



PARKS, RECREATION, AND CULTURE REGULAR MEETING

July 5, 2022 - 6:00 PM
Community Recreation Center, 250 N. 11th Street Windsor, CO
80550

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
3. Liaison Reports
 - Town Board Liaison
 - Weld RE-4 School District
4. Public Invited to be Heard

B. CONSENT CALENDAR

1. Minutes from May 3, 2022

C. BOARD REVIEW/DISCUSSION

1. 2023 Budget Tour

D. COMMUNICATIONS

1. Staff
2. Board

E. ADJOURN

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 Thursday prior to the meeting to make arrangements.



PARKS, RECREATION & CULTURE ADVISORY BOARD MEETING

May 3, 2022 6:00pm

Community Recreation Center – Party Room

250 N. 11th Street, Windsor, CO 80550

Minutes

A. CALL TO ORDER

Mr. Mask called the meeting to order at 6:02 PM

1. Roll Call

The following PReCAB members were present:

Nick Mask
Patrick Lightfoot
Michael Nagl
Shawna Hendricks(absent)
Lainie Peltz
Heidi Hammer

Weld RE-4 School Board Liaison
Town Board Liaison

Patrick Miller
Victor Tallon(absent)

Also Present:

Deputy Director of PRC
Operations & Facilities Manager
Parks Operations Manager
Open Space & Trails Manager
Town Forester
Recreation Manager
Administrative Specialist

Tara Fotsch
Kendra Martin
Bob Worthen
Wade Willis
Ken Kawamura
Bobby Warner
Kristy Zulkoski

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

- Remove item C3 under Board Review/Discussion - Staff Presentation – Forestry & Horticulture Team under

Ms. Peltz moved to approve the Agenda as amended. Mr. Lightfoot seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

Town Board Liaison/Mr. Tallon

- No Report

Weld RE-4 School District/Mr. Miller

- Community Meeting was held at Raindance last night – approached by ALA charter school who would like to be within the Weld RE4 district and use the land within Raindance for their school site, a feedback survey has been sent to all district community members open until tomorrow at 8am, results will be present to the BOE tomorrow evening with voting on that action item following, public comment will be allowed beforehand
- Michelle Scallon who has been named the new Superintendent will officially start June 1st, she has already been visiting schools and meeting with community members as she wraps up her current position as WHS principal
- Bond Planning Committee met last Monday, came up with 3 preliminary options, will present to the BOE at tomorrow night's special meeting at WHS 6:30pm
- Plenty of activities going on as the school year come to an end
 - Field Day at elementary schools
 - WHS Graduation is May 22nd at Budweiser Event Center

- Teacher Appreciation celebration tomorrow night at Boardwalk Park

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

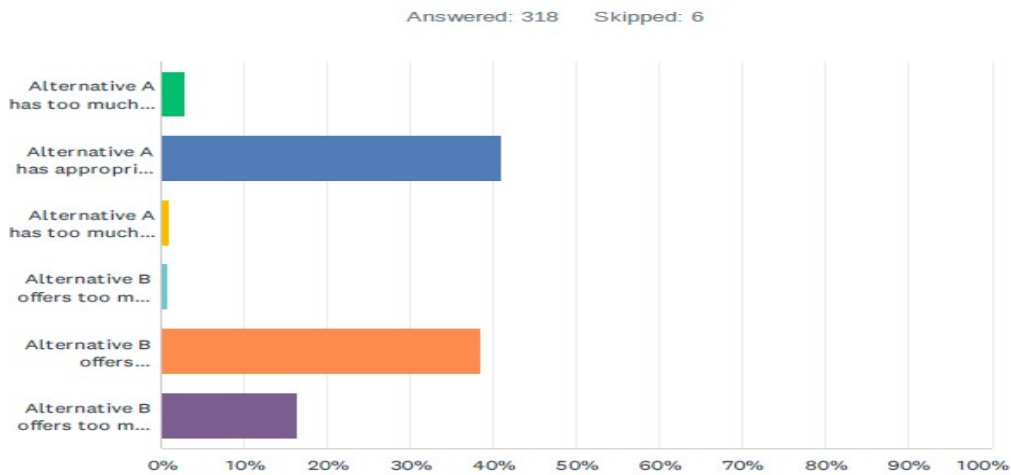
1. Minutes from April 5, 2022

Mr. Nagl moved to approve the April 5, 2022 minutes as presented. Ms. Peltz seconded the motion. All members present voted Aye. Motion carried.

