018.

- Mr. Sandlin reported that Ms. Martin was absent and Mr. Willis was present at the November 6, 2018 meeting.

Mr. Sandlin moved to approve July 10, 2018 minutes as amended. Mr. Mask seconded the motion. All members present voted Aye. Motion carried.

C. BOARD REVIEW / DISCUSSION

1. Staff Presentation-Parks

Mr. Worthen reported on the following:

- Park Operations at a glance flowchart-Manager, supervisors, technicians, seasonal staff
- Park Operations Scope
 - Routine maintenance of parks and related facilities
 - Cyclical maintenance of parks, sports fields and facilities
 - In house parks and facilities construction projects
 - Management of contracted projects and services for parks and facilities
 - Development plan review and site inspections
 - Management of volunteer programs and related projects
 - Event and programming support
- Parks by the Numbers
 - 26 developed parks; 158 acres
 - Number of staff per acre; 20.23/1 FTE
 - 3 community parks; Boardwalk, Main Park, Community Rec Center and Police
 - 23 neighborhood parks
- Highlighted turf mowing/trimming of community parks (26% of time) versus neighborhood parks (2% of time); contracted out for neighborhood parks this year, focus from workers could be spent in areas/maintenance
- Discussion held about the need for future mowing equipment for maintenance /upkeep; Mr. Wilson-complimented Windsor's park/field/facilities upkeep and maintenance standards
- Contract Management/Project and Services
 - Landscape construction
 - Water Utilities
 - Playground Surfacing
 - Broadleaf Weed Treatment
- Design Review and Project Inspection
 - Plan review; meet weekly on Mondays to make recommendations/changes
 - Adherence to Landscape Design Standards
 - Site inspections and subsequent punch list items

-Volunteer projects coordination; Patrick Lightfoot with Traverse Church brought around 250 volunteers on Service Day at Oxbow working with concrete

- Contributing to the Mission and Vision
 - As requested by Mr. Lucas, managers met with staff and asked employees how they contribute to the mission and vision; very reinforcing to hear that staff enjoys what they're doing, they take pride in their work and embrace a team concept and value the work they do for the community

Mr. Alcaarez reported on the following:

- Park Routine and Cyclical Maintenance
 - Routine cleaning
 - Aeration
 - Mowing
 - Top dressing (separating soil, nutrients get to the roots)
- Parks Construction Projects In House
 - New playground at Main Park, completed on time despite weather issues
 - Archery Range relocation from Diamond Valley to 257 and Poudre Trailhead in October
 - Eastman bed renovations; 2 phases
 - Irrigation repair and installation; ball fields met all tournament requirements/timing

2. Staff Presentation from Larimer County Regional Trails Meeting

Mr. Willis reported on the following:

- Receive money from the Larimer County Open Space tax dedicated for use on projects within Larimer County side of Windsor
- Annual meeting with all the partners-Windsor, Berthoud, Ft. Collins, Timnath, Wellington, and Loveland
- Windsor received around \$140,000 in 2014, estimating \$170,000 this year-dedicated most to the construction of Windsor #2Ditch trail/Kyger (\$1,000,000 project for next year)
- Greater challenge on Weld County side due to lack of open space & trails funding
- Highlighted Town of Windsor strategic plan-shared visual from artist showing focus on open space & trails
- Reviewed goals from PReCAB-Leave a Legacy in Conservation
 - Develop regional approach to open space acquisition
 - Master Plan Kyger parcel
 - Begin offering environmental education classes
 - Paddle the Poudre event to raise river awareness/create interest in river use
 - Take over management of Frank State Wildlife area
 - Build museum collections facility

3. Frank State Wildlife Area- Status Update

Mr. Willis reported on the following:

- Brief History
 - Original easements granted in 1967 (added to other parcel granted in 1995 for total of 326 acres)
 - Easements exist in perpetuity
 - Easements have "retained rights"
 - Easements have "allowed uses"
 - Easements can be transferred
- Why Are We Here

