

## Wellington Parks Advisory Board Meeting

Minutes – June 21<sup>st</sup>, 2016

The meeting of the Parks Advisory Board was called to order by Chairman Lorilyn Bockelman at 6:33 p.m., June 21<sup>st</sup>, 2016 at the Leeper Center, 3800 Wilson Ave., Wellington, CO.

MEMBERS PRESENT: Angie Billington, JC Cox, Lorilyn Bockelman, Sarah Rice and Kathy Wydallis

MEMBERS ABSENT: Tim Singewald

PRESIDING: Chairman – Lorilyn Bockelman

ALSO PRESENT: Larry Lorentzen – Wellington Town Administrator; Jim Miller – Public Works Supervisor; Jack Brinkhoff – Wellington Mayor; Ashley Schwader – Wellington resident and PAB applicant.

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1. Public to be Heard on Non-Agenda Items

None

2. Approval of Minutes

MEMBER RICE MOVED AND MEMBER COX SECONDED to approve the minutes from the May 17<sup>th</sup>, 2016 meeting. Roll call was taken and the motion was approved unanimously.

3. Old Business

a) Fishing Days with Kiwanis – August 6<sup>th</sup> and August 27<sup>th</sup>, 2016

Chairman Bockelman has been in contact with Jack Gianola of the new Kiwanis Club in Wellington. Mr. Gianola is holding a meeting at the Wellington Grill at the end of June to set up the Wellington club. Kiwanis will contribute volunteers to help with Fishing Days.

Nancy Howard of Fish and Game is setting up an online registry for Fishing Days participants and recommends capping registration at 50 kids for each day. Larry Lorentzen concurred with the cap. Mrs. Howard will give a speech and “run the show” with volunteers from Kiwanis. Numerous PAB members indicated that they would be able to attend at least one of the Fishing Days. Member Rice or Chairman Bockelman will notify the Wellington Fire Department so there can be an EMT available. Pictures will be taken for Playful City.

b) Farmers Market Play Day - August 18<sup>th</sup>, 2016

The Playful City committee will hold a Play Day in conjunction with the Farmers Market Family Day on August 18<sup>th</sup>. Chairman Bockelman has a couple dozen Playful City-suggested games and Member Billington will start the process to borrow the Blue Blocks from Ft. Collins. Member Billington will also find out how much room is needed for the Blue Blocks and get a volunteer/trainer to assist on the 18<sup>th</sup>. All of the PAB members plan to attend if possible.

c) Donation Plaque

Chairman Bockelman had emailed a handout of options for the Wellington Community Park’s donation appreciation rock. The handout is attached to these minutes. After a discussion, the consensus was for a single panel placed flush against a two-toned/more colorful and larger “rock” than shown in option #1 on the handout. Member Singewald had expressed a similar opinion when contacted earlier by Chairman Bockelman. The Chairman will contact the manufacturer tomorrow.

d) Centennial Park Discussion

The tentative June 30<sup>th</sup>, 2016 meeting of parties interested in improvements to Centennial Park has been cancelled. The new date is July 19<sup>th</sup>, 2016 from 12:30-2PM at the Leeper Center. The regular PAB meeting scheduled for the evening of the same day will be cancelled. The 12:30

meeting will be posted publicly as a 'special meeting' and officially cancel the regular evening meeting.

#### 4. New Business

##### a) Questions for Applicants

Chairman Bockelman welcomed Ashley Schwader, the sole applicant for the open position on the PAB, and invited her to introduce herself and explain her interest in joining the PAB. Mrs. Schwader offered to be a liaison with the Poudre Schools, and Members Billington and Rice expressed interest in collaborating with her on the Eagles-After-Hours and Safe-Routes-to-School programs. The members introduced themselves to Mrs. Schwader.

##### b) Vote on new Parks Advisory Board member/recommendation to Trustees

MEMBER WYDALLIS MOVED AND MEMBER BILLINGTON SECONDED a motion to recommend to the Mayor and Town Trustees that Ashley Schwader be appointed to the Parks Advisory Board. Roll call was taken and the motion passed unanimously. Mrs. Schwader's application is attached. Member Wydallis will request that the appointment be added to the next Town Trustees' meeting agenda.

