



PARKS AND RECREATION ADVISORY BOARD MEETING

December 8, 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. October 13th, 2021 Minutes with corrected edits.
- b. November 17, 2021 Minutes

D. BOARD REVIEW AND DISCUSSION ITEMS

- a. Park Naming Survey
 - i. Feedback
- b. Centennial Park
 - i. Spinami
 - ii. Play Structure Amenities
- c. Dynamic Image – Parks Sign Follow Up
 - i. Materials
 - 1. Mirrored Gold
 - 2. Wood Wrap
 - ii. Bid Process
- d. Bench Dedication
 - i. Approval or Feedback

E. ANNOUNCEMENTS

- a. PRAB Board Members
- b. Town Board of Trustee
- c. Town Staff

i. Skate Parks

1. Cameras & Signs Installed
2. Surveyed
3. Fence Removal Scheduled

F. ADJOURNMENT



PARKS AND RECREATION ADVISORY BOARD MEETING

Oct 13th, 2021

6:00 PM

Regular Meeting Agenda

When: Leeper Center – Community Room

A. CALL TO ORDER

- Roll Call
 - *Erin: Present*
 - *John E: Present*
 - *Robert: Present*
 - *Christine: Present*
 - *John J: Absent*
 - *Lorilyn: Absent*

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

- *There was not public comment at the time of the meeting.*

C. CONSIDERATION OF MINUTES

- August 18th, 2021 Minutes
- September 8th, 2021 Minutes
 - *Dean Campos, the Parks and Recreation Manager expressed that the corrections for the August 18th, 2021 minutes were made in relation to the word "Spinami" in reference to a play amenity at Centennial Park. Robert made a motion to approve the August 18th, 2021 & September 8th, 2021 minutes. Erin seconded August 18th, 2021 & September 8th, 2021 minutes for approval. All parks and recreation board members were in favor and were approved.*

D. BOARD REVIEW AND DISCUSSION ITEMS

- Dynamic Image – Parks Sign Follow Up
 - New Town Logo
 - Type of sign (Vertical/Horizontal)
 - Centennial Park

- *Dean Campos, the Parks and Recreation manager presented the park signage mock design to gain their feedback in relation the vertical and horizontal layouts from Dynamic Image. The Parks and Recreation manager suggested that we stay consistent with the design of the signs in relation to having all vertical or all horizontal signs at all parks. He also mentioned that to ensure Centennial Park is unique, he would recommend adding some type of lighting to the sign as well as a special landscaped area. The parks and recreation advisory board were in support of the strategy.*
- Parks Advisory Board Applicant Feedback (Dean)
 - Appointment of Kallie Cooper
 - *Dean Campos, the Parks and Recreation Manager expressed that Kallie Cooper was appointed on October 11th, 2021 and was not able to be present at the Oct 12th, 2021 meeting, but will be at our Parks and Recreation meetings moving forward.*

E. ANNOUNCEMENTS

a. PAB Board Members

- *Robert requested that Town staff update the Parks and Recreation advisory board on what it would take to remove some fencing at the skatepark to ensure there are larger exists. Dean Campos, the Parks and Recreation Manager expressed that he will connect with public works to discuss what the process would take to remove some fenced areas. Robert did mention that first steps could be removing the gates to allow a good flow of open area. Erin mentioned that purchasing fake cameras to put at the skatepark could be a positive mechanism to deter negative behavior. Dean Campos, expressed to the board that he would have an update by next month.*

b. Town Board of Trustee

- *There were no board of trustees present and no announcements.*

c. Town Staff

- *Dean Campos, the Parks and Recreation Manager expressed that his team will be hiring on a new Park Technician II due to an internal promotion of the current employee. Also, he mentioned that all irrigation will be winterized by the end of October 2021 as well as 20 trees replaced on McClellan Rd. In relation to Harvest Village green space trail area, Dean Campos expressed there will be 15 trees that will be replace by the end of October 2021. The final announcements he made surrounded the large tree removal will be completed behind and in front of the library as well as the working document of the tree*

replacement program being updated as tree projects move forward into the future.

B. ADJOURNMENT

- a. *Erin made a motion to adjourn. Christine seconded that motion and the Parks and Recreation Advisory Board adjourned at 6:34pm.*



PARKS ADVISORY BOARD MEETING

November 17, 2021

6:00 PM

Regular Meeting Agenda

When: Leeper Center – Community Room

A. CALL TO ORDER

a. Roll Call

- i. Erin: Absent*
- ii. John E: Present*
- iii. Robert: Present*
- iv. Christine: Present*
- v. John J: Present*
- vi. Kallie: Present*
- vii. Lorilyn: Present*

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

- a. There was no public comment.*

C. CONSIDERATION OF MINUTES

a. October 13th, 2021 Minutes

- i. Corrections were requested in the closing time. It was requested to be changed to 6:34pm rather than 5:34pm.*
- ii. Christine motioned to approve the October 13th 2021 Minutes with requested change. Kallie Seconded, and all board members voted in favor.*

