



Wellington Colorado Main Streets Program Board Meeting MINUTES

Board of Directors Meeting: Monday, June 21, 2021 | Wellington Fire Protection District & Zoom

Call to Order

- Anita called the meeting to order at 8:04am

Roll Call

- Present: Anita, Megan, Gary, Nic, Erin, Curtis, Emma & Tracey. Staff: Kallie
- Not Present: John, Bryan and Sarah
- Guests Present: Patti Garcia, Town Administrator

Additions to or deletions from the agenda

- Anita would like to add a short discussion about board recruitment to the end of the agenda

Conflicts of Interest

- No conflicts brought forward

1. Consent Agenda

- Approval of Minutes from last meeting
- Financial Report
- Committee reports & Director's report
- Gary moves to approve the Consent Agenda, with an additional discussion needed regarding the financial report; Nic seconds
 - Yeas: Anita, Megan, Gary, Nic, Erin, Curtis, Emma & Tracey
 - Nays: None
 - Motion Carries Unanimously
- Gary suggests that Kallie provide a variance report on any significant over/under items within the financial report. Starting in July, Kallie will prepare some explanations on any function areas that are over or under by 10%. This will be reflected within Kallie's director's report monthly.

2. Committee Updates

- Promotions / Megan: Working through next steps of the Yiftee gift card program as well as selling the #ShopWellington bags at events throughout the summer.
- Design / Erin: Flowers have been installed and watering has been figured out. The sign grant application is in process. The committee is also working on some positive reinforcement yard signs for people's yards who look nice. Potentially an incentive for cleaning up properties.
- Organization-Financial Sustainability / Gary & Anita: The committee is still working through the employee handbook and is meeting tomorrow (6.22.21)

- Main Street Market / Gary: The committee has really taken off and everything is going very well. There have been some different entertainment acts booked for the summer and 42 vendors have been secured.
- Well-O-Rama / Kallie: The committee is in need of volunteers, especially those with a game planning interest.

3. Director's Report

- Revitalizing Main Street Grant Update
 - i. We have received the grant in the amount of \$149,999. This is a reimbursement grant and a match is required. We will be utilizing \$10,000 of mini-grant dollars + \$5,000 in in-kind services.
 - ii. This grant is in partnership with the Town of Wellington and the Public Works Department.
 - iii. After meeting with Public Works on Friday, this board needs to make some decisions, specifically on items we can remove from the grant. Costs are looking to be more than originally estimated and we'll need to look at traffic control, coordination with Xcel, incorporation into GIS database, and design and engineering details.
 - iv. We should have some final costs for traffic control by the end of July. Because this is a CDOT grant, we need to invest in a private party to provide traffic control.
 - v. One option to help cover some of these additional costs would be to use income from Well-O-Rama. Currently, the Well-O-Rama income is not designated to any one line item, so we can use the funds as we see fit.
 - vi. Should we not be able to complete everything within this \$149,999 grant, we can apply for an additional \$100,000 to help supplement some of the project.
- o Tracey moves to approve the use of Well-O-Rama income to help cover additional grant costs; Gary seconds
 - Yeas: Anita, Megan, Gary, Nic, Erin, Curtis, Emma & Tracey
 - Nays: None
 - Motion Carries Unanimously
- Façade Improvement and Energy Efficiency Grant Program
 - i. This is a proposed grant and the funds have not been secured yet.
 - ii. There will potentially be a maximum of \$1m per community available.
 - iii. Should the grant funds become available, downtown (Main Street program area) businesses and residents would apply and need to provide a percentage match for the work. The percentage match amount is forthcoming.
 - iv. The Town would hire a general contractor to be in charge of all the projects and jobs would need to be completed by next summer, 2022.
 - v. Improvements involved could include: Façade, HVAC, sprinkler, roof, windows, insulation, etc.
- 4th of July
 - i. Main Streets will not be entering a float into the parade but, instead, will be setting up a booth outside the old Wellington hotel building.

4. Board Recruitment

- Anita would like everybody to start thinking about potential new board members. Right now, we have a few terms that are expiring and we'd love to fill these spaces with some active and engaged people.
- Voting in new board members takes place at our Annual Meeting in November.

5. Adjourn

- Nic moves to adjourn the meeting at 9:03am; Tracey seconds
 - o Motion Carries Unanimously

Next Meeting: Monday, July 19th from 8-9am at the Wellington Fire Protection District with a Zoom option available.