



PARKS AND RECREATION ADVISORY BOARD MEETING

Meeting Agenda

November 8th, 2023

6:00 PM

Location: Leeper Center Community Room

Join Zoom Webinar Meeting

Please click the link below to join the webinar:

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

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Webinar ID: 833 1787 4726

Passcode: 586406

- A. Roll Call
- B. PUBLIC COMMENT ON NON-AGENDA ITEMS (time limit 3 minutes per person).
- C. CONSIDERATION OF MINUTES
 - a. August 9th, 2023
 - b. September 13th, 2023
- D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS
 - a. New PROST Appointee
 - b. WCP Memorial Update
 - i. Fundraising Sub-Committee
 - c. Multi-use Courts
 - d. The Future and Future Calendar
- ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)
 - e. Town Staff
 - i. Parks

- ii. Recreation
 - iii. Open Spaces
 - iv. Trails
- f. Board of Trustee Liaison
- g. PROST Board Members

ADJOURNMENT



PARKS AND RECREATION ADVISORY BOARD MEETING

Meeting Minutes

September 13th, 2023

6:00 PM

Location: Leeper Center Community Room

A. Roll Call

- a. Lorilyn Bockelman, Theresa Wakefield, Jordan Jones (virtually)

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

C. CONSIDERATION OF MINUTES

- a. August 9, 2023 – NO QUORUM (Minute Considerations Tabled to Next Meeting)

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

a. Guest Speaker – Caitlin Morris

i. Community Business Liaison – opportunity for growth and growing a vibrant community

- Promoting, partnerships, events and collaborations within the town business community, volunteers and TOW staff.
- Sharing grant opportunities and other funding sources.
- Caitlin reports various demographics quarterly that we can use for grant funding qualifications.
- Cleveland Ave. construction starting July 2024 – 2 year project. PROST has renderings of potential for Centennial Park renovations.
- Continually improving marketing and volunteer access and opportunities across TOW population diversity

b. WCP Memorial Update

- i. Current updates were sent in packet with views of all renderings.
- ii. Looking for partnership for full engineered plans with potential cost of project.

c. Community Survey Results

- i. Key facts impacting PROST vision and movement forward
- ii. Strategic Plan tie-ins

- d. Fundraising Sub Committee
 - i. Make a list in the future
- e. Board of Trustee Update Presentation
 - i. Edited and worked on prior to presentation
- f. Future Calendar
 - i. Viewed and added info to

ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)

- g. Town Staff
 - i. Parks
 - Centennial Slide – contractor found and planned
 - Welivlle trail – improve to concrete trail with soft next to it
 - Close if splashpad and restrooms
 - ii. Recreation
 - iii. Open Spaces
 - iv. Trails
- h. Board of Trustee Liaison
- i. PROST Board Members

ADJOURNMENT: 7:38pm



PARKS AND RECREATION ADVISORY BOARD MEETING

August 9, 2023

6:00 PM

Location: Leeper Center Community Room

Meeting Minutes

A. Roll Call

- a. Attendees: Therese Wakefield, Jordan Jones, Lorilyn Bockelman, John Evans, Rebekka Dailey
- b. Natalie Triplett

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

- a. John Reeves and Kyle Griffin – North Disc Golf Club
 - i. East Side is getting hard to play – increased use at the ponds for fishing and other activities, last year's tournament was difficult to run
 - ii. Want to make course more playable and beginner friendly to gain interest
 - Update course, ADA bridges (west side), more upkeep and general maintenance
 - Possible upgrades with multi-use baskets with foot golf, DiscGolfPark will provide quotes for improvements
 - iii. Potential PROST field trip to Disc Mania

C. CONSIDERATION OF MINUTES

- a. July 19, 2023
- b. Minutes approved – John made motion to approve – all approved

