



COMMUNITY ACTIVITIES COMMISSION
SPECIAL SESSION MINUTES

Monday, April 25th, 2022

5:00 pm

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

A. CALL TO ORDER 5:06 pm

- a. Roll Call: Chairman Triplett, Vice Chair Quinonez, Secretary Lafferty, Treasurer Sinatra, Board Member Richardson, Trustee Gaiter
- b. Absent: None
- c. Guests: Shirrell Tietz, Karen Eifert, Sgt Cherry, Capt Pettitt, Dennis Hipsag, and Patti Garcia
- d. Amendments to Agenda: Add Car show

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

C. AGENDA ITEMS

A. Marketing Material Approval

- a. Town Wide Yard Sale – June 4, 2022: Diana had questions concerning the Yard Sale, that were answered. Shirrell Tietz asked that the time be removed. Mario asked for a link to be added. Natalie requested to add that copies will be available at the Library. Secretary Lafferty motioned to approve the Yard Sale poster, Treasurer Sinatra seconded, motion passes unanimously.
- b. Town Clean up Dumpsters – June 11, 2022: It was discussed how to make sure only Wellington residence use the dumpsters. It was decided that this was not feasible. Secretary Lafferty motioned to approve the Town Clean Up Dumpster poster, Treasurer Sinatra seconded, motion passes unanimously.

B. 4th of July

- a. Vendor and Parade registration update. Mario gave update on vendors. 36 have submitted applications. We can have up to 70. Jim gave update on parade. There are 11 parade entries right now, but it is still early.
- b. 2022 Theme: Parade Theme was discussed. Vice Chair Quinonez made a motion to have “Gratitude for Our Armed Forces” as the theme, Treasurer Sinatra seconded, motion passes unanimously.

- c. Traffic Control: AWP bid was lower but did not include permits. Also, unable to locate current references. Trustee Gaiter made motion to approve the contract with Integrity Traffic Control, Vice Chair Quinonez seconded, motion passes unanimously.
- d. Approval of contract for Republic Services: Motion was made by Secretary Lafferty to approve the payment of \$3,990.00 to Republic Services for porta potties, Treasurer Sinatra seconded, motion passes unanimously.
- e. Bounce House rental: Discussion concerning removing the Tropical House due to the Parks and Recreation Department having their games at the event. Trustee Gaiter made a motion to move this line item to the May 3rd meeting in order to verify the new quote, Secretary Lafferty seconds, motion passes unanimously.
- f. Festival Map/ Park Layout: Some discussion was had concerning the maps and park layout.
- g. Poster Approval: Will add several more items and remove “the CAC presents” at the top. Will add “the TOW presents” instead. Motion made by Secretary Lafferty to table to the next meeting, Vice Chair Quinonez seconds, motion passes unanimously.
- h. Advertising: It was decided to have an advertising budget not to exceed \$300 on the recommendation of staff. Secretary Lafferty so motioned, Vice Chair Quinonez seconds, motion pass unanimously.
- i. Shuttle Options: Shuttle options were discussed. Seniors said we could use their bus. MQ will talk to Ztrip. Town staff will drive shuttle.
- j. Drone footage Quote from Eagle-1 Media: The town requested using a drone to estimate how many people were at the parade and festival. Eagle Media would cost \$150/hour. Michael Macgregor with A View Inspection would do it for free for advertising space. Secretary Lafferty motioned to approve Michael MacGregor for drone footage, Treasurer Sinatra seconded, motion passes unanimously. Trustee Gaiter will mention this at the Board of Trustees meeting.
- k. Live Music: Was discussed about having live music at the event. Offer was received from Brian Brooks and the Incurrigibles band for \$1500. We would have to supply a canopy and electricity. Capt. Pettitt said they would have to pass a FD inspection. Trustee Gaiter moved and Treasurer Sinatra seconded it to table this till next meeting so that we can obtain more information, motion passes unanimously.
- l. Shades Canopy: Discussion was had concerning canopies. Will have to have some for ADA concerns.
- m. Throwing Candy: Jim recommended no candy, or any items thrown to the crowd during the parade. This would also include shooting water from water guns. Trustee Gaiter made a motion that No throwing of candy, handing out of promotional materials or anything similar will be allowed at the parade, Vice Chair Quinonez seconds, motion passes unanimously.
- n. Car Show: No additional information.

- o. Pancake Breakfast: Moved by Secretary Lafferty and seconded by Treasurer Sinatra to have them on the Special event permit. Motion passes unanimously.

C. ADJOURNMENT: 7:52 pm

Next meeting: May 3, 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.