



PARKS, RECREATION, OPEN SPACES AND TRAILS ADVISORY BOARD MEETING

Meeting Agenda

July 9, 2025

6:00 PM

Location: Leeper Center Community Room followed by Tours at Harvest Park and Knolls Linear Park

Join Zoom Webinar Meeting

Please click the link below to join the webinar:

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Webinar ID: 833 1787 4726

Passcode: 586406

- A. Roll Call
- B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit of 3 minutes per person).
- C. CONSIDERATION OF MINUTES
 - a. April 9, 2025
 - b. May 14, 2025
- D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS
 - a. PROST Master Plan Engagement
 - i. Berry Dunn
 - b. Future Meetings Calendar
- E. ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)
 - a. Town Staff
 - i. Parks
 - ii. Recreation

- iii. Open Spaces

- iv. Trails

- b. Board of Trustee Liaison

- c. PROST Board Members

- i. Park Updates

- F. Park Tours

- a. Harvest Park

- b. Knolls Linear Park

- i. Parks History and Facts – Lorilyn/Billy

ADJOURNMENT



PARKS, RECREATION, OPEN SPACES AND TRAILS ADVISORY BOARD MEETING

Meeting Notes

April 9, 2025

Location: Leeper Center Community Room

Meeting Recording Available

PROST Meeting Notes and Agenda

Date: April 9, 2025

Time: 6:00pm – 7:54pm

Attendees: John Evans, Aaron McConnell, Lorilyn Bockelman, Sarah Braun, Jessi Roper, Billy Cooksey, Rebekka Dailey (all in person)

Virtual: N/A

Absent: Joe Burke, Robert Sausaman

A. Roll Call

- Completed

B. Public Comment on Non-Agenda Items

- N/A

C. Consideration of Minutes

- **March 12, 2025**
- No Edits
- Motion to approve by Sarah, seconded by Aaron

D. Board Review and Discussion/Action Items

- **Guest Speakers: Town of Wellington City Planner: Cody Bird, Brittany Lenoir, and Darren Roberson- Developer, Sage Homes**
- **Cody Bird Provides Overview of Project: Sage Farm II Filing**
 - Size: 300 acres, developed in phases
 - Master Plan: Approved for 20-25 years

- Parks and Open Space: 34 acres including parks, pocket parks, open spaces, trails
- Development Phases: South open space in later phases, multi-family development later
- Focus: Pedestrian, bike, motor for pedestrians, prominent trail connections

Scope: Filing 1 of Phase 1

- Single Family Homes: 241 homes
- Trail: Primary trail from north to south, pocket parks along the trail
- Pocket Parks: 2 parks for every 200 single family homes
- Features: Contemplative garden, gathering space, shade, picnic area
- Neighborhood Connectivity: Connect to Sage Meadows through trail
- Non-Potable Water: New neighborhood served by non-potable water
- Outlot: Additional approvers not yet defined

Discussion Points

- Concrete Path & Soft Side Paths: 2015 master plan included, Sage Meadows did not follow
- Pocket Parks Ownership: Can be owned by Town or HOA, HOA maintains non-potable water; recommended that HOA owns and maintains pocket parks
- Lighting: Solar lighting, low-lit bollards, guidelines needed
- Trail Width: 10ft trail with soft trail alongside, concerns with sloping and erosion
- Commercial Space: 58 acres proposed
- Continuity: Ensuring continuity through boards, advisory, master plans, developer guarantees
- Approval Process: Changes go through planning commission, BOT, PROST

Cody's Summary of PROST Advisory Board Feedback

- Layout: Overall layout makes sense
- Trail Alignment: North to south
- Pocket Parks: Location, size, amenities make sense
- Trail Width: 10ft ideal, soft trail alignment to current master plan
- Lighting: Low level bollards, respect neighbors
- Crosswalks: Shortened crosswalks
- Trail Connectivity: Critical
- 13 Acre Park: Move forward ASAP

