



COMMUNITY ACTIVITIES COMMISSION

January 4, 2022

5:00 PM

Leeper Center (Community Room), 3800 Wilson Avenue, Wellington, CO

Regular Meeting Minutes

A. CALL TO ORDER 5:04 PM

- a. Roll Call – Chairman Schwendeman Curtis, Secretary Triplett, Board Member Lafferty, Trustee Gaiter. Absent: Vice Chair Tietz
- b. Amendments to Agenda

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

C. CONSIDERATION OF MINUTES

- a. December 7, 2021 Regular Meeting
 - i. Chair Schwendeman Curtis moves to approve the December 7, 2021 Regular Meeting Minutes, Board Member Lafferty seconds. Motion passes unanimously.

D. AGENDA ITEMS

- a. Cleveland Crawl – January 22, 2022
 - i. Lafferty provided information on renting a popcorn machine through Best Event Rentals. Cost is \$55/day
 - ii. Secretary Triplett makes a motion to approve a budget of \$200 for the Cleveland Crawl rental and equipment, Chair Schwendeman-Curtis seconds. Motion passes unanimously.
 - iii. Utilize Parks and Recreation Yard Games
 - iv. “Pop and Play” – Popcorn and Yard Games
 - v. Set-Up and Meeting Time – 10:00 am
- b. Easter Egg Hunt – April 16, 2022
 - i. Pre-filled egg cost
 - 1. \$132 for 1,000 eggs or \$800 for 4,000 eggs. Hallie will place the order for the eggs.
 - 2. Chair Schwendeman-Curtis makes a motion to approve the ordering of 4,000 eggs (2 sets of toy-filled eggs, two sets of candy-filled eggs) for \$800; Board Member Lafferty seconds. Motion pass unanimously.
 - ii. Event Location: Wellington Community Park

- iii. Special Event Permit – Hallie will contact the WFPD about waiving special event permit fees.
 - iv. Bunny Costume – Ross Lageneese
 - v. Restrooms – Wyatt was assigned to get a quote for two regular and one handicapped porta potty from Republic.
 - vi. Face painting – Wyatt was assigned to talk to Trustee MacDonald about providing face painting services at the event.
- c. 4th of July 2022
- i. Vendors
 - 1. 22 vendors are pre-registered, including seven food trucks. Wyatt requested a list of pre-registered vendors.
 - 2. Wyatt recommends putting all food trucks in one area for generator safety as well as something to put them on if they are located in the grass.
 - 3. Wyatt recommends creating a one-pager information sheet for vendors and food trucks, outlining fire department requirements for weights.
 - ii. WFPD will be setting a meeting for all town groups by the end of January to discuss special event fire safety guidelines and will attend future board meetings to answer any questions.
 - iii. Beer Garden Non-Profit Submission – Trustee Gaiter will reach out to the American Legion to clarify the need to open up the application process to all non-profit organizations in the community.
 - iv. Additional Notes
 - 1. Schedule a February Work Session for 4th of July Planning with the Fire Department and the Sheriff’s Department
 - 2. Request additional support for traffic control and parking so volunteers and board members aren’t having to manage this.

E. ANNOUNCEMENTS

- a. CAC Board Members – Elections of positions on February 1st meeting. Special meeting in February – Joint Work Session with WFPD and LCSO. February 15th. Lafferty to reach out to Cherry and Wyatt to reach out to WFPD.
- b. Town Trustee -
- c. Town Staff -

F. ADJOURNMENT 5:59

Next meeting: February 1, 2022

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.