



PARKS, RECREATION, AND CULTURE REGULAR MEETING

November 5, 2024 - 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 (October 1, 2024)

C. BOARD REVIEW/DISCUSSION

1. Kodak Master Plan Presentation
2. Potential Museum Acquisition
3. Parks & Forestry Staff Presentation

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 Regular Meeting

October 1, 2024 - 5:30 PM
Community Recreation Center
250 N. 11th Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

MS. BOUCHARD CALLED THE MEETING TO ORDER AT 5:33 PM

1. Roll Call

Present: Vanessa Bouchard/Chair
Jean Labus
Patrick Lightfoot (absent)
Nick Mask
Michael Nagl

Mark Leach – School Board Liaison (absent)
Ken Symsack – Town Board Liaison

Also Present: Tara Fotsch – Director PRC
Bobby Warner – Recreation Manager
Kristy Zulkoski – Administrative Specialist

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

MR. MASK MOVED TO APPROVE THE AGENDA AS PRESENTED. MS. LABUS SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

3. Liaison Reports

- Town Board Liaison/Ken Symsack
 - Please pass along any additional numbers/informational support that can be shared with the Board, all-day budget retreat this Saturday
- Weld RE-4 School District/Mark Leach
 - No Report

4. Public Invited to be Heard

- No Report

B. CONSENT CALENDAR

1. Minutes from August 6, 2024

MS. LABUS MOVED TO APPROVE THE AUGUST 6, 2024, MINUTES AS PRESENTED. MR. NAGL SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.

C. BOARD REVIEW/DISCUSSION

1. 2025 Project Tour

- Staff and Board Members toured the Town and discussed budgetary needs/requests
- Park Improvement Fund
 - Windsor Trail System - \$1,400,800
 - 15th Street Trail
 - Eastman Park Riverwalk Phase III - \$900,000
 - Design – Nature Experience and Adventure (Eagles Nest Lookout, Trailhead Wilding)
 - Tacincala Park Design - \$900,000
 - Design and construction documents
 - Historic Halfway Homestead - \$350,000
 - Red Barn Renovation - \$150,000
 - Halfway Building - \$200,000
 - Poudre Trail Wayfinding - \$146,428
 - Windsor's contribution - \$26,000
 - Reimbursements from Timnath, Greeley, Poudre River Trail, Larimer County
- Conservation Trust Fund
 - Flood Resiliency Plan - \$75,000
- Capital Improvement Fund
 - Community Park Improvements
 - Chimney Park / Aaron Cook Field artificial turf - \$1400,000
 - Boardwalk Park Museum landscaping - \$700,000
 - New middle school stadium lights - \$236,000
 - Windsor Hight School tennis court resurfacing - \$35,000
 - Main Park playground - \$300,000
 - Chimney Park Pool Diamond Brite replacement/gutter repairs - \$300,000
 - Cemetery landscape design - \$150,000
- Community Recreation Expansion Fund
 - CRC gas range - \$10,000
 - MDP over electrical boxes - \$32,316
 - Evergreen floor repair - \$22,268
 - Update sound system - \$17,000
 - CRC pool deck furniture - \$10,000
 - Cubby replacement/fitness - \$19,000
 - Oak Room upgrades - \$35,000
 - Defender Tentacles - \$21,000
 - Future Facility Study - \$200,000

2. 2025 Park Improvement Fund Budget Approval

MR. MASK MOVED TO APPROVE THE RECOMMENDATION OF THE 2025 PROPOSED PARK IMPROVEMENT FUND BUDGET REQUESTS TO TOWN BOARD AS PRESENTED. MR. NAGL SECONDED THE MOTION. ALL MEMBERS PRESENTED VOTED AYE. MOTION CARRIED.

D. COMMUNICATIONS

1. Staff

- Ms. Fotsch
 - Project at Kyger started a week ago and should be completed by spring
 - Submitted management plans for Kyger and Windsor Lake for next year under the general fund
 - Started abatement on Eaton and Halfway houses
 - Personnel requests
 - Split current Aquatics & Operations Supervisor position into a Customer Service Supervisor and an Aquatics Supervisor
 - Seasonal Horticulture position to go to a part-time position to help at Treasure Island and Halfway Homestead
 - Two Head Guard positions from indoor aquatics to two full-time positions with benefits who will work Sunday – Thursday/Tuesday – Saturday from 9 am – 3 pm timeframe

2. Board

- No Report

E. ADJOURN

MR. NAGL MOVED TO ADJOURN. MR. MASK SECONDED THE MOTION. MEETING WAS ADJOURNED AT 6:52 PM

Submitted by: Kristy Zulkoski/Administrative Specialist

Name/Board Chair

Date



Town of Windsor
Department of Parks, Recreation, and Culture
Culture Division

Potential Acquisition Form

The following object(s) are presented for acquisition into the Town of Windsor Museums' Permanent Collection. By approving the acquisition, The Town of Windsor understands the ethical duties and responsibilities that come with holding the Museum's collection in the public trust.