Volunteer Gratitude: Lorilynn, John, Billy recognizes PROST Board of Volunteers

Upcoming Events

- Possible grant for Veterans Garden
- Ribbon cutting for ADA Dock proposed for April 18, Friday afternoon
- **Arbor Day**
- **Kids to Park Days**
- **4th of July**

John: Propose we postpone the remainder Agenda items to next month

All in favor- unanimous

Additional Agenda Topics (not discussed April 9 meeting)

PROST Master Plan and Community Center Feasibility Study Update

WCP Memorial

- Update and Fundraising

Park Maps

Future Calendar

Announcements (Parks, Recreation, Open Spaces and Trails)

- Town Staff
- Parks
- Recreation
- Open Spaces
- Trails
- Board of Trustee Liaison
- PROST Board Members
- Park Updates

Adjournment

- Meeting adjourned at 7:54pm.



PARKS, RECREATION, OPEN SPACES AND TRAILS ADVISORY BOARD MEETING

Meeting Notes

May 14, 2025

Location: Leeper Center Community Room

Meeting Recording Available

PROST Meeting Notes and Agenda

Date: May 14, 2025

Time: 6:02pm – 8:40pm

Attendees: John Evans, Lorilyn Bockelman, Sarah Braun, Jessi Roper, Joe Burke, Billy Cooksey, Eric Henschel, Rebekka Dailey (all in person)

Virtual: Aaron McConnell

Absent: Robert Sausaman

A. Roll Call

- Completed

B. Public Comment on Non-Agenda Items

- N/A

C. Consideration of Minutes

- **April 9, 2025**
- Motion to approve by Sarah, seconded by Lorilynn; all in favor: unanimous

D. Board Review and Discussion/Action Items

- **Guest Speaker: Project Overview: Parks, Recreation, Open Space, and Trails (PROST) Master Plan**

Introductions

- Ryan Hegreness, Berry Dunn (Virtual Attendance/Presentation): introduced BerryDunn and associated subject matter experts
- PROST Board, including invested interests in PROST and MP
 - Emphasis on inclusive community engagement

Timeline

- 12-month process; currently one month in
- Goal: Begin implementation by Q3

Phases of the Master Plan

1. Discovery & Review

- Collect initial data: brand standards, maps, kickoff sessions

- Begin understanding current conditions and community context
2. Needs Assessment
- Engagement Strategy: Inclusive and accessible, using both digital and in-person methods
 - Online platform tailored to the community
 - Creative outreach: celebrity appearances, chalk walls, trailers, pop-up events, interviews, focus groups
 - Data Tools:
 - *Placer.AI*: Analyzes 8 years of anonymous location data to understand visitor patterns and demographics
 - *Economic Impact*: Tracks behaviors like park visitors supporting local businesses
 - Gap Analysis:
 - Assess access to parks and amenities (e.g., 10-minute walk standard)
 - Supports grant writing and funding efforts
3. Program Master Plan
- Evaluate youth and adult programs against national benchmarks (NRPA Park Metrics, ESRI data)
 - Assess amenity conditions and lifecycle using a scoring system
 - GIS mapping in progress (60–70% complete)
 - Walkability now measured by time (10-minute access), not just distance
4. Visioning
- Community workshops to prioritize needs
 - Summary of community input
 - Community Center Feasibility Study:
 - Analyze size, programming, amenities, and costs
 - Recommendations reviewed by Board of Trustees (BOT)
5. Action Plan Development
- Translate findings into a clear, actionable implementation plan
6. Implementation
- BerryDunn committed to ongoing support, including grant resources
 - Plans should be flexible and reviewed every 5 years (even if designed for 10)

Role of PROST Board

- Provide input and representation throughout the process
 - Help prioritize recommendations (short-, mid-, and long-term)
 - Stay engaged via updates and shared files
 - Collaborate with BOT to finalize and implement priorities
-