D. BOARD REVIEW AND DISCUSSION/ACTION ITEMS

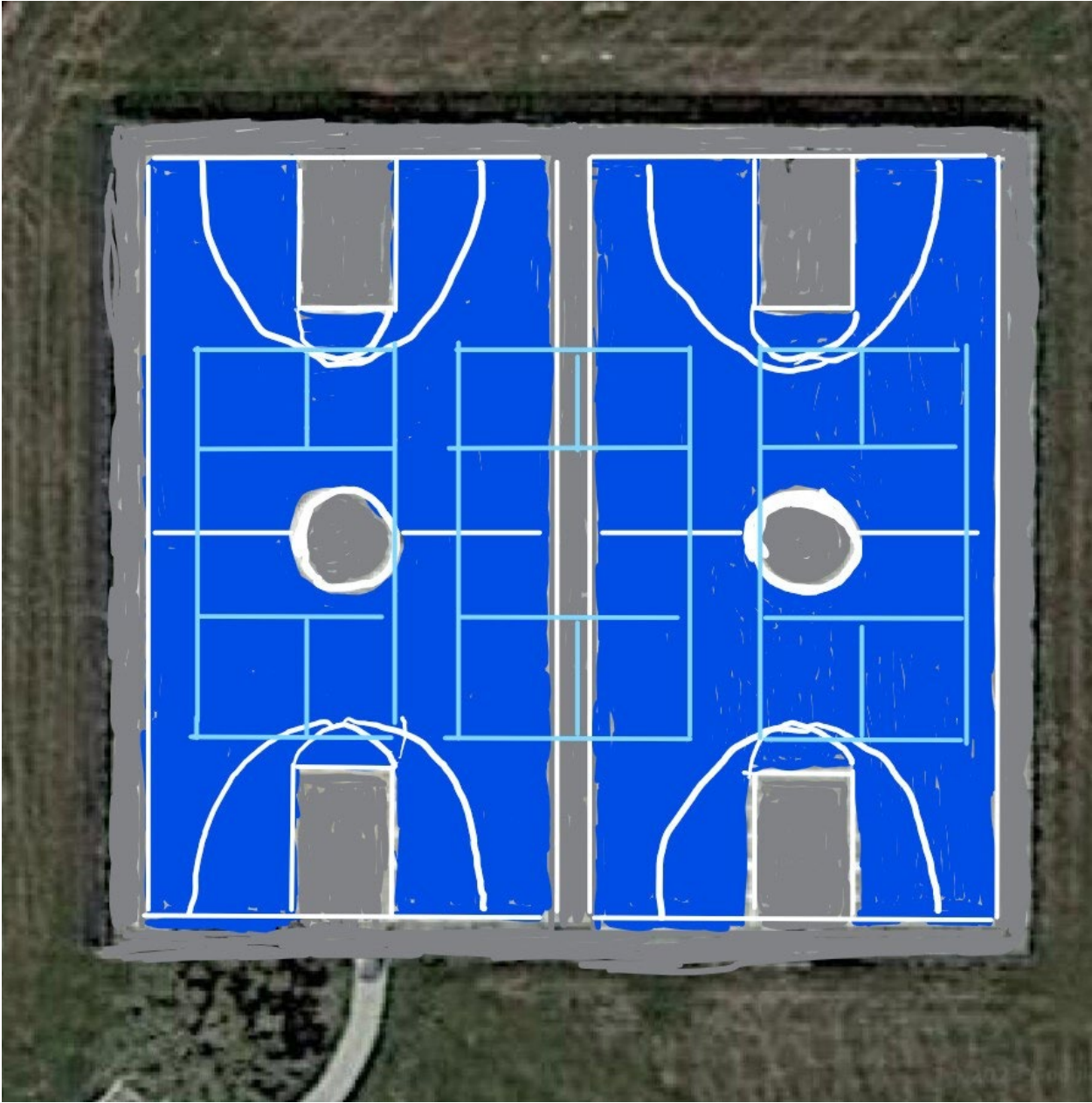
- a. Fund Raising Sub-Committee
 - i. Therese with help from John and Robert will take consider lead responsibilities for sub-committee
 - ii. Add to agenda for next meeting
 - iii. Potential ask for Board Discretionary money for Memorial at WCP
- b. PROST Appointment

- i. Applications re-opened and updates on interviews will be updated
- c. Mission Statement
 - i. Mission Statement:
 - Create, improve and maintain inclusive spaces and activities that enhance and promote healthy, active lifestyles for all residents.
 - ii. Vision Statement:
 - To implement a cohesive, well designed and always maintained system of parks, recreation, open spaces, and trails that are accessible by all and promote a healthy, engaged, and playful spirit within our community.
- d. Sub-Committee for Fundraising
 - i. Fundraising committee was tabled due to missing PROST members
 - ii. PROST members will make note of businesses and community partners to reach out to regarding fundraising and partnerships
- e. Board of Trustees Update
 - i. What do we want to present – bring ideas to the next meeting
 - Disc Golf, Pickleball, WCP Memorial (community sourced), Bike-Fix Station, skate park, ADA Docks at Wellville, Park Signs, Kids-to-Park Day, Park-in-Play Days, Arbor Day
 - Support from citizens and user groups
 - Recommendation for more general maintenance and minor park improvement money to continue to make more small project improvements
 - What we presented last time, what we're working on
 - ii. PR Manager to ask for a larger minor park improvement budget to be asked for during budget process
 - a. Increasing this budget will give more amenities for all residents, improve accessibility and usability and help give things for youth to be involved in – potential for reduces vandalism and improved engagement
 - b. Master Plan, Pickleball/Basketball, Fishing Docks
 - iii. Wins, Future plans, limitations
 - iv. Recreation Program Numbers
- v. Future Calendar
 - vi. Keep the agenda short for next meeting to address the BOT update and begin building the presentation

