



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

July 2, 2019 6:00pm
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. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
3. Liaison Reports
 - Town Board Liaison
 - Weld RE-4 School District
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from June 4, 2019

C. BOARD REVIEW / DISCUSSION

1. Update on Smoking / Vaping Policy
2. 2019 CIP Quarterly Update
3. 2020 Budget (CIP / Personnel / Operations)

D. COMMUNICATION

1. Staff
2. Board

E. ADJOURN

FUTURE MEETINGS

August 2, 2019
October 1, 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

June 4, 2019, 6:00 P.M.

Community Recreation Center

250 N. 11th Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Mr. Lucas called the meeting to order at 6:00 PM

1. Roll Call

The following PReCAB members were present:

Matt Morgan
David Sandlin
Nick Mask
Mitchell McNiell
Patrick Lightfoot

Weld RE-4 School Board Liaison

Chris Perkins

Town Board Liaison

Barry Wilson

Also Present:

Parks, Recreation and Culture Director	Eric Lucas
Manager of Recreation	Tara Fotsch
Operations & Facilities Manager	Kendra Martin
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. Lightfoot seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

Mr. Wilson/Town Board Liaison:

- Initial conversations about oil and gas
 - Mixed feelings from Town Board – legally going over what can / can't do
 - Air quality monitoring stations / investment in equipment
 - Pollution increase due to population increase
 - State approached the Town to waive its right to do anything - chose not to, but pursue other options based on Advisory Board from Larimer County
 - Putting focus on public health and the environment – wanting to avoid future locations near schools and parks and proximity to Poudre River
 - Town has received \$3.8 million from oil and gas
 - Other municipalities are placing moratoriums on permits
 - Extraction Oil & Gas in Windsor – inconsistencies about distance of building away from oil sites

Mr. Perkins weld RE-4 School District:

- Last day of school - June 6th
- WHS graduation / Budweiser Event Center - June 9th at 12:30 pm
- Architecture and Long Range Planning Committees discussed adding 2 new elementary schools K-5, 400-450 students, through future bond initiatives (Peakview and depending on growth either on top of hill or Severance area), expansions at both WMS and Severance Middle School

4. Public Invited to be Heard
No Report

B. CONSENT CALENDAR

1. Minutes from May 7, 2019.

Mr. Lightfoot moved to approve May 7, 2019 minutes as submitted. Mr. Morgan seconded the motion. All members present voted Aye. Motion carried.

C. BOARD REVIEW / DISCUSSION

1. 2020 Capital Project Bus Tour

- Currently narrowing down laundry list of ideas
- Final recommendation input due at the end of the month, will present to Town Board in July
- Small Capital – up to \$50,000
- Large Capital - \$50,000 and greater / 5 years
- Board members and PRC staff toured and discussed the following sites:
 - Jacoby Farm House Clean Up / Demo – Jacoby property 15th Street
 - Jacoby Road to Main Street trail – 17th Street
 - #2 Ditch Trail from High Hops to Kyger – Along Hwy 392
 - Kyger Master Plan – Kyger property
 - Trail CR13 Trailhead to Hwy 392 – CR13 North of Poudre River
 - Pedestrian bridge CR13 at Trailhead – CR13 over Poudre River
 - Playground – Covenant Park
 - Riverwalk & river access Eastman (Phase 1) – Eastman Park
 - Infrastructure (electrical / water) – Main Park
 - Restrooms – Main Park
 - Brown Palace electrical – Chimney Park
 - Pool Slide – Chimney Park
 - Kodak Parking – Kodak Trailhead off of Hwy 257
 - Eaton House renovation / landscaping – Boardwalk Park
 - Wibit – Boardwalk Park / Windsor Lake
- Other locations / items discussed while on tour:
 - Dragon feature – Highland Meadows Park
 - Neighborhood Park – Harmony Ridge
 - Diamond Valley – FFE
 - Transportation Master Plan
 - PRC Strategic Plan results
- Small Capital – still under consideration
 - Hwy 392 landscaping by cemetery
 - Art & Heritage interior painting
 - Boardwalk Park Museum painting
 - Creamery laser cutting