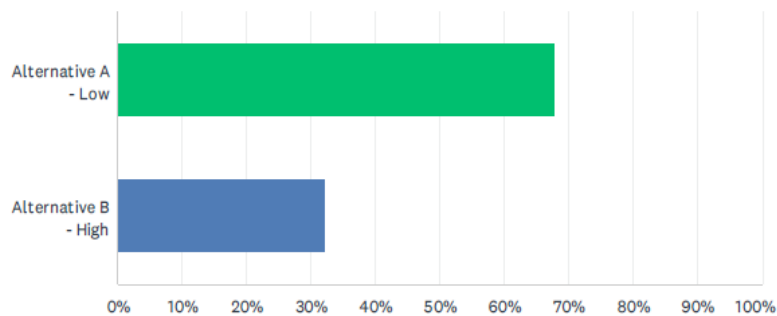
C. BOARD REVIEW / DISCUSSION

1. Kyger Master Plan

- Design Master has been completed by Logan Simpson
 - Created 2 different design concepts - high intensity use vs. low intensity use
 - More balanced approach of both designs
 - People would prefer what is currently there, but with the addition of a little more development for recreation activities
- Survey Results
 - Balance of preservation vs. Recreation

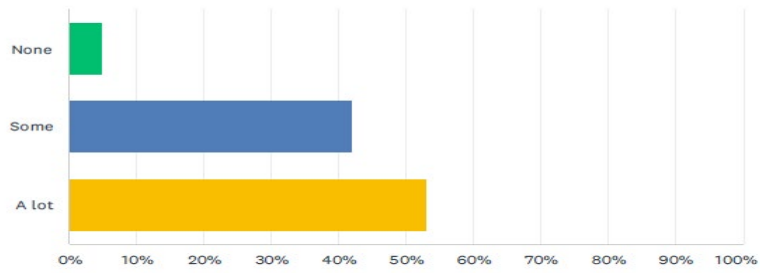


- Level of use on reservoir

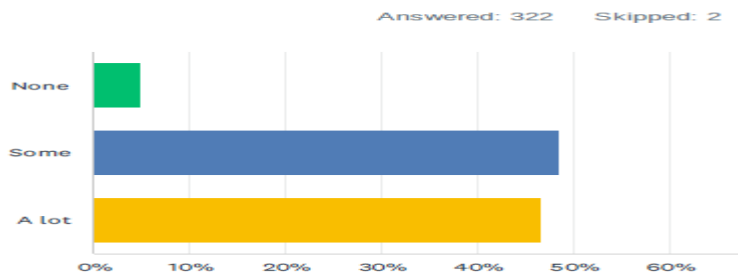


ANSWER CHOICES	RESPONSES	
Alternative A - Low	67.73%	212
Alternative B - High	32.27%	101
TOTAL		313