ANNOUNCEMENTS (Parks, Recreation, Open Spaces and Trails)

- f. Town Staff
 - i. Centennial Slide
 - ii. Safety Concerns: WCP Playground PIP, Skate Park guardrail height, Splashpad, WCP Spring Riders, Viewpointe EWF going to be delivered, Disc Golf walkthrough with Kyle Griffin
- g. Board of Trustee Liaison
 - i. Community Survey – statistically valid
 - Residents value natural environment and park system and are willing to support more investment
 - Support for local government for: rec center, gathering spaces, pool, open space and community buffer
- h. PROST Board Members
 - i. No Comment

ADJOURNMENT:





7409 N. 160th Street
Bennington, NE 68007
PH 402.238.2900
PH 800.498.4395
FX 402.238.2987
www.protrackandtennis.com

PRO TRACK AND TENNIS, INC.

Tennis Court Proposal



We Proudly Present This Proposal To

Mr. Billy Cooksey
Parks & Recreation Manager
3535 Regan Ct.
Wellington, CO 80549
Cell: 970-342-5055
cookseyw@wellingtoncolorado.gov

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PROPOSED SYSTEM

RESURFACE CONCRETE BASED TENNIS COURT

Pro Track and Tennis, Inc. proposes to install the following:

BASE BID: Install NOVA Sports Color Coating System to either two (2) basketball courts or one (1) futsal court and one (1) basketball court. All areas needed will be patched and cracks filled.

Option #1: Pickleball Game Lines: Three (3)

Option #2: Two 3' free throw lines and 2 dashed 3pt lines on futsal court.

The entire court surface will be power washed with 4000psi pressure and a special designed walk behind spinner head that deep cleans and scarifies the surface to give a 100% mechanical bond for the new coatings.



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PART 1: GENERAL

1.01 RELATED DOCUMENTS:

- A. If Architectural or Engineering specifications and or drawings are involved those specifications will take precedence over the following where noted and determined suitable for the project.

1.02 SUMMARY:

- A. Pro Track and Tennis, Inc. shall furnish all materials, labor, tools, and equipment necessary for the installation of the NOVA Sports Color Coating system to the tennis court.
- B. The court(s) will be laid out for game lines according to the USTA.

1.03 GOVERNING BODIES:

- A. Codes and standards will follow the current guidelines set forth by the (USTA) United States Tennis Association and The (ASBA) American Sports Builders Association tennis court construction manual will be the reference source for all guidelines for construction.

1.04 SUBMITTALS:

- A. One copy of the color coating manufacturer's product specification sheet.
- B. One surface color sample. Brochure.
- C. One copy of the Material Safety Data Sheets (MSDS) for each product to be used.
- D. One copy of the certificate that Pro Track and Tennis, Inc. is a member of the American Sports Builders Association in good standing.



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PART 2: OWNER'S PRECONSTRUCTION RESPONSIBILITIES

2.01 APPARATUS REMOVAL:

- A. All athletic equipment should be removed and or moved out of the way of the areas to be worked on. Items such as bleachers, nets, divider nets, benches, etc.
- B. Any other items that are sitting on the surface to be coated that are not permanent fixtures.

2.02 GROUNDSKEEPING:

- A. All edges of surface areas to be worked on should be treated as needed to kill all weeds. This should include weeds in cracks in the surface also. Applications should be repeated as needed to assure that the vegetation is killed off.
- B. Drainage issues should be addressed. If there are visible drainage problems where dirt and debris are deposited onto the court surface during a rain this should be addressed prior to the work starting.
- C. Severe leaching of weeds and sod/soil encroachment should be cut back and removed prior to Pro Track and Tennis beginning work. It sometimes takes days for the surface to dry out prior to being able to work on the surface.
- D. Any deposits of caked on dirt must be removed and cleaned. Built up dirt can trap moisture and may take days to completely dry out after cleaning and washing of the surface area.
- E. Sprinklers should be shut off four days prior to Pro Track and Tennis's arrival. The sprinklers can be run as long as the heads are adjusted not to spray water onto the court. Wind blowing water onto the court should be taken into consideration.
- F. We recommend that the area around the court be mowed prior to our arrival. This will keep grass from blowing onto the courts while the color coating is going down.
- G. Fertilizing turf adjacent to the court surface is strictly prohibited. Fertilizer will damage and discolor the court surface.