- Archery Range butts
- Art & Heritage floor refinish
- Exhibit master plan
- Skin infields at Highland Meadows and Chimney Parks
- Portable backstops
- Mobile Mini
- Main Park Horseshoe pits
- Infield lip removal

D. COMMUNICATION

1. Staff

- Mr. Lucas will be on vacation June 8th – 16th, Ms. Fotsch acting as Director
- As PRC is finalizing recommendations, please send feedback to Mr. Lucas concerning projects that were discussed on the tour
- Windshire Park Ribbon Cutting June 5th at 5:30 pm
- Village East Park walk through June 20th or 21st, opening week of June 24th
- Next meeting July 2nd – Town Board approved vacancy

2. Board

- Mr. Mask – landscaping / trees at archery range near parking lot

E. ADJOURN

Mr. Sandlin moved to adjourn the meeting. Mr. McNiell 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 _____ day of

_____, 20____

Nick Mask/Board Chair
Parks, Recreation & Culture Advisory Board

Submitted by: Kristy Zulkoski, PR&C Administrative Specialist



PRECAB REPORT

July 2019

DIRECTOR'S UPDATE



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

As expected, June was action packed with all parks and programming in full swing! The early part of the month the weather hampered some operations such as the lake and pool but we are now in the heat of summer and busier than ever. Boardwalk park is busy almost every day and the Chimney Park pool is also being visited with high frequency. Our Saturday morning Farmers Market kicked off last week and had a great turnout and summer concerts have been a success to date with 4 fantastic events including this weeks Community Cares Night. Beside the concert, we dedicated the Mother Statue, and benches for Sandy Brug and Michal Conners.

We opened Windshire Park on June 5th and it is being heavily used by the community. On June 24th, we held our parks maintenance and museum collections groundbreaking and opened the new Main Park shelter on June 14th. Not to mention continued work on the public art plan, department strategic plan, the Town's Transportation Master Plan and submitting the 2020 budget. I did manage to squeeze a fabulous family vacation in to Yellowstone!

I don't expect July to be any slower as we continue with

our schedule of events and programs, ongoing maintenance work and continue efforts on the remaining capital projects as well as the annual budget process (yes it doesn't end after first submittal). We will continue work on capital projects, which will include opening Village East Park on July 11th at 5:30 p.m.

Staff has worked to finalize the strategic plan questionnaire which will be randomly mailed to households the week of July 8th (we will also post a web survey). This public data collection will culminate with a Town Board work session on August 12th that I highly recommend PRECAB attend.

Your agenda this month will consist of a few quick updates and the rest of the meeting will be dedicated to budget. This will include capital, personnel requests and our draft of operations budget.

Don't forget.....the meeting starts at 6pm.

As always, please feel free to reach out if you have questions, concerns or would like something added to the agenda!

Eric

Sincerely,

Eric Lucas

Director of Parks, Recreation & Culture

Recreation Lives Here

PARKS DIVISION

More Than Maintenance!

Parks Maintenance

Beyond the daily and cyclical maintenance, Parks dedicates equally as much time to capital projects, joint project efforts with other departments and in some cases, in-kind services to off-set capital project costs. Each member of the Parks team possesses their own unique knowledge, skills and abilities that lend to the ability and ultimate completion of the varied projects they undertake. The scope of each project can vary greatly and thus require a particular member of the team to understand the scope and meet the timelines for completion. A few of the most noted projects for 2018 and 2019 are highlighted below.

- Relocation of the Recycling Center from Diamond Valley to Public Works
- Relocation of the Archery Range from Diamond Valley to the Kodak trail head
- Removal and installation of the new playground in Main Park
- Demolition of the old shelter in Main Park.



Main Park Shelter Removal

Parks Maintenance is not always about keeping it clean and green!

From cyclical maintenance practices to building the parks of our future...the Windsor Parks team makes it happen!



To date, Parks staff have saved an estimated \$75,000 in contract savings and in-kind services!