- 2014 CPW/Town of Windsor Agreement (Action items-baseline study, management plan, complete mining)
- November 28, 2018 CPW indicated intent to extinguish the conservation easement
- Request Town become the Easement Holder
- What is a Conservation Easement
 - Conservation easements are an effective way to preserve land and open space for future generations without an outright purchase of land
 - A conservation easement might preserve working farms, natural resources, cultural or historical sites or lands with valuable attributes
- What is a Conservation Easement
 - Easement(s) have “retained rights”
 - mining, reclamation, protection of liability during mining, protection of any structures or improvements as noted in the Deed
 - Easement(s) have “allowed uses”
 - “...all forms of wildlife oriented outdoor recreation, including but not limited to, fishing, hunting, wildlife viewing and other forms of wildlife oriented recreation and habitat protection.”
 - “non-wildlife oriented uses are permitted when they are supportive of, incidental to and compatible with wildlife oriented recreation and wildlife habitat protection. Some examples (but not all) are sightseeing, bicycling, non-motorized boating, picnicking, hiking, exploring and photography.”
- Why is This Important
 - Protects wildlife habitat; open space; natural area
 - Public access: Trails that allow for sightseeing, bicycling, picnicking, hiking, exploring, and photography
 - Fishing
 - Birdwatching
 - Environmental/outdoor education
 - Acquisition of open space, based on new strategic plan
 - Encourage and facilitate the acquisition of future easements for trail development including, but not limited to, access from the Larimer County portion of Town to the Poudre Trail, access to the Poudre Trail for users north of river, as well as, connection along CR 13 to the #2Ditch Trail at the Kyger property
 - Water storage/NISP Mitigation efforts
 - Multi Modal Transportation Plan

4. Policy Review Priority

Mr. Lucas reported on the following:

- Discussing various policies and/or ordinances for prioritizing at the manager/director level (address and modify due to changes or they don't exist, but can identify future concerns)
 - Private use of facilities/parks for personal gain
 - Smoking in parks
 - Alcohol in parks
 - Metal detectors in parks
 - Drone/plane in parks
 - Pets at special events
 - Balloon launching in parks
 - E-Bikes
 - Homelessness in parks
- Board members will look over/prioritize list and email to Mr. Lucas

COMMUNICATION

1. Staff

Mr. Lucas reported on the following:

- Tree Board collaboration-After some consideration, the Tree Board declined the request for them to have a liaison on the PReCAB board, Mr. Kawamura will attend meetings and report back at Tree Board meetings
- 2019 Budget-will go to Town Board for adoption on December 10th (Eaton House master plan, museum collections facility, creamery/statue, and cemetery)
- Super Science Saturdays-December class “Oil Spills”, many emails (pro and con) were received, explanation of intent was provided, fee-based class
- November-highest month, since opening in October 2016, for bodies through the CRC front door (a little over 42,000 people), on track for 395,000 building visits for this year

Ms. Fotsch reported on the following:

- Spring Activity Guide went online on Monday, December 3rd, walk-in/phone registration and hard copies will be available Monday, December 10th, will scale back hard copy orders due to online/digital registration and availability
- Awarded bid for Village East Park-Taylor Coors Construction Company
- December 1st-Windsor Wonderland-Santa arrived on Great Western Railway, praised staff for all their hard work, despite the freezing temps, from 6:30 am (Ugly Sweater Dash) to 5:00 pm (Tree Lighting)
- CSU Online Learning sponsorship- \$10,000 for Rec Center and helped with Oktoberfest and Tree Lighting

Mr. Willis reported on the following:

- Mr. Willis and Mr. Lucas met with Ft. Collins, Larimer County and Timnath regarding Poudre Trail connection and grant acquisitions, will meet on a monthly basis to collaborate regionally

2. Board

- Mr. Mask inquired about dead trees along Kyger property, removal and wildlife protection from Town
-Direction came from Mr. Lucas and previous Town Manager, considered “western gateway into town” to remove at that time, currently and beyond will be based on safety issue, and if not, let nature take its course, will replant at some point with future trail expansion/re-routing along 392 and 13

ADJOURN

Mr. Sandlin moved to adjourn the meeting. Mr. Mask seconded the motion.

All members present voted Aye. Motion carried. The meeting was adjourned at 8:26 P.M.

CERTIFICATION:

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

Shandi Pettine/Board Chair-Parks, Recreation & Culture Advisory Board
Submitted by: Kristy Zulkoski, PR&C Administrative Specialist



MEMORANDUM

Date: January 31, 2019
To: Parks, Recreation & Culture Advisory Board
From: Tara Fotsch, CPRE, Recreation Manager
Re: Museum Collections Accession

Background / Discussion:

The Parks, Recreation, and Culture Advisory Board will occasionally have the opportunity to review recommended accessions and deaccessions to the permanent collection of the Town of Windsor Museum, per adopted policies. PReCAB has reviewed the attached items and has recommended accessioning items at their February 5th, 2019 meeting.

