



## **PARKS, RECREATION, AND CULTURE REGULAR MEETING**

October 7, 2025 - 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 (July 1, 2025)

#### **C. BOARD REVIEW/DISCUSSION**

1. 2026 Budget 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

July 1, 2025 - 6:00 PM  
Community Recreation Center  
250 N.11<sup>th</sup> Street, Windsor, CO 80550

### MINUTES

A. MS. BOUCHARD CALLED THE MEETING TO ORDER AT 6:05 PM

1. Roll Call

Present: Vanessa Bouchard/Chair  
Nick Mask/Co-Chair (Absent)  
Jim Giffin  
Jean Labus  
Patrick Lightfoot  
Michael Nagl

Mark Leach – School Board Liaison  
Ken Symsack – Town Board Liaison

Also Present: Tara Fotsch – Director of Parks, Recreation & Culture  
Shane Hale – Town Manager  
Bobby Warner – Recreation Manager  
Wade Willis – Open Space & Trails Manager  
Craig Ellingson – Parks Operations 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. LEACH MOVED TO APPROVE THE AGENDA AS PRESENTED. MR. GIFFIN SECONDED THE MOTION. ALL MEMBERS PRESENT VOTED AYE. MOTION CARRIED.**

3. Liaison Reports

- Town Board Liaison/Ken Symsack
  - Ordinance passed prohibiting sale of dogs and cats in retail stores
  - Housing updates for short-term rental program, how it will function with the hotline, allocations and management
  - Proposed fee increases to storm water inspection services, construction sites, so our resources aren't stretched so thin, taking care of all the documentation that it entails
  - Police Department talked to us about sex offenders and restrictions or where they can live and how to allocate police resources by stationing them geographically
  - Downtown Parking Plan and Museum Strategic Plan have been adopted
  - Utility easements
  - Capital Improvement Fund sales tax allocation currently at 40%, changing to up to 40% but no less than 30% in order to allow more flexibility for the general fund, focus on staffing and maintenance

- Weld RE-4 School District/Mark Leach
  - School is out, beautiful graduations were held for WHS and SHS
  - Reviewed the budget at the last meeting – lowest funded school district in the state of CO, per pupil amount went up slightly, but will be tightening up the belt after new facilities were built, will be an interesting year
  - School schedule changing due to busing and new middle school – Elementary 7:30 am – 2:20 pm, Middle School 8:30 am – 3:20 pm, High School 8:55 am – 4:05 pm, does not include charter schools, a number of plans were presented, looked at what would make the lowest financial impact, voted on my administrative team, frustrations from parents, hoping for adjustments for following year
  - Extended the MOU with WSEA, they want more time to convince for a master contract, 18 months was not enough
  - Ms. Bouchard inquired if there will be a push to recruit more drivers
    - Due to limited state funding, no money to buy additional busses or hire or pay more drivers, passed bond funds can only go to certain things by law – administration building \$12M, new roof at Severance Middle School, CTE Center at Severance High School, middle school building work
  - Mr. Nagl inquired about before/after school care
    - Some offer after school care through day cares, but are not affiliated with school district, cost money to attend
  - Mr. Giffin inquired if Colorado uses any private school bus service
    - No aware of any for outsourcing

#### 4. Public Invited to be Heard

- No Report

### B. CONSENT CALENDAR

#### 1. Minutes from May 6, 2025 & June 3, 2025

**MR. LEACH MOVED TO APPROVE THE MAY 6, 2025 & JUNE 3, 2025, MINUTES AS RESENTED. MS. LABUS SECONDED THE MOTION. ALL MEMBERS**

### C. BOARD REVIEW/DISCUSSION

#### 1. Annual Budget Tour

- Eaton House
  - Toured renovated house
  - Poudre Heritage Alliance – gave \$60,000 in grants to us, helped pay for some construction costs in the beginning, currently are tenants, three-year lease, staff offices upstairs, hours match museum hours for staffing
  - Had to go into abatement a couple of times – asbestos, lead paint, fiber installation
- Chimney Park Pool
  - Liner and gutters completed
  - Asking for water slide replacement next year, has lasted twenty-five years, but is on its last year, approved or not, it will be shutdown, has lasted this long because of the dedicated facilities and aquatics staff who kept up with the maintenance and checks, putting in for \$920,000 which will include two water slide flumes, cabanas and upgrades to locker rooms

- Aaron Cook Field
  - \$1.2 million
  - Replaced grass with artificial turf, much improved product
  - Ability to program more often with less field maintenance/prep turnaround
- Eastman Park Playground
  - Anticipated budget of \$600,000 - \$700,000 for replacement
  - Originally considered making it a destination playground, but will use the space around the Oxbow as a destination area
- North Campus
  - Around the new middle school
  - Placeholder in budget
  - Will start working on Phase I which will include the athletic fields on the south side
  - Working closely with Colorado Parks & Wildlife since there is an eagle's nest on the property, how to move kindly with them as development happens
- Preservation Work
  - About a \$100,000 ask, working with a contractor to come in and assess all of our historic buildings – Town Hall exterior, Art & Heritage Center flooring, prioritization in order to plan for the future
- Museums
  - Interpretive signage to tell the story of all of our buildings and history of the community
- Highland Pickleball Courts
  - Eight Courts
  - Already heavily used
  - Landscaping around, moved trees
- Halfway Homestead
  - Paid out of the Park Improvement Fund
  - Youth and Adult Programming, Hollywood at the Homestead
  - Neighborhood is really enjoying the transformation
  - Garden beds built by volunteers
  - Will start moving staff in
- Mr. Lightfoot inquired about the old Police Department building
  - Will house Community Development – Planning, Engineering, Economic Development and Water, should be completed in August

#### D. COMMUNICATIONS

##### 1. Staff

- No Report

##### 2. Board

- No Report

#### E. ADJOURN

**MR. GIFFIN MOVED TO ADJOURN. MS. LABUS SECONDED THE MOTION.  
MEETING WAS ADJOURNED AT 7:46 PM**

Submitted by: Kristy Zulkoski/Administrative Specialist

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Name/Board Chair

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Date