



PARKS AND RECREATION ADVISORY BOARD MEETING

December 14th, 2022

6:00 PM

Location: Leeper Center Community Room

Meeting Agenda

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. October 12th, 2022

b. November – No Quorum

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

a. Secretary

b. Dream Documents

E. ANNOUNCEMENTS

a. Advisory Board Members

b. Town Board of Trustee

c. Town Staff

ADJOURNMENT



PARKS AND RECREATION ADVISORY BOARD MEETING

October 12, 2022

6:00 PM

Location: Leeper Center Community Room

Meeting Minutes

A. CALL TO ORDER

a. Roll Call

- i. Lorilyn Present
- ii. John Absent
- iii. Robert Absent
- iv. Billy Present
- v. Jordan Present
- vi. Gleidys Present
- vii. Trustee Kinney Present

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

- a. No public comment.

C. CONSIDERATION OF MINUTES

a. September 21st, 2022

- i. Billy motioned to approve September 21st, 2022 Minutes. Jordan Seconded. All present members agreed.

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

a. Vacant Position

- i. The Interim Parks and Recreation Manager let the PRAB know that Kallie was no longer going to be a PRAB member and that the position would be open at a later date to be filled.

b. Design Standards

- i. The Interim Parks and Recreation Manager informed the PRAB members that the Design Standards were not yet updated due to communication delays, but that they would be updated soon now that all the necessary information has been provided.

c. Wish List Items

- i. The PRAB talked about things they wanted to add to each item, and things were written down to add to the list. Lorilyn will be working on putting together the new list and potentially marking off completed or in progress items. This is something that will be brought back forward in future meetings.

E. ANNOUNCEMENTS

a. Advisory Board Members

- i. Lorilyn brought up the memorial bench program and said she would like to get that finalized so we had a document for future bench dedications.
- ii. Lorilyn also brought up a veteran's area and potentially putting that in the next meeting, the board all thought that would be great to talk about as well.
- iii. Lorilyn also brought up some ideas about Centennial Park and how the town could look at other improvements in that park.

b. Town Board of Trustee

- i. None.

c. Town Staff

- i. The Interim Parks and Recreation Manager informed the board of the status of the signs and that it may be beneficial to change the location from where they originally decided on. The Board was pleased to follow direction of town staff and decided that as soon as that was ready, town staff could move forward with what makes the most sense.

ADJOURNMENT

- Meeting Adjourned at 8:01 PM



PARKS AND RECREATION ADVISORY BOARD MEETING

November 9th,

6:00 PM

Location: Leeper Center Community Room

Meeting Minutes

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

- a. No public comment.

G. CONSIDERATION OF MINUTES

- a. Oct. 12th, 2022
 - i. Minutes Tabled – No Quorum

H. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

- a. Vacant Position
 - i. No positions were filled, and no applications were received. The positions will be reposted with the two vacancies.
- b. Liaison
 - i. Eric will be continuing to aid in the Town Liaison Position with Billy for the Parks and Recreation Advisory Board. This will encompass strengths throughout the Board in connection with the Town of Wellington staff.
- c. Design Standards
 - i. Design standards were updated and presented. Members agreed that the standards were up-to-date and have no recommendations for change.
- d. Wish List Items
 - i. Can the wish list be turned into a “Living” document for the PRAB members to work on collaboratively for the purpose of recommendation? This would be a great tool for the board members to have to work on in a consistent manner.
 - ii. There is a strong emphasis to use the PRAB board’s priorities and wish lists to move forward with projects, volunteerism and large scale, achievable goals.

- iii. Big 3 items – board members will dial in the most important projects that tie into the TOW strategic planning and accomplish at least 3 projects in 2023
 - Some ideas: bike fix stations, Viewpointe Park, fishing dock/pier, upgrading the skate park, basketball courts on the east side, giving more access to pickleball, getting volunteer help for these projects and finding funding
 - Volunteer work should be used in collaboration with pictures, documents and should be emphasized as a goal for the PRAB

e. Updates given to BOT Meeting

- i. The PRAB wants to present an update to the Board of Trustees on their progress, goals and vision
- ii. This should coordinate with the Parks and Rec update to the board and will be scheduled in the new year with help from Parks and Rec staff

f. Signage update

- i. Engineering was sent and we were told that signs would be ready to be done by this year. We don't have a date yet, but a physical sign should be in this year
- ii. Next step is to get the signs and finalize the places they are set

g. Bike Rack at the Library

- i. Parks and Rec is working with PW to get a new bike rack and a spot for accessibility around the library

h. Memorial Area at WCP

- i. Parks and Recreation is working with Public Works to get full planning and the concrete idea to finish the project
- ii. It will go in at WCP and have drip line and have a volunteer presence there to help with planting and clean-up
- iii. Use of this space to recognize all military forces and their support

i. Recreation and Trails

- i. Bring in more importance to the "Recreation Piece" and how the Parks and Recreation Advisory Board is involved moving forward.
- ii. Thoughts, insight, and ideas that are documented are important when we get to these meetings to help us move forward
- iii. Trails will be a big focus as our community expands. Past plans were made and we need to re-invest into the thoughts and beliefs in the new year. This is a big priority for the board to work on moving forward
- iv. Any more trail info will be passed out and talked about in meetings to come

I. ANNOUNCEMENTS

a. Advisory Board Members

i. Lorilyn - Volunteer form

- It's being worked on through internal channels with Parks and Rec to make sure the waiver list is acceptable to start using
- Documenting with volunteers, pictures is important to show the progress that the Advisory Board is making

ii. Robert

- Will begin to work on the Wish List as a living document

b. Town Board of Trustee

i. None

ADJOURNMENT

- Meeting Adjourned at 7:33:45 PM