



BOARD OF TRUSTEES
November 12, 2024
5:30 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 hillha@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

B. EXECUTIVE SESSION

1. An executive session pursuant to C.R.S. 24-6-402(4)(f)(I) to discuss personnel matters concerning the Town Administrator, under circumstances where the Town Administrator has not requested an open meeting.

C. RECONVENE MEETING

1. Amendments to Agenda
2. Conflict of Interest

D. COMMUNITY PARTICIPATION

1. Public Comment

E. PRESENTATION

1. Boxelder Creek Letter of Map Revision

- Presentation: Nathan Ewert, Deputy Director of Public Works and Engineering

F. CONSENT AGENDA

1. October 22, 2024 Regular Meeting Minutes
2. Resolution No. 54-2024 - A Resolution of the Town of Wellington, Colorado Authorizing the Temporary Closure of Portions of State Highway 1/Cleveland Avenue within the Town of Wellington during the Annual Parade of Lights Events on December 7, 2024
3. Contract for Outside Counsel for Utility Franchise Agreements
4. Resolution No. 55-2024 - A Resolution Approving Renewal of the Lease of the Parking Lot at 3736 Cleveland Avenue
5. Resolution No. 58-2024 - A Resolution Calling a Special Meeting on November 19, 2024

G. ACTION ITEMS

1. Ordinance No. 11-2024 - An Ordinance Establishing Fees to be Charged by the Town of Wellington, Colorado, for Utility Services
 - Presentation: Meagan Smith, Deputy Director of Public Works and Utilities
2. Ordinance No. 12-2024 - An Ordinance Establishing Capital Investment Fees to be Charged by the Town of Wellington, Colorado for Connection to the Water and Wastewater Utility Systems
 - Presentation: Meagan Smith, Deputy Director of Public Works and Utilities
3. Fiscal Year 2025 Budget and Capital Improvement Projects Update Presentation (with public comment)
 - Presentation: Patti Garcia, Town Administrator and Nic Redavid, Finance Director/Treasurer
4. Resolution No. 56-2024 - A Resolution Approving a Contract Renewal with Bee Lake Productions, LLC to Provide a Fireworks Presentation on July 4, 2025
 - Kelly Houghteling, Deputy Town Administrator
5. Resolution No. 57-2024 - A Resolution Appointing a Town Clerk
 - Presentation: Patti Garcia, Town Administrator

H. REPORTS

1. Town Attorney
2. Town Administrator

3. Staff Communications

a. LCSO Report (September 2024)

4. Board Reports

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: November 12, 2024

Subject: Boxelder Creek Letter of Map Revision

- **Presentation:** Nathan Ewert, Deputy Director of Public Works and Engineering

EXECUTIVE SUMMARY

In the summer of 2023 staff contracted with a local engineering consultant to complete a Letter of Map Revision (LOMR) study along Boxelder Creek between Jefferson Avenue and Ronald Reagan Avenue. The purpose of the LOMR study was to update the floodplain models and mapping information with existing condition survey data to prevent property in Wellington from being erroneously included in the 100-year floodplain and/or floodway as part of a much larger county-wide floodplain revision project (described below).

The project achieved that goal by removing large areas of the Harvest Village and Boxelder Commons subdivisions from the proposed future floodplain along Boxelder Creek. Following an extensive review by the Federal Emergency Management Agency (FEMA), the Town was notified that the study was accepted and that the LOMR had entered the mandatory 90-day appeal period, after which the LOMR mapping will become “effective”, which means it can be used for floodplain regulation and insurance rating purposes. This further means that many properties owned by town residents will not be subject to increased flood insurance requirements in the future.

BACKGROUND / DISCUSSION

The Larimer County Physical Map Revision (PMR) project, led by the Colorado Water Conservation Board (CWCB), began in the early 2010’s as part of the larger Federal Emergency Management Agency (FEMA) Riskmap project. The project involved updating hydraulic models and mapping for floodplains throughout Larimer County, including Boxelder Creek within Wellington.

The PMR project experienced many delays and challenges as it proceeded through the review and adoption process. In 2016, the preliminary Boxelder Creek Riskmap update was completed and made available for local agency review. In 2019, a restudy of Boxelder Creek was completed by a new consultant for CWCB. The restudy incorporated comments from the previous modelling efforts, as well as updated mapping standards. However, the hydraulic model was based on the same topographic data that was used in the 2016 model, which was out-of-date. The model and the floodplain were released to impacted communities early in 2021 for review and comment.

During the same time period that the Boxelder Creek model and mapping updates were taking place, the Boxelder Commons and Harvest Village Townhome (Harvest Village) residential developments were also progressing through the various stages of planning and engineering design. When Boxelder Commons and Harvest Village eventually reached the final design and construction stage, the designs generally accounted for the revised preliminary floodplain, with properties located on fill in order to be above the floodplain base flood elevations and therefore located outside the floodplain boundary. Construction of both developments was completed around 2022.

In 2021, when the updated hydraulic model and preliminary floodplain for Boxelder Creek were released for



review, Town staff noted a significant number of homes and properties through Boxelder Commons and Harvest Village that were shown as being located within the preliminary floodplain. In total, 67 properties were shown as being located within the preliminary floodplain and 10 properties were shown as being located within the preliminary floodway. After much discussion with the various agencies and consultants involved in the PMR and RiskMap projects, the Boxelder Creek LOMR project was conceived as the most effective way to ensure that future FEMA floodplain mapping reflected the most accurate actual conditions along Boxelder Creek in Wellington.

CONNECTION WITH ADOPTED MASTER PLANS

Grow Responsibly – Proactively maintain and improve utilities, streets, and the built environment

FISCAL IMPLICATIONS

The 2023 Budget included \$45,000 for the Boxelder Creek Letter of Map Revision study. The project, including FEMA review fees, was completed for less than the budgeted amount.

Additionally, this project will allow Wellington property owners within the study area to potentially save more than \$45,000 in the coming years, in the aggregate.

STAFF RECOMMENDATION

For Board of Trustee review and discussion.

ATTACHMENTS

1. Boxelder Creek LOMR Presentation

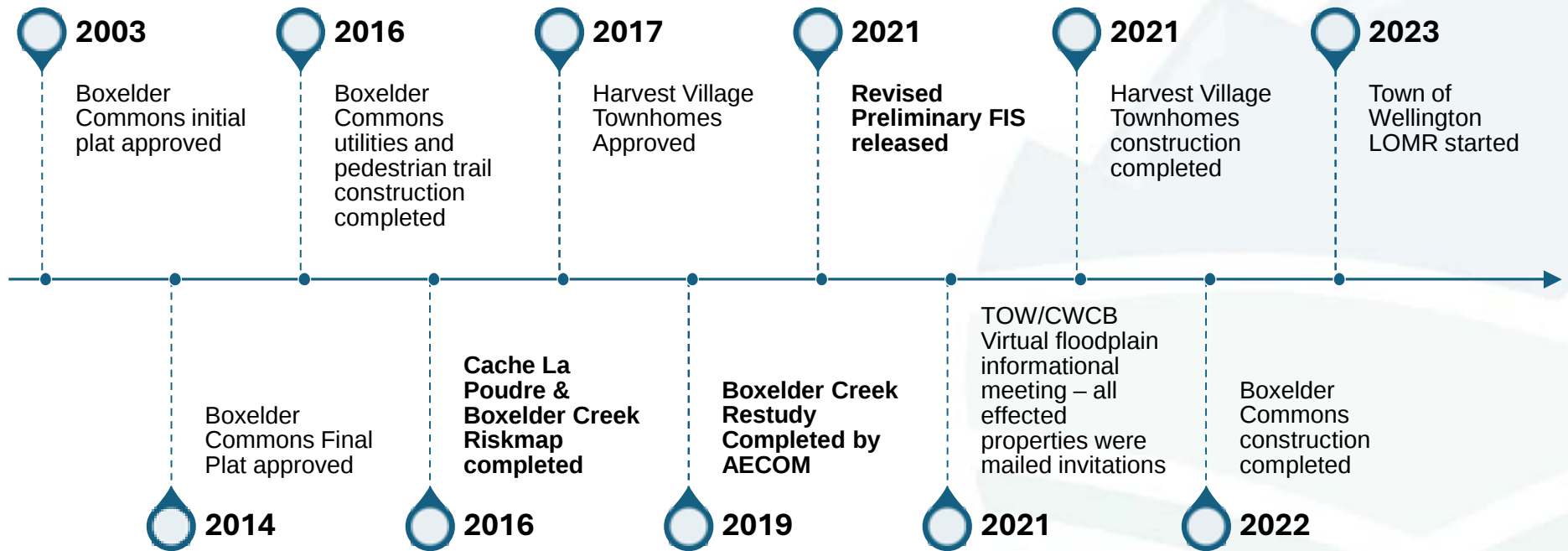
Project Background

Larimer County Big Thompson River Physical Map Revision (PMR)

- The Larimer County Big Thompson River PMR is a joint project between FEMA and the Colorado Water Conservation Board (CWCB) to update regulatory floodplain boundaries and flood elevations along streams within Larimer County and the Big Thompson River Watershed.
- In early 2021 the Revised Larimer County Preliminary Flood Insurance Study (FIS) was released.
- Floodplain revisions within the Town limits primarily impacted Buffalo Creek, Boxelder Commons, and Harvest Village Townhomes developments.



Larimer County PMR Timeline and Development Timeline



Topographic data used for the Revised Preliminary FIS models between Jefferson and Ronal Reagan Ave was dated pre-2016

Floodplain Impacts

- **67** Properties moved into the Floodplain
- *Properties located within the floodplain are required to purchase flood insurance if financed using a federally backed mortgage*
- **10** Properties moved into the Floodway
- *Properties located within the floodway are not allowed to rebuild if substantially damaged.*



1 of 2



2 of 2

Letter of Map Revision Study

- A Letter of Map Revision (LOMR) utilizes detailed topographic survey data to modify hydraulic models to more accurately reflect floodplain boundaries.
- In mid 2023 following the Request for Proposal (RFP) process the Town of Wellington contracted with Trihydro Corporation to complete a LOMR focusing on the area around Boxelder Commons and Harvest Village Townhomes.
- Project Study Limits: Jefferson Avenue to Ronald Reagan Avenue



Letter of Map Revision Results

- **45** Properties within Boxelder Commons removed from the Floodplain
 - **7** Townhomes within Harvest Village removed from the Floodplain
 - **10** Properties and **2** structures removed from Floodway
 - Town's Viewpointe Lift station still in the floodplain.
-
- Floodplain – Light Blue
 - Floodway – Dark Blue



Current Project Status

- On September 10, 2024, the review and comment period ended, and the Letter of Map Revision was issued.
- New mapping can be used currently as “best available data” and for all flood insurance policies and renewals in the effected area.
- When the Larimer County PMR is finished, and the maps have gone effective these changes will be shown on the maps.



Questions?

- Homeowner / Property Owner resources:

<https://coloradohazardmapping.com/>



- View Maps and FAQ on the Town website at:
<https://www.townofwellington.com/613/Floodplain-Modification-FAQ>
- Contact the Public Works office to review hardcopy maps.





Board of Trustees Meeting

Date: November 12, 2024
Subject: October 22, 2024 Regular Meeting Minutes

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. 10.22.24 Minutes



BOARD OF TRUSTEES
October 22, 2024
6:30 PM

MINUTES

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:

Cannon – present

Dailey – present – remote from 6:30 pm -8:14 pm; in person at 8:14 pm.

Moyer – present

Wiegand – present

Tietz – present

Mason – present

Chaussee – 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 on agenda items; there were none.

B. COMMUNITY PARTICIPATION

1. Proclamation – Veterans Day

Trustee Ed Cannon read the proclamation and the proclamation was presented to the Veterans in attendance at the meeting.

2. Public Comment

Mayor Chaussee opened the meeting for public comment on non-agenda items; Pam Reagan and Hannah Suppes provided public comment.

C. PRESENTATION

1. 2025 Utility Rate and Fee Presentation (with Public Comment)

Meagan Smith, Deputy Director of Public Works presented this item and responded to questions and comments from the Board of Trustees.

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

2. 2025 Draft Budget and CIP Presentation (with Public Comment)

Nic Redavid, Finance Director/Town Treasurer presented on this item and responded to comments and questions from the Board of Trustees.

Mayor Chaussee opened the meeting for public comment; Rose Francis provided public comment.

D. CONSENT AGENDA

1. October 8, 2024 Regular Meeting Minutes
2. Resolution No. 52-2024 - A Resolution of the Town of Wellington, Colorado Calling a Special Meeting
Trustee Cannon motioned to approve the consent agenda. Trustee Wiegand seconded.

Upon roll call, the motion carried unanimously, and the consent agenda was approved.

E. ACTION ITEMS

Trustee Dailey arrived at 8:14 pm and prior to Action Item presentations.

1. Public Hearing - Consideration of a Preliminary Plat for Wellington Business Center, Amendment No. 1 - a Replat of Lots 7 and 8, Wellington Business Center
Cody Bird, Director Planning, reviewed the public hearing process and presented this item.

Mayor Chaussee invited the applicant to present on this item. Scoo Leary, applicant, offered to respond to questions from the Board of Trustees.

Mayor Chaussee opened the public hearing on this item at 8:42 p.m.

Mayor Chaussee opened the meeting for public comment to which there was none. The Board provided comments related to the project.

Mayor Chaussee closed the public hearing at 8:49 p.m.

Mayor Chaussee called for a motion on this item.

Trustee Tietz moved to adopt the Planning Commission's Findings for Approval and approve the Preliminary Plat for Wellington Business Center, Amendment No. 1; Trustee Cannon seconded.

Yeas: Cannon, Dailey, Moyer, Wiegand, Tietz, Mason, Chaussee

Nays: N/A

2. Ordinance No. 08-2024 - An Ordinance for the Regulation of Traffic; Adopting by Reference the 2024 Edition of the "Model Traffic Code for Colorado," Repealing all Ordinances in Conflict Therewith, and Providing Penalties for Violations Thereof
Dan Sapienza, Town Attorney, presented this item.

Mayor Chaussee opened the meeting for public comment, to which there was none.

Trustee Cannon moved to approve Ordinance No. 08-2024 - An Ordinance for the Regulation of Traffic; Adopting by Reference the 2024 Edition of the "Model Traffic Code for Colorado," Repealing all Ordinances in Conflict Therewith, and Providing Penalties for Violations Thereof; Trustee Tietz seconded.

