



COMMUNITY ACTIVITIES COMMISSION

January 5, 2021

5:00 PM

ZOOM

Regular Meeting Minutes

Below is the recording of the Community Activities Commission Work Session. This recording may only be available for the first 45 days after the meeting. If you are past 45 days from the date of the meeting, the recording may no longer be accessible.

[Meeting Recording](#)

1. Call to Order

- 5:01

2. “Open Meeting Law”

- Sunshine Law includes boards/commissions with any decision making ability.
- Notice needs to be giving w/in 24 hours prior and minutes must be posted.
- Important for transparency w/the public.

3. Minutes-Approve Previous Meeting Minutes (December)

- Correction: \$1598.95 Approved as amended.
- Jon: Thank you luncheon for volunteers has been approved.
- Continues to work on citizen input for Town events.

4. Treasurer’s Report

a. Diana Report update on Budget

- Items w/question marks (Easter eggs, supplies for Tour or Lights and Tree recycle) are estimates that will be reflected in December reports and will be in 2020 budget.
- Halloween street closure, \$4000 was posted.
- 2020 expenses were \$9465.69
- Approved

5. Business / Events Report

a. New Board members update, (interview this month, two openings)

- Steve will participate in interviews.
- Date has not been set.
- 1/20 is application deadline.
- Info will be on FB and in Town newsletter.

- b. I propose moving the election of offices until Feb. After we get fully staffed.
 - Diana Freeman is due to go off Board in January, but will stay on until new members begin.
 - c. Christmas tree drop off is across from middle school. We will have them chipped for mulch for residents to pickup free. Cost estimate for chipping \$2400.00
 - Sign is up, fenced area is nearly full.
 - d. Fort Collins Bounce Houses for July 4th. Last year we had set up for five houses. Fort Collins Bounce Houses: Tropical House, Rio House, Obstacle Course, Monster Truck, Branson House, Reece House, School House Obstacle Course, Castle House,
 - Richard spoke w/Tina re: possibilities.
 - 1 attendant per bounce house and a generator will be needed.
 - Will not use one with water.
 - Concerns are for the size of crowd, access in the Park, amount of space for bounce houses.
 - Special events permit needs to be submitted before an official review of placement of bounce houses will take place.
 - Each member should send Richard 3 suggestions for bounce houses.
 - 4th of July has grown beyond what is possible in Centennial Park.
 - The focus has been to have the event near Mainstreet to support local businesses.
 - The Town should take the lead on where the event is held and what is involved.
 - Jon will bring topic up at next Board of Trustees meeting.
 - Discussion re: a beer garden will be continuing as space, access and egress are issues.
 - e. Car Show Have not connected with Tony. We have been emailing.
 - Richard met w/Tony.
 - Discussions need to take place with car groups to find if there is interest in one taking the lead on the car show.
 - Steve has begun discussions w/ WFPD and will continue to do so.
 - The number of special event permits, and for what purposes, needs to be clarified.
 - Richard will talk w/Harvest Farm re: Easter Egg Hunt. Question as to whether we need a special event purpose for this event not on Town property. CAC will need to work with someone re: posters and graphics for upcoming events in 2021.
 - CAC info can be submitted in a packet to ensure it is accessible to all of Wellington and decisions, expenses will be easily available to everyone.
6. Bylaws
 - a. Update on putting it online.
 - No progress
7. Volunteer Coordinator Report
 - No report

8. Adjourn

- 5:53

9. Next Meeting: Feb. 2, 2021

10. 2021 Events

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|------------------------------|--------------------|
| a. Easter Egg Hunt | April 3, 2021 |
| b. Fishing Derby | May 15, 2021 |
| c. Town Yard Sale | June 5, 2021 |
| d. July 4 th | |
| e. Town Clean Up | September 11, 2021 |
| f. Halloween Costume Contest | October 31, 2021 |
| g. Veteran's Event | November 6, 2021 |
| h. Christmas Tree Lighting | December 3, 2021 |
| i. Parade of Light | December 4, 2021 |