Main Park Playground Removal

Forestry and Horticulture

Each year Forestry and the Tree Board host the annual Sick Tree Day. Groups of horticulture experts make the rounds in Windsor to look at sick or dying trees and offer advice and suggestions. The experts are knowledgeable about all aspects of forestry and horticulture, including diseases and pests that are common in the area. This is a once-a-year event that is FREE for the citizens of Windsor. This event not only fosters good community



relationships, but also ensures our landscape tree standards are being met and educating the community on the right tree for the right area!

Keeping Windsor trees healthy and the community informed!





RECREATION DIVISION

SWIM LESSONS—They are important!

According to a recent poll conducted by the [National Recreation and Park Association](#) (NRPA), more than 9 in 10 Americans (95 percent) believe it is important for children to learn how to swim at an early age. Parks and recreation is a leading provider of low-cost/free swimming lessons. Nearly 70 percent of agencies nationwide provide aquatics programming, including learn-to-swim lessons and water safety programs for children and adults.

People of all ages agree it’s important for young children to learn how to swim. However, baby boomers (97 percent) feel the strongest. In fact, eighty-five percent of baby boomers believe it’s extremely or very important while Gen Xers (79 percent) and millennials (73 percent) also feel it is extremely or very important.

Research shows risk of drowning can be reduced by 88 percent if children participate in formal swimming lessons between ages 1–4. That’s why NRPA is proud to partner with the World Waterpark Association to support the World’s Largest Swimming Lesson™, June

20, 2019, which brings together tens of thousands of individuals from hundreds of communities around the globe who all participate in the same lesson over the course of a 24-hour period to raise awareness about drowning and the fact that swimming is a vital life-saving skill that every child should learn. The Town participated in this program this year and had 34 participants.

Article from NRPA Park Pulse.

The Aquatics team offers swim lessons year round and has created their own program to keep costs low so more residents can participate in our program. The team is also working with the local PE teachers to create a program that will ensure all 3rd graders in our community receive a free swim lesson. Stay tuned as this program rolls out!



SWIM LESSON STATISTICS

- 2017 Swim Lesson #'s
 - Private Lessons—933
 - Indoor Lessons—910/Wait List—432
 - Outdoor Lessons—546/Wait List—164
- 2018 Swim Lesson #'s
 - Private Lessons—796
 - Indoor Lessons—990/Wait List—383
 - Outdoor Lessons—1126/Wait List—23
- 2019 Swim Lesson #'s
 - Private Lessons—251
 - Indoor Lessons—473/Wait List—226
 - Outdoor Lessons—TBD/Wait List—TBD

OPERATIONS & FACILITIES

The talent in our staff!

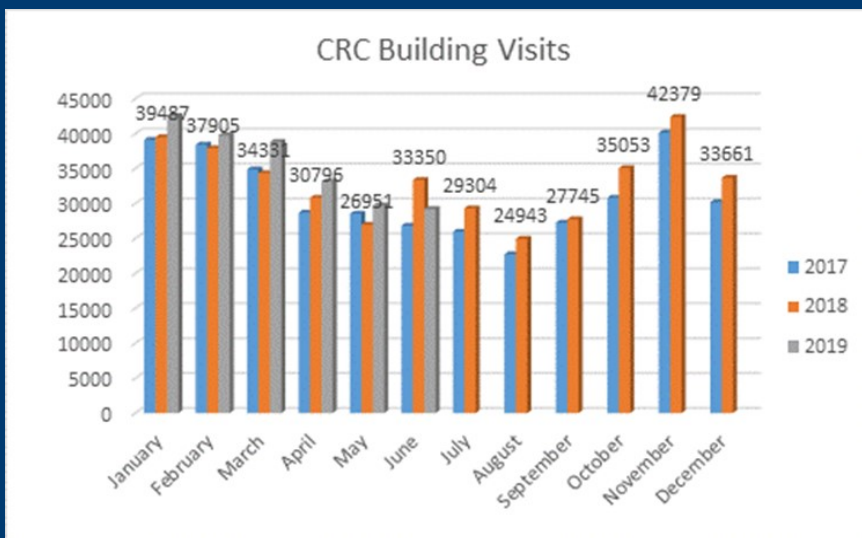
Alexis Ortiz currently works for the Town of Windsor as a Facilities Specialist. She graduated from Windsor High school and finished her degree in Art and Design. Alexis has an incredible talent that is currently on display in the Community Recreation Center. Come check out her exhibit, "Regrowth and Destruction within Forests."



