



PARKS ADVISORY BOARD MEETING

May 12th, 2021

6:00 PM

Regular Meeting Agenda

When: May 12th, 2021 6:00 PM Mountain Time (US and Canada)

Topic: Parks Advisory Board Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/95448673296>

A. CALL TO ORDER

a. Roll Call

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

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

- i. No public comment*

C. CONSIDERATION OF MINUTES

- a. February 10th, 2021 Minutes
- b. March 11th, 2021 Minutes
- c. April 14th, 2021 Minutes
- d. Lorilyn asked if everyone had time to review the February, March, April 2021 minutes. Board members said yes. Christine made a motion to approve February, March, April 2021 minutes. Erin seconded the motion to approve. All board members were in favor.*

D. BOARD REVIEW AND DISCUSSION ITEMS

- a. Potential Main Street Collaboration (Lorilyn)
 - i. Centennial Park (Kallie Cooper)*

ii. *Kallie expressed that main street is applying for grants that range from 100K to 250K dollars. The grant she is applying for will hopefully benefit Centennial Park in relation to downtown furniture as well as water bottle filling stations and dog stations. Kallie wants to make sure the furniture she might be acquiring for the Park is meeting our standards. Lorilyn wants to make sure the memorial bench in the park stays in place due to the bench being visited as a memorial. Kallie expressed they will be working with us to ensure this is done correctly and ne on contact with the family. Kallie expressed that the project must be done in 8 months to meet the grant standards. Kalie shared a picture of the map with all the improvements with all the potential locations. The furniture she showed is recycled plastic with a 5 year warranty for those items. The lights she showed are all powered by solar. Kallie wants to work with the Parks Advisory Board members on where to put the lights. Lorilyn wanted to ensure wheelchair accessibility is considered when purchasing tables. John Jerome suggested to purchase more furniture to ensure we can use those items. Robert suggested that they add benches to the skatepark. Kallie expressed that in the grant they are looking for lighting for the Centennial pavilion. John Jerome expressed that he is excited about all the work. Lorilyn wanted to make sure the furniture we collaborate with Main Streets is connected to our entire parks system in relation to standards. Dean expressed that we'll be sure to collaborate with Main Streets moving froward in relation to any improvements at Centennial Park and we appreciate Kallie's help.*

b. Parks Signage (Lorilyn)

- i. Design standards aligned with community direction (Mahalia)
- ii. *Dean expressed that he brought Mahalia touch the status surrounding Town Standards. Mahaila expressed that we have a great opportunity to build these standards and we want to keep in mind the accessibility in relation to ensuring communication is accessible for all residence. She also said that we should be setting a consistent standard to ensure our residents know what a Wellington Park sign looks like.*
- iii. Sign Code (Dean)
- iv. *Dean expressed that he talked with Cody and after we come up with a design and dimensions of a sign he will analyze it and let us know if we can use the model. He expressed that he can make himself available to be present at one of our meetings to explain the standards.*
- v. Gathering feedback from other municipalities (Lorilyn)
- vi. *Lorilyn expressed that the board should look at signage they like at different municipalities and email them to one another. The can decided what design they like best and come up with a plan from there.*
- vii. Sign Dedication for Bryan White (Christine)

- Former Supreme Court Justice
- *Christine expressed that Bryan White would be a great person to commemorate due to his success in our government as a former supreme court justice. She said that on Wikipedia he came from Fort Collins, but if you research more that he went to school at Wellington High School. Christine expressed that it would great if it could grow this project into a museum in the future where staff teaches residence about that branch of our government. Kallie expressed that she is partnering with Ross at the Library to do a zero scape project with a bench to honor Bryan White. Main street will be allocating dollars to support that project.*

c. Vacant PAB status (Lorilyn)

- Modifications (Code Revision) – being vetted through TA, Deputy TA and Town Attorney.*
- Dean expressed that he connected with Krystal in relation to the status of the code revisions. He said the town administrator, deputy town administrator, and attorney are still going through the revision process and as soon as he knows the completion status he will be able to give a projected date in relation to when they will be able to market the vacant position on the board. Dean also mentioned that in the revision it will potentially bring on Recreation as a part of the board due to the departments merging. Lorilyn expressed that Kelly did touch base with her and talked about the group being Parks and Recreation and that we cannot forget trails.*

d. Process getting items to BOT (Lorilyn)