Yeas: Cannon, Dailey, Moyer, Wiegand, Tietz, Mason, Chaussee
Nays: N/A

3. Ordinance No. 09-2024 – An Ordinance Adjusting the Town of Wellington Marijuana Tax
Nic Redavid, Finance Director/Treasurer, presented this item. Mayor Chaussee opened the meeting for public comment to which there was none.

Trustee Moyer moved to approve Ordinance No. 09-2024 - An Ordinance Adjusting the Town of Wellington Marijuana Tax; Trustee Cannon seconded.

Yeas: Cannon, Dailey, Moyer, Wiegand, Tietz, Mason, Chaussee

4. Resolution No. 53-2024 - A Resolution of the Town of Wellington Authorizing an Application for WaterSMART Grant Funding through the Bureau of Reclamation
Kelly Houghteling, Deputy Town Administrator, presented on this item. Mayor Chaussee opened the meeting for public comment to which there was none.

Trustee Cannon moved to approve Resolution No. 53-2024 - A Resolution of the Town of Wellington Authorizing an Application for WaterSMART Grant Funding through the Bureau of Reclamation; Trustee Dailey seconded.

Yeas: Cannon, Dailey, Moyer, Wiegand, Tietz, Mason, Chaussee

F. REPORTS

1. Town Attorney – No report.
2. Town Administrator – No report.
3. Staff Communications
 - a. Report of Bills - September, 2024
 - b. Treasurer's Report - June, 2024
 - c. Treasurer's Report - July 2024
 - d. Treasurer's Report - August, 2024
 - e. Monthly Utility Report - September, 2024
4. Board Reports
Members of the Board provided reports.

G. ADJOURN

Upon a motion duly made, the meeting was adjourned at 9:08 p.m.

Patti Garcia, Town Administrator



Board of Trustees Meeting

Date: November 12, 2024
Subject: Resolution No. 54-2024 - A Resolution of the Town of Wellington, Colorado Authorizing the Temporary Closure of Portions of State Highway 1/Cleveland Avenue within the Town of Wellington during the Annual Parade of Lights Events on December 7, 2024

BACKGROUND / DISCUSSION

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

- State Highway 1 at West First Street east to First Street from 2:30-7:00 pm
- Cleveland Avenue from First Street to 5th Street from 2:30-7:00 pm
- First Street from Cleveland Avenue to Kennedy Avenue from 2:30-7:00 pm

STAFF RECOMMENDATION

Move to approve Resolution No. 54-2024 – A Resolution Authorizing the Temporary Closure of Roads for the Parade of Lights.

ATTACHMENTS

1. Reso 54-2024 - 2024 Parade of Lights - Road Closure Resolution
2. 2024 Holiday Parade of Lights - PG 1 of 2
3. 2024 Holiday Parade of Lights - PG 2 of 2
4. 2024 Holiday Parade of Lights - Detour Route ONLY

TOWN OF WELLINGTON

RESOLUTION NO. 54-2024

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF PORTIONS OF
STATE HIGHWAY 1/CLEVELAND AVENUE WITHIN THE TOWN OF WELLINGTON
DURING THE ANNUAL PARADE OF LIGHTS EVENT ON DECEMBER 7, 2024

WHEREAS, the Town of Wellington, are conducting the holiday “Parade of Lights” for the residents of Wellington on Saturday, December 7, 2024; 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 December 7, 2024 for the holiday parade; and

WHEREAS, said temporary closures are permitted by C.R.S. 42-4-106 and Section 106(6)(b) of the Colorado Model Traffic Code.

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

Section I. The following streets are to be closed on December 7, 2024 to automobile traffic, except for residents and/or business owners of these streets at the time specified: Cleveland Avenue from First Street to Fifth Street, Fifth Street from Cleveland to Roosevelt and First Street from Cleveland to Kennedy Avenue from 2:30 p.m. to 7:00 p.m.

Section 2. Cleveland Avenue traffic during the time of closure will be rerouted on State Highway 1 at Jefferson Street East to Sixth Street and North to Cleveland or Cleveland Avenue at Sixth Street South to Jefferson Street and West on Jefferson Street to State Highway 1.

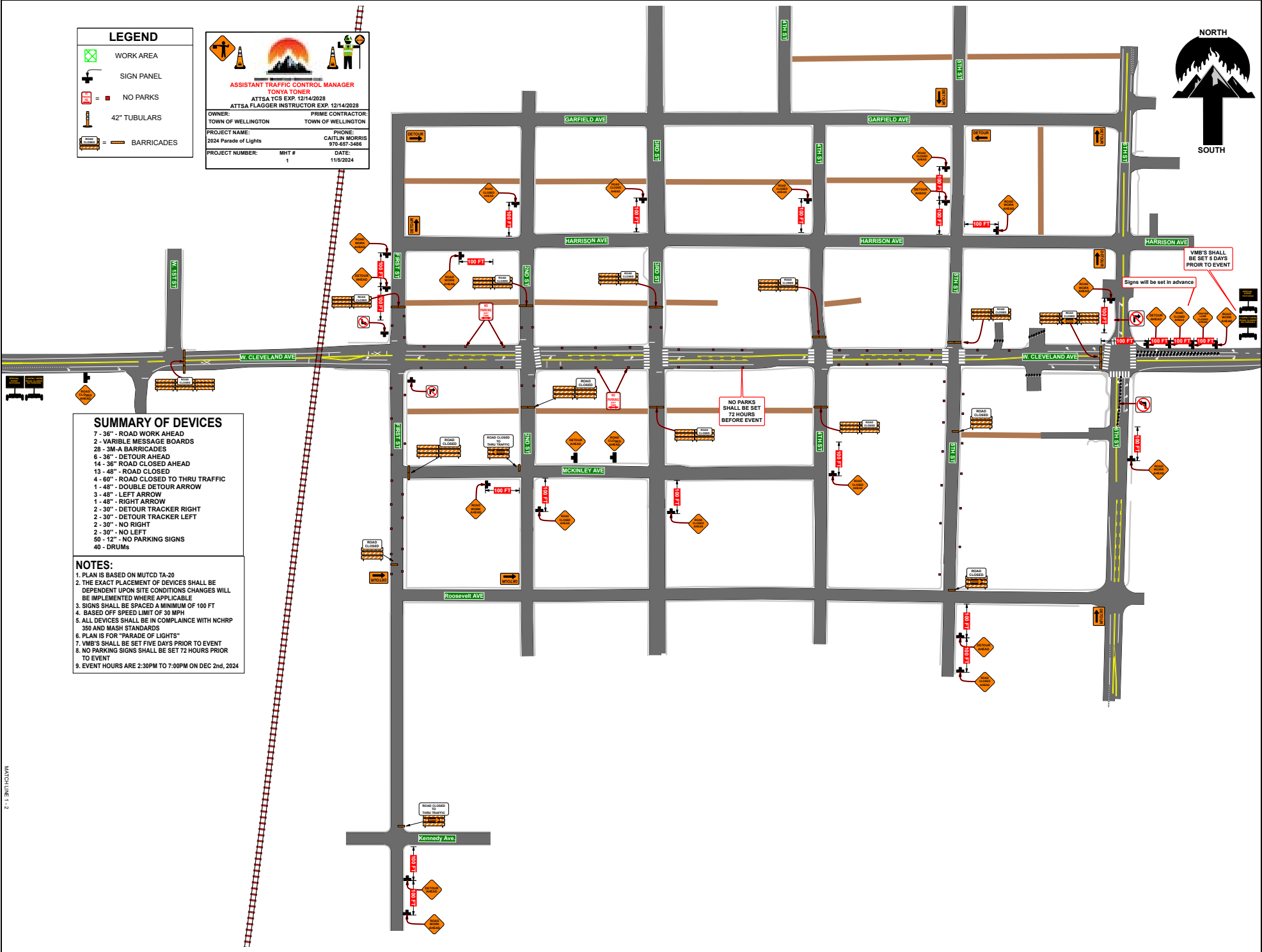
Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk



MATCH LINE 1-2

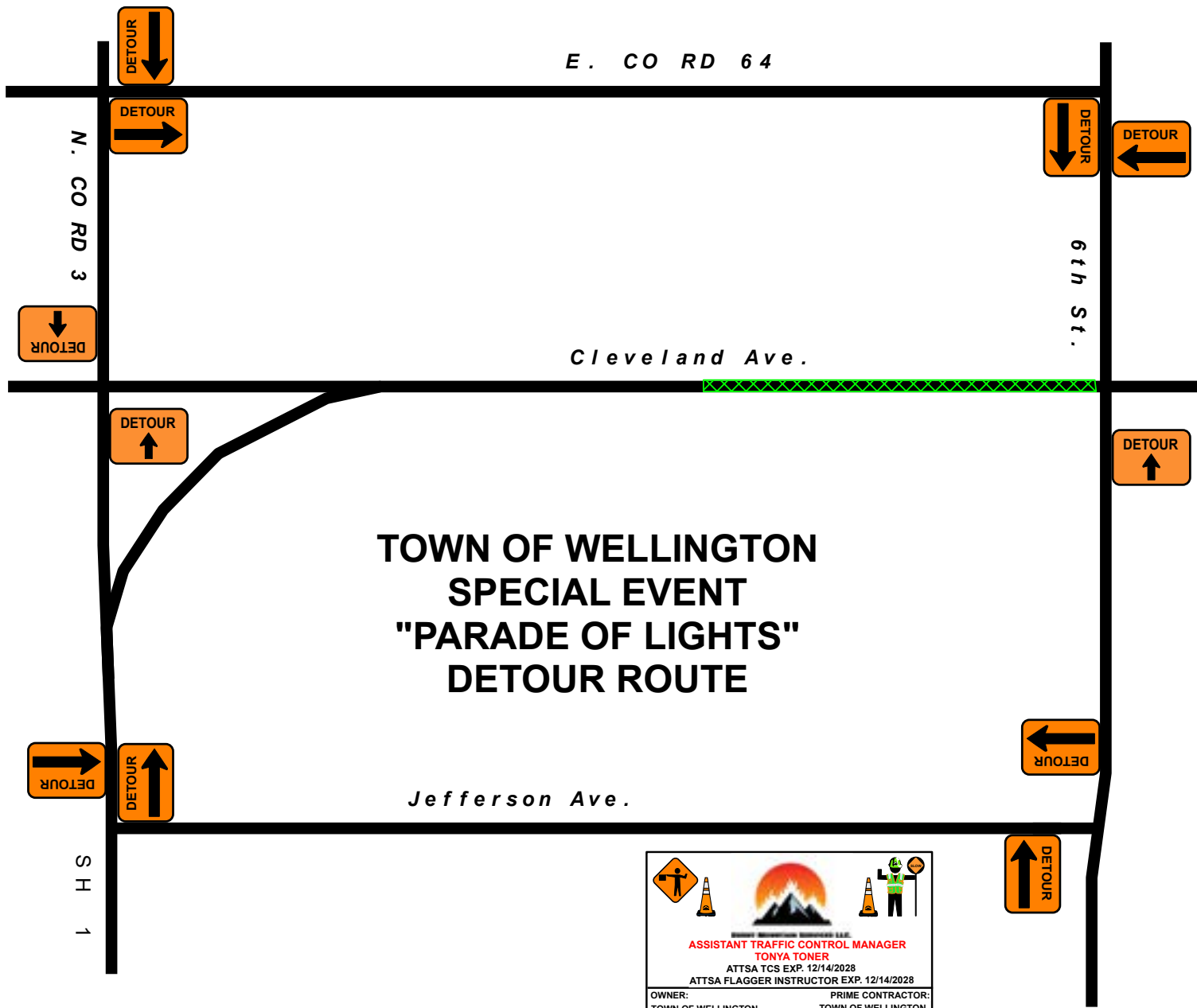


MATCH LINE 2-1



Legend

 Work Area



**TOWN OF WELLINGTON
SPECIAL EVENT
"PARADE OF LIGHTS"
DETOUR ROUTE**



ASSISTANT TRAFFIC CONTROL MANAGER
TONYA TONER
ATTSa TCS EXP. 12/14/2028
ATTSa FLAGGER INSTRUCTOR EXP. 12/14/2028

OWNER: TOWN OF WELLINGTON	PRIME CONTRACTOR: TOWN OF WELLINGTON
PROJECT NAME: 2024 Parade of Lights	PHONE: CAITLIN MORRIS 970-657-3486
PROJECT NUMBER: 1	DATE: 11/5/2024



Board of Trustees Meeting

Date: November 12, 2024

Subject: Contract for Outside Counsel for Utility Franchise Agreements

BACKGROUND / DISCUSSION

The Town of Wellington has a number of older franchise agreements that are expiring or subject to renewal in the near future. In addition, the Town has been approached by a number of other entities that may be interested in entering into such agreements or other utility licensing arrangements.

Utility licensing agreements and telecommunications franchise agreements are technical documents that can bring tremendous benefits to the Town. The Town Attorney has in the past utilized an outside firm - Kissinger and Fellman - that specializes in this work. Attorney Brendan Dittman came with strong referrals from nearby municipalities, who have used his services in negotiating favorable terms in franchise agreements.

Mr. Dittman has moved to a new firm - Wilson Williams Fellman Dittman - and to utilize his services, the Town will need to enter into a new Representation Agreement with that firm. The attached agreement is on the same terms as the previous agreement with Mr. Dittman's old firm and will provide the Town with ongoing support in this highly technical area of law, on an as-needed basis.

STAFF RECOMMENDATION

Approve the Representation Agreement with Wilson Williams Fellman Dittman for Utility Franchise legal assistance as part of the Consent Agenda.

ATTACHMENTS

1. WWFD Legal Representation Agreement



PROFESSIONAL LEGAL SERVICES AGREEMENT

THIS AGREEMENT is a contract for professional legal services effective November __, 2024, between Wilson Williams LLP d/b/a **WILSON WILLIAMS FELLMAN DITTMAN** ("Law Firm") and **THE TOWN OF WELLINGTON COLORADO** (the "Client").

FOR AND IN CONSIDERATION of the mutual promises and undertakings herein set forth the parties agree as follows:

1. **Legal Services.** Law Firm agrees to provide the following services:
 - Advise the Town, negotiate, and draft utility franchise agreements, as required;
 - in legal matters which may arise from time to time; and
 - other duties as necessary and assigned.

Law Firm will exercise its best efforts on behalf of the Client and furnish the said services faithfully, with due diligence, and in accordance with the Colorado Rules of Professional Conduct. The Law Firm cannot and does not guarantee or agree that a result favorable to or satisfactory to the Client will be achieved. Law Firm is acting as an independent contractor therefore the Client will not be responsible for FICA taxes, health or life insurance, vacation, or other employment benefits.

2. **Staffing.** Brandon Dittman will be the primary designated Attorney for this engagement, with assistance from other attorneys at the Law Firm.

3. **Retainer.** The Law Firm's policy is to require from time to time an advance fee deposit/retainer for services and fees from each client prior to beginning any new or additional work on the client's matters. In this particular situation, an initial fee deposit/retainer of \$0 has been agreed upon. This deposit/retainer will be placed in the Law Firm's trust account and applicable disbursements will be made from the trust account to the Law Firm each month at the time of billing, to cover fees earned and expenses accrued. Client agrees to promptly make such subsequent deposits/retainers as the Law Firm may require from time to time.

4. **Fees and Expenses.** The Client will compensate Law Firm for professional legal services as indicated in **Exhibit A**. Expenses such as photo-copying will be charged at the rates set forth on the attached **Schedule of Costs, Exhibit B**.

- a. **Other Expenses.** In addition to the foregoing hourly rates for legal services, the Law Firm shall charge and the Client shall pay all costs incurred by the Law Firm in providing legal services to the Client. Examples of such costs include charges for filing fees, mileage, photocopies, scanning, color printer, messenger service, etc. A copy of the Schedule of Costs is attached as **Exhibit B**. The Law Firm will

charge for half of the travel time to attend Client meetings, but will charge for the entire round trip mileage at the IRS-approved rate from the Law Firm's Louisville offices or point of origination.

- b. *Monthly Billings.* Law Firm will issue a detailed, itemized invoice each month, for both fees and disbursements. All bills will reflect services already performed and disbursements already made, and are due upon receipt. Any amounts not paid within thirty (30) days of the date of the bill shall be subject to a late payment charge of 1.5% per month. If the Client fails to pay any charges within sixty (60) days of the date of the bill the Law Firm may elect to stop all work for the Client. The Client's obligation to make prompt payment of all charges does not depend upon achievement of any specific result. Payments will be applied first to the oldest amounts outstanding.
- c. *Rate Adjustments.* Adjustments in the Law Firm's rates and charges do occur from time to time, and we endeavor to notify all our then active clients of any changes at the time they are to take place. Nonetheless we still encourage all client inquiries concerning the rates in effect at the beginning of each project and will provide an updated copy of the Billing Rate and Schedule of Cost Exhibits upon every request.

5. Termination. This Agreement may be terminated by either party upon notice in writing to the other provided, however, that any fees and costs that have accrued to the date of termination shall still be owed by the Client.

6. File Retention and Destruction. Law Firm will retain files received from and developed in handling the Client's matter for seven (7) years following the conclusion of the matter. It is the Law Firm's policy to destroy all files including all documents and materials therein seven (7) years after we send such files to remote storage upon completion of the matter. However, if some legal restriction on destruction is imposed or some development occurs, the retention may be modified. The Law Firm's file retention and destruction process is automatic and the Client will not receive further notice in advance of destruction of these files. Accordingly, if the Client wishes to maintain a record of any matter beyond our retention period, the Client should consider maintaining its own files relating to the matters the Law Firm is handling.

[Signature Page Follows]

IN WITNESS WHEREOF the parties have executed this agreement effective as of the day and year first written above.

WILSON WILLIAMS LLP D/B/A
WILSON WILLIAMS FELLMAN DITTMAN

By: _____
Brandon Dittman, Partner

Date: November 5, 2024

By: _____

Its: _____

Date: _____



Exhibit A - 2024 Billing Rates – Local Governments

General/Regular Local Government Representation (Municipal/County/Special District Attorney)

<u>Attorney Position</u>	<u>Hourly Rate</u>
Partner	\$255.00
Counsel	\$240.00
Senior Associate	\$220.00
Associate Attorney	\$205.00
Paralegal	\$105.00
Geoff Wilson	\$300.00
Geoff Wilson (hrg officer)	\$350.00
Ken Fellman	\$325.00

Billing Methodology

Our Law Firm provides a computer-generated, detailed billing statement each month, for both fees and disbursements. All invoices will reflect services already performed and disbursements already made and are *due upon receipt*.

In addition to the foregoing hourly rates for professional services, the Law Firm will charge for all costs incurred in providing such services. Examples of such costs include the following. The Law Firm will charge for mileage to and from the Louisville office at the IRS-approved rate, and ½ travel time at the applicable hourly rate. Document printing and copying charges are \$.10 per page for black and white copies, and \$.50 per page for color copies, made within the office. Copying, collating, binding, and scanning performed outside the office will be charged at actual cost for such third-party service.

Exhibit B - Schedule of Costs

1. **Long Distance Telephone Charges:** There is no charge for long-distance calls.
2. **Copying and Scanning:** Document scanning and copying charges are \$.10 per page for black and white copies, and \$.50 per page for color copies made within the Law Firm. Copying, collating, binding, and scanning performed outside the Law Firm shall be charged at actual cost. The decision to use outside scanning, copying, collating and binding services shall be made on a case-by-case basis as the circumstances require.
3. **Deliveries:** Items delivered by commercial messenger service are billed at the actual rate charged by the service.
4. **Legal Research:** The charge to the Client includes the usage amount billed directly to the Law Firm from its on-line legal research provider in relation to the Client's case.
5. **Travel and Mileage:** Travel is charged at half of the total time of travel. Mileage is charged at a rate consistent with the guidelines published by the IRS from the Law Firm's Louisville offices or point of origination.
6. **Other Costs:** Other third-party costs will be billed to clients at the same rate the Law Firm is billed for the third-party services or expenses.

WILSON WILLIAMS FELLMAN DITTMAN
PRIVACY POLICY NOTICE

Attorneys, like other professionals, who advise on certain personal matters, are required by federal law to inform their clients of their policies regarding privacy of client information. Attorneys have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by law. Therefore, please understand that your privacy is important to us and we will always protect your right to privacy. Maintaining your trust and confidence is a high priority to this law firm. The purpose of this notice is to comply with the law by explaining our privacy policy with respect to your personal information.

NONPUBLIC PERSONAL INFORMATION WE COLLECT:

In the course of providing our clients with legal services, we collect personal information about our clients that is not available to the public and which is provided to us by our clients or obtained by us with their authorization or consent.

PRIVACY POLICY:

As a client of Wilson Williams Fellman Dittman, rest assured that all nonpublic personal information that we receive from you is held in confidence, and is not released to people outside the firm, except as agreed to by you, or as is permitted or required by law and applicable ethics rules.

CONFIDENTIALITY AND SECURITY:

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases, to comply with professional guidelines. We restrict access to nonpublic, personal information about you to those people in the firm who need to know that information to provide services to you (and their support personnel). In order to guard your nonpublic personal information, we maintain physical, electronic, and procedural safeguards that comply with our professional standards as well as federal regulations.

Please call the attorney you work with if you have any questions. Your privacy, our professional ethics, and the ability to provide you with quality service are very important to us.

Board of Trustees Meeting

Date: November 12, 2024
Subject: Resolution No. 55-2024 - A Resolution Approving Renewal of the Lease of the Parking Lot at 3736 Cleveland Avenue

BACKGROUND / DISCUSSION

In 2015, the Town of Wellington entered into a lease of the parking lot located at 3726 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 the Town would maintain the parking 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 \$1,500 per year for 2025 which is a \$100 increase from 2024 with an option to extend the lease to 2026 for a cost of \$1,600 per year. This 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, 2026.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 55-2024 - A Resolution Approving Renewal of the Lease of the Parking Lot at 3736 Cleveland Avenue via the Consent Agenda
2. Remove Resolution No. 55-2024 from the Consent Agenda and further consider as an Action Item

ATTACHMENTS

1. Reso 55-2024 - Parking lot lease
2. 2024.11.06 THIRD AMENDED AND EXTENDED MEMORANDUM OF LEASE

TOWN OF WELLINGTON

RESOLUTION NO. 55-2024

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, 2024; and

WHEREAS, the lease has been amended to extend the term to December 31, 2025 with an option to extend the lease for an additional year until December 31, 2026; and

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

WHEREAS, the Town will continue to treat the property as exempt from taxation.

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

1. The Third Amended and Extended Memorandum of Lease is hereby approved.
2. A copy of the Third 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 19th day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

THIRD AMENDED AND EXTENDED MEMORANDUM OF LEASE

Owner/Lesser: WELLINGTON LAKE LLC 9112 Weld County Road 78 Fort Collins, CO 80524	Lessee/Town: Town of Wellington, Colorado
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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 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 and then amended and extended the lease term through December 31, 2024 (the "Lease"). By this amended and extended memorandum of lease the parties extend the Original Lease term through December 31, 2025, unless sooner terminated as provided for herein, with an option to extend the lease for an additional year until December 31, 2026. The Original Lease was approved by the Wellington Town Board of Trustees by Town Ordinance No. 20-2014 and this third amended and extended memorandum of lease will be binding on the parties upon 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 at the rate of \$1,500 per year for 2025 and, if Lessee elects to extend the lease until December 31, 2026, shall be leased for the option term at the rate of \$1,600 per year. Lessee will give notice to Lessor of Lessee's intent to exercise the 2026 option no later than November 30, 2025.

Rent shall be paid by Lessee on or before January 31 of 2025 and January 31 of 2026 for the 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 third 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: November 12, 2024
Subject: Resolution No. 58-2024 - A Resolution Calling a Special Meeting on November 19, 2024

BACKGROUND / DISCUSSION

This resolution corrects Resolution No. 52-2024 which called for a Special Meeting on November 29, 2024. The Special Meeting is scheduled for November 19, 2024 and noted in Resolution No. 58-2024.

STAFF RECOMMENDATION

Staff has identified the following options for Trustee consideration:

1. Approve Resolution No. 58-2024 - A Resolution Calling a Special Meeting on November 19, 2024
2. Remove Resolution No. 58-2024 - A Resolution Calling a Special Meeting on November 19, 2024 and place it as an action item.

ATTACHMENTS

1. Reso 58-2024 - Calling a Special Meeting on November 19, 2024

TOWN OF WELLINGTON

RESOLUTION NO. 58-2024

A RESOLUTION OF THE TOWN OF WELLINGTON, COLORADO CALLING A SPECIAL
MEETING ON NOVEMBER 19, 2024

WHEREAS, the Wellington Municipal Code at Sec. 2-2-70 states that the Mayor or a majority of the Board of Trustees may call a special meeting at any time upon at least twenty-four (24) hours notice to the Board of Trustees and the public; and

WHEREAS, there are time-sensitive agenda items that require consideration in 2024; and

WHEREAS, due to the holiday schedule which prompted cancellation of meetings, a Special Meeting needs to be called to allow the Board of Trustees an opportunity to hear these items.

WHEREAS, Resolution No. 52-2024 called a Special Meeting for November 29, 2024 which was the incorrect date.

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

The Board of Trustees hereby approves the calling of a Special Meeting on November 19, 2024 at 6:30 p.m.

Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

Board of Trustees Meeting

Date: November 12, 2024

Subject: Ordinance No. 11-2024 - An Ordinance Establishing Fees to be Charged by the Town of Wellington, Colorado, for Utility Services

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

BACKGROUND / DISCUSSION

In April 2022, the Town of Wellington contracted with Raftelis, a Colorado-based consulting firm, to perform a comprehensive rate and fee study (“study”) for the water and wastewater utilities. The study process incorporated a 10-person Utility Rate Structure Roundtable (“Roundtable”) with members appointed by Trustees and selected representatives from other Town Boards. Roundtable members developed rate setting values and principles for the community and set the pricing objectives for the rate design. The pricing objectives included:

- Essential Water Use Pricing – providing base level water use at lowest possible cost while maintaining financial health of the utilities
- Customer Impact – minimizing financial impact to customers of changing rates
- Cost Recovery Between New and Existing Customers – ensuring growth pays for growth
- Cost Recovery Between Customer Classes – no one customer class should be subsidizing another

The rate and fee study process led by Raftelis included:

- 5-year financial plan cash analysis and models to determine the level of revenues required to meet annual expenditures
- Cost-of-service analysis to allocate costs proportionately to customer classes
- Review of alternative rate structures with the Utility Rate Structure Roundtable
- Design of rates based on the preferred alternatives selected by the Roundtable
- Review and update of the water and wastewater capital investment fees to capture the cost to reserve capacity in the system for new development
- Recommendation – 5% annual increases to water and wastewater rates for 5 years
- Recommendation – 4% annual increases to water and wastewater capital investment fees for 5 years

Updated capital investment fees and water and wastewater rate structures were adopted by the Board of Trustees on November 8, 2022, effective January 1, 2023. The new rate structures reflected the pricing objectives defined by the Roundtable and the best practices and recommendations provided by Raftelis. A 5% increase to water and wastewater usage rates was adopted by the Board of Trustees on November 28, 2023, effective January 1, 2024. Based on review of multiple construction cost indices, including the CDOT construction index, a 5% increase to water and wastewater capital investment fees was also adopted by the Board, effective January 1, 2024.



In commitment to fiscal responsibility, Town Staff annually review all variables with the potential to impact the financial health of the water and wastewater funds. In alignment with this commitment, Staff updated, and Raftelis reviewed, the water and wastewater utility rate models to reflect end of year budget projections for 2024, proposed budget for 2025, updated 5-year CIP planning, and updated growth projections based on best available information and assumptions at this time. Planned rate and fee increases can change in future years in response to new and updated information and assumptions.

Staff presented the proposed water and wastewater rates and fees, which include a recommended 5% increase to both rates and fees, and the resulting 5-year financial projections to the Board of Trustees at a Work Session on September 24, 2024 ([Board of Trustees Work Session - September 24, 2024 \(youtube.com\)](#)) and again at the regular Board of Trustee Meeting on October 22, 2024.

Current 2024 and proposed 2025 water and wastewater rates and fees are summarized in Appendix A.

As Staff worked through the ongoing 2025 Budget process, adjustments were made to 2024 end of year expenditure projections, 2025 operations budgets, and the 5-year capital improvement plan. Specific updates since the presentation on October 22 which have an impact on the financial projections include:

- Realizing \$450,000 savings on the Water Plant Expansion Project
- Correcting a growth assumption in the Water Fund financial planning model
- Updating overhead transfer amounts for EOY 2024 and 2025 Budget in both funds
- Modifying three CIP projects in the Water Fund Budget
- Reduction of several Operation and Maintenance lines in the Wastewater Fund Budget

These adjustments are reflected in the updated 5-year financial projections for the water fund included in Appendix B and the wastewater fund included in Appendix C.

STAFF RECOMMENDATION

Proposed Motion: Move to adopt Ordinance No.11-2024 - An Ordinance Establishing Fees to be Charged by the Town of Wellington, Colorado for Utility Services

ATTACHMENTS

1. Ordinance 11-2024 - Utility Service Fees
2. 2025 Proposed Water Wastewater Rates Fees Presentation 11-12-2024
3. Appendix A - Current 2024 and Proposed 2025 Rates and Fees
4. Appendix B - Combined Water Enterprise Fund 11-12-2024
5. Appendix C - Combined Wastewater Enterprise Fund 11-12-2024

TOWN OF WELLINGTON

ORDINANCE NO. 11-2024

AN ORDINANCE ESTABLISHING FEES TO BE CHARGED BY THE TOWN OF WELLINGTON, COLORADO, FOR UTILITY SERVICES

WHEREAS, the Town of Wellington Municipal Code provides that the Board of Trustees of the Town of Wellington shall set fees for various services provided by the Town; and

WHEREAS, the Town of Wellington has previously set fees for utility services by resolution and by ordinance; and

WHEREAS, the Board previously set fees for utility services by Ordinance No. 10-2023; and

WHEREAS, the fees for utility services are to be reviewed and set annually in order for the Town to recoup the full cost of service for the provision of water and wastewater services.

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

1. **Residential Water Fees.** For all residential users, the Town shall charge the following fees for each water tap connected to the Town's municipal water system:

For water taps serving a single residential unit (single-family dwelling):

Base rate, charge per month based on size of water tap:

0.75 inch:	\$54.81
1.0 inch:	\$67.16
1.5 inch:	\$96.16
2.0 inch:	\$132.97

Volume Rate, charge per 1,000 gallons of usage:

Tier 1 (0 – 3,000 gallons):	\$0.00
Tier 2 (3,001 – 7,000 gallons)	\$12.90
Tier 3 (7,001 – 20,000 gallons)	\$16.76
Tier 4 (more than 20,000 gallons)	\$23.86

For water taps serving multiple residential units (multi-family dwellings):

Base rate, charge per month:

\$34.13 per unit served

Volume Rate, charge per 1,000 gallons of average usage per unit served:

Tier 1 (0 – 3,000 gallons):	\$0.00
Tier 2 (3,001 – 5,000 gallons)	\$7.80
Tier 3 (5,001 – 14,000 gallons)	\$10.15

Tier 4 (more than 14,000 gallons) \$14.46

Multi-unit tap volume charges are calculated as an average of monthly usage for all units served by the tap.

- 2. Residential Wastewater Fees.** For all residential users, the Town shall charge each user the following fees for connection to the Town's wastewater system:

For all wastewater taps serving residential units:

Base Rate, charge per month:

\$15.38

Volume Rate, charge per 1,000 gallons of average monthly water usage for user between January 1 and March 31:

\$8.84

- 3. Commercial Water Fees.** For all commercial users, the Town shall charge the following fees for each tap connected to the Town's municipal water system:

Base Rate, charge per month based on size of water tap:

0.75 inch:	\$26.53
1.0 inch:	\$38.88
1.5 inch:	\$67.89
2.0 inch:	\$104.71

Volume Rate, charge per 1,000 gallons of usage:

Tier 1 (0 – 25,000 gallons):	\$12.93
Tier 2 (25,001 – 120,000 gallons)	\$16.14
Tier 3 (more than 120,000 gallons)	\$19.37

- 4. Commercial Wastewater Fees.** For all commercial users, the Town shall charge each user the following fees for connection to the Towns' wastewater system:

Base Rate, charge per month:

\$15.38

Volume Rate, charge per 1,000 gallons of actual monthly water usage reduced by 15% to account for water uses not returned as wastewater:

\$8.84

5. **Irrigation Water Fees.** For all usage of water by irrigation-only taps, the Town shall charge the following fees:

Base Rate, charge per month based on size of water tap:

0.75 inch:	\$26.53
1.0 inch:	\$38.88
1.5 inch:	\$67.89
2.0 inch:	\$104.71

Volume Rate, charge per 1,000 gallons of usage:

Winter Months (Nov-Apr):	\$9.91
Summer Months (May-Oct):	\$19.82

6. **Bulk Water.** For all usage at the Bulk Water Station or via hydrants for Construction Bulk Water Usage, the Town shall charge the following fees:

Volume Rate, charge per 1,000 gallons of usage: \$23.86

7. **Validity.** The Board of Trustees hereby declares that should any section, paragraph, sentence, or word or other portion of this ordinance or the rules and regulations adopted herein be declared invalid for any reason, such invalidity shall not affect any other portion of this ordinance or said rules and regulations, and the Board of Trustees hereby declares that it would have passed all other portions of this ordinance and adopted all other portions of said rules and regulations, independent of the elimination here from any such portion which may be declared invalid.
8. **Necessity.** In the opinion of the Board of Trustees of the Town of Wellington, this ordinance is necessary for the preservation and protection of the health, safety, welfare and property of the inhabitants and owners of property in the Town of Wellington.
9. **Certification.** The Town Clerk shall certify to the passage of this ordinance and make not less than three copies of the adopted Code available for inspection by the public during regular business hours.

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 12th day of November, 2024 and ordered to become effective December 20, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

2025 Proposed Water and Wastewater Usage Rates and Capital Investment Fees

November 12, 2024





AGENDA

- Background
- Proposed 2025 Water and Wastewater Usage Rates
- Proposed 2025 Water and Wastewater Capital Investment Fees
- Residential Customer Cost Impacts
- Financial Projections – Water & Wastewater Funds



Background



2022 Rate and Fee Study

- Primary purpose of rate study
 - Ensure financial sustainability of the water and wastewater utilities
 - Ensure rates and fees recover costs proportionately across all customer classes
- Study included:
 - 5-year financial plan cash analysis and models to determine the level of revenues to meet annual expenditures
 - Cost of service analysis to allocate costs proportionately to customer classes
 - Review of alternative rate structures with the Utility Rate Structure Roundtable
 - Design of rates based on the preferred alternatives selected by the URSR
 - Review and update of the water and wastewater tap fees to capture cost to reserve capacity in the system for new development
 - Recommendation - 5% annual rate increases for 5 years
 - Recommendation - 4% annual impact fee increases for 5 years



Highest Singular Fund Expenses

- Water Fund
 - NPIC lease agreement cost increases
 - 640% increase in unit-cost from 2013 to 2023; \$520/AF → \$3,833/AF
 - Anticipated 2024 Payments for 1983 Agreement - \$2,873,000
 - Water Treatment Plant Expansion SRF Loan
 - Closed May 1, 2019
 - Total loan amount - \$24,800,000; Annual payment - \$1,460,000
- Wastewater Fund
 - Water Treatment Plant Expansion SRF Loan
 - Closed May 1, 2022
 - Total loan amount - \$48,500,000; Annual payment - \$2,470,000



2025 Proposed Rates and Capital Investment Fees

- Proposed 5% increase

Proposed Residential Water Rates

Residential Water Base Rates, Usage Rates, and Tiers

Single-family Residential			Multi-family Residential		
Tiers	Current	2025 Proposed	Tiers	Current	2025 Proposed
Base Rate/Unit	\$52.20	\$54.81	Base Rate/Unit	\$32.50	\$34.13
Tier 1 0-3K gal	\$0.00	\$0.00	Tier 1 0-3K gal	\$0.00	\$0.00
Tier 2 4-7K gal	\$12.29	\$12.90	Tier 2 4-5K gal	\$7.43	\$7.80
Tier 3 8-20K gal	\$15.96	\$16.76	Tier 3 6-14K gal	\$9.67	\$10.15
Tier 4 20K+ gal	\$22.72	\$23.86	Tier 4 14K+ gal	\$13.77	\$14.46

Proposed Commercial and Irrigation Water Rates

Commercial Water Base Rates, Usage Rates, and Tiers

Tap Size		Current	2025 Proposed
Base Rate per Unit	0.75 in	\$25.27	\$26.53
	1.0 inch	\$37.03	\$38.88
	1.5 inch	\$64.66	\$67.89
	2 inch	\$99.72	\$104.71
	>2 inch	Calculated	Calculated
Tier 1 0-25K gal		\$12.31	\$12.93
Tier 2 26-120K gal		\$15.37	\$16.14
Tier 3 120K+ gal		\$18.45	\$19.37

Potable Irrigation Base Rates and Seasonal Usage Rates

Tap Size		Current	2025 Proposed
Base Rate per Unit	0.75 in	\$25.27	\$26.53
	1.0 inch	\$37.03	\$38.88
	1.5 inch	\$64.66	\$67.89
	2 inch	\$99.72	\$104.71
	>2 inch	Calculated	Calculated
Nov - Apr (per 1K gal)		\$9.44	\$9.91
May - Oct (per 1K gal)		\$18.88	\$19.82

Proposed Wastewater Base Rate and Usage Rate

Wastewater Base Rate and Usage Rate

	Current	2025 Proposed
Base Rate	\$14.65	\$15.38
Usage Rate* ** (per 1,000 gal)	\$8.42	\$8.84

* Residential usage volume based on water use in the months of Jan-Mar

** Commercial usage volume based on 85% of monthly water use

Proposed Capital Investment Fees

Capital Investment Fees				
	Water		Wastewater	
Type	Current	2025 Proposed	Current	2025 Proposed
RESIDENTIAL	\$\$/Unit	\$\$/Unit	\$\$/Unit	\$\$/Unit
0.75 inch Single-family	\$10,959	\$11,507	\$10,229	\$10,740
Multi-family	\$7,671	\$8,055	\$7,160	\$7,518
COMMERCIAL & IRRIGATION	\$\$/Tap	\$\$/Tap	\$\$/Tap	\$\$/Tap
0.75 inch	\$10,959	\$11,507	\$10,229	\$10,740
1.0 inch	\$17,534	\$18,411	\$16,366	\$17,184
1.5 inch	\$50,411	\$52,932	\$47,054	\$49,407
2.0 inch	\$62,466	\$65,589	\$58,305	\$61,220
>2.0 inch	Calculated	Calculated	Calculated	Calculated

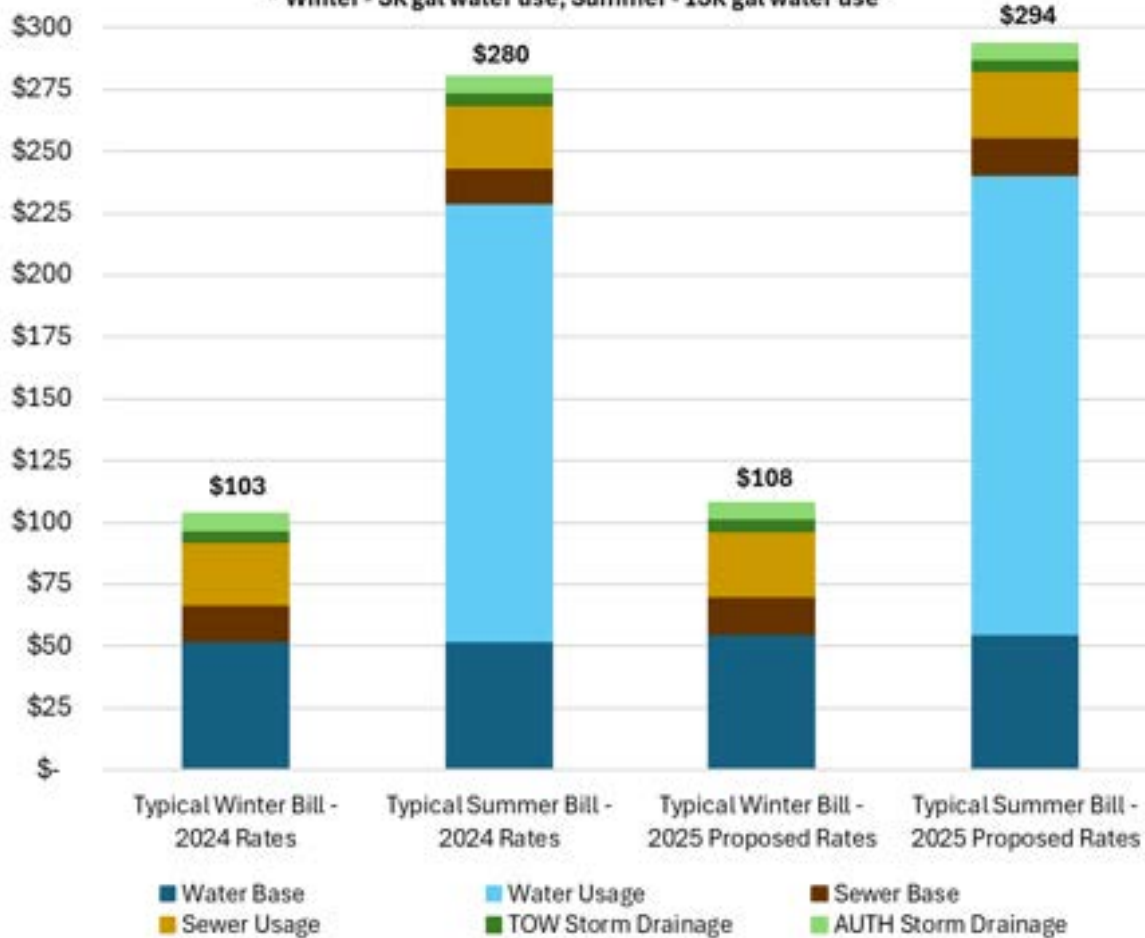
* Wastewater Capital Investment Fees do NOT apply to Irrigation taps



Example Customer Cost Impacts

Single-family Residential Typical* Winter and Summer Bill

* Winter - 3K gal water use, Summer - 15K gal water use





Summary of proposed rate impacts

- Average Residential $\frac{3}{4}$ inch tap
 - Typical winter use (3,000 gal) - \$4.61 increase
 - Typical summer use (15,000 gal) - \$13.45 increase
- Commercial $\frac{3}{4}$ inch tap
 - 43,000 gal – \$46.60 increase
 - 71,000 gal – \$78.14 increase
- Commercial 1.5-inch tap
 - 63,000 gal - \$71.10 increase
 - 162,000 gal – \$189.08 increase
- Irrigation 1.5-inch tap
 - 103,000 gal - \$100.47 increase