Defining Success

- ADA compliance
- Data-driven justification for amenities and funding (e.g., impact fees)
- Enhanced interconnectivity (e.g., trails linking local businesses and neighboring communities)
- Interactive online engagement tools (e.g., comment-enabled maps)
- Addressing the fact that ~50% of residents leave Wellington daily—opportunity to retain and engage them locally

- **Upcoming Events**

- **Dock Ceremony**

- Rescheduled/structured due to dock/water not ready
 - Kiwanis: will be on June 14 Fishing Derby,
 - Ribbon cutting on June 13

- **Kids to Parks Day**

- Kids to Park Day- moved to this Saturday, May 17, pivoting from Wellville to Library Park & Viewpointe, will promote Master Plan, 9am- 1pm, rotating Town staff
 - National Kids to Park Day- Billy registers us, we are nationally recognized, TOW does Proclamation

- **4th of July**

- TOW will have a booth, great day for community involvement/engagement, need volunteers for inflatables, need help with vendor booths, hand out swag items- parents complete questionnaire
 - Fireworks- will staff and have a booth, another good opportunity for community engagement, need volunteers
 - Recommendation to book PROST/volunteers for time slots
 - Next meeting: will iron out 4th agenda, events, timing, etc for PROST master plan engagement

- **New Event Ideas: Summer Scavenger Hunt**

- Visit all parks with the clues
 - Take a picture or something else to indicate participation; QR code to upload pictures, and then use to share marketing- park blasts/marketing, keep accessible- those without phones; draw a picture, bonus points for complexity
 - Create a booklet- can be picked up at TOW
 - Timeline- through summer, into October
 - Have a conversation with someone on PROST?
 - Search for dinosaur bones, sugar beets
 - Bring to PROST/TOW for completion
 - Prizes tbd: Pizza & Ice Cream, Kids Meal, % off Rec Registration, Owl Canyon coffee, Town swag- color changing cups, fitness membership?

- **WCP Memorial**

- **T-Mobile Grant**

- Kelly presented last night at BOT, got approval to seek T Mobile Hometown Grant; actively working on grant pursual; need to come up with tiers for fundraising, total costs for engineering; deputy director public works- review files
 - June 30 Grant submission deadline; Kelly requesting Letters of Support by June 6

- **Veterans Garden Design**

- A wall is not possible based on slope grade, and flood plain;
 - CAD drawings- remove the wall, but the renderings
 - 6 benches- costs
 - Flagpole & flags
 - Monetary donations towards the project
 - Flag interment area
 - Grant allows for 12-18 months after award to complete
 - Do we want to have a special meeting to discuss/advise? Yes

- **Friends of Wellington**
 - 501c3 IRS official
 - State of Colorado
 - We want to work together to support Veterans Garden
- **PROST Bylaws**
 - Review by Board, respond with questions
 - Recommend several updates:
 - Board member tenure: 3 years
 - Secretary- responsible for Annual Report; digital file management
 - Billy will review/update Bylaws to reflect and adopt edits, will bring back to group
- **Open Position on Board/Review of Robert Sausaman's Position** Open position on Board- Robert- he doesn't want to hold up a spot, but thinks he can return end of July, has kept up with meeting recordings. John recommends holding spot for Robert, he holds a unique role/perspective on skate park. Unanimously, we all want to keep Robert on board. We do not accept your resignation.
- **Future Calendar Notes**
 - Date for Special Meeting? Use June 11 meeting (+ 4th of July planning), maybe adopt bylaws?

E. Announcements (Parks, Recreation, Open Spaces and Trails)

- **Town Staff:** Updates on parks, recreation, open spaces, and trails
 - Splash pad opens next Friday
 - Full list of movies/park schedule, movies included
 - 4 scheduled, may try to add additional dates
 - Park Map- meeting set to finalize content, will decide and get to printer. Hopefully within a month?
 - Tournament at WCP a few weeks ago, good feedback on fields, coordination
 - Brought lots of outside folks, stayed at hotel, utilized restaurants
- **Rec Programming**
 - Bubble Soccer at WMHS last week
 - Will be at Rice & Eyestone Field Day
- **Board of Trustee Liaison:**
 - Approved T Mobile Hometown Grant
 - Combined meeting with Chamber and Main Street. Doing a consolidated community calendar through Chamber. All of our events need to be included, in general a great resource
 - Liquor licensing and special events- previously delivered events do not have to have public hearing, can move ahead with event planning. First time events or complaints from previous events have to go to BOT.