- Lorilyn expressed that it has been a challenge in the past to get approvals up to the board of trustees. Park naming is an example of how the process we agreed upon on the Parks Advisory Board did not get approved by the Board of Trustees. Dean did express that on the back end, in relation to his process he will connect with his leader then put it on the agenda for next Board of Trustee meeting. John Jerome said that he cannot speak for how it was done in the past, but to make sure it gets to Patti to ensure it gets on the agenda. That would be the formal process. The time of our meetings work well with getting items onto the board of trustees agendas due to the timing of our meetings. Dean expressed that he will let the Parks Advisory Board know when he will be adding items to the Board of Trustee agendas via email.*

e. Budget (Lorilyn)

- CIP: Winnick Pour and Play (Dean)
- CIP: Batting Cages (Dean)
- Dean expressed that he will be working on the Winnick project due to the value it brings to the community, but had some thoughts on the batting cages CIP project funds and that the batting cages are very expensive with minimal return. He*

expressed that he wanted the Parks Advisory Board thoughts on the batting cages. Christine thought that we were getting rid of the batting cages. She also expressed in the GRASP study that is in the Parks Advisory Binder, the level of service analysis says that for batting cages the population size in Wellington does not warrant batting cages. Lorilyn expressed that those batting cages were donated before Wellington community park was built. She also said they are expensive to operate, and that the safety of staff has been an issue. Erin expressed that donating the batting cages to the school district might be valuable due to still be able to utilize them. Lorilyn expressed that the Parks Advisory Board did not advocate for the CIP batting cage funds due to the last liaison making that recommendation. John Jerome expressed that CIP projects are specifically earmarked for one project. He did mention that the Board of Trustees did just change the purchasing policy. In the past the batting cages held a special place in the community's heart. He also expressed that Brad March, the town attorney was the one who donated the batting cages. John said we might need to do community outreach in relation to determine whether the community wants to eliminate that amenity. Dean expressed he will do some research in relation to policy on how to change the CIP project funds.

iv.

E. ANNOUNCEMENTS

a. PAB Board Members

- *Christine expressed that the dog park at Wellington Community Park might need some chicken wire to close the post and gate areas, we need more benches in the pond area, and might need to add more dirt. Also, that a table was vandalized. Dean expressed we will be able to look at those issues and come to a solution. Lorilyn expressed that the broken bench is by the picnic table area. Lorilyn said that there are no doors on the stalls. Christine wanted to talk about the design standards. Dean showed the standardized and Lorilyn expressed that those were the standards from the past. Lorilyn also said that we should have some type of standards as a town. Dean expressed that if we want to recreate new standards we can. John Jerome expressed that we can have a different standard for each park. Robert expressed that they did work on the skatepark to ensure ASTM standards.*

b. Town Board of Trustee

- *John Jerome expressed that he would like to give some positive feedback to Parks and Recreation due to the customer service strategy we are engaging in. He was called back from Eric with Eric not knowing who he was.*

c. Town Staff (Dean)

- Binders

- *Dean expressed the binders are taking a bit longer than anticipated and that the binders will be ready by the next meeting.*
- In person meetings – Feedback
 - *Dean wanted to know if we wanted to meet back in person. The board wanted to meet back in person. They agreed that it would be great.*
- Work session June 2021
 - Wish list Parks
 - *Dean asked the Parks Advisory Board what would work best in relation to scheduling. The board agreed to meet via Zoom due to conflicting schedules. Lorilyn expressed that she wanted to get the park naming policy on the agenda to ensure we can get it to the Board of Trustees. Dean expressed he made a slight adjustment to ensure the department focused on being fiscally responsible in eliminating the direction position and adding another assistant recreation coordinator position due to being able to support front line services and prepare for growth.*

B. ADJOURNMENT

- a. *Robert made the motion to adjourn.*
- b. *Christine seconded the motion.*
- c. *Adjourn at 7:37pm.*