D. BOARD REVIEW AND DISCUSSION ITEMS

a. Dynamic Image – Parks Sign Follow Up

- i. Boonanza – Public Voting – Horizontal*

1. *Eric explained that there was good voter turnout for the at the budget Boonanza, and that the public voted in favor of the horizontal version of the sign.*

ii. Material Examples

1. Mirrored Gold

- a. *It was brought up that the gold looks outdated and that perhaps different options could be explored, or the metal piece removed all together.*

2. Wood Wrap – What style does the board like most?

- a. *The board liked the darker wood option compared to the rest.*

b. Tree Donation

- i. Spencer Weiler – Young Person Passed Away

1. *Eric updated the board that a church group reached out wanting to donate a tree to the town, and we wanted to run it by the Parks and Recreation Advisory Board. Board members wanted to clarify if they wanted a plaque, and they did not. They wanted to see what the cost to the town would be and what the process was. Eric said staff would look into it and could get some more details ironed out.*

c. Bench Dedication

- i. Initial Thoughts?

1. *The board said they liked the document and would love to see our own. They asked that we try to have a document to them by the next meeting with our own bench dedication process, with numbers that make sense for us.*

E. ANNOUNCEMENTS

- a. PRAB Board Members

- i. *Kallie updated that the lights were going to be going in soon, and that we would get trashcans as well.*

- b. Town Board of Trustee

- i. *The budget was approved was the only update.*

- c. Town Staff

- i. Skate Parks

1. Cameras & Signs Purchased

- a. Signs and Cameras were purchased and will be installed.*
- ii. The Board asked about how many signs were needed and if staff could get the process started with the naming of the park we haven't taken over, and the pocket park in The Downs.*
- iii. The board also followed up with the equipment at Centennial Park and offer up a couple of thoughts or options to replace some of the equipment. They also talked about looking at what is needed for future parks. The Board wanted to see the catalogs for Play World as well so they could look at what some of the play structures looked like.*

F. ADJOURNMENT

- a. Patrick made a motion to adjourn. John J seconded and the Parks and Recreation Advisory Board adjourned at 6:47pm.*



TOWN OF WELLINGTON

PARKS AND RECREATION

Park Naming Survey

The Town of Wellington Parks and Recreation Advisory Board (PRAB) would like your ideas to name two new pocket parks in the Town of Wellington. Submit as many names as you would like separated by a comma. The winning name will be announced INSERT HOW THIS WILL WORK

 townofwellingtonco@gmail.com (not shared) [Switch account](#)



Park Located by Harvest Village



McClellan Rd. and Jefferson Ave.



Your answer

Submit

Clear form



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UPGRADE WITH SHADE!

~~\$20,680~~ **\$16,544**

350-1827

~~\$15,110~~ **\$12,088**

350-1826 • Space Required: 26' 0" x 25' 6" • Users: 19



~~\$13,892~~ **\$12,503**

350-1731 • Space Required: 26' 4" x 22' 6" • Users: 18

UPGRADE WITH ROOFS!

~~\$19,062~~ **\$12,390**
350-1736



~~\$16,680~~ **\$10,842**

350-1811 • Space Required: 28' 11" x 26' 5" • Users: 26



~~\$18,423~~ **\$15,660**

350-2181 • Space Required: 27' 4" x 27' 6" • Users: 24



~~\$17,149~~ **\$13,719**

350-1960 • Space Required: 24' 4" x 27' 8" • Users: 17



UPGRADE WITH SHADE!

~~\$19,341~~ **\$16,440**
350-2182



~~\$13,879~~ **\$11,103**

350-2180 • Space Required: 21' 10" x 25' 8" • Users: 15



~~\$30,446~~ **\$18,268**

350-2069 • Space Required: 37' 0" x 32' 2" • Users: 34

UPGRADE WITH SHADE!

~~\$23,579~~ **\$21,221**

350-1813



~~\$17,124~~ **\$14,555**

350-1812 • Space Required: 31' 6" x 25' 0" • Users: 23



~~\$20,374~~ **\$15,281**

350-2064 • Space Required: 31' 6" x 24' 4" • Users: 30



~~\$20,934~~ **\$14,654**

350-2183 • Space Required: 27' 6" x 27' 0" • Users: 22



~~\$25,149~~ **\$18,862**

350-2067 • Space Required: 27' 4" x 30' 8" • Users: 35



~~\$45,984~~ **\$34,488**

500-2187 • Space Required: 41' 2" x 33' 6" • Users: 38



~~\$63,641~~ **\$47,731**

500-1803 • Space Required: 41' 7" x 38' 0" • Users: 59



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~~\$29,077~~ **\$20,354**

350-2184 • Space Required: 30' 0" x 26' 2" • Users: 29



~~\$16,936~~ **\$12,702**

350-1739 • Space Required: 33' 0" x 25' 10" • Users: 24



~~\$18,589~~ **\$13,942**

350-2185 • Space Required: 31' 0" x 28' 10" • Users: 23



~~\$38,029~~ **\$22,817**

350-1835 • Space Required: 34' 10" x 34' 0" • Users: 40



~~\$19,940~~ **\$14,955**

350-2072 • Space Required: 34' 3" x 27' 6" • Users: 24



~~\$21,156~~ **\$15,867**

350-2186 • Space Required: 33' 0" x 27' 6" • Users: 25

UPGRADE WITH ROOFS!