Potential Acquisition No.

2024-005

Description and Provenance of Object(s):

(18) Photographs, digital, (15) signs in Windsor from the 2020 pandemic lockdown, (3) photos of social distancing measures. Photos taken by Walter Eskridge in Windsor in the spring of 2020.

(2) floor mats, one red with "wear a mask" and another blue with "wash your hands" printed on the front.

(11) cloth masks, (6) handmade and (5) store bought including a Kaiser Permanente mask and Colorado Public Radio mask.

Source: ☒ Donation ☐ Staff Acquired ☐ Transfer / Exchange ☐ Purchase

Criteria for Acceptance:

☒ Aligns with Museum's Mission and collections objectives

☒ Good physical condition

☒ Proper care can be given, i.e. conservation, preservation, storage, exhibition

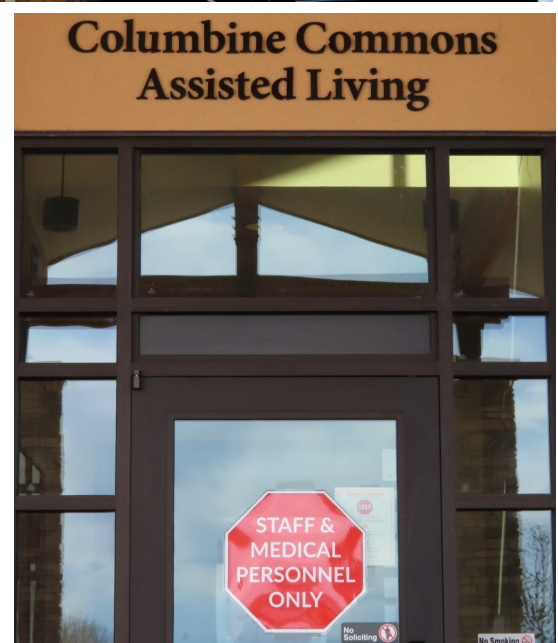
☒ Fills a gap in the collection

☒ Has established provenance/story

Form completed by: Zoe Volpa, Museum Intern

Date: 10-08-2024

Image of Object(s)



Board Decision

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

☐ Accept into Museum's Permanent Collection ☐ Decline

Date: _____

Town Board

☐ Accept into Museum's Permanent Collection ☐ Decline

Date: _____



Town of Windsor
Department of Parks, Recreation, and Culture
Culture Division

Potential Acquisition Form

The following object(s) are presented for acquisition into the Town of Windsor Museums' Permanent Collection. By approving the acquisition, The Town of Windsor understands the ethical duties and responsibilities that come with holding the Museum's collection in the public trust.

Potential Acquisition No.

2024-006

Description and Provenance of Object(s):

(1) Document. Historic Windsor Mill and Elevator Company Emergency Stabilization and Dry-In, Phase One Plans and Specifications for restoration of Historic Windsor Mill. July 2008, A-E Design Associates, PC Fort Collins, CO. Includes drawn layout of building with stabilization plan and email communications related to the project. Donated by Windsor Planning committee.

(1) Metal Band-Aid sheer-strips tin from 1957-1965. Back of the tin reads: "31 Assorted Adhesive Bandages. Band-Aid Trademark. Sheer plastic strips. The modern transparent bandage that blends with your skin. For best results be sure skin is clean and dry before applying. Good medical practice suggests changing bandage is pad becomes wet. Johnson + Johnson New Brunswick, New Jersey Made in USA. STERILE— Sterility guaranteed unless individual envelope opened." Was used in a First Aid Kit found at the Recreation Center in 2024.

