



BOARD OF TRUSTEES
October 10, 2023
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Agenda

Individuals wishing to make public comments must attend the meeting in person or may submit comments by sending an email to muhse@wellingtoncolorado.gov. The email must be received by 4:00 p.m. on the day of the meeting. The comments will be provided to the Trustees and added as an addendum to the packet. Emailed comments will not be read during the meeting.

The Zoom information below is for online viewing and listening only.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84871162393?pwd=UkVaaDE4RmhJaERnallEK1hvNHJ5Zz09>

Passcode: 726078

Or One tap mobile :

US: +17207072699,,84871162393# or +17193594580,,84871162393#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 720 707 2699 or +1 719 359 4580 or +1 669 444 9171 or +1 253 205 0468 or +1 253 215 8782 or
+1 346 248 7799 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 or +1 646 931
3860 or +1 689 278 1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1
360 209 5623

Webinar ID: 848 7116 2393

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Amendments to Agenda
4. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment
2. Proclamation: Community Planning Appreciation Month (October)

- Presentation: Mayor Chaussee

C. OTHER BOARDS

1. Liquor License Authority Board

- a. Kum N Go #934 Fermented Malt Beverage and Wine (City) Liquor License Renewal Application

- Presentation: Ethan Muhs, Town Clerk

- b. Cantina Liquors Liquor Store (City) License and Delivery Permit Renewal Application

- Presentation: Ethan Muhs, Town Clerk

D. PRESENTATION

1. Larimer County Humane Society Joint Contract Proposal

Presentation: Rigo Neira, Director of Animal Protection & Control, Larimer Humane Society; Judy Calhoun, Chief Executive Officer, Larimer Humane Society; Cody Bird, Town Planning Director

2. 2024 Budget Presentation

- Presentation: Don Rhoads, Finance Director and Town Treasurer

E. CONSENT AGENDA

1. September 26, 2023 Regular Meeting Minutes

- Presentation: Ethan Muhs, Town Clerk

2. Resolution No. 36-2023: A Resolution of the Town of Wellington, Colorado Considering a Road Closure for Trick or Treat Down Main Street

- Presentation: Caitlin Morris, Business Liaison

3. Resolution No. 37-2023 - A Resolution Approving the Lease of a Parking Lot at 3736 Cleveland Avenue

- Presentation: Patti Garcia, Town Administrator

4. Resolution No. 38-2023: A Resolution Appropriating Funds to the Wellington Senior Resource Center

- Presentation: Patti Garcia, Town Administrator

5. Resolution No. 40-2023: A Resolution Making An Appointment to the Wellington Parks, Recreation, Open Space, and Trails Advisory Board

- Presentation: Ethan Muhs, Town Clerk

F. ACTION ITEMS

1. Resolution No. 39-2023: A Resolution of the Town of Wellington, Colorado Regarding the Conduct of a Regular Election

- Presentation: Ethan Muhs, Town Clerk

2. Resolution No. 41-2023: A Resolution Amending the 2022 Budget

- Presentation: Meagan Smith, Deputy Director of Public Works

3. Resolution No. 42-2023: A Resolution of the Town of Wellington, Colorado Making Payment to the North Poudre Irrigation Company

- Presentation: Meagan Smith, Deputy Director of Public Works

G. REPORTS

1. Town Attorney
2. Town Administrator
3. Staff Communications
 - a. 3rd Quarter 2023 Building Permit and Lot Inventory Report
 - b. Quarter 3 CORA Report
 - c. Regional Solid Waste and Diversion Programs Update
4. Board Reports

H. EXECUTIVE SESSIONS

1. Executive Session 1: For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators pursuant to Section 24-6-402(4)(e), C.R.S. – regarding negotiations related matters included in the proposed Sage Farms annexation agreement. As required by C.R.S. §24-6-402(2)(d.5)(II)(A) and (II) (E) the executive session proceedings will be electronically recorded and the record will be preserved for 90 days through January 8, 2024.
2. Executive Session 2: Conferences with an attorney for the Town pursuant to § 24-6-402(4) (b), for the purpose of receiving legal advice relative to pending litigation related to the appeal of a site plan approval. The executive session will not be recorded and an attorney certification will be provided as required by C.R.S. §24-6-402(2)(d.5)(II)(B) that discussions in the executive session constitute privileged attorney-client communications.

I. ADJOURN

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.

Board of Trustees Meeting

Date: October 10, 2023
Subject: Proclamation: Community Planning Appreciation Month (October)

- **Presentation: Mayor Chaussee**

BACKGROUND / DISCUSSION

October is recognized nationally as Community Planning Appreciation Month.

STAFF RECOMMENDATION

Proclaim the month of October as Community Planning Appreciation Month.

ATTACHMENTS

1. Community Planning Appreciation Month Proclamation_DRAFT



PROCLAMATION

WHEREAS *Community Planning & Building shapes the present and future of development in the Town of Wellington; and*

WHEREAS *Community Planning & Building provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and*

WHEREAS *the full benefits of Community Planning & Building require public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and*

WHEREAS *Community Planning & Building Month offers an opportunity to highlight how planning is essential to recovery and how planners can lead communities to equitable, resilient, and long-lasting recovery; and*

WHEREAS *Community Planning & Building Month, recognized nationally, gives us the opportunity to publicly recognize the participation and dedication of the experts who have contributed to the future of the Town of Wellington.*

NOW, THEREFORE, *I, Calar Chaussee, Mayor of the Town of Wellington, Colorado, do hereby proclaim the month of October 2023 as:*

Community Planning & Building Appreciation Month

and encourage all residents to recognize the dedicated efforts of the Planning & Building professionals in appreciation for their many efforts. I further extend thanks to the Planning & Building staff, including Mr. Cody Bird, Mr. Paul Whalen, Ms. Patty Lundy, Mr. Kelly Dykstra, Ms. Denae Smith, and Ms. Kristin Gallegos as well as the members of our volunteer Planning Commission and Board of Adjustment for their service to the Town of Wellington.

IN WITNESS WHEREOF, *I have hereunto set my hand and caused the seal of the Town of Wellington to be affixed this October 10th 2023.*

Calar Chaussee, Mayor

Board of Trustees Meeting

Date: October 10, 2023

Subject: Kum N Go #934 Fermented Malt Beverage and Wine (City) Liquor License
Renewal Application

- **Presentation:** Ethan Muhs, Town Clerk

BACKGROUND / DISCUSSION

KUM & GO LLC dba Kum & Go #934 has submitted their annual renewal for their Fermented Malt Beverage and Wine (City) liquor license. A review of the application found the establishment is in good standing with the Colorado Secretary of State, the establishment is current with sales tax and the Larimer County Sheriff's Office reported no issues directly related to the establishment's liquor license. The establishment has legal possession of the premise and there were no issues or concerns during a visual inspection of the premise.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve the Retail Liquor License Renewal Application.
2. Postpone to hold a hearing on the Renewal Application after the hearing is posted on the licensed premise for at least 10 days and notice has been provided to the applicant for at least 10 days prior to the hearing.
3. Deny the application for good cause. Good Cause for the purpose of denying a license renewal means:
 - a. The licensee or applicant has violated, does not meet, or has failed to comply with any of the terms, conditions, or provisions of article 3 or any rules promulgated pursuant to article 3;
 - b. The licensee or applicant has failed to comply with any special terms or conditions that were placed on its license in prior disciplinary proceedings or arose in the context of potential disciplinary proceedings;
 - c. Evidence that the licensed premises have been operated in a manner that adversely affects the public health, welfare, or safety of the immediate neighborhood in which the establishment is located, which evidence must include a continuing pattern of fights, violent activity, or disorderly conduct.

ATTACHMENTS

1. 2023-2024 Kum N Go Renewal Application_Redacted
2. Kum & Go Ownership _ Officer Change Notice - Licensing
3. KUM&GO Inspection

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$ 125
Renewal Fee	
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

* Note that the Division will not accept cash

☐ Paid by check

☐ Paid online

Uploaded to
Movelt on

Date

Licensee Name Kum & Go LC		Doing Business As Name (DBA) Kum & Go #934	
Liquor License # 12-40424-0025	License Type Fermented Malt Beverage and Wine (city)		
Sales Tax License Number 01240424-0025	Expiration Date 12/12/2023	Due Date 10/28/2023	
Business Address 8150 6th Street - Wellington, CO 80549		Phone Number 970-568-3173	
Mailing Address		Email	

1. Do you have legal possession of the premises at the street address above? ☒ Yes ☐ No
Are the premises owned or rented? ☐ Owned ☒ Rented* *If rented, expiration date of lease 12/5/2038
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in the upper right hand corner and include all fees due. ☐ Yes ☒ No
- 3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) ☐ Yes ☒ No
- 3b. If so, which are you renewing? ☐ Delivery ☐ Takeout ☐ Both Takeout and Delivery
- 4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No
- 4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☒ No
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. ☒ Yes ☐ No

6.	Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. ☐ Yes ☒ No	
7.	Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☒ Yes ☐ No <i>See Violations Attachment</i>	
8.	Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☒ Yes ☐ No <i>See Locations Attachment</i>	

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
<i>Camille Hayes</i>	<i>Risk Compliance Analyst</i>	
Signature	Date	
<i>Camille Hayes</i>	<i>9/13/2023</i>	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

Kum & Go Violations

City	State	County	StoreNumber	ViolationType	ViolationDate
Colorado Springs	Colorado	El Paso	0661	Alcohol	9/14/2022
Battlement Mesa	Colorado	Garfield	0906	Alcohol	9/27/2022
Colorado Springs	Colorado	El Paso	0665	Alcohol	11/17/2022
Colorado Springs	Colorado	El Paso	0676	Alcohol	1/4/2023
Colorado Springs	Colorado	El Paso	0672	Alcohol	2/28/2023
Loveland	Colorado	larimer	0995	Alcohol	3/1/2023
New Castle	Colorado	Garfield	0927	Alcohol	6/8/2023
Craig	Colorado	Moffat	1903	Alcohol	8/15/2023

Kum & Go Locations

Store Number	Phone	Address	City	State	Zip
0305	970-352-9268	3033 8th Avenue	Evans	Colorado	80620
0308	(303)-487-5730	7450 Federal Blvd	Westminster	Colorado	80030
0313	(720)-557-8373	5480 E. 120th Ave.	Thornton	Colorado	80241
0316	(720)-974-1604	2999 Bonanza Dr	Erie	Colorado	80516
0319	(303)-279-9059	18465 W. Colfax Avenue	Golden	Colorado	80401
0320	(303)-942-1543	250 E 136th Avenue	Thornton	Colorado	80241
0321	(303)-452-2667	237 E 120th Ave	Thornton	Colorado	80233
0325	(303)-904-9338	11505 W Belleview Avenue	Littleton	Colorado	80127
0329	(720)-712-2066	450 S. Santa Fe Drive	Denver	Colorado	80223
0332	(303)-373-4957	4720 N. Tower Road	Denver	Colorado	80249
0335	(303)-375-4218	16351 Green Valley Ranch Blvd	Denver	Colorado	80239
0643	(720)-734-2004	3802 North Nevada Avenue	Colorado Springs	Colorado	80907
0649	(719)-653-0990	1808 Democracy Pt.	Colorado Springs	Colorado	80908
0650	(719)-487-2696	17970 Knoll Wood DR	Monument	Colorado	80132
0657	(719)-219-0324	2190 Vickers Drive	Colorado Springs	Colorado	80918
0658	(719)-219-0685	6125 Barnes Rd	Colorado Springs	Colorado	80922
0659	719-282-7673	9665 Prominent Point	Colorado Springs	Colorado	80924
0661	(720)-262-7570	3525 Spectrum Air Way	Colorado Springs	Colorado	80911
0663	(719)-219-0223	5771 N Carefree Cir	Colorado Springs	Colorado	80917
0665	(719)-219-0697	1206 Interquest Pkwy	Colorado Springs	Colorado	80921
0667	(719)-445-5041	7375 Duryea Rd	Colorado Springs	Colorado	80923
0668	(719)-424-4580	3091 N Chestnut ST	Colorado Springs	Colorado	80907
0669	(719)-434-3869	6735 N Carefree Cir	Colorado Springs	Colorado	80922
0670	(719)-382-9018	8050 Fountain Mesa Rd	Fountain	Colorado	80817
0672	(719)-473-8296	3025 Hancock Expy	Colorado Springs	Colorado	80907
0673	(719)-219-0726	620 East Fillmore Street	Colorado Springs	Colorado	80907
0674	(719)-362-8082	1021 S Nevada Ave.	Colorado Springs	Colorado	80903
0676	(719)-434-4749	2588 Airport Road	Colorado Springs	Colorado	80910
0684	719-559-2275	2422 Research Parkway	Colorado Springs	Colorado	80920
0685	(719)-559-1780	6615 Dalby Drive	Colorado Springs	Colorado	80923
0686	(719)-559-1580	2410 N Academy Blvd	Colorado Springs	Colorado	80916
0687	719-559-3480	525 Wooten Road	Colorado Springs	Colorado	80915
0689	(719)-266-1687	4512 Austin Bluffs Parkway	Colorado Springs	Colorado	80918
0690	(719)-559-4785	1450 Garden of the Gods Rd	Colorado Springs	Colorado	80907
0693	(719)-257-4530	441 Flyway Pt	Colorado Springs	Colorado	80916
0697	(719)-370-3170	361 N Union Blvd	Colorado Springs	Colorado	80909
0901	(970)-824-7325	895 Yampa Ave	Craig	Colorado	81625
0902	970-824-2568	1302 W Victory Way	Craig	Colorado	81625
0905	970-876-0683	905 Main St	Silt	Colorado	81652
0906	970-285-5637	10 Stone Quarry Rd	Battlement Mesa	Colorado	81635
0907	970-468-0888	101 Ruby Ranch Rd	Silverthorne	Colorado	80498
0909	970-724-1105	605 Park Ave	Kremmling	Colorado	80459
0910	970-353-1110	366 71st Ave	Greeley	Colorado	80634
0912	303-816-0558	30393 Kings Valley Dr	Conifer	Colorado	80433
0913	(970)-535-4601	13799 Pacific Cir	Longmont	Colorado	80542
0914	970-330-8552	7027 20th St	Greeley	Colorado	80634

Kum & Go Locations

0919	970-675-2858	317 E Main St	Rangely	Colorado	81648
0920	970-871-3324	2032 Curve Plz	Steamboat Springs	Colorado	80477
0921	970-625-5185	120 E 1st St	Rifle	Colorado	81650
0922	(970)-625-2274	120 E 26th St	Rifle	Colorado	81650
0927	970-984-9618	801 Castle Valley Blvd	New Castle	Colorado	81647
0928	(970)-871-0753	80 Anglers Dr	Steamboat Springs	Colorado	80477
0930	(720)-685-3161	2150 E Bridge St	Brighton	Colorado	80601
0931	970-330-3206	2901 37th St	Evans	Colorado	80620
0933	970-669-2889	115 Knobcone Dr	Loveland	Colorado	80538
0934	(970)-568-3173	8150 6th St	Wellington	Colorado	80549
0935	970-524-1833	103 Oakridge Dr	Gypsum	Colorado	81637
0937	970-283-8635	4530 Old US Highway 6	De Beque	Colorado	81630
0938	(970)-887-3031	308 Agate Ave	Granby	Colorado	80446
0939	(303)-654-3483	5112 East Bromley Lane	Brighton	Colorado	80603
0940	(303)-659-9546	70 W Bridge St	Brighton	Colorado	80601
0942	(970)-330-0313	6503 29th Street	Greeley	Colorado	80634
0948	(970)-668-9475	55 Lusher Ct	Frisco	Colorado	80443
0949	(970)-686-1050	375 E Main Street	Windsor	Colorado	80550
0973	303-833-3935	127 Laura Way	Dacono	Colorado	80514
0975	(303)-567-2385	1319 Miner St	Idaho Springs	Colorado	80452
0978	(970)-432-7901	18 Market St	Eagle	Colorado	81631
0994	(970)-461-4645	4330 Clydesdale Pkwy	Loveland	Colorado	80538
0995	(970)-612-0112	1600 E Eisenhower Blvd	Loveland	Colorado	80537
1903	970-824-0377	700 Victory Way East	Craig	Colorado	81625
1904	(970)-276-7246	230 West Jefferson Avenue	Hayden	Colorado	81639
2230	(719)-300-4032	7446 Marksheffel Road	Colorado Springs	Colorado	80908
2303	(720)-647-5228	3253 S. Parker Road	Denver	Colorado	80014
2304	(720)-464-2667	5880 S Elk Way	Aurora	Colorado	80016
2306	(719)-895-1130	14725 West 84th Place	Arvada	Colorado	80005
2310	(720)-619-9265	3432 Clear Creek Drive	Wheat Ridge	Colorado	80401
2312	(720)-492-1410	2700 S Havana St	Aurora	Colorado	80014
2315	(720)-696-9676	7995 Sheridan Blvd	Arvada	Colorado	80003
2317	(303)-865-7290	10051 W. Colfax Avenue	Lakewood	Colorado	80215
2319	(720)-882-9210	11901 E. Arapahoe Rd	Centennial	Colorado	80112
2327	(720)-812-5224	4455 Lombard Lane	Castle Rock	Colorado	80108
2905	(970)-670-8042	1265 Grand Market Ave	Berthoud	Colorado	80513
2906	(720)-797-6540	90 W Veterans Dr	Keenesburg	Colorado	80643
2926	970-947-1469	2510 Gilstrap Ct	Glenwood Springs	Colorado	81601
4923	970-625-5062	705 Taughenbaugh Blvd	Rifle	Colorado	81650
4951	970-945-7628	105 6th St	Glenwood Springs	Colorado	81601

From: [Jody Deiter](#)
To: [Ethan Muhs](#)
Subject: Kum & Go Ownership / Officer Change Notice - Licensing
Date: Wednesday, September 27, 2023 5:49:15 PM
Attachments: [kng_logo_strapline_bde8f76a-575e-4fc9-a548-bfae8f0c1221.png](#)

Hello,

I wanted to reach out and let you know that the Kum & Go LC entity was purchased by Maverik and we now have a new parent company. We have submitted form 8177 to change the officers for Kum & Go LC and that is all that was required by the state for this change because of the following reasons:

- All licenses will remain under the Kum & Go LC entity.
- The Kum & Go entity is not changing, and FEIN will remain the same.
- Sales Tax ID will remain the same.
- All banking information will remain the same.

The only change for the Kum & Go LC entity will be the officers and we should receive the updated master file letter here soon.

Please reach out if you need anything or require us to do anything for our city alcohol beverage license.

Thank you!

Jody Deiter



Jody Deiter

Risk Management Analyst

515-457-6249

1459 Grand Ave, Des Moines, Iowa 50309-3005

kumandgo.com

Please consider the environment before printing this email.

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LIQUOR INSPECTION REPORT

Licensee Name: KUM & GO LC #934	Contact/Manager Name: MARY ARDUESER
License #: 12-40424-0025	Contact Number: 970-568-3173
Address: 8150 6TH ST	Contact Email: licenses@KUMANDGO.COM
City, State, Zip: WELLINGTON, CO 80549	Date of Report: 092623

ITEM	YES	NO	NA
State Liquor License Posted	✓		
Local Liquor License Posted	✓		
Sales Tax License Posted	✓		
Food Service License Posted	✓		
Minor Warning Sign Posted	✓		
Meals/Snacks Available	✓		
Cleanliness is Adequate	✓		
Books and Invoices Available	✓		
Alcohol Purchased from Permitted Source	✓		
Beer, Wine and Liquor Stock Acceptable	✓		
Manager Registered with Authorities	✓		
Licensee in Possession/Control of Premise	✓		
Premise Diagram Accurate	✓		
Acceptable Dispensing Systems			N/A
Larimer County Sheriff's Office Violation Report: NO VIOLATIONS IN LAST YEAR			

LIQUOR LICENSE INSPECTION NOTES:

Inspection Representative(s):
Gerald Baker #94017

Board of Trustees Meeting

Date: October 10, 2023

Subject: Cantina Liquors Liquor Store (City) License and Delivery Permit Renewal Application

- **Presentation:** Ethan Muhs, Town Clerk

BACKGROUND / DISCUSSION

BIG T VENTURES LLC dba Cantina Liquors has submitted their annual renewal for their Liquor Store (City) license. A review of the application found the establishment is in good standing with the Colorado Secretary of State, the establishment is current with sales tax and the Larimer County Sheriff's Office reported no issues directly related to the establishment's liquor license. The establishment has legal possession of the premise and there were no issues or concerns during a visual inspection of the premise.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve the Liquor License Renewal and Delivery Permit Application.
2. Postpone to hold a hearing on the Renewal Application after the hearing is posted on the licensed premise for at least 10 days and notice has been provided to the applicant for at least 10 days prior to the hearing.
3. Deny the application for good cause. Good Cause for the purpose of denying a license renewal means:
 - a. The licensee or applicant has violated, does not meet, or has failed to comply with any of the terms, conditions, or provisions of article 3 or any rules promulgated pursuant to article 3;
 - b. The licensee or applicant has failed to comply with any special terms or conditions that were placed on its license in prior disciplinary proceedings or arose in the context of potential disciplinary proceedings;
 - c. Evidence that the licensed premises have been operated in a manner that adversely affects the public health, welfare, or safety of the immediate neighborhood in which the establishment is located, which evidence must include a continuing pattern of fights, violent activity, or disorderly conduct.

ATTACHMENTS

1. Cantina Liquors 2024 Renewal Application_Redacted
2. Big T Investments - Cantina Liquors
3. CANTINA LIQUORS INSPECTION

Submit to Local Licensing Authority

**CANTINA LIQUORS
 PO BOX 1635
 Wellington CO 80549**

Fees Due	
Renewal Fee	352.50
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 352.50

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name BIG ↑ VENTURES LLC		Doing Business As Name (DBA) CANTINA LIQUORS	
Liquor License # 03-05581	License Type Liquor Store (city)		
Sales Tax License Number 31201156	Expiration Date 12/06/2023	Due Date 10/22/2023	
Business Address 8310 6TH STREET UNIT 5 Wellington CO 80549			Phone Number 9705689596

1. Do you have legal possession of the premises at the street address above? ☒ Yes ☐ No
 Are the premises owned or rented? ☒ Owned ☒ Rented* *If rented, expiration date of lease **5/31/2025**
OWNED BY RELATED PARTY

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. ☐ Yes ☒ No

3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) ☒ Yes ☐ No

3b. If so, which are you renewing? ☒ Delivery ☐ Takeout ☐ Both Takeout and Delivery

4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No

4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☒ No

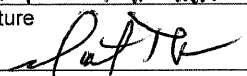
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. ☐ Yes ☒ No

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. ☐ Yes ☒ No

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☐ Yes ☒ No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☐ Yes ☒ No

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business	Title
MATT THOMAS	MANAGING OWNER
Signature	Date
	09/07/2023

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For		Date
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, MATT THOMAS am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of BIG T VENTURES, LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)	Social Security Number/Tax Identification Number
<u>MATT THOMAS / BIG T VENTURES dba Cantina Lique</u>	[REDACTED]
Address	[REDACTED]
City	[REDACTED]
Home	[REDACTED]
Printed name of person signing on behalf of the Applicant/Licensee	
<u>MATT THOMAS</u>	
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)	Date signed
<u>[Signature]</u>	<u>09/07/2023</u>

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Town of Wellington
8225 Third Street
PO Box 127
Wellington CO 80549 970-568-3381

Receipt No: 5.024880 Sep 15, 2023

Big T - Cantina Liquors

Miscellaneous Revenue-Big T - Cant	22.50
Total:	22.50

Check	Chk No: 6470	22.50
Total Applied:		22.50

Change Tendered:	.00

09/15/2023 09:29



LIQUOR INSPECTION REPORT

Licensee Name: DBA: BIG T VENTURES CANTINA LIQUOR	Contact/Manager Name: MATT THOMAS
License #: 03-05581	Contact Number: 970-568-9596
Address: 8310 6TH ST #5	Contact Email: matt@cantina/liquor.com
City, State, Zip: WELLINGTON, CO 80549	Date of Report: 09/8/23

ITEM	YES	NO	NA
State Liquor License Posted	✓		
Local Liquor License Posted	✓		
Sales Tax License Posted	✓		
Food Service License Posted			✓
Minor Warning Sign Posted	✓		
Meals/Snacks Available			✓
Cleanliness is Adequate	✓		
Books and Invoices Available	✓		
Alcohol Purchased from Permitted Source	✓		
Beer, Wine and Liquor Stock Acceptable	✓		
Manager Registered with Authorities	✓		
Licensee in Possession/Control of Premise	✓		
Premise Diagram Accurate	✓		
Acceptable Dispensing Systems			✓
Larimer County Sheriff's Office Violation Report:			

LIQUOR LICENSE INSPECTION NOTES:

Inspection Representative(s):

John J. Beck



Board of Trustees Meeting

Date: October 10, 2023

Submitted By:

Subject: Larimer County Humane Society Joint Contract Proposal
Presentation: Rigo Neira, Director of Animal Protection & Control, Larimer Humane Society; Judy Calhoun, Chief Executive Officer, Larimer Humane Society; Cody Bird, Town Planning Director

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

Presentation on the Larimer County Humane Society's Joint Contract Proposal.

STAFF RECOMMENDATION

N/A

ATTACHMENTS

1. Larimer Humane Society - Joint Contract Proposal 2024



LARIMERHUMANESOCIETY

2024 Joint Contract Proposal

Berthoud, Timnath & Wellington



OVERVIEW OF SERVICES

ANIMAL SHELTERING: we operate and maintain a state-of-the-art animal shelter at 3501 E 71st Street, Loveland Colorado. Animal sheltering services include:

- Animal care for all lost, surrendered, and abandoned companion animals and barnyard animals up to the size of a goat or sheep.
- Lost & Found services to reunite pets with their families.
- Behavior and enrichment for all animals in our care.
- Veterinary care for animals, including 24 emergency services for animals in our care.

ANIMAL PROTECTION & CONTROL (APC): this is a shared service between all the jurisdictions and includes:

- Call center and dispatch for field services.
- Animal Control vehicles & equipment.
- Uniformed, trained animal protection & control officers.
- Disaster & large scale impound response.
- Regular Services Hours: APC officers to perform animal control functions
 - 8 consecutive hours daily, 5 days week (10 service holidays with after-hours emergency service only)
 - Enforcement of municipal animal control ordinances
 - Pickup and impound stray, injured, quarantined, and confiscated domestic animals.
 - Pickup of injured wildlife.
 - Police/Fire assists involving domestic animals
 - Pickup and disposal of dead animals (under 100 pounds) from public property/right of ways.
 - Cruelty Investigations
 - Animal Bite Investigations & rabies control.
 - Respond to calls regarding livestock, remove livestock from roadways and temporarily confine or restrain livestock, if possible, pending action by Police Services, Neighborhood Services, or State Brand Inspector.
- After-Hours Emergency service for hours outside of regular service hours:
 - In-custody stray animals
 - Injured animal
 - Animal acting in an aggressive manner
 - Police/Fire assist involving domestic animals
 - Animal whose owner has been detained by law enforcement or any government agency and whose welfare depends on being placed into custody.
 - Disaster Response as needed.

ADDITIONAL SERVICES:

- Trap rentals to residents
- Disposal of dead domestic animals for public for a fee.
- Emergency & disaster response: we are the lead agency for Larimer County Emergency Services for companion and service animals and assisting agency for livestock. We also provide public education on safety and emergency preparedness.

BENEFITS, METHODOLOGY & REPORTING

BENEFITS OF CONTRACTING WITH LARIMER HUMANE SOCIETY:

- A PACFA licensed, state-of-the-art facility staffed by trained personnel available to house any lost, abandoned, and unwanted pet in your community.
- Specially trained and equipped Animal Protection & Control Officers available 24/7.
- No worries about staff recruitment, screening, hiring, training, covering vacations, training hours or other HR issues.
- No need for specialized equipment and vehicles for your staff.
- Averaging of unforeseen costs such as mass impounds from disaster or hoarding situations. This minimizes unbudgeted costs.
- Communications and Marketing team to assist in messaging to your residents.
- Shared service model brings cost savings to each participating municipality. We can provide each Town more service at less cost.
- Working with well-known and respected agency with over four decades of animal control experience.

ANIMAL CARE COSTS:

- Animals excluded from these costs include animals transferred in, protective custody animals, and animals born at Larimer Humane Society.
- The number of animals is averaged over the past three years to manage fluctuations in intake.
- Each stray, surrendered, and confiscated animal is charged a handling fee.
- Stray animals not reclaimed by their owners are charged a boarding fee.
- Larimer Humane Society retains the impound and board fees paid by owners reclaiming their stray pets and no boarding fee is charged to the municipality.

ANIMAL PROTECTION & CONTROL COSTS:

- Costs are based on average call volume. Each municipality is charged their percentage of total average call volume.
- Costs are based on one FTE at 40hrs/week. This accommodates a 5 day/week with 24 hour schedule including PTO and dispatch services.

Administrative Costs: a flat 5% administrative fee is added to cover our administrative, human resources, and finance costs.

- This does not include activities related to fundraising, adoptions, or other services that fall outside of contractual activities.

REPORTING:

- Quarterly reporting includes:
 - Call activity
 - Impounded animals
 - Time spent on emergency calls
 - Number of warnings and citations issued.

2024 Joint Contract Cost Sharing Model - 8 hours/day 5 days/week				
	Berthoud	Timnath	Wellington	Total
Animal Care Costs:				
Average Animals Annually	116	32	86	234
Animal Impound Percentage	50%	14%	37%	100%
Average Animal Not Reclaimed	97	23	74	193
Billed Amount - Animal Care	\$ 14,017	\$ 3,415	\$ 10,660	\$ 28,092
Animal Protection & Control Costs				
Average Calls Annually	1104	699	250	2053
APC Allocation - based on calls	54%	34%	12%	100%
Billed Amount - APC	\$ 35,751	\$ 22,636	\$ 8,096	\$ 66,483
Subtotal	\$ 49,768	\$ 26,051	\$ 18,756	\$ 94,575
Administrative Fee	\$ 2,488	\$ 1,303	\$ 938	\$ 4,729
Total	\$ 52,256	\$ 27,353	\$ 19,694	\$ 99,303



LARIMER HUMANE SOCIETY

JUDY CALHOUN

CHIEF EXECUTIVE OFFICER

jcalhoun@larimerhumane.org | 970.530.2950

RIGO NEIRA

DIRECTOR OF ANIMAL PROTECTION & CONTROL

rneira@larimerhumane.org | 970.530.2954

TRACIE THOMPSON

DIRECTOR OF FINANCE

tthompson@larimerhumane.org | 970.530.2961

Fiscal Year
2024



TOWN OF
WELLINGTON



TOWN OF WELLINGTON
**DRAFT
BUDGET**



2024 Town Administrator's Budget Message

October 10, 2023

Dear Mayor and Board of Trustees,

The Town Administrator, per Sec. 4-3-10 of the Municipal Code, shall submit the annual budget no later than the first regular meeting of October of each year.