~~\$34,360~~ **\$24,052**

350-1742



~~\$31,592~~ **\$23,694**

350-1832 • Space Required: 37' 3" x 29' 7" • Users: 31



~~\$26,619~~ **\$21,295**

350-1718 • Space Required: 31' 0" x 28' 6" • Users: 27



~~\$28,256~~ **\$21,192**

350-1967 • Space Required: 40' 10" x 28' 10" • Users: 37



~~\$32,714~~ **\$24,536**

350-2077 • Space Required: 35' 10" x 33' 4" • Users: 33

UPGRADE WITH SHADE!

~~\$39,365~~ **\$31,492**

350-1833



~~\$33,689~~ **\$25,267**

350-1741 • Space Required: 36' 6" x 32' 6" • Users: 32



~~\$1,784~~ **\$1,516**
2-Seat See Saw • ZZXX0604
 Space Required: 24' 1" x 14' 10"
 Ages: 5-12 • Users: 2



~~\$5,838~~ **\$4,962**
Spinami • ZZXX0151
 Space Required: 24' 0" x 24' 0"
 Ages: 5-12 • Users: 7



~~\$1,742 - \$2,016~~ **\$1,394 - \$1,613**
Spin Central • 350-SPIN
Bolt-On Spin Central • ZZCH6798 • ZZPM6798
 Space Required: 16' 4" x 14' 1"
 Ages: 5-12



~~\$360 - \$367~~ **\$234 - \$239**
Steering Wheel
ZZCH4290 • ZZPM4290
 Ages: 2 -12



~~\$232 - \$276~~ **\$162 - \$193***
Post Mount Bells
7" - ZZPM4556 • ZZCH4556
10" - ZZPM4559 • ZZCH4559
 Ages: 2 -12
**post not included*



~~\$266 - \$371~~ **\$213 - \$297***
Step Around
ZZCH0149 • ZZPM0149
 Ages: 2 -12
**post not included*

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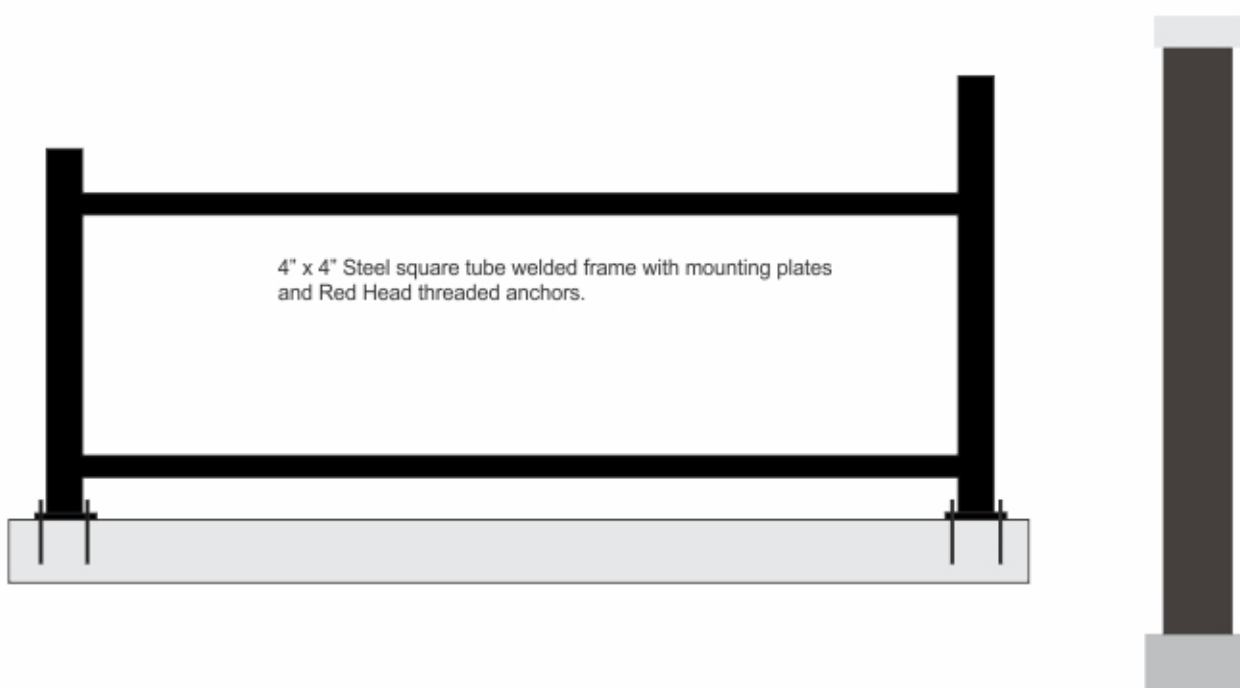
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Your authorized Playworld representative is:



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Town of Wellington

Memorial Bench Program

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.

Grey



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: _____