Museum collection items are only accessioned into the collection when they fit the following criteria:

- Object illustrates unique Windsor heritage as specified in mission statement.
- Known provenance.
- Object displays rarity as specified in collections criteria
- Collection supports object's interpretive potential for exhibition.
- Stable Condition
- Museum can adequately care for object

All items listed are items currently in the museums possession, and have been donated to the museum.

Financial Impact:

Museum staff does not foresee any financial impact associated with the formal accession of these items.

Recommendation:

Move to approve to recommend to Town Board, to accession museum collections items as presented by staff.

Attachments:

- a. Acquisition Forms for Potential Accession (Staff)



Town of Windsor
Department of Parks, Recreation, and Culture
Culture Division
250 N. 11th Street * Windsor, CO 80550



Potential Acquisition Form



Source:

- ☐ Donation
☒ Staff Acquired
☐ Transfer / Exchange
☐ Purchase

Name: Town of Windsor Date: 12-13-2018
Address: _____
City: Windsor State: CO Zip Code: 80550
Phone: _____ Email: _____

Price: not assessed Estimated Value (for donation or transfer/exchange)

Description and Provenance of Object(s):

- Town of Windsor lapel pins
 - Pin, Lapel - Round, gold color with black crest image. Crest designed by Roy Ray. Edge of pin is scalloped.
 - Pin, Lapel – Shield shaped, with back, edge, and gold lettering “Windsor”. “1890” and “Colorado” is written on it. Image of three-peak mountains, green field, and brown river(?)
 - Pin, Lapel – 125th anniversary pin, “1890-2015”, “Town of Windsor Colorado”. Three teal colored mountains, green lines representing fields with one line representing river at base of the mountains.
 - Pin, Lapel – “Town of Windsor Colorado”. Three light teal colored mountains, green lines representing fields with one line representing river at base of the mountains.

Challenge Coin, May 22, 2008, Windsor Tornado commemoration coin.

Museum Staff Recommendation:

Date: 12-12-2018

Accept into Museum Permanent Collection: ☒ Accept ☐ Decline

Accept into Museum Education Collection: ☐ Accept ☐ Decline

Reason for Decision:

☒ Aligns with mission

☒ Has established provenance/story

☒ Good Condition

☒ Has exhibit potential

☒ Fills gap in collection

☒ Space to store

☐ Other: _____

Parks, Recreation, and Culture Advisory Board (PReCAB) Decision:

Date: _____

Accept into Museum Permanent Collection: ☐ Accept ☐ Decline

Accept into Museum Education Collection: ☐ Accept ☐ Decline

Reason for Decision: _____

Town Board Decision:

Date: _____

Accept into Museum Permanent Collection: ☐ Accept ☐ Decline

Accept into Museum Education Collection: ☐ Accept ☐ Decline

Reason for Decision: _____

Signatures:

Culture Supervisor or Director of Parks, Recreation, and Culture Department

Date

Mayor, Town of Windsor

Date

FINANCE PReCAB REPORT

Volume 6, Issue 10
November 2018

OVERVIEW

- The base 3.2% collections and the .75% expansion collections were both above the target for the monthly budget requirement for November.
- Through November 2018 Construction Use Tax collections totaled \$4,012,193 or 112% of the annual budget.
- 41 business licenses were issued in November, of which 23 were sales tax vendors. 4 retail licenses closed in November, 2 were Special Events and 1 of which were outside the Town limits.

*Windsor
Wonderland*



WINDSOR WONDERLAND

Held Saturday, Dec. 1, residents of all ages delighted in the free activities offered during the town's Windsor Wonderland event. In addition to Santa's annual train arrival, residents also enjoyed tours through Boardwalk Park Museum, hayrides, holiday performances, children's activities, s'mores and much more.

PARKS, RECREATION & CULTURE

Ideally at the end of November one would want to see 92% collection rate on the annual budget number. The town has exceeded that benchmark in all three categories.