Staff is pleased to present the Board of Trustees a 2024 Proposed Budget of \$67,337,718 in operating expenditures, debt service, and transfers, totaling \$23,182,085, and a capital improvement program for 2024 of \$44,155,693. These totals include General Fund capital projects costing \$262,000 and an operating budget for 2024 of \$8,158,503, which provides funding for Town services such as the contract with the Larimer County Sheriff's Office, planning services, public works administration, and all Town administrative services. Funding this Proposed 2024 General Fund Budget are estimated revenues and transfers totaling \$8.8 million. The General Fund is projected to end 2024 with a \$399,000 operating surplus.

The table below is an overview of the Proposed Budget for all town funds. Note that the amounts projected in the Town's budget do not include a potentially significant source of funding in the form of grants. To be conservative, grant revenue has not been factored into estimated revenues in the Proposed Budget given that the realization of a grant is not always certain enough to count on. The Proposed Budget, therefore, is something of a worst-case scenario for those programs or projects (primarily capital projects) that have grant funding available.

2024 Proposed Budget – All Funds

	General Fund	Street Fund	Water Fund	Sewer Fund	Storm Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$8,697,229	\$4,358,686	\$18,574,643	\$5,472,897	\$1,403,949	\$2,147,647	\$1,562,343	\$42,217,394
Operations								
Revenue	6,929,854	2,262,400	8,165,883	3,875,340	777,822	1,530,500	127,500	23,669,299
Transfers In	1,889,890	0	0	0	0	0	0	1,889,890
	8,819,744	2,262,400	8,165,883	3,875,340	777,822	1,530,500	127,500	25,559,189
Expenditures	8,158,503	995,322	4,653,311	1,383,618	484,053	1,432,515	0	17,107,322
Debt Service	0	0	1,464,694	2,468,119	0	252,000	0	4,184,813
Transfers Out - Other	0	328,511	568,155	568,155	190,228	234,841	0	1,889,890
	8,158,503	1,323,833	6,686,160	4,419,892	674,281	1,919,356	0	23,182,025
Net Operations	661,241	938,567	1,479,723	-544,552	103,541	-388,856	127,500	29,256,728
Capital								
Loan Proceeds	0	0	2,598,641	17,365,002	0	0	0	19,963,643
Transfers Out to CIP	262,000	1,914,595	19,383,059	21,837,957	458,082	300,000	0	44,155,693
Net Capital	-262,000	-1,914,595	-16,784,418	-4,472,955	-458,082	-300,000	0	-24,192,050
Rev over Exp & Trans	399,241	-976,028	-15,304,695	-5,017,507	-354,541	-688,856	127,500	-21,814,886
End Fund Balance	\$9,096,470	\$3,382,658	\$3,269,948	\$455,390	\$1,049,408	\$1,458,791	\$1,689,843	\$20,402,508



This 2024 Proposed Budget estimates that all Town funds will meet Board adopted fund balance reserve requirements at year-end. There are, however, challenges facing the Town's Water and Sewer Funds in that these two enterprise funds do not currently generate enough operating revenue to adequately cover debt service covenants. This is the case despite the fact that these projections include the recommended 5% increase in utility user fees and 4% increase in impact fees. Water and Sewer Fund finances will be described in greater detail as part of the Budget presentation.

The October 10 presentation of the 2024 Proposed Budget will be the third in a series of work sessions and the budget calendar includes two additional opportunities for the Board and the community to hear about and comment on the Town Budget, including the community-oriented Budget Boo-nanza on October 17 and another work session on October 24. Finally, budget adoption is scheduled to take place in December.

Budget Highlights

In the 2024 Budget, we have highlighted three major themes that are aligned with the objectives in the 2022-2024 Strategic Plan. In accordance with the Town's Mission Statement, our team is committed to delivering outstanding municipal services that cater to the needs of our community. While we have emphasized the overarching themes within the budget, it's essential to recognize the ongoing day-to-day operations that keep our Town running. While these daily operations may not always take the spotlight, they are fundamental in our commitment to serving our community. Below are the three major budget themes.

#1 Fiscal Responsibility & Transparency

Transparently Reflecting Costs in Operations Budget

In prior year budgets, pay was dispersed across multiple departments based on overhead calculations (indirect cost). In the 2024 budget, the actual proposed salaries by department will be represented without the indirect (overhead calculations) applied. We want to ensure pay transparency to show the true cost for each department. This will look like large increases in each department, but the actual change in wages and salaries will be primarily through merit and cost of living (COLA) adjustments. Overhead calculations will be displayed through transfers in the 2024 department budgets. For example: In the 2023 IT budget, there was \$33,000 budgeted for salary. This did not cover the full salary of the IT position (1 FTE), but this was spread out against multiple departments it serves.

Grant Funding

The Town of Wellington continues to pursue grants to support priorities identified by the Board of Trustees. Since 2020, the Town has applied for and been awarded \$7.3 million to support various projects, including the Comprehensive Plan, water infrastructure, downtown facade improvements, and more. Town staff will continue to seek grant funding in alignment with the board's direction to offset costs and reduce debts as part of the overall commitment to fiscal responsibility. After adoption of the 2024 budget and corresponding CIP list, staff will pursue additional grant funding to assist in the completion of projects aligning with the Board of Trustees' goal to seek funding sources for the positive direction of the community. The Board of Trustees can expect updates on potential grants and will approve the decision to move forward with a grant application through resolution at a public meeting.



Personnel

Employees are the backbone of the Town providing essential services necessary for the community. A well-trained and qualified workforce is critical to developing and maintaining a high quality of life for the citizens.

- The proposed budget recommends 6% total for merit and cost of living adjustments for staff. The percentage of compensation for Town employees is 35% of the total operating budget, which is far below the average compensation of state and local government employees of 58.25% of the operations budget. Providing merit and cost of living adjustments to employees is crucial for recognizing and rewarding performance, maintaining fairness and equity, attracting and retaining talent, and ensuring compliance with labor laws. It contributes to a positive work environment, employee motivation, and the overall success of the organization.
- Employer-provided employee health insurance premiums are increasing by 5 % for a total cost of health insurance of \$911,471.53.
- 4.25 Full-time employees (FTE) are proposed in the budget.

Planning I-II	1 FTE
Engineer I-II	1 FTE
Library Clerk I	0.75 FTE
Parks & Rec Operations Supervisor	1 FTE
LCSO Investigator	0.5 FTE

#2 Infrastructure & Safety

Complete the Water Treatment and Water Reclamation Facility expansion projects under budget and on time.

In the autumn of 2024, the Town of Wellington is poised to mark a significant achievement with the completion of the Water Treatment Plant and Water Reclamation Facility. This milestone represents a pivotal moment for our community, as it encompasses a range of advantages, including the promotion of public health, the stimulation of economic growth, and an enhancement of our overall quality of life. Equally important, it guarantees our community's readiness to meet evolving needs and challenges while adhering to regulatory standards.

As the new treatment plants prepare to come online, it's crucial to recognize that our budget will now encompass a transitional period. This transitional phase accounts for half the year with the old plants and the other half with the new plants. Moreover, this transition allows staff to adapt to new testing requirements, accounts for additional permitting, chemicals, tools, and processes for supporting the new facilities.

In 2023, CIRSA conducted a Loss Control Property Survey to examine facilities, equipment, and machinery. The report provided recommendations on how to take corrective action to reduce risk and improve safety for our staff and community. Within the proposed budget, we have thoughtfully allocated resources to begin the process of addressing these crucial safety concerns and undertake the necessary improvements, affirming our commitment to the well-being of all stakeholders. In 2024, our Town's Safety Committee composed of staff representatives from each department will continue to enhance workplace safety and promote a culture of safety within an organization.

#3 Investment in Technology

In 2020, the Town was able to purchase new laptops, docking stations, and monitors with CARES Act funding. Staff purchased computers, which was a mismatch of what was available due to nationwide supply chain issues. Unfortunately, many of these laptops have reached their end-of-life cycle and need to be replaced. Town staff received quotes and negotiated a government rate for replacement. Having a functional computer is a fundamental tool for modern businesses. It enhances productivity, communication, data management, and overall Town operations.

In addition to computers, staff would like to make an increased investment in new software. Below are the additional investments to improve Town services.

- Staff is exploring options for maintenance software that will track assets and maintenance needed for buildings.
- Human Resources is requesting to add a 'Human Resources Information System' software which is a tool designed to streamline and automate various HR tasks and processes within an organization. These systems are used to manage and organize employee data and information efficiently. This assists with recruitment/applicant tracking, benefits administration, payroll, compliance/ reporting, and much more.
- Caselle Court Management keeps track of information associated with violations and court proceedings. This software tracks individual fees for all offenses and sets up individual pay schedules.
- Development Review software would create more efficient and streamlined processes of applications creating better customer service. Currently, staff use word documents, spreadsheets, and emails to process applications which is not an efficient way to move the application through multiple staff reviewers.

Finally, the Town needs reliable internet access at the Water and Wastewater Reclamation Plants. This is required in order to receive and provide constant and accurate data. Equipment redundancy is required for all steps within the treatment process.

Conclusion

This budget serves as the operational blueprint for the upcoming calendar year. It functions as the comprehensive financial roadmap for Town activities and is strategically designed to align with and support the Board of Trustees' Strategic Plan. As with any well-considered plan, we anticipate that this



budget may require adjustments throughout the year to accommodate changing circumstances and seize new opportunities. Thank you to the Board of Trustees for consideration of the budget. We extend our gratitude to the Board of Trustees for their thoughtful consideration of the budget. Our dedicated staff eagerly anticipates further input from both the Board of Trustees and the community.

If you have any questions concerning this budget proposal, please do not hesitate to contact me.

Respectfully Submitted,

Patti Garcia

Patti Garcia
Town Administrator

Proposed Organizational Chart

Residents of Wellington

Board of Trustees

Calar Chaussee, Mayor; Jon Gaiter, Trustee; Rebekka Dailey, Trustee; Ashley Macdonald, Mayor Pro Tem; Brian Mason, Trustee; Shirrell Tietz, Trustee; David Wiegand, Trustee.

Municipal Judge

Town Attorney

Advisory Boards

Town Administrator
1.0 FTE

Deputy Town Administrator
1.0 FTE

Public Works Director
1.0 FTE

Deputy Public Works Director
1.0 FTE

Town Clerk
1.0 FTE

Finance Director /
Town Treasurer
1.0 FTE

Planning Director
1.0 FTE

Parks & Recreation Manager
1.0 FTE

Library Director
1.0 FTE

Human Resources Director
1.0 FTE

Communications Manager
1.0 FTE

Senior Management Analyst
1.0 FTE

Community & Business Liaison
1.0 FTE

Administrative Assistant II +
Court Clerk
1.0 FTE

Budget & Accounting Analyst
1.0 FTE

Accts Payable Clerk
1.0 FTE

Utility Service Coordinator
1.0 FTE

Building Official
1.0 FTE

Building Permit Technician
1.0 FTE

Neighborhood Services Officer
1.0 FTE

Planning Analyst
1.0 FTE

Planner I-III
2.0 FTE

Parks & Rec Ops Supervisor
1.0 FTE

Recreation Coordinator
1.0 FTE

Assistant Recreation Coordinator
2.0 FTE

Parks Technician I - III
3.0 FTE

Library Technology Specialist
1.0 FTE

Library Program Administrator
0.75 FTE

Library Clerk I
3.0 FTE

Human Resources Generalist
1.0 FTE

IT Support Specialist
1.0 FTE

Civil Engineer I-III
4.0 FTE

Public Works Program Administrator
1.0 FTE

Fleet and Safety Coordinator
1.0 FTE

Public Works Superintendent
1.0 FTE

Streets Maintenance Operator I-III
5.0 FTE

Fleet Mechanic/ Streets Maintenance
1.0 FTE

Water Reclamation Facility Superintendent
1.0 FTE

Lead Water Reclamation Facility Operator
1.0 FTE

Water Reclamation Facility Operator I-III
3.0 FTE

Water Treatment Superintendent
1.0 FTE

Lead Water Treatment Operator
1.0 FTE

Water Treatment Operator I-III
4.0 FTE

Distribution & Collections Operations Supervisor
1.0 FTE

Distributions & Collections Operator I-III
2.0 FTE



TOWN OF
WELLINGTON



BOARD OF TRUSTEES



Shirrell Tietz
Trustee



David Wiegand
Trustee



Ashley Macdonald
Mayor-Pro Tem



Calar Chaussee
Mayor



Brian Mason
Trustee



Rebekka Dailey
Trustee



Jon Gaiter
Trustee

Calar Chaussee, Mayor

chausseec@wellingtoncolorado.gov
Term expires: April 2026

Ashley Macdonald, Mayor Pro Tem

macdonas@wellingtoncolorado.gov
Term expires: April 2024

Jon Gaiter, Trustee

gaiterjm@wellingtoncolorado.gov
Term expires: April 2024

Rebekka Dailey, Trustee

daileym@wellingtoncolorado.gov
Term expires: April 2024

Brian Mason, Trustee

masonb@wellingtoncolorado.gov
Term expires: April 2026

Shirrell Tietz, Trustee

tietzs@wellingtoncolorado.gov
Term expires: April 2026

David Wiegand, Trustee

wiegandd@wellingtoncolorado.gov
Term expires: April 2026

Town Leadership Team & Budget Preparation Team

Town Leadership Team

Patti Garcia - Town Administrator
Kelly Houghteling - Deputy Town Administrator
Bob Gowing - Public Works Director
Meagan Smith - Deputy Public Works Director
Cody Bird - Planning Director
Stephanie Anderson - Human Resources Director
Ethan Muhs - Town Clerk
Billy Cooksey - Parks & Recreation Manager
Ross LaGenese - Library Director

Budget Prepared By

Don Rhoads - Town Treasurer
Janice Foster - Budget & Accounting Analyst
Kelly Houghteling - Deputy Town Administrator
Hallie Sheldon - Senior Management Analyst
Mahalia Henschel - Communications Manager

Mission and Vision

Mission Statement

We provide outstanding municipal services for our community of today and tomorrow.

Vision Statement

Wellington strives to be one of the best small towns in America to live and work, recognized as a great place to raise a family, own a unique business, and create memorable experiences through community.

What is a Strategic Plan and how does the process work?

Strategic planning is the process by which a Town determines what it intends to achieve in the future and how it will get there. This process involves developing a vision for the Town's future and determining the necessary goals, priorities, and action steps to achieve that vision.

Strategic Plan

A strategic plan serves as the community's roadmap and it is used to prioritize initiatives, goals, projects, resources, and department operations. The strategic plan is a big-picture document directing efforts and resources toward a clearly defined vision. Town staff will be responsible for prioritizing and planning specific projects and operations based on the overall goals and themes specified by the Strategic Plan.

Prior to the Board of Trustees gathering to create a Strategic, Town Staff hold a community engagement session to get feedback on community goals.

Every two years, the Board of Trustees meets to discuss the Strategic Plan and update the goals for the next two-year period. The goals are given to Department Heads for feedback to determine how the goals will be achieved and given an estimated completion date.



Throughout the budget process, Board of Trustees and staff have used the Strategic Plan to ensure adequate resources are available to implement each task. The full strategic plan, including progress may be found on the following pages, with subsequent quarterly updates found at www.wellingtoncolorado.gov/480/Strategic-Plan



FISCAL RESPONSIBILITY

- Ensure financial viability of town infrastructure and services by retaining and attracting business.
- Maintain financial transparency and increase operational efficiency.
- Pursue funding sources for the positive direction of the community.
- Identify self-sustaining strategies to prioritize affordability for residents and implement a utility rate structure to align with community pricing objectives.



INFRASTRUCTURE

- Complete the Water Treatment Plant and Water Reclamation Facility expansion projects under budget and on time.
- Review and develop partnerships and enhance focus on transportation solutions, such as street, bridge, facilities, sidewalk, and accessibility improvements.
- Analyze and pursue stormwater solutions.
- Ensure adequate current and future water resources and inform users about wise ways to save treated drinking water.
- Prioritize organizational strength to retain, attract, and support Town staff.



PLANNING AND DEVELOPMENT

- Identify and promote development of community gathering spaces.
- Complete Downtown Master Plan and Parks Master Plan.
- Consider options for open space and buffer from surrounding communities.
- Promote small town feel through responsible growth and sound financial practices.



COMMUNICATION

- Assess opportunities and partners for emergency preparedness.
- Promote inclusive language and improve access to local government.
- Increase engagement and communications with local businesses, the senior community, and other partners in our town.

Community Survey

The Town of Wellington partnered with the National Research Center at Polco to conduct a Community Survey. This effort aims to establish a performance baseline and highlight areas of opportunity for overall community improvement.

The statistically valid survey gathered opinions from residents on ten key aspects, including economy, mobility, safety, and inclusivity. The survey response rate for the 2023 survey was 18%. Results are weighted from a representative sample of 502 residents so that the demographic profile of respondents reflects the demographic profile of adults in Wellington. The report highlights comparisons to benchmarks from over 500+ communities, indicating

Wellington's performance as "higher," "lower," or "similar" to the average. The survey spanned from April 12 to May 24, 2023. Polco noted the pandemic's influence may affect the comparisons to past years' data. The Community Survey is a tool used to help the Town monitor trends in resident opinions, measure government performance, inform budget and strategic planning decision, and is a benchmark to other communities.



Key Findings

1

Wellington Residents generally feel safe and experience a high quality of life.

2

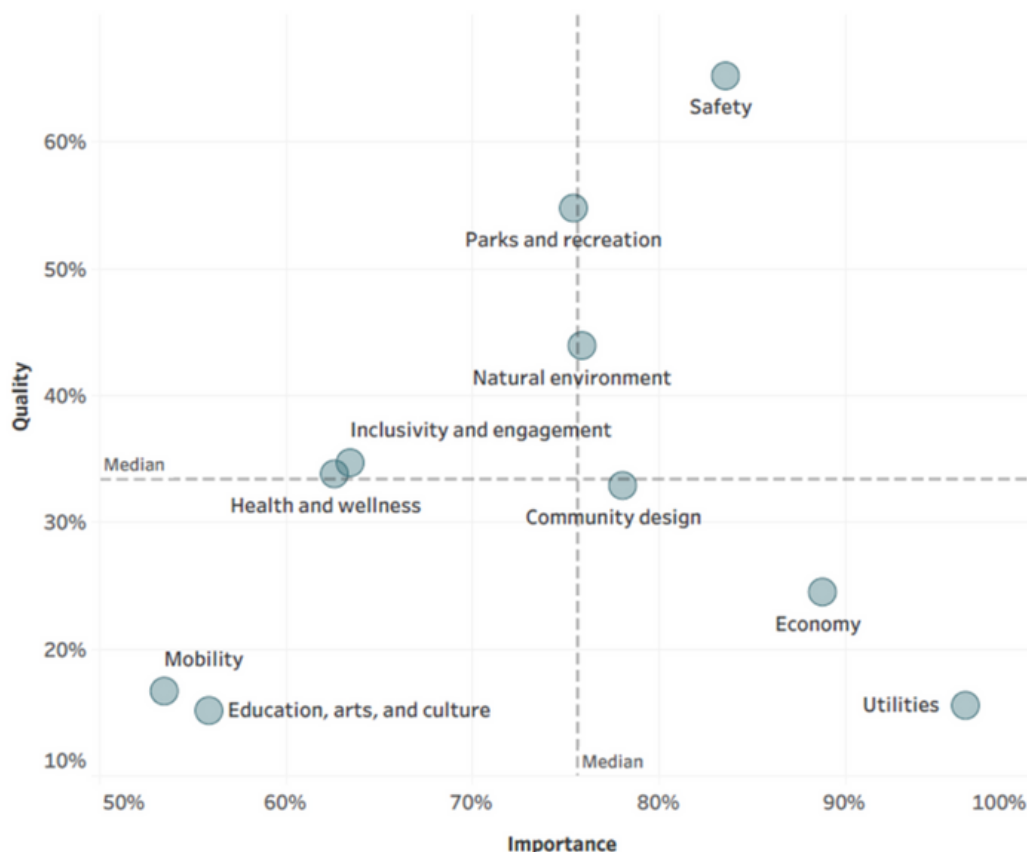
The economy and general affordability are priorities for residents

3

Residents value Wellington's natural environment and parks system but support additional investment in recreational opportunities.

Balancing Performance and Importance

The quadrants in the figure below show which community facets were given higher or lower importance ratings (right-left) and which had higher or lower quality ratings (up-down). Facets of livability falling closer to a diagonal line from the lower left to the upper right are those where performance ratings are more commensurate with resident priorities. Facets scoring closest to the lower right hand corner of the matrix (higher in importance and lower in quality) are those that may warrant further investigation to see if changes to their delivery are necessary to improve their performance. This is the key part of this chart on which to focus. Facets falling in the top left hand corner of the chart (lower in importance but higher in quality) are areas where performance may outscore resident priorities, and may be a consideration for lower resource allocation.





FUND BALANCE



Fund Balance

General Fund			
	2022	2023	2024
	Actual	Estimated	Proposed
Beg Fund Balance	<u>\$7,465,227</u>	<u>\$8,214,756</u>	<u>\$8,697,229</u>
Revenue	6,356,924	6,283,720	6,929,854
Transfers In - Admin Overhead	3,100,732	0	1,889,890
	<u>9,457,656</u>	<u>6,283,720</u>	<u>8,819,744</u>
Expenditures	7,046,957	5,465,247	8,158,503
Transfers Out to Capital Projects	618,170	0	262,000
Transfers Out to Water Fund	653,000	0	0
Transfers Out to Sewer Fund	390,000	334,000	0
	<u>8,708,127</u>	<u>5,801,247</u>	<u>8,420,503</u>
Rev over Exp and Transfers	<u>749,529</u>	<u>482,473</u>	<u>399,241</u>
End Fund Balance	<u><u>\$8,214,756</u></u>	<u><u>\$8,697,229</u></u>	<u><u>\$9,096,470</u></u>

Fund Balance

<u>Street Fund</u>	2022	2023	2024
	Actual	Estimated	Proposed
Beg Fund Balance	<u>\$3,690,406</u>	<u>\$4,448,141</u>	<u>\$4,358,686</u>
Revenue	<u>2,249,356</u>	<u>2,197,819</u>	<u>2,262,400</u>
Expenditures	535,050	1,079,273	995,322
Transfers Out to General Fund	631,107	0	328,511
Transfers Out to Capital Projects	<u>325,465</u>	<u>1,208,000</u>	<u>1,914,595</u>
	<u>1,491,622</u>	<u>2,287,273</u>	<u>3,238,428</u>
Rev over Exp and Transfers	<u>757,734</u>	<u>-89,454</u>	<u>-976,028</u>
End Fund Balance	<u><u>\$4,448,140</u></u>	<u><u>\$4,358,687</u></u>	<u><u>\$3,382,658</u></u>

Fund Balance

Water Fund			
	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	\$19,018,658	\$16,540,237	\$18,574,643
Revenue	7,396,082	5,967,095	8,165,883
Transfers In from General Fund	653,000	0	0
Loan Proceeds	4,943,974	17,257,385	2,598,641
	12,993,056	23,224,480	10,764,524
Expenditures	4,628,160	4,001,289	4,653,311
Debt Service	1,469,097	1,462,399	1,464,694
Transfers Out to Capital Projects	8,399,794	15,726,386	19,383,059
Transfers Out to General Fund	974,426	0	568,155
	15,471,477	21,190,074	26,069,219
Rev over Exp and Transfers	-2,478,421	2,034,406	-15,304,695
End Fund Balance	\$16,540,237	\$18,574,643	\$3,269,948

Fund Balance

<u>Sewer Fund</u>	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	<u>\$7,277,213</u>	<u>\$751,066</u>	<u>\$5,472,897</u>
Revenue	2,993,870	3,347,368	3,875,340
Transfers in from General Fund	390,000	334,000	0
Loan Proceeds	9,343,069	21,791,929	17,365,002
	<u>12,726,939</u>	<u>25,473,297</u>	<u>21,240,342</u>
Expenditures	1,195,618	1,607,811	1,383,618
Debt Service	3,498,296	1,940,781	2,468,119
Transfers Out to General Fund	842,378	0	568,155
Transfers Out to Capital Projects	13,716,794	17,202,875	21,837,957
	<u>19,253,086</u>	<u>20,751,467</u>	<u>26,257,849</u>
Rev over Exp and Transfers	<u>-6,526,147</u>	<u>4,721,831</u>	<u>-5,017,507</u>
End Fund Balance	<u><u>\$751,066</u></u>	<u><u>\$5,472,897</u></u>	<u><u>\$455,390</u></u>

Fund Balance

<u>Storm Fund</u>	2022	2023	2024
	Actual	Estimated	Proposed
Beg Fund Balance	<u>\$986,430</u>	<u>\$1,315,069</u>	<u>\$1,403,949</u>
Revenue	803,593	886,822	777,822
Transfers In	<u>0</u>	<u>0</u>	<u>0</u>
	<u>803,593</u>	<u>886,822</u>	<u>777,822</u>
Expenditures	99,135	645,642	484,053
Transfers Out to General Fund	242,833	0	190,228
Transfers Out to Capital Projects	<u>132,986</u>	<u>152,300</u>	<u>458,082</u>
	<u>474,954</u>	<u>797,942</u>	<u>1,132,363</u>
Rev over Exp and Transfers	<u>328,639</u>	<u>88,880</u>	<u>-354,541</u>
End Fund Balance	<u><u>\$1,315,069</u></u>	<u><u>\$1,403,949</u></u>	<u><u>\$1,049,408</u></u>

Fund Balance

Park Fund

	2022	2023	2024
	Actual	Estimated	Proposed
Beg Fund Balance	<u>\$2,327,267</u>	<u>\$2,304,448</u>	<u>\$2,147,647</u>
Revenue	1,801,491	1,492,561	1,530,500
Transfers In	<u>0</u>	<u>0</u>	<u>0</u>
	<u>1,801,491</u>	<u>1,492,561</u>	<u>1,530,500</u>
Expenditures	1,099,915	1,370,682	1,432,515
Debt Service	269,460	268,679	252,000
Transfers Out to General Fund	409,988	0	234,841
Transfers Out to Capital Projects	<u>44,949</u>	<u>10,000</u>	<u>300,000</u>
	<u>1,824,312</u>	<u>1,649,361</u>	<u>2,219,356</u>
Rev over Exp and Transfers	<u>-22,821</u>	<u>-156,800</u>	<u>-688,856</u>
End Fund Balance	<u><u>\$2,304,446</u></u>	<u><u>\$2,147,648</u></u>	<u><u>\$1,458,791</u></u>



REVENUES



General Fund

The General Fund accounts for all transactions of the Town of Wellington not accounted for in other funds and is the Town's primary operating fund. This fund represents an accounting of the Town's ordinary operations financed from taxes and other general revenues.

		2022	2023	2023	2024	
		Actual	Budget	Projected	Budget	Change
201-01-3110	Property Tax	\$1,648,885	\$1,681,506	\$1,881,000	\$2,223,000	18%
201-01-3130	Sales Tax	2,569,022	2,467,524	2,672,000	2,774,000	4%
201-01-3135	Severance Tax	90,019	75,000	106,000	108,000	2%
201-01-3140	Use Tax - Building Materials	423,267	347,160	489,000	561,652	15%
201-01-3195	Interest - Delinquent Taxes	3,920	0	0	0	0%
201-03-3160	Franchise Fee - Electricity	192,998	170,000	170,000	193,000	14%
201-03-3170	Franchise Fee - Natural Gas	16,409	17,000	17,000	17,000	0%
201-03-3180	Franchise Fee - Telephone	25,543	22,470	50	0	-100%
201-03-3190	Franchise Fee - Cable Television	12	50	22,470	25,000	11%
201-02-3462	Bldg. Inspection Fees	447,677	480,600	355,000	375,419	6%
201-04-3220	Business License	15,360	18,700	18,700	19,000	2%
201-04-3210	Liquor License	854	0	0	0	0%
201-01-3320	Cigarette Tax	5,115	7,000	7,000	7,000	0%
201-02-3155	Town Plan Review Fees	52,103	21,000	21,000	69,214	230%
201-02-3430	County Tax Vendor Fee	5,653	6,500	4,500	4,827	7%
201-02-3435	Fire Dept. Vendor Fee	3,606	2,500	2,500	2,358	-6%
201-02-3450	Bldg. Admin Fee	43,138	53,000	30,000	48,384	61%
201-05-3420	Land Use Fees	7,300	33,000	70,000	81,500	16%
201-05-3460	General Charges for Services	286	0	0	0	0%
201-05-3510	Community Center User Fees	3,498	2,000	2,000	3,000	50%
201-05-3520	Weed/Refuse Removal	1,995	0	0	0	0%
201-06-3555	LCSO Administrative Fees	1,960	1,500	1,500	1,500	0%
201-07-3470	Cemetery - Grave Openings	3,500	0	0	0	0%
201-07-3480	Cemetery - Perpetual Care	150	0	0	0	0%
201-07-3490	Cemetery - Sale of Lots	8,100	9,500	9,500	9,500	0%
201-06-3550	Count Fines & Costs	17,581	10,000	20,000	20,000	0%
201-08-3355	Investment Earnings - Library	9,123	7,500	22,000	22,000	0%
201-08-3610	Investment Earnings - General	146,781	22,000	356,000	356,000	0%
201-08-3373	Library Contrib/Fines/Misc	3,346	1,500	1,500	3,500	133%
201-08-3350	Grants	12,803	0	0	0	0%
201-08-3353	Grant - DOLA Main St Open Biz	569,627	0	0	0	0%
201-08-3354	Grants - Library	11,559	0	0	0	0%
201-08-3506	Main Street DOLA Mini Grant	10,000	0	0	0	0%
201-08-3918	Senior Van - Senior Contribution	1,136	0	0	0	0%
201-08-3690	Miscellaneous Revenue	4,496	5,000	5,000	5,000	0%
201-08-3910	Sale of Assets	104	0	0	0	0%
201-09-3694+	Trans in from Other Funds	3,100,732	0	0	1,889,890	0%
Total Revenues		\$9,457,656	\$5,462,010	\$6,283,720	\$8,819,744	40%

Street Fund

Special Revenue Funds are established for the purpose of accounting for monies received by the Town of Wellington that are restricted in nature and can only be utilized for a specific purpose.