While checking out Alexis's art display, say hello to Laura Thiemann, our new Manager on Duty. Laura is a familiar face to many people in the Town of Windsor as she worked at the Community Recreation Center a little under 5 years ago. She and her family moved to Nebraska where she worked in campus recreation before grabbing onto the opportunity to move back to Colorado. We are so excited to have Laura back with her extended knowledge of processes and procedures to accent our efforts.

COMMUNITY RECREATION CENTER VISITS

After 6 months we have seen almost 213,200 visits. 2018 total was 395,905 which we are on target to beat in 2019.



Numbers at a glance

CRC Customers in 2019

The Community Recreation Center front desk has greeted almost 213,200 customers so far in 2019. This is nearly 11,000 more than the same time period in 2018.

June Visits

June totals came out lower than May as people head outside to enjoy Colorado. June brought 29,214 visits to the Community Recreation Center with an average of 974 visits a day.

Memberships

In the month of June we gained 335 **new** members.

Silver Sneakers

June Silver Sneaker numbers had over 2,390 visits from a total of 2,386 silver sneaker members.

January 2019 stays in the lead with 4,550 visits

Birthday Rentals

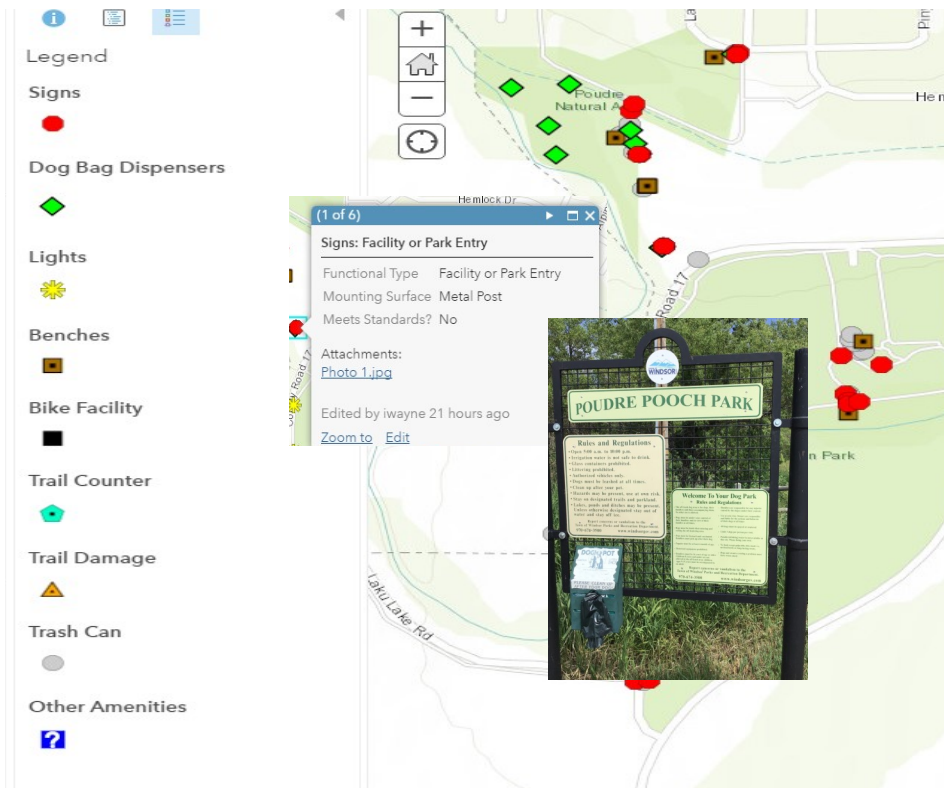
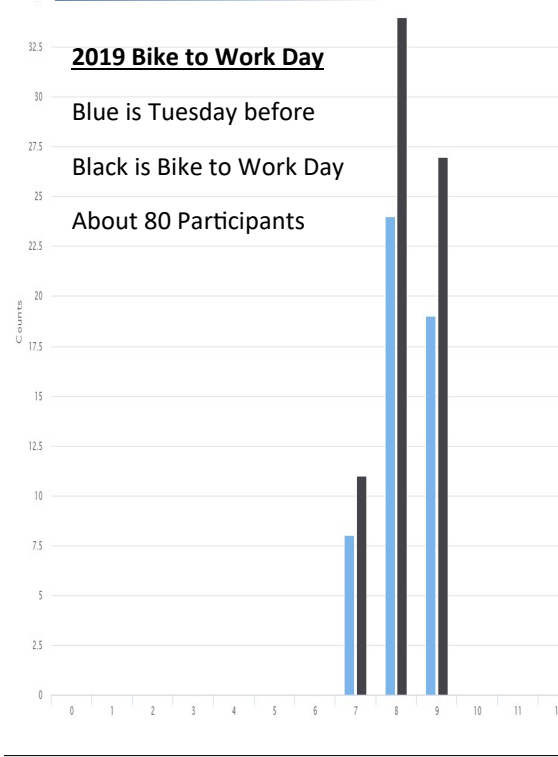
In the month of May we hosted 24 birthday party rentals in our facility.

OPEN SPACE AND TRAILS

SPOTLIGHT

June Highlights:

- Wade attended the annual CSU Weed Network Field Day. This was an all day field trip where participants visited many different sites to see cutting edge trials on addressing some of the most challenging weed issues in our region. The good news is that there is now a product that seems to be really effective at managing Cheat grass.
- This month we've started collecting and inventorying asset locations and condition information. This will be a great tool for developing our maintenance and operations budget. At this time we are focusing on signs, benches, light poles, water fountains, bike facilities and trail conditions. We soon will use this same tool to track vegetation issues so we are better able to identify whether management strategies are effective.



- Bike to Work Day was on June 26th. This year we hosted two stations, instead of one. This event is a great effort to encourage the community to consider biking as a regular means of transportation and helps build community. A big thanks to all of the sponsors of this years event.





COMMUNICATIONS

TOP POSTS	DATE	REACTIONS	COMMENTS	ENGAGEMENT	REACH
First Summer Concert	June 6	285	33	10.4%	5,986
Free Day at Chimney Park Pool	June 17	179	76	9.3%	10,155
Windsor Lake Rentals	June 2	150	33	11.5%	5,806

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	6,365	5.63%	57	351,829	6,172.4	4,886	85.7	2,177	



FACEBOOK ENGAGEMENT

INTERACTIONS

4,030 REACTIONS

603 COMMENTS

253 SHARES

4,886TOTAL ENGAGEMENTS

TOP POSTS	DATE	REACH	RESPONSES	CLICKS	RETWEETS
World’s Largest Swim Lesson	June 19	1,234	1	—	1
Farmer’s Market	June 22	249	—	—	—
Chimney Park Pool Closure	May 24	249	—	—	—

BY THE NUMBERS									
Twitter Profile	Total Followers	Follower Increase	Tweets Sent	Organic Impressions	Organic Impressions per Follower	Engagements	Engagements per Follower	Retweets	Clicks
 WindsorPRC	250	2%	10	3,470	13.88	36	0.14	1	8



TWITTER ENGAGEMENT

INTERACTIONS

0 REPLIES

1 RETWEETS

0 COMMENTS

2 LIKES



WEBSITE ENGAGEMENT

44,223
VISITS

36,248
UNIQUE PAGE VIEWS

1:07 minutes
DURATION

- TOP 3 PRC PAGES
1. COMMUNITY REC CENTER | 2. SUMMER CONCERT SERIES | 3. WINDSOR LAKE

Top Channels