#### New Business was temporarily interrupted for Mayor Brinkhoff's Donated Cannon Presentation.

Mayor Jack Brinkhoff announced that a 1912 French 75mm Howitzer had been anonymously donated to Wellington. It needs some restoration, paint and to be set on a concrete pad. It has wooden wheels, is about 12-13 feet long and 8ft high. He asked for suggestions on a location to display it. The cemetery had been suggested to the Mayor, but the PAB and the audience members preferred Centennial Park where, as Member Rice stated, it could add to the "Welcome to Wellington" aspect of the park by symbolizing "we value our veterans." Member Billington expressed the consensus that the cemetery is too remote and the cannon would be unappreciated there. Member Rice will contact Lonnie Brockman who has been interested in constructing a Veteran's Memorial. Mayor Brinkhoff will contact former Mayor Larry Noel who had started a search for a cannon 15 years ago. Mayor Brinkhoff will try to attend the July 19<sup>th</sup> Centennial Park meeting to present the opportunity of locating the cannon there. The PAB thanked the Mayor for his detective work in finding a cannon for Wellington.

#### Impromptu Staff Update from Larry Lorentzen and Jim Miller

Larry Lorentzen had emailed a staff update to PAB members, but attended the PAB meeting to discuss rules and signs at Wellington Community Park. Signs for the splash pad, dog park and tennis courts will be similar to samples Mr. Lorentzen had copied from Ft. Collins' parks. Member Rice suggested a "Shy" or "Small Dog" sign for the small fenced area at the dog park and a 'Dog Wash Station' sign for the dog wash area. The playgrounds will have signs indicating that the particular playground is "designed" for a certain age-bracket. There are no age restrictions for the playgrounds, but this information may be helpful to parents. A "no bikes, etc" addition to the playground sign for safety reasons and to protect the poured-in-place surface was also discussed. The staff update is attached. Member Cox mentioned that portions of the dog park are very muddy and that there was a problem reported to him regarding a dog-sized gap at a double gate. Member Rice asked for mulch or gravel to be added to the main dog park. Jim Miller advocated for pea gravel and/or crusher fines in the dog park especially around the dog wash area and said the gate problem had been corrected. The Park Meadows shade structure has been ordered and will be placed on the south side of the park over the existing picnic table.

Jim Miller will order and install the signs. Chairman Bockelman asked that the Town's phone number be added to the signs, and Mr. Lorentzen will have it added. Jake Reynolds of Parks and Recreation

will deal with the signs for the ball park.

Member Cox expressed the PAB's gratitude for all the work that Mr. Miller and Mr. Lorentzen did for the Grand Opening.

Mr. Lorentzen reported that Brad March, the Town's attorney, was continuing his work on straightening out the Friends of the Parks 501(c)3 status. Member Cox was concerned that he did not have a copy of the original bylaws. Chairman Bockelman and Member Billington both indicated that Member Singewald had a copy. The question of where to deposit any donated funds has been temporarily solved by having the Town hold it in the Town's account. Friends of the Parks should be able to get its own bank account in the near future. It will be disclosed to donors that the money will be temporarily in the Town's account. Member Bockelman wondered if the skate park money collected by Shane Armstrong had been dropped off at the Town. Mr. Lorentzen understood that Mr. Armstrong would keep the money until the Friends of the Parks had a bank account and would then "donate" the funds to Friends of the Parks with the stipulation that they were to go towards a skate park design. Member Cox will make opening the account a top priority. Chairman Bockelman will reach out to Mr. Armstrong and see what he is comfortable with.