The Street Fund was established to account for resources used for the acquisition, construction, and maintenance of assets and capital facilities that are associated with streets in the Town of Wellington.

		2022 Actual	2023 Budget	2023 Projected	2024 Budget	Change
203-01-3130	Sales Tax	\$644,980	\$678,569	\$678,569	\$698,900	3%
203-01-3312	Motor Vehicle Spec Ownership	103,916	90,000	0	0	0%
203-01-3313	Motor Vehicle Registration Tax	33,767	27,810	0	0	0%
203-01-3315	Motor Vehicle Use Tax	962,123	848,720	962,000	990,900	3%
203-01-3335	Highway Users Tax	281,611	305,632	388,000	399,600	3%
203-01-3337	Road & Bridge Tax	30,870	49,000	0	0	0%
203-04-3376	BP Road Impact Fee	132,260	0	115,000	119,000	3%
203-04-3343	Street Cut Permits	1,300	250	250	0	0%
203-04-3350	Developer Road Fee Escrow	10,200	0	0	0	0%
203-08-3610	Investment Earnings	37,696	1,000	53,000	53,000	0%
203-08-3910	Sale of Assets	10,633	1,000	1,000	1,000	0%
Total Revenues		\$2,249,356	\$2,001,981	\$2,197,819	\$2,262,400	3%

Parks Fund

Special Revenue Funds are established for the purpose of accounting for monies received by the Town of Wellington that are restricted in nature and can only be utilized for a specific purpose.

The Parks Fund was established to account for resources used for the acquisition, construction, and maintenance of assets and capital facilities that are associated with the parks in the Town of Wellington.

		2022 Actual	2023 Budget	2023 Projected	2024 Budget	Change
210-01-3130	Sales Tax	\$621,456	\$555,193	\$590,000	\$607,700	3%
210-01-3140	Use Tax Building Materials	282,178	231,440	0	0	0%
210-01-3315	Motor Vehicle Use Tax	193,190	212,180	212,180	218,500	3%
210-01-3700	Open Space Sales Tax	371,922	381,600	410,000	422,300	3%
210-02-3381	Trail Impact Fee	30,600	0	30,600	31,500	3%
210-02-3620	BP Park Impact Fee	68,000	0	68,000	70,000	3%
210-05-3174	Field Rentals	1,600	0	0	0	0%
210-05-3175	Recreation Fees	174,580	32,000	63,800	63,800	0%
210-05-3177	Batting Cages Fees/Sales	1,281	0	1,281	0	-100%
210-08-3610	Investment Earnings	52,472	20,000	116,700	116,700	0%
210-08-3180	Recreation Donation	474	0	0	0	0%
210-08-3690	Miscellaneous Revenue	33	0	0	0	0%
210-08-3910	Sale of Assets	3,705	0	0	0	0%
Total Revenues		\$1,801,491	\$1,432,413	\$1,492,561	\$1,530,500	3%

Water Fund

The Water Fund is one of the Town's three Enterprise Funds. An Enterprise Fund is operated in a manner similar to private business, where costs are predominantly supported by user charges. The Water Fund was created to account for the charges for water provided to customers and the associated costs.

		2022	2023	2023	2024	
		Actual	Budget	Projected	Budget	Change
204-03-3441	Water Sales	\$4,463,527	\$5,307,980	\$4,342,475	\$5,642,641	30%
204-03-3442	Shut-Off/Recon./Late/NSF/Trans	4,256	24,786	24,786	25,553	3%
204-03-3443	Hydrant Water Sales	3,181	0	0	0	0%
204-03-3445	Raw Water Leases	12,480	0	0	0	0%
204-03-3447	Bulk Water Sales	25,477	0	0	0	0%
204-01-3110	Property Taxes	85,593	0	0	0	0%
204-02-3444	BP Raw Water Fee	516,252	0	92,000	1,085,875	1080%
204-02-3446	Tap Fees	654,415	834,960	855,834	759,814	-11%
204-04-3610	Investment Earnings	316,563	41,474	652,000	652,000	0%
204-04-3650	Loan Proceeds	4,943,974	13,350,761	17,257,385	2,598,641	-85%
204-04-3675	Grants/Loans	1,311,669	0	0	0	0%
204-04-3690	Miscellaneous Revenue	285	0	0	0	0%
204-04-3910	Sale of Assets	2,384	0	0	0	0%
204-09-3380	Trans in from General Fund	653,000	0	0	0	0%
Total Revenues		\$12,993,056	\$19,559,961	\$23,224,480	\$10,764,524	-54%

Sewer Fund

The Sewer Fund is one of the Town's three Enterprise Funds. An Enterprise Fund is operated in a manner similar to private business, where costs are predominantly supported by user charges. The Sewer Fund was created to account for the charges for sewer services provided to customers and the associated costs.

		2022	2023	2023	2024	
		Actual	Budget	Projected	Budget	Change
205-03-3445	Sewer User Fees	\$2,041,012	\$2,507,634	\$2,191,008	\$2,656,397	21%
205-02-3446	Tap Fees	792,325	779,360	779,360	681,943	-12%
205-04-3610	Investment Earnings	160,473	28,413	377,000	377,000	0%
205-04-3650	Bond/Loan Proceeds	9,343,069	24,386,515	21,791,929	17,365,002	-20%
205-04-3675	Grants/Loans	-	-	-	160,000	0%
205-04-3910	Sale of Assets	60	-	-	-	0%
205-09-3380	Trans in from General Fund	390,000	-	334,000	-	0%
Total Revenues		<u>\$12,726,939</u>	<u>\$27,701,922</u>	<u>\$25,473,297</u>	<u>\$21,240,342</u>	-17%

Drainage Fund

The Drainage Fund is one of the Town's three Enterprise Funds. An Enterprise Fund is operated in a manner similar to private business, where costs are predominantly supported by user charges. The Drainage Fund was created to account for the charges for drainage services provided to customers and the associated costs.

		2022	2023	2023	2024	
		Actual	Budget	Projected	Budget	Change
207-03-3449	TOW Storm Drain Utility fees	\$270,143	\$270,400	\$270,400	\$270,400	0%
207-03-3452	AUTH Storm Drain Utility Fees	408,619	403,322	403,322	403,322	0%
207-01-3312	Motor Vehicle Spec. Ownership	11,546	-	-	-	0%
207-01-3313	Motor Vehicle Registration Tax	3,752	-	-	-	0%
207-01-3337	Road & Bridge Tax	3,430	-	-	-	0%
207-02-3451	TOW Strm Drn BP Impact	34,000	35,000	35,000	28,000	-20%
207-02-3453	AUTH Storm Drn BP Impact	37,400	35,200	35,200	30,800	-13%
207-08-3364	Grant	14,091	60,000	97,600	-	-100%
207-08-3610	Investment Earnings	20,611	3,500	45,300	45,300	0%
Total Revenues		\$ 803,593	\$ 807,422	\$ 886,822	\$ 777,822	-12%



OPERATIONS BUDGET



Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Legislative					
201-11-5102	Benefits	\$ 817.20	\$ 859.00	\$ 859.00	\$ 910.00
201-11-5107	Elected Official Compensation	10,400.00	10,800.00	10,800.00	10,800.00
201-11-5192	Community Events	31,289.06	40,430.00	40,430.00	104,950.00
201-11-5214	Office Supplies	0.00	0.00	0.00	700.00
201-11-5321	Printing Services	437.64	0.00	0.00	0.00
201-11-5331	Publishing & Legal Notices	593.02	1,700.00	3,547.35	0.00
201-11-5335	Dues & Subscriptions	2,000.00	4,058.00	4,058.00	5,114.00
201-11-5352	Municipal Legal Services	0.00	35,000.00	35,000.00	40,000.00
201-11-5356	Professional Services	0.00	0.00	0.00	0.00
201-11-5363	R&M Computer/Office Equipment	4,832.89	0.00	0.00	8,000.00
201-11-5380	Professional Development	4,588.03	10,000.00	10,000.00	10,000.00
201-11-5414	Election Expenses	436.06	0.00	0.00	0.00
201-11-5950	Board Outreach	107,680.00	51,407.00	51,407.00	0.00
201-11-5951	Board Discretionary Fund	47,987.89	20,000.00	925.00	20,000.00
201-11-5952	Hardship Utility Grant	0.00	12,000.00	12,000.00	12,000.00
<u>TOTAL</u>		\$ 211,061.79	\$ 186,254.00	\$ 169,026.35	\$ 212,474.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Judicial					
201-12-5100	Wages & Salaries	\$ -	\$ 11,161.00	\$ 11,161.00	\$ -
201-12-5102	Benefits	0.00	2,987.00	2,987.00	0.00
201-12-5109	Magistrate	4,500.00	9,000.00	9,000.00	9,000.00
201-12-5214	Office Supplies	310.31	1,000.00	1,000.00	1,000.00
201-12-5359	Prosecuting Attorney	1,396.00	8,250.00	12,000.00	12,000.00
201-12-5380	Professional Development	875.00	1,500.00	750.00	1,500.00
201-12-5394	Jury Fees	0.00	1,000.00	1,000.00	1,000.00
201-12-5498	Court Appointed Counsel	0.00	1,000.00	1,000.00	1,000.00
201-12-5499	Translator Fees	0.00	500.00	500.00	500.00
<u>TOTAL</u>		\$ 7,081.31	\$ 36,398.00	\$ 39,398.00	\$ 26,000.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Administration					
201-13-5100	Wages & Salaries	\$ 340,616.84	\$ 313,810.00	\$ 313,810.00	\$ 582,960.79
201-13-5102	Benefits	83,733.15	73,655.00	73,655.00	125,904.17
201-13-5214	Office Supplies	384.04	1,500.00	2,100.00	1,500.00
201-13-5331	Publishing & Legal Notices	218.00	0.00	0.00	0.00
201-13-5335	Dues & Subscription	2,691.96	8,500.00	8,500.00	8,500.00
201-13-5336	Community Outreach	250.00	2,500.00	2,500.00	0.00
201-13-5348	Legal/Eng.-Water Rights Issue	0.00	0.00	0.00	0.00
201-13-5352	Legal Services	102,777.54	65,000.00	65,000.00	65,000.00
201-13-5356	Professional Fees	4,756.04	30,000.00	30,000.00	30,000.00
201-13-5363	R&M Computer/Office Equipment	9,322.04	5,000.00	5,000.00	8,500.00
201-13-5380	Professional Development	2,470.01	11,645.00	11,645.00	11,645.00
201-13-5381	Mileage Reimbursement	0.00	0.00	555.44	0.00
201-13-5496	Community Relations	5,149.75	11,646.00	11,646.00	16,460.00
201-13-5903	Grants	552,511.69	0.00	0.00	0.00
201-13-5933	Wellington Senior Resource Center	9,971.49	8,000.00	8,000.00	20,900.00
<u>TOTAL</u>		\$ 1,114,852.55	\$ 531,256.00	\$ 532,411.44	\$ 871,369.96

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Finance					
201-14-5100	Wages & Salaries	\$ 124,238.62	\$ 98,291.00	\$ 98,291.00	\$ 342,244.80
201-14-5102	Benefits	40,231.12	37,605.00	37,605.00	69,935.92
201-14-5214	Office Supplies	1,352.73	1,500.00	1,500.00	1,000.00
201-14-5311	Postage	6,325.22	1,000.00	1,800.00	1,800.00
201-14-5321	Printing Services	24,849.18	0.00	40,000.00	40,000.00
201-14-5335	Dues and Subscriptions	1,929.89	1,200.00	1,200.00	2,000.00
201-14-5353	Accounting & Auditing	299.79	45,000.00	42,000.00	0.00
201-14-5356	Professional Services	113,178.75	0.00	100,000.00	100,000.00
201-14-5363	R&M Computer/Office Equip	2,571.35	6,000.00	6,000.00	6,000.00
201-14-5380	Professional Development	1,916.63	10,000.00	10,000.00	18,000.00
201-14-5381	Mileage Reimbursement	89.69	200.00	200.00	200.00
201-14-5510	Insurance & Bonds	169,319.74	170,000.00	170,000.00	158,655.10
201-14-5560	County Treas. Fees	31,692.81	60,000.00	0.00	0.00
201-14-5640	Paying Agent Fees	250.00	0.00	500.00	500.00
201-14-5903	Grants	6,900.00	0.00	0.00	0.00
201-14-5950	Document Shredding	296.80	200.00	200.00	200.00
<u>TOTAL</u>		\$ 525,442.32	\$ 430,996.00	\$ 509,296.00	\$ 740,535.82

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Clerk					
201-15-5100	Wages & Salaries	\$ 87,937.56	\$ 113,755.00	\$ 113,755.00	\$ 183,380.00
201-15-5102	Benefits	32,106.00	36,011.00	36,011.00	38,657.52
201-15-5214	Office Supplies	2,141.20	1,500.00	1,500.00	1,500.00
201-15-5331	Publishing & Legal Notices	216.28	3,500.00	3,500.00	7,000.00
201-15-5345	Telephone Services	111.65	0.00	0.00	0.00
201-15-5335	Dues & Subscriptions	907.83	826.00	826.00	826.00
201-15-5356	Professional Services	13,289.95	4,000.00	4,000.00	4,000.00
201-15-5363	R&M Computer/Office Equip.	3,851.57	5,000.00	3,000.00	5,000.00
201-15-5380	Professional Development	599.50	5,000.00	3,500.00	5,000.00
201-15-5381	Mileage Reimbursement	0.00	150.00	300.00	300.00
201-15-5414	Election Expenses	14,624.59	0.00	0.00	32,000.00
201-15-5495	Miscellaneous	50.26	0.00	0.00	0.00
201-15-5580	Employee Drug Testing	55.01	0.00	0.00	0.00
201-15-5530	Code Review & Update	760.99	5,000.00	5,000.00	5,000.00
<u>TOTAL</u>		\$ 156,652.39	\$ 186,550.20	\$ 171,392.00	\$ 282,663.52

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Human Resources					
201-16-5100	Wages & Salaries	\$ 83,925.92	\$ 40,404.00	\$ 40,404.00	\$ 198,906.80
201-16-5102	Benefits	31,125.31	13,420.00	13,420.00	48,008.29
201-16-5103	Temporary Employment Services	0.00	10,000.00	10,000.00	10,000.00
201-16-5214	Office Supplies	263.00	1,500.00	1,500.00	1,000.00
201-16-5226	Executive Search	25,000.00	25,000.00	0.00	29,000.00
201-16-5335	Dues & Subscriptions	0.00	8,000.00	8,000.00	8,000.00
201-16-5356	Professional Fees	19,530.00	3,000.00	3,000.00	21,000.00
	R&M Computer/Office Equip.	0.00	0.00	0.00	6,000.00
201-16-5380	Professional Development	2,346.57	12,000.00	12,000.00	12,000.00
201-16-5580	Employee Drug Testing	1,616.68	2,500.00	1,200.00	2,000.00
201-16-5582	Employee Relations	40,320.39	15,000.00	15,000.00	20,000.00
201-16-5583	Background Check	2,791.75	3,000.00	1,800.00	2,500.00
201-16-5948	Employee Apparel	2,144.90	2,000.00	1,500.00	1,500.00
201-16-5949	Employee Advertising	2,334.73	3,500.00	500.00	1,000.00
<u>TOTAL</u>		\$ 211,399.25	\$ 139,324.00	\$ 108,324.00	\$ 360,915.09

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Information Technology					
201-17-5100	Wages & Salaries	\$ 34,528.08	\$ 33,650.00	\$ 33,650.00	\$ 75,000.00
201-17-5102	Benefits	9,551.13	7,318.00	7,318.00	19,839.36
201-17-5214	Office Supplies	558.34	1,500.00	250.00	1,000.00
	R&M Computer/Office Equip.	0.00	0.00	0.00	9,000.00
	Professional Fees	0.00	0.00	0.00	60,000.00
201-17-5345	Telephone Services	53,945.56	66,650.00	66,650.00	51,480.00
201-17-5380	Professional Development	651.89	1,500.00	670.00	750.00
201-17-5381	Mileage Reimbursement	0.00	0.00	23.50	100.00
201-17-5382	Network Administration	25.49	0.00	0.00	0.00
201-17-5384	Internet Services	38,414.68	45,500.00	45,500.00	56,800.00
201-17-5579	Software License/Support	187,092.37	158,180.00	158,180.00	190,803.00
201-17-5585	Website Maintenance	5,558.87	12,000.00	12,000.00	15,480.00
201-17-5947	Copier Expense	8,287.27	6,000.00	10,000.00	10,000.00
TOTAL		\$ 338,613.68	\$ 332,298.00	\$ 334,241.50	\$ 490,252.36

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Planning					
201-18-5100	Wages & Salaries	\$ 352,060.33	\$ 380,906.00	\$ 380,906.00	\$ 648,063.97
201-18-5102	Benefits	174,872.36	101,007.00	101,007.00	130,024.05
201-18-5214	Office Supplies	5,143.05	1,000.00	1,000.00	3,500.00
201-18-5231	Fuel, Oil, Grease	0.00	6,500.00	3,500.00	6,500.00
201-18-5233	Vehicle R&M	0.00	3,000.00	2,000.00	3,000.00
201-18-5331	Recording & Legal Publishing	1,207.44	2,500.00	2,500.00	2,500.00
201-18-5335	Dues & Subscriptions	145.00	1,996.00	1,996.00	2,157.50
201-18-5350	Building Insp. Fee Remittance	330,057.57	272,900.00	272,900.00	350,000.00
201-18-5355	Reimbursable Services	3,975.00	40,000.00	37,000.00	40,000.00
201-18-5356	Professional Services	2,958.55	30,000.00	30,000.00	30,000.00
201-18-5363	R&M Computer/ Office Equip	0.00	2,000.00	2,000.00	7,800.00
201-18-5372	Uniforms	0.00	300.00	200.00	375.00
201-18-5374	Humane Society	2,955.00	8,000.00	8,000.00	19,964.00
201-18-5375	Protective Insp. Equipment	358.00	500.00	250.00	200.00
	Safety Supplies & Equipment	0.00	400.00	300.00	270.00
201-18-5380	Professional Development	3,143.18	6,066.00	5,866.00	8,242.43
201-18-5579	Software License and Support	0.00	0.00	0.00	50,600.00
TOTAL		\$ 876,875.48	\$ 857,075.00	\$ 849,425.00	\$ 1,303,196.95

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Larimer County Sheriff's Office					
	Salary		\$ 1,315,270.00	\$ 1,315,270.00	\$ 1,418,431.00
	Overtime		47,500.00	47,500.00	50,500.00
	Vehicle - Full equipped w/o radio		0.00	0.00	0.00
	Vehicle Lease (fuel, maintenance)		97,079.00	97,079.00	116,154.00
	Equipment/Clothing		0.00	0.00	0.00
	Equipment Replacement Cost		43,818.00	43,818.00	52,591.00
	Admin Cost		39,222.00	39,222.00	55,654.00
	LCSO Overhead Cost		49,828.00	49,828.00	56,593.00
	LCSO Insurance		46,585.00	46,585.00	58,057.00
	Office Space		480.00	480.00	8,580.00
	Copy Machine Rental		2,480.00	2,480.00	1,910.00
	Bicycle Maintenance		300.00	300.00	300.00
	Larimer County Indirect Cost		142,576.00	142,576.00	160,850.00
201-21-5364	LCSO Contract	\$ 2,004,917.50	\$ 1,785,138.00	\$ 1,785,138.00	\$ 1,979,620.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Public Works Administration					
201-34-5100	Wages & Salaries	\$ 672,747.07	\$ 161,292.00	\$ 161,292.00	\$ 855,455.79
201-34-5101	SEASONALS	0.00	10,000.00	10,000.00	0.00
201-34-5102	Benefits	217,464.08	25,402.00	25,402.00	154,966.64
201-34-5231	Fuel, Oil & Grease	18,348.37	8,000.00	8,000.00	24,000.00
201-34-5233	R&M- Machinery & Equip. Parts	34,860.55	35,000.00	35,000.00	44,000.00
201-34-5241	Shop Supplies	1,508.91	0.00	0.00	2,000.00
201-34-5329	HOA Fees	3,224.00	420.00	420.00	1,000.00
201-34-5335	Dues & Subscriptions	3,447.03	6,500.00	6,500.00	4,500.00
201-34-5356	Professional Services	53,405.55	40,000.00	35,000.00	40,000.00
201-34-5363	R&M Computer/Office Equip.	8,487.28	7,500.00	7,500.00	7,500.00
201-34-5370	Safety Workwear and Equipment	1,713.76	1,400.00	1,400.00	1,400.00
201-34-5372	Uniforms	16,627.78	15,000.00	15,000.00	15,000.00
201-34-5380	Professional Development	4,594.81	17,300.00	17,300.00	17,300.00
201-34-5398	Trash	11,225.87	8,500.00	8,500.00	0.00
201-34-5422	Small Tools	530.94	500.00	500.00	1,000.00
201-34-5456	Mosquito Control	24,300.00	15,200.00	15,200.00	25,300.00
201-34-5495	Miscellaneous	0.00	0.00	0.00	0.00
201-34-5512	Insurance-Property Related	0.00	0.00	0.00	0.00
201-34-5790	GIS/Mapping	0.00	20,000.00	20,000.00	0.00
201-34-5941	PW Office Supplies	6,927.07	16,500.00	16,500.00	16,500.00
	Software Subscriptions	0.00	0.00	0.00	15,000.00
201-34-5947	Copier Expense	7,506.37	8,000.00	3,500.00	3,500.00
TOTAL		\$ 1,086,919.44	\$ 396,514.00	\$ 387,014.00	\$ 1,228,422.43

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Cemetery					
201-42-5382	Grounds Maintenance Service	\$ -	\$ 5,000.00	\$ 4,500.00	\$ 5,000.00
201-42-5423	Sand & Gravel & Road Base	0.00	5,000.00	5,000.00	5,000.00
201-42-5454	Survey	0.00	20,000.00	20,000.00	0.00
<u>TOTAL</u>		\$ -	\$ 30,000.00	\$ 29,500.00	\$ 10,000.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Town Community & Administrative Facilities					
201-49-5341	Electricity	\$ 10,757.89	\$ 18,123.00	\$ 18,123.00	\$ 2,100.00
201-49-5342	Water	7,029.12	4,000.00	4,000.00	4,000.00
201-49-5343	Sewer	2,748.28	2,000.00	2,000.00	2,000.00
201-49-5344	Natural Gas - Heat	21,205.31	15,600.00	29,235.00	30,000.00
201-49-5346	Storm Drainage	2,955.84	3,000.00	3,000.00	3,000.00
201-49-5367	R&M Serv./Supplies - Buildings	29,600.79	30,900.00	30,900.00	40,000.00
201-49-5368	Cleaning Supplies	2,533.88	2,200.00	2,200.00	0.00
	Trash	0.00	0.00	0.00	11,225.00
	General Building Supplies	0.00	0.00	0.00	11,700.00
201-49-5369	Janitorial Service	43,722.50	40,000.00	45,000.00	45,000.00
TOTAL		\$ 120,553.61	\$ 115,823.00	\$ 134,458.00	\$ 149,025.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Economic Development					
201-51-5100	Wages & Salaries	\$3,269.23	\$0.00	\$0.00	\$0.00
201-51-5101	Seasonal	227.73	0.00	0.00	0.00
201-51-5102	Benefits	1,317.04	0.00	0.00	0.00
201-51-5154	Economic Development	9.00	0.00	0.00	10,500.00
201-51-5214	Office Supplies	307.33	0.00	0.00	400.00
	Professional Development	0.00	0.00	0.00	3,800.00
201-51-5401	Marketing Services	0.00	0.00	0.00	1,000.00
<u>TOTAL</u>		\$ 5,130.33	\$ -	\$ -	\$15,700.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Library					
201-55-5100	Wages & Salaries	\$ 231,631.35	\$ 276,471.00	\$ 276,471.00	\$ 334,555.89
201-55-5101	Seasonal		5,000.00	5,000.00	20,000.00
201-55-5102	Benefits	57,525.04	68,927.00	68,927.00	60,447.25
201-55-5214	Office Supplies	9,595.00	9,000.00	9,000.00	9,000.00
201-55-5311	Postage	177.01	200.00	200.00	200.00
201-55-5321	Printing Services	45.00	1,000.00	1,000.00	1,000.00
201-55-5331	Publishing & Legal Notices	0.00	700.00	650.00	700.00
201-55-5333	Dues	0.00	200.00	200.00	200.00
201-55-5335	Subscriptions	39.98	0.00	0.00	0.00
201-55-5337	Programs	4,159.12	5,000.00	5,000.00	6,000.00
201-55-5345	Telephone Services	167.48	0.00	0.00	0.00
201-55-5347	Story Time Supplies	181.33	200.00	200.00	500.00
201-55-5363	R&M Computer/Office Equip.	750.00	0.00	0.00	750.00
201-55-5380	Professional Development	1,258.29	1,600.00	600.00	1,600.00
201-55-5384	Internet Service	942.25	2,000.00	2,000.00	2,000.00
201-55-5387	Special Event Supplies	45.74	375.00	375.00	375.00
201-55-5495	Miscellaneous	-300.00	0.00	0.00	0.00
201-55-5579	Software License/Support	3,903.16	8,500.00	8,500.00	8,500.00
201-55-5792	Multi Media	2,205.70	3,500.00	3,500.00	3,500.00
201-55-5793	E-Books - Subscription/Misc.	4,000.00	5,500.00	5,500.00	5,500.00
201-55-5900	Library Books	21,966.18	18,000.00	18,000.00	18,000.00
201-55-5901	Library Shelving & Furnishings	442.00	2,000.00	0.00	2,000.00
201-55-5902	Courier Service	1,373.01	2,500.00	2,500.00	2,500.00
201-55-5903	Grants Program Expenditures	6,520.71	11,000.00	10,000.00	11,000.00
TOTAL		\$ 346,628.35	\$ 421,673.00	\$ 417,623.00	\$ 488,328.14

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Street Fund Expenditures					
203-34-5100	Wages & Salaries	\$ 71,269.58	\$ 292,133.52	\$ 292,133.52	\$ 469,215.20
203-34-5102	Benefits	34,982.12	118,227.00	118,227.00	126,706.33
	On-Call Stipend	0.00	0.00	0.00	10,400.00
203-34-5231	Fuel, Oil & Grease	8,295.58	0.00	0.00	0.00
203-34-5233	R&M- Machinery & Equip. Parts	2,552.44	0.00	0.00	0.00
203-34-5240	Street Paint, Signs, & Parts	25,095.71	35,000.00	35,000.00	45,000.00
203-34-5241	Shop Supplies	839.28	0.00	0.00	0.00
203-34-5341	Electricity for Street Lights	205,506.12	196,930.00	196,930.00	230,000.00
203-34-5342	Water	5,587.70	6,000.00	6,000.00	6,000.00
203-34-5370	Safety Workwear Equipment	1,115.02	4,300.00	4,300.00	5,000.00
203-34-5372	Uniforms	38.51	0.00	0.00	0.00
203-34-5380	Travel & Training	850.00	0.00	0.00	0.00
203-34-5397	Weed Control	1,040.30	6,000.00	6,000.00	6,000.00
203-34-5422	Small Tools	2,399.35	3,400.00	3,400.00	4,000.00
203-34-5424	Street Construction Material	10,355.36	10,000.00	10,000.00	15,000.00
203-34-5426	Weather Response Management	0.00	8,000.00	8,000.00	8,000.00
	Snow Management Materials		30,000.00	30,000.00	30,000.00
203-34-5453	R&M Supplies - Street Sweeper	2,337.79	6,000.00	6,000.00	0.00
203-34-5533	Equipment Rental	3,325.24	3,000.00	3,000.00	3,000.00
	Street Maintenance		35,000.00	35,000.00	35,000.00
203-34-5941	Safety & First Aid Kits	3,807.12	5,000.00	5,000.00	2,000.00
TOTAL		\$ 379,397.22	\$ 758,990.52	\$ 758,990.52	\$ 995,321.53