- Coordinating events, town planning- encouraging collaboration avoid conflicts
 - Excited about Parks plan
 - Determining Feasibility for Community Center- this is to study community interest, not deciding yes or no, encourage folks to participate in engagement surveys to provide feedback
 - LB- over the years different groups have promoted/advocated for progress, let's look forward to Feasibility
 - Part of BOT strategic plan: study need for Community Center
 - Tabletop exercise with Emergency Services- county. Scenario with fire started. Assess response services and general town responsiveness.
- **PROST Board Members**
 - Joe- Pickleball happening 4 days a week, very respectful of tennis courts
 - Sarah- Recommendation for an onboarding process for new members; request a retreat to level set
 - Reminder of PROST Binder, but park tours, lot of information that isn't captured in the binder
 - Annual report will be very helpful to refer to
 - Appreciation for time/volunteers

Adjournment

- Meeting adjourned at 8:40pm.



**Town of Wellington
PROST Master Plan and
Feasibility Study
Board of Trustees Update and
Discovery Session
July 9, 2025**



**WELLINGTON
COMMUNITY
PARK**





- ▲ 1 Introductions
- ▲ 2 Project Status
- ▲ 3 Input
- ▲ 4 Q&A



▲ The Project

Key Project Components

01

Framework that guides the future

02

Represents unified vision for the Town of Wellington

03

Recognizes and integrates with previous plans and townwide efforts

04

Considers all community members

05

Provides an action plan

06

Helps guide decisions



Project Approach

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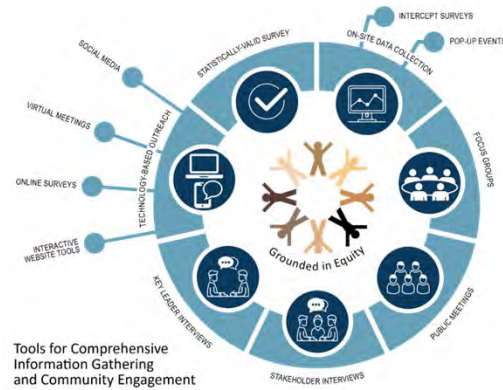
Phase 1: Discovery and Review

- Project Work Plan and Schedule
- Initial Data Request to Launch Data Review
- Kickoff Session(s)



Phase 2: Needs Assessment

- Detailed Engagement Strategy
- Online Engagement Platform Development and Administration
- Comprehensive Internal and External Engagements
- Statistically Valid Community Survey
- Market Assessment
- Level of Service
- Community Center Feasibility



Have a **SAY**
How you
PLAY!

Have a **SAY**
How you
PLAY!

The future of parks and
recreation belongs to you!

► bit.ly/wellingtonparksplan



Danos tu **OPINIÓN**
sobre cómo
JUEGAS!

¡El futuro de los parques
y recreación es tuyo!

► bit.ly/wellingtonparksplan



Comprehensive Engagement

Using a variety of tools and facilitation techniques have proven to increase the diversity and number of people engaged.

IMMERSIVE: We meet people where they gather in the community (instead of expecting people to come to us).

CUSTOMIZED: Our engagement tools are strategically chosen and customized to each community's unique needs.

CONVENIENT: Our hybrid engagement approach (digital and in-person) makes it easy and convenient for people to contribute to the conversation.

INCLUSIVE: We actively seek out hard-to-reach audiences and historically underrepresented populations.

DEFENDABLE: By measuring “touchpoints,” we provide more than just a number of respondents—we quantify invitations to the conversation.



Comprehensive Engagement

Engagement Schedule

Category	May	June	July	August
Brand Development	x	x		
SPP Development	x	x		
Project Website (Social Pinpoint) Open for Comments		x	x	x
Pop-Up Events (see master calendar)		x	x	x
Social Media Campaign		x	x	x
Stakeholder Meetings			x	x
Statistically Valid Survey			x	x

Board Input

Social Pinpoint Site Engagement



Board Input

Individual Input



What are some (any area of service) of the most important challenges or opportunities impacting the Town of Wellington?

Board Input

Individual Input



What are strengths or opportunities that the parks and recreation department should build upon?

Board Input

Individual Input



What do you believe are the Areas of Improvement for the Parks and Recreation Department's services?

Board Input

Individual Input



What are some different or new ways you believe that Parks and Recreation could better serve the community?

Board Input

Individual Input



Any services or facilities they the department is providing that perhaps can be reduced or consolidated?

Board Input

Individual Input



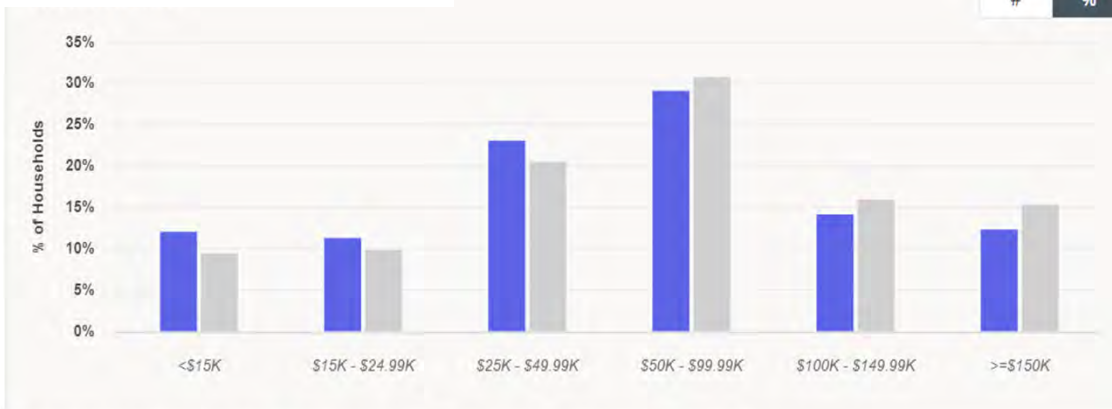
As a leader in the community, what can you do to help connect voices to this planning effort over the next 60-days?



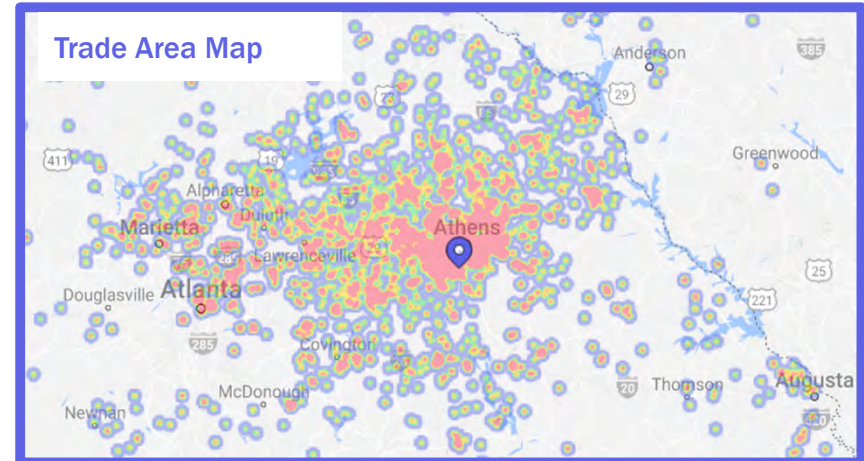
See who visits your facilities, where they come from & where they go.

Property	Median Household Income	Bachelor's Degree or Higher	Median Age	Most Common Ethnicity	Persons per Household
Bear Hollow Zoo Gran Ellen Dr. Athen...	\$57K	38.1%	32.7	White (55%)	2.58
Georgia	\$66.2K	32.7%	37.0	White (54.2%)	2.64

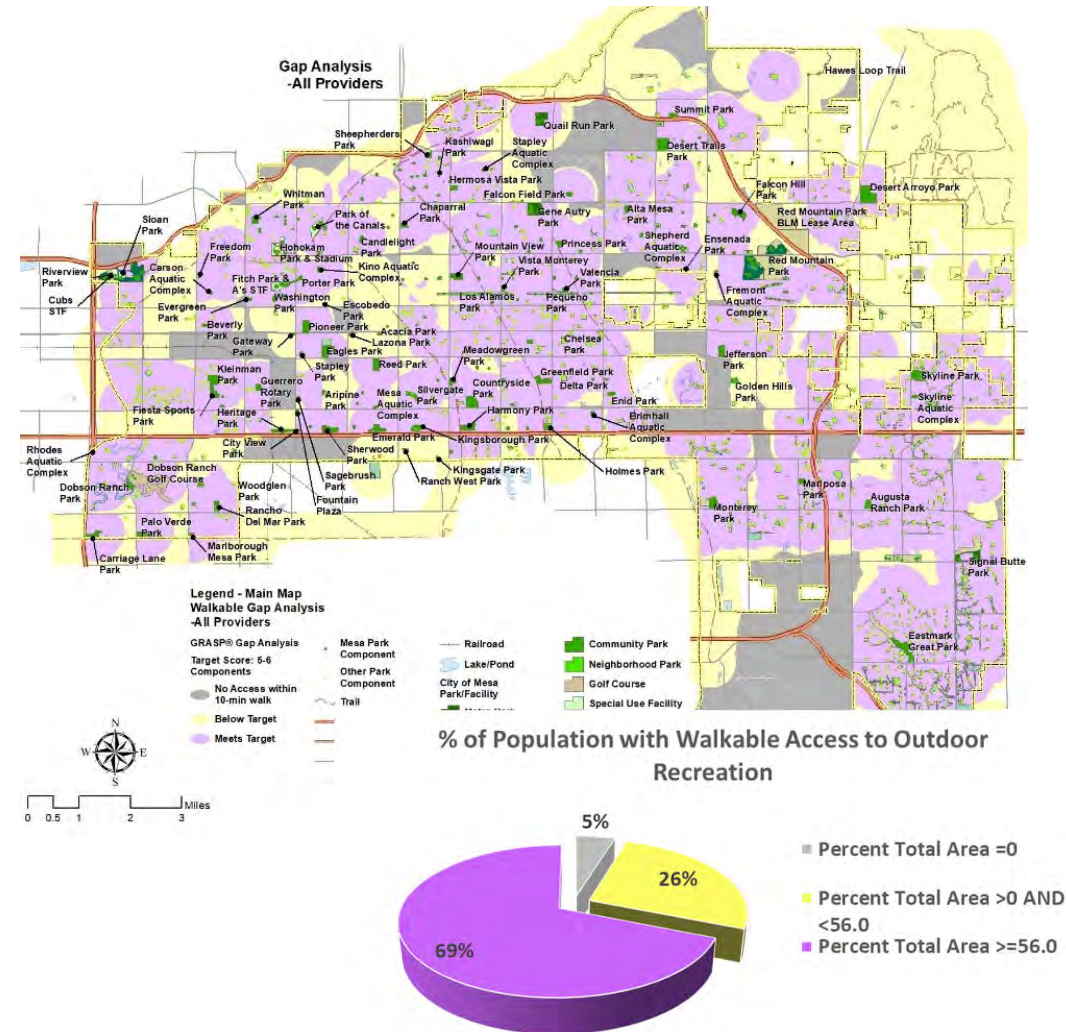
Visitor Demographics



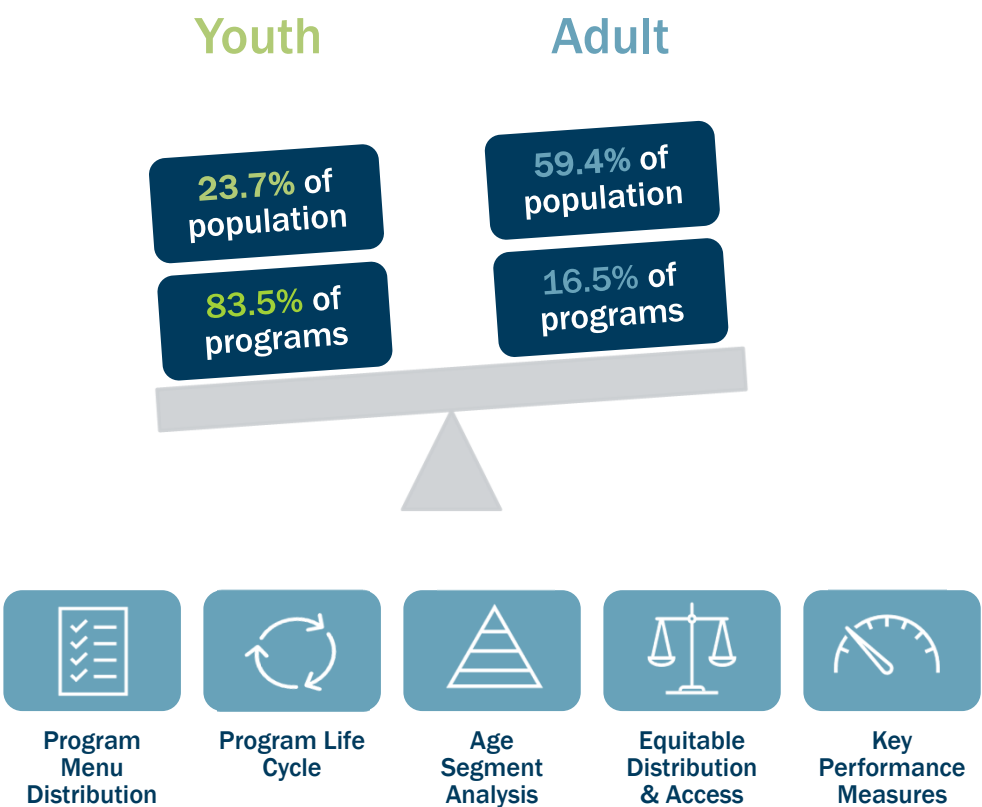
*Demographics are based on a True Trade Area capturing 70% of visits | Data source: STI: Popstats



Gap Analysis: Creating more access & opportunities for recreation.



Phase 3: Program Master Plan



Your roadmap for program success.
Recreation assessments make sense of your data.



Phase 4: Visioning

- Visioning Workshops

Phase 5: PROST Master Plan, Implementation, and Action Plan Development

- Action Plan
- Budget Analysis and Recommendations
- Draft and Final Plan

Phase 6: Implementation

- Implementation Workshops



Priorities, Goals, Actions, Implementation

STRATEGY 4

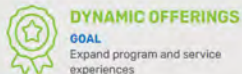
PRIORITIES, GOAL STATEMENTS, AND OBJECTIVES

Strategic priorities are broad areas upon which a District should focus its resources and energy to achieve the vision. They are the most important things the organization needs to focus on. It is best to keep this list small so they are achievable and do not overwhelm the organization.

Goal statements are action-based phrases that help define the desired outcome for the priority. Objectives are the precise actions or measurable steps an agency will take to move closer to its goals.

