



PARKS AND RECREATION ADVISORY BOARD MEETING

March 8th, 2023

6:00 PM

Location: Leeper Center Community Room

Meeting Agenda

- A. Roll Call
- B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person).
- C. CONSIDERATION OF MINUTES
 - a. Jan. 11th, 2022
 - b. Feb. 15th, 2023
- D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS
 - a. Guest Speaker
 - i. Cody Bird - TOW Planning Director
 - b. Current Member Status
 - c. BOT Presentation Review and Comment
 - d. Calendar
 - i. Updates
 - e. Community Partnerships
 - i. Create List Doc
 - ii. Grant Funding – Letters of Support
 - f. Arbor Day Discussion
 - g. Park, Trail, Amenity Map Update
 - h. Mission and Vision Update

ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)

- i. Town Staff
 - i. Parks
 - ii. Recreation
 - iii. Open Spaces

iv. Trails

j. Board of Trustee Liaison

k. PROST Board Members

ADJOURNMENT



PARKS AND RECREATION ADVISORY BOARD MEETING

February 15th, 2023

6:00 PM

Location: Leeper Center Community Room

Meeting Minutes

A. Roll Call

- a. Attendees: Robert, Lorilyn, Trustee Dailey
- b. Absent: John, Gleidys, Natalie, Jordan

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

- a. None

C. CONSIDERATION OF MINUTES

- a. No Quorum minutes are tabled

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

- a. Member Attendance - Need to vote on Gleidys.
- b. Presentation with BOT
 - Work session run through review of BOT Presentation Feb 27, 2023
- c. Calendar
 - i. General Monthly Schedule an Editable copy sent out.
 - ii. Speaker could not make it Cody rescheduled for March 8, 2023
 - iii. Social media Trails update

E. Grant Funding - Support Letter

- a. Partnership Letters needed

F. Kids to Parks Day

- a. Follow along with the "National Kids to Parks Day"
- b. Include local activities, while keeping the national event
- c. Wellville Park Fishing Derby (MEADOWS OPEN SPACE)

G. Arbor Day

- a. Possible Viewpoint location

- b. Natalie to take lead on tree replacements?

H. ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)

- a. Advisory Board Members

- i. No additional comment

- b. Town Staff

- i. Pickleball Update 21 people at Boys & Girls Club
 - ii. Summer partnership with Boys & Girls Club
 - iii. Sign Updates – prototype to be made. Materials are on hand, bases are ready, town staff is working on engineering plans for placement.
 - iv. Partnership with Head Start
 - v. Open Space, Town is taking on Harvest Park after irrigation update

- c. Board Members

- i. Trustee Dailey, tree replacement update
 - ii. Lorilyn, update of Town Map

ADJOURNMENT: 7:20pm



PARKS AND RECREATION ADVISORY BOARD MEETING

Jan 11th, 2023

6:00 PM

Location: Leeper Center Community Room

Meeting Minutes

A. Roll Call

- a. Attendees: Robert, Lorilyn, Natalie, Jordan, Trustee Dailey
- b. Absent: John, Gleidys

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

- a. None

C. CONSIDERATION OF MINUTES

- a. Dec. 14th, 2022 - Approved

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

- a. Presentation with BOT

- i. Dream Document – Feb. 28th 2023

- Projects for consideration: Docks at Wellville, Skate Park, Pickleball at Viewpointe, Bike Fix Stations
 - Site Visit: WCP, Viewpointe, Centennial, Wellville
 - General theme and ideas of PROST Goals

- ii. Design Standards

- Add to BOT presentation – for packet only

- iii. Other Items

- Arbor day – talk about in February meeting
 - a. Previous layouts
 - b. Past positive impacts – sponsorships and education
 - Trails day – talk about in March meeting
 - Kids to Parks Day – Mayor's Proclamation at event
 - PROST Board involvement at all Rec./Parks event days

- Field Trip – January 15, 2023

- b. Calendar
 - i. General Monthly Schedule
 - ii. Speakers
- c. Work Session - January 25, 2023
- d. Memorial Walkthrough

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

- a. Advisory Board Members
 - i. No additional comment
- b. Town Staff
 - i. Centennial Park Memorial Update
 - ii. Sign Updates – engineer plans were presented, materials were delivered and construction will begin
 - iii. Adirondack chairs at Library – install TBD
 - iv. Challenger Sports – need help with promotion/volunteerism to show the impact of this camp to our community
- c. Board Members
 - i. Marijuana update from previous BOT meeting

ADJOURNMENT: 7:50pm

PROST Update

Parks, Recreation, Open Spaces
and Trails Advisory Board

History of PROST

Since 2014

Mission

Create, improve and maintain outdoor spaces that enhance the quality of life for the citizens of Wellington.