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Water Fund Expenditures					
204-34-5100	Wages & Salaries	\$ 363,484.31	\$ 496,468.96	\$ 496,468.96	\$ 538,368.56
204-34-5102	Benefits	130,324.93	206,895.00	206,895.00	149,474.31
	On-Call Stipend	0.00	0.00	0.00	15,600.00
204-34-5214	Office Supplies	150.78	0.00	0.00	0.00
204-34-5221	Chemicals	241,866.76	250,000.00	159,000.00	350,000.00
204-34-5227	Plant Utilities	21,139.44	28,000.00	26,000.00	27,000.00
204-34-5229	Permit and Program Fees	0.00	2,000.00	1,850.00	3,000.00
204-34-5231	Fuel, Oil & Grease	17,800.29	7,500.00	10,000.00	10,500.00
204-34-5233	R&M- Machinery & Equip. Parts	11,799.08	15,000.00	3,500.00	10,000.00
204-34-5241	Shop Supplies	2,819.43	1,500.00	2,300.00	2,500.00
204-34-5244	Tires & Tubes	0.00	0.00	0.00	0.00
204-34-5334	Water Testing	61,130.40	80,000.00	77,000.00	87,000.00
204-34-5339	On-Line Utility Bill Pay-Fees	32,152.87	27,000.00	28,420.00	28,500.00
204-34-5341	Electricity	62,693.20	80,000.00	72,740.00	97,500.00
204-34-5345	Telephone Service	386.33	700.00	700.00	700.00
204-34-5351	Permit Fees	2,430.00	0.00	0.00	0.00
204-34-5352	Water Resource Legal Services	10,574.61	30,000.00	5,000.00	25,000.00
204-34-5356	Professional Services	89,814.45	60,000.00	50,000.00	40,000.00
204-34-5370	Safety Workwear & Equipment	2,052.13	28,000.00	20,000.00	28,000.00
204-34-5372	Uniforms	75.69	0.00	0.00	0.00
204-34-5380	Professional Development	4,527.58	13,610.00	8,500.00	13,610.00
204-34-5384	Internet Service	1,184.91	2,200.00	2,200.00	19,000.00
204-34-5422	Small Tools	4,377.52	8,000.00	7,500.00	9,500.00
204-34-5423	Construction Material	0.00	4,000.00	1,000.00	3,000.00
204-34-5430	DISTRIBUTION SYS EMR REPAIR	0.00	15,000.00	0.00	15,000.00
204-34-5433	R&M Plant	173,443.10	120,000.00	110,000.00	100,000.00
204-34-5434	R&M Distribution	21,926.67	80,000.00	80,000.00	80,000.00
204-34-5435	R&M Supp. / Serv. Hydrants	2,579.56	0.00	0.00	0.00
204-34-5437	R&M SCADA	0.00	25,000.00	25,000.00	25,000.00
204-34-5440	Sludge Removal	315,975.00	285,000.00	200,000.00	100,000.00
204-34-5455	Lab Supplies	15,545.21	12,500.00	12,500.00	14,500.00
204-34-5495	Miscellaneous	687.60	0.00	0.00	0.00
204-34-5512	Insurance-Property Related	0.00	0.00	0.00	0.00
204-34-5533	Equipment Rental	3,206.36	2,500.00	0.00	2,500.00
204-34-5560	County Treas. Fees	3,302.44	2,500.00	0.00	0.00
204-34-5593	NPIC Water Lease Agreement	2,699,454.00	2,300,000.00	1,738,000.00	2,710,000.00
204-34-5597	RAW WATER FEES AND ASSESSMENTS	0.00	27,000.00	18,000.00	20,000.00
204-34-5825	Hydrant Meter	2,081.56	0.00	0.00	0.00
204-34-5903	Water Meters - New Homes	11,368.00	30,000.00	29,000.00	48,000.00
204-34-5941	Safety & First Aid Kits	30,872.19	3,000.00	3,000.00	3,250.00
204-34-5958	WTP Security/Monitor	330.95	0.00	0.00	0.00
204-34-5961	Sludge Pump	0.00	0.00	0.00	0.00
204-34-5963	Meter Replacement	23,080.20	0.00	0.00	0.00
204-34-5969	Lab Equipment	35,217.50	20,000.00	20,000.00	20,000.00
	R&M Computer Equip	0.00	0.00	0.00	2,500.00
204-90-5612	Berkadia - Bond Principal	0.00	27,000.00	28,000.00	0.00
204-90-5622	Berkadia - Bond Interest	2,520.83	2,750.00	700.00	0.00
204-90-5623	CWCB Loan - Interest	10,626.81	0.00	0.00	0.00
204-90-5626	2001 - CWR&PDA Loan Principal	0.00	0.00	0.00	0.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Water Fund Expenditures Continued					
204-90-5627	2001 - CWR&PDA Loan Interest	4,813.26	0.00	0.00	0.00
204-90-5630	2019 SRF LOAN D19AX116 - Principal	1,049,857.00	1,049,857.00	1,068,483.00	1,091,978.00
204-90-5631	2019 SRF LOAN D19AX116 - Interest	401,279.13	414,466.00	393,216.24	372,716.24
	Water Efficiency Program	0.00	0.00	0.00	15,000.00
	Software Subscriptions	0.00	0.00	0.00	19,000.00
	Utility Billing Printing Services	0.00	0.00	0.00	20,308.00
<u>TOTAL</u>		\$ 5,868,952.08	\$ 5,757,446.96	\$ 4,904,973.20	\$ 6,118,005.11

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Sewer Fund Expenditures					
205-34-5100	Wages & Salaries	\$ 337,893.16	\$ 446,874.25	\$ 446,874.25	\$ 471,037.01
205-34-5102	Benefits	122,523.45	152,461.00	152,461.00	138,956.90
	On-Call Stipend	0.00	0.00	0.00	15,600.00
205-34-5214	Office Supplies	14.99	0.00	0.00	0.00
205-34-5221	Chemicals	33,728.58	70,000.00	40,000.00	60,000.00
205-34-5228	Permit and Program Fees	2,888.00	5,000.00	3,000.00	5,000.00
205-34-5231	Fuel, Oil & Grease	16,649.35	8,500.00	4,000.00	10,000.00
205-34-5233	R&M- Machinery & Equip. Parts	38,863.85	30,000.00	20,000.00	30,000.00
205-34-5241	Shop Supplies	1,881.66	1,500.00	1,000.00	1,500.00
205-34-5339	On-Line Utility Bill Pay Fees	22,900.21	20,000.00	20,360.00	20,400.00
205-34-5341	Electricity	103,515.45	129,035.00	168,984.00	226,700.00
205-34-5342	Water	2,114.40	1,200.00	1,200.00	2,000.00
205-34-5344	Natural Gas	10,272.95	7,500.00	15,852.00	16,000.00
205-34-5356	Professional Services	90,740.76	60,000.00	20,000.00	20,000.00
205-34-5370	Safety Workwear and Equipment	2,412.68	8,500.00	8,500.00	10,000.00
205-34-5372	Uniforms	57.10	0.00	0.00	0.00
205-34-5380	Professional Development	3,669.77	13,460.00	7,500.00	13,460.00
205-34-5384	Internet Service	1,680.54	1,300.00	1,300.00	19,000.00
205-34-5422	Small Tools	3,463.68	6,000.00	1,500.00	7,500.00
205-34-5423	Construction Materials	0.00	4,000.00	1,000.00	3,000.00
205-34-5431	R&M PUMPS	0.00	25,000.00	18,000.00	25,000.00
205-34-5432	R&M SCADA	0.00	25,000.00	20,000.00	25,000.00
205-34-5433	R&M Plant	51,511.81	65,000.00	60,000.00	65,000.00
205-34-5434	R&M Collections	7,631.27	20,000.00	10,000.00	15,000.00
205-34-5440	Sludge Disposal	39,919.00	50,000.00	50,000.00	55,000.00
205-34-5455	Lab Supplies	6,575.32	5,000.00	5,800.00	6,500.00
205-34-5512	Insurance-Property Related	0.00	0.00	0.00	0.00
205-34-5533	Equipment Rental	0.00	2,500.00	0.00	2,500.00
205-34-5554	Sewer Testing	59,323.34	40,000.00	36,000.00	45,000.00
205-34-5941	Safety & First Aid Kits	3,005.25	3,000.00	2,150.00	3,000.00
205-34-5969	Lab Equipment	4,650.15	6,500.00	6,500.00	7,000.00
	R & M Computer	0.00	0.00	0.00	5,000.00
205-90-5618	2022 SRF LOAN W22AX116 - Principal	212,331.00	618,315.00	447,699.00	936,944.00
205-90-5619	2022 SRF LOAN W22AX116 - Interest	1,046,994.13	1,249,115.00	1,419,730.04	1,405,230.00
205-90-5621	2022 GPR Loan Principal	0.00	47,151.00	47,151.26	81,958.18
205-90-5622	2022 GPR Loan Interest	0.00	26,200.00	26,200.28	43,986.54
	Software Subscriptions and Support	0.00	0.00	0.00	45,000.00
	Propane	0.00	15,000.00	0.00	0.00
	Utility Billing Printing Services	0.00	0.00	0.00	14,464.00
TOTAL		\$ 2,227,211.85	\$ 3,163,111.25	\$ 3,062,761.83	\$ 3,851,736.63

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Drainage Expenditures					
207-34-5100	Wages & Salaries	\$ 20,706.47	\$ 44,233.50	\$ 44,233.50	
207-34-5102	Benefits	10,000.92	30,063.00	30,063.00	
207-34-5231	Fuel, Oil & Grease	3,692.61	2,000.00	2,000.00	2,000.00
207-34-5339	On-Line Utility Bill Pay-Fee	8,272.77	6,500.00	7,447.00	7,500.00
207-34-5341	Electricity	444.58	710.00	710.00	750.00
207-34-5356	Professional Services	0.00	20,000.00	20,000.00	20,000.00
207-34-5372	Uniforms	13.28	0.00		0.00
207-34-5522	Authority Utilities Payments	891.00	403,322.00	403,322.00	411,468.00
207-34-5524	Authority Impact Fees	0.00	35,200.00	35,200.00	36,107.00
207-34-5533	Equipment Rental	0.00	1,000.00	1,000.00	1,000.00
	Utility Billing Printing Services				5,228.00
TOTAL		\$ 44,021.63	\$ 543,028.50	\$ 543,975.50	\$ 484,053.00

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Parks Fund Expenditures					
210-34-5100	Wages & Salaries	\$ 146,904.12	\$ 215,860.32	\$ 215,860.32	\$ 302,764.28
210-34-5101	Seasonals	0.00	30,110.00	30,000.00	0.00
210-34-5102	Benefits	45,154.26	73,892.00	73,892.00	64,385.21
	On-Call Stipend	0.00	0.00	0.00	5,200.00
	Vandalism	0.00	0.00	0.00	1,000.00
	Horticulture	0.00	0.00	0.00	5,000.00
210-34-5214	Office Supplies	845.35	0.00	0.00	0.00
210-34-5221	Pond Chemicals	0.00	5,000.00	4,700.00	5,200.00
210-34-5231	Fuel, Oil & Grease	6,613.34	6,000.00	6,000.00	6,200.00
210-34-5233	R&M- Machinery & Equip. Parts	7,621.10	18,000.00	18,000.00	18,500.00
210-34-5234	Irrig. Water Assessments	1,919.70	0.00		0.00
210-34-5237	Irrig. Sys. Supplies/Repairs	18,609.65	10,000.00	12,000.00	40,000.00
210-34-5239	Wells & Well Houses	17,960.55	10,000.00	10,000.00	11,000.00
210-34-5241	Shop Supplies	926.45	2,200.00	2,200.00	2,300.00
210-34-5244	Tires & Tubes	0.00	0.00		0.00
210-34-5252	Tree Replacement & Trimming	9,351.10	35,000.00	35,000.00	36,000.00
210-34-5253	Tree Spraying	9,536.27	30,000.00	30,000.00	30,300.00
210-34-5254	Parks Playground & General R&M	41,678.00	30,000.00	30,000.00	35,000.00
210-34-5256	Splash Pad Chemicals	0.00	0.00	0.00	1,100.00
210-34-5341	Irrigation Electricity	18,293.67	10,000.00	10,000.00	8,900.00
210-34-5342	Water	27,009.19	16,169.00	16,169.00	18,000.00
210-34-5343	Sewer	991.56	840.00	840.00	840.00
210-34-5344	Natural Gas	950.23	850.00	1,990.00	2,000.00
210-34-5346	Storm Drainage	3,048.96	2,800.00	2,800.00	2,800.00
210-34-5356	Professional Services	2,310.37	3,000.00	3,000.00	3,500.00
210-34-5365	Toilet Rental	15,773.88	11,000.00	17,000.00	20,000.00
210-34-5366	Services - Parks & Lawn Care	108,181.50	80,000.00	80,000.00	82,000.00
210-34-5370	Safety Workwear and Equipment	2,297.60	1,500.00	1,500.00	1,600.00
210-34-5372	Uniforms	1,700.74	2,500.00	2,500.00	2,750.00
210-34-5380	Professional Development	531.50	4,000.00	4,000.00	5,000.00
210-34-5397	Weed Control	519.48	200.00	200.00	250.00
210-34-5422	Small Tools	5,888.78	4,500.00	4,450.00	4,650.00
210-34-5423	Sand, Gravel, Mulch	11,458.83	12,000.00	12,000.00	13,000.00
210-34-5512	Insurance-Property Related	0.00	0.00	0.00	0.00
210-34-5533	Equipment Rental	0.00	1,000.00	2,000.00	3,000.00
210-34-5562	County Clerk Fees	0.00	7,000.00	0.00	7,000.00
210-34-5941	Safety Supplies & Equipment	6,043.30	3,000.00	3,000.00	10,000.00
210-34-5942	Minor Park Improvements	17,642.28	30,000.00	30,000.00	80,000.00
TOTAL		\$ 529,761.76	\$ 656,421.32	\$ 659,101.32	\$ 829,239.49

Account Number	Account Title	Actual 2022	Budget 2023	EOY ESTIMATE 2023	Proposed 2024
Recreation					
210-51-5100	Wages & Salaries	\$ 228,974.40	\$ 209,112.92	\$ 209,112.92	\$ 241,941.52
210-51-5101	Seasonals	64,566.06	88,093.00	88,000.00	91,000.00
210-51-5102	Benefits	82,173.30	76,492.00	76,492.00	62,038.61
	On-Call Stipend	0.00	0.00	0.00	5,200.00
210-51-5130	Start Smart Baseball	805.00	800.00	800.00	800.00
210-51-5131	Start Smart Basketball	646.99	640.00	640.00	640.00
210-51-5132	Start Smart Flag Football	960.00	960.00	960.00	960.00
210-51-5133	Start Smart Soccer	1,480.00	1,480.00	1,480.00	1,800.00
210-51-5135	Youth Sports Apparel	2,806.44	5,000.00	4,877.00	5,100.00
210-51-5140	Youth Soccer	1,573.13	4,470.00	4,400.00	4,470.00
210-51-5142	Youth Football	1,468.18	1,500.00	1,450.00	1,500.00
210-51-5144	Youth Baseball	1,221.60	12,850.00	12,800.00	12,850.00
210-51-5145	Youth Softball	0.00	2,900.00	0.00	2,900.00
210-51-5146	Youth Basketball	672.46	1,025.00	1,000.00	1,025.00
210-51-5148	Youth Volleyball	347.78	1,677.00	1,500.00	1,800.00
210-51-5149	Youth Tennis	0.00	480.00	1,067.60	500.00
210-51-5158	Adult Kickball	98.97	475.00	450.00	500.00
210-51-5161	Adult Tennis	0.00	480.00	1,067.60	500.00
210-51-5162	Adult Softball	1,729.76	5,775.00	4,500.00	5,950.00
210-51-5164	Adult Volleyball	620.00	1,300.00	1,250.00	1,350.00
	Adult Basketball	0.00	0.00	0.00	800.00
210-51-5165	NCSO Referees Admin Fee	5,625.00	8,000.00	8,000.00	8,000.00
210-51-5166	Instructor/Official Fees	23,475.80	30,000.00	30,000.00	32,000.00
210-51-5168	Computer Equip./Software	14,996.84	13,230.00	13,230.00	21,000.00
210-51-5181	Rec. Prog. Supplies/Exp.	5,407.41	15,000.00	15,000.00	16,000.00
210-51-5183	Batting Cages - Maint. & Oper.	5,370.00	10,500.00	10,250.00	11,000.00
210-51-5185	Ball Field/Cage Electricity	80.85	14,000.00	14,000.00	15,000.00
210-51-5186	Infield Mix	2,348.90	13,000.00	13,000.00	13,500.00
210-51-5190	Yoga Classes	0.00	0.00	0.00	500.00
210-51-5223	Operating Supplies	268.53	3,000.00	3,000.00	3,100.00
210-51-5356	Professional Services	210.00	0.00	0.00	0.00
210-51-5372	Staff Uniforms	2,136.42	2,500.00	2,500.00	2,750.00
210-51-5380	Professional Development	1,691.78	4,500.00	4,500.00	5,000.00
210-51-5392	Gym Rental	6,963.75	14,378.00	13,000.00	15,000.00
	Dues and Subscriptions	0.00	0.00	0.00	1,800.00
210-51-5401	Marketing Services	12,898.77	13,000.00	13,000.00	15,000.00
TOTAL		\$ 471,618.12	\$ 556,617.92	\$ 551,327.12	\$ 603,275.13



CIP

CAPITAL IMPROVEMENT PROJECTS



GRANT OVERVIEW



Awarded Grants

The Town of Wellington continues to pursue grants to support priorities identified by the Board of Trustees. Since 2020, the Town has applied for and been awarded \$7.3 million to support various projects, including the Comprehensive Plan, water infrastructure, downtown facade improvements, and more. Town staff will continue to seek grant funding in alignment with the board's direction to offset costs and reduce debts as part of the overall commitment to fiscal responsibility.

2020 - Current Funding		
Grant Name	Projects	Funding Amount
Energy/Mineral Impact Assistance Fund Grant (EIAF)	Land Use & Comp Plan	\$85,000
Main Street Open for Business	Supporting 11 downtown businesses facades	\$569,626
Main Street: Opportunity 2	Downtown lighting, benches, tables	\$149,999
Stormwater Masterplan	Masterplan	\$112,500
Wastewater Equipment	Autosampler	\$3,700
American Rescue Plan Act	Water Fund - to help stabilize utility rates	\$1,311,669
Library Grant	Circulation	\$5,544
Library Grant	Technology	\$6,054
Project Accelerator	Water Conservation Coms Plan	\$25,000

AARP Livable Communities	Wellington Shade Structure & Gathering Space	\$1,500
2023 Water Efficient Landscape Grant	Demonstration Garden at Muni. Service Building	\$3,000
	Total	\$2,273,592
2024 Capital Improvement Projects		
Grant Name	Projects	Funding Amount
Federal Highway Safety Improvement Program (HSIP)	Pedestrian Improvements	\$294,624
Revitalizing Main Street: Opportunity 1	Downtown bulb out, crosswalks, ADA, drainage	\$1,800,000
Multimodal Transportation and Mitigation Options Fund	Downtown bulb out, crosswalks, drainage	\$1,349,462
HGMP Revised (Coal Creek Outfall)	Stormwater Outfall 100%	\$960,000
Innovative Housing Opportunities Incentive	Affordable Housing Needs Assessment and Strategy Development	\$52,500
Congressionally Direct Spending	Viewpointe Lift Station	\$608,000
	Total	\$5,064,585

Future Grant Process

After adoption of the 2024 budget and corresponding CIP list, staff will pursue additional grant funding to assist in the completion of projects aligning with the Board of Trustee’s goal to seek funding sources for the positive direction of the community. The Board of Trustees can expect updates on potential grants and will approve the decision to move forward with a grant application through resolution at a public meeting.

Water Fund

Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4010	Water Plant Expansion Engineering and Construction	15,109,347					Engineering and construction cost to expand the Water Plant.
211-80-4014	Wilson Wellhouses Improvements	\$30,000	\$75,000				Variety of infrastructure improvements to address the well system, safety concerns, access hatches, fencing etc.
211-80-4019	Distribution System Master Plan		110,000				The current distribution masterplan is incomplete and was based on a modeling system that is no longer supported. The master plan includes a new distribution system model, identification of water main and/or pumping improvements, and alternative analysis.
211-80-4020	Buffalo Creek Booster Station					40,000	The Buffalo Creek Booster Station provides flow and pressure to the northwest area of town, such as Buffalo Creek and planned future developments. The station was not constructed with VFDs or adequate control systems, which impacts operation and consistent performance.
211-80-4079	Reservoir Management Project			100,000			This project is the starting point for a Reservoir Management Program. With the new plant coming online in 2024, Staff is looking to operate the plant for more than a year to determine the best multi-barrier approach to treating and delivering the highest quality drinking water possible. Needs may include additional water quality testing, data collection, and/or in-situ chemical or physical treatment.
211-80-5013	Automated Metering Infrastructure	228,600	228,600	228,600			Aligned with the 2018 Municipal Water Efficiency Plan, the Town aims to upgrade 1,300 residential meters to advanced metering for improved efficiency leak detection. A \$500,000 WaterSmart grant application is pending in 2023. If granted, project costs will total \$200,000; otherwise, it will extend over multiple years.
211-80-5030	Rehabilitation of Existing Potable Water Tanks	1,155,112					Re-coating the exterior of water storage tanks that are badly deteriorated.
211-80-5032	Pre-Treatment Facility Site Improvements	65,000					Miscellaneous improvements to the Pre-treatment site, including fencing, grading, drainage, and access.
Future	Water Treatment Plant Covered Equipment Storage		65,000				This storage facility will provide a secure, climate-protected place to store equipment.
Future	Water Treatment Plant Admin Building Design Alternatives		50,000	50,000			Planning and design.
Future	Water Treatment Plant Admin Building Construction			600,000	600,000		
Future	Water Oversizing Reimbursement Saddleback Subdivision			100,000	100,000	101,183	Required by the Development Agreement for Saddleback, as executed in 2018.
New CIP	SCADA Telemetry System Upgrade	40,000					Telemetry system upgrade to replace the existing point-to-point ethernet system at the WTP and various remote sites. This upgrade will greatly improve remote communications between remote sites and the main treatment facility.
New CIP	Programmable logic controllers (PLC) Upgrades	105,000					This project would replace and upgrade four programmable logic controllers (PLC) across multiple sites for the Water Treatment Facility. The current PLCs are beyond their useful life and no longer serviceable. Replacement of these PLCs were not include in the expansion project.
New Equip.	Front End Loader		225,000				
TOTAL:		\$16,733,059	\$753,600	\$1,078,600	\$700,000	\$141,183	

Sewer Fund

Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4061	Water Reclamation Facility Engineering	944,326					Engineering cost associated with the expansion of the Water Reclamation Facility.
211-80-4062	Collection System Improvements				200,000	200,000	Programmed funding for wastewater collection system improvements as per the Collection Masterplan
211-80-4083	Water Reclamation Facility Construction	19,759,011					Construction cost associated with the expansion of the Water Reclamation Facility.
211-80-4084	Water Reclamation Facility Risk & Resiliency Assessment and Emergency Response Plan		85,000				Evaluate the town's wastewater system for risk and create an updated emergency response plan.
211-80-4089	Viewpoint Lift Station	167,500	1,220,000				Improvements needed at the lift station to increase capacity, operational efficiency, and reliability.
211-80-4091	Sewer Oversizing Reimbursement Sage Meadows 1st Development Agreement	30,520	48,130				The Town required the developer to oversize a sanitary sewer line within the project to accommodate future development.
Future	Sewer Oversizing Reimbursement Saddleback Development Agreement			96,000	96,000	96,030	Required by the Development Agreement for Saddleback, as executed in 2018.
Future	Orbal System Rehabilitation	831,600	1,247,400				Project to rehabilitate the orbal system. This project must be carefully timed so as to maintain operations as new expansion comes online.
New CIP	Roof Replacement for Existing Buildings	70,000	80,000	90,000			Address failing roof systems for the RAS/WAS, Lab, and Dewatering buildings
New Equip.	Gator with Plow	35,000					Additional site area and facilities require frequent snow removal to ensure adequate access and safety.
TOTAL:		\$21,837,937	\$2,680,530	\$186,000	\$296,000	\$296,030	

Street Fund

Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4006	Old Town Street Repairs	530,250					Multi-year repair plan developed in 2016 to rehabilitate selected streets, curb/gutter and sidewalk in the Old Town area.
211-80-4007	Pavement Preventive Maintenance	108,045	118,850	130,734	143,808	158,189	Preventive maintenance for town streets, including crack seal, overlays, and other measures to lengthen lifespan of existing pavements.
211-80-4009	Pavement Condition Assessment	75,000					The Pavement Condition Assessment will evaluate Wellington streets and provide conceptual long-range planning information to prioritize, schedule and budget on-going street maintenance and repair.
211-80-4070	HWY 1 Intersection Improvements		100,000	150,000			Funding to support intersection improvements near PSD Middle/High School.
211-80-4076	Epoxy Street Striping		120,000				Contracted service to provide street lane striping with superior epoxy based materials.
211-80-5022	Cleveland Ave Improvements	600,000	1,600,000				Street improvements including ADA, sidewalk, drainage on Cleveland Ave.
211-80-5023	Street/Sidewalk Safety Improvements	160,000	164,086				Various sidewalk and accesibility improvements as funded with the HSIP grant.
211-80-5024	Transportation Master Plan	100,000					Strategic document that outlines goals, policies, and projects aimed at improving town's transportation system and infrastruture.
211-80-5025	Railroad/Road Improvements Sage Meadows Development Agreement	208,800	24,000	37,800			The Town partnered with developer to design and improve the railroad crossing at G.W. Bush.
Future	Street Rehabilitation		630,000	661,500	694,575	729,304	Multi-year rehabilitation plan as informed by the Paving Condition Assessment to repair town streets.
Future	Road Off-site Improvement/Saddleback			60,000	60,000	63,600	
New CIP	Old Town Sidewalk Pedestrian Improvements		577,250	577,250	577,250	577,250	
New Equip.	Vehicle Replacement	60,000		64,000		68,000	The goal of the vehicle replacement plan is to remove older vehicles in poor condition from the Town's fleet and replace those with more reliable new vehicles. These are anticipated to cost approximately \$60,000 in 2024 with price increases in future years.
New Equip.	Snow Material Storage Facility	48,000					
New Equip.	Liquid De-icing Equipment	18,000					
New Equip.	Street Striping Equipment		60,000				
New Equip.	Air Conditioner Recharge System		16,000				
New Equip.	Shop Air Conditioner	6,500					
TOTAL:		\$1,914,595	\$3,410,186	\$1,681,284	\$1,475,633	\$1,596,343	

Drainage Fund

Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4038	Old Town Streets Repair	69,615					Multi-year repair plan developed to rehabilitate selected streets, curb/gutter and sidewalk in the Old Town area. This is the last project in a planned 6-year plan.
211-80-4039	Storm Drain & Pan Replacement	38,933	40,879	42,923	45,070		Address failing storm drainage appurtenances and identifies repairs such as pans.
211-80-4065	B-Dams Improvements	113,534	93,534	93,534	93,534	93,534	Cost share of flood early warning system, emergency response plan, and ongoing maintenance at B-Dams.
SDF231	Regional Drainage Improvements		1,000,000	1,100,000	1,200,000	1,300,000	Future projects as proposed by the Stormwater Masterplan
211-80-5027	Box Elder Creek LOMR	6,000					Prepare a Letter of Map Revision (LOMR) to modify the results of the Box Elder Creek floodplain restudy (RiskMap).
211-80-5028	Outfall for Cleveland Ave Improvements	230,000	700,000				As part of the larger Cleveland Avenue Improvement project, this storm drainage improvement is intended to reduce flooding of Cleveland Avenue.
Future	Street Rehabilitation		94,500	99,225	104,186	109,395	Various street repair and rehabilitation project throughout town.
Future	Stormwater Off-site Reimbursement -Saddleback		20,000	20,000	21,200		Required by the Development Agreement for Saddleback, as executed in 2018.
Future	Clark Reservoir Dredging					2,000,000	Project required by Boxelder Stormwater Authority.
TOTAL:		\$458,082	\$1,948,913	\$1,355,682	\$1,463,990	\$3,502,929	

Water Source Development
Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-5035	Water Source Development Plan	150,000					
211-80-5036	Water Purchase	2,500,000					Purchase of water shares.
TOTAL:		\$2,650,000	\$0	\$0	\$0	\$0	

Parks Fund
Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4042	Parks Master Plan			80,000			Blueprint that guides the development and management of town's parks and recreational spaces.
211-80-4068	Replace Soft Trails	20,000					Replaces soft trails with concrete trails.
211-80-4077	Playground at Viewpointe Park		250,000				Replacement of playground at Viewpointe Park.
	Pour & Place Viewpointe Park		65,000				Add pour & place to Viewpointe Playground.
	Shade Structure		15,000				Shade structure at Viewpointe Park.
211-80-5039	Splashpad Chemical Room	125,000					Improvements needed to improve the safety in the splashpad chemical room. Rollover from 2023.
New CIP	WCP poured in place Border Replacement	10,000					Noted on CIRSA assessment
New CIP	Park Meadows Solar	15,000					This would include 3 lights for the Park.
New CIP	ADA Fishing Pier	50,000					PROST / community request. Seeking Grant Funding.
Future	ADA Bridge across Boxelder Creek		40,000				ADA access for public use and disc golfers at Griffin Greens.
New Equip.	Parks Truck		\$60,000				Replacement of aging parks truck.
New Equip.	Recreation Truck		\$60,000				Replacement of aging recreation vehicle.
New Equip.	Wellville Pump		\$80,000				
New Equip.	Used Groundmaster Mower	\$80,000					Added Harvest Park. Will create more efficiency.
TOTAL:		\$300,000	\$570,000	\$80,000	\$0	\$0	

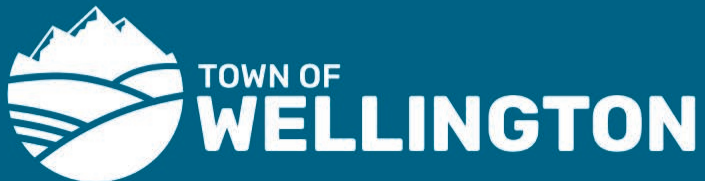
General Fund

Capital Projects | Five Year Summary

GL	Project Name	2024	2025	2026	2027	2028	Description
211-80-4000	Downtown Master Plan			25,000	60,000		Strategy that outlines vision/guidelines for development and revitalization in downtown.
	Elevator in Muni Building	85,000					Installation of ADA Lift in Municipal Services Building.
211-80-4003	Town Hall/ Board Chambers Design		150,000				Planning and design effort to develop a strategy to support additional workspace needed for staff and public services.
211-80-4003	Town Hall/ Board Chambers Construction			350,000	5,000,000		Construction of a functional and efficient space that meets the needs of the community and organization.
211-80-4005	Community Center Feasibility Study		50,000				Comprehensive evaluation that assesses the viability and potential of a rec center considering factors of market demand, financial feasibility, and community support.
	Housing Needs Assessment	70,000					Detailed analysis that identifies and evaluations the current and future housing demands, trends, and challenges.
2100-80-4054	Tract F	75,000					Stormwater detertion pond improvements on 12.5 parcel along I-25 frontage road.
	ADA Community Improvements	20,000	20,000	20,000	20,000	20,000	As needed funding source to make ADA infrastructre improvements.
	6th Street Undergrounding/Lights Bonfire Subdivision DA			75,000			
New Equip.	Large Format Printer/Scanner	12,000					Assist with scanning Town records that is otherwised contracted out for this service.
TOTAL:		\$262,000	\$220,000	\$470,000	\$5,080,000	\$20,000	

2024 Budget

October 10, 2023





Agenda

Budget Calendar

Budget Overview – Part III

General Fund Revenues & Expenditures

Street Fund

Water Fund

Sewer Fund

Storm Drainage Fund

Park Fund



2024 Budget Calendar

Sep 19:	Part I review of operating budgets
Oct 3:	Part II review of operating budgets
Oct 3:	Review of Capital Improvement Program
Oct 10:	Budget Overview
Oct 17:	Budget Boo-nanza
Oct 24:	Budget work session
Dec 12:	Budget Adoption

Budget Overview

Part III





2024 Budget Overview – Highlights

- Total 2024 Proposed Budget = \$67.3 million
 - Operating Budget = \$23.2 million
 - Capital Improvement Program Budget = \$44.1 million
- All Funds projected to meet Board adopted fund balance reserve requirements
 - Water & Sewer Funds do not currently meet debt service coverage requirements despite proposed rate increases
- Proposed Budget includes all recommended position changes and merit/COLA increases



2024 Budget Overview – Highlights

- General Fund 2024 Budget is balanced
 - Projected revenues over expenditures and transfers = \$399,000
- Projected fund balance = \$9.1 million
- Reserve requirement = \$2.7 million
- Property and Sales taxes primary funding sources = 72% of General Fund revenues
- Public Safety is largest General Fund program = 24% of expenditures



Budget Overview - Footnotes

- Revenue estimates are under constant review and may change before December budget adoption
- To be conservative, estimated revenues do not include potential grant revenues
- Town Audits
 - Final report for 2021 has not been issued so, though unlikely, numbers in this presentation from that year could change.
 - Similarly, 2022 audit not yet complete, so numbers in this presentation are un-audited and may change.
- Prop HH: potential impacts have not yet been studied



Budget Overview

- The Town of Wellington has eight funds
 - General Fund
 - Where most discretionary funding and tax-based programs reside
 - Three Enterprise Funds
 - Water, Sewer, Storm Drainage
 - Primarily fee-based services, meant to capture all operational and capital costs
 - Use Working Capital instead of Fund Balance
 - Four Special Revenue Funds
 - Streets, Parks, Conservation Trust, Library Trust
 - Primarily tax-based programs, though some fees are included in revenues

Budget Overview – 2024 Proposed Budget All Funds

	General Fund	Street Fund	Water Fund	Sewer Fund	Storm Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$8,697,229	\$4,358,686	\$18,574,643	\$5,472,897	\$1,403,949	\$2,147,647	\$1,562,343	\$42,217,394
Operations								
Revenue	6,929,854	2,262,400	8,165,883	3,875,340	777,822	1,530,500	127,500	23,669,299
Transfers In	1,889,890	0	0	0	0	0	0	1,889,890
	8,819,744	2,262,400	8,165,883	3,875,340	777,822	1,530,500	127,500	25,559,189
Expenditures	8,158,503	995,322	4,653,311	1,383,618	484,053	1,432,515	0	17,107,322
Debt Service	0	0	1,464,694	2,468,119	0	252,000	0	4,184,813
Transfers Out - Other	0	328,511	568,155	568,155	190,228	234,841	0	1,889,890
	8,158,503	1,323,833	6,686,160	4,419,892	674,281	1,919,356	0	23,182,025
Net Operations	661,241	938,567	1,479,723	-544,552	103,541	-388,856	127,500	29,256,728
Capital								
Loan Proceeds	0	0	2,598,641	17,365,002	0	0	0	19,963,643
Transfers Out to CIP	262,000	1,914,595	19,383,059	21,837,957	458,082	300,000	0	44,155,693
Net Capital	-262,000	-1,914,595	-16,784,418	-4,472,955	-458,082	-300,000	0	-24,192,050
Rev over Exp & Trans	399,241	-976,028	-15,304,695	-5,017,507	-354,541	-688,856	127,500	-21,814,886
End Fund Balance	\$9,096,470	\$3,382,658	\$3,269,948	\$455,390	\$1,049,408	\$1,458,791	\$1,689,843	\$20,402,508

Budget Overview – 2024 Proposed

	General Fund	Enterprise Funds	Special Revenue Funds	Total
Beg Fund Balance	<u>\$8,697,229</u>	<u>\$25,451,489</u>	<u>\$8,068,676</u>	<u>\$42,217,394</u>
Revenue	\$6,929,854	\$12,819,045	\$3,920,400	\$23,669,299
Transfers In	\$1,889,890	\$0	\$0	\$1,889,890
Loan Proceeds	\$0	\$19,963,643	\$0	\$19,963,643
	<u>\$8,819,744</u>	<u>\$32,782,688</u>	<u>\$3,920,400</u>	<u>\$45,522,832</u>
Expenditures	\$8,158,503	\$6,520,982	\$2,427,837	\$17,107,322
Debt Service	\$0	\$3,932,813	\$252,000	\$4,184,813
Transfers Out to CIP	\$262,000	\$41,679,098	\$2,214,595	\$44,155,693
Transfers Out - Other	\$0	\$1,326,538	\$563,352	\$1,889,890
	<u>\$8,420,503</u>	<u>\$53,459,431</u>	<u>\$5,457,784</u>	<u>\$67,337,718</u>
Rev over Exp & Trans	<u>\$399,241</u>	<u>-\$20,676,743</u>	<u>-\$1,537,384</u>	<u>-\$21,814,886</u>
End Fund Balance	<u>\$9,096,470</u>	<u>\$4,774,746</u>	<u>\$6,531,292</u>	<u>\$20,402,508</u>

Enterprise Funds

- Water
- Sewer
- Storm

Special Revenue Funds

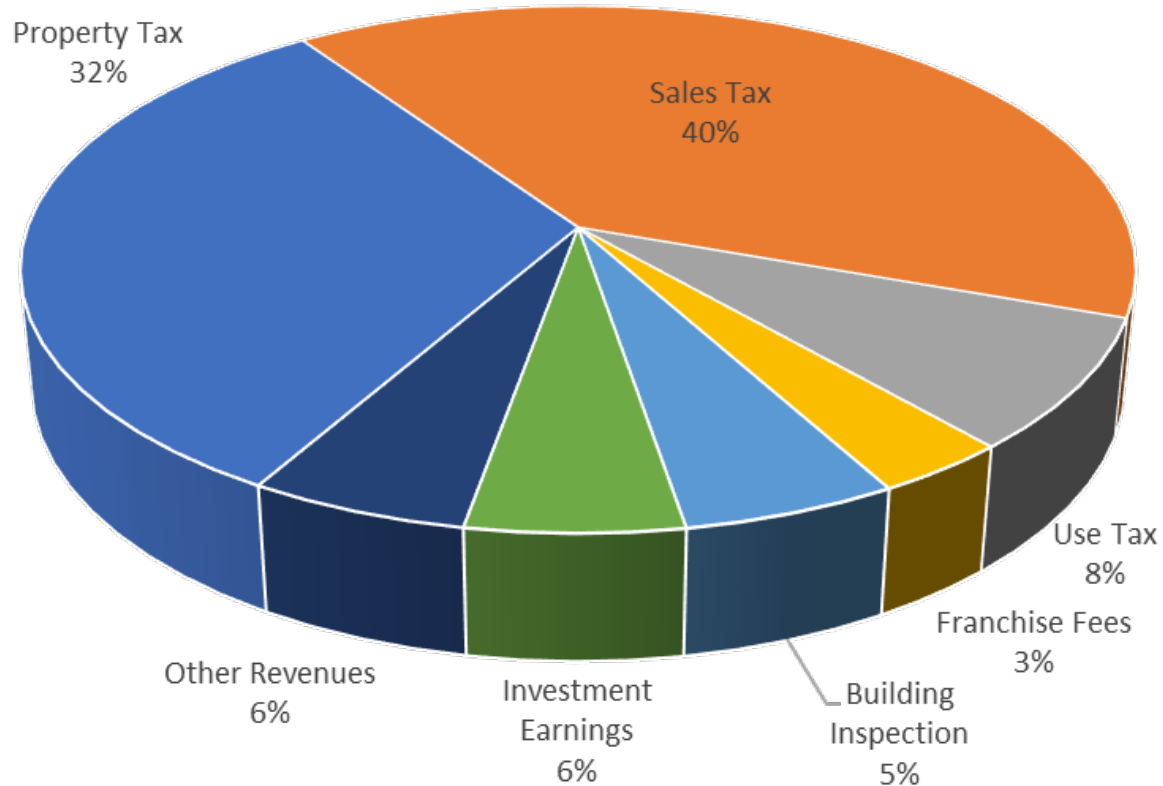
- Streets
- Parks
- Conservation Trust
- Library Trust

Budget Overview

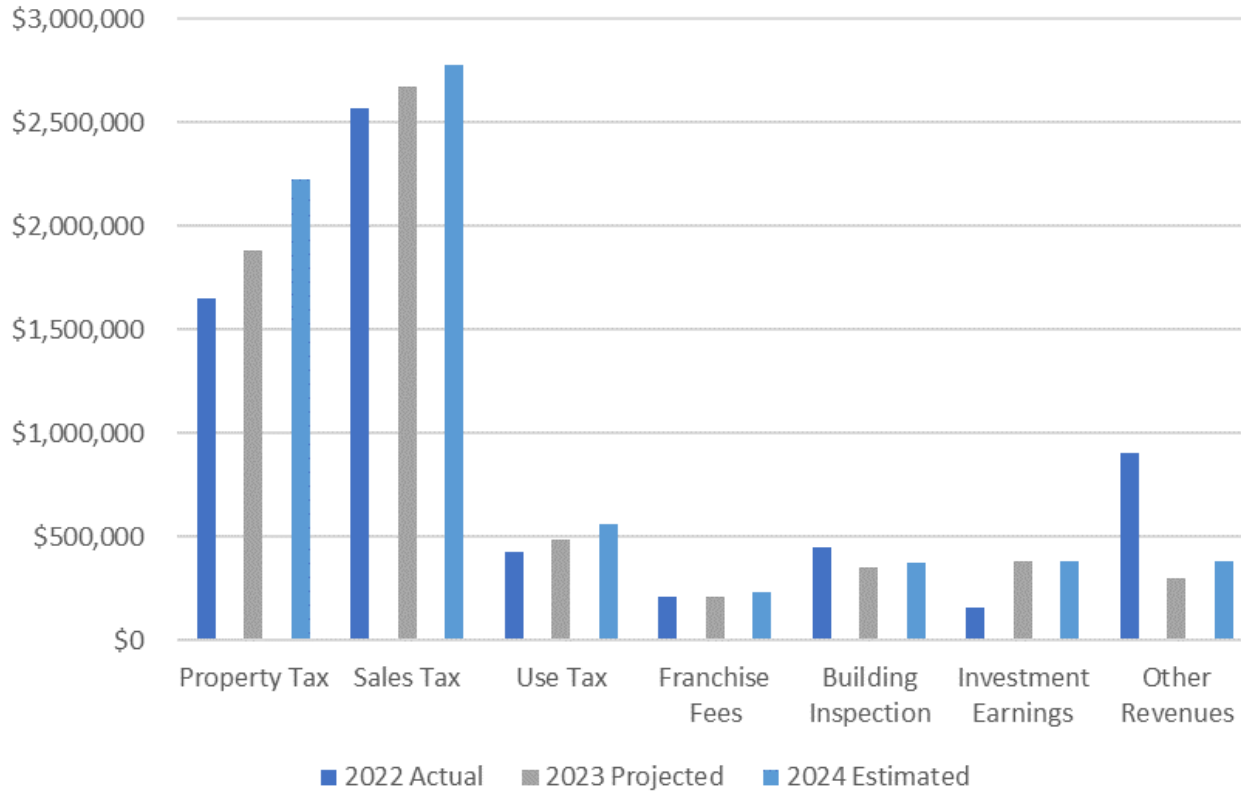
General Fund



General Fund 2024 Revenue Estimates



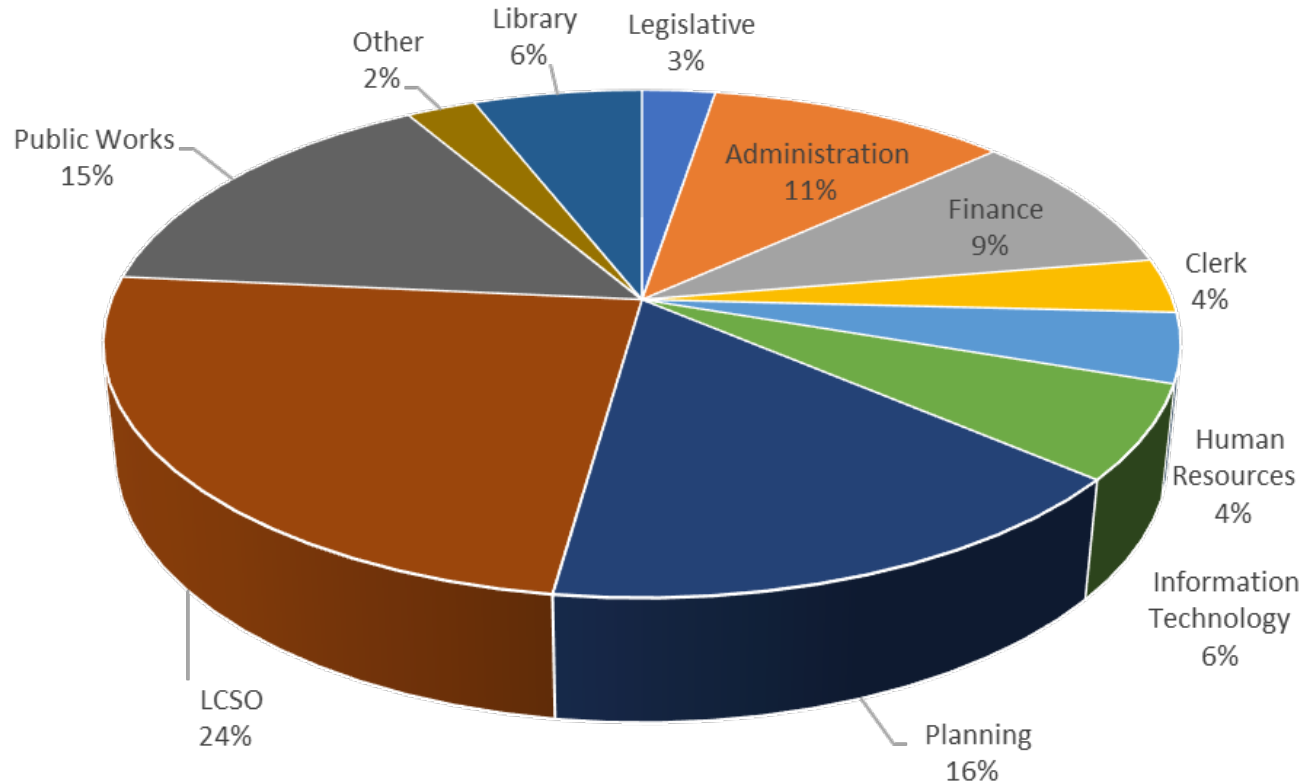
General Fund Revenues – 2022 to 2024



General Fund Revenues

	2022 Actual	2023 Projected	2024 Estimated	Change
Property Tax	\$1,648,885	\$1,881,000	\$2,223,000	18%
Sales Tax	2,569,022	2,672,000	2,774,000	4%
Use Tax	423,267	489,000	561,652	15%
Franchise Fees	209,419	209,470	235,000	12%
Building Inspection	447,677	355,000	375,419	6%
Investment Earnings	155,905	378,000	378,000	0%
Other Revenues	902,750	299,250	382,783	28%
	<u>\$6,356,924</u>	<u>\$6,283,720</u>	<u>\$6,929,854</u>	10%

General Fund 2024 Proposed Budget



General Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	\$7,465,227	\$8,214,756	\$8,697,229
Revenue	6,356,924	6,283,720	6,929,854
Transfers In - Admin Overhead	3,100,732	0	1,889,890
	<u>9,457,656</u>	<u>6,283,720</u>	<u>8,819,744</u>
Expenditures	7,046,957	5,467,247	8,158,503
Transfers Out to Capital Projects	618,170	0	262,000
Transfers Out to Water Fund	653,000	0	0
Transfers Out to Sewer Fund	390,000	334,000	0
	<u>8,708,127</u>	<u>5,801,247</u>	<u>8,420,503</u>
Rev over Exp and Transfers	<u>749,529</u>	<u>482,473</u>	<u>399,241</u>
End Fund Balance	<u><u>\$8,214,756</u></u>	<u><u>\$8,697,229</u></u>	<u><u>\$9,096,470</u></u>

Administrative Overhead Expenditures

2024 Transfers to General Fund

Direct Overhead:	
Water	\$260,510
Sewer	260,510
Indirect Overhead:	
Streets	328,511
Water	307,645
Sewer	307,645
Drainage	190,228
Parks	234,841
Total Overhead	<u>\$1,889,890</u>

Administrative Overhead Expenditures

2024 Transfer from Water Fund to General Fund

Direct:		
Public Works Admin/Engineering		\$260,510
Indirect		
Administration		83,996
Finance		71,296
Clerk/IT		41,059
Human Resources		55,101
Planning		35,019
Streets		21,173
Total Indirect Overhead		307,645
Total Admin/Overhead Transfer Out		\$568,155

Admin Overhead Expenditures

	Wages & Benefits		
	2023 Budget	2024 Proposed	Change
Judicial	\$14,148	\$ -	(\$14,148)
Administration	387,465	708,865	321,400
Finance	135,896	442,181	306,285
Clerk	149,766	222,038	72,272
Human Resources	53,824	246,915	193,091
Information Technology	40,968	94,839	53,871
Planning	481,913	778,088	296,175
Public Works	186,694	1,010,422	823,728
Library	345,398	395,003	49,605
	1,796,072	3,898,351	2,102,279
Admin Overhead	-	1,889,890	1,889,890
Net Admin Cost	\$1,796,072	\$2,008,461	\$212,389

Budget Overview

Other Funds



Street Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	<u>\$3,690,406</u>	<u>\$4,448,141</u>	<u>\$4,358,686</u>
Revenue	<u>2,249,356</u>	<u>2,197,819</u>	<u>2,262,400</u>
Expenditures	535,050	1,079,273	995,322
Transfers Out to General Fund	631,107	0	328,511
Transfers Out to Capital Projects	<u>325,465</u>	<u>1,208,000</u>	<u>1,914,595</u>
	<u>1,491,622</u>	<u>2,287,273</u>	<u>3,238,428</u>
Rev over Exp and Transfers	<u>757,734</u>	<u>-89,454</u>	<u>-976,028</u>
End Fund Balance	<u><u>\$4,448,140</u></u>	<u><u>\$4,358,687</u></u>	<u><u>\$3,382,658</u></u>

Water Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	<u>\$19,018,658</u>	<u>\$16,540,237</u>	<u>\$18,574,643</u>
Revenue	7,396,082	5,967,095	8,165,883
Transfers In from General Fund	653,000	0	0
Loan Proceeds	<u>4,943,974</u>	<u>17,257,385</u>	<u>2,598,641</u>
	<u>12,993,056</u>	<u>23,224,480</u>	<u>10,764,524</u>
Expenditures	4,628,160	4,001,289	4,653,311
Debt Service	1,469,097	1,462,399	1,464,694
Transfers Out to Capital Projects	8,399,794	15,726,386	19,383,059
Transfers Out to General Fund	<u>974,426</u>	<u>0</u>	<u>568,155</u>
	<u>15,471,477</u>	<u>21,190,074</u>	<u>26,069,219</u>
Rev over Exp and Transfers	<u>-2,478,421</u>	<u>2,034,406</u>	<u>-15,304,695</u>
End Fund Balance	<u><u>\$16,540,237</u></u>	<u><u>\$18,574,643</u></u>	<u><u>\$3,269,948</u></u>

Water Fund Reserves - 2024

	Impact Fee	Raw Water	Operations	Fund Balance
Beg Fund Balance	<u>\$9,025,011</u>	<u>\$10,433,102</u>	<u>-\$883,470</u>	<u>\$18,574,643</u>
Revenue	759,814	1,085,875	6,320,194	8,165,883
Transfers In from General Fund	0	0	0	0
Intrafund Loans	3,000,000	-6,000,000	3,000,000	0
Loan Proceeds	<u>2,598,641</u>	<u>0</u>	<u>0</u>	<u>2,598,641</u>
	<u>6,358,455</u>	<u>-4,914,125</u>	<u>9,320,194</u>	<u>10,764,524</u>
Expenditures	0	0	4,653,311	4,653,311
Debt Service	0	0	1,464,694	1,464,694
Transfers Out to Capital Projects	15,109,347	2,650,000	1,623,712	19,383,059
Transfers Out to General Fund	<u>0</u>	<u>0</u>	<u>568,155</u>	<u>568,155</u>
	<u>15,109,347</u>	<u>2,650,000</u>	<u>8,309,872</u>	<u>26,069,219</u>
Rev over Exp and Transfers	<u>-8,750,892</u>	<u>-7,564,125</u>	<u>1,010,322</u>	<u>-15,304,695</u>
End Fund Balance	<u><u>\$274,119</u></u>	<u><u>\$2,868,977</u></u>	<u><u>\$126,852</u></u>	<u><u>\$3,269,948</u></u>

Sewer Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	<u>\$7,277,213</u>	<u>\$751,066</u>	<u>\$5,472,897</u>
Revenue	2,993,870	3,347,368	3,875,340
Transfers in from General Fund	390,000	334,000	0
Loan Proceeds	<u>9,343,069</u>	<u>21,791,929</u>	<u>17,365,002</u>
	<u>12,726,939</u>	<u>25,473,297</u>	<u>21,240,342</u>
Expenditures	1,195,618	1,607,811	1,383,618
Debt Service	3,498,296	1,940,781	2,468,119
Transfers Out to General Fund	842,378	0	568,155
Transfers Out to Capital Projects	<u>13,716,794</u>	<u>17,202,875</u>	<u>21,837,957</u>
	<u>19,253,086</u>	<u>20,751,467</u>	<u>26,257,849</u>
Rev over Exp and Transfers	<u>-6,526,147</u>	<u>4,721,831</u>	<u>-5,017,507</u>
End Fund Balance	<u><u>\$751,066</u></u>	<u><u>\$5,472,897</u></u>	<u><u>\$455,390</u></u>

Drainage Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	\$986,430	\$1,315,069	\$1,403,949
Revenue	803,593	886,822	777,822
Transfers In	0	0	0
	803,593	886,822	777,822
Expenditures	99,135	645,642	484,053
Transfers Out to General Fund	242,833	0	190,228
Transfers Out to Capital Projects	132,986	152,300	458,082
	474,954	797,942	1,132,363
Rev over Exp and Transfers	328,639	88,880	-354,541
End Fund Balance	\$1,315,069	\$1,403,949	\$1,049,408

Park Fund Budget Overview

	2022 Actual	2023 Estimated	2024 Proposed
Beg Fund Balance	<u>\$2,327,267</u>	<u>\$2,304,448</u>	<u>\$2,147,647</u>
Revenue	1,801,491	1,492,561	1,530,500
Transfers In	0	0	0
	<u>1,801,491</u>	<u>1,492,561</u>	<u>1,530,500</u>
Expenditures	1,099,915	1,370,682	1,432,515
Debt Service	269,460	268,679	252,000
Transfers Out to General Fund	409,988	0	234,841
Transfers Out to Capital Projects	44,949	10,000	300,000
	<u>1,824,312</u>	<u>1,649,361</u>	<u>2,219,356</u>
Rev over Exp and Transfers	<u>-22,821</u>	<u>-156,800</u>	<u>-688,856</u>
End Fund Balance	<u><u>\$2,304,446</u></u>	<u><u>\$2,147,648</u></u>	<u><u>\$1,458,791</u></u>



Questions?

Board of Trustees Meeting

Date: October 10, 2023
Subject: September 26, 2023 Regular Meeting Minutes

- **Presentation:** Ethan Muhs, Town Clerk

BACKGROUND / DISCUSSION

Minutes for the September 26, 2023 Regular Meeting. A link to the video recording of this meeting was available as of 10.04.23.

https://www.youtube.com/watch?v=QwrrdBBqRRo&ab_channel=TownofWellington%2CColorado

STAFF RECOMMENDATION

Staff have identified the following options for Board consideration:

1. Approve the September 26, 2023 Minutes with the Consent Agenda
2. Remove the September 26, 2023 Minutes from the Consent Agenda and consider further as an Action Item

ATTACHMENTS

1. 09.26.23 Board of Trustees Regular Meeting Minutes
2. 09.26.23 Minutes Exhibit 1
3. 09.26.23 Minutes Exhibit 2



BOARD OF TRUSTEES
September 26, 2023
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Agenda

A. CALL TO ORDER

Mayor Chaussee called the meeting to order at 6:30 p.m.

1. Pledge of Allegiance
Mayor Chaussee asked all to rise for the Pledge of Allegiance.
2. Roll Call
The Clerk noted a quorum with the following roll call:
Mayor Chaussee – present
Mayor Pro Tem Macdonald – present
Trustee Dailey – present
Trustee Gaiter – present
Trustee Mason - present
Trustee Tietz - present
Trustee Wiegand – present
3. Amendments to Agenda
Mayor Chaussee asked if there were any amendments to the agenda; there were none.
4. Conflict of Interest
Mayor Chaussee asked if there were any conflicts of interest; there were none

B. COMMUNITY PARTICIPATION

1. Public Comment
Mayor Chaussee called for public comment; there was none.
2. Proclamation: Finance & Accounting Appreciation Week
Mayor Chaussee proclaimed September 25th - 29th 2023 as Finance & Accounting Appreciation Week.

C. OTHER BOARDS

1. Liquor License Authority Board
Mayor Chaussee closed the regular meeting, opened the Liquor License Authority Board at 6:34 p.m., and asked the Clerk for a Roll Call.

The Clerk noted a quorum as follows:
Mayor Chaussee – present
Mayor Pro Tem Macdonald – present
Trustee Dailey – present
Trustee Gaiter – present
Trustee Mason - present

Trustee Tietz - present
Trustee Wiegand – present

a. Sol de Jalisco Modification of Premises Application

Mayor Chaussee invited the Mr. Ethan Muhs, the Town Clerk, to introduce this item. Mr. Muhs presented this item and responded to initial questions from the Board.

Mayor Chaussee invited the applicant, Ms. Myrna Rodriguez, to further present this application. Ms. Rodriguez and her son, Mr. Omar Rodriguez, presented evidence (see Exhibit 1) in support of this application to the Board of Trustees. The Board then reviewed this evidence.

Mayor Chaussee called for initial questions from the Board on this item, to which Mr. Muhs responded.

Mayor Chaussee opened the public hearing for this item at 6:40 p.m. No public comments were provided.

Mayor Chaussee closed the public hearing for this item at 6:40 p.m. and called for additional comments from the Board.

Trustee Dailey moved to approve the Sol de Jalisco Modification of Premises Application
Trustee Wiegand seconded.

Yeas: Dailey, Wiegand, Tietz, Mason, Gaiter, Macdonald, Chaussee
Nays: N/A

The motion was carried unanimously, and the application was approved.

Mayor Chaussee closed the Liquor License Authority Board and reopened the Regular Meeting at 6:41 p.m.

D. PRESENTATION

1. Boards & Commissions Appointment Process Review

Mayor Chaussee invited Mr. Ethan Muhs, the Town Clerk, to present this item. Mr. Muhs presented this item and responded to questions and comments from the Board.

2. Appointment of Members to Wellington Community Housing Board

Mayor Chaussee invited Ms. Patti Garcia, Town Administrator & Julie Brewen, Housing Catalyst Chief Executive Officer to present this item. Ms. Garcia and Ms. Brewen presented this item.

Mayor Chaussee invited questions from the Board. Trustee Gaiter and Brad March, Town Attorney, had questions for Ms. Brewen and she responded. Members of the Board had financial questions for Mr. Rhodes, and he responded.

E. CONSENT AGENDA

1. August 23, 2023 Special Meeting Minutes

2. September 12, 2023 Regular Meeting Minutes

3. Resolution No. 35-2023: Cleveland Avenue Improvements - Survey Contract Award

Mayor Chaussee invited the Town Clerk to read the Consent Agenda items and called for a motion to approve.

Trustee Mason moved to approve the Consent Agenda. Trustee Tietz seconded.

Yeas: Mason, Tietz, Dailey, Gaiter, Wiegand, Macdonald, Chaussee

Nays: N/A

The motion was carried unanimously, and the Consent Agenda was approved.

F. ACTION ITEMS

1. Continued - Ordinance No. 09-2023 Annexing Sage Farms Annexation and Village at Sage Farms Annexation and Annexation Agreements Including Establishment of Vested Development Rights

Mayor Chaussee invited Mr. Cody Bird, Director of Planning, to present this item. Mr. Bird introduced this item and invited the applicant, Mr. Roberson, to further present information to the Board.

Mayor Chaussee called for questions from the Board, to which Mr. Bird and Mr. Roberson responded.

Mayor Chaussee invited public comment on this item; there was none.

Mayor Chaussee invited final comments from the Board; there were none.

Mayor Chaussee called for a motion on this item.

Trustee Dailey moved to continue consideration of this item to the December 12, 2023 Regular Meeting. Trustee Gaiter seconded.

Yeas: Daily, Gaiter, Teitz, Mason, Weigand, Macdonald, Chaussee

Nays: N/A

The motion was carried unanimously, and consideration of this item was continued to the December 12, 2023 Regular Meeting.

2. Resolution No. 34-2023 Fireworks Contract

Mayor Chaussee invited Ms. Hallie Sheldon, Senior Management Analyst, and Mr. Bryan Ehrich joined virtually to present this item. Ms. Sheldon and Mr. Ehrich presented this item and responded to questions from the Board.

Mayor Chaussee invited public comment, Lowry Moyer, Lisa Chollet & Christine Gaiter provided public comment.

Mayor Chaussee invited final comments from the Board; Trustee Treitz, Trustee Daily & Trustee Gaiter made final comments.

Mayor Chaussee called for a motion on this item.

Trustee Mason moved to approve Resolution No. 34-2023 Fireworks Contract with an amendment to not exceed the cost of \$52,870; Trustee Tietz seconded.

Yeas: Mason, Tietz, Macdonald, Gaiter, Weigand, Dailey, Chaussee
Nays: N/A

The motion was carried unanimously, and Resolution No. 34-2023 was approved with the stated amendment.

Mayor Chaussee called for a recess at 8:10 p.m.

Mayor Chaussee called the meeting back to order at 8:18 p.m.

3. Letter of Support for Safe Routes to School 2023 Reconnecting Communities Community Planning Grant

Mayor Chaussee invited Ms. Patti Garcia, Town Administrator, to present this item. Ms. Garcia introduced this item and further invited Safe Routes to School Board Members, Lisa Chollet and Lowry Moyer, to present. Ms. Chollet and Ms. Moyer then provided additional information regarding this item.

Mayor Chaussee called for additional comments and deliberation on this item, and the Board discussed this item further.

Mayor Chaussee invited public comment; there was none.

Mayor Chaussee called for a motion on this item.

Trustee Daily moved to approve Letter of Support for Safe Routes to School 2023 Reconnecting Communities Community Planning Grant. Trustee Gaiter seconded.

Yeas: Dailey, Gaiter, Mason, Weigand, Tietz, Macdonald, Chaussee
Nays: N/A

The motion was carried unanimously and the Letter of Support for Safe Routes to School 2023 Reconnecting Communities Community Planning Grant was approved.

G. REPORTS

1. Town Attorney

Mr. March attended in place of Mr. Sapienza. There were no additional reports from the Town Attorney.

2. Town Administrator

Ms. Patti Garcia reported that on October 3rd 2023 at 5:30 p.m. the Board of Trustees will be conducting interviews for the Parks Recreation Open Space and Trails (PROST) vacancy. She further reported that the work session that evening will start at 6:00 p.m. for budget presentations from the PROST Advisory Board, the Planning Department budget, five year CIP, Public Works, Parks and Recreation, Town Community and Administration Facilities, and the Cemetery. Finally, she reported that the Budget Boo-nanza is scheduled for October 17th 2023 3:00 to 6:00 p.m. with possible Board of Trustee booth.

3. Staff Communications

Mayor Chaussee asked if there were any questions from the Board regarding reports in the Packet; there were none.

- a. July 2023 Report of Bills
- b. Monthly Utility Report – August 2023
- c. LCSO Report – August 2023

4. Board Reports

Trustee Dailey reports on high school varsity Eagles football team win at a recent game.

H. EXECUTIVE SESSION

Mayor Chaussee motioned to enter an Executive Session for “Conferences with an attorney for the Town pursuant to § 24-6-402(4) (b), for the purpose of receiving legal advice relative to pending litigation related to the appeal of a site plan approval. The executive session will not be recorded and an attorney certification will be provided as required by C.R.S. §24-6-402(2)(d.5)(II)(B) that discussions in the executive session constitute privileged attorney-client communications.”

Trustee Tietz moved to enter the Executive Session. Mayor Pro Tem Macdonald seconded.

Yeas: Tietz, Macdonald, Weigand, Gaiter, Mason, Dailey, Chaussee

Nays: N/A

The motion was carried unanimously.

Mayor Chaussee opened the Executive Session at 8:37 p.m.

Mayor Chaussee called for a motion to exit the Executive Session.

Trustee Gaiter moved to exit the Executive Session. Mayor Pro Tem Macdonald seconded.

Yeas: Tietz, Macdonald, Weigand, Gaiter, Mason, Dailey, Chaussee

Nays: N/A

The motion was carried unanimously.

Mayor Chaussee exited the Executive Session at 9:04 p.m.

Mr. Marsh recommended that the Board authorize the Town Administrator to retain **Nicholas Pope, Esq. with the Firm of Nathan Dun & Naylor** for attorney services.

Mayor Pro Tem Macdonald moved to authorize the Town Administrator to retain **Nicholas Pope with the Office of Nathan Dun & Naylor for attorney services; Trustee Gaiter seconded.**

Yeas: Macdonald, Gaiter, Mason, Wiegand, Dailey, Tietz, Chaussee

Nays: N/A

The motion carried unanimously.

I. ADJOURN

Mayor Chaussee called for a motion to adjourn.

Trustee Gaiter moved to adjourn the meeting. Mayor Pro Tem Macdonald seconded.

Yeas: Gaiter, Macdonald, Dailey, Mason, Chaussee, Tietz, Wiegand

Nays: N/A

The motion carried unanimously.

Mayor Chaussee adjourned the meeting at 9:06 p.m.

Ethan Muhs, Town Clerk

Attachments:

Exhibit 1 – Sol de Jalisco Petitions

Exhibit 2 – Certification Statement for Executive Session

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.

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 4/21/2023

Name: Beverly Belt-Janssen

Address: 3738 Kennedy Ave

Comments: We enjoy patio weather
promoting and would like to
order margarita

Signature: Beryl Belt-Janssen

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-21-23

Name: Teresa Brauser

Address: 851 Glenloch Dr, Fort Collins, CO

Comments: Alcoholic beverages should be
served on the patio

Signature: Teresa Brauser

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

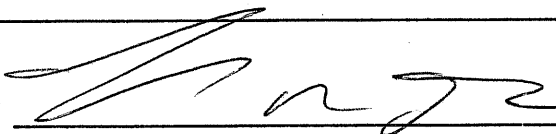
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-21-2023

Name: Camaron Junssen

Address: 3738 Kennedy AVE Wellington

Comments: I want to drink
in th patio

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/21/23

Name: Gretchen Stermer

Address: 3234 mammoth Circle

Comments: It would be a nice thing
to be able to enjoy an adult
beverage on the patio.

Signature: Gretchen E. Stermer

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/21/23

Name: Bob Silvera

Address: 9435 Olsen Ct Wellington

Comments: _____

Signature: Bob Silvera

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: EVAN Gallegos

Address: 8829 NCR 9 wellington, CO

Comments: We would like alcohol on the patio

Signature: Evan Gallegos

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: Sept. 14, 2023

Name: Ken Tetlow

Address: 55789 CR 21 Carr, CO 80612

Comments: Yes, we need the ability
to drink margar on the patio to
recharge our minds.

Signature: Ken Tetlow

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

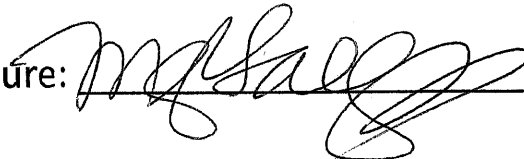
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Megan Gallegos

Address: 7050 London St. Wellington, CO 80549

Comments: Yes, please allow Sol de Jalisco
Mexican Restaurant to serve alcohol in
the back patio.

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

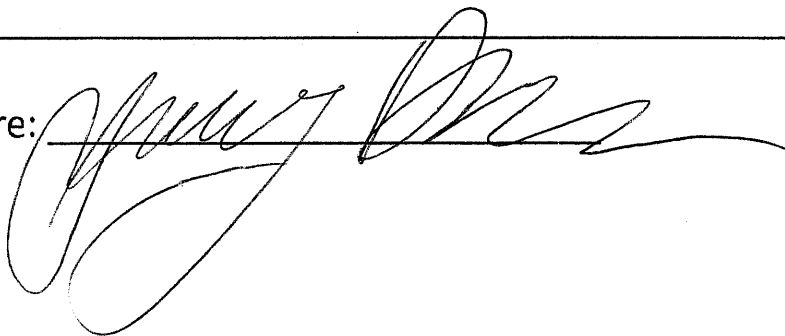
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Sam De La Mora

Address: 349 Westgate Ave Bozeman, MT, 59718

Comments: Great responsible place needs to open
drinks to the patio

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Gus HEMMES

Address: 7489 HORSECHESTNUT ST

Comments: A STAPLE IN WELLINGTON, OWNER
MAN INVOLVED IN COMMUNITY, ALWAYS
HELPING. WHAT'S WRONG W/ALCOHOL ON PATIO??

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

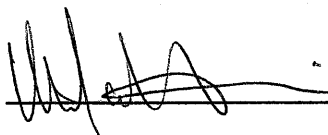
Date: 9.14.23

Name: Montana Harris

Address: 4549 Aldridge Dr. Wellington 80549

Comments: Drinks on the patio is always nice!

Accommodates more customers as our town grows
too!

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Samuel Rearden

Address: 8506 Seattle Slew Lane

Comments: MORE Business 4 Wellington

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/2023

Name: Autumn O'Brien

Address: 7505 Final Turn Drive Wellington, 80549

Comments: Love this great family restaurant

Signature: Aut MO

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/2023

Name: MARK PATTON

Address: 1236 Country Club Rd

Comments: It's ~~clear~~ that they have to

do do this. During Covid ~~they~~ they

were forced to make an outdoor patio. And No
laws. Now they are required to get a license.

Signature: Mark Patton

Doesn't make
Sense!

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/2023

Name: Roxanne Bosse

Address: 3759 Cornflower St, Wellington, CO

Comments: Sol de Jalisco is the best in
town! They get so busy and need
the patio space! And mexican food needs Margaritas!

Signature: Roxanne Bosse

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Zach Bergman

Address: 3759 Cornflower St Wellington
CO 80549

Comments: _____

Sol de Jalisco is the best resturant
in town. we need to support and
be our only resturant to provide

Signature: _____

the Best service they can give
can!


Zach Bergman

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

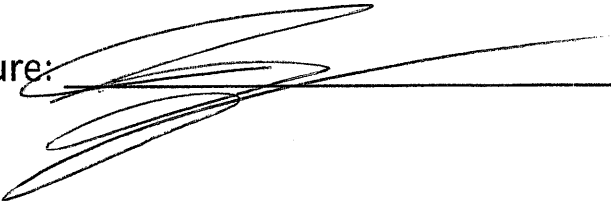
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/17/23

Name: Ryan Bonsall

Address: 8330 Wellington Blvd CO

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
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Wellington, CO 80549

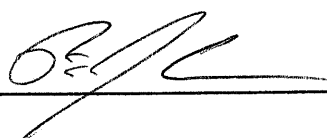
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: Sept 14, 2023

Name: Pete Croak

Address: 4402 Bragg Lane Wellington CO 80549

Comments: Extend the ability to serve
alcohol in the confined patio area

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Connie Croak

Address: 4402 Bragg Ln Wellington, CO 80549

Comments: Please extend their liquor license

Signature: Connie Croak

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9.14.23

Name: Allen Wood

Address: 11032 N. Cl. 5 Wellington, CO 80549

Comments: Sol de Jalisco is an excellent place to
bring our family! We would love to be able to enjoy
alcoholic drinks with our friends on the patio

Signature: Allen Wood

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/14/23

Name: Amy Harris

Address: 11032 N Co Rd 5 Wellington, Co 80549

Comments: Sol de Jalisco is very responsible with
their liquor license now and would carry over to the patio.
Support local Wellington business.

Signature: Amy Harris

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

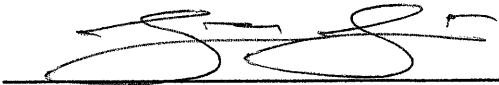
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-14-2023

Name: Louis Smith

Address: 6812 Langland St Wellington Co

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-14-23

Name: Tanya Smith

Address: 6812 Langland St Wellington, Co

Comments: _____

Signature: Tanya Smith

Sol de Jalisco Mexican Restaurant
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Wellington, CO 80549

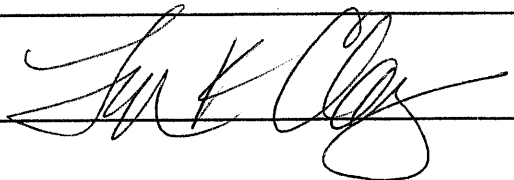
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-15-23

Name: LISA CLAY

Address: P.O. BOX 219 WELLINGTON, CO 80549

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
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Wellington, CO 80549

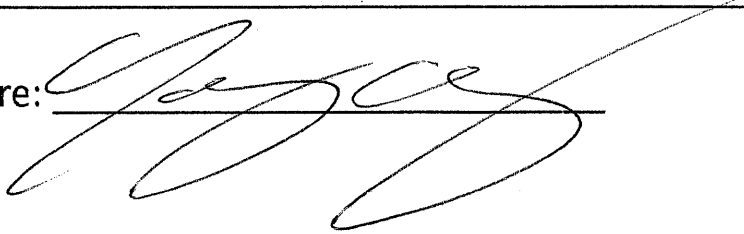
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-18-23

Name: Tucker Clay

Address: 3200 E CR 64 Wellington CO 80549

Comments: _____

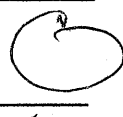
Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

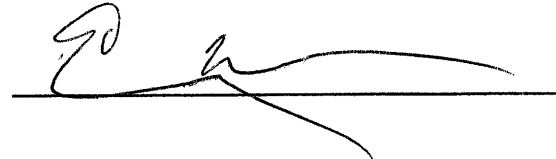
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 7/15/23

Name: Chad Zadori

Address: 7200 5th St - Wellington 

Comments: I approve!!

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 15 Sept 23

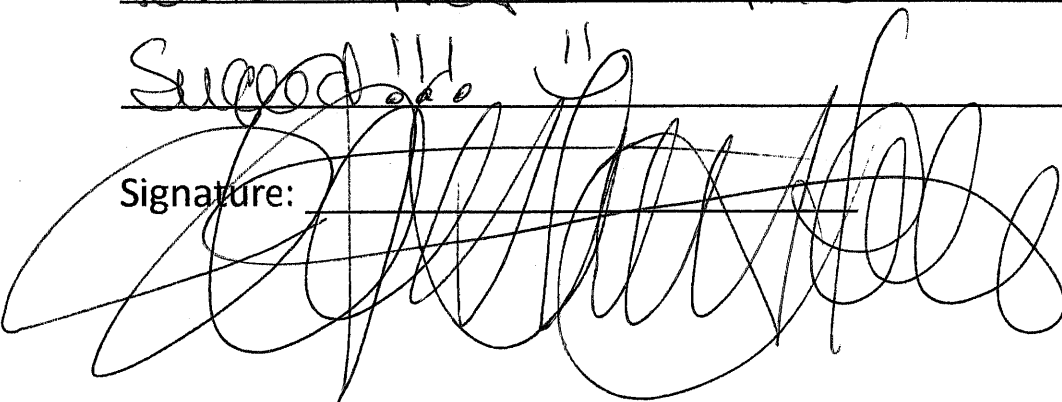
Name: Heather A Ladena

Address: 7200 5th St.

Comments: Yes to alcohol on the back

patio! Help our small businesses

Support!!!

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

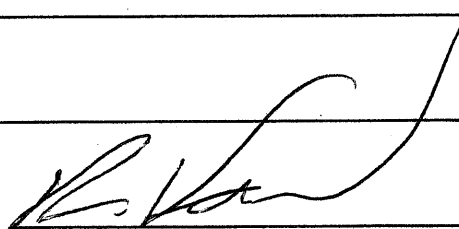
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Richard Vance

Address: 4125 Crittenton Ln #2

Comments: Exelent Food

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

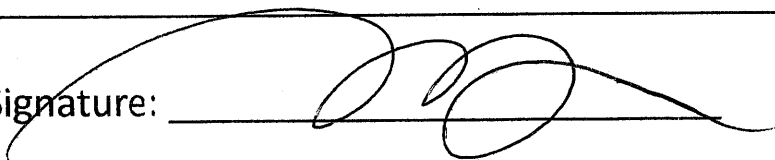
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Michelle Vance

Address: 4125 Crittendon Ln #2

Comments: Love this place

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/28

Name: Rita Woods

Address: 3833 Lincoln Ave. Wellington

Comments: _____

Signature: Rita Woods

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-12-23

Name: Zelma Powell

Address: 3833 Lincoln Ave.

Comments: _____

Signature: Zelma Powell

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-15-23

Name: Steve Colwell

Address: 2832 Lincoln Ave

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 09-15-23

Name: Romzee Partin

Address: 1236 country club RD

Comments: We want margaritas

outside!!!

Signature: [Signature]

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Katherine Parter

Address: 1234 Country Club Rd. Fort Collins, CO
80524

Comments: please allow alcohol on the
back patio. There is no need to not
allow it.

Signature: Kath Parter

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Andrew J. Shaw

Address: 3440 Adams Ct Wellington, CO 80549

Comments: IF on a Summer Day/Evening

people would like to enjoy food and a beverage
on the patio.

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/2023

Name: Kaci Shaw

Address: 3440 Adams Ct Wellington, CO

Comments: _____

Signature: Ki Sh

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

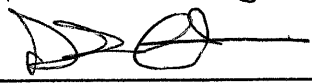
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-15-23

Name: Derek Court

Address: 12931 Dead Horse Ln. Carr, CO 80612

Comments: In regards to Serving Alcohol on the
back Patio, We must allow Sol De Jalisco the Same
Opportunity to serve My Community as the other places in town.

Signature: 

They have a location and ambianse they have,
it would be Detrimental to not allow liqvor sales
on the patio.

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
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Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

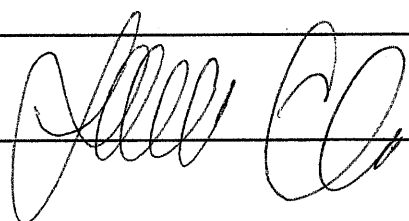
Date: 9/15/23

Name: Jamie Cline

Address: 3928 Buckthorn St. Wellington

Comments: Love it here! Consuelas are

amazing.

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

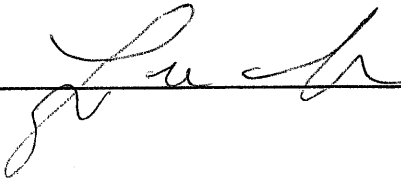
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Lee Cline

Address: 3928 Buckthorn Street

Comments: A+ place! Great Staff!

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

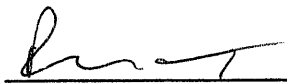
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/15/23

Name: Brandon Tarango

Address: 7505 Final Turn Dr Wellington CO 80549

Comments: Love this place

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/17/2023

Name: Lacey Schneider

Address: 3741 Wilson Ave Wellington CO 80549

Comments: _____

Signature: Lacey J Schneider

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: SEPT 17, 23

Name: NICHOLAS SCHNEIDER

Address: 3741 WILSON AVE. WELLINGTON, CO 80549

Comments: _____

Signature: NCS

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

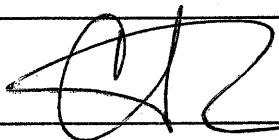
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/17/23

Name: Chris Roeder

Address: 7201 Horsechestnut st Wellington CO 80549

Comments: Would be great addition to the resturant,

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

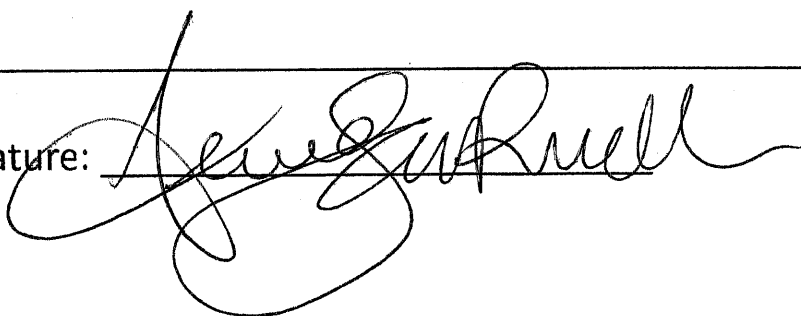
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/17/23

Name: Allison Roeder

Address: 7201 Horsechestnut St. Wellington, CO
80549

Comments: would be a great addition
to the fun atmosphere and opportunities

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

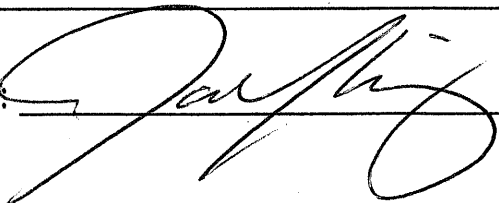
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/17/2023

Name: Jason King

Address: 6702 Sage Meadows Dr Wellington CO 80549

Comments: Not sure why you liberals Aren't Allowing
this Already

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

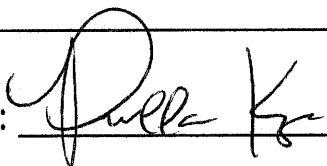
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-17-23

Name: Priscilla King

Address: 6702 Sage Meadows Dr Wellington, CO 80549

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 09/17/2023

Name: BETTE PICKREL

Address: 16871 mt. Nimbus St. Wellington, CO 80549

Comments: _____

Signature: Bette Pickrel

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

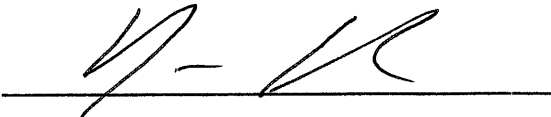
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-17-23

Name: Loren Chambers

Address: 5634/ CR 21 Carr Co 80612

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-17-23

Name: Paula Chambers

Address: 56341 CR 21 Carr Co 80612

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

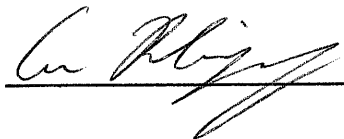
Date: 9-18-23

Name: Omar Rodriguez

Address: 3380 Iron Horse Way Wellington, CO

Comments: Who doesn't need a drink on a HOT!

Summer day.

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

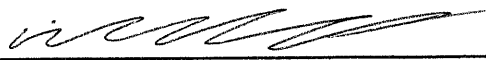
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: Sept. 18, 2023

Name: Nicole Conley

Address: 8491 Calumet Way Wellington Co. ⁸⁰⁵⁴⁹ ~~Wellington~~

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

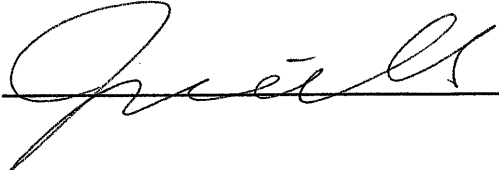
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: Sept. 18, 2023

Name: Tamie Conley

Address: 8491 Calumet way Wellington CO 80549

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

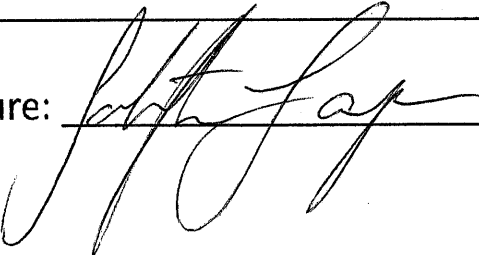
Date: 8-9-18-2023

Name: Johnathon Lauzon

Address: 9204 N. CR 5 Wellington

Comments: Allow

It's in a controlled area

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/18/23

Name: Taylor Gallegos

Address: 9204 NCR 5 wellington, co

Comments: Please allow

Signature: Taylor Gallegos

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: September 18th

Name: Colleen Stringer

Address: 2563 E CR 70 Wellington Co 80549

Comments: allow please.

Signature: Colleen Stringer

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-18-23

Name: Ryley Stringer

Address: 2563 E CR 70 Wellington CO

Comments: Allow

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

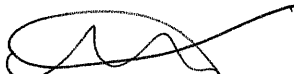
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/18/23

Name: Amanda Stanton

Address: 3218 ECR TO WELLINGTON, CO 80549

Comments: Allow

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-18-23

Name: Troy Secworth

Address: 3218 E.C.R 70 Wellington, CO 80549

Comments: Should be able to serve alcohol
outside

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

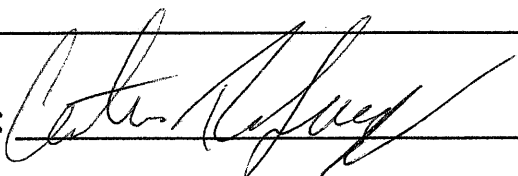
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/20/23

Name: Cristian Rodriguez

Address: 3380 Iron Horse Way

Comments: Best Restaurant

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-23

Name: Craig Allen

Address: 3747 Torch Lily st Wellington

Comments: _____

Signature: Craig Allen

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9/20/23

Name: Stacy Sieve

Address: 3747 Torch Lily St Wellington CO 80549

Comments: They need more space i areas
outside in Fresh air.

Signature: SS

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-2023

Name: Terri Bredehoft

Address: 3747 Torch Lily Street

Comments: They need more space and areas
outside.

Signature: Terri Bredehoft

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-23

Name: Rich Sieck

Address: 3747 Torch Lily St. Wellington, CO 80549

Comments: Great place they need more space

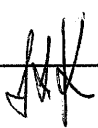
Signature: R. Sieck

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-23

Name: Lou KINZLI

Address: 10822 PRIMA DR. Ft Collins 

Comments: Incredibly hard working and
responsible owners with Their existing
liquor license and property.

Signature: Lou Kinzli

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-2023

Name: Linda Kinzie

Address: 10822 Prima DR. Ft C.

Comments: We office @ 4006 Cleveland -

The Kinzi Team @ Keny and Value Sol de Jalisco
& Their excellent food & service !

Signature: Linda Kinzie

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

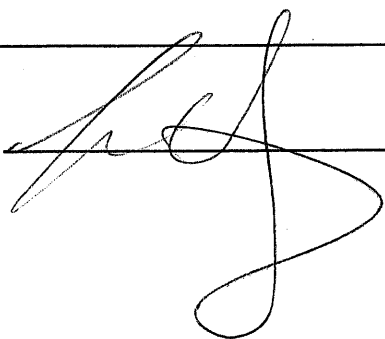
Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-2023

Name: SEAN MCCARRY

Address: 1721 COUNTRY SUN DRIVE, WINDSOR CO

Comments: _____

Signature: 

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-20-2023

Name: Journey Goode

Address: 14340 CR 96 Nunn, CO 80648

Comments: We are so thankful to have such a
great family place to eat.

Signature: Journey Goode

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-21-23

Name: Katina Terry

Address: 8793 Crossfire Drive

Comments: We come in often and would
love to enjoy margaritas on the
patio.

Signature: Katina Terry

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 9-21-23

Name: Stacy Terry

Address: 8793 Crossfire Dr.

Comments: fresh air would be great to
relax with a fresh drink

Signature: Stacy Terry

Sol de Jalisco Mexican Restaurant
3748-3750 Cleveland Ave.
P.O. Box38
Wellington, CO 80549

Petition summary: Demonstrate the needs and desires of the town of Wellington, for Sol de Jalisco Mexican Restaurant to be able to serve alcohol in the back patio.

Date: 21 Sep 2023

Name: Tristan Terry

Address: 8793 Crossfire Dr, Wellington, CO 80549

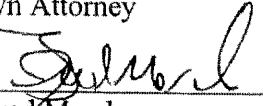
Comments: _____

Signature: Tristan Terry

ATTORNEY CERTIFICATION RELATED TO SEPTEMBER 26, 2023
EXECUTIVE SESSION OF THE MEETING OF THE BOARD OF TRUSTEES OF
THE TOWN OF WELLINGTON, COLORADO

The undersigned as Town Attorney of the Town of Wellington, Colorado certifies that the Board of Trustees of the Town of Wellington, Colorado at its regular meeting on September 26, 2023, properly announced and convened, in executive session, for conferences with an attorney for the Town pursuant to § 24-6-402(4) (b), for the purpose of receiving legal advice relative to an action filed by Connell Resources before the Larimer County District Court involving planning denials by the Wellington Town Board of Trustees. Pursuant to C.R.S. §24-6-402(4) (b) and (d.5) (II) (B) it is the opinion of the undersigned attorney that the meeting was properly announced and that discussions which occurred during the executive session constituted a privileged attorney-client communication. No record was kept or required to be kept of the discussions. This statement shall be included with the written minutes of the referenced meeting. This statement is also signed by the Town Attorney and Mayor of the Town of Wellington, attesting that the executive session was not recorded and was confined to the topics authorized for discussion in executive session pursuant to §24-6-402(4)(d.5) (II) (B).

March, Olive and Sapienza, LLC
Town Attorney

By: 
J. Brad March


Calar Chaussee, Mayor

Board of Trustees Meeting

Date: October 10, 2023

Subject: Resolution No. 36-2023: A Resolution of the Town of Wellington, Colorado
Considering a Road Closure for Trick or Treat Down Main Street

- **Presentation: Caitlin Morris, Business Liaison**

BACKGROUND / DISCUSSION

The Wellington Colorado Main Street Program in collaboration with the Town of Wellington and the Wellington Area Chamber of Commerce holds an annual “Trick or Treat Down Main Street” event, during which 1500+ children and families are expected to attend and over 40 local businesses will be participating. The closure of sections of Cleveland Avenue is necessary to provide protection for the large number of attendees expected.

The following streets are proposed to be closed to traffic, except for residents and/or business owners of these streets at the time specified:

- Cleveland Avenue from the East side of First Street to the West side of Fifth Street from 1:00-7:00 pm.

STAFF RECOMMENDATION

1. Move to approve Resolution 36-2023 – A Resolution Authorizing the Temporary Closure of Roads for Trick or Treat Down Main Street.
2. Move to approve Resolution 36-2023 – A Resolution Authorizing the Temporary Closure of Roads for Trick or Treat Down Main Street with amendments determined by the Board of Trustees.
3. Deny Resolution 36-2023 - A Resolution Authorizing the Temporary Closure of Roads for Trick or Treat Down Main Street.

ATTACHMENTS

1. Reso 36-2023 Trick or Treat Down Mainstreet Road Closure
2. Wellington Trick or Treat Detour Route and VMB 2
3. Wellington Trick or Treat Closure Downtown
4. road control overview 2023 (1)

TOWN OF WELLINGTON

RESOLUTION NO. 36-2023

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF PORTIONS OF STATE HIGHWAY 1/CLEVELAND AVENUE, SECOND STREET, THIRD STREET, AND FOURTH STREET WITHIN THE TOWN OF WELLINGTON DURING THE ANNUAL TRICK OR TREAT DOWN MAIN STREET EVENT ON OCTOBER 31st, 2023

WHEREAS, the Wellington Colorado Main Street Program, Town of Wellington, and Wellington Area Chamber of Commerce are conducting “Trick or Treat Down Main Street” for the residents of Wellington on Tuesday, October 31st, 2023; and

WHEREAS, it is necessary to temporarily close a portion of State Highway 1 and Cleveland Avenue within the Town of Wellington to traffic on October 31st, 2023 for “Trick or Treat Down Main Street”; and

WHEREAS, said temporary closures are permitted by C.R.S. 42-4-109 and Section 23-9 of the Model Traffic Code

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, LARIMER COUNTY, COLORADO.

Section 1. The following streets are to be closed to automobile traffic, except for residents and/or business owners of these streets at the time specified; State Highway 1/Cleveland Avenue from the East side of First Street to the West side of Fifth Street from 1:00 pm-7:00 pm.

Section 2. State Highway 1/Cleveland Avenue traffic traveling East during the time of closure will be rerouted on First Street to the north and south. State Highway 1/Cleveland Avenue traffic traveling West from Sixth Street during the time of closure will be rerouted on Fifth Street to the north and south.

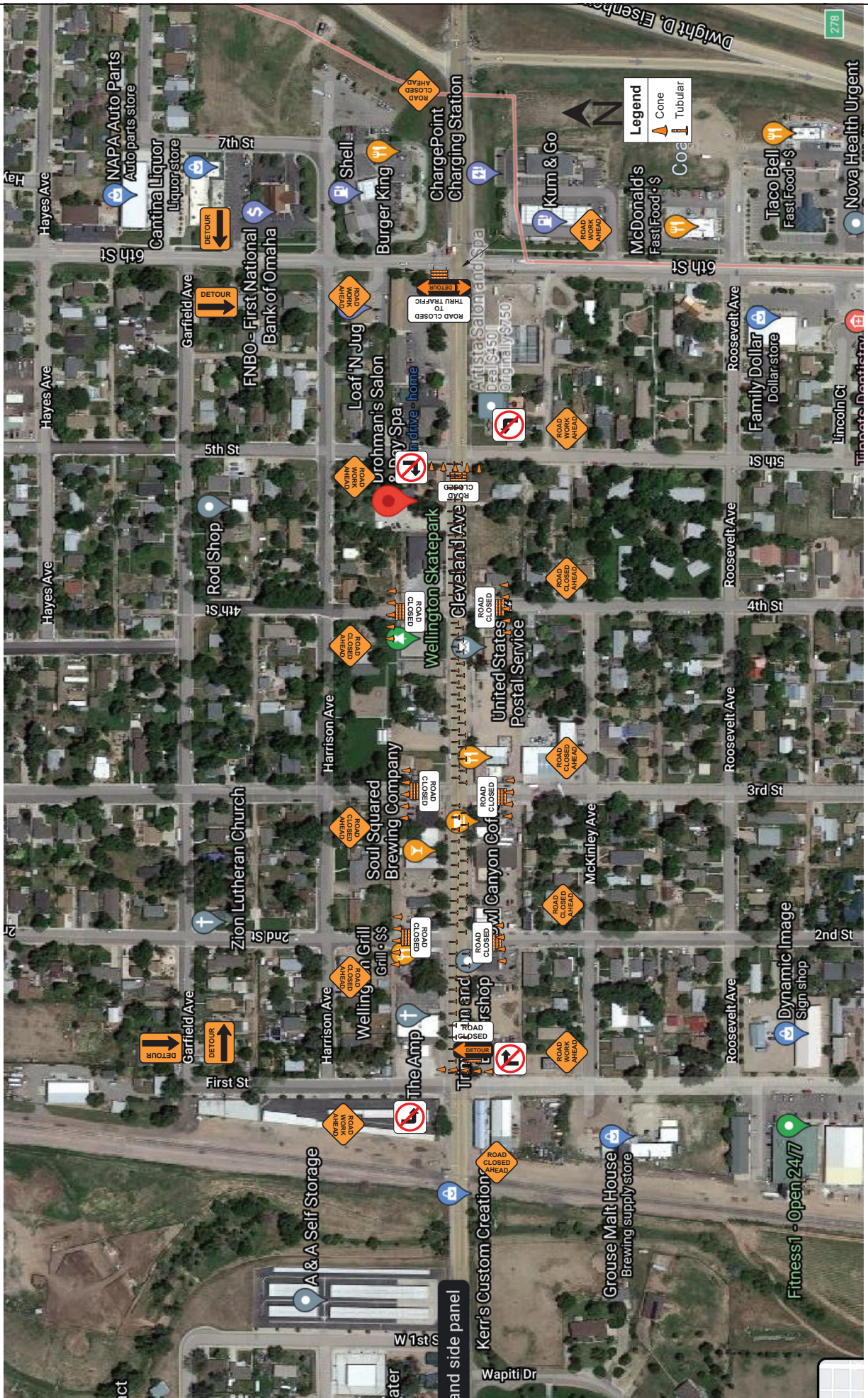
Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October 2023.

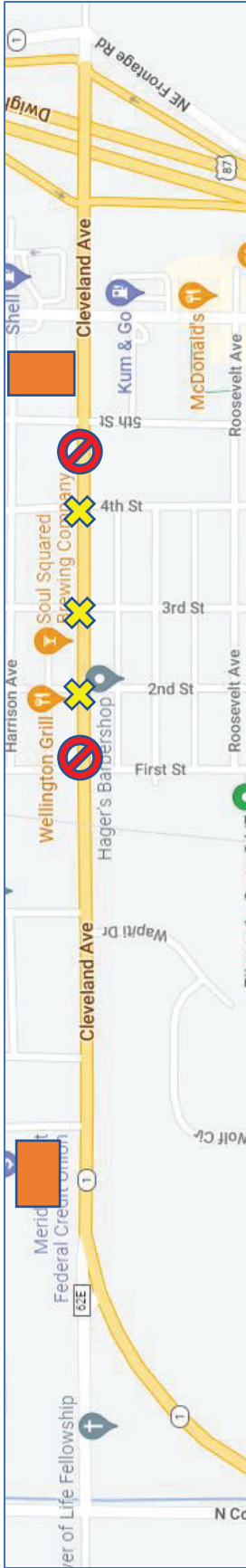
TOWN OF WELLINGTON, COLORADO

Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk





 Display board in advance stating special event 10/31/23 1:00pm – 7:00pm, road closed, no parking

 HWY 1/Cleveland Ave closed from east of First St to west of 5th St (detours off Cleveland north/south on First and 5th)

-  Intersections that need to be closed:
- Cleveland Ave and 5th St (detour north/south on 5th)
 - Cleveland Ave and 4th St
 - Cleveland Ave and 3rd St
 - Cleveland Ave and 2nd St
 - Cleveland Ave and First St (detour north/south on First)

Board of Trustees Meeting

Date: October 10, 2023
Subject: Resolution No. 37-2023 - A Resolution Approving the Lease of a Parking Lot at 3736 Cleveland Avenue

- **Presentation:** Patti Garcia, Town Administrator

BACKGROUND / DISCUSSION

In 2015, the Town of Wellington entered into a lease of the parking lot located at 3736 Cleveland Avenue. The lot is used for public parking including off-street parking for Town staff. The lease provided that the Town would be allowed to pave the parking lot and would maintain the lot over the term of the lease.

The original lease was approved by the Board of Trustees by Ordinance No. 20-2014 and the Lease has been extended several times. The owner of the lot desires to continue the lease with the same terms at \$1,400 per year which is a \$200 increase from 2023 which is reflected in the Second Amended and Extended Memorandum of Lease included in the packet. If approved, the lease would have an expiration date of December 31, 2024.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 37-2023 - A Resolution Approving the Lease of a Parking Lot at 3736 Cleveland Avenue via the Consent Agenda
2. Remove Resolution No. 37-2023 from the Consent Agenda and further consider as an Action Item

ATTACHMENTS

1. Reso 37-2023 - Approving a Lease of a Parking Lot at 3736 Cleveland Avenue
2. Parking Lot - SECOND AMENDED AND EXTENDED MEMORANDUM OF LEASE (1)

TOWN OF WELLINGTON

RESOLUTION NO. 37-2023

A RESOLUTION APPROVING A LEASE OF A PARKING LOT AT 3736 CLEVELAND AVENUE

WHEREAS, on December 18, 2014 the Town of Wellington entered into a lease of the parking lot located at 3736 Cleveland Avenue through Ordinance No. 20-2014; and

WHEREAS, the lease has been amended and extended over time with the current lease term ending December 31, 2023 with an option to extend the lease for an additional year with an expiration date of December 31, 2024; and

WHEREAS, the property will continue to be used for public parking purposes and the Town will maintain the property.

NOW, THEREFORE, be it resolved by the Board of Trustees for the Town of Wellington, Colorado, as follows:

1. The Second Amended and Extended Memorandum of Lease with an expiration date of December 31, 2024 is hereby approved.
2. A copy of the Second Amended and Extended Memorandum of Lease is attached hereto and made a part hereof.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October, 2023.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk

SECOND AMENDED AND EXTENDED MEMORANDUM OF LEASE

Owner/Lessor:
WELLINGTON LAKE LLC
9112 Weld County Road 78
Fort Collins, CO 80524

Lessee/Town:
Town of Wellington, Colorado

Property: Lots 10,11, & 12 Bock 6. Wellington, CO (3736 Cleveland) (the "Property")
Parcel Numbers: 89331-42-010, 89331-42-011, & 89331-42-012

The parties hereto entered into a lease agreement, dated by Lessor on December 18, 2014 ("the Original Lease"), this amendment and extension is entered into to extend the Original Lease between the Owner/Lessor and the Town/ Lessee, for the lease of the defined Property, which lease originally was entered into for a term of five (5) years, commencing January 1, 2015, ending December 31, 2019, and was thereafter amended by an amended memorandum of lease that extended the lease term to December 31, 2022 (the "Lease"). By this amended and extended memorandum of lease the parties extend the Original Lease term through December 31, 2023, unless sooner terminated as provided for herein, with an option to extend the lease for an additional year until December 31, 2024. The Original Lease was approved by the Wellington Town Board of Trustees by Town Ordinance number 20-2014 and this second amended and extended memorandum of lease will be binding on the parties on further approval by the Wellington Board of Trustees. The Property will continue to be used for public parking, purposes. The Property shall be leased to the Lessee the rate at the rate of \$1,200 per year for 2023 and if Lessee elects to extend the lease until December 31, 2024 shall be leased for the option term at the rate of \$1,400 per year. Lessee will give notice to Lessor of Lessee's intent to exercise the 2024 option no later than November 30, 2023.

Rent shall be paid by Lessee on or before January 31 of 2023 and January 31 of 2024 for each extended lease year hereunder. On leasing the Property, the Lessee advised the Larimer County Assessor of the Lease, and the Property was removed from the tax rolls consistent with the provisions of C.R.S. § 39-3-124 (1)(B)(I)(A).

Lessee agrees that for all periods of time that this lease is in force, Lessee shall continue to treat the Property as exempt from taxation (and will support Lessor in so treating the Property as exempt with any applicable taxing or administrative authority regarding such taxation), and will file a copy of this second amended and extended memorandum of lease with the county assessor's office, The Property shall only be used by Lessee as a parking lot and shall not be used for any other purpose during the extended lease term. Prior to making any further improvements to the Property, Lessee will obtain written approval from Lessor, which approval shall not be unreasonably withheld.

To allow for the use of the Property for parking purposes, the Lessee at its expense surfaced the Property with asphalt or other surfacing. The Lessee shall continue to be responsible for compliance and costs and expenses related to any statutory, regulatory, or permitting requirements necessary in order to use the Property as a parking lot. Lessor makes no representations or warranties as to the appropriateness of the Property for such purposes. Subject to the governmental immunity act, the Lessee will be liable for any environmental damage to the Property caused by the surfacing. It is acknowledged that any improvements and the use of the Property shall be for the Lessee's purposes and that the Lessee shall be liable for the upkeep and maintenance of the Property during the lease term, including the extended lease term. At the end of the extended lease term, upon written request of Lessor, Lessor will remove at its sole cost any, or all modifications or improvements made by Lessor as requested by Lessee. The Lessee shall

insure against any liability associated with the Property's use and will, on request, provide Lessor with certificates of insurance naming Lessor as an additional insured. To the extent legally allowed, the Lessee will indemnify and hold Lessor harmless, and defend Lessor from any and all damages, claims, and liability of any kind, including costs and attorney fees, that arise in as the result of the Lessee's use of the Property.

Town of Wellington, Colorado

Wellington Lake, LLC

By: _____
Calar Chaussee, Mayor

By: _____
Susann Helen Lake

Board of Trustees Meeting

Date: October 10, 2023
Subject: Resolution No. 38-2023: A Resolution Appropriating Funds to the Wellington Senior Resource Center

- **Presentation: Patti Garcia, Town Administrator**

BACKGROUND / DISCUSSION

The Board of Trustees held a joint work session with the Wellington Senior Resource Center (WSRC) Board of Directors on September 5, 2023. A presentation was made at the meeting regarding the activities that are provided by the WSRC on a regular basis. Many of the seniors that participate in the WSRC require transportation assistance that is provided by the WSRC. The transportation program is partially funded by the Larimer County Office on Aging and the Town of Wellington. The WSRC board advised that the funding received by the Larimer County Office on Aging was reduced which directly impacts their ability to provide transportation for their programs. The reduction in funding created a shortfall of \$8,600 for the budget year ending February 2024. The Board of Trustees discussed the financial need and directed staff to appropriate funds from the Board Discretionary fund to cover the \$8,600 shortfall.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 38-2023 - A Resolution Appropriating Funds to the Wellington Senior Resource Center via the Consent Agenda
2. Remove Resolution No. 38-2023 from the Consent Agenda and further consider as an Action Item

ATTACHMENTS

1. Reso 38-2023 - A Resolution Appropriating Funds to the Wellington Senior Resource Center

TOWN OF WELLINGTON

RESOLUTION NO. 38-2023

A RESOLUTION APPROPRIATING FUNDS TO THE WELLINGTON SENIOR RESOURCE CENTER

WHEREAS, the Wellington Senior Resource Center (WSRC) provides activities, transportation and support for healthy initiatives on a regular basis; and

WHEREAS, the WSRC provides free transportation to the Senior Center for those living within a 15-mile radius which is partially funded by the Larimer County Office on Aging and the Town of Wellington; and

WHEREAS, transportation is also offered for critical appointments and local errands; and

WHEREAS, Resolution No. 22-2023 was adopted which renewed the annual contract with the WSRC which outlines the Town's commitment to WSRC which includes providing maintenance, fuel, vehicle registration and insurance costs for the WSRC van; and

WHEREAS, the Larimer County Office on Aging reduced their support for the budget year ending February 2024 which created a financial need of \$8,600 for the WSRC transportation program; and

WHEREAS, the Wellington Board of Trustees held a work session on September 5, 2023 with the WSRC Board of Directors to discuss the shortfall and offer monetary support for the transportation program for the budget year ending February 2024.

NOW, THEREFORE, be it resolved by the Board of Trustees for the Town of Wellington, Colorado, as follows:

1. The Board of Trustees appropriates \$8,600 to the Wellington Senior Resource Center from the Legislative Budget - Board Discretionary Fund (201-11-5951).

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October, 2023.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk

Board of Trustees Meeting

Date: October 10, 2023
Subject: Resolution No. 40-2023: A Resolution Making An Appointment to the Wellington Parks, Recreation, Open Space, and Trails Advisory Board

- **Presentation:** Ethan Muhs, Town Clerk

BACKGROUND / DISCUSSION

Given the current vacancy in the Wellington Parks, Recreation, Open Space, and Trails Advisory Board and the Board of Trustees' interview of the two applicants, this Resolution confirms the Board's recommendation to appoint Ms. Jessica Roper to the vacancy for the remainder of the appointment's term (expiration in January 2024).

STAFF RECOMMENDATION

Staff have identified the following options for Board consideration:

1. Approve Resolution No. 40-2023 with the Consent Agenda
2. Remove Resolution No. 40-2023 from the Consent Agenda and consider further as an Action Item

ATTACHMENTS

1. Reso 40-2023 - PROST Appointment

TOWN OF WELLINGTON

RESOLUTION NO. 40-2023

A RESOLUTION OF THE TOWN OF WELLINGTON, COLORADO MAKING AN APPOINTMENT TO THE WELLINGTON PARKS, RECREATION, OPEN SPACE, AND TRAILS ADVISORY BOARD

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado (the "Board") has adopted and reenacted the Wellington Municipal Code (the "Code"); and

WHEREAS, the Code provides for the appointment of a Wellington Housing Authority member as called for by Chapter 2, Article 13; and

WHEREAS, Section 2-13-20 of the Code provides that there shall be seven (7) voting members appointed by the Board of Trustees; and

WHEREAS, the Parks, Recreation, Open Space, and Trails Board currently has one (1) vacant seat with a term expiring January 2024; and

WHEREAS, The Town accepted applications for candidates to fill the vacant seats; and

WHEREAS, the candidate was interviewed in September and October 2023, and recommendations were made to fill the vacancy.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO, AS FOLLOWS:

1. Ms. Jessica Roper is hereby appointed to the Wellington Parks, Recreation, Open Space, and Trails Advisory Board to fill a vacancy with a term commencing at the first meeting in October 2023 and ending in January 2024.

Upon a motion duly made, seconded, and carried, the foregoing Resolution was adopted this 10th day of October 2023.

TOWN OF WELLINGTON

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk



Board of Trustees Meeting

Date: October 10, 2023
Subject: Resolution No. 39-2023: A Resolution of the Town of Wellington, Colorado
Regarding the Conduct of a Regular Election

- **Presentation:** Ethan Muhs, Town Clerk

BACKGROUND / DISCUSSION

Following a presentation from the Town Clerk at the Regular Meeting on September 12, 2023 (note, previous presentation included in packet), the Board provided guidance to the Town's staff on the imminent Regular Election in April, 2024. This item addresses that guidance as follows:

1. Confirms the scheduled date for the Regular Election on April 2, 2024 to replace three expiring terms for the Town's Board of Trustees.
2. Offers two options for election conduct (Polling Place/Mail Ballot) for Board consideration.
3. Appoints the Town Clerk as the Election Official.

Pending the Board's direction on this item, Town staff will make additional preparations to plan, budget, and conduct the April 2024 Regular Election.

STAFF RECOMMENDATION

Deliberate further on the issue of Polling Place vs. Mail Ballot format for elections. Then, staff have identified the following options for Board consideration:

1. Approve Resolution No. 39-2023, specifying that the election shall be conducted as a Polling Place Election
2. Approve Resolution No. 39-2023, specifying that the election shall be conducted as a Mail Ballot Election
3. Approve Resolution No. 39-2023 with amendments as the Board of Trustees deems appropriate
4. Postpone consideration of Resolution No. 39-2023 to a specified date and time and provide staff with additional direction
5. Deny Resolution No. 39-2023

ATTACHMENTS

1. Reso 39-2023 - Regarding the Conduct of a Regular Election
2. 2024 Regular Election Preparation Presentation

TOWN OF WELLINGTON

RESOLUTION NO. 39-2023

A RESOLUTION OF THE TOWN OF WELLINGTON, COLORADO REGARDING THE CONDUCT OF A REGULAR ELECTION

WHEREAS, a Regular Election is scheduled for the first Tuesday of April, 2024 in the Town of Wellington in accordance with C.R.S. §§ 31-1-101.(10) to replace three expiring terms for the Town's Board of Trustees; and

WHEREAS, the Board of Trustees desires to conduct this election on April 2, 2024 in accordance with Article 10, Title 31, C.R.S.

NOW, THEREFORE, be it resolved by the Board of Trustees for the Town of Wellington, Colorado, as follows:

1. As authorized by the Municipal Election Code, the Regular Election on April 2, 2024 to replace three expiring terms for the Town's Board of Trustees shall be conducted as a _____ (Polling Place/Mail Ballot) election in accordance with Article 10, Title 31, C.R.S.
2. The Town Clerk by the is hereby appointed as the Election Official of the Town for the Regular Election. The Town Clerk shall have full authority and is hereby directed to perform and discharge all functions and duties imposed upon the Town by law.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October, 2023.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk



2024 Regular Election Preparation Presentation

October 10, 2023 Regular Meeting
Ethan Muhs, Town Clerk

A decorative graphic on the left side of the slide featuring a teal mountain peak and a winding river or path.

2024 Regular Election Summary

- Governing Reg.: C.R.S. Title 31, Article 10 aka. “Colorado Municipal Election Code of 1965”
- Regular Elections held in towns on the first Tuesday of April in each even numbered year (C.R.S. 31-1-101): next in **April 2, 2024** for the Town
- Three Trustee terms expiring: Macdonald, Dailey, Gaiter



Town Registered Elector Overview

- Registered electors in Town (as of 8/22/23):
 - Active – 7,778 (~91%)
 - Inactive – 757 (~9%)
 - Active + Inactive – 8,535
- Voter status changed from Active to Inactive by Larimer County Clerk & Recorder if correspondence or ballots returned by USPS
- Inactive electors can update status to active by:
 - Updating registration
 - Voting in-person



Statutory Election Formats

- Polling Place
 - One Day, In-person
 - Absentee/UOCAVA Ballots available via mail
 - Minimum 3 Election Judges
 - Ballots counted after polls close
- Mail Ballot
 - Ballots mailed and received during an election “window” (statutorily required)
 - Ballots automatically mailed to Active Electors
 - Absentee/UOCAVA Ballots available via mail
 - Ballots counted after polls close
- Coordinated Election
 - Conducted in conjunction with Larimer County Elections
 - **Not available for April Regular Elections**

Historical Regular Election Statistics

Regular Election Statistics (Town of Wellington)					
Year	2016	2018	2020	2022	2024
Type	Poll Place	Poll Place	Mail	Mail	TBD
Approx. # Electors (Active)	UNK	5246	5900	7107	7778
Approx. # Ballot Counted	172	474	1183	2081	TBD
% Elector Participation	UNK	9.04%	20.05%	29.28%	TBD
Budgeted	3,500.00	10,000.00	20,500.00	32,000.00	TBD
Expended	3,267.56	6,724.05	12,287.24	14,624.00	TBD
Expenditure as % of Budget	93.36%	67.24%	59.94%	45.70%	TBD
Approx. Cost/Vote	\$19.00	\$14.19	\$10.39	\$7.03	TBD

- **Elector Participation Trend Analysis:**
 - % Elector Participation has steadily increased from 2016 – 2022
 - Transition from Polling Place to Mail Elections increased % Elector Participation by factor of 2.22 from 2018 to 2020
 - Mail Ballot Election exhibited an upward trend in % Elector Participation by factor of 1.46 from 2020 to 2022
- **Cost Trend Analysis:**
 - Total cost of elections in Town have steadily increased from 2016-2022
 - Transition from Polling Place to Mail Elections decreased Cost-per-Vote by factor of 0.73 from 2018 to 2020
 - Mail Ballot Election exhibited a downward trend in Cost-per-vote by factor of 0.68 from 2020 to 2022



Other Relevant Facts

- Town Clerk typically appointed as Election Official and authorized to run the election and appoint Election Judges (See Resolution No. 30-2020 included in packet)
- Other Municipalities in Colorado (i.e. Berthoud) pay Election Judges \$15/hr.
- Election Judges and Watchers allowed in both Poll and Mail Elections
- C.R.S. requires different timelines for key events in Polling Place vs. Mail Elections
- Information represented in this presentation applicable to Regular Elections; Special Elections have different requirements and statistics
- Candidate Information Session Scheduled for 6:00 p.m. on December 4, 2023 at the Leeper Center, 3800 Wilson Ave.

Questions?



Board of Trustee Key Decision Points

- Should the Town conduct a Polling Place or Mail Ballot Election in 2024?
- Should the Town Clerk and/or delegee be designated as the Election Official of the Town for the Regular Election and have authority to appoint Election Judges?
- Should the Town budget for a single election, or multiple for 2024?
- Other as the Board may deem necessary.



Due-outs from Town Clerk

- Election cost projections by quote after decision of election type
- Election calendar publication following decision of election type
- Additional information as required by the Board

Questions?

Board of Trustees Meeting

Date: October 10, 2023

Subject: Resolution No. 41-2023: A Resolution Amending the 2022 Budget

- **Presentation: Meagan Smith, Deputy Director of Public Works**

BACKGROUND / DISCUSSION

Enclosed for review and consideration is Resolution 41-2023 modifying the 2022 budget recognizing an increase in operating expenses for Raw Water Purchases (204-34-5593) and ensuring the Town follows C.R.S 29-1-110.

At the July 11, 2023 Board of Trustee meeting, Staff brought forward for consideration Resolution 23-2023 amending the 2022 budget to allow for full payment of the 2022 North Poudre Irrigation Company (NPIC) Invoice for water use in water year 2022. Resolution 23-2023 failed. At the July 25, 2023 Board of Trustee meeting, Staff brought forward for consideration Resolution 27-2023 allowing for partial payment of the 2022 NPIC Invoice to the amount of \$2,034,243.20, leaving an outstanding balance of \$640,650.18. Resolution 27-2023 passed.

The approved 2022 budget for Raw Water Purchases (204-34-5593) is \$2,058,854. The budget for 2022 is for expenses related to the 1983 Water Lease Agreement between the Town of Wellington and NPIC, and all other raw water assessments for 2022. Beginning with the 2023 budget, the NPIC Water Lease Agreement costs are tracked separately from other raw water assessments. The invoices for 2022 for this budget line item include:

- \$10,207.80 – NPIC Annual Assessment on 53 shares under the 1983 Agreement – 02/08/2022
- \$12,420.00 – NPIC Annual Assessment on Town owned shares – 02/08/2022
- \$1,200.00 – Larimer County Underground Water Users Association Assessment – 03/09/2022
- \$783.00 – Larimer County Underground Water Users Association Assessment - 03/09/2022
- \$2,674,893.38 – NPIC Fee for Water Usage under the 1983 Agreement 12/06/2022
- \$2,699,504.18 – Total of 2022 Invoices for 204-34-5593

Staff is requesting to amend the 2022 Budget to increase Raw Water Purchases (204-34-5593) from \$2,058,854.00 to \$2,699,504.18 to support the 2022 expenditures.

The additionally appropriated dollars would come from the 2022 fund balance in the Water Fund. To offset this additional appropriation, Staff has identified seven Capital Improvement Projects in 2022 funded by the Water Fund that were completed under budget, resulting in a savings of more than \$312,000. These savings fall back to the fund balance in the Water Fund. The list of projects and savings is below.

General Ledger #	Project	Project Savings
211-80-4022	Nano Plant Expansion	\$36,412
211-80-4059	WTP Filter Media Replacement	\$108,050
211-80-4080	Security Fence	\$12,584
211-80-4081	Security Improvements	\$23,350
211-80-4082	Lightning Protection	\$108,500
211-80-4018	Fire Hydrant Replacement	\$11,016
211-80-5021	Leak Repair Trailer	\$12,375
	Total Project Savings	\$312,287

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 41-2023
2. Approve Resolution No. 41-2023 with amendments as the Board of Trustees deems appropriate
3. Postpone consideration of the Resolution No. 41-2023 to a specific date and time and provide staff direction regarding additional information or amendments
4. Vote to deny Resolution No. 41-2023

ATTACHMENTS

1. Resolution 41-2023_Amending FY 2022 Budget

TOWN OF WELLINGTON

RESOLUTION NO. 41-2023

A RESOLUTION OF TOWN OF WELLINGTON, COLORADO, AMENDING
EXPENDITURES FOR THE FISCAL YEAR 2022 BUDGET

WHEREAS, on November 8, 2022, the Board of Trustees adopted Ordinance No. 18-2022, the Fiscal Year 2022 Budget (“2022 Budget”); and

WHEREAS, expenditures have been evaluated and are being adjusted for the 2022 operating budget to increase clarity of information and improve the quality of usefulness of such information in the decision-making process; and

WHEREAS, the Board of Trustees agrees to modify appropriated expenditures for the 2022 Budget, ensuring that the budget will be in balance and that authorized expenditures are amended, as required by law.

NOW, THEREFORE, be it resolved by the Board of Trustees for the Town of Wellington, Colorado, as follows:

Raw Water Purchases:

Whereas, the Board of Trustees of the Town of Wellington determines that the Fiscal Year 2022 Raw Water Purchases expenditure appropriations from the Water Fund balance are hereby increased from \$2,058,854 to \$2,699,504.18 to reflect an increase in expenditures for the annual lease payment for water used through the 1983 North Poudre Irrigation Company Agreement.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October 2023.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk

Board of Trustees Meeting

Date: October 10, 2023

Subject: Resolution No. 42-2023: A Resolution of the Town of Wellington, Colorado
Making Payment to the North Poudre Irrigation Company

- **Presentation: Meagan Smith, Deputy Director of Public Works**

BACKGROUND / DISCUSSION

Enclosed for review and consideration is Resolution 42-2023 giving approval to make final payment of the 2022 Invoice from North Poudre Irrigation Company for water usage by the Town of Wellington in water year 2022. The Town of Wellington Purchasing Policy requires Board of Trustee approval for purchases and contract awards for appropriated (budgeted) items above \$30,000.

The Town received a revised invoice for water year 2022 from North Poudre Irrigation Company (NPIC) on December 6, 2022 (attached). Town Staff requested the NPIC Board of Directors review and revise the interest rate utilized in the rate calculation. The NPIC Board declined the Town's request. NPIC legal counsel then developed a proposed agreement for deferred payment and presented it to Town Staff on May 18, 2023. Staff discussed this option but had reservations about overburdening future budgets with this financial obligation.

At the July 11, 2023 Board of Trustee meeting, Staff brought forward for consideration Resolution 23-2023 amending the 2022 budget to allow for full payment of the 2022 North Poudre Irrigation Company (NPIC) Invoice for water use in water year 2022. Resolution 23-2023 failed. At the July 25, 2023 Board of Trustee meeting, Staff brought forward for consideration Resolution 27-2023 allowing for partial payment of the 2022 NPIC Invoice to the amount of \$2,034,243.20, leaving an outstanding balance of \$640,650.18. Resolution 27-2023 passed.

Staff is now seeking approval to make final payment of the 2022 Invoice from NPIC in the amount of \$640,650.18.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 42-2023
2. Approve Resolution No. 42-2023 with amendments as the Board of Trustees deems appropriate
3. Postpone consideration of Resolution No. 42-2023 to a specific date and time and provide staff direction regarding additional information or amendments
4. Vote to deny Resolution No. 42-2023

ATTACHMENTS

1. Resolution 42-2023 - Consideration of Payment to NPIC
2. 2022 NPIC Invoice_REVISED

TOWN OF WELLINGTON

RESOLUTION 42-2023

A RESOLUTION OF THE TOWN OF WELLINGTON, COLORADO REGARDING PAYMENT FOR THE 2022 INVOICE FROM NORTH POUDRE IRRIGATION COMPANY PURSUANT TO THE TOWN'S PURCHASING POLICY AND 2022 BUDGET

WHEREAS, the Town of Wellington entered into a Water Supply Agreement with North Poudre Irrigation Company (NPIC) in 1983; and

WHEREAS, the terms of the Water Supply Agreement define the operations and payment requirements for the Town of Wellington to utilize water from NPIC Reservoir #3 to treat and serve to the residents and businesses of the Town; and

WHEREAS, the Town of Wellington received a revised invoice from the NPIC in December 2022 for water usage by the Town for water year 2022 ; and

WHEREAS, the 2022 Town of Wellington Budget provided for the partial payment of the 2022 NPIC Invoice in the amount of \$2,034,243.20; and

WHEREAS, the 2022 Fiscal Year Budget was amended per Resolution 41-2023; and

WHEREAS, the Town of Wellington Purchasing Policy requires Board of Trustee approval for purchased and contract awards for appropriated items above \$30,000.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, LARIMER COUNTY, COLORADO.

The Board of Trustees hereby approves final payment of the Revised 2022 North Poudre Irrigation Company Invoice for Water Usage by the Town of Wellington in the amount of \$640,650.18.

Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 10th day of October 2023.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk



3729 Cleveland Avenue
P.O. Box 100
Wellington, Colorado 80549
Telephone: (970)568-3612
Fax: (970)221-4659

North Poudre Irrigation Company

December 6th, 2022

Town of Wellington
P.O. Box 127
Wellington, CO 80549

Re: Revised Differential Rate Calculation for WY 2022

Dear Town of Wellington,

This notice is to inform you that there was an error in the 2022 Rate Differential calculation that was previously sent to you in early November. The error was due to an incorrectly listed Quota percentage for NWCWD. Enclosed is the revised calculation and invoice reflecting the 80% Quota for WY 2022. We apologize for the inconvenience, please reach out with any questions. Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Cali Gunter". The signature is fluid and cursive.

Cali Gunter
Corporate Secretary

North Poudre Irrigation Company
"Supplying water in Northern Colorado since 1901"



INVOICE

3729 Cleveland Avenue
PO Box 100
Wellington, CO 80549

DATE: December 6th, 2022

TO
Town of Wellington
P.O. Box 127
Wellington, CO 80549

FOR
Revised NPIC Fiscal Year 2022 Water
Usage by the Town of Wellington

Item	Description	Amount
Water Usage	FY '22 Water Usage 996.63 acre-feet	\$2,624,816.83
Differential Rate Charge *Revised*	FY '22 Rate Charge: \$47.60 per acre-foot	\$44,058.13
Yearly Reserve	Per Agreement (Due by March 1 st , 2023)	\$9,000.00
Reservation Fee	Refundable over 500 acre-feet	(\$2,981.58)
Total Balance Due:		\$2,674,893.38

Please make payment out to the North Poudre Irrigation Company.

If you have any questions concerning this invoice, contact Cali Gunter at (970) 568-3612,
cgunter@npicwater.com.

THANK YOU



Phone: (970) 568-3612
Fax: (970) 221-4659
www.npicwater.com

North Poudre Irrigation Company (FY2022)

Calculation of Charges to Town of Wellington for Annual Water Use Exceeding 275 acre feet as per Agreement Between NPIC and Town of Wellington, dated August 26, 1983

Formula:

$$C=(((MV \times Int/100)+A) \times 1.07)/5.5 \text{ ac-ft per share}$$

Where,

C	=	Charge per acre foot of annual water use in excess of 275 af
MV	=	Market value of one share of NPIC (yearly avg)
Int	=	Interest rate for farm and ranch loans (call AgCredit--970-330-4071)
A	=	NPIC annual assessment per share
APP	=	=Appropriation (is set at 5.5--NO variable)

Values for FY 2021:

MV=	\$224,444.00
INT=	8.25
A=	\$180.00
APP=	5.5

Calculation of per ac-ft charge:

$$C= \frac{(((\$224,444 \times 8.25/100)+\$180) \times 1.07)/5.5 \text{ af-ft per share}}{\$3,637.34 \text{ per ac-ft}}$$

Charges for FY 2021

Wellington water use (Nov 1, 2021 - Oct 31, 2022)	996.63 ac-ft
Less Base Use	- 275 ac-ft
Equals Use in Excess of Base Use	= 721.63 ac-ft

Times Per Ac-Ft Charge	X	\$3,637.34
Equals Charges for Excess Use	=	\$2,624,816.83

NOTE: These calculations do not include charges imposed by the Northern Colorado Water Conservancy District because of differential rates. These charges are calculated separately and are included with NCWCD charges on the total water used by Wellington.

NCWCD Differential Rate Charge For Wellington Water Use
(As per 3-22-1990 letter from NPIC to NCWCD)

Charges=	(CBT)	X	(W)	X	(RD)
	(CBT + NP)	X	(A)		

Where,

Charge=the amount due to NWCWD
FY 22 (11/1/21 -10/31/22)

NP=11,070 (NPIC domestic use decrees) in Acre-feet
11,070

CBT=Quota delivery to NPIC in acre-feet (80%x40k)
32,000

W=Wellington water use (Nov 1 - Oct 31) in acre-feet
996.63

A=NCWCD Quota
80%

RD=NCWCD Rate Differential (Municipal-NPIC)
(\$49.10- \$1.50)
47.60

Charges=	CBTxWxRD =	32,000 x 996.63 x \$47.60
	(CBT + NP) x A	(32,000 + 11,070) x 0.8
	Total Charges=	\$ 44,058.13

Board of Trustees Meeting

Date: October 10, 2023

Submitted By:

Subject: 3rd Quarter 2023 Building Permit and Lot Inventory Report

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

This quarterly report on residential building activities is intended to provide an update of the current trends and expected trends within the Town. It also identifies the number of buildable lots remaining within the Town, and future lots that will be available for permits once public infrastructure is installed.

Town staff tracks the number of new residential dwelling permits issued throughout the year. Staff also tracks the number of available buildable lots (buildable lots in this context means zoned residential, platted for development, and public infrastructure is installed and operational). Tracking the number of permits and the number of buildable lots is an indicator of development trends and is used as a resource to guide when and how many new residential building permits the Town is able to issue.

Attached is a report of residential building permits issued through the 3rd Quarter 2023 (January 1, 2023 to September 30, 2023). Also included is a report of new residential dwelling permits issued since 2009. The report also includes projected residential dwelling permits based on expected development trends. The annual total number of residential building permits is used to identify trends and project future permits. An inventory report is included to show available residential lots by subdivision, the number of lots remaining for permits, and the status of zoning, platting and infrastructure availability. Residential lot supply and inventory is depicted graphically to show the trend over time.

At the end of the third quarter of 2023, there are 25 residential lots within town that can be issued a building permit. Sage Meadows Second Subdivision is currently under construction for public improvements to be able to have residential lots available for permits.

New information included in this report is a summary of the available platted and buildable lots for commercially zoned properties within the Town. The inventory includes lots that are currently undeveloped (some lots have been approved for commercial site development plans, but may not have been constructed yet - development lots that are currently vacant at the time of this report are included in the inventory).

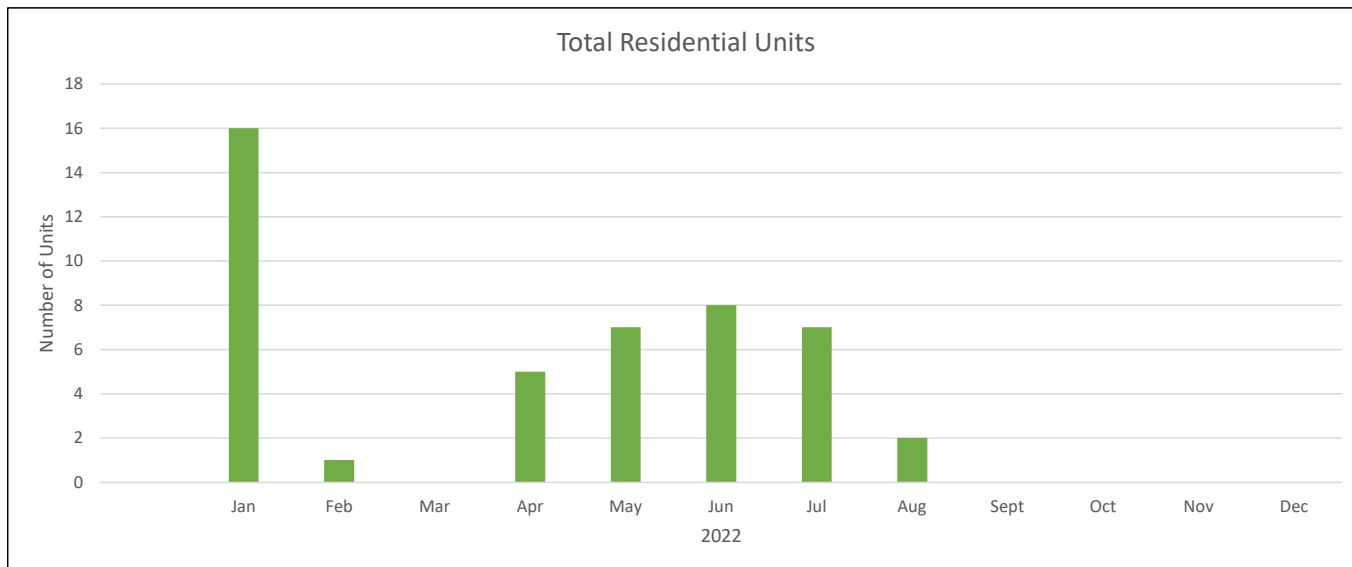
STAFF RECOMMENDATION

No action necessary.

ATTACHMENTS

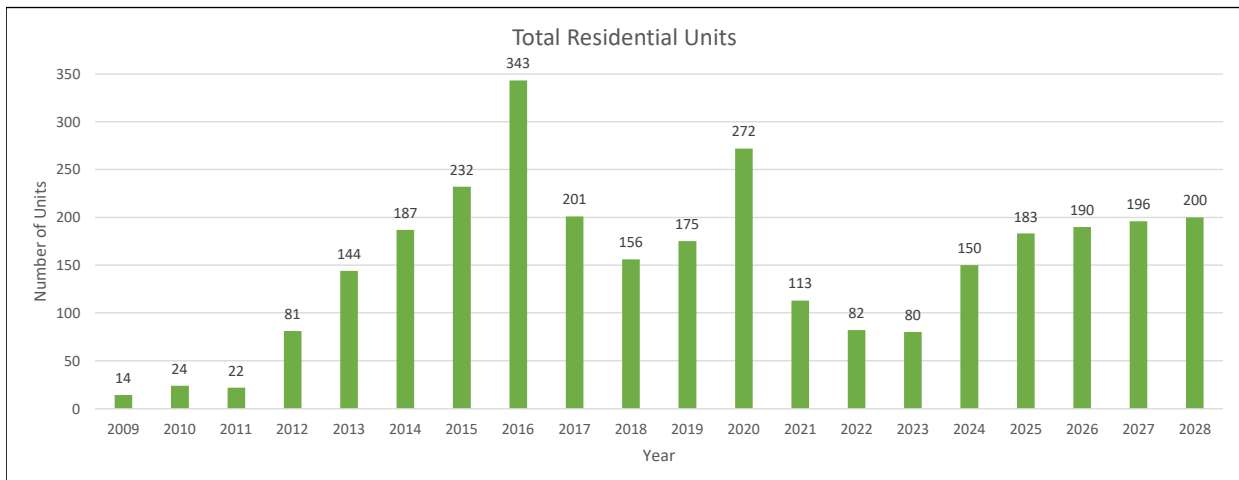
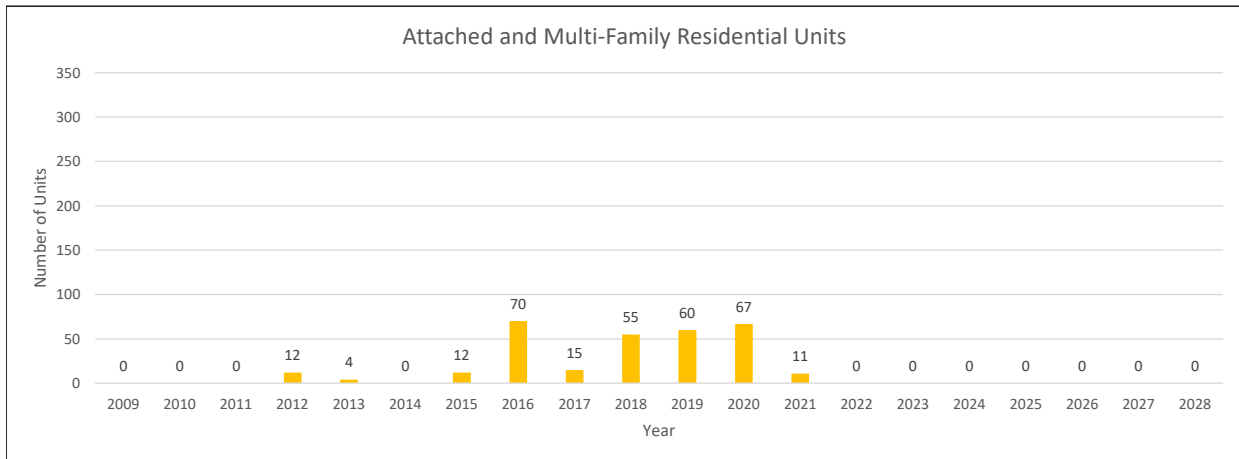
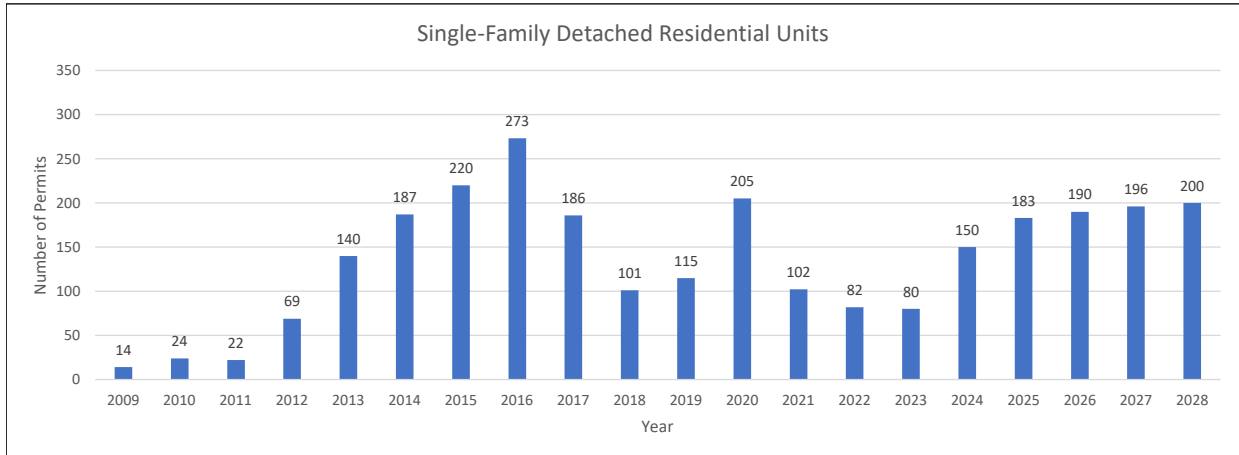
1. 3rd Quarter 2023 Building Permit and Lot Inventory Report

Residential Permits Issued by Month 2023



2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Single-Family Units	16	1	0	5	7	8	7	2	0	0	0	0	
Attached Units	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL RES. UNITS	16	1	0	5	7	8	7	2	0	0	0	0	
			17			20			9			0	
												Total	46

Residential Dwelling Units - Historic and Projected



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Single-Family Detached	14	24	22	69	140	187	220	273	186	101	115	205	102	82	80	150	183	190	196	200
Attached and Multi-Family	0	0	0	12	4	0	12	70	15	55	60	67	11	0	0	0	0	0	0	0
TOTAL RES. UNITS	14	24	22	81	144	187	232	343	201	156	175	272	113	82	80	150	183	190	196	200

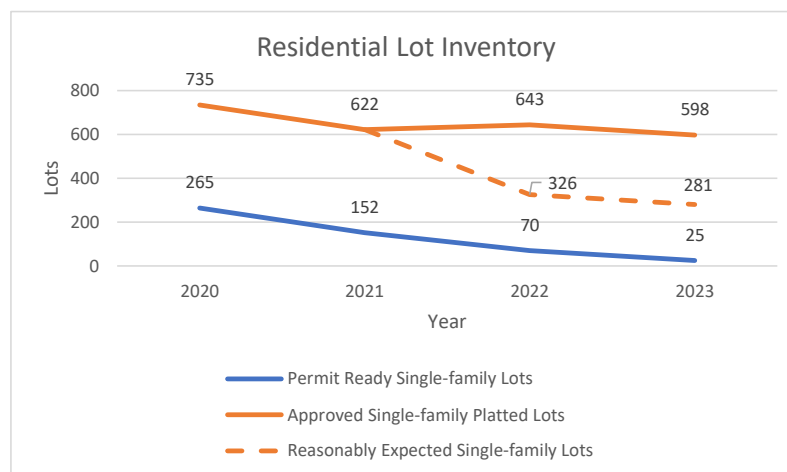
* Attached and Multi-family unit counts manually adjusted to reflect changes in the way permits were entered over time

** Years 2021, 2022 and 2023 - Permits limited due to capacity constraints during construction of water and wastewater treatment plant expansions

Subdivision Name	Remaining Lots/Units	Annexed	Zoned	Platted	Infrastructure
Boxelder Commons	0	Yes	Single-family	Yes	Yes
Harvest Village Townhomes	0	Yes	Multi-family	Yes	Yes
Wellington Village Townhomes	0	Yes	Multi-family	Yes	Yes
Wellington Row Townhomes	0	Yes	Multi-family	Yes	Yes
Sage Meadows	0	Yes	Single-family	Yes	Yes
Infill (the Knolls)	2	Yes	Single-family	Yes	Yes
Infill (Fifth St.)	1	Yes	Single-family	Yes	Yes
Infill (Garfield Ave.)	1	Yes	Single-family	Yes	Yes
Columbine Estates	21	Yes	Single-family	Yes	Yes
Sage Meadows 2nd	103	Yes	Single-family	Yes	No
Saddleback	153	Yes	Single-family	Yes	No
Sundance Phase 1A	60	Yes	Single-family	Yes	No
Sundance Phase 1B	91	Yes	Single-family	Yes	No
Sundance Phase 2	101	Yes	Single-family	Yes	No
Sundance Phase 3	65	Yes	Single-family	Yes	No
Country Lane Acres	41	Yes	Single-family	No	No
Sage Farms Annexation	1346	No	Mixed densities	No	No

ESTIMATED TOTAL UNITS 1985

Platted Lots	598
Buildable Lots (with infrastructure)	25



Zoning	Acres (total)	Acres (buildable)	Lots (platted)	Lots (buildable)
C-1 - Neighborhood Commercial	6.1	5.5	11	9
C-2 - Downtown Commercial	0.6	0.6	4	4
C-3 - Mixed-Use Commercial	55.3	18.2	22	14
LI - Light Industrial	43.3	43.3	14	14
I - Industrial	59.6	0.0	2	0
PUD - Planned Unit Development	5.0	0.0	2	0

* Buildable indicates lots are platted and have public infrastructure installed and ready for permit.



Board of Trustees Meeting

Date: October 10, 2023
Subject: Quarter 3 CORA Report

BACKGROUND / DISCUSSION

A report of Colorado Open Records Act requests from July to September 2023.

STAFF RECOMMENDATION

Review and retain report.

ATTACHMENTS

1. CORA Report Jul-Sep 2023

Date	Requestor	Description of Request	Outcome	STAFF PoC	Staff Minutes Spent	Charges	Date Closed	Pending Closure
7/5/2023	Dominic Baranyi	All emails sent and received by Ethan Muhs between 6/1 at 2:19pm and 6/9 at 12:34pm.	Documents Provided	Ethan Muhs	240	\$45	7/17/2023	
7/7/2023	Jesy Andreen	Communications to Trustee Tietz for the month of April about golf carts.	Documents Provided	Patti Garcia	60		7/10/2023	
7/10/2023	Robert Persichitte	Plot Plan for 7102 Meadow Rain Way	Documents Provided	Patti Garcia	60		7/10/2023	
7/10/2023	Brandi Williams	Purchasing records from 5/31/2023 to current	Documents Provided	Ethan Muhs	60		7/18/2023	
7/10/2023	Jesy Andreen	Communications to Trustee Tietz for the month of May about golf carts.	No responsive records.	Patti Garcia	60		7/13/2023	
7/10/2023	Jesy Andreen	Jenny Jones' Pcard between 5/21/23 and 6/19/2023	Documents Provided	Patti Garcia	60		7/11/2023	
7/12/2023	Christine Owens	Certificate of occupancy for 3712 Daylily St.	Documents Provided	Patti Garcia	60		7/13/2023	
7/14/2023	Nancy McKay	Bank Statements for March and April 2023	Request abanoned by requestor	Ethan Muhs	10		7/17/2023	
7/18/2023	Valerie Nyczak	Certificate of Insurance for the contractor hired to complete the curb replacement on Kennedy Avenue for July 2023.	Documents Provided	Ethan Muhs	60		7/18/2023	
7/20/2023	Trustee Tietz	Any presented resume and subsequent interview documents, CPA licenses/certifications submitted by Charity Campfield Finance Director for employment.	Documents Provided	Ethan Muhs	60		7/25/2023	
7/20/2023	Trustee Tietz	All forwarded emails of Dominic Baranyi's email sent on July 17th at 7:25 pm (finance committee report) from any finance committee member. As the finance committee is an entity of the Town of Wellington all record can be CORA requested including forwarded emails. Committee members should include: Jon Gaiter, Christine Gaiter, Patti Garcia, Jason Normington-Mellin, Jesy Andreen, Nicholas (Nic) Redavid, Patricia (Pat) Johnson, Sara Knaack, Town staff present		Ethan Muhs	180		8/4/2023	7/27/2023
7/25/2023	Renee Reed	Building department addres for 3775 Buckhorn St.	Documents Provided	Ethan Muhs	60		7/25/2023	
7/26/2023	Michele Reed	Certificate of Insurance for Elite Fencing Company covering 03.23.23	No responsive records.	Ethan Muhs	60		7/27/2023	
7/26/2023	Alan Pena	Municipal Court Records for James McDaniel	Request abanoned by requestor following no response to issued invoice.	Ethan Muhs & Verity Ketsdever	60		8/1/2023	
8/8/2023	Twila Soles	Please share all records related to Old Colorado Brewing Company's opening a business at 3700 W Cleveland Ave, Wellington, CO 80549 including but not limited to initial application, site plan, and planning documents and approval. In addition, all proposals, applications, site plan, planning documents, and approval for: The Nail Gem Studio, Rose & Co., and Pet Express Grooming that opened in 2023. Thank you.	Documents Available Provided	Ethan Muhs	60		8/11/2023	
8/9/2023	Canaan Forslund	Please send me construction documents and plans you have for the following addresses: -3775 Buckthorn Street -3787 Buckthorn Street -3751 Buckthorn Street -3801 River Birch Street -3969 River Birch Street -3762 Hackberry Street -3763 Hackberry Street -3799 Buckthorn Street -3813 Buckthorn Street -3891 Buckthorn Street -3763 Buckthorn Street -3798 Hackberry Street -3814 Hackberry Street -3815 Hackberry Street -7263 Horsechestnut Street -3905 Hackberry Street	Documents Provided	Ethan Muhs	30		8/10/2023	
8/9/2023	Kylee Tonkin	Please send a current building permit showing use tax paid for 6537 and 6441 Coralbell St 80549.	Documents Provided	Ethan Muhs	15		8/11/2023	
8/9/2023	Kylee Tonkin	Please send a current building permit showing use tax paid for 6427 Coralbell St 80549.	Documents Provided	Ethan Muhs	15		8/11/2023	
8/10/2023	Kylee Tonkin	Please send a current building permit showing use tax paid for 6453 Coralbell St 80549.	Documents Provided	Ethan Muhs	15		8/11/2023	
8/18/2023	Kylee Tonkin	Please send current building permits showing use tax paid for 6551and 6563 Coralbell St	Documents Provided	Ethan Muhs	15		8/18/2023	
8/21/2023	Des Welsh	*any record relating to current training, instructions and procedures for field testing of suspected narcotics using color-based test kits such as NIK tests or NARK tests. *any record indicating the number of color-based test kits such as NIK tests or NARK tests purchased in 2020, 2021 and 2022. *any record relating to any other type of presumptive drug test device currently in use.	No responsive records.	Ethan Muhs	15		8/21/2023	

		Certificate of Occupancy on 16 addresses 3775 Buckthorn Street - Owners Colin and Taylor Jongsma 3751 Buckthorn Street - Owners Michelle Carr 3763 Buckthorn Street - Owners Jacqueline Dettmers 3787 Buckthorn Street - Owners Marc and Kelly Fuchs 3799 Buckthorn Street - Owners James Sambrano and Patricia Delgado 3813 Buckthorn Street - Owners Kelly Bohnenblust 3891 Buckthorn Street - Owners Suzanne Szabo 3762 Hackberry Street - Owners Justin and Sarah Morgan 3763 Hackberry Street - Owners Jon and Jonine Yunt 3798 Hackberry Street - Owners Madison Idler, Douglas Idler, and Chase Noell 3814 Hackberry Street - Owners Keaton Stein and Jesy Andreen 3815 Hackberry Street - Owners Jackie White and Diane Cabrera 3905 Hackberry Street - Owners Angela Van Ry and Damion Dyson 7263 Horsechestnut Street - Owners Allison Landis 3801 River Birch Street - Owners Tammy Branan 3969 River Birch Street - Owners Nathan and Jessica Jimenez					
8/21/2023	Courtney Wilde		Documents Provided	Ethan Muhs	15		8/22/2023
8/21/2023	Kylee Tonkin	Please send a current building permit showing use tax paid for the following addresses: 6513 Coralbell St 80549 6488 Coralbell St 80549 6489 Coralbell St 80549	Documents Provided	Ethan Muhs	15		8/22/2023
8/28/2023	Jennifer Lindblad	All correspondence in reference to Connell Site Plan review, Planning Commission Meeting, Planning Commission Appeal from January 30 2023 to present day; between the public and Board of Trustees between Board of Trustees and Town Staff between Board of Trustees	Documents Provided	Ethan Muhs	1140	\$570.00	9/12/2023
8/31/2023	Reyna Rios-Starr	I am working on behalf of Xcel Energy. I need to obtain a copy of liability insurance for the company Superior Underground that covers the date 4/6/2023. Does the county keep records of liability insurance for licensing, permitting or registration? Does the county have records of this information for this contractor?	No responsive records.	Ethan Muhs	60		9/5/2023
9/7/2023	Amy Martineau	Our office (Hearn & Fleener) represents homeowners in the neighborhood known as Harvest Village. We need to obtain the complete building file related to the construction and/or development of the below address: 3838 River Birch Street Examples of documents requested include but are not limited to: • Overall community Soil / Geotechnical reports • Lot specific Soil / Geotechnical reports • Lot specific Architectural plans • Lot specific structural foundation and framing plans • Construction drawings • Lot specific plot plans • Any lot specific engineering observation letters • Building permits and permit applications • Certificates of occupancy • Contracts	Documents Provided	Ethan Muhs	60		9/12/2023
9/8/2023	Kylee Tonkin	Please send a current building permit showing use tax paid for 6525 Coralbell St 80549.	Documents Provided	Ethan Muhs	20		9/8/2023
9/11/2023	Kate Meade	Video Recording if you have it otherwise an audio recording of the August 23, 2023 Special Meeting of the Wellington Board of Trustees Important Note: Please send the video recording or audio recording directly to our court reporter Christopher Boone and Brandi Pritchard at the following email addresses: cboone@ablitservices.com bpritchard@ablitservices.com	Documents Provided	Ethan Muhs	30		9/11/2023
9/19/2023	Carlton Bontrager	I would like to know any and all complaints I have had for my address. 10-01-2022 through 09-19-2023	Documents Not Provided - Explanation of Documents Specified	Ethan Muhs	60		9/22/2023
9/25/2023	Tim Whitehouse	The copy of connell resources brief filed with the Larimer County District last week.	Documents Provided	Ethan Muhs	30		9/25/2023
9/25/2023	Tim Whitehouse	Reimbursed expenses of current trustees from the beginning of each of their current terms to date.	Documents Provided	Ethan Muhs	60		9/28/2023

Category	Totals
Requests	31
Staff Minutes	2745
Staff Hours	45.75
Average Time/Request (Minutes)	88.5483871
Invoices Issued	2
Charges Obtained	\$615.00



Board of Trustees Meeting

Date: October 10, 2023

Subject: Regional Solid Waste and Diversion Programs Update

BACKGROUND / DISCUSSION

The Town of Wellington is a partner community in an Intergovernmental Agreement for Solid Waste Programming and Infrastructure Improvements. The Town entered into the IGA in 2019 along with Larimer County, Fort Collins, Loveland and Estes Park. The IGA identifies, among other things, priority infrastructure improvements identified for handling the region's waste needs and supporting diversion goals. The IGA includes responsibilities for funding, constructing and operating physical infrastructure and facilities necessary for landfill and diversion operations, and includes timelines by which the priority infrastructure was originally anticipated being completed.

Many factors have changed since the creation of the IGA, and parties to the IGA have experienced difficulties in fulfilling obligations. Expected completion of many of the projects has since passed the timelines identified, and cost and funding expectations originally anticipated have changed due to market conditions and construction pricing. Larimer County solicited proposals seeking a Public/Private Partnership with professional companies in the waste industry to participate in funding and construction/operation of a landfill. After ongoing negotiations with the selected company, agreeable terms were not reached, and the County had to end the negotiations. Larimer County now expects to continue making progress towards construction of a new landfill and central transfer station, as well as continuing to seek partnerships for diversion programs, supporting the current recycling center operations, and considering other viable emerging technology opportunities. Timing and funding strategies for those projects are currently being evaluated.

The terms and expectations of the IGA are in need of being reviewed for updates to address the many changes since its original adoption. The Technical Advisory Committee (TAC) and Policy Council (elected officials representing each community) have agreed that efforts should be made to review and update the timelines, commitments, and responsibilities of each of the parties to the IGA. These updates are expected to need some ongoing discussions, including TAC preparing some options that can be presented to the Policy Council for consideration.

Town priorities that have been the focus of support and advocacy have included traffic and trucking impacts to the community, litter and pollution control along truck haul routes and blowing from landfill facilities, responsible management of costs to residents, and supporting County efforts to provide public information about landfill and diversion project updates and operations. Town staff will continue to advocate for these Town priorities unless the Board of Trustees recommends other topics of interest or other Town priorities.

STAFF RECOMMENDATION

No action required. Board may provide direction if desired.

ATTACHMENTS

None