Water and Wastewater Fund Impacts



Updated Financial Projections

- Changes from previous presentation to BOT – October 22, 2024
- Water Fund
 - Realized \$450K in savings for the Water Plant Expansion Project
 - Corrected growth assumption in the Water Fund financial planning model
 - Updated overhead transfer amounts for EOY 2024 and 2025 budget
 - Modified CIP – reduced spending on two projects and delayed one project
- Wastewater Fund
 - Updated overhead transfer amounts for EOY 2024 and 2025 budget
 - Reduced Operation and Maintenance budget



Updated Financial Projections

- Water Fund
 - \$6 million intra-fund loan with 10-year repayment schedule
 - General Fund transfers 2024-2025
 - Combined Fund balance exceeds Reserve Policy for 2025
 - Combined Fund deficit spending in 2024 through 2027
 - Combined Fund balance is negative in 2027
- Wastewater Fund
 - General Fund transfers 2024-2025
 - Combined Fund balance exceeds Reserve Policy for 2025
 - Combined Fund deficit spending in 2024 through 2027
 - Combined Fund balance remains positive

Town of Wellington, CO
Water Utility
Combined Water Enterprise Fund

Table A-3

Line No.	Description	Expected 2024	Budget 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
		\$	\$	\$	\$	\$	\$
Sources of Funds							
1	Revenue from Existing Water Service Rates	4,927,526	5,205,683	5,328,358	5,497,740	5,667,741	5,835,099
2	Additional Water Sales Revenue Required	0	260,284	546,157	866,581	1,221,434	1,257,500
3	Total Water Service Rate Revenue	4,927,526	5,465,968	5,874,515	6,364,322	6,889,174	7,092,599
4	Miscellaneous Revenue	89,771	86,800	86,800	86,800	86,800	86,800
5	Tap Fees	416,436	1,242,734	2,273,742	2,439,366	2,536,941	2,536,941
6	Property Tax Revenue	0	0	0	0	0	0
7	ARPA Funding	0	0	0	0	0	0
8	Bond/Loan Proceeds	2,891,721	0	0	0	0	0
9	Intrafund Loan	6,000,000	0	0	0	0	0
10	Transfer From General Fund	600,000	690,000	0	0	0	0
11	Investment Income	652,000	186,465	102,001	56,547	73,800	125,300
12	Total Sources	15,577,454	7,671,966	8,337,058	8,947,035	9,586,715	9,841,640
Uses of Funds							
13	Operation and Maintenance Expense	4,798,841	5,434,150	5,638,890	5,851,378	6,071,908	6,300,786
Debt Service							
14	Existing - Bonds/Loans	1,464,694	1,462,016	1,463,001	1,462,818	1,465,794	1,464,178
15	Intrafund Loan	0	600,000	600,000	600,000	600,000	600,000
16	Proposed - Bonds/Loans	0	0	0	0	0	0
17	Total Debt Service	1,464,694	2,062,016	2,063,001	2,062,818	2,065,794	2,064,178
18	Total Capital	13,329,818	1,570,000	2,619,500	2,742,500	773,060	931,909
19	Total Uses	19,593,353	9,066,166	10,321,391	10,656,696	8,910,762	9,296,874
20	Annual Surplus (Deficiency)	(4,015,899)	(1,394,200)	(1,984,333)	(1,709,662)	675,953	544,766
21	Beginning Balance	8,442,291	4,426,392	3,032,192	1,047,858	(661,803)	14,150
22	Ending Balance	4,426,392	3,032,192	1,047,858	(661,803)	14,150	558,916
Proposed Target Reserves							
23	Operations and Maintenance (90 Days O&M)	1,200,000	1,360,000	1,410,000	1,460,000	1,520,000	1,580,000
24	Capital Reserve (1-year Depreciation Expense)	373,403	560,105	746,806	933,508	961,513	990,358
25	Total Proposed Target Reserves	1,573,403	1,920,105	2,156,806	2,393,508	2,481,513	2,570,358
26	Over/(Under) Proposed Reserve Target	2,852,989	1,112,087	(1,108,948)	(3,055,311)	(2,467,363)	(2,011,442)

Town of Wellington, CO
Wastewater Utility
Combined Wastewater Enterprise Fund

Table B-3

Line No.	Description	Expected 2024	Budget 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
		\$	\$	\$	\$	\$	\$
Sources of Funds							
1	Revenue from Existing Wastewater Rates	2,131,213	2,172,981	2,251,188	2,350,256	2,450,885	2,551,514
2	Additional Revenue Required	106,561	222,731	354,844	506,495	677,134	704,936
3	Total Wastewater Service Rate Revenue	2,237,774	2,395,711	2,606,032	2,856,751	3,128,019	3,256,450
4	Tap Fees	388,702	1,159,969	2,122,313	2,276,907	2,367,983	2,367,983
5	State Loan Proceeds	18,500,000	1,130,005	0	0	0	0
6	Grant Funding	0	137,500	470,500	0	0	0
7	ARPA Funding	0	0	0	0	0	0
8	Transfer From General Fund	300,000	380,000	0	0	0	0
9	2022 GPR Loan	0	0	0	0	0	0
10	Investment Income	485,839	250,000	176,849	174,036	185,457	205,810
11	Total Sources	21,912,315	5,453,185	5,375,694	5,307,694	5,681,459	5,830,243
Uses of Funds							
12	Operation and Maintenance Expense	1,605,274	2,113,198	2,183,310	2,259,726	2,338,816	2,420,675
Debt Service							
13	Existing	2,468,119	2,469,649	2,470,492	2,466,884	2,466,884	2,471,194
14	Proposed	0	0	0	0	0	0
15	Total Debt Service	2,468,119	2,469,649	2,470,492	2,466,884	2,466,884	2,471,194
16	Total Capital	19,345,000	2,177,500	1,457,920	560,130	517,280	517,520
17	Total Uses	23,418,393	6,760,347	6,111,722	5,286,740	5,322,980	5,409,389
18	Annual Surplus (Deficiency)	(1,506,078)	(1,307,162)	(736,028)	20,954	358,479	420,855
19	Beginning Balance	3,897,465	2,391,387	1,084,225	348,197	369,152	727,631
20	Ending Balance	2,391,387	1,084,225	348,197	369,152	727,631	1,148,486
Proposed Target Reserves							
21	Operations and Maintenance (90 Days O&M)	400,000	520,000	540,000	560,000	580,000	600,000
22	Capital Reserve (1-year Depreciation Expense)	269,879	404,818	539,757	674,697	694,938	715,786
23	Total Proposed Target Reserves	669,879	924,818	1,079,757	1,234,697	1,274,938	1,315,786
24	Over/(Under) Proposed Reserve Target	1,721,509	159,407	(731,560)	(865,545)	(547,307)	(167,300)



Opportunities / Next Steps

- General Fund offsets to Water and Wastewater Funds
 - GF transfers to Water Fund 2022 through 2024 - \$1.826 million
 - GF transfers to Wastewater Fund 2022 through 2024 - \$1.002 million
 - **Additional GF transfer to Water Fund in 2025 - ~\$690,000**
 - **Additional GF transfer to Wastewater Fund in 2025 - ~\$380,000**
- Ongoing contract renegotiations with North Poudre Irrigation Company
 - Board can expect an update in an upcoming Executive Session
- Capital Project and/or Operational cost savings
- Utility Rate and Fee Study Update in 2025
 - Update recommended every 3 to 5 years



Questions?



**Appendix A –
Current and Proposed Water and Wastewater Usage Rates and Capital
Investment Fees**

Residential Water Base Rates, Usage Rates, and Tiers					
Single-family Residential			Multi-family Residential		
Tiers	Current	2025 Proposed	Tiers	Current	2025 Proposed
Base Rate/Unit	\$52.20	\$54.81	Base Rate/Unit	\$32.50	\$34.13
Tier 1 0-3K gal	\$0.00	\$0.00	Tier 1 0-3K gal	\$0.00	\$0.00
Tier 2 4-7K gal	\$12.29	\$12.90	Tier 2 4-5K gal	\$7.43	\$7.80
Tier 3 8-20K gal	\$15.96	\$16.76	Tier 3 6-14K gal	\$9.67	\$10.15
Tier 4 20K+ gal	\$22.72	\$23.86	Tier 4 14K+ gal	\$13.77	\$14.46

Commercial Water Base Rates, Usage Rates, and Tiers			
Tap Size		Current	2025 Proposed
Base Rate per Unit	0.75 in	\$25.27	\$26.53
	1.0 inch	\$37.03	\$38.88
	1.5 inch	\$64.66	\$67.89
	2 inch	\$99.72	\$104.71
	>2 inch	Calculated	Calculated
Tier 1 0-25K gal		\$12.31	\$12.93
Tier 2 26-120K gal		\$15.37	\$16.14
Tier 3 120K+ gal		\$18.45	\$19.37



Potable Irrigation Base Rates and Seasonal Usage Rates			
Tap Size		Current	2025 Proposed
Base Rate per Unit	0.75 in	\$25.27	\$26.53
	1.0 inch	\$37.03	\$38.88
	1.5 inch	\$64.66	\$67.89
	2.0 inch	\$99.72	\$104.71
	>2.0 inch	Calculated	Calculated
Nov - Apr (per 1K gal)		\$9.44	\$9.91
May - Oct (per 1K gal)		\$18.88	\$19.82

Wastewater Base Rate and Usage Rate		
	Current	2025 Proposed
Base Rate	\$14.65	\$15.38
Usage Rate* ** (per 1,000 gal)	\$8.42	\$8.84

* Residential usage volume based on water use in the months of Jan-Mar
 ** Commercial usage volume based on 85% of monthly water use

Capital Investment Fees				
Type	Water		Wastewater	
	Current	2025 Proposed	Current	2025 Proposed
RESIDENTIAL	\$\$/Unit	\$\$/Unit	\$\$/Unit	\$\$/Unit
0.75 inch Single-family	\$10,959	\$11,507	\$10,229	\$10,740
Multi-family	\$7,671	\$8,055	\$7,160	\$7,518
COMMERCIAL & IRRIGATION	\$\$/Tap	\$\$/Tap	\$\$/Tap	\$\$/Tap
0.75 inch	\$10,959	\$11,507	\$10,229	\$10,740
1.0 inch	\$17,534	\$18,411	\$16,366	\$17,184
1.5 inch	\$50,411	\$52,932	\$47,054	\$49,407
2.0 inch	\$62,466	\$65,589	\$58,305	\$61,220
>2.0 inch	Calculated	Calculated	Calculated	Calculated

* Wastewater Capital Investment Fees do NOT apply to Irrigation taps

Town of Wellington, CO
Water Utility
Combined Water Enterprise Fund

Table A-3

Line No.	Description	Expected 2024	Budget 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
		\$	\$	\$	\$	\$	\$
Sources of Funds							
1	Revenue from Existing Water Service Rates	4,927,526	5,205,683	5,328,358	5,497,740	5,667,741	5,835,099
2	Additional Water Sales Revenue Required	0	260,284	546,157	866,581	1,221,434	1,257,500
3	Total Water Service Rate Revenue	4,927,526	5,465,968	5,874,515	6,364,322	6,889,174	7,092,599
4	Miscellaneous Revenue	89,771	86,800	86,800	86,800	86,800	86,800
5	Tap Fees	416,436	1,242,734	2,273,742	2,439,366	2,536,941	2,536,941
6	Property Tax Revenue	0	0	0	0	0	0
7	ARPA Funding	0	0	0	0	0	0
8	Bond/Loan Proceeds	2,891,721	0	0	0	0	0
9	Intrafund Loan	6,000,000	0	0	0	0	0
10	Transfer From General Fund	600,000	690,000	0	0	0	0
11	Investment Income	652,000	186,465	102,001	56,547	73,800	125,300
12	Total Sources	15,577,454	7,671,966	8,337,058	8,947,035	9,586,715	9,841,640
Uses of Funds							
13	Operation and Maintenance Expense	4,798,841	5,434,150	5,638,890	5,851,378	6,071,908	6,300,786
Debt Service							
14	Existing - Bonds/Loans	1,464,694	1,462,016	1,463,001	1,462,818	1,465,794	1,464,178
15	Intrafund Loan	0	600,000	600,000	600,000	600,000	600,000
16	Proposed - Bonds/Loans	0	0	0	0	0	0
17	Total Debt Service	1,464,694	2,062,016	2,063,001	2,062,818	2,065,794	2,064,178
18	Total Capital	13,329,818	1,570,000	2,619,500	2,742,500	773,060	931,909
19	Total Uses	19,593,353	9,066,166	10,321,391	10,656,696	8,910,762	9,296,874
20	Annual Surplus (Deficiency)	(4,015,899)	(1,394,200)	(1,984,333)	(1,709,662)	675,953	544,766
21	Beginning Balance	8,442,291	4,426,392	3,032,192	1,047,858	(661,803)	14,150
22	Ending Balance	4,426,392	3,032,192	1,047,858	(661,803)	14,150	558,916
Proposed Target Reserves							
23	Operations and Maintenance (90 Days O&M)	1,200,000	1,360,000	1,410,000	1,460,000	1,520,000	1,580,000
24	Capital Reserve (1-year Depreciation Expense)	373,403	560,105	746,806	933,508	961,513	990,358
25	Total Proposed Target Reserves	1,573,403	1,920,105	2,156,806	2,393,508	2,481,513	2,570,358
26	Over/(Under) Proposed Reserve Target	2,852,989	1,112,087	(1,108,948)	(3,055,311)	(2,467,363)	(2,011,442)