GENERAL FUND REVENUE CHART *For Parks, Recreation & Culture only*

<u>Division</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2018 Budget</u>	<u>% of Budget</u>
Cemetery	\$1,100	\$54,875	\$82,765	66.3%
Swimming Pool	\$137	\$190,551	\$175,613	108.5%
Recreation	\$21,028	\$717,377	\$815,163	88.0%
Museum	\$394	\$22,815	\$15,058	151.5%
Community Events	\$232	\$77,037	\$41,410	186.0%
Parks	\$0	\$13,861	\$7,727	179.4%
Forestry	\$0	\$9,810	\$9,000	109.0%
Total General Fund Operations	\$22,891	\$1,086,326	\$1,146,735	94.7%

General Fund Revenues are at 94.7% for the eleventh month of the year, above the benchmark of 92%.

GENERAL FUND EXPENSE CHART *For Parks, Recreation & Culture only*

	<u>Department</u>	<u>Current Month</u>	<u>YTD Actual</u>	<u>2018 Budget</u>	<u>% of Budget</u>
432	Cemetery	\$15,365	\$126,925	\$157,242	80.7%
433	Community Events	\$6,065	\$152,050	\$147,990	102.7%
450	Forestry	\$37,127	\$318,918	\$410,133	77.8%
451	Recreation Programs*	\$133,129	\$1,594,188	\$1,833,152	87.0%
452	Pool/Aquatics	\$6,533	\$300,095	\$345,782	86.8%
453	Open Space & Trails	\$12,674	\$124,404	\$131,751	94.4%
454	Parks	\$144,748	\$1,164,716	\$1,474,282	79.0%
456	Art & Heritage	\$24,596	\$277,692	\$377,517	73.6%
	Total General Fund Operations	\$380,237	\$4,058,988	\$4,877,849	83.2%
	<i>*plus transfers to CRC for operational expenses</i>				

The General Fund operations are at 83.2% of the annual budget.

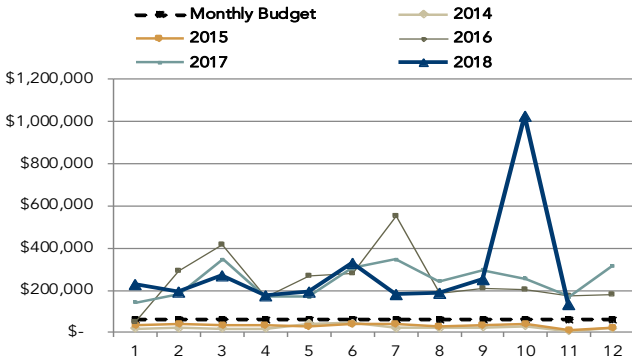
ITEMS OF INTEREST

Windsor is under the total operating budget benchmark for the year. With one month to go, it appears that the Town will finish under the 2018 budget.



FINANCIAL REPORT

Combined Neighborhood/Community and Park & Trail Development Fees



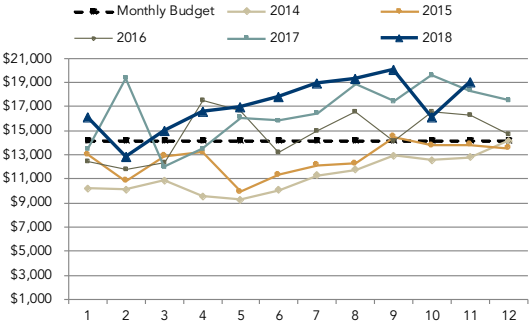
Neighborhood/Community and Park and Trail Development Fees are the direct result of fees paid on building permits. Historically the first few months of the year have been lower due to slow winter construction but come back during spring and summer months. These funds are utilized for park development projects as identified in the Capital Improvement Program (CIP) and approved by PReCAB. Beginning July 1st the Town started collecting Park & Trail Development fees as a combined fee. For

comparison purposes, this chart combines all fees.

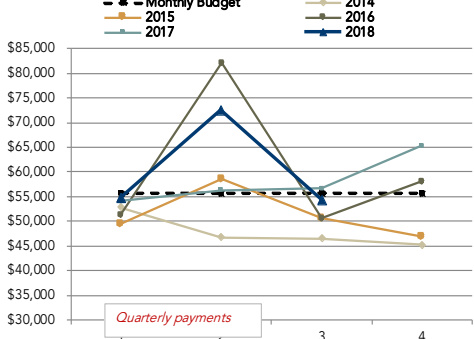
LCOS represents Larimer County Open Space tax disbursements. These funds are utilized for parks, trails and open space projects in the Larimer County portion of Windsor as identified in the CIP.