Through the visioning process, the District identified six strategic priorities:

- Invigorated Parks
- Vibrant Facilities
- Dynamic Offerings
- Engaged Community
- Stronger Finances
- Thriving Culture

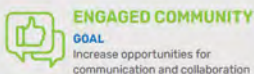


DYNAMIC OFFERINGS

GOAL
Expand program and service experiences

OBJECTIVES

- Integrate data-driven program/service analysis to guide program planning and execution.
- Offer innovative programs and services that include a diverse array of audiences



ENGAGED COMMUNITY

GOAL
Increase opportunities for communication and collaboration

OBJECTIVES

- Expand transparency through communication and feedback initiatives
- Implement strategies to foster a culture of belonging for community members
- Strengthen and grow partnerships



RECOMMENDATIONS | 02

The BerryDunn consulting team developed key recommendations that will be updated and utilized by staff to implement and track progress of this Plan's recommendations. This was based on the five strategic areas identified during the Visioning Workshop.

RECOMMENDATION TIMELINE

● Short-term (0-3 years), ● Mid-term (4-5 years), ● Long-term (Beyond 5 years), ● and ● Ongoing priorities.

01 Continue to Improve Organizational Efficiencies				
RECOMMENDATIONS	SHORT-TERM	MID-TERM	LONG-TERM	
Develop a marketing plan	●			
Develop a departmental Standard Operation Procedures (SOP's)	●			
Create and hire a position for a full-time recreation and parks marketing specialist.	●			
Create a system for developing, maintaining, and analyzing data.	●			
Evaluate the potential for developing relationships with contracted service providers for increased services for instructors, programs, and athletic field maintenance.	●			
Formalize existing agreements and joint use of property and facilities with the school system, athletic associations, non-profit organizations.	●			
Update Departmental mission statement and create a vision and values.	●			
Create an internal recognition/engagement steering committee comprised of internal staff of all levels.		●		
Develop a recreation program plan in alignment with national standards and Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation.		●		
Seek dedicated funding sources to help support recreation and parks needs for a sustainable future.			●	
Begin the process of applying for CAPRA accreditation; CAPRA is the only national accreditation of parks and recreation organization and is a valuable measure of an organization's overall quality of operations and service to the public.			●	
Review and update newly implemented marketing plan		●	●	
Review of Standard Operation Procedures (as listed in item#2)	●	●	●	

The categories and key recommendations with timelines are shown below. Subsequent chapters of the plan provide background information that helped identify the needs and priorities reflected in the recommendation.

CAPITAL IMPROVEMENT RECOMMENDATIONS | 10

CAPITAL IMPROVEMENT RECOMMENDATIONS BY GOALS

Below are capital improvement recommendations associated with strategy areas. Not all areas have capital recommendations.

GOAL 2: Continue To Improve Program and Service Delivery

Create a budgeted plan to begin playground replacement starting with one playground annually

GOAL 3: Improve and Expand Facilities, Parks, and Amenities

Fiscal Year 2025

Eva Barker Park
• Add interior path

Diamond Fields
• Dugouts and bleachers

Burlington Tennis Complex
• Coverings

Fiscal Year 2026

City Park
• Add seating and shade near playground

Fairchild Community Center
• See "Indoor Community Facilities Assessment"

Land Acquisition for Community Center

Fiscal Year 2027

Elmira Neighborhood Park
• Upgrade open turf (rectangle field or practice diamond; resurface basketball court

Lake Cammack Park
• Improve picnic grounds, update shelter

Northwest Neighborhood Park
• Add park pathway

Southern Neighborhood Park
• Add comfort and convenience amenities

Fiscal Year 2028

City Park
• Upgrade Path to Paved

New Construction
• Community Center

Fiscal Year 2029

City Park
• Splash Pad Update

City Park
• Update maintenance shop

Fiscal Year 2031

New Construction
• Skate Park (pending study)

Fiscal Year 2034

Fairchild Community Center
• See "Indoor Community Facilities Assessment"



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