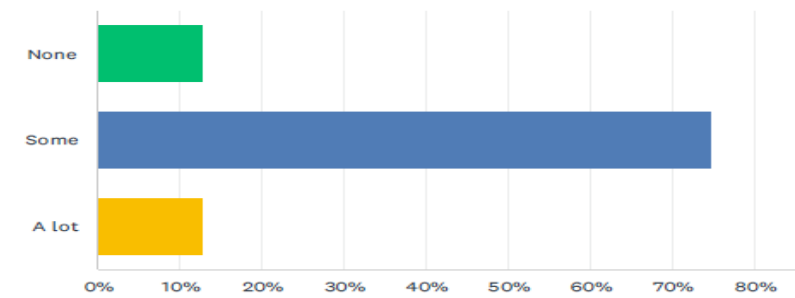
○ Nature



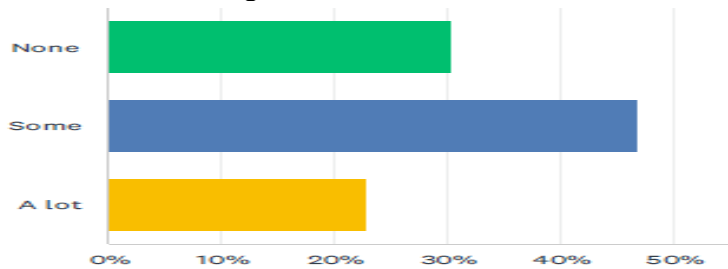
○ Wildlife Observation



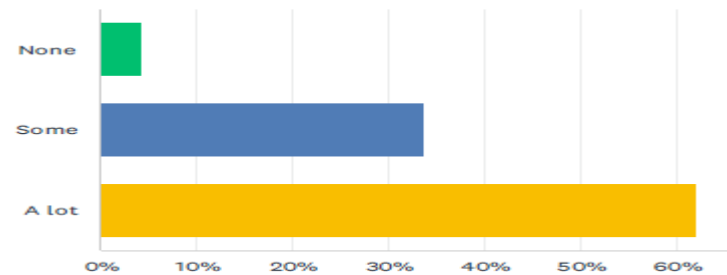
○ Picnicking



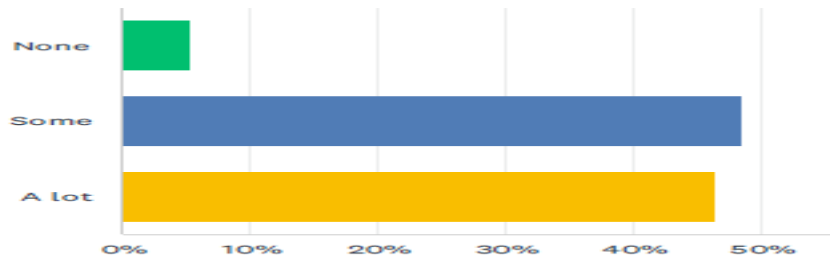
○ Paddleboarding



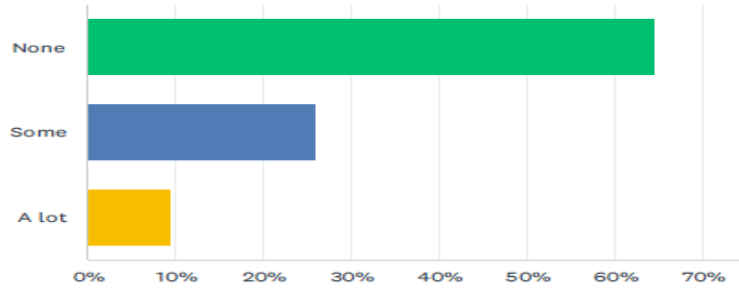
○ Walking/Biking Paved



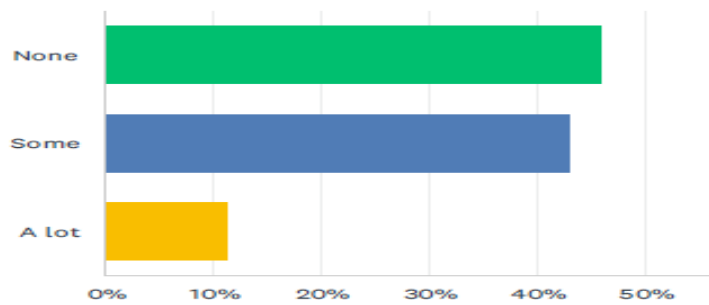
- Walking/Biking Gravel



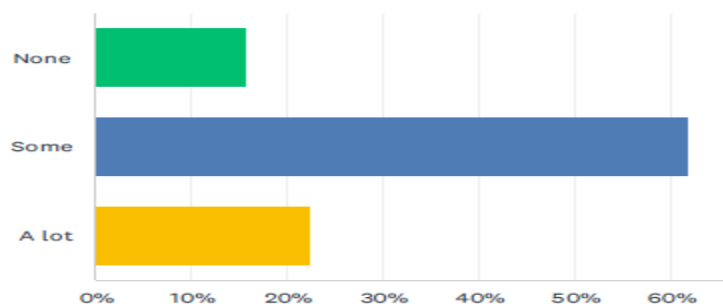
- Skills Course Biking



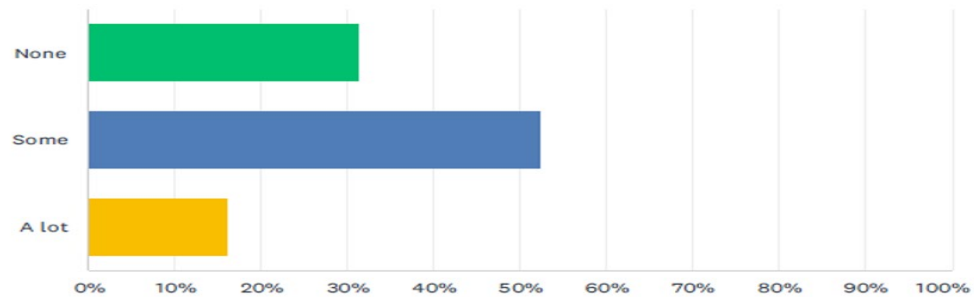
- Singletrack Biking



- Shoreline Fishing

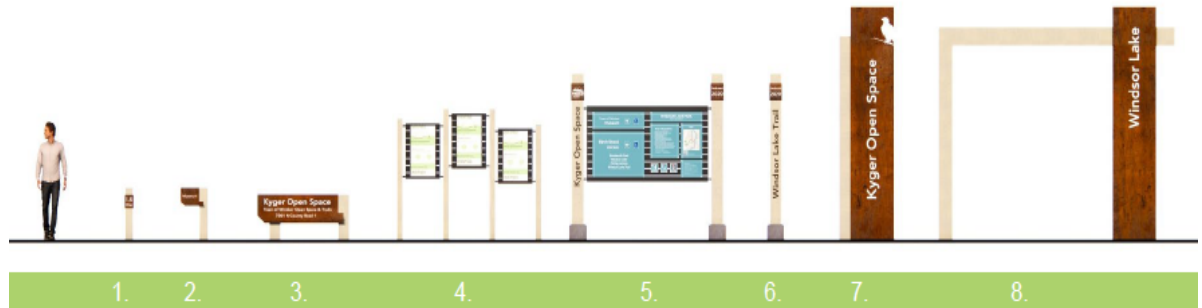


- Hand-Launch Boat Fishing (non-motorized)



need to **interconnect the individual spaces** and places to form a **recognizable parks and open space “system”**.

- **Physical and visual connections** are equally important in creating a park “system”. This document focuses on creating visual connections through the use of **consistent signage**. In the following pages a family of signs in presented that, over time, will become recognizable elements that unify the individual spaces around town. Ultimately, the intent is to create an attractive image and first impression for the Town’s parks, open space and trails that is uniquely Windsor.



Signage Types

1. Trail Distance Marker

Details on Page 5

2. Small Identification Sign

Details on Page 6, 7

3. Horizontal Identification Sign

Details on Page 8, 9

4. Interpretive Sign

Details on Page 17, 18

5. Information Kiosk

Details on Page 15, 16

6. Vertical Marker

Details on Page 10

7. Vertical Monument Sign

Details on Page 11, 12

8. Pedestrian Gateway

Details on Page 13, 14



Open Space



Cultural / Historical Sites



Parks

Park Themes

These graphics are to be used on signs to define the property type, one for Open Space, one for Cultural/Historic sites, and one for Parks. These can be applied to sign panels by either screen printing to match other sign content, or CNC cut-outs. This graphic language is to be used consistently with all new park signage and will help to make these properties even more recognizable.

Digital artwork may be provided by Town of Windsor

Right - An example of the Park 'theme' graphic on the Vertical Monument Sign as seen on page 11



- Create concepts of top picks and will review over the next couple of months
- Mr. Nagl inquired about funding for the project
 - Will be submitting budget requests for specific sites
 - Highest priority for Open Space & Trails are Kyger and Archery/Kodak sites

- In addition, received an \$86,000 grant for installing wayfinding signage on Poudre Trail, partnering with Larimer County, Greeley and Timnath
- Mr. Mask commented on signage within Water Valley and inquired about interpretive signage, seems pretty tall
 - Will make sure that they are appropriately viewable