Vision Statement

To implement a cohesive, well designed and always maintained system of parks and trails that are accessible by all and promote a happy, engaged and playful spirit within our community

Parks and Open Spaces

- Centennial Park
- Wellington Community Park
- View Pointe Park
- Wellville
- Winick Park
- Park Meadows
- Harvest Park
- Sunrise Park
- Knolls Linear

Alignment

COMMUNITY VISION

Our friendly and supportive community welcomes you with a smile. Together, we take pride in celebrating and protecting our town character and values while welcoming productive ideas that enhance our quality of life. Our dreams take root and blossom in Wellington.

COMMUNITY THEMES



COMMUNITY COHESION

We take pride in our community by providing safe and attractive neighborhoods oriented around parks, trails, amenities, and public spaces, and by offering options for our community to shop, gather, and celebrate.



VIBRANT & HISTORIC DOWNTOWN

We promote Downtown's vibrancy and history by preserving its distinctive charm, supporting its local flair, and enhancing its atmosphere and amenities for residents and visitors to create memorable experiences in the heart of our Town.



THRIVING ECONOMY

Our thriving business environment supports existing and new enterprises that offer needed services and local employment opportunities, contributing to our community's self-sufficiency and quality of life.



RELIABLE & RESILIENT PUBLIC SERVICES

We ensure our public services are reliable and resilient by purposefully guiding growth while improving and maintaining infrastructure and services in a proactive and fiscally responsible manner.

2022 Year in Review

Skate Park Upgrades: In 2022, over 200 volunteer hours went into building the new features and maintenance of old features.



2022 Year in Review

Centennial Park Upgrades: Playground Equipment, EWF



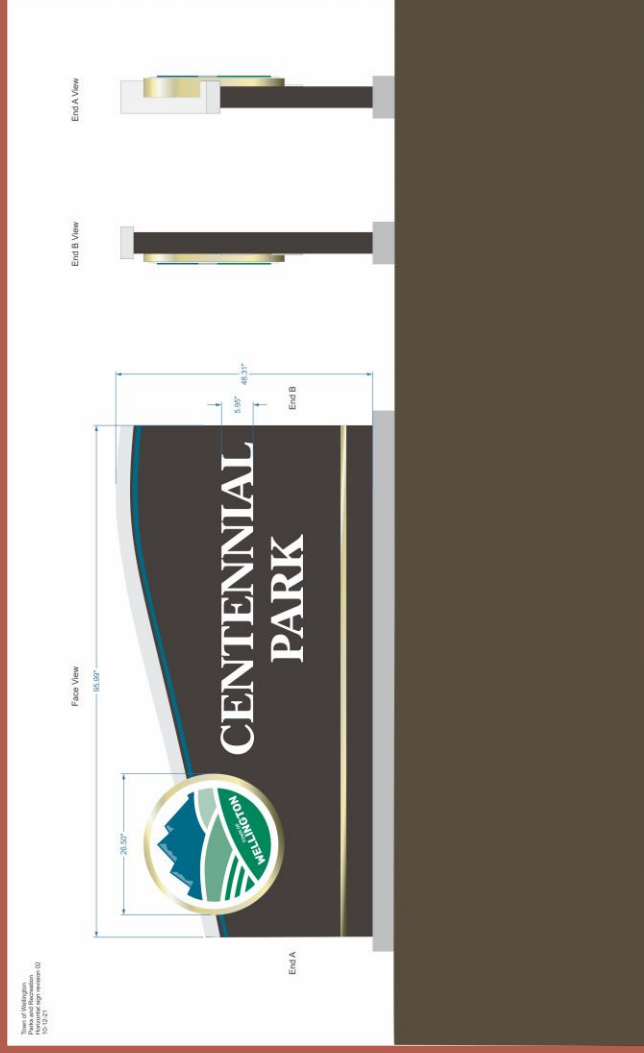
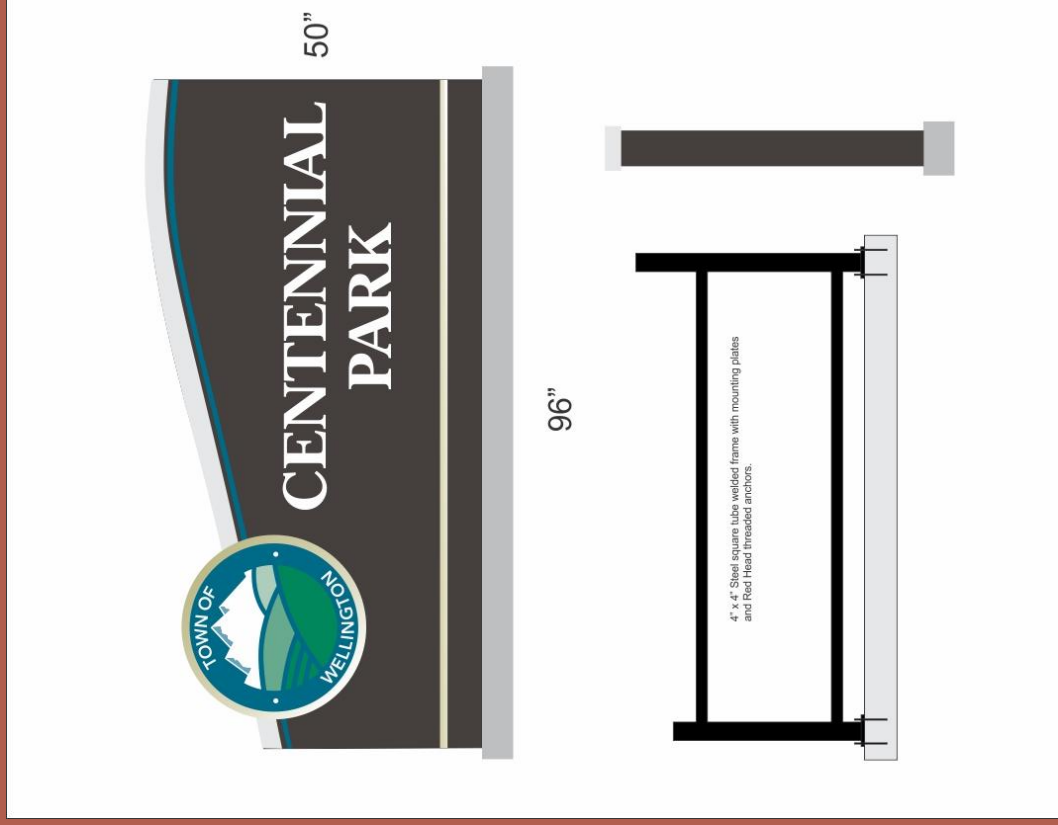
2022 Year in Review

Recreation: Park 'N Play first event May 21, 2022



2022 Year in Review

Park Signage and naming of Sunrise Park and Harvest Park



2022 Year in Review

Memorial Bench Program – Update and Understanding

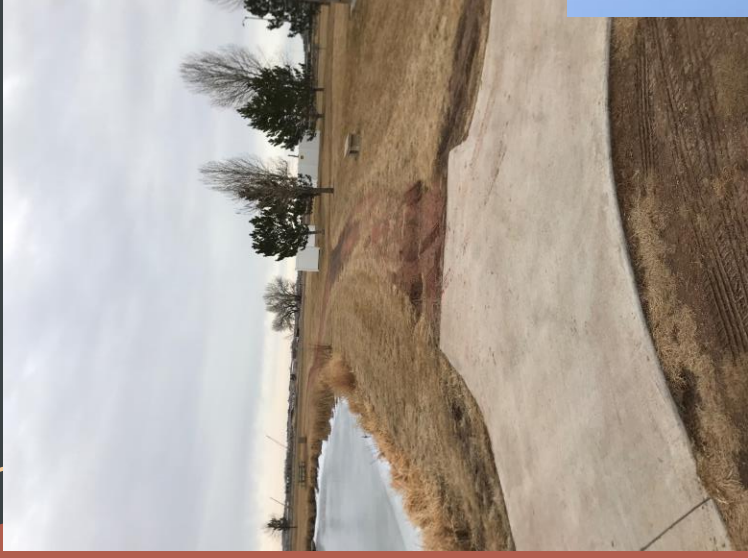


Goals for 2023

With support from the Board of Trustees, Town of Wellington Staff, Community Partnerships, and Volunteers we hope to accomplish the following 5 goals this year.

ADA Fishing Access at Wellville Ponds

- This project was proposed by a previous advisory board member.
- Accessibility for all is important to us.
- Ideally both ponds would have one.



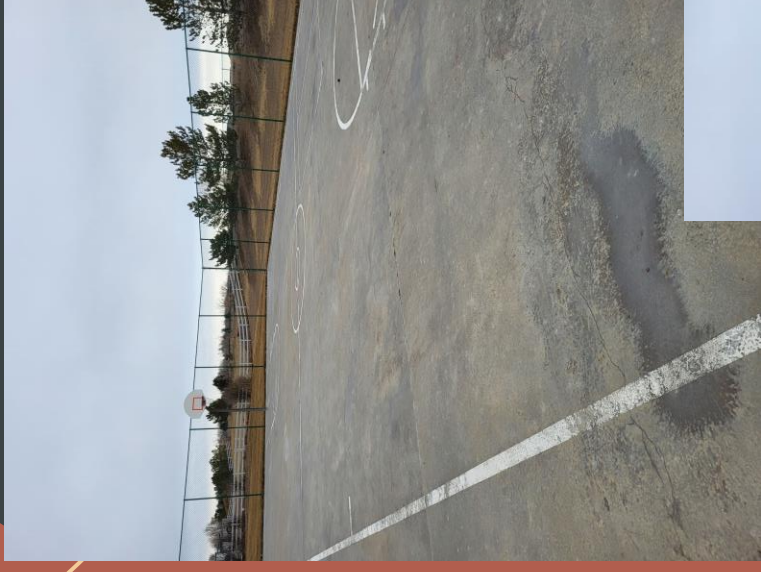
Skate Park Updates



- Finalize the East portion of the Skatepark
- Build an additional ramp and Skateable surfaces

Pickleball at View Pointe Park

- To include:
 - Updating paint lines for basketball
 - Adding pickleball lines
 - Pickleball sound dampening panels



Bike Station

To be set at:

- Several along the trail
- Wellington Community Park
- Centennial Park



Actual product may vary from image shown.
Please contact an expert for more info: 866-280-9894

Veterans Memorial at Wellington Community Park

- Wall and flags representing all the branches of the military
- Flower garden
- Benches
- Connected to trail

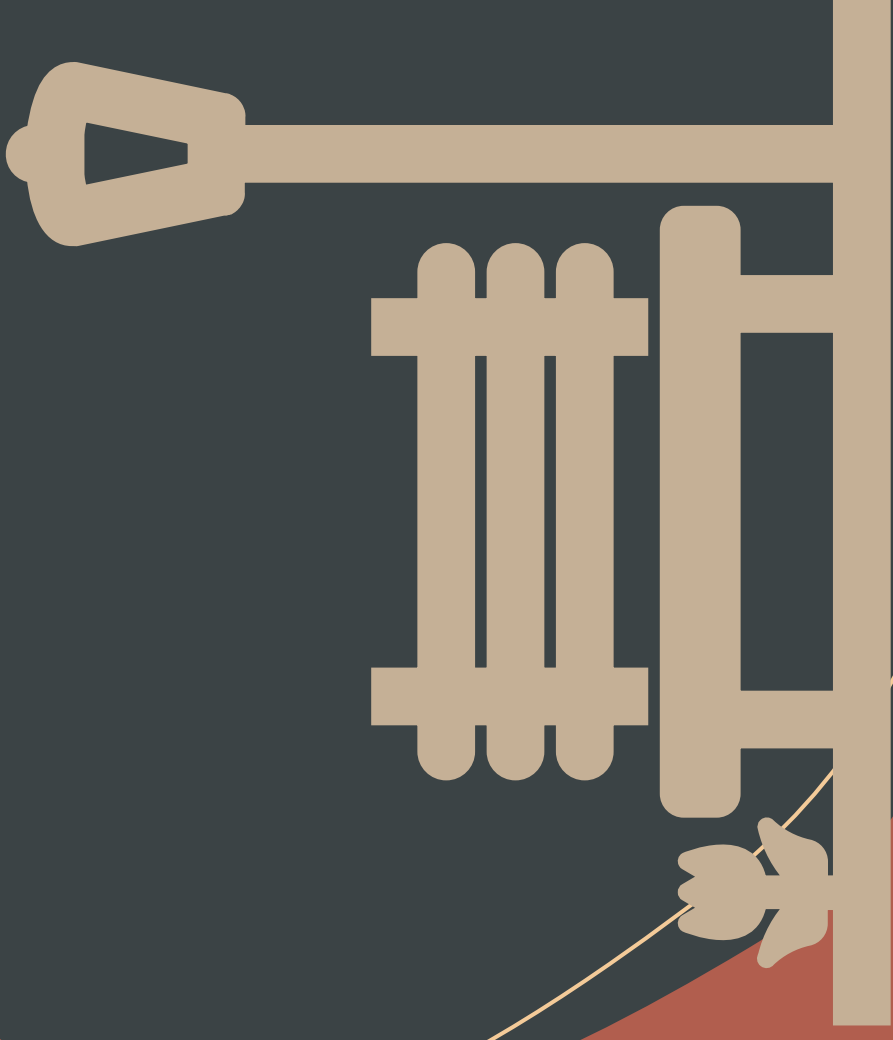


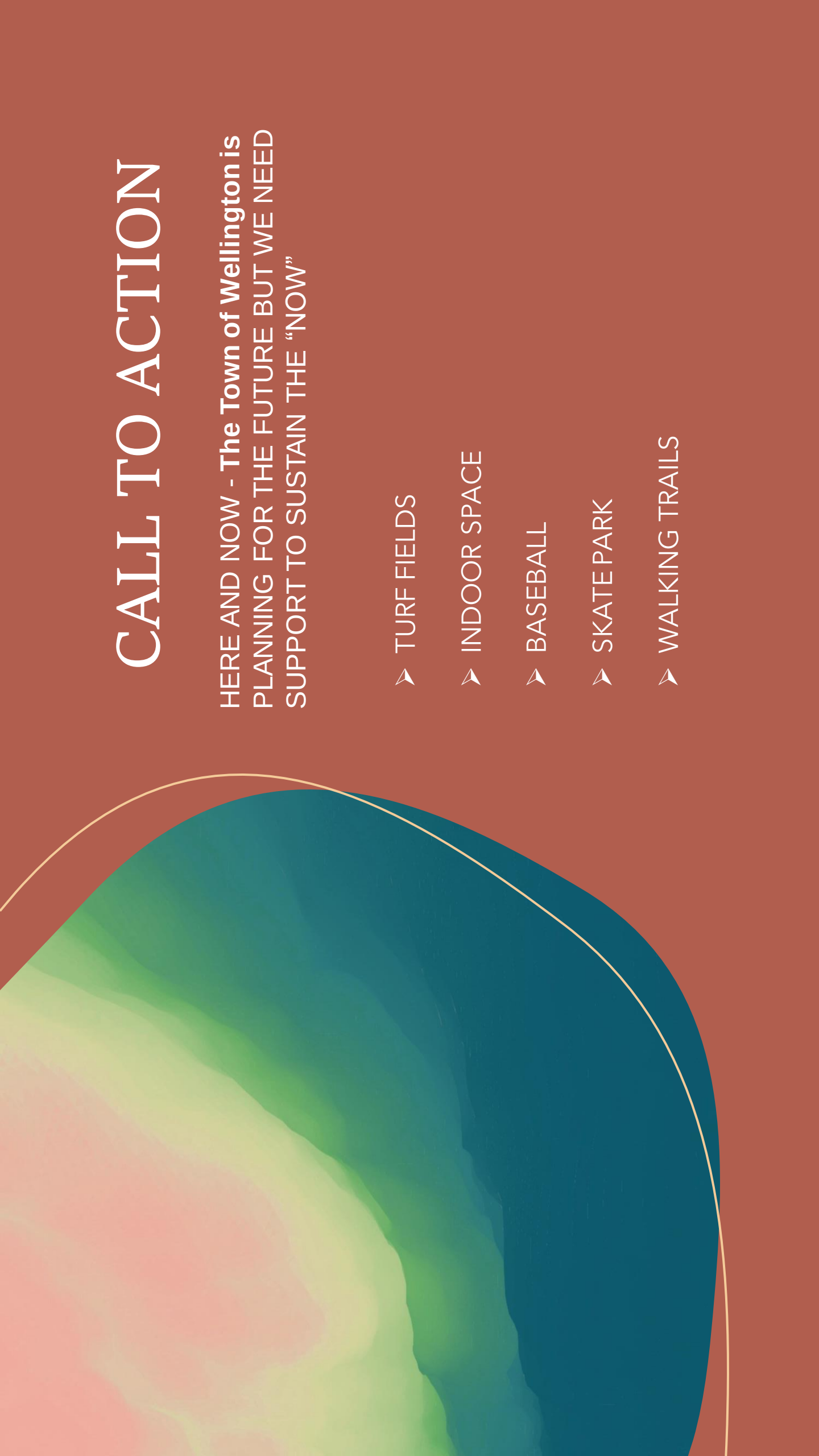
Future Vision

The goals for this year are just a few of the many projects that our advisory board hopes to see in the future. We are all local volunteers and have spent time listening to the wants and needs of this community. The full list of our goals and wish lists in the packet.

We hope with the support of the Board of Trustees and new community partners we can accomplish many of these requested amenities.

- Updated equipment at View Pointe Park
- Stage and bathrooms at Centennial Park
- Basketball Courts on East side of Wellington
- Dog Park on East side of Wellington
- Updated Skate Park





CALL TO ACTION

HERE AND NOW - The Town of Wellington is
PLANNING FOR THE FUTURE BUT WE NEED
SUPPORT TO SUSTAIN THE “NOW”

- TURF FIELDS
- INDOOR SPACE
- BASEBALL
- SKATE PARK
- WALKING TRAILS

PROST Meetings

Please join us:

6:00pm 2nd Wednesday of every month

Leeper Center board room

We would like to see more engaged citizens
with ideas and concerns at meetings

We're always looking for board members and
deeply need event and project volunteers

2023 Events

❖ Arbor Day - April 28



❖ National Kids to Parks Day - May 20

**KIDS TO
PARKS DAY**
NATIONAL PARK TRUST

❖ National Trails Day - June 3



❖ Park 'N Play Days - May 20, June 24, July 4, July 29, Aug 26



PROST Wish List

These are in no particular order and are an ongoing list of needed/wanted items

General

- GRASP update
- Parks and Trails Master Plan update
- Signage at all parks
- Trail through town completed and in talks with Larimer County and Fort Collins to connect
- Zip Line type of amenity
- Climbing structure with all ropes – Like twin silos
- Trail Access
- Exercise stations for all ages along trail system
- Existing disc golf needs new T pads and basket locks
- Basketball court on east side of I-25
- New skate park on west side
- Additional wheelchair accessible picnic tables throughout
- Figure out better drainage in underpass
- More soccer fields throughout
- Disc golf course in WCP North (\$10,000.00)
- Recreation Center
- Pour in place surfacing at all parks
- ADA playground equipment throughout
- Basketball court North of Cleveland on West side

Winick Park

- More trees for east side of park
- Pour in place surfacing
- Tree

Park Meadows Park

- Dog Park?
- Pour in place surfacing
- Shade Structure

Wellville Ponds Area

- Wheelchair accessible dock by pond
- Signs for handicap parking spaces
 - Signs in the ground
- Relocate bike rack closer to picnic tables
- Extend concrete pads for benches for wheelchairs and strollers
 - Bike Path
 - All paved
- Trash Cans

PROST Wish List

- Dog stations
- Outdoor information stands – Way finding – Glass – Town of Wellington Communication – Throughout the parks system
- Table Replacement

View Pointe Park

- Update equipment
- Get rid of mulch and replace with pour in place surfacing
- Add real bathrooms
- Lights for basketball court
 - Resurfaced
- Bike path that connects view pointe to sage meadows – Connect bike path down to the park –
- Theme type of Park
- Wifi irrigation system

Centennial Park (been through 2 designs so far)

- Work on processes and design to update the park including new playground equipment (small), amphitheater for outdoor concerts, bathrooms, area for farmers markets, area for large evergreen for tree lighting events and plenty of picnic tables.
- Band Stand – Amphitheater
- Running Water bathrooms
- Dog Stations
- Start beginning planting trees.

Wellington Community Park

- More picnic tables and shade by softball fields
- Trees and or shade structures.
- Blue Shade Tarps
- Splash Pad upgrades – Mechanical and or
 - spray features.
- BIG – Gather Spaces (Band stands) – Encouraging ease of events – Covered Structure for bands.

Library Park

- Need bike rack out in front of Leeper Center
- Shade structure 20’ x20’
- Gazibo – Seating Area
- Score Boards
- Irrigation system
- Trash can in the middle of the library park
- Dog Station (through out the park system)

Harvest Park

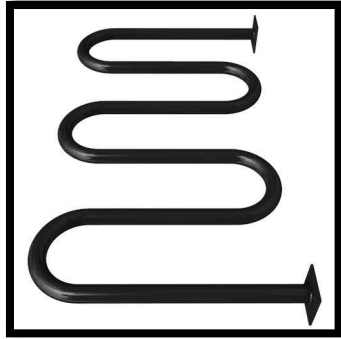
Design Standards

PICNIC TABLES



Preferred Color: Black (or color matching to park/area)
Preferred Finish: Powder Coat
Preferably Include: ADA accessible and secured when possible.

BIKE RACK



Preferred Color: Black (or color matching to park/area)
Preferred Finish: Powder Coat
Preferably Include: As many rolling humps as possible in the space given.

BENCHES



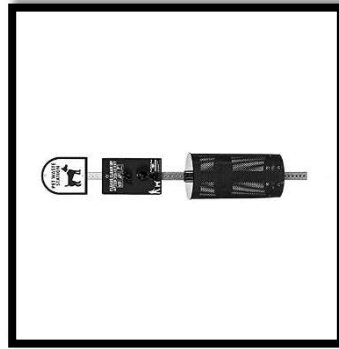
Preferred Color: Black (or color matching to park/area)
Preferred Finish: Powder Coat
Preferably Include: ADA Accessibility when possible.
Back rest okay with ADA accessibility taken into consideration.

TRASH RECEPTICLES



Preferred Color: Black (or color matching to park/area)
Preferred Finish: Powder Coat
Preferably Include: Labeling for recycling and trash, side opening for removing cans

DOG WASTE STATIONS



Preferred Color: Black (or color matching to park/area)
Preferred Finish: Powder Coat
Preferably Include: Waste basket with lid, bag dispenser, and sign

PROGRAM OVERVIEW

The Town of Wellington Memorial Bench Program allows community members to make a donation to the Wellington Parks and Recreation Department for the purchase and maintenance of a park bench to commemorate events or people; either alive or deceased. The Memorial Bench donation includes a plaque to be attached to the back of the bench. The Memorial Bench program is a way to honor a loved one while supporting the ongoing maintenance of Wellington park system.

PROGRAM DETAILS

- The style and size of the bench and plaque is pre-determined based on the corresponding bench style common to the park location.
- No advertising is allowed; however, a business may be mentioned in terms of a connection of person to business: “For John – Founder of Smith’s Store”. The department has the right to deny placing the name of a business on the plaque. For example, businesses relating to; tobacco, marijuana, alcohol or other businesses conflicting with the department’s mission.
 - An example of unacceptable language: “Bench provided by Smith’s Store”.
- Other limitations for plaque language are:
 - That which could be offensive to the public
 - That which would not maintain the city’s desire for neutrality on political and religious issues
- All plaque language will be reviewed by three staff members. The Manager of Parks and Recreation will make the final decision on any language in question.
- Benches are available to commemorate events or people who are alive or deceased.
- The location of the bench is on a first come first served basis. Town staff will have final approval on the location. A waiting list will be created if the need arises.
- The average life of a bench is approximately 15 years.
- Benches always remain property of the Town of Wellington.

TERMS AND COSTS

- Full bench donation 2021 cost: \$1,500 (subject to annual adjustments based on actual costs)
- The Memorial Bench donation includes the bench, plaque, installation and maintenance for the life of the bench, after which time the Sponsorship may be renewed upon receipt of an additional donation. The life of the bench will depend upon location, exposure and level of use resulting in an average bench life of 15 years.
- The applicant may renew the agreement if they choose by contacting the Town prior to the end of the sponsorship term. If the agreement is not renewed prior to the expiration of the term, staff may remove the plaque and the bench will be available for a new sponsorship agreement.
- In the case of unforeseen circumstances, the town cannot guarantee that the original intention of this agreement will be upheld, and relocation of a bench may be necessary.
- Major park renovations may alter the exact location of the sponsorship bench, although the location of the bench will remain within the original park site until the end of the sponsorship term. Staff will make their best effort to maintain the original intent of the bench location.

Staff cannot guarantee installation by a set date due to potential workload issues and unforeseen circumstances.

PROCESS AND PROCEDURE

1. Contact the Parks and Recreation to go over the details of the program to determine if the program fits the need.
2. Determine final location with the Manager of Parks and Recreation.
3. Submit signed and completed application form with donation to the Town of Wellington.
4. After donation is received, the bench is ordered, including a final proof of the plaque text. Please allow up to 12 weeks after final approval for delivery.
5. Plaque will be attached to the back of the bench during installation.
6. Notification of completion will be sent to the applicant.



Please return to the Parks and Recreation Department

Contact Name _____

Phone Number _____ Email _____

Address _____ City _____ State _____ Zip _____

Message: _____

Office Use Only:

Received by: _____ Date Received: _____ Check Number: _____

January 11, 2023 Regular Meeting	Items	January 25, 2023 Full Town	Items	January 25, 2023 Block Session	Items	February 05, 2023 Regular Meeting	Items	February 26, 2023 BOT Agenda/Items	Items	March 6, 2023 Regular Meeting	Items	April 12, 2023 Regular Meeting	Items	May 05, 2023 Regular Meeting	Items	June 19, 2023 Regular Meeting	Items	July 14, 2023 Regular Meeting	Items	August 9, 2023 Regular Meeting	Items	September 23, 2023 Regular Meeting	Items	October 14, 2023 Regular Meeting	Items	November 6, 2023 Regular Meeting	Items	December 14, 2023 Regular Meeting	Items	
		WCP	Memorial	BOT Presentation	PPT	Agenda	Look over BOT Presentation			Cody	Trail/Land Update																			
		Venue/Items	Pickball and Submittal	Future Meeting Agenda	Fid and Future State	Agenda	Arthur Day			Agenda	Arthur Day																			
		Centennial	State Park	Frank Owens SR	Frank					Agenda	Lorell																			
		Walshville	Future Depts							Agenda	May 11, 2023																			
										Agenda	Update Museum and Vision																			
										Agenda	PRIST																			

Blue	Regular Meeting
White	Regular Meeting
Green	Special Meeting or Event
Orange	Special Meeting or Event

PARK AMENITIES



Picnic Tables, Benches and/or Shade Structure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Soccer Fields and/or Open Space	Open Space		Open Space			Open Space	Open Space								
Softball Fields															
Tennis Courts and/or Disc Golf	Tennis Courts				Disc Golf	Disc Golf									
Basketball Courts															
Playground Area															
Splash Pad and/or Open Water	Splash Pad					Open Water	Open Water				Open Water				
Dogs Allowed on a Leash															
Irrigated Turf and/or Walking Trail			Irrigated Turf	Irrigated Turf				Irrigated Turf	Irrigated Turf						
Vegetation Area															
Parking Lot and/or Bike Racks											Parking Lot				
Bathroom Amenities and/or Water Fountains								Bathroom	Bathroom						