Source: ☐ Donation ☒ Staff Acquired ☐ Transfer / Exchange ☐ Purchase

Criteria for Acceptance:

☒ Aligns with Museum's Mission and collections objectives

☒ Good physical condition

☒ Proper care can be given, i.e. conservation, preservation, storage, exhibition

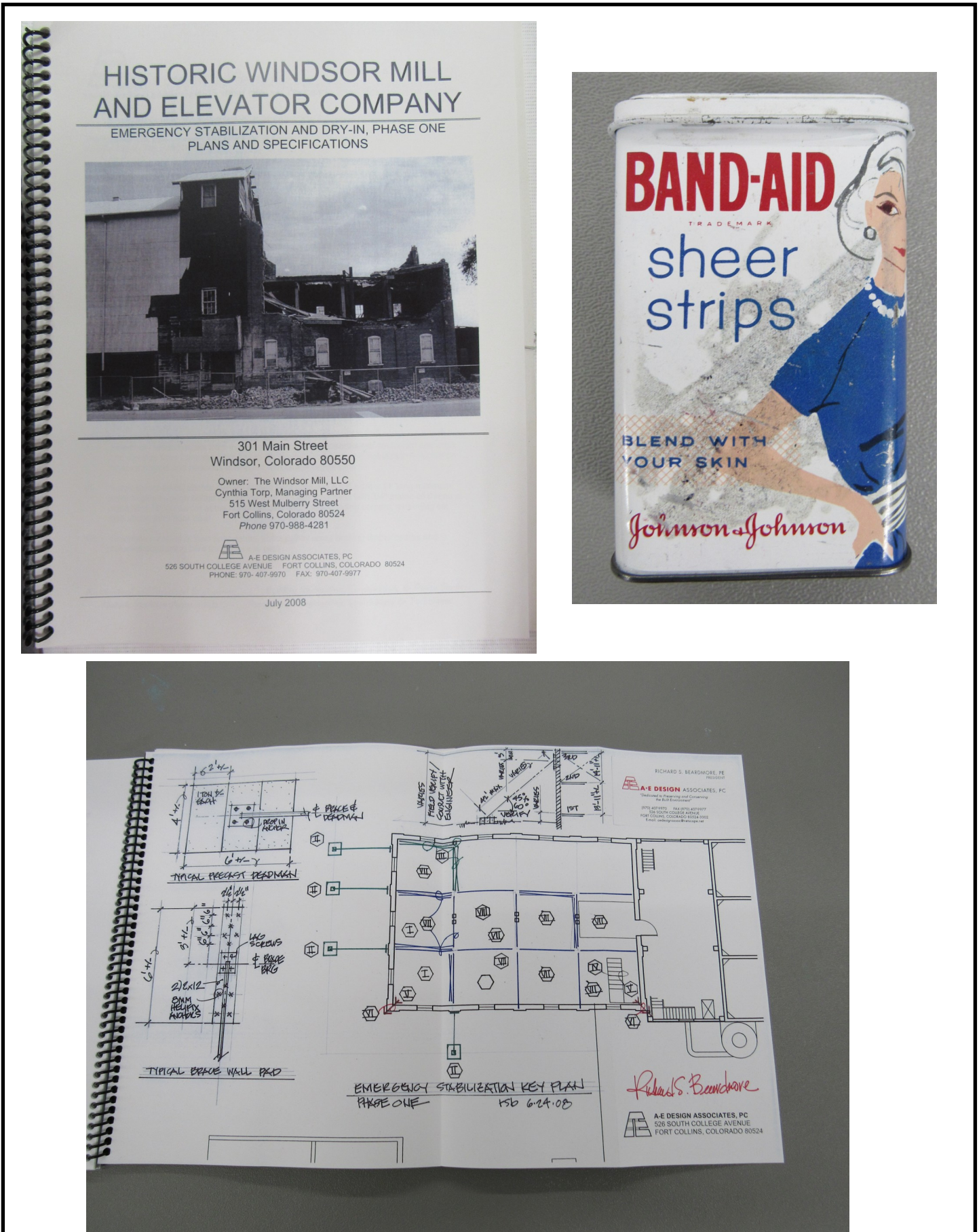
☒ Fills a gap in the collection

☒ Has established provenance/story

Form completed by: Zoe Volpa, Museum Intern

Date: 10-08-2024

Image of Object(s)



Board Decision

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

☐ Accept into Museum's Permanent Collection ☐ Decline

Date: _____

Town Board

☐ Accept into Museum's Permanent Collection ☐ Decline

Date: _____



Town of Windsor
Department of Parks, Recreation, and Culture
Culture Division

Potential Acquisition Final Approval

Final approval for objects presented herein as suggested by Town of Windsor Museums staff, Parks, Recreation and Culture Advisory Board, and Town Board.

Potential Acquisition No.

- 2024-005
- 2024-006

Mayor, Town of Windsor

Date:

Deputy Director of Parks, Recreation, and Culture Department

Date: