



PARKS ADVISORY BOARD MEETING
Oct 13th, 2021
6:00 PM
Regular Meeting Agenda
When: Leeper Center – Community Room

A. CALL TO ORDER

- a. Roll Call

B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person)

C. CONSIDERATION OF MINUTES

- a. August 18th, 2021 Minutes
- b. September 8th, 2021 Minutes

D. BOARD REVIEW AND DISCUSSION ITEMS

- a. Dynamic Image – Parks Sign Follow Up
 - New Town Logo
 - Type of sign (Vertical/Horizontal)
 - Centennial Park
- b. Parks Advisory Board Applicant Feedback (Dean)
 - Appointment of Kallie Cooper

E. ANNOUNCEMENTS

- a. PAB Board Members
- b. Town Board of Trustee
- c. Town Staff
 - i.

B. ADJOURNMENT



PARKS ADVISORY BOARD MEETING
August 18, 2021
6:00 PM
Regular Meeting Agenda
When: Leeper Center Community Room

A. CALL TO ORDER

a. Roll Call

- i. Christine Present*
- ii. Robert Present*
- iii. Lorilyn Present*
- iv. John Evans Absent*
- v. John Jerome Present*
- vi. Erin Present*

B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person)

- a. No public comment.*

C. CONSIDERATION OF MINUTES

a. June 9, 2021 Minutes

- i. Lorilyn: On Page 8, clarification about the Chamber not using Parks. They don't currently but that doesn't mean they won't in the future.*
- ii. Erin: I know we (Main streets) had a meeting this morning with the Chamber, and we might be partnering with them for an event and putting on an event with them.*

b. July 14, 2021 Minutes

- i. No notes*
- c. Erin motioned to approve Parks Advisory Board Minutes for June 9th, 2021, and July 14th, 2021.*
- d. Christine Seconded*
- e. All voted yes to approve Parks Advisory Board Minutes for June 9th, 2021, and July 14th, 2021.*

D. BOARD REVIEW AND DISCUSSION ITEMS

a. Parks Signage (Lorilyn)

i. Type of Design

- *Dean: So last meeting we talked about using the batting cage CIP (Capital Improvement Project) funds and transferring it to be able to knock out another project this year. So I added something to the packet which was an initial design that one of the companies had come up with. I am meeting with Dynamic Image tomorrow and tell them what we like based on these concepts. So, I wanted everyone's feedback and input on what you want and what you are feeling. I will bring these to dynamic image and ask them to come up with 3 designs that we can get price points on and go from there.*
- *Erin: What is our newest park?*
- *Lorilyn: Harvest Village.*
- *Erin: I am just trying to think of what may already be there that we can look at.*
- *Robert: Winick Park just has a basic black sign.*
- *John Jerome: Wellington Community Park has the big one.*
- *Erin: The sign at Winick was completely donated, and the Winick family donated it when it was built.*
- *Christine: I do like Erin's uniqueness like with the bike racks where they are all different land scapes. It doesn't have to be that, but I do like the themed idea.*
- *Lorilyn: John Evans did go over and look at the other sign at Wellington Community Park and he says it is in really good shape. Lumber prices are also finally going down so we could look at using this (referring to sign at Wellington Community Park).*
- *John Jerome: I like the idea of it being a synthetic that could end to longevity. It can often also be more durable and because it is the same color all the way through, if something ever happened to the material, it wouldn't stick out like a sore thumb. Like a mower hitting it or some type of vandalism.*
- *Lorilyn: The thing I liked about Longmont was the bright colors on the dark which really makes everything pop.*

- *Erin and Christine both agreed that a dark background with white lettering would be great.*
- *Dean: I also asked Kali Cooper about the bike racks and she said they would be keeping them. But, I will take that feedback to Joshua at Dynamic Image and then send them out as soon as I get them. The quicker the better for all of that.*

b. Arbor Day Event (Lorilyn)

i. Tree Grants

- *Lorilyn: This is so exciting because we have talked about doing something for so long and usually we are too late so we never can.*
- *Dean: So I think getting something on the books for 2022 would be a great thing. One of the priorities is tree replacement throughout the parks system. Now this is me just spit balling, but we could look at partnering with Ross (Library Manager) about doing an educational event for kids, and then potentially getting some volunteers to go plant some trees. I can put together my thoughts and what I think would be ideal in terms of timing, bring it to all of you to get feedback, and go from there. I just wanted to touch base with all of you to see if there was some historical information around it and if you were interested.*
- *Erin: So, Arbor Day is a big event at Rice Elementary where they have someone come in and teach the kids and they give tree seeds, donate to things, bring in outside organizations to do fun activities and plant trees, that kind of stuff. I can look and see if I can find any of that information for them. If the schools can't do it this year, we could look at doing something after school one day at a park*
- *Christine: The Old Town Citizens want some of their trees replaced. There is one route where the town wants to put a sidewalk, but they have to take away this one lady's tree and so she wants her trees replaced, but that is another option because within old town there is a lot of trees that need replacing.*
- *John J: I know in council bluffs they had an Arbor Day where they gave away trees. I don't remember who did it but they gave away trees. Not saplings but slightly bigger trees that you would plant in your yard. Something like that would be cool if we could get different types of trees to give away. I know all throughout town, not only are there old trees that are dying, but in new neighborhoods the people have a hard time getting the young trees alive. Our neighbors have had to replace theirs a couple of times. We can't really get ours to grow in the backyard either. So maybe we could find someone to give some trees, like a truckload or something, then whatever is left over, the town can use to replace the*

dead trees or places where we don't have shade, we can plant them to start creating shade areas. So, I think this is a great idea.

- *Dean: Another good piece is that there are some really good grants out there for tree replacement, which is something we can look through and see what we can do. What I will do then is put together a small plan of what I am thinking of and gain feedback from you all from there. Either the next meeting or the one following that.*
- *Lorilyn: Any hope for Tree City USA? You know like you pull through towns, and they say it's a Tree City USA?*
- *John J: Oh get a designation?*
- *Lorilyn: Yeah! Not sure what we have or what we have to do, but Tree City USA is put on by the Arbor Day Foundation so that would be good.*

c. Parks Naming Policy

i. Status (Dean)

- *Dean: I sent the Parks Naming Policy to our Attorney, Dan, and he expressed that the policy we have written is good to go as long as we have adopted it here. The action we would have to take in terms of bringing it to the Board of Trustees would be if we have a park that needs a new name, we come up with those 3 names to send to them to choose from, then I would create a resolution and get that checked out through Dan, and then it would be official. So the policy is set in place and we can move forward.*
- *Lorilyn: Boy we sure had fun with Winick Park and Wellington Community Park. People went nuts and got really excited and we had over 60 different names. We narrowed it down to like 5 names and then the trustees made the final decision for Wellington Community Park. So, with signage coming I know we talked about naming the park over at the Harvest Village Town Homes. In the future maybe if we ever did something with the park over at Jefferson and McClellan that will need a name.*
- *Dean: I am also thinking of Knolls Linear Park. This is me thinking ahead to 2022, but the website for the parks is going to be revamped because now we have the staff to do that, and I think there are a few parks, including the trail which doesn't really have a name, so as we move forward, we have an opportunity to solidify those names and put them online. That is a huge piece in terms of amenities. We have had a couple of organizations reach out about our Disc Golf course and that we don't really have any information on it online. So, getting those names dialed in to market properly would be good.*

- *Lorilyn: The name for the Disc Golf parks were picked by the guy who build the course, so maybe we don't touch those, but we could change the names of some of the other parks like Wellville. What do you guys think about that? Do we want to get names out and see what people want to do?*
- *Erin: Do you mean like via social media and E-mail? We did that with the mural in Main Streets, we put out little stories and stuff and it really got the community engaged. I think once people feel like they are a part of something they like it.*
- *Dean: Yeah, we can pull Mahalia (Communications Specialist) into it and get some surveys out and get it started.*
- *Lorilyn: Like one at a time or how do we want to do that?*
- *John J: We should maybe start with just one so we can learn from it and learn how to fine tune the process.*
- *Lorilyn: So, should we start with park at Harvest Village?*
- *All agreed this is what we should do.*
- *Lorilyn: Have we confirmed with Cody that the park has been turned over?*
- *Dean: Let me check with Cody because I don't believe the park is truly accepted by us but let me double check with him. I haven't been notified that we are in charge of that park yet and I should because that is something we will have to do in terms of mowing it. But let me check the status and get back to you, I should hear back within like a day.*
- *John J: I think weather it's been turned over or not we could probably go through the naming process because it will be our eventually, so we can go through the process to get it named for when we do.*
- *Lorilyn: As long as we are good with all the protocols then I am good.*
- *Robert: I didn't even think about it having to be turned over to the Town.*
- *John J: Yeah usually there is a number of homes they can build and then they have to build the park before they can build any more homes. So we force them to build a park before they build all the way out without building a park.*
- *Erin: There is also that park in Sage that got finished. Is that ours?*
- *John J: I don't think that is ours. I thin that's park of their pool and will be maintained by them.*

- *Lorilyn: So are we okay to move forward and ask Mahalia to put something together?*
- *Dean: Yeah let me just make sure we are in the clear to get this process started, but I think it's a great idea.*

d. Capital Improvement Projects (Dean)

i. Park Improvements

- *Dean: Christine sent over some questions about this. So, we are going through the process of the budget in the Town Staff. I think there is value in going through our CIP projects for parks and more importantly, I wanted to get feedback about what you all want to see within our parks system going forward. Right now, the parks master plan we will realistically be investing in that in 2022. The parks signage from the batting cages, I will be asking the Board of Trustees to vote on and I think we can get that done this year. The plan next week the plan is to get the Board of Trustees approval to shift those funds to signage. I feel confident we will be able to do that. The Windsor Ditch I was told to hold off from my leader because there are some historical pieces and other things we must review. The Winick pour in place is going to be started next week, and they will be doing some other pieces like replacing bolts and resetting the slide while they pour the surface to ensure the park meets all ASTM Safety Standards, which is the standard for Play Equipment. For the soft trails to hard trails, I have been working with Public Works and they have been putting 8ft wide by 6 inches deep for about 160 ft. I did get some quotes and its going to be about 60K and it saves more money to use Public Works. It will take some time but they have been consistent in getting that process done. We may not be able to get it all done so we may want to look at putting that into 2022. So what I would recommend, and wanted to put this out there for discussion is Centennial Park play structure is not currently meeting safety code, so if anyone gets hurt, we are held liable. We will be going through the Parks Master Plan and Centennial will be a big focus of that but once that is complete we are a way from getting actual funding and doing some changes. The pickle I am in and my recommendation is we spend money to replace some of those and keeping in mind we don't want super expensive new equipment but we want to be sure we get something for the kids to be able to use.*
- *John J: I can do this or you can do this, but we have to remind Bob that the Board of Trustees approved the meri-go-round removal with the condition that something goes back in it's place.*
- *Lorilyn: A Spinami. We love that thing and that would probably be cheap and something easy to put there. Like only \$1,500.*

- *John J: I think the idea was to put something there that in the event the purpose of Centennial Park is changed it would be something that can easily be used in another park. That way it's not something that is a lot of work. Talking about this reminded me of this deal.*
- *Lorilyn: I was wrong, I was confused with another piece of equipment, the Spinami is \$4900.*
- *Dean: That actually is not bad. But, my thought process is the same in terms of replacing some things, like the slide having a hole in it. The thought process is getting some type of equipment that isn't a huge play structure like you said, something that is innovative and unique that we can pull out and use it somewhere else or what have you.*
- *There was a play structure where the current dent is, and it was removed because there were no replacement parts.*
- *Erin: Is there anything at Centennial that is handy capped accessible? It's so sad, I was speaking with a client who said there was no place her daughter could swing.*
- *Dean: I think this is a good note. It is going to cost money, but, I think being able to a lot funds to make things ADA accessible would be good. Going through budget, there is an account for Minor Park Improvements and within the purchasing policy of anything up to \$5,000 of equipment. That account has \$35,000 in it which is not much, \$12,000 for Minor Park Improvements like the Spinami. A bigger piece is the centennial swing set. I have looked for parts for it, but it is super old, and we would probably have to replace the hole thing, and I could look at putting an ADA swing in there. But that is going to be pricier. Being able to gain everyone's support here, knowing we won't have any changes for a few years, we need to get something safe for the kids and aesthetically pleasing.*
- *John J: Is there ADA Grants for Accessible recreation for children or something?*
- *Dean: I think that would be good to look at. We did go through an assessment for possible grants, GOCO being one of them. If we do get selected for that we will most likely be focusing it on Centennial. To your question (to John Jerome) I can look for some grants to work on ADA equipment. But after Centennial, Viewpoint Park needs a play structure upgrade, Park Meadows wants shade on the play structure, but I think we really need to do something at Centennial. I want to be able to put some money into it.*

- *Christine: Harvest Village has a really nice swing where the child and parents can swing together, so if we could get another park with that that would be great.*
- *Lorilyn: I don't know the appropriate wording, but in the winter, we were talking with the developer at Sage Meadows, they came to us but we as a board Okayed a section on the North East Corner, there were going to be some funds made available for an update at Viewpoint Park.*
- *Erin: Yeah and the 2 neighborhoods would share that park.*
- *Lorilyn: Potentially there should be some funds there. We as a board said we wanted that used for the park and I am not sure about the dollar value. So perhaps we could use that money to allocate towards Viewpoint.*
- *Dean: That might have been my first meeting but I will reach out to Cody.*
- *Robert: Yeah because that sub division doesn't have a park and they were just going to share that park. Oh and I was going to say in terms of old broken down things, that skate park is on the list. Every day we replace something else, or fix something more. I am dying out there.*
- *Dean: We got the gator skins in so we have those for you to use. We should have some money to support that in the operating budget. Like I know the concrete is something on my list to make it safe for kids.*
- *Robert: I am just worried about when it will become unusable. It's getting to the point where the town and the kids are losing respect for it. I have a new feature in my garage that I am going to bring out that will pick up moral some bit, but I would love to talk about some funds for that. I mean that ramp needs some help.*
- *John J: How much would it cost to the ramp framed in metal and welded.*
- *Robert: I mean if you are talking a pre fabricated ramp to replace what we have out there, you are probably looking at \$250,000.*
- *John: I am talking about just a local fab shop making a metal frame, just the frame, so you aren't putting holes in it. And aren't the gator skins designed for longevity.*
- *Robert: They are but we have other issues with that ramp that are other existing structural problems.*
- *John: So if you could conquer that issue with the structure, you just may have to worry about the decking.*

- *Robert: I don't know, it would be expensive to even just maintain that.*
- *John J: I know I am just thinking because in all reality, a brand new skate park is a ways away no matter what. Even if it was approved next week there would be design and all that would go through it. I am just thinking a metal frame may go a long way for longevity.*
- *Erin: What about grants?*
- *Robert: Not sure about that one but a lot of them are for low income areas. With the grant thing, this other guy Patrick who helps me, he has a friend who helps writes grants, and he is going to help us and show us what grants we should be looking for and how to apply for them. I just don't know enough about grants. I know Jenny is working on grants and she seems super excited so we will see.*
- *Dean: Yeah I gave her some specific instruction in terms of skatepark grants, anything in terms of outdoor recreation, and she met with someone who has done grant writing before and went through what grants might be best for us and what is the highest probability. That grant could have, some type of skate park amenity, again, potentially.*
- *Robert: I guess my biggest thing is not so much trying to keep it alive, it's being able to easily access what we need to keep it alive. There has never been a dollar amount set. So if we could keep open communication about what we need soon.*
- *Dean: Yeah so in that Minor Parks Improvement budget, that is for all our parks including the skate park, and so the gator skins were about \$2,500 and we pulled it from that piece. But correct, as for specific line items, none of our parks have specifics lines. But your communication has been tremendous in telling me what we need, and that has been helpful getting some of that ordered.*
- *Robert: So I just cleaned out my garage and so we restocked some stuff for the skate park, but it would be good to let you know what we need when we use it so we make sure we have a good stock pile to keep it all up to date.*
- *Dean: This was good, is there any other feedback in terms of what we need for CIP projects? I expressed what I felt, and that was just what comes to mind in terms of priority, but we will be digging a lot deeper, once we start to get into it.*
- *Christine: The Windsor Ditch you mentioned is that something where we could use those funds on something else and then re-budget it for next year.*
- *Everyone clarified where Windsor Ditch is.*

- *Christine: So the Centennial Park design will be a part of the master plan, so we don't need another one?*
- *Dean: Correct, whoever we bring in, I will be working with them and heading up the project, so I will be very direct in letting them know that Centennial Park is the main priority.*
- *Christine: Yeah I am not sure what the ditch money could be used for instead, except maybe the skatepark.*
- *Robert: Yeah the skatepark would be good, but seeing some ADA things at other parks would be great.*
- *Dean: What I will do is put together the list and have it for you at the next meeting. And so what I am hearing is we need to put some towards Centennial Park.*
- *Erin: Especially with the Farmers Market every week, people are visiting it a lot so that would be good.*
- *Christine: What about the basketball court?*
- *Dean: I would argue yes, it does need some help. But in terms of money at Centennial, we don't currently have any money in CIP, but that is where I will be requesting it.*
- *Christine: What about your umbrella, we are going to replace some things with that?*
- *Dean: Yes, we will start with that money, we are going to leave \$12,000 there, and then it will leave about \$18,000 to CIP so I guess we do have some CIP in the operating budget. So the \$18,000 will go towards that.*
- *Christine: So what is this additional CIP you are talking about?*
- *Dean: I wouldn't say additional, but I think \$20,000 is a good number for replacing everything. The reason I say additional is because we haven't made any moves to move those funds within the operating budget. So next year, what we will do is transition that \$18,000 to dedicate to Centennial Improvements. So this year I am planning to price everything out, and if I can get small things for under \$5,000, then I will go and purchase those. For instance, I just made a purchase because right now our swings are going through a depreciation schedule. So I just made a large purchase to replace all used swings withing the parks system. So anything I can get under that \$5,000 I will get it.*

E. Announcements

a. PAB Board Members

- i. *Robert: I will probably be asking for Gator Skins in mid-September to work on them.*
- ii. *Dean: Yeah, anything you can get me that we need, please do because we are getting to the end of the year so if there are any funds we can flex we can do that.*
- iii. *Erin: Is there some type of assessment we could tell us exactly what we have to spend to and this is what it will take to get it to a certain standard?*
- iv. *Dean: So from my research, and Robert you can add on, but there isn't really anyone who can come out and do an assessment, all we have is the ASTM Standards and that just tells you structural integrity of the ramps. Most of the ones I have reached out to are only about building brand new parks. So in all these companies, they are all skaters and it's a unique culture, and the overwhelming response was we need a new skate park.*
- v. *Robert: Yeah there is no cost benefit because anything prefabbed that we could get would have the same problem where it would fall apart in the next few years. So we would be back in the same boat for the same amount of money, and any piece would be smaller.*
- vi. *Lorilyn: Is there any way we can take down some of that fencing?*
- vii. *Dean: Let me follow up on that.*
- viii. *Robert: I think someone mentioned even cutting it in half, that would make a huge difference. I think that would help Polish Centennial a bit. Especially with the new benches, if you put them inside the fence, they will get ridden. So if you take it out you can sit and be closer to your kids.*
- ix. *Lorilyn: When will the discussion start about the GOCO Grant? We tried for it with the community park and I can't tell you how much we put into it and so I would love to help.*
- x. *Dean: We had our grant meeting 2 weeks ago, and Jenny is heading that up, so I will follow up with her about how we can all get involved. I will see what that looks like and follow up with Jenny and let you all know.*
- xi. *Lorilyn: Yeah they haven't ever given Wellington anything so it would be time. I also have one last thing I want to bring to you all's attention, which is something called Kids to park day. It's a national program to get kids to all types of parks. So we were doing events and then COVID, so we were doing it and then had to cancel. It is May 21st, and it's just a day to say come out to our parks and take your kids out. There is a ton of information online, and then we can promote it, and get the Mayor to make a proclamation, and then they have everything on their site like media kits, so there isn't a lot we have to do.*

b. Town Board of Trustee

- i. None

c. Town Staff

i. Pour and Place

- *Dean: We already spoke about all this so I am good.*

F. ADJOURNMENT

a. Christine motioned to adjourn.

b. John J seconded.

c. Meeting Adjourned.



PARKS ADVISORY BOARD MEETING
September 8th, 2021
6:00 PM
Regular Meeting Agenda
When: Leeper Center – Community Room

A. CALL TO ORDER

a. Roll Call

- *Lorilyn: Present*
- *John Jerome: Present*
- *Robert: Present*
- *Erin: Absent*
- *John Evans: Absent*
- *Christine: Absent*

B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person)

- a. *There was no residence at the parks advisory board meeting. There was no public comment at the meeting.*

C. CONSIDERATION OF MINUTES

a. August 18th, 2021 Minutes

- *Lorilyn: She wanted to table the approval of the consideration of August 18th, 2021 minutes due to not having enough parks advisory board members present for a quorum.*

D. BOARD REVIEW AND DISCUSSION ITEMS

a. ORDINANCE NO. 10-2021 (Dan Sapienza)

- Parks Advisory Board Feedback and Questions
 - *Dan Sapienza: Dan introduced himself as the new town attorney who worked with Brad March. He came to the meeting due to the Board of Trustees considering an ordinance to change some items in relation to the Parks Advisory Board. Dan had a work session with the Board of Trustees in relation to talking about general concepts surrounding boards and commission. Dan wanted to be sure he spoke to the Parks*

Advisory Board to gain the feedback in relation to the proposed changes that are in the ordinance. Some of the board and commission ordinance have been written by different people over the years. There are many inconsistencies across these different ordinances across the different boards and commission. One of the issues is residency. The parks advisory board is one of the few boards that have a residency requirement which is within 7 miles of Wellington. The Board of Trustees wanted to go with a residency requirement based upon the growth management area which is defined by the comp plan. Other changes are that we're changing to 4 year terms instead of 3 year terms. We'll also remove the board of trustee member as a voting member. The board of trustee member that would be on the board as a liaison. This would also increase the members on the board to seven voting members. The ordinance itself has more structural changes to ensure the language is consistent across the board. Dan asked if any member had any feedback.

- Lorilyn: She expressed that she is concerned that members of the community that shop, use our facilities, and participate in recreation programs in town will not have an opportunity to be apart of the parks advisory board if they do not meet the geographical location within the comp plan.*
- Dan: He expressed that the 7 mile radius defined within the park's advisory board ordinance was an arbitrary number and that the question becomes how do we define a geographical location. He expressed that the growth management area defined by the planning commission had multiple steps to ensure there was a strategy behind the thought process in which it is defined and intentional.*
- John Jerome: He expressed that the growth management area was a way to determine the area that Wellington will grow into. This will help protect the town itself from encroachment. The growth management area is a way to express legally; that the area determined is the Towns clearly defined. We didn't rush into this to ensure we worked through this strategy.*
- Lorilyn: She expressed that she understood and then asked if Dean wanted to share Christine's feedback via email since she was not present at the meeting.*
- Dean: He expressed that Christine had some concern surrounding lack of attendance and how we have this clearly defined within the new ordinance. Dean expressed to Dan that it might be beneficial for him to read though the information.*

- *Dan: He said that he would point out the language “may be removed from office for inefficiency neglect of duty or maleficence’s” permissive language. Nothing in this says if you miss 6 meeting in one year you are removed. This says, members may be removed, so probably what would happen is this. If a board of trustee feels a member of the parks advisory board has missed too many meetings. The board of trustees would have to have a formal meeting, have public comment, open debate, and have a formal vote to remove that person. It is not an automatic thing. It is subjective partially because it is a political decision by an elected body. The members of the advisory board are appointed by the board of trustees and to remove a member, the board of trustees would have to have formal action in an open meeting. If a member is trying to participate in the meeting via remote or some other form and their showing effort, but have missed meetings due to excusable absences the board of trustee would take that into consideration I would think. Is that how you would see that John.*
- *John Jerome: The language as its currently written gives a lot of leeway. To break it down into specific items could open ourselves into litigation. My question would be as the parks advisory board, could we set up some type of internal expectations. Like your expected to attend a certain number of meetings. If the absence of the parks advisory board member is becoming a hindrance, we could express to that member that we will make a recommendation to the board of trustees to expel that member. This would help support the expectations internally.*
- *Dan: I would recommend developing an internal policy that would help support member expectations. This could be a separate document like the rules and by laws. That type of document helps.*
- *John Jerome: We should have this document to help guide our member expectations. Those would be the expectations and if a member feels they cannot meet those, then maybe its not the best fit.*
- *Robert: How many seats would we need to fill?*
- *John Jerome: We would need to fill 2 when the new ordinance goes into effect.*
- *Lorilyn: I like that, I think that type of expectation documentation would be great.*
- *Dan: Trustee Gaiter is working on some type of standard of conduct document with the CAC. That is something we could distribute to other boards.*
- *John Jerome: It’s based on the Board of Trustees and how we interact with one another. We utilize it as a courtesy on how we cooperate with*

one another. I don't see a reason to utilize for this board, but it could be beneficial for other boards.

- *Dan: Do you know if anyone on the board lives outside the growth management plan?*
- *Lorilyn: No*
- *John Jerome: No*
- *Dan: The idea is that members would continue their terms and the conversation to a 4-year term would happen at the next appointment period. Any other questions? This is on the agenda for next Tuesday. I will provide your feedback to the board and or you can come to the board meeting to express public comment.*
- *Lorilyn: Thank you*
- *John Jerome: Thank you*
- *Robert: Thank you*
- *Dean: Thank you*

b. Dynamic Image – Parks Sign Discussion (Joshua/David)

- Type of Design
- *Dean: I connected with Joshua in regard to our sign project we are embarking upon. We met a few weeks ago to talk though a few design concepts but wanted him to come to our meeting to allow an opportunity to hear the boards feedback in relation to his initial design. Ill let Joshua take the floor.*
- *Joshua: I wanted to design some concepts that don't want to take away from the current signs that we do have around town. I came up with a concept in relation to having a couple different ideas due to geographical space. The signs are aluminum fabricated cabinet. We can do cut out letters. I like the mirrored gold because it's an anodized aluminum. It doesn't tarnish and they look great. We could pour concrete for these areas and if you ever needed to move a sign it has a mechanism that allows you all to pull the sign and move it to a different location. I would recommend aluminum and steel. My favorite is something that has color that is timeless and ageless that will last a long time. Also, I would do cut out letters that will allow it to pop better.*
- *Lorilyn: What do you like John*
- *John: I like the tall one. Its like we're looking for uniformness and that we're not taking up too much area for a sign.*

- *Joshua: Another great thing to consider if we do a slab of concrete is that your mowers will be able to easily mow around that area. Those are things that I have learned during the 31 years I have been doing this. Also, even if we did want to do a bigger vertical sign we'll be able to accommodate. If we wanted to mix and match the size of the signs per park due to geographical location. We could do that as well. Another option is to have vertical signs at certain parks and horizontal at others.*
- *Lorilyn: Is this going to be within our budget?*
- *Dean: That is the next piece I will be discussing with Joshua. I do feel confident due to the healthy budget we have for signage.*
- *Joshua: I can give you a rough ball park in relation to the signs. The monument signs we did with flagstone they came out to \$6500 because they had lights in the sign with solar power. Also, if the Town does the concrete forms, we would be able to save money.*
- *Lorilyn: What do you think Robert?*
- *Robert: I like them. I like both of them. I like the 8 footer. I like the wave.*
- *Dean: Joshua if you could email the designs to me that would be great. I will work with Parks Advisory Board to begin the process with the board.*
- *John Jerome: I feel centennial park needs something special due to that park being a staple in the town. It needs something special. It would be nice if it's a bit more fancy.*
- *Joshua: That's one good thing about the larger design.*
- *John Jerome: What type of logo do we want to utilize. Parks and Recreation or the Towns logo.*
- *Dean: We would want uniformity so I would recommend the Town of Wellington logo. I will need to connect with our marketing to ensure we're meeting the correct standards. Does anyone have any other feedback for Joshua?*
- *Lorilyn: No*
- *John Jerome: No*
- *Robert: No*
- *Joshua: if you have any other questions don't hesitate to reach out. Also, what is your timeline on the signs.*
- *Dean: We are hoping to accomplish this project this year, but I would need to work with you on price point. We really appreciate you being here. Thank you for your time.*

c. CIP Transfer – Parks Signage (Dean)

- Approved
 - *Dean: I wanted to give a quick update. Patti has connected with all the board of trustees, and we are approved to use the batting cage CIP funds for this project. Ill be working with Joshua to get design concepts figured out with everyone's input and hopefully get this project done before the end of the year.*

d. Parks Advisory Board Applicant Feedback (Dean)

- Jesy Andreen
 - *Dean: We did have an applicant by the name of Jesy Andreen apply and she expressed that she would need to bring her children to every meeting. I wanted to gain everyone's feedback in relation having children at our park's advisory meetings. What is everyone's feedback?*
 - *Robert: I know Jesy personally and her children are extremely well behaved. I don't think they would be a distraction. They do live down the street from me and I could see if my wife could watch her children when we she attends the meetings.*
 - *Dean: We appreciate the insight. Anyone else have feedback?*
 - *Lorilyn: In the past meetings I have had to bring my kids and its worked. I am neutral on this.*
 - *John Jerome: I think if a member of the board has to bring their kids every single week I don't think that's the way to go. If something comes up and you have to bring your kids to a meeting that is understandable due to out of the ordinary circumstance. I feel this is a professional setting. We're a board trying to better our town. I don't want to sound negative, but feel if you're going to be on a board or commission that we should try to bring our full attention. I know Jesy and she goes to my church. She's great. Those are just my thoughts and feelings on it. If the parks advisory board feels that having kids at the meeting is ok. I will support it and follow suit.*
 - *Dean: Thank you all for the feedback. I will bring this back to Krystal and see what the next steps will be and have an update for next meeting.*
 - *Lorilyn: Some people saw that the vacancy was only till the end of this year and thought why should I apply when it is only for a few months.*
 - *John Jerome: Usually if a member is still interested in serving on the board and brings value they usually get reappointed.*
 - *Dean: Ill bring an update to the next meeting.*

e. Skate Park Maintenance (Robert)

- *Robert: We got the gator skins ordered and we replaced a few sheets. We also made some structural improvements to the best of our ability. We did our best to take care of the bowing on the ramps. We do have sheets to replace the ramps due to the gator skins. The issue is the main ramp is south facing and gets hammered by the sun which wears the area.*
- *John Jerome: Is the cracking due to the structure underneath?*
- *Robert: Yes, the material gets brittle and begins to determinate. We made some improvements to make it more solid.*
- *Dean: We appreciate it, Robert.*
- *Robert: In relation to the email I sent everyone. If you have it in the means within your budget, I would like to help support the maintenance of the skate parks to ensure we can keep it as functional as possible.*
- *John Jerome: I knew I threw this out their last time. Should we see if we have one of the metal fabricators in town see if they can fabricate the structure.*
- *Robert: It might be very expensive and what we really need is a concrete build. If we can use the funds requested for the maintenance, we would be able to make some great improvements, potentially another pipe.*
- *Dean: Yes, I am in full support. Please send the list of items we need and I will work though the logistics of purchasing. We can connect offline to work through the next steps.*

E. ANNOUNCEMENTS

a. PAB Board Members

- i. *Lorilyn: I don't have anything.*

b. Town Board of Trustee

- i. *John Jerome: There is a sales tax that is split between streets and parks. It had a sunset. So next year parks will not be getting any funds through that tax. We are putting it to the voters. It is not a new tax, but just reallocating the taxes as they are currently being allocated. That's all that I have besides what Dan expressed earlier. We trying to bring consistency to the boards and commission. Like Dan said its been inconsistent over the years and trying to ensure everything is on an even playing field.*

c. Town Staff

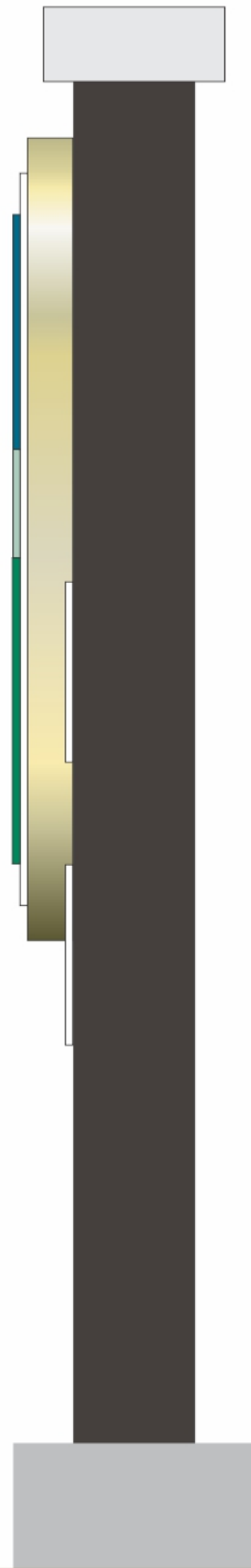
- i. Winnick Pour and Place

- *Dean: We completed the pour and place project at Winnick Park and we came under budget. We appreciate the feedback.*
 - *John Jerome: It looks great.*
 - *Dean : Thank you*
- ii. Skate Park Maintenance – Ramps fixed
- *Dean: We wanted to thank Robert and Patrick for all their time working in the skatepark improvements. It great to have support to help us ensure the skate park is safe and usage for our youth.*
- iii. Downs Park – Soil Maintenance and Seeding
- *Dean: We reseeded the small pocket park off McClellan and Jefferson in attempt to bring that burnt grass back to life. It looks great and we'll continue to monitor the area.*
- iv. Knolls Linear Park – Replacing Soft Trails
- *Dean: We have continued to work with public works we have poured about 164 feet of concrete. We will keep on moving forward to ensure we stay consistent. My apologies for my hat and being a bit dirty. We have been understaffed and it's the recreation crew and I mowing in the mornings then working on administration priorities in the afternoon due to both of my park's technicians out. We're balancing everything while being short handed, but other than that those are all my updates.*
 - *Lorilyn: Do we have any update on the centennial play structure being removed due to safety.*
 - *Dean: We'll be allotting \$18K to centennial park to ensure it is safe and it won't this extravagant structure due to funding, but it will be aesthetically pleasing and safe.*
 - *John Jerome: We should connect with Kallie Cooper to get volunteers involved for a community build. She might be able to find some grants as well.*
 - *Dean: I agree.*
 - *Lorilyn: If you talk with Erin Star. We might be able to get discounts by the end of the year.*
 - *Dean: Yes, I have been working with Erin and have looked at play sets that don't charge freight. I will keep working with her to hopefully get at great deal on a playset.*

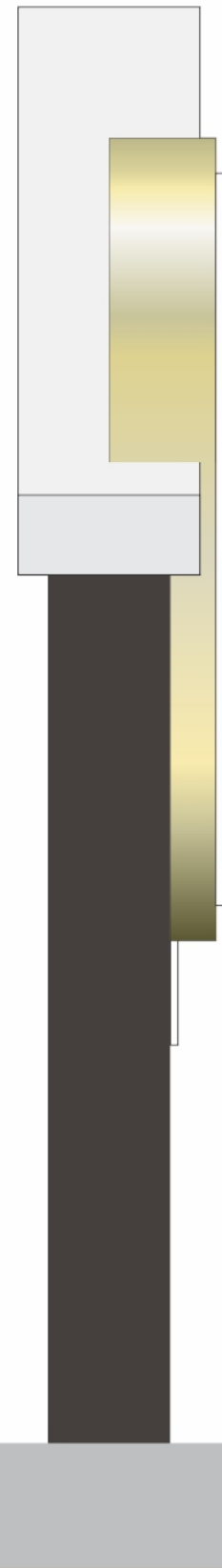
B. ADJOURNMENT



End B View



End A View



Face View



End View