Town of Wellington, CO
Wastewater Utility
Combined Wastewater Enterprise Fund

Table B-3

Line No.	Description	Expected 2024	Budget 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
		\$	\$	\$	\$	\$	\$
Sources of Funds							
1	Revenue from Existing Wastewater Rates	2,131,213	2,172,981	2,251,188	2,350,256	2,450,885	2,551,514
2	Additional Revenue Required	106,561	222,731	354,844	506,495	677,134	704,936
3	Total Wastewater Service Rate Revenue	2,237,774	2,395,711	2,606,032	2,856,751	3,128,019	3,256,450
4	Tap Fees	388,702	1,159,969	2,122,313	2,276,907	2,367,983	2,367,983
5	State Loan Proceeds	18,500,000	1,130,005	0	0	0	0
6	Grant Funding	0	137,500	470,500	0	0	0
7	ARPA Funding	0	0	0	0	0	0
8	Transfer From General Fund	300,000	380,000	0	0	0	0
9	2022 GPR Loan	0	0	0	0	0	0
10	Investment Income	485,839	250,000	176,849	174,036	185,457	205,810
11	Total Sources	21,912,315	5,453,185	5,375,694	5,307,694	5,681,459	5,830,243
Uses of Funds							
12	Operation and Maintenance Expense	1,605,274	2,113,198	2,183,310	2,259,726	2,338,816	2,420,675
Debt Service							
13	Existing	2,468,119	2,469,649	2,470,492	2,466,884	2,466,884	2,471,194
14	Proposed	0	0	0	0	0	0
15	Total Debt Service	2,468,119	2,469,649	2,470,492	2,466,884	2,466,884	2,471,194
16	Total Capital	19,345,000	2,177,500	1,457,920	560,130	517,280	517,520
17	Total Uses	23,418,393	6,760,347	6,111,722	5,286,740	5,322,980	5,409,389
18	Annual Surplus (Deficiency)	(1,506,078)	(1,307,162)	(736,028)	20,954	358,479	420,855
19	Beginning Balance	3,897,465	2,391,387	1,084,225	348,197	369,152	727,631
20	Ending Balance	2,391,387	1,084,225	348,197	369,152	727,631	1,148,486
Proposed Target Reserves							
21	Operations and Maintenance (90 Days O&M)	400,000	520,000	540,000	560,000	580,000	600,000
22	Capital Reserve (1-year Depreciation Expense)	269,879	404,818	539,757	674,697	694,938	715,786
23	Total Proposed Target Reserves	669,879	924,818	1,079,757	1,234,697	1,274,938	1,315,786
24	Over/(Under) Proposed Reserve Target	1,721,509	159,407	(731,560)	(865,545)	(547,307)	(167,300)



Board of Trustees Meeting

Date: November 12, 2024

Subject: Ordinance No. 12-2024 - An Ordinance Establishing Capital Investment Fees to be Charged by the Town of Wellington, Colorado for Connection to the Water and Wastewater Utility Systems

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

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

Please review the discussion material provided with Ordinance No. 11-2024.

CONNECTION WITH ADOPTED MASTER PLANS

Town of Wellington Strategic Plan

- Strategic Area - Grow Responsibly
 - Goal 1 - Proactively maintain and improve utilities, streets, and built environment

FISCAL IMPLICATIONS

Incremental rate and fee increases are needed to maintain the fiscal health of both the Water and Wastewater Enterprise Funds. The proposed rate and fee increases ensure the Water and Wastewater Enterprise Funds meet the Town of Wellington Fund Balance Policy for 2025.

STAFF RECOMMENDATION

Proposed Motion: Move to adopt Ordinance No. 12-2024 - An Ordinance Establishing Capital Investment Fees to be Charged by the Town of Wellington, Colorado for Connection to the Water and Wastewater Utility Systems

ATTACHMENTS

1. Ordinance 12-2024 - Capital Investment Fees Water and Wastewater

TOWN OF WELLINGTON

ORDINANCE NO. 12-2024

AN ORDINANCE ESTABLISHING CAPITAL INVESTMENT FEES TO BE CHARGED BY THE TOWN OF WELLINGTON, COLORADO FOR CONNECTION TO THE WATER AND WASTEWATER UTILITY SYSTEMS

WHEREAS, the Town of Wellington Municipal Code provides that the Board of Trustees of the Town of Wellington can charge capital investment fees for water taps and wastewater taps; and

WHEREAS, the capital investment fee charged by the Town enables the Town to build the necessary infrastructure for the provision of services to water and wastewater users; and

WHEREAS, the Board previously set capital investments fees for water taps and wastewater taps by Ordinance No. 11-2023; and

WHEREAS, the Town of Wellington Board of Trustees desires to adopt capital investment fees by ordinance.

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

1. **Water Capital Investment Fees.** The Town shall require payment of Capital Investment Fees in relation to the issuance of any new water tap as follows:

Residential Taps:

0.75-inch water tap serving a single residential unit (single-family dwelling): \$11,507

Water tap serving multiple residential units (multi-family dwellings): \$8,055 per unit served

Commercial and Irrigation Taps, based on the size of the water tap:

0.75 inch: \$11,507

1.0 inch: \$18,411

1.5 inch: \$52,932

2.0 inch: \$65,589

More than 2 inches: Calculated

Capital Investment Fees for water taps that exceed 2.0 inches in size shall be calculated based on the proposed use and assumes maximum operating flow based on pipe capacity.

The above requirements and schedule are subject to existing and new development agreements and memoranda of public improvements to the contrary.

The above fees shall be reflected in the Town of Wellington Fee Schedule effective January 1, 2025.

2. **Wastewater Capital Investment Fees.** The Town shall require payment of Capital Investment Fees in relation to the issuance of any new wastewater tap as follows:

Residential Taps:

0.75-inch water tap serving a single residential unit (single-family dwelling): \$10,740

Water tap serving multiple residential units (multi-family dwellings): \$7,518 per unit served

Commercial Taps, based on size of the user's water tap:

0.75 inch:	\$10,740
1.0 inch:	\$17,184
1.5 inch:	\$49,407
2.0 inch:	\$61,220
More than 2 inches:	Calculated

Capital investment fees for wastewater taps serving water taps that exceed 2.0 inches in size shall be calculated based on the proposed use and assumes maximum operating flow based on pipe capacity, flowing full at two percent (2%) slope.

The above requirements and schedule are subject to existing and new development agreements and memoranda of public improvements to the contrary.

The above fees shall be reflected in the Town of Wellington Fee Schedule effective January 1, 2025.

3. **Validity.** The Board of Trustees hereby declares that should any section, paragraph, sentence, or word or other portion of this ordinance or the rules and regulations adopted herein be declared invalid for any reason, such invalidity shall not affect any other portion of this ordinance or said rules and regulations, and the Board of Trustees hereby declares that it would have passed all other portions of this ordinance and adopted all other portions of said rules and regulations, independent of the elimination here from any such portion which may be declared invalid.
4. **Necessity.** In the opinion of the Board of Trustees of the Town of Wellington, this ordinance is necessary for the preservation and protection of the health, safety, welfare and property of the inhabitants and owners of property in the Town of Wellington.
5. **Certification.** The Town Clerk shall certify to the passage of this ordinance and make not less than three copies of the adopted Code available for inspection by the public during regular business hours.

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 12th day of November, 2024 and ordered to become effective January 1, 2025.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

Board of Trustees Meeting

Date: November 12, 2024

Subject: Fiscal Year 2025 Budget and Capital Improvement Projects Update Presentation (with public comment)

- **Presentation: Patti Garcia, Town Administrator and Nic Redavid, Finance Director/Treasurer**

EXECUTIVE SUMMARY

This presentation will provide an overview on the updates to the fiscal year 2025 budget and capital improvement projects for the Town of Wellington, including a review of the resolutions and ordinance that will be provided for consideration at the next meeting of the Board of Trustees, and will allow for public comment and additional guidance from the Board.

BACKGROUND / DISCUSSION

The budget season kicked off in July and has remained a priority of Town staff. The Board adopted the 2025-2029 Strategic Plan on August 27, 2024, providing direction to staff on the Board's vision, mission, and guiding principles. The first draft of FY25 revenues and expenditures were shared with the Board on October 4, 2024, and the first draft of the FY25 estimated fund balance with updated revenues and expenditures was published October 9, 2024. A budget workshop with the Board and members of staff leadership took place on October 11, 2024 and was open to the public. The community was invited to review the FY25 budget and CIP at the Budget BOO-nanza on October 15, 2024. During the October 22, 2024 meeting of the Board, 2025 utility rates and fees were presented, the first draft of the FY25 budget book was published, and public comment was heard.

Included with this presentation is the second draft of the FY25 budget book with updates to the estimated beginning fund balance, revenue projections, budgeted expenditures, capital improvement projects, and the estimated ending fund balance. Following this presentation, input received from the public and Board adjustments requested will be considered for the final draft of the FY25 budget and CIP which will be presented at the November 18, 2024 meeting of the Wellington Finance Committee Advisory Board and the November 19, 2024 meeting of the Board.

Summary of changes to the FY25 budget and CIP since the October 22, 2024 meeting of the Board:

- 2025 estimated beginning fund balance increased \$685,243 to \$29.8M
- Operations revenues increased \$509,982 to \$28.7M
- Operations expenditures reduced \$153,493 to \$26.1M
- Grants updated by \$2.2M, total of \$4.6M for 2025
- CIP expenditures reduced \$133,500
- Total fund balance spending decreased \$3.75M
- 2025 estimated ending fund balance increased \$4.4M to \$24.8M

Resolutions to approve the FY25 budget and levy property taxes, and an ordinance making appropriations for FY25 are provided with this presentation for review.

CONNECTION WITH ADOPTED MASTER PLANS

2025-2029 Strategic Plan

- Ensure Strong Town Operations
 - Communicate strategically to community audiences.
 - Invest in, retain, and hire skilled staff.

- Cultivate and Nurture Community Spaces
 - Retain, revitalize, and invest in meeting and gathering spaces.
 - Increase revenues for town facilities.

- Grow Responsibly
 - Proactively maintain and improve utilities, streets, and built environment.

FISCAL IMPLICATIONS

The Town of Wellington fiscal year 2025 budget estimates revenue and funds available to be \$71,880,105 and expenditures to be \$39,449,866. The Town of Wellington will levy a tax of 12.439 mills upon each dollar of the total valuation for assessment of all taxable property within the Town for the year 2024, generating property tax revenue of \$2,112,290. The following sums will be appropriated from revenue or reserves/fund balance to each fund:

- General Fund \$9,971,466
- Street Fund \$7,024,585
- Water Fund \$11,566,167
- Sewer Fund \$6,760,341
- Drainage Fund \$1,865,885
- Park Fund \$2,316,423

STAFF RECOMMENDATION

This presentation is to inform the Board of Trustees and provide the opportunity for questions and public comment.

ATTACHMENTS

1. FY25 Budget & CIP Update (with public comment) Presentation
2. FY25 Draft Budget Book v2
3. Resolution XX-2024 FY25 BUDGET ADOPTION
4. Resolution XX-2024 MILL LEVY
5. Ordinance XX-2024 FY25 APPROPRIATIONS

Fiscal Year 2025 Budget and Capital Improvement Projects Update (with public comment)

Patti Garcia, Town Administrator

Nic Redavid, Finance Director/Treasurer



Agenda

- Introduction
- Review Timeline
- Updates since 10.22.24 meeting of the Board of Trustees
 - 2025 Estimated Fund Balance
 - Revenue
 - Expenditures
 - Capital Improvement Projects
- Review resolutions/ordinance
- Questions
- Public Comment

2025 Budget Timeline

- **July** – Fiscal Year 2025 Budget Season Kick-Off (calendar developed; budget document and Capital Improvement Projects updates open to department leadership; requests due August 16th)
- **August 19th-23rd** – Department leadership meetings with Town Administrator and Finance Director
- **August 27th** – 2025-2029 Strategic Plan adopted by Board of Trustees
- **September** – Employee benefits review with CEBT, salary and wages review with compensation study
- **September 24th** – Utility Rate and Fee work session
- **October 4th** – First draft of FY25 revenues and expenditures shared with BOT
- **October 9th** – First draft of FY25 Estimated Fund Balance with updated revenues and expenditures published
- **October 11th** – BOT Budget Workshop, including Larimer County Sheriff John Feyen (open to the public)
- **October 15th** – Budget BOO-nanza (92 residents attended)
- **October 22nd** – 2025 Utility Rate and Fee Presentation with public comment
 - 2025 Draft Budget and CIP Presentation with public comment (first draft of FY25 budget book released)
- **November 12th** – 2025 Utility Rate and Fee and 2025 Capital Investment Fee adoption consideration
 - 2025 Budget and CIP Update with public comment (second draft of FY25 budget book)
- **November 18th** – 2025 Budget and CIP Update Presentation to the Wellington Finance Committee Advisory Board
- **November 19th** – Fiscal Year 2025 Budget for the Town of Wellington, Colorado adoption consideration
 - Resolutions for budget adoption and levying property tax
 - Ordinance to appropriate funds

Updates since 10.22.24 BOT meeting

- 2025 Estimated Fund Balance – Beginning
 - Admin Overhead Transfers from Street, Water, Sewer, Drainage, and Park Funds to the General Fund have been calculated based on EOY estimates in wages/salaries and benefits and updated in the 2024 estimates
 - Transfers came in \$288,275 lower than budgeted
 - This is to account for work completed by employees that are paid by the General Fund for the purposes of supporting the activities and operations of the funds
 - Revenue from sales tax and utilities updated
 - Sales tax revenue increased from original projections made prior to 10.4.24 draft; however, sales tax revenue is 4% lower year-over-year, which impacts the General, Street, and Park Fund
 - Utility revenue updated based on current rate model projections
 - Expenditures in operations and CIP updated
 - \$450,000 cost savings in Water Treatment Plant construction in 2024
 - Total beginning fund balance increased \$685,243 to \$29.8M
 - During last year's budget process, this estimated FY24 ending fund balance, which would have become the FY25 beginning fund balance, was projected to be \$20.6M in the approved budget

Updates since 10.22.24 BOT meeting (continued)

- 2025 Operations Revenue
 - Updated projections for retail marijuana sales tax based on new tax rate
 - Updates in the utility rate model for Water and Sewer Funds
 - Updated administration overhead transfer based on recently filled/vacated positions and reallocation of expenses for Public Works administration employees
 - Total operations revenue increased \$509,982 to \$28.7M
- 2025 Operations Expenditures
 - Expenditures reduced \$216,157
 - -\$40,000 - General Fund Wages & Salaries (downgraded PW position)
 - -\$30,500 - Public Works
 - +\$3,000 - Human Resources
 - -\$17,000 - Parks & Recreation
 - -\$118,892 - LCSO (delay additional deputy due to leadership transition)
 - Transfers out increased \$62,663
 - \$21,000 for General Fund transfers to enterprise funds based on rate model revenue projections (max 10% of revenue)
 - \$41,633 for Street, Water, Sewer, Drainage, and Park fund transfers to General Fund for administration overhead adjustments
 - Total operations expenditures reduced \$153,493 to \$26.1M