D. COMMUNICATION

1. Staff

- Mr. Willis
 - Madeline Cheek/Volunteer Coordinator started 4 weeks ago, it has been fun to see how this position has evolved, her main role will be to facilitate volunteer projects, she will present to all staff about her vision and how to think differently about possible future staffing with volunteers
 - Working with JUB Design an on-call contractor, will be designing for Kyger open space and Poudre Trail realignment design and getting away from any risk
 - Budget decisions related to OST Strategic Plan, Town Board will decide about going to the community about possible tax for future funding
- Ms. Martin
 - Windsor Lake is extremely low, staff is working on how to extend swim beach while making sure it's safe, waiting on New Cache water to come in
 - Pool uncovering will be pushed to Thursday due to weather
 - Close to 6,400 memberships to rec center
 - Issues with slide at CRC pool, electrical/power supply down, received the part in today, will get installed and back up and running soon
 - Summer staffing is still happening, lifeguards are in high demand
- Mr. Warner
 - Windsor Art Commission met a couple of weeks ago, focus on walkway by 408 Exchange, possible mural on the wall, interested in putting up an interactive art piece, contracting with a local artist
 - Lost expensive dirt due to heavy winds on fields, looking into insurance claims
 - More than half-way through spring sports seasons, parent and coach meetings coming up for summer sports
 - Upcoming recreation programming and large events such as Summer Concert Series are being promoted, expecting larger crowds than in the past, 70% of special events happen at Boardwalk Park, looking at other viable locations
- Mr. Worthen
 - Kevin Hartley/Water Conservation Technician working on irrigation start-ups, conducted first audit and has met with staff, looks favorable so far, great education piece moving forward on how to use the water and the systems effectively and efficiently
 - Hiring four PTYR, and two Seasonals, offered, close to filling Parks Supervisor position, 3 good candidates and more interviews to come, awarded the Hybrid Tech position internally, which in turn opens of Tech I position
- Mr. Kawamura
 - Tree Board didn't meet last week, busy in April with Arbor Day events and celebrations at Grandview and Windsor Charter Academy, sold 70 trees for Tree Sale, possibly double order next year due to such high demand this year, acknowledged poster contest winners with Town Board and Mayor
 - Tree planting, replaced 19 trees in community parks, tree planting for outgoing Town Board member David Sislowksi, and commemorative tree planting for Jenny Jarboe/community member
 - Lynn Morales has been busy with working on large pots around town – cemetery, in front of The Mill and Boardwalk Park, next week plant material will come in
- Ms. Fotsch
- Staff members will present during Career Day at Grandview this Friday
- Construction documents for Harmony Ridge Park have been completed, will post RFP for contractor by end of this week
- Working on budget
- Strategic Plan Retreat with Town Board and Department Heads in two weeks, push for considering Open Space funding and if this is the time to put on November ballot, sat in a presentation with a company who assists with bonds, very similar approach when working on Recreation Center expansion

- Applied for PlayCore Grant supported by Gametime, working with Dr. Carson who moved to Windsor due to the parks and trails system here, \$1.4 million in local grants across Colorado, need to incorporate the five elements in order to be a National Demonstration Site, goal by the end of next is year is to have one of the five Play On components in the park system, QR codes at sites for visitors would be available in order to receive data through a quick survey and then used for future benchmarking, currently have \$400,000, with the hopes of increasing to \$600,000 for the replacement of the Boardwalk Park play structure, preliminary design would meet 3 necessary components, hope to create nature play into Eastman Park south design, Heritage Trail from Halfway Homestead designation site to the Eaton House, would be considered a play pocket, could be a great avenue for future school playground funding

2. Board

- Ms. Peltz
 - Post on NextDoor about Archery Range, will targets be replaced soon, lost an arrow that went through a target, possible plan for walking targets
 - Shelter was just ordered, Public Works project with completion date of July 1st, by early summer everything should be replaced/set, for more information contact Mr. Lucas at elucas@windsorgov.com

E. ADJOURN

Ms. Hammer moved to adjourn the meeting. Ms. Peltz seconded the motion. All members present voted Aye. Motion carried. The meeting was adjourned at 6:58 PM.

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, PRC Administrative Specialist