



WESTMINSTER

Meeting Minutes

Parks, Recreation, Libraries Open Space Advisory Board Meeting

6 p.m., January 9, 2025

Westminster Sports Center – 6051 W 95 Ave

Call the meeting to order – 6:04 p.m. by Davis Gollata, Chairperson

1. Roll Call – Angie Williams
 - a. Board Members – Stephanie B, Dan D, Wayne E, Davis G, Mark H, Mary L, Terrance R, Marly S, Tonya Y
 - b. Absent – Jonathan H, and Dan M (excused)
 - c. Councillor Obi Ezeadi
 - d. Staff – Merritt Nolte-Roth, Aric O, Alex R, Amy R, Tim L
 - e. Guest – Beth McBride
2. Approve the January 9, 2025, Agenda (as amended) – Mary made the motion to approve the agenda as amended and Marley second – All approved
 - a. The amendment was there are 2 number 4's on the agenda.
3. Approve the Meeting Minutes from the November 14, 2024, Meeting – Mary made the motion to approve the November 14th Minutes and Marley second – All approved
4. Chairperson Update – Davis Gollata
 - a. Thanked Mary for her years of service as the Chairperson
 - b. Thanked Tonya for accepting the Co-Chair position for the next two years
 - c. Davis is looking forward to the upcoming future of the PRLOS Advisory Board
5. Councillor Update - Obi Ezeadi
 - a. What are the next steps for Drinking Water within the City
 - b. Council just reviewed the Draft of the PRL Vision Plan
 - c. Reviewed the concept plan for Senior housing (122 units) for Northridge at Park Centre (roughly 122 and Park Centre Dr)
 - d. Reviewed the concept plan for a cell tower to be placed near the 136th Ave Walmart. The city is working out the details to move this project forward
 - e. Councillor Ezeadi is very excited to hear more about the Library Master Plan
6. Director and Staff Brief Updates
 - a. Future Projects and Ideas for 2025 – Aric Otzelberger



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- i. Kensington Park and the future of the Totem Poles – Community Focus Meeting will be at the end of Feb and the beginning of March
 - ii. Future Disc Golf
 - iii. Looking at the possibility of a partnership with Broomfield Recreation
 - iv. Starting to re-visit the City's Continuum of Compassion when it comes to homelessness
 - v. Working with Hyland Hills on the upcoming IGA Renewal – Doesn't see much change for what we have been working. Just needs a tweak here and there
 - vi. Aric asked the group if they would be interested in participating in advising the city staff on some of the upcoming topics. Get the board's thoughts and guidance? – This was unanimously accepted by the members.
 - vii. In March PRL will be presenting to Council a much larger picture of our department. This will help them for when it comes to the budget and why some of the asks/needs are be addressed.
- b. Tim –
- i. Aquatics? – Tim chatted more along the lines of an outdoor mini water park
 - ii. Report that Recreation brought in around 6.2 million dollars in 2024
 - iii. Over a million people (Approx. 1,129,030) and they only close 3 days of the year (Easter, Christmas and Thanksgiving)
 - iv. Free Fitness Week
 1. January 1st the recreation centers had over 1000 visitors between 3 centers, over 23,000 for the whole week.
 2. Intermountain Health donated 5 e-bikes to be given out over the week at the 5 locations
 - v. The MAC is under construction so the city will look at having the March meeting at the MAC so the board members can see the progress on the gymnastics side of the building
7. Old Business –
- a. Possible Relaunch of the Community Enhancement Grant Process – Merritt Nolte-Roth/Aric Otzelberger
 - i. Its re-launch time for the Community Enhance Grant Program – Maybe a new name Community Building Program 2025
 - ii. Possibly raising the limits from \$5000 to \$10,000 – Members agreed
 - iii. Set-up a new selection/scoring system
 - iv. Work with the board members to come up with ideas/solutions to jumpstart this program



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- v. Members mentioned – we have come to a full cycle. For what is being proposed is how the program used to be almost exactly
 - vi. Aric mentioned the Tier 2 and Tier 3 options for the ODP Process. It's the Planning Managers position to waive the criteria regarding the ODP Process. Example waiving the fees and simplifying the process by writing an ODP Amendment for the project to attach to the original documents
 - vii. Timeline to get this together – it all depends on getting the form re-created and coming up with the criteria.
 - viii. The city is aware of a couple of areas that are not HOA that would be interested in this grant process
 - ix. Good reference in the future would be Stephanie Ashmann
 - x. Beginning with creative ideas and board members would like to see sustainability back in the process
 - xi. Staff will start working on the CIP 2026 budget sometime in May
 - xii. Moving forward – Application forms and criteria posted by end of February, applications would be due to staff by the end of March with a review and grants awarded by mid-April
- b. Presentation of the Draft Vision Plan – Aric Otzelberger
- i. Over 3500 community members had a touch point on the PRL Vision Plan
 - ii. The city is in the final phase of the Draft Vision Plan in hopes of presenting the final version to Council on March 31st which would also include the Library Master Plan
 - iii. Why are we doing a Vision Plan – It's important for future goals, budgets and to keep the levels of service the community has come accustomed to having
 - iv. Appendix J of the Vision Plan has the 125 projects that will help guide the staff to be successful, when it comes to future projects
 - v. The survey will open sometime on Monday, January 13 and residents will have until Feb 3 to submit their suggestions. There will be an open house on January 29 at City Park Recreation Center from 4:30 p.m. to 7:30 so the community can come and give one last look over before this Draft is finalized and presented to Council for acceptance on March 31.
 - vi. Mary asked about Festival Fees as a revenue source. Alex mentioned, the City does look at fees on a yearly basis to decide the fees for vendors. We had a consultant, creative strategies, that came in to do a vendor fee study on what should be charged.
 - vii.



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viii. Wayne was surprised to see tennis was over pickleball, Tim chimed in that we do have two indoor pickleball options and soon to be three and then we have two outdoor locations.

8. New Business –

a. Wayne asked about the future of the Boards and Commissions –

- i. This was brought up at a Council meeting a few weeks back and the response from Abby is they are looking into the situation. The concern is with some of the boards, they will be losing half of their board in December 2025 and the other half December of 2026. This would be a lot of institutional knowledge being lost. This is also a concern with some Council members.
- ii. Obi asked the members if when their term is expired if they would like to stay on and the response was unanimously a yes vote.

9. Adjournment

- a. Meeting was moved to adjourn by Tonya Y and Stephanie B second all approved at 7:55 p.m.

10. Upcoming - PARKS, RECREATION AND LIBRARIES OPEN SPACE ADVISORY BOARD MEETINGS

- i. Thursday, March 13, 2025, 6 p.m., The MAC
- ii. Thursday, May 8, 2025, 6 p.m. location Walnut Creek Golf Preserve – Topic Updates from Bryan McCoy, City Forester – Awarded \$50,000 tree planting program in 2024 and Urban Forestry Master Plan.

Board Members

Stephanie Bingham
Dan Dolan
Wayne East
Davis Gollata - Chair
Mark Harris
Jon Herrmann

Mary Litwiler
Dan McEwan
Terrance Ramirez
Marley Steele-Inama
Tonya Yost – Co-Chair

Council Liaison – Councillor Obi Ezeadi

Staff Liaison: Aric Otzelberger, Acting PRL Director- 303-658-2198
aotzelbe@westminsterco.gov



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