Updates since 10.22.24 BOT meeting (continued)

- 2025 Grants
 - Increased by \$2.9M to account for Cleveland Avenue Project total of \$4.4M in Street and Drainage Funds
 - Previously, only the 2024 amounts were rolled over to 2025
- 2025 Capital Improvement Projects
 - Still includes ADA elevator and street striping equipment
 - ADA elevator in MSB approved as CIP in 2024, rolls over to 2025; required to meet ADA and building code requirements
 - Street striping equipment replaces outdated and inefficient equipment needed to address community safety hazards on streets not currently striped at a cost savings compared to contracting the work
 - Removed Parks/PW facility design expense in 2025
 - Delayed ADA self-evaluation and transition plan, Community Facility Development/Acquisition Fund
 - \$30K reduction in Water Fund CIP (Fluoride/Caustic Injection Automation)
 - Total CIP expenditures reduced \$133,500
- 2025 Estimated Fund Balance – Ending
 - Total ending fund balance increased \$4.4M to \$24.8M
 - Total reserves/fund balance spending decreased \$3.75M

2025 Estimated Fund Balance

	General Fund	Street Fund	Water Fund	Sewer Fund	Drainage Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$ 7,925,918	\$ 4,471,215	\$ 9,713,060	\$ 2,391,902	\$ 1,541,754	\$ 2,164,588	\$ 1,616,676	\$ 29,825,112
Operations								
Revenue	6,791,033	2,256,309	10,324,580	3,805,631	812,637	1,686,833	51,500	25,728,522
Transfers In	1,946,437	-	690,000	380,000	-	-	-	3,016,437
Total Revenue	8,737,470	2,256,309	11,014,580	4,185,631	812,637	1,686,833	51,500	28,744,959
Expenditures	8,693,966	1,060,084	4,906,756	1,585,798	529,999	1,528,127	-	18,304,730
Debt Service	-	-	2,062,016	2,469,649	-	269,500	-	4,801,165
Transfers Out - Other	1,070,000	455,501	527,394	527,394	177,352	258,796	-	3,016,437
Total Expenditures	9,763,966	1,515,585	7,496,167	4,582,841	707,351	2,056,423	-	26,122,332
Net Operations	(1,026,496)	740,724	3,518,413	(397,210)	105,286	(369,590)	51,500	2,622,627
Capital								
Loan Proceeds	-	-	-	1,130,005	-	-	-	1,130,005
Capital Grants	29,700	3,580,269	-	137,500	888,817	-	-	4,636,286
Capital Projects	207,500	5,509,000	4,070,000	2,177,500	1,158,534	260,000	-	13,382,534
Net Capital	(177,800)	(1,928,731)	(4,070,000)	(909,995)	(269,717)	(260,000)	-	(7,616,243)
Rev over Exp & Trans	(1,204,296)	(1,188,007)	(551,587)	(1,307,205)	(164,431)	(629,590)	51,500	(4,993,616)
End Fund Balance	\$ 6,721,622	\$ 3,283,208	\$ 9,161,474	\$ 1,084,697	\$ 1,377,323	\$ 1,534,998	\$ 1,668,176	\$ 24,831,496
Reserve Requirement	2,869,009	349,828	1,226,689	396,449	132,500	504,282	*1+ year's depreciation expense required by 2027 not currently included	
	33% Operating Expenditures		90 Days Operating Expenditures*					



RESOLUTION XX-2024 (1)

- A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF WELLINGTON, COLORADO FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

RESOLUTION XX-2024 (2)

- A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2024 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF WELLINGTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

ORDINANCE XX-2024

- AN ORDINANCE APPROPRIATING SUMS OF MONEY TO DEFRAY EXPENSES AND LIABILITIES OF THE TOWN OF WELLINGTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

Questions

Public Comment

2025



TOWN OF
WELLINGTON



Town of Wellington, Colorado

Draft Budget



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Wellington
Colorado**

For the Fiscal Year Beginning

January 01, 2024

Christopher P. Morill

Executive Director



BOARD OF TRUSTEES



Shirrell Tietz
Trustee



Ed Cannon
Trustee



Brian Mason
Mayor-Pro Tem



Calar Chaussee
Mayor



David Wiegand
Trustee



Rebekka Dailey
Trustee



Lowrey Moyer
Trustee

Calar Chaussee, Mayor

ChausseeC@WellingtonColorado.gov

Term expires: April 2026

Brian Mason, Mayor Pro Tem

MasonB@WellingtonColorado.gov

Term expires: April 2026

Ed Cannon, Trustee

CannonEd@WellingtonColorado.gov

Term expires: April 2028

Rebekka Dailey, Trustee

DaileyRm@WellingtonColorado.gov

Term expires: April 2028

Lowrey Moyer, Trustee

MoyerLo@WellingtonColorado.gov

Term expires: April 2028

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

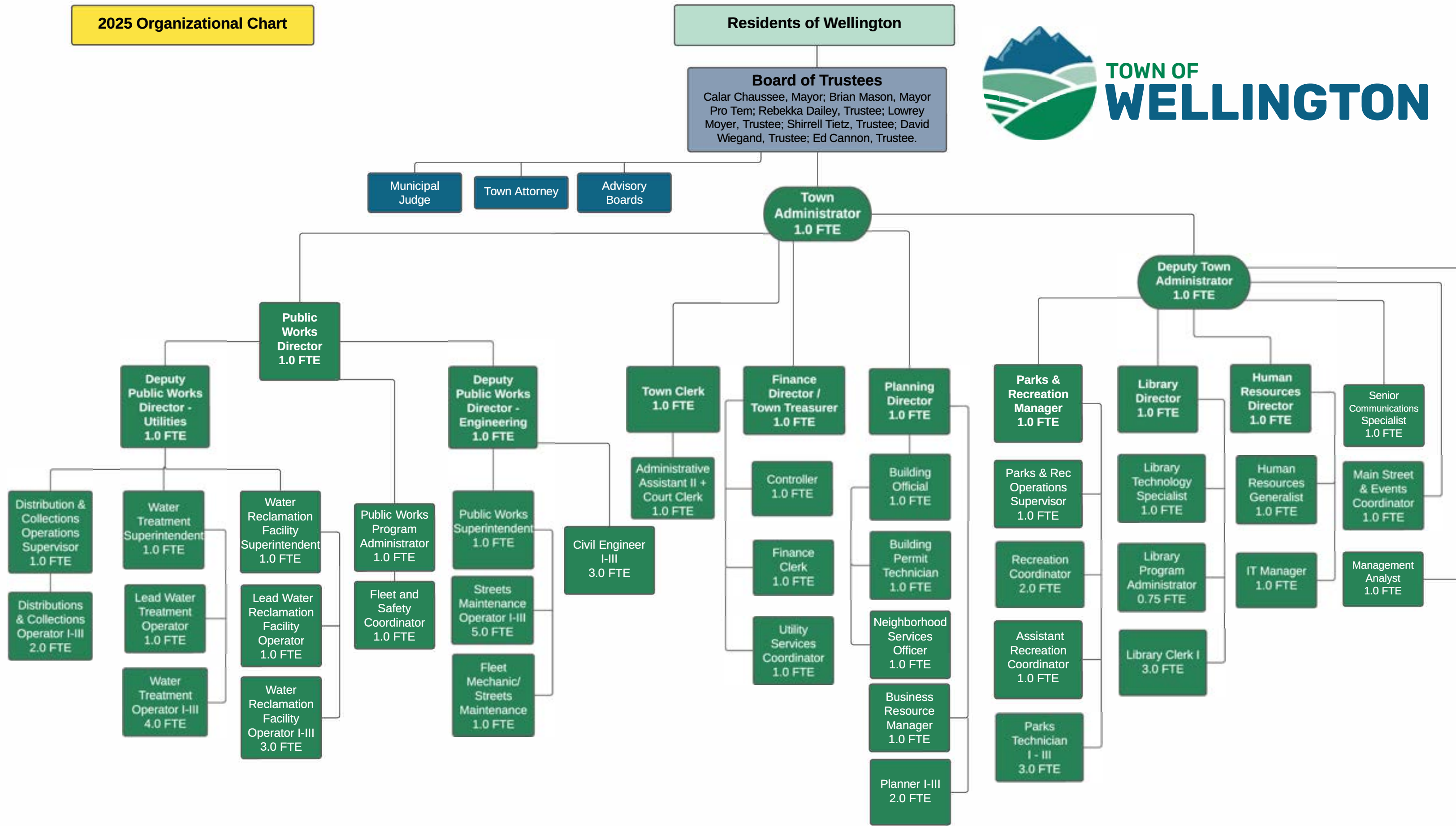
Town Leadership Team

- Patti Garcia - Town Administrator
- Kelly Houghteling - Deputy Town Administrator
- Bob Gowing - Public Works Director
- Meagan Smith - Deputy Public Works Director
- Nathan Ewert - Deputy Public Works Director
- Cody Bird - Planning Director
- Nic Redavid - Finance Director & Town Treasurer
- Stephanie Anderson - Human Resources Director
- Hannah Hill - Town Clerk
- Billy Cooksey - Parks & Recreation Manager
- Ross LaGenese - Library Director

Budget Prepared By

- Nic Redavid - Finance Director & Town Treasurer
- Kelly Houghteling - Deputy Town Administrator
- Jerry Martin - Senior Communications Specialist

2025 Organizational Chart



Organizational Chart | Larimer County Sheriff's Office



Staffing by Department

Department	2023	2024	2025
Administration	5.00	5.00	5.0
Finance	5.00	4.00	4.0
Human Resources	1.50	2.00	2.0
IT	1.00	1.00	1.0
Library	5.00	5.75	5.75
Parks & Recreation	7.00	8.00	8.0
Planning	6.00	7.00	7.0
Public Works	16.50	18.00	18.0
Sewer	5.00	5.00	5.0
Town Clerk	2.00	2.00	2.0
Water	6.00	6.00	6.0
TOTAL	60	63.75	63.75

Staffing History: Navigating Wellington's Growth and Organizational Development

Recognizing the history of an organization is crucial in understanding its evolution and growth. Wellington, like numerous communities in Colorado, has undergone remarkable growth over the past two decades. According to data from the U.S. Census Bureau, the town's population surged from 2,672 in 2000 to 11,047 in 2020, representing a staggering 313% increase within a span of 20 years.

This population growth has created an evolution of various departments within the town. Notably, several key departments were only recently established. For instance, in November 2017, the organization marked a significant milestone by appointing its first Town Planner, marking a transition from a prior absence of a dedicated professional in this role. The outsourcing of engineering services to an external firm persisted until May 2018, when the Town achieved another milestone of hiring its first Public Works Director/Town Engineer.

In the Spring of 2020, the Town Board separated the Town Administration/Town Clerk joint positions and created a professional Town Clerk position. In September 2020, recognizing the growing need of transparent communication, the town brought on board its first in-house Communications position. Further strides were made in May 2021, when the Town took an important step by consolidating the Parks & Recreation Department and appointing its first Parks & Recreation Manager. In 2021, we expanded support for Public Works by hiring a Deputy Public Works Director to oversee water and wastewater utilities and prioritize source water diversification. The year 2021 also witnessed the recruitment of the first Human Resources professional, while the position of Human Resources Director was solidified in 2023. This historical awareness forms the foundation for supporting and guiding the community toward a future aligned with its evolving needs and aspirations. No new positions are being requested in 2025.

Historical Staffing by Position

Staffing by Position	2023	2024	2025	Notes
Town Administrator	1	1	1	
Deputy Town Administrator	1	1	1	
Main Street & Events Coordinator	1	1	1	The previous title was Community & Business Liaison.
Senior Communications Specialist	1	1	1	
Management Analyst	1	1	1	
Court Clerk/Admin Assistant II	1	1	1	
Town Clerk	1	1	1	
Finance Admin Assistant	1	0	0	Position vacant & recommended to divide into 0.5 to PW & 0.5 to HR.
Finance Clerk	1	1	1	The previous title was Accounts Payable/Purchasing Clerk
Utility Services Coordinator	1	1	1	
Controller	1	1	1	In 2022, this position was an Assistant Finance Director and in 2023 the title was Budget & Accounting Analyst.
Finance Director/ Town Treasurer	1	1	1	
HR Generalist	0.5	1	1	Added 0.5 FTE in 2024 from absorbed position in finance.
Fleet & Safety Coordinator	0.5	1	1	Added 0.5 FTE in 2024 from absorbed position in finance.
Human Resources Director	1	1	1	
IT Manager	1	1	1	This position has been vacant and was previously title IT Specialist.
Library Clerk I	2.25	3	3	
Library Technology Specialist	1	1	1	
Library Program Manager	0.75	0.75	0.75	
Library Director	1	1	1	
Parks Maintenance Tech I-III	3	3	3	
Assistant Recreation Coordinator	2	2	1	
Recreation Coordinator	1	1	2	

Parks & Recreation Manager	1	1	1	
Parks & Rec Ops Supervisor	0	1	1	
Building Permit Technician	1	1	1	
Neighborhood Services Officer	1	1	1	
Business Resource Manager	1	1	1	This previous position was title Planning Analyst, but due to a vacant the position was reevaluated.
Planner I-III	1	2	2	
Building Official	1	1	1	
Planning Director	1	1	1	
Street Maintenance Operator I-III	5	5	5	
Fleet Mechanic	1	1	1	
PW Program Administrator	1	1	1	
Streets Superintendent	1	1	1	
Civil Engineer I-III	3	4	3	
Deputy Director Public Works (Utilities)	1	1	1	
Deputy Director Public Works (Engineering)	0	0	1	Reduce 1 FTE in Engineering
Public Works Director	1	1	1	
D/C Operations Supervisor	1	1	1	
D/C Operator I-III	2	2	2	
WTP Superintendent	1	1	1	
WTP Lead	1	1	1	
WTP Operator I-III	4	4	4	
WRF Superintendent	1	1	1	
WRF Lead	1	1	1	
WRF Operator I-III	3	3	3	
<u>TOTAL</u>	60	63.75	63.75	No new positions are being proposed in 2025.

Mission and Vision

Vision Statement

Welcome to Wellington, where deep-rooted values and a rich heritage unite to forge paths that honor our past, ignite a legacy of unity, and create a welcoming community for all.

Mission Statement

Our mission is to provide outstanding municipal services for our community of today and tomorrow.

