



Memo

TO: Mayor and Board of Trustees
FROM: Patti Garcia, Town Administrator
RE: Town Administrator Monthly Report
DATE: June 7, 2024

Welcome to the latest update for the Town of Wellington! I am pleased to bring you news and developments related to our great community.

Wellington Town Updates - Connecting Our Community, Building Our Future

Public Works News:

- **Old Town Streets Rehabilitation Project:** We are thrilled to announce that the Old Town Streets Rehabilitation project has been awarded. Construction is set to begin this June.
- **Comcast Service Extensions:** Public Works held a construction kick-off meeting with Comcast to discuss their upcoming service extensions into Wellington.
- **Welcome New Employees:** Public Works has welcomed two new team members: Jeremy Butters, Fleet and Safety Coordinator, and Jacob Baratta, Water Treatment Operator I.
- **Tank Repairs Complete:** Emergency structural repairs for the 1-million-gallon tank have been successfully completed.

Library and Community Programs:

- **Summer Reading Program:** The Summer Reading Program is off and running! Our first launch event was well-received, and the summer is packed with free events for all ages, scheduled at various times to fit different family schedules.
- **New Library App:** The Town of Wellington Library has launched a new app to enhance mobile access to our programming and resources.
- **ADA Support Collaboration:** Starting this month, the library is collaborating with ARC of Larimer County to provide in-person ADA support on the final Wednesday of each month. This includes IEP assistance, recreational outlets, Larimer County programs, and ADA accommodation questions.

Finance and Administration:

- **Thank You, Don Rhoads:** We extend our gratitude to Don Rhoads, CPA, whose full-time contract with Baker Tilly ended in May. We look forward to his return in the fall to consult on the 2025 budget calendar.
- **Financial Reporting Calendar:** A new financial reporting calendar has been released to ensure timely and accurate information for the Board and community.
- **2022 Audit Underway:** The 2022 audit with Hinkle & Company, PC is currently our top priority and is underway.

Parks & Recreation

- **Summer activities:** Summer activities are up and running with recreation bringing activities for residents and parks crews handling maintenance of the grounds. It is gearing up to be a very busy summer!
- **Splash Pad:** The splash pad is up and running! A question regarding hours of operation brought the following response:

There are several important factors influencing the timing of the splash pad operations, including staff training, chemical balance, and ensuring safety for both staff and the public. This year, we have implemented a brand new chemical and operating system. Though the new system was installed over the winter and spring, practical usage only began a few weeks ago when the splash pad went online. To ensure compliance and best practices, we have increased our daily testing and certified two staff members as Aquatic Facility Operators. As we grow more comfortable with the new mechanics, we plan to extend the operating hours into the evenings. We are nearly ready to extend the splash pad run time to 8 am - 8 pm. The 8 am start time is crucial for the maintenance staff to balance chemicals correctly and ensure the system is ready before typical community use.

Planning and Development:

- **Retirement of Paul Whalen:** Paul Whalen, Planner III, is retiring. The Planning Department is actively recruiting candidates to fill the vacant position.
- **Affordable Housing Needs Assessment:** The Town is seeking consultants to assist with an Affordable Housing Needs Assessment and Strategy Development. The RFP closes on June 12, 2024.
- **Safe Routes to Schools (SRTS-Wellington):** Town staff supported SRTS-Wellington in conducting a site visit and walk audit around key destinations. These efforts are funded by a generous grant from the national Safe Routes Partnership.

Community Grants and Events:

- **Music Event Fund Grant:** Wellington has been awarded a \$1,500 grant from the Bohemian Foundation's Music Event Fund to support artist fees and production costs for our 4th of July Celebration.

- **ADA Fishing Dock Grant:** We received a \$40,215 grant to construct an ADA Fishing Dock at Wellville Pond, promoting accessibility and angling opportunities.
- **Annual Town Clean-Up:** Join us for the Annual Town Clean-up on June 8 from 9 am to noon.
- **Main Street's 10-Year Anniversary:** Celebrate Main Street's 10-year Anniversary on June 15th in Centennial Park. More details [here](#).
- **4th of July Celebration:** The 4th of July is approaching! Vendor registration deadline is June 14, float applications are due by June 21, and the car show registration deadline is June 21. Interested residents can apply [here](#).

Cleveland Avenue Construction Project:

A big thank you to everyone who participated in our Town Hall Meeting on the Cleveland Avenue Construction Project, either in person at the May 21 meeting or virtually through the online survey. Your feedback will help shape the future of Downtown Wellington. Stay current with updates on the Cleveland Avenue Construction Project by visiting the [project website](#). You can also view a [gallery of photos](#) from the in-person Town Hall Meeting.