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H. The owner must provide a water source within 100' of the work area.

2.03 SECURITY:

- A. We recommend that the staff at the owner's site be notified of the dates the court(s) will be closed. Especially gym classes, tennis lessons, practices, and tennis matches that may use the courts during the renovation period.
- B. The community should be notified, if feasible, to deter attempts to enter the work area during installation.
- C. The work area should be secured as best as possible by locking all gates that will not be used and placing signage warning of the court(s) being closed during renovation.
- D. It is the responsibility of the owner to secure the work area and to keep all unauthorized persons from entering the court area, Pro Track and Tennis is not responsible for damage caused by trespassers in an unsecured work area.

The successful and timely completion of your court renovation project relies on your cooperation. We thank you in advance for your commitment to the important items listed above.



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PART 3: PRODUCTS

3.01 COLOR COATING APPLICATION:

- A. The acrylic color coating shall be a Nova Sports 100% acrylic color coating system specifically designed for installing on concrete and asphalt substrates.
- B. The color coating material will have silica sand added to it for the desired speed of play.
- C. Note: Unless otherwise specified, the speed of play will be medium. Fast and slow speeds can be installed at the owner's request.

3.02 SYSTEM COMPONENTS:

- A. VEGETATION STERILANT: (Roundup or equal) shall be used to control vegetation along edges and in cracks as needed.
- B. LATEX BASED CRACK SEALANT: Nova Sports 100% latex Crack Flex shall be used on the smaller surface cracks as determined by the lead technician.
- C. PATCHING MATERIAL: Nova 100% acrylic latex patch binder shall be used to fill bird baths and other imperfections. It will be used for irregularities that need to be filled or evened out and smoothed over. This product also will be used to fill very large thermo and structural cracks.
- D. Note: The above crack sealers will be used as determined by the lead technician. All or just one may be used per job surface conditions, weather and temperatures.
- E. LATEX PRIMER: Nova Sports concrete primer will be used to prime bare concrete both old and new prior to applying any color coating.
- F. NOVA SPORTS ACRYLIC FILL: The acrylic resurfacer is used to prime, level and create a uniform surface to apply the color coating to. It also will black out the courts to hide color bleed through if colors are going to be changed.
- G. NOVA SPORTS COLORING SYSTEM: Nova Sports color coating is a 100%



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acrylic concentrate designed specifically for color coating sport courts both indoor and outdoor. The concentrate is diluted with potable water and sand is added for texture and the desired speed of play.

- H. NOVA SPORTS LINE SHARP: Line sharp is used to seal the tape down prior to applying line paint. The product is clear in color. This helps to prevent bleed through.
- I. NOVA SPORTS LINE PAINT: Line paint is 100% latex heavy-duty paint specifically designed for striping game lines on a colored surface.



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PART 4: SYSTEM INSTALLATION PROCESS

4.01 QUALITY ASSURANCE:

- A. The owner should have one designated person who all communication will go through during the course of the project.
- B. Pre-construction meeting. A meeting will be held on the court prior to any work beginning. The lead technician will go over the scope of work with the owner and answer any questions. The owner will be required to sign off on a production sheet attesting to the fact that this meeting took place.
- C. The owner's representative will be contacted daily by the lead technician to give a progress report.
- D. Post-construction meeting. A meeting will be held after the surface has been installed. A production sign off sheet will be reviewed with the owner at which time the owner will approve the project by signing off on the production sheet and evaluating our performance.

4.02 VEGETATION:

- A. Vegetation will be trimmed if needed on all edges to receive the color coat surfacing.
- B. Please refer to PART 2 item 2.2.

4.02 CLEANING:

Note: The owner must provide clean portable water source within 100' of work area

- A. The entire surface area to be coated will be blown off using high-pressure wind machines.
- B. Any areas that need additional attention will be wire brushed as needed.



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The entire court surface will be power washed with 4000psi pressure and a special designed walk behind spinner head that deep cleans and scarifies the surface to give a 100% mechanical bond for the new coatings.

4.04 CRACK SEALING:

- A. Cracks will be cleaned as needed using high-pressure air.
- B. Major cracks will be filled with a combination of products as determined by the field technician.
- C. Please see PART 3, 3.2, C and E for clarification of the different crack sealers.
- D. Note: Cracks are not guaranteed to not reappear and open back up. Cracks will open back up and can open slightly prior to leaving the job site. Only if you use the Armor System are cracks warranted. New cracks that may form are not covered by warranty.