Member Wydallis asked about the occasional lack of water pressure at the splash pad. Mr. Miller stated a filter was being clogged with dog hair and that by Public Works cleaning the filter twice a day, the problem had been resolved. Another common question from park users has been – why are the sprinklers on during the day? Mr. Miller's explanation was that most of the park is still under ECI's control. The irrigation is entirely up to them and has mainly to do with warranties. Also, the sprinklers are on for short times during the day while Public Works attempts to make adjustments. The Town will probably get control of the park in mid-July.

c) Roles and Responsibilities for PAB members

Chairman Bockelman asked the PAB members if all updates from the Town staff and the various committees should be submitted via email prior to PAB meetings. After much discussion, the following will be tried: before the agenda needs to be compiled, Chairman Bockelman will ask for committee updates and ask if PAB members have specific questions for Wellington Administrative or Public Works staff. Questions will be sent to Chairman Bockelman who will forward them to the appropriate people and then have the updates emailed to all PAB members prior to the PAB meeting. This strategy may make it unnecessary for Mr. Miller and the Town Administrators to attend every PAB meeting. The PAB secretary will get the minutes out much earlier so members can be reminded of issues and of personal volunteered efforts made in the heat of the moment at the previous meeting.

Chairman Bockelman brought up the fact that no annual report for the PAB had been written for 2015. Annual reports are often used for grant writing and for preparing a Work Plan for the following year. Member Wydallis is willing to get a 2015 annual report done by the end of the summer so it will be available for a PAB 2017 Work Plan meeting in November or December 2016. Member Rice suggested that in the future, each member could write a section of the annual report. The 2016 plan has been to start on expanding the Trails, the Centennial Park remodel, and putting the finishing touches on and remedying the inevitable problems at the Wellington Community Park. The 2017 Work Plan meeting will be run by the PAB chairman and directed to the practical steps needed to reach the PAB goals of trail and park improvements. The 2016 Work Plan meeting held in the fall of 2015 included unnecessary organizing and managerial stuff and was more confusing than helpful.

Member Rice asked for some help in coming up with content for the FaceBook page. Member Billington asked to be removed as the FaceBook administrator; Chairman Bockelman can remove her name. Member Wydallis suggested a FaceBook entry regarding splash pad etiquette – no dogs-since their hair and mud clog the filters, no cheap dissolvable toddler diapers-same reason, etc. Member Rice plans to meet with Ryan Abbott, assistant Town Administrator, to write about park rules, the actual ownership of the park and the timeline before the Town gets complete ownership.

d) Food Truck event

Member Cox is interested in organizing a Food Truck Rally in Wellington this September or October. Member Rice suggested it be linked to the Friends of the Parks as a fundraiser because association with a non-profit improves participation and attendance. Chairman Bockelman will check with the Town for conflicts with any upcoming CAC event or to see if the CAC would like to co-organize with the Friends of the Parks.

5. Other

Member Billington wants to recognize the Fire Dept. and others who helped with the dunk tank at the Grand Opening. Member Cox suggested approaching Ridley's Grocery store to solicit donating some steaks for the Fire Dept. Chairman Bockelman has taken cupcakes to thank Public Works for their efforts at the Grand Opening. Member Rice cautioned against usually rewarding volunteers. However, she also suggested that the PAB set up a "recognition or thank you" fund to make it possible to thank groups that went above and beyond what was requested. She will get some thank you cards to send to volunteers.

Member Rice requested photographs of the Grand Opening. Chairman Bockelman has a camera/computer card with ~400 photos and will give it to Member Rice for the FaceBook page. Member Billington asked for the names of volunteers to be mentioned on the FaceBook site and will provide a list to Member Rice so she can include a "thank you, volunteers" section when she posts the photos.

Chairman Bockelman said that Gridiron Fitness wants to use the Wellington Community Park for fitness classes. The policy is that the Park operates on a first come, first served basis for any classes offered for free. If the class is not free, the instructor or business must contact the Town for a permit. Member Rice will also put this policy on the FaceBook page.

The next PAB meeting is the special Centennial Park meeting scheduled for July 19<sup>th</sup>, 2016 at 12:30pm at the Leeper Center. The regular evening meeting is cancelled for that date.

MEMBER COX MOVED AND MEMBER RICE SECONDED the motion to adjourn the meeting. The motion was approved unanimously and the meeting was adjourned at 8:10pm.

Submitted by:



Kathy Wydallis, Secretary