



PARKS, RECREATION, OPEN SPACES AND TRAILS ADVISORY BOARD MEETING

Meeting Agenda

September 10, 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:

<https://us06web.zoom.us/j/83317874726?pwd=QktQMkFaMWUzeHNObWpvRVY0UVNoQT09>

Or One tap mobile:

+17193594580,83317874726

+17207072699,83317874726 US (Denver)

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. August 13, 2025
- D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS
 - a. PROST Master Plan Engagement
 - i. Updates
 - b. Movies in the Park
 - i. Pirate Park Party
 - c. By-Laws
 - d. 2026 Budget
 - e. Parks Map
 - f. 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. Wellville
- b. Park Meadows
- c. Sunrise

ADJOURNMENT



PARKS, RECREATION, OPEN SPACES AND TRAILS ADVISORY BOARD MEETING

Meeting Notes

August 13, 2025

Location: Leeper Center Community Room

Meeting Recording Available

PROST Meeting Notes and Agenda

Date: August 13, 2025

Time: 6:11pm – 7:01pm

Attendees: John Evans, Lorilyn Bockelman, Sarah Braun, Jessi Roper, Joe Burke, Billy Cooksey, Eric Henschel

Absent: Robert Sausaman, Joe Burke, Rebekka Dailey

Resigned August: Aaron McConnell

A. Roll Call

- Completed

B. Public Comment on Non-Agenda Items

- N/A

C. Consideration of Minutes

- **July 9 & June 11, 2025**
- Motion to approve by Lorilyn, seconded by Sarah; all in favor: unanimous

D. Board Review and Discussion/Action Items

a. PROST Master Plan Engagement Phase 2 Updates

- **Current Focus:** Reviewing stakeholder and community feedback from Town Hall and BD/Rec trailer engagement.
- **Next Event Date: Thursday, August 21, Time: 5–7 PM, Location: OCB**
 - Public engagement opportunity to include additional key stakeholders (e.g., gyms, childcare facilities).
 - Acknowledge potential business impacts and explore partnership opportunities.
 - OCB may offer libations; aim to engage walk-ins and casual attendees.
 - If stakeholders do not attend, consider future targeted outreach.
- **Online Engagement**
 - Online site still active.
 - Note: Online responses are not statistically valid (one response per household encouraged to avoid skewing data).
- **SVS Survey & Cover Letter**
 - Mailing Timeline: Going out this/next week.
 - Goal: 300 responses for statistical relevance.
 - Deadline: Late September to early October.
 - Privacy: Responses are confidential; prepaid postage included.
- **Promotion Strategy**
 - Encourage dual participation: **return mailed survey + complete online survey.**

- PROST to actively promote (low online response so far).
- Mayor's letter and BOT informed; community can direct questions to BOT or PROST.
- Continue using survey cards in community spaces.
- **Outreach & Promotion Ideas**
 - **Current Efforts**
 - Park signs and business signage in place.
 - BD Specialists have assessed park amenities; scores reflect Wellington-specific needs.
 - BC/EH completed edits; PROST review pending.
 - **Additional Suggestions**
 - BD to increase push (e.g., ice cream trucks, Friday Markets, July 4th events).
 - Info in Rec newsletter and TeamSnap (coach outreach).
 - Focus on reaching **non-rec users** and underserved groups.
 - Engage senior center, trail users, Boys & Girls Club, AlphaBest.
 - Consider neighborhood drives with giveaways (e.g., fidgets).
 - Maintain ideation momentum over next 2.5 weeks while awaiting survey returns.

b. Upcoming Events

- **Pirate Park Party: September 19, 2025 "National Talk Like a Pirate Day"**
 - Winick Park (Pirate Park) opening (ideas for Sept 19 event): Face painting, treasure hunt, everyone dressed up like pirates; announced on Pirate radio- hundreds in attendance
 - Town can help, but coordination and planning from PROST
 - TOW: Pirates of the Caribbean – movie- confirming with Comcast; will have screen for movie
 - Same night as Mingle on Main
 - Sarah- mock trials??
 - Sarah- check with Caitlyn- Main Street
 - Will need to promote on social media

c. WCP Memorial

- T-Mobile Grant- hoping to hear back by end of August 2025

d. PROST Bylaws

- Review by Board for September meeting

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

a. Town Staff

i. Parks

- Vandalism- brought to light community perspective- many have reached out.
- Former Mayor of Denver- Wellington Webb- donated \$5000 to Wellington. Came up to Wellington, toured WCP and other parks. Very positive experience and highly appreciated by staff and Town.

ii. Recreation

- Program registration seems lower, but some have higher activity, Zumba and yoga on Saturdays, rock climbing partnership
- Maps- sent out design to PROST, Town had discussion, did not meet standards, discussion with agency to make more industry-standard for trail map, agency redrafting the map; hopefully able to present next week

b. Board of Trustee Liaison: N/A

c. PROST Board Members: N/A

F. Park Tours

Adjournment: Meeting adjourned at 7:01pm.

- PROST & Public reconvene at Winick Park, Knolls Linear Park, for park tours

YO HO, LET'S GO!

PIRATE PARTY AT PIRATE PARK

IN CELEBRATION OF NATIONAL TALK LIKE A PIRATE DAY

JOIN US AT WINICK PARK

AKA PIRATE PARK

3910 WINE CUP STREET

SEPTEMBER 19TH



WITH A SPECIAL
FEATURE SHOWING OF

PIRATES OF THE CARIBBEAN

Movie Start 7:00 PM



PROST BYLAWS WELLINGTON PARKS ADVISORY BOARD

ARTICLE I

Title

The name of this committee is “Wellington Parks, Recreation, Open Spaces and Trails Advisory Board (PROST)” per Ordinance No. 23-2022 of the Town of Wellington, Colorado.

ARTICLE II

Board Functions

The Board shall act as an advisory board and shall have the following functions:

- a. To advise and make recommendations to the Town Board of Trustees for their approval as to rules, regulations, policies, planning, administrative, design and upgrade and to the extent so charged by the Town Board of Trustees, budgetary matters pertaining to the development and maintenance of parks within and approximate to the Town of Wellington, including matters relating to the establishing, enhancing and maintaining Town-owned recreational amenities including parks, trail systems, open spaces, environmental conservation, land preservation and park features.
- b. At the direction of the Town Board of Trustees to explore and make recommendations supporting and identifying grant opportunities to allow the Town to enhance recreational opportunities.
- c. To advise and assist the Town Board of Trustees in matters involving cooperation with the Poudre School District, Larimer County, North Poudre Irrigation and other organizations and individuals interested in parks and recreation programs serving the town.
- d. To assist the Board of Trustees in the preparing and maintaining the Wellington's Parks and Trails Master Plan(s) as adopted by the Town Board of Trustees.
- e. To promote community awareness and understanding of, and appreciation for, the value of parks and recreation as a resource contributing to the quality of life in Wellington.

The Wellington Parks Advisory Board shall have no authority to expend funds or make contracts on behalf of the Town.

ARTICLE III

Membership

Section 1- Board of Directors

- 1) The Wellington Parks Advisory Board shall consist of seven (7) members appointed by the Mayor and approved by the Town Board of Trustees.
- 2) At least one member of the Town Board of Trustees may serve as a member **or Town Board of Trustees PROST Liaison.**
- 3) Members of the Board must be at least 18 years of age and be a resident of the town.
- 4) The terms of and members of the Town Board of Trustees shall be coterminous with their term on the Town Board of Trustees unless reappointed by the Mayor and re-approved by the Town Board of Trustees.
- 5) The terms of the other members of the Wellington Parks Advisory Board shall be three **(3)** years.
- 6) Members of the Wellington Parks Advisory Board, shall be subject to removal by majority vote of the Town Board of Trustees or a majority vote of the Wellington Parks Advisory Board.
- 7) Shall any member resign from the Town Board of Trustees, the Mayor will appoint as approved by the Town Board of Trustees a replacement to serve to the end of the resigning members term.
- 8) Members of the Wellington Parks Advisory Board shall serve without compensation.

ARTICLE IV

Officers

Section 1 – Titles

The Board of Directors shall elect a Chairperson, Co-Chairperson and a Secretary.

Section 2 – Election and Appointment of Officers

- 1) Officers will be elected at the regular **November** meeting of each year.
- 2) New Officers shall assume their duties at the close of the **December** meeting.
- 3) Term of each office shall be one (1) year with eligibility of reelection.

Section 3 – Duties of the Officers

The Chairperson shall:

- a. Preside at all Wellington Parks and Advisory Board meetings.
- b. Prepare an agenda for each meeting.
- c. Coordinate the work of the Officers and committees, in order that the objectives are promoted.

The Co-Chairperson shall:

- a. Attend all Wellington Parks Advisory Board meetings regularly.
- b. Act as an aide to the Chairperson.
- c. Perform the duties of the Chairperson in the absence or inability of that officer.
- d. Do such other duties as may be delegated.

The Secretary shall:

- a. Attend all Wellington Parks Advisory Board meetings regularly.
- b. Prepare the minutes of all meetings of the Wellington Parks Advisory Board.
- c. Keep attendance records of the Wellington Parks Advisory Board.
- d. Make available minutes of each Wellington Parks Advisory Board meeting to members one (1) week in advance of the following meeting.
- e. Provide copies of approved minutes to the Town Administrator/ Clerk for the Towns records and for distribution to the Wellington Town Board of Trustees within sixty (60) days of approval by the Wellington Parks Advisory Board.
- f. Do such other duties as may be delegated.

ARTICLE V

Committees

Committees may be appointed by the Chairperson with approval of the members of the Wellington Parks Advisory Board and the Town Board of Trustees. Subject to the foregoing, Committees shall be appointed as needed for specific tasks and will disband as soon as their purpose(s) have been achieved as determined by the Chairperson or the Wellington Parks Advisory Board as well as any committee may be disbanded at any time by majority vote of the Town Board of Trustees.

ARTICLE VI

Meetings

All meetings shall be open to the public, and shall be posted and written minutes will be kept and filed with the Town Administrator/ Clerk in accordance with applicable law and these Bylaws.

Section 1 – Regular Meetings

Regular meetings of the Wellington Parks Advisory Board of Directors shall be held on the dates and at times set in advance by the Board and properly posted by Town Hall staff in accordance with Colorado Law. All meetings must be posted by the Town Administrator/ Clerk a minimum of 24 hours prior to the time of the meeting.

Section 2 – Special Meetings

Special meetings may be called by the Chairperson at his/her discretion or by any three members of the Wellington Parks Advisory Board or by the Town Board of Trustees on at least twenty-four (24) hours notice.

Section 3 – Quorum

A quorum of the Board shall consist of four (4) voting members and no official action may be taken by the Board on any matter unless a quorum is present.

ARTICLE VII

Rules of Order

All questions of order not answered in these Bylaws shall be decided by Roberts Rules of Order, latest edition

ARTICLE VIII

Amendments to Bylaws

These Bylaws and any amendments to may be approved by the Town Board of Trustees. Any Amendment may be proposed by any member at any regularly scheduled Board meeting. Proposed amendments shall be voted upon by the Wellington Parks Advisory Board at the next regularly scheduled Board meeting and if approved by majority vote of all Members of the Wellington Parks Advisory Board, will be effective on approval unless the Board of Trustees fails to approve the amendment within thirty (30) days.

ARTICLE IX

Diversity Statement

The Wellington Parks Advisory Board and the Town Board of Trustees believe that the membership and leadership should be reflective of the diverse population within the area and ensure every effort be made for representation of under represented groups.

ARTICLE X

Non-Discrimination

Neither the Wellington Parks Advisory Board or the Board of Trustees shall discriminate in any manner against any person or group, race, age, gender, national origin, ability and sexual orientations, religious or political affiliation.

Approved by the Wellington Parks Advisory Board this ____ day of _____, 2014.

Wellington Parks Advisory Board Secretary

Approved by the Board of Trustees this ____ day of _____, 2014.

Town of Wellington Mayor

Attest:

Town Administrator/ Clerk

TOWN OF WELLINGTON

ORDINANCE NO. 23-2022

AN ORDINANCE REPEALING, REVISING AND READOPTING ARTICLE 13 OF CHAPTER 2 OF THE WELLINGTON MUNICIPAL CODE CONCERNING THE WELLINGTON PARKS AND RECREATION ADVISORY BOARD

WHEREAS, on or about June 16, 2014, the Town of Wellington adopted Ordinance 9-2014 establishing the Wellington Parks Advisory Board for the purpose of development and operation of the Town's park systems; and

WHEREAS, on or about September 14, 2021, the Town of Wellington adopted Ordinance 10-2021 establishing the Wellington Parks and Recreation Advisory Board for the purpose of development and operation of the Town's park systems and recreation facilities; and

WHEREAS, the Town of Wellington lacks an advisory board related to Open Space and Trails; and

WHEREAS, the addition of open space and trails to the Wellington Parks and Recreation Advisory Board will further collaboration and alignment with the Town's goals.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO, AS FOLLOWS: Section 1. Article 13 of Chapter 2 of the Wellington Municipal Code is hereby repealed in its entirety and replaced to read as follows:

Article 13 - Wellington Parks, Recreation, Open Space, and Trails Advisory Board
Sec. 2-13-10. - Creation; qualification and eligibility.

a) The Board of Trustees hereby creates and establishes to serve the Town the Wellington Parks, Recreation, Open Space, and Trails Advisory Board.

1. The Advisory Board shall consist of seven (7) voting members and one (I) non-voting liaison member, all of whom shall be residents of the Town or reside within the Town's Growth Management Area; if any member ceases to be eligible due to residency, their membership shall immediately terminate.

2. Members shall be a minimum of eighteen (18) years of age.

3. Members shall serve without pay.

b) No voting member of the Wellington Parks, Recreation, Open Space, and Trails Advisory Board shall be eligible to serve on more than one other board or commission of the Town during that member's tenure on the Wellington Parks, Recreation, Open Space, and Trails Advisory Board.

Sec. 2-13-20. - Membership; terms; appointment and removal.

a) The Wellington Parks, Recreation, Open Space, and Trails Advisory Board shall be composed of members from the following constituencies and for the following terms:

1. The seven (7) voting members shall be appointed as members at large by the Board of Trustees. At-large members shall be appointed to serve a term of four (4) years and such terms shall be staggered.
2. The Mayor shall appoint one (1) member from the Board of Trustees as a nonvoting liaison member. This member's term shall be conterminous with that member's term on the Board of Trustees.

b) Members of the Advisory Board may be removed from office for inefficiency, neglect of duty, or malfeasance, upon written notice and after public hearing held during a regular or special Board of Trustees meeting. The removal of any Wellington Parks, Recreation, Open Space, and Trails Advisory Board member shall require the affirmative vote of a majority of the Board of Trustees participating in the public hearing.

c) The Board of Trustees shall make such appointments as necessary to fill the unexpired terms of vacancies which may occur on the Advisory Board, with the exception of any vacancy left by the nonvoting liaison member, which shall be filled by appointment by the Mayor.

Sec. 2-13-30. - Meetings.

a) The Wellington Parks, Recreation, Open Space, and Trails Board shall adopt bylaws and rules for the transaction of business and shall keep a record of its resolutions, transactions, findings and determinations, which shall be public record.

b) Except as approved by the Board of Trustees, meetings of the Advisory Board shall be held at the Leeper Center. Notice of the time and place of meetings shall be posted as required by state law.

c) The Advisory Board shall have regular meetings once per month. Special meetings may be called by the Chair at the request of two (2) members.

d) Four voting (4) members of the Advisory Board shall constitute a quorum to do business at all meetings.

e) The Advisory Board shall keep minutes of its meetings and transactions.

f) Except for such provisions as are herein expressly provided for, the Advisory Board shall have power to make reasonable rules and bylaws for the conduct of its business.

Sec. 2-13-40. - Voting.

A simple majority is necessary for passage of all items brought before the Wellington Parks, Recreation, Open Space, and Trails Advisory Board. No member shall vote or act by proxy.

Sec. 2-13-50. - Functions.

The Parks, Recreation, Open Space, and Trails Board shall perform the following functions:

- 1) Advise and make recommendations to the Board of Trustees concerning rules, regulations, policies, planning, administration, design and upgrade and, to the extent so charged by the Board of Trustees, budgetary matters pertaining to the development and maintenance of parks within and proximate to the Town of Wellington, including matters relating to establishing, enhancing, and maintaining Town-owned recreational amenities including parks, trail systems, open space, and park features but excluding the Library, which is overseen by the Library Board, and the cemetery.
- 2) Explore and make recommendations supporting and identifying grant opportunities to allow the Town to enhance recreational opportunities in the Town.
- 3) Advise the Board of Trustees in matters involving cooperation with the Poudre School District, Larimer County Boys and Girls Club and other organizations and individuals interested in parks and recreational programs serving the Town.
- 4) Assist the Board of Trustees in the preparing and maintaining the Wellington Parks, Trails, and Open Space Masterplan(s) as adopted by the Board of Trustees.
- 5) Promote community awareness and understanding of, and appreciation for, the value of parks and recreation as a resource contributing to the quality of life in Wellington.
- 6) The Parks, Recreation, Open Space, and Trails Advisory Board shall have no authority to expend funds or make contracts on behalf of the Town.

Section 2. The Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

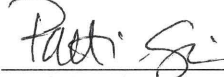
Section 3. All the provisions of the Wellington Municipal Code as heretofore adopted that conflict with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 13th day of December, 2022 and ordered to become effective 30 days from the date of publication.

TOWN OF WELLINGTON, COLORADO

By: 
Calar Chaussee, Mayor

ATTEST:


Patti Garcia, Town Administrator/Town Clerk



List of Amenities

1. Wellington Community Park

- 2 tennis/pickleball courts
- 2 playgrounds
- Splashpad
- Reservable shelters
- Paved trail
- Bathrooms
- Batting cages
- Dog park
- Multi-use field
- Baseball fields

2. Library Park

- 2 baseball fields
- T-ball field
- Multi-use field
- Shade structure
- Byron White Memorial Garden

3. Centennial Park

- Playground
- Multi-use field
- Reservable shelter
- Basketball court
- Skate park

4. Harvest Park

- Playground
- Trail access
- Multi-use fields

5. Viewpoint Park

- Playground
- Multi-use field
- Shelter
- Basketball courts
- Rugby field

6. Knolls Linear Park

- Multi-golf course
- Trail
- Trailhead parking access

7. Winick Park

- Playground
- Shelter

8. Sunrise Park

- Playground

9. Park Meadows Park

- Playground
- Shelters

10. Wellville Park

- ADA accessible fishing dock and fishing ponds
- Trail connection
- Dog park
- Multi-use field
- Reservable shelter



Want to get involved?
Contact us to learn more!
Recreation@WellingtonColorado.Gov

- Meetings:**
- 6 p.m. | 2nd Wednesday Monthly
 - Zoom or Leeper Center Board Room

The PROST Board advises the Board of Trustees regarding the development and operation of the Town's park systems and the Town's recreational programs.

Parks and Recreation (PROST) Advisory Board

Parks & Trails Map



Published by the Town of Wellington
Parks and Recreation



Explore State Wildlife Areas Near Wellington

- Wellington State Wildlife Area
- Cobb State Wildlife Area
- Douglas Reservoir State Wildlife Area
- Smith Lake State Wildlife Area

Recreation Registration

From youth sports and adult leagues to family-friendly events and seasonal activities, Wellington offers something for everyone year-round.

Explore Programs & Register Today:

- Visit the Parks and Recreation website | WellingtonColorado.Gov/178/Parks-and-Recreation.
- Register and pay online anytime, 24/7, with a credit or debit card.



Prefer to register in person?

Stop by the Municipal Services Building:

- Monday – Thursday, 7:30 a.m. – 5 p.m.
- Friday 8 a.m. – Noon
- Cash, check or card accepted

Need help outside these hours? Give us a call - we're happy to assist!

Contact Us

Town of Wellington Parks and Recreation
8225 Third Street
Wellington CO 80549

Phone: (970) 568-7410
Game Line: (970) 568-3284
After-Hours Emergency: (970) 568-7410

Email: Recreation@WellingtonColorado.gov



WellingtonColorado.Gov

Host Your Next Event in a Wellington Park

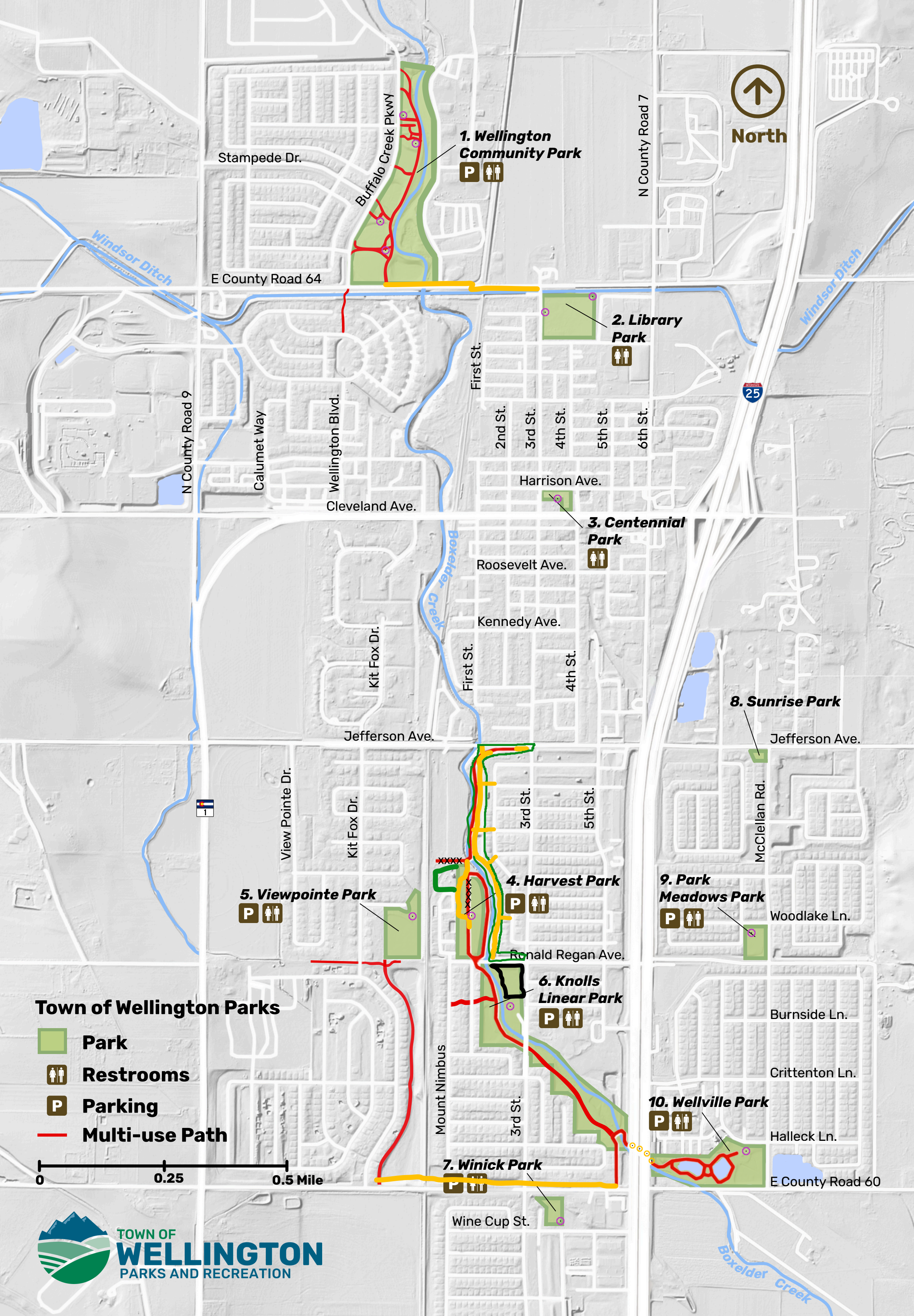
Planning a birthday party, sports tournament or special event? Wellington residents can reserve select parks and facilities for private events.

Check Availability:

- Call us at (970) 568-7410 during business hours
- Or email: Recreation@WellingtonColorado.gov

We're here to help you find the perfect spot for your gathering!





North

1. Wellington Community Park



2. Library Park



3. Centennial Park



4. Harvest Park



5. Viewpointe Park



6. Knolls Linear Park



9. Park Meadows Park



10. Wellville Park



Town of Wellington Parks

-  **Park**
-  **Restrooms**
-  **Parking**
-  **Multi-use Path**

0 0.25 0.5 Mile