4.05 REPAIR OF LOW SPOTS:

- A. An acrylic patch binder, "patching primer" will be used to prime low areas.
- B. All areas needing patched will have an acrylic patch binder mix applied.
- C. The patched areas will be sanded prior to color coating.
- D. Note: There is no guarantee that all low spots can be totally eliminated. However, Pro Track and Tennis, Inc. will do everything possible to attain a level court. Negative drainage will not be eliminated. No attempt will be made to correct planarity issues.

4.06 ACRYLIC RESURFACER:

- A. One (1) coat of NOVA Sports fortified, 100% acrylic fill will be applied over the entire surface. Two coats are needed to fill all patch work and surface roughness.
- B. Silica sand will be added to the coat at a 60-80 mesh.



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4.07 COLOR COATING:

- A. Two (2) coats of NOVA Sports fortified, 100% acrylic color coating will be applied.
- B. The color coat will be applied perpendicular to the primer coat.
- C. A sample color sheet of choices is attached.
- D. A fortified mixture will be used for the common area to withstand the water vapor and high traffic wear.
- E. The product used by Pro Track and Tennis, Inc. contains no asphalt emulsions or asbestos.

4.08 LINE STRIPING:

- A. The courts will be laid out for striping according to the U.S. Tennis Association.
- B. Textured white line paint will be used.

4.09 JOB SITE CLEAN-UP:

- A. The court area will be left “play” ready.
- B. All job related debris will be cleaned up and disposed of properly.
- C. All unused material will be removed from the job site and recycled.



PART 5: WARRANTY

Pro Track and Tennis, Inc. warrants its labor and materials for a period of two (2) years from the date of completion of work on any tennis court. There is a five (5) year warranty on the Armor Crack Repair System. If you recolor the courts with us within 5 years, we will extend your Armor warranty another 5 years. All work performed by Pro Track and Tennis, Inc. is warranted against peeling, chipping and flaking under normal use. Pro Track and Tennis, Inc. further warrants that any paint applied during the striping will not flake or peel for a period of two (2) years from the date application is completed.

Customer acknowledges that they are aware that Pro Track and Tennis, Inc. is not responsible for defects, cracks, patches or uneven surfaces in the substrate which is being resurfaced by Pro Track and Tennis, Inc. Pro Track and Tennis, Inc. does not warrant that existing cracks or patches in existing substrate surfaces will not open or continue to increase in size. Pro Track and Tennis, Inc. shall not warrant nor be in anyway be responsible for peeling of paint or damage to any surface caused by failure of customer to keep the surface free of debris, vegetation or dirt and shall further not be responsible for damage to painted surfaces or any other actions caused by the customer. Pro Track and Tennis, Inc. does not warrant separation of the coatings from the concrete base where the base lacks a vapor barrier. Lack of a vapor barrier can cause moisture to be retained under the coating, which will eventually result in lack of adhesion to the surface. Pro Track and Tennis, Inc. does not warrant separation of the coating or bubbling of the coating when moisture is present due to passing from below an asphalt or concrete base.

In the event of any claims arising under this Warranty, damages incurred by the customer shall be limited to such repairs to be performed by Pro Track and Tennis, Inc. as are necessary to remedy any defects. Pro Track and Tennis, Inc. hereby agrees to perform any such repairs (weather permitting) promptly, after written notification of such claim from customer. Pro Track and Tennis, Inc. shall not be liable for any breach of any express or implied warranty except where expressly prohibited by applicable law.



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ACCEPTANCE OF PROPOSAL

This proposal is valid for 60 days from October 30, 2023.

Pro Track and Tennis, Inc. proposes to furnish labor and material and equipment complete in accordance with the specifications in this proposal for the sum of:

Please initial the appropriate boxes below to designate acceptance of the following options.

☐

BASE BID:

Color Coat Court Surface

Thirty-two thousand, five hundred dollars

\$32,500.00

☐

OPTION #1: Add to Base Bid

Pickleball Game Lines: Three (3)

One thousand, five hundred dollars

\$1,500.00

☐

OPTION #2: Add to Base Bid

Basketball Game Lines:

One thousand dollars

\$1,000.00

Due to current market conditions, all prices are subject to a surcharge before date of install.

Payment to be made as follows:

A 40% down payment is due upon acceptance of proposal. The remainder is due the day the job is complete and accepted by the owner. Any applicable taxes will be added to the total cost.

Acceptance

The above price, specifications and conditions found in this proposal are satisfactory and are hereby accepted. Pro Track and Tennis, Inc. is authorized to do the work as specified. Payment will be made as outlined.

Signature

Print

Wellington Parks & Recreation-Wellington, CO

Date

Signature

Print

Pro Track and Tennis, Inc.

Date



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