

TOWN OF WINDSOR AGENDA REPORT

Parks and Recreation Commission Meeting Date: May 13, 2026

To: Chair and Commissioners
From: Charlie Johnson, Parks and Facilities Superintendent
Subject: Pat Elsbree Skate Park Closing Hours Recommendation

Recommendation:

By motion, make a recommendation to Town Council to amend the Pat Elsbree Skate Park closing hours in the Windsor Municipal Code Title V. Parks and Recreation, Chapter 3. - Skating Park Regulations, 5-3-120 – Regulation of Use and Rules of Conduct.

Background:

The Parks and Facilities Maintenance Division is responsible for the maintenance and preservation of the Town's 153 acres of park and streetscape areas and 91,000 square feet of facilities amenities. Maintenance and preservation include updating and expanding facilities in order to provide affordable, accessible facilities for the recreational needs of the public.

Hiram Lewis Park is a 16-acre community park which also serves as a detention basin and was constructed in 2002. Amenities include picnic area, barbecues, restrooms and concession stand, softball and soccer fields, basketball courts, open grass area, play areas for 2-5- and 5–12-year-olds, lighted tennis courts, pickleball courts, bocce courts, trails, and is also home to the Pat Elsbree Skate Park (Skate Park).

The Skate Park is a 12,000 square foot facility consisting of a professionally constructed concrete skate course that includes a combination of ramps, rails, ledges, transitions, and open flat skate areas intended to accommodate a broad range of user abilities, from beginner to advanced. The park's layout promotes safe circulation patterns and provides opportunities for skill development and unstructured recreational use. The construction of the Skate Park was not included as part of the original Hiram Lewis Park project. It was built as a separate project and was funded in part by the Town, community fundraising and donations.

The operations and use of all Town of Windsor parks including the Skate Park are governed by "Title V, Parks and Recreation" of the Windsor Municipal Code and by The Town of Windsor Park Use and Reservation Policy. The referenced Municipal Code section, among other things, authorizes the adoption and enforcement of park use regulations. The completion of Hiram Lewis Community Park with its several unique amenities such as the Skate Park required additional operational policies and signage. The Skating Park Regulations Ordinance was adopted May 1, 2002, and was amended August 20, 2003, (Attachment 1).

At its August 13, 2025, meeting, the Parks and Recreation Commission received written public comment (Attachment 2) requesting that the park's closing time be extended during daylight saving time to allow for later evening use when temperatures are cooler. This adjustment was proposed to support a safer environment while still providing recreational benefits.

There was a lot of excitement and anticipation surrounding the opening of the Skate Park, but nearby residents were also concerned about the sound and potential noise from the expected heavy use of this new amenity. To balance maximizing the use of the Skate Park with the concerns of nearby residents, the Town incorporated specific opening and closing regulations into the Skating Park Ordinance. Current hours of use of the Skate Park included in the Windsor Municipal Code Title V. Parks and Recreation, Chapter 3. - Skating Park Regulations, 5-3-120 – Regulation of Use and Rules of Conduct state:

- a. The hours of use of the Skate Park shall be from 8:30 a.m. to 7:00 p.m. during the months of daylight savings time, and 8:30 a.m. to 5:00 p.m. during the months of standard time. Use of the park at any other time is prohibited.

The use of the Skate Park has expanded over the years from primarily teenagers to a diverse mix that includes families and adults who have grown up skating and continue to enjoy the sport. Revising the Skate Park hours would not only allow for use during the cooler summer evenings but would also give busy families and working adults more opportunities to enjoy the extended hours.

Town Council must approve any changes to the Skating Park Regulations Ordinance. This is usually done in two parts. The initial reading of the proposed changes would be done as a regular item at a Town Council meeting and a second reading would be added to a subsequent meeting as a consent item.

Discussion:

Staff is proposing the Skating Park Ordinance closing time be consistent with the Town's standard park rules closing time of sunset. Sunset is used to maximize daylight each day for users but has a specific time associated with it which can be enforced when it is no longer safe to be in the park or use the amenities without additional lighting.

Attachment(s):

1. [Skating Park Regulations - Ordinance No. 2003-170](#)
2. [Public Comment Request submitted for August 13, 2025, meeting](#)

Prepared by:

Charlie Johnson
Parks and Facilities Superintendent

Recommended by:

Olivia Lemen
Parks and Recreation Director