Lottery Funds (also called Conservation Trust Fund) are disbursed on a per capita ration of lottery sales and are primarily utilized for trails and open space projects as identified in the CIP. The Town has not yet received the September Lottery revenue.

LCOS Yearly Comparison (PIF)



Lottery Funds (CTF)



LOOKING FORWARD

3.2% COLLECTIONS

The town budgeted \$8.8M for this portion of sales tax for 2018, making the average monthly collection requirement \$734,294. November collections were above this mark at \$813,744.

.75% COLLECTIONS

The monthly budget requirement is \$174,061. The Town collected \$190,878 in November 2018.

3.95% TOTAL

For 2018 the Town budgeted \$10.9M in total for the combined 3.95% sales tax rate. Through November, the Town has collected \$12.5M. If the Town maintains this pace through the year, collections will come in at \$13.6M.

PARKS, RECREATION & CULTURE

ALL PRC FUNDS EXPENSE CHART

Benchmark = 92%

	Current Month	YTD Actual	2018 Budget	% of Budget
Operations				
General Fund (PR & C)*	\$380,237	\$4,058,988	\$4,877,849	83%
Community Recreation Center**	\$107,882	\$883,473	\$1,047,988	84%
Community Rec. Center Expansic	\$353,136	\$1,900,650	\$2,288,243	83%
Operations Total	\$841,255	\$6,843,111	\$8,214,080	83%
Capital Projects				
Park Improvement Fund†	\$5,922	\$1,872,515	\$4,895,069	38%
Conservation Trust Fund	\$11,565	\$130,841	\$623,000	21%
Capital Improvement (PR & C)	\$72,099	\$385,888	\$666,930	58%
Capital Total	\$89,586	\$2,389,243	\$6,184,999	39%
Total Budget	\$930,842	\$9,232,354	\$14,399,079	64%
*plus transfer from PIF to GF for Administration				
**CRC plus loan interest payment				
***CRC Exp plus loan interest payment				

- Operating expenditures are at 83% under the budget benchmark of 92% for November.
- Capital projects are at 39%.

2018 Major Projects	2018 Budget	Spent YTD	Dept.	Multi-Yr	Est. Start Process	Actual Start	% Complete	Est. Complete	Actual Complete
Diamond Valley Field Phase Development	\$3,600,000	\$3,500	Pks/EL	2017-2019	May 1		4%	into 2019	
Main Pk Playground Replacement	\$400,000	\$402,491	Pks Mgr	2018	Aug 16	Sept	100%	Sep 13	13-Sep
Village East Park Development	\$866,000	\$138,687	Pks/TF	2018	2019		60%	2019	
Poudre Tr Maintenance TAP grant project	\$95,000	\$81,500	Pks/WW	2018	Sep 10	Sept	75%	mid Nov	Nov
Windsor Tr Highland Meadows Pkwy	\$165,000	\$2,363	Pks/WW	2017-2018	Jun 1		25%	Aug 1	
Windsor Tr #2 Ditch Tr -15th St to River Bluffs OS	\$50,000	\$5,943	Pks/WW	2018-2020	2020		100%	2020	
7th Street & Crossroads landscaping	\$85,000	\$64,349	Pks/KK	2018	mid Oct	Oct	100%	Nov 1	Nov
Eastman Pk Doc for special events investment	\$15,000	\$0	Pks/TF	2018	Oct		100%	Dec	
Automate splitter box E of Chimney Pk	\$70,000	\$0	Pks/WW	2016-2018	mid Oct	Oct	100%	Dec 15	
Purchase Creamery for Mother statue	\$77,000	\$79,248	Pks/TF	2018	Jan	Jan	95%	mid Dec	
Color key for funds =		PIF	CTF	CIF					



PReCAB REPORT

February 2019

DIRECTOR'S UPDATE



Eric Lucas
Director of Parks, Recreation
& Culture
970-674-3500

Well, January went by in a blur and I can assure you that is how staff feels! As mentioned on a subsequent page, January 2019 is our new all-time high month for building attendance with over 42,000 people through the front door. This is most likely due to our membership special, NY Resolutions and of course community growth. Needless to say we have begun to hear questions regarding expansion or new facility.

On the recreation end we are busier than ever as our programs and events continue to burst at the seams. Swing by one day during the week to see 70-80 + seniors working out in the gym because the classrooms are beyond capacity. Winter sports are about 30+ days from conclusion and we will enter spring sports. Furthermore, staff is working hard to finalize concerts, special events and sponsorships.

We have been blessed so far (fingers crossed) with a mild winter so while that has allowed us to work on park projects it has not allowed us to train our staff on real-world snow duties.

Much of my time along with our management team and selected team members have been busy working on a plethora of capital projects and initiatives. They include but are not limited to the following:

- Village East Park
- Main Park Playground
- E-Prep Solutions (cost recovery software)
- Public Services Campus Expansion
- Recycling Center Re-location
- CNSP
- Strategic Plan RFP
- CRC Rooftop Unit
- Cemetery Project (goes to Town Board Feb 4)

Additionally, we have begun to interview and in some cases hire approved full time positions along with beginning to advertise for the 100+ seasonal positions that we add each summer.

Your agenda to begin the year is appears light but has several significant discussion items on tap. We will begin with a museum accession which requires a Board vote. Followed by our initial policy discussion on smoking in the park and wraps up with an in-depth look at the revised CNSP agreement. As always, please feel free to reach out if you have questions, concerns or would like something added to the agenda!

Sincerely,

Eric Lucas
Director of Parks, Recreation & Culture



RECREATION DIVISION

NIGHT OF THE STARS

Twenty Talented young stars rehearsed and competed in our 2nd Annual Night of the Stars event on Sunday, January 27th at the Windsor High School Auditorium.

The contestants were split into grade levels K-2nd, 3rd-5th, 6th-8th, 9th-12th and compete in the categories of Music (instrumental), Variety, and Voice. We had 20 participants (K-12) this year with eight acts moving on to the state competition, which will be held this year at Englewood High School, where Windsor youth will compete against youth from around the state who have also won in their local competitions.

The winners advancing are:

Jaelynn Hernandez (1st grade)
dancing to “Lose It”

Denver Ryan (5th grade)
with a comedy routine

Zyla Beck (5th grade)
playing “Hedwig’s
Theme” on piano

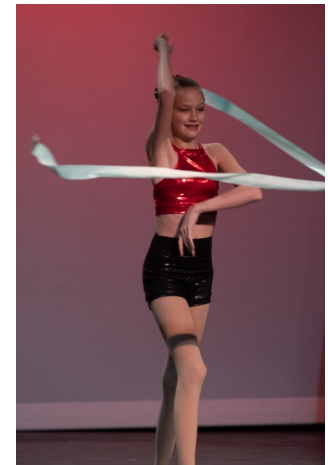
Joelle Perry-Grice (5th
grade) singing “Castle
on a Cloud”

Sarah Schulz (6th grade)
twirling baton to “The
Campion”

Ashley Launer (8th grade)
playing “Nightingale
Serenade” on flute

Olivia Darby (8th grade)
singing “River of
Tears”

Nicole Darby (11th grade)
singing “Ashes”



2018 Recreation Programs Did You Know

In 2018, we impacted an amazing amount of people through our programs:

- 21,071 senior program participants (nearly 10,000 lunches served)
- 30,000 people in athletics
- 30,000 people in general programs
- 1,100 rentals
- 23,000 in aquatics
- 9,300 in cultural programs
- 100,000 + in special events!

PARKS DIVISION

2019-Spring At A Glance...

Parks Maintenance

The unusually warm weather has enabled staff to begin spring projects and get a bit ahead of the spring rush. A few of those projects include installation of the two new archery frames purchased last month for the recently relocated archery range at the Kodak Trail head. Staff is also adding two longer 50 and 60 yard target placements that will remain undeveloped. The undeveloped, longer



targets will provide a more natural environment, with greater challenges for distance, brush and tree cover. From 10 yard courses for kids and beginners to 40-60 yard courses for the more experienced, the new range has it all!



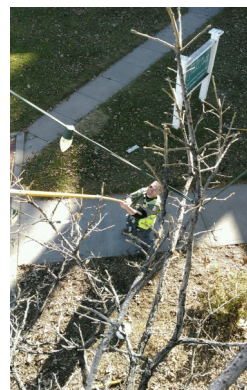
The Main park shelter design review is nearing completion and staff is hopeful to go out to bid mid-February. The proposed 20' x 30' would not only provide more usable space for our large events like Harvest and Wine fest, but also provide more usable space for daily rentals.



One of the major differences in the new design is the vaulted, over-lapping roof line and the center divider found in the former shelter.

Forestry and Horticulture

The holiday season has officially ended for 2018 and is most evident by the removal of the Christmas lights around town. Staff installed roughly 25% more lights this year than last year for downtown and the big tree in Boardwalk park, and the feedback was



over-whelming for the "Pop" factor!

Structure pruning at Eastman park is almost complete. The process includes raising the lower branches of trees near and around sports fields and recreational greenspace to mitigate injury to sports groups like soccer, youth

football and daily drop-in use.



Horticultural staff has begun cutting back the native grasses and in all the planter and shrubs around town. The process enables the grasses to store winter nutrients and keep height under control come spring.



OPERATIONS & FACILITIES

NEW YEAR, NEW YOU promotion starts the year off right!

The New Year usually comes with some form of a New Year's resolution. This year we wanted to support those resolutions for a heather 2019. The Community Recreation Center offered a New Year, New You promotion that turned out to be a great success. The promotion ran from Jan. 2nd to the 8th and kept our front desk operations on their toes!



DISCOUNTED ANNUAL MEMBERSHIPS

We offered \$100 off of a Family or \$50 off any Individual Annual membership.

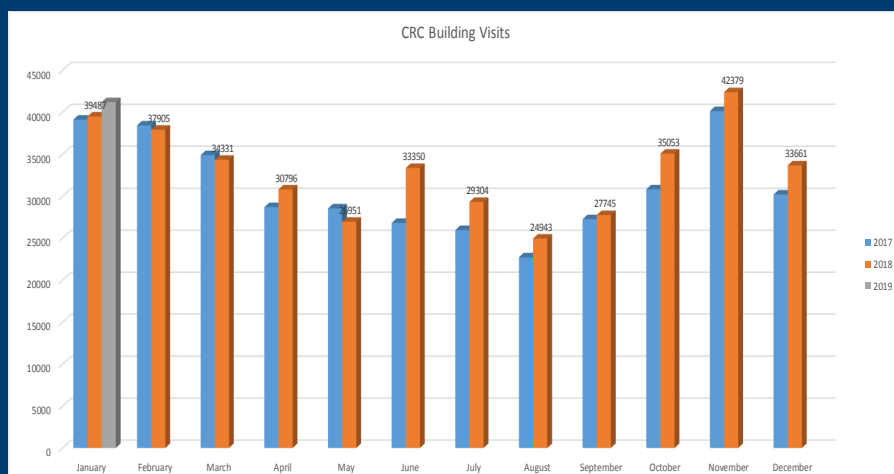
BONUS CHILDCARE DISCOUNT

Participants could buy 10 tokens and get 5 free.

The promotion was very well received selling 379 individual memberships and 1545 child care tokens.

COMMUNITY RECREATION CENTER VISITS

After 1 month, we are off to a good start. Let's see if 2019 can surpass the 395,905 visits we had in 2018.



Numbers at a glance

CRC Customers in 2019

The Community Recreation Center front desk greeted over **42,000** customer so far in 2019.

Our highest month ever!!

January Visits

January started off strong with our New Year, New You promotion. The month didn't slow there, in fact January 26th blew our daily average out of the water. We had 2,239 people through our doors attending the first day of basketball, our Mother Daughter Tea Party and of course, coming in to get a work out.

Memberships

In the month of January we gained **560** memberships.

Birthday Rentals

In the month of January we hosted **35** birthday party rentals in our facility.

OPEN SPACE AND TRAILS

SPOTLIGHT

This spring we will be completing the Open Land and Trails maintenance standards document. The intent of this document is to provide a clear guideline to direct staff on meeting qualitative maintenance standards see the example below. Often times we have internal discussions regarding when a certain maintenance activity will occur, with opens lands and trails, it is mother nature who dictates when activities occur or how frequently. For example a really cold dry spring can delay the growth of vegetation by over a month. Conversely, really nice weather conditions increase the amount of users which increases the frequency waste receptacles need to be emptied or dog bag dispensers are refilled.



Trail Mowing Bands

Bands of grass are mowed between two and five feet on both sides of the trail. Grass should be maintained at less than ten inches tall.

Insufficient



Standard



Trash Cans

Trash can is free from odor and/or less than half full. Liner is secured around the rim of the trash can. Vegetation is trimmed around perimeter of can no less than 3'

Insufficient

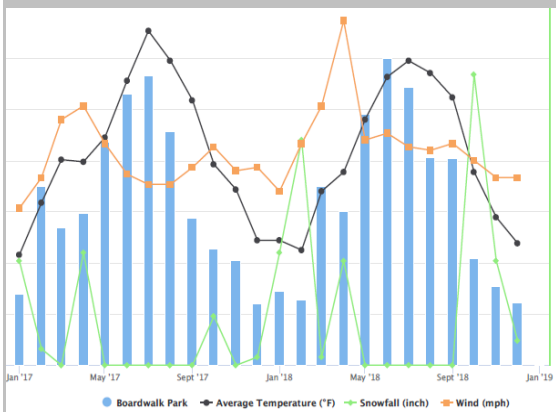


Standard

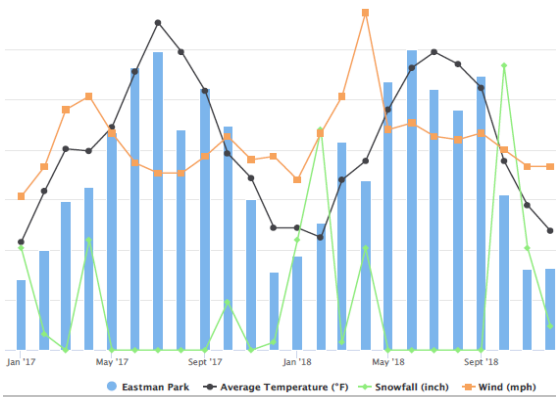


TRAIL COUNTS

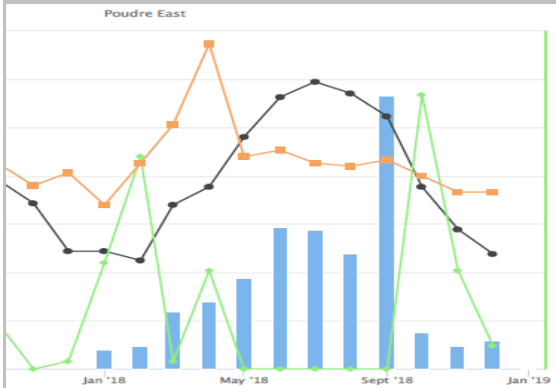
Boardwalk Park



Eastman Park



Poudre East



COMMUNICATIONS



FACEBOOK ENGAGEMENT

INTERACTIONS

997 REACTIONS

137 COMMENTS

101 SHARES

1,230 TOTAL ENGAGEMENTS

TOP POSTS

	DATE	REACTIONS	COMMENTS	ENGAGEMENT	REACH
Windsor Sunrise	Jan 20	155	1	6.3%	2,772
Woodcarving on Poudre River Trail	Jan 27	123	6	7.2%	2,765
Denver Nuggets Basketball Skills Challenge Winners	Jan 23	105	13	10.9%	2,559

BY THE NUMBERS

Facebook Page	Total Fans	Fan Increase	Posts Sent	Impressions	Impressions per Post	Engagements	Engagements per Post	Link Clicks
Windsor Parks, Recreation & Culture	5,701	0.64%	36	124,613	3,461.5	1,230	34.2	397



TWITTER ENGAGEMENT

INTERACTIONS

0 REPLIES

0 RETWEETS

0 COMMENTS

2 LIKES

TOP POSTS

	DATE	REACH	RESPONSES	CLICKS	RETWEETS
Super Science Saturday: Weather	Jan 31	212	—	2	—
Musicians for Crafty Cabaret	Jan 30	212	—	—	—
Kids' Nite Out	Jan 5	205	—	—	—

BY THE NUMBERS

Twitter Profile	Total Followers	Follower Increase	Tweets Sent	Organic Impressions	Organic Impressions per Follower	Engagements	Engagements per Follower	Retweets	Clicks
WindsorPRC	212	3.9%	3	1,401	6.61	9	0.04	0	3



WEBSITE ENGAGEMENT

33,151
VISITS

30,087
UNIQUE PAGE VIEWS

56 seconds
DURATION

TOP 3 PRC PAGES

1. CRC | 2. FITNESS SCHEDULE | 3. ACTIVITY GUIDE

Top Channels