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 WellingtonColorado.gov/480/Strategic-Plan.



- Proactively maintain & improve utilities, streets, and built environment.
- Improve housing diversity.
- Advance cohesive & holistic new developments.
- Reinforce & align plans for corridors and jurisdiction boundaries.
- Explore financing options for development.

- Retain & expand current local businesses.
- Recruit new businesses.
- Identify funding opportunities for economic development.
- Align & develop visions related to economic development.

- Align needs & vision for community spaces.
- Explore creating a community center.
- Retain, revitalize & invest in meeting & gathering spaces.
- Increase revenues for town facilities.

- Communicate strategically to community audiences.
- Invest in, retain & hire skilled staff.
- Cultivate effective staff & trustee interactions.
- Ensure safety & security, such as emergency response.
- Improve physical spaces & systems for staff efficiency & collaboration.
- Leverage & expand external relationships.

Strategic Goals and Objectives Tracking

The Wellington Board of Trustees unanimously approved the Strategic Plan for 2025-2029 at its Aug. 27 Regular Meeting. Town staff is still in the process of establishing a method for tracking the goals and objectives of the new plan. Once that method has been established, tracking can be monitored at WellingtonColorado.gov/480/Strategic-Plan.

How Community Plans Inform Our Work

Tree Branch: Town Masterplans to support & inform the work



Tree Trunk: Comprehensive Plan to guide the vision

Water: Town Staff to Accomplish the Work

Fertilizer: Budget directs resources

Health of the Lawn: Community Survey Feedback

Our Roots: Guiding Principles

This graphic was created during the Board of Trustees Strategic Planning process.

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

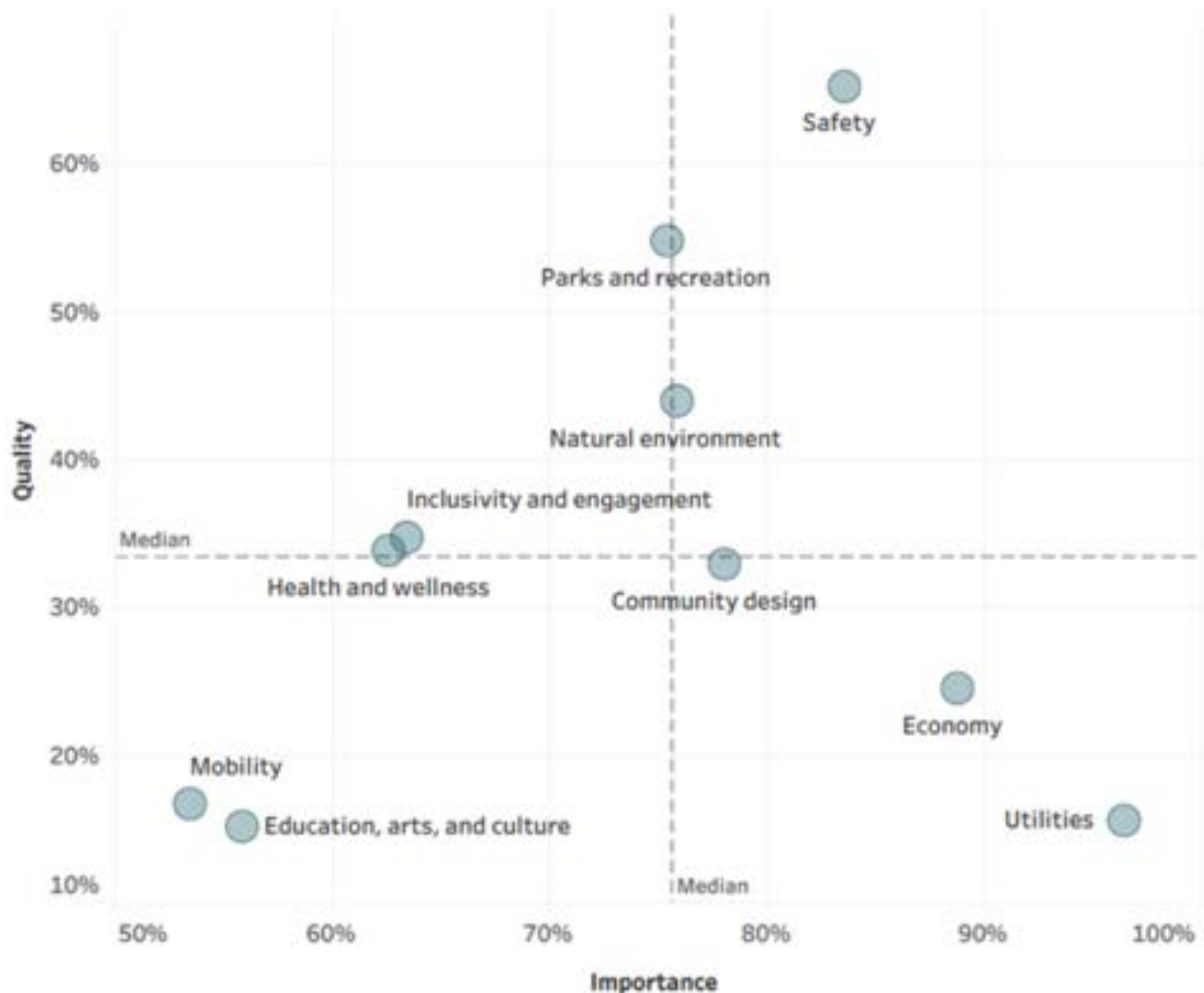
The quadrants in the figure below show which community facets were given higher or lower importance ratings (right-left) and which had higher or lower quality ratings (up-down).

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.

Community Survey Matrix



Wellington at a Glance

Wellington is a charming town nestled in the northern part of Colorado, with a rich historical background that spans more than a century. From its early days as a small agricultural community to its growth as a thriving town, Wellington's identity has been shaped by significant milestones and transformations.

Acknowledging this land is the traditional and ancestral homelands of the Arapaho, Cheyenne, and Ute Nations and peoples. Wellington was also a site of trade, gathering, and healing for numerous other Native tribes.

The tale of Wellington as a town finds its roots in the 1870s, after settlers arrived in the area attracted to the vast open prairies and fertile lands of northern Colorado. They established small homesteads and began farming the land, cultivating crops such as wheat, corn and sugar beets. The agricultural industry quickly flourished, laying the foundation for Wellington's early prosperity.

The advent of the Colorado Central Railroad in 1877 played a crucial role in the development of Wellington. The railroad brought increased connectivity and facilitated the transportation of goods, transforming the local economy. As a result, the settlement expanded, and in 1905, the Town of Wellington was formally incorporated and named after C.L. Wellington, an employee of the Colorado and Southern Railroad.

Throughout the early 20th century, Wellington experienced steady growth. The town's economy diversified with the establishment of various industries and services. The sugar beet industry played a significant role as Wellington became home to sugar beet farming.

Other businesses, including general stores, blacksmith shops and schools, emerged to support the growing community.

Like many towns, Wellington faced challenges throughout the years. The Great Depression of the 1930s brought economic hardships, but the town remained resilient.

The community banded together, supporting one another through difficult times. After World War II, Wellington experienced renewed growth and prosperity, as returning soldiers sought opportunities and a peaceful life in the Town.

In the latter half of the 20th century, Wellington embraced modernization while preserving its small-town charm. Improved transportation infrastructure, including the construction of Interstate 25, further enhanced the town's connectivity with neighboring cities and fueled economic growth.

Wellington continued to evolve with the addition of new residential neighborhoods, schools, parks and community facilities.

As of 2024, approximately 12,000 residents call Wellington home. The town retains its agricultural heritage, with many residents still engaged in farming activities. Wellington offers a range of amenities, including shopping, recreational areas and cultural events, making it an attractive place to live and visit.

Wellington's history is a testament to the resilience and spirit of the community. From humble agricultural beginnings to a vibrant town, it has transformed over time while preserving its unique character.



Demographics

Information taken from most current U.S. Census Bureau & internal data

12,174

Population
(Estimated)

3

Land area
in Square Miles

\$101,259

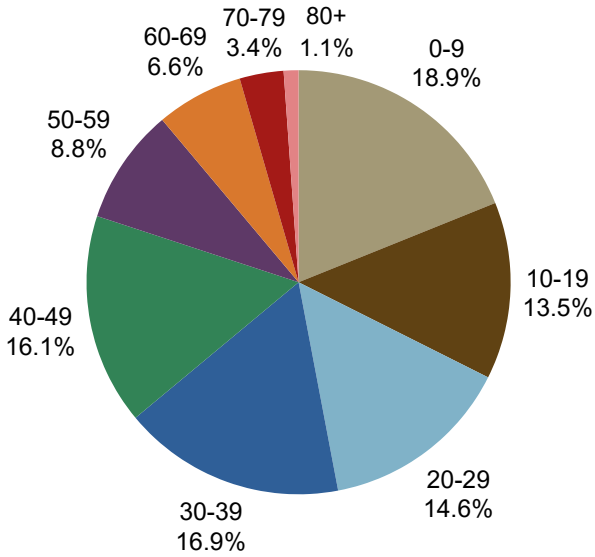
Median
Household Income

66.3%

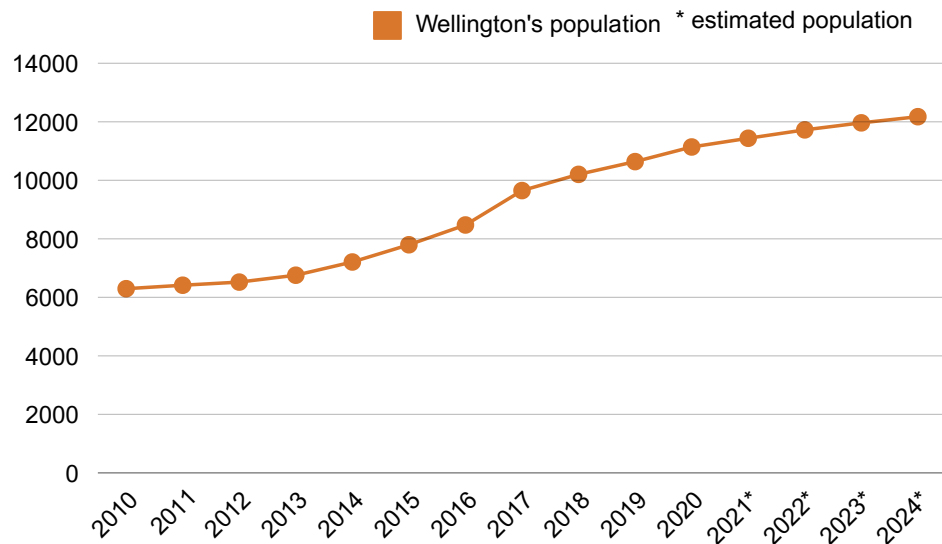
Employment
Rate

33

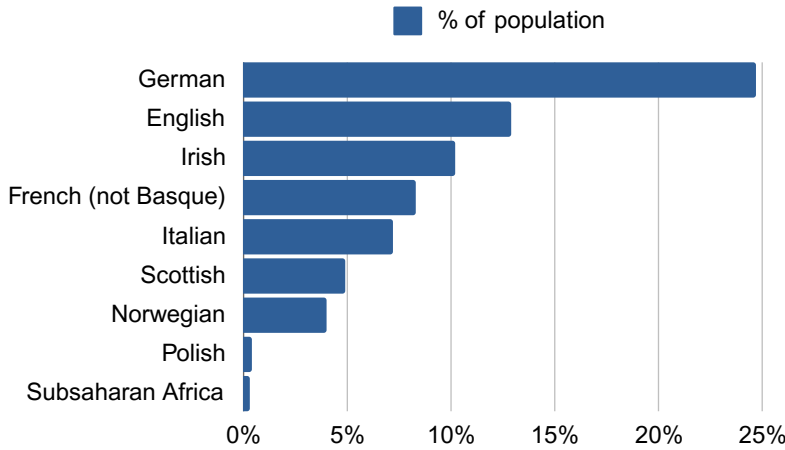
Median
Age



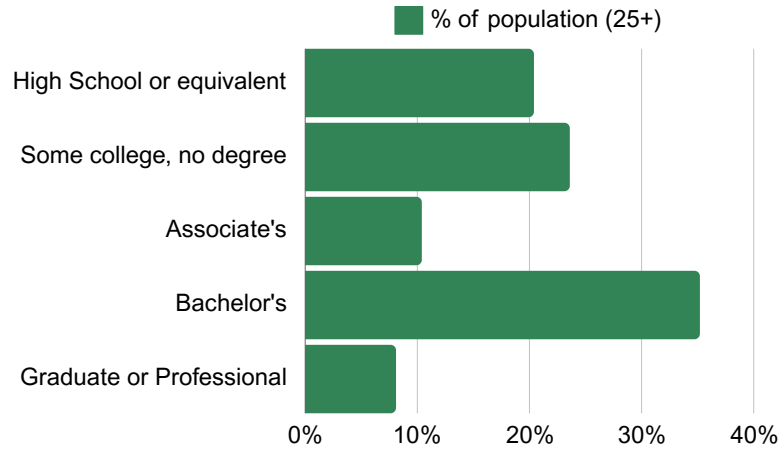
Population by age



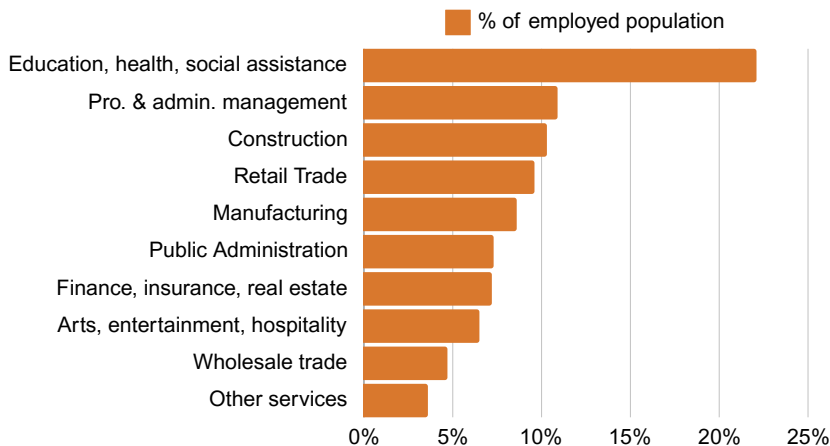
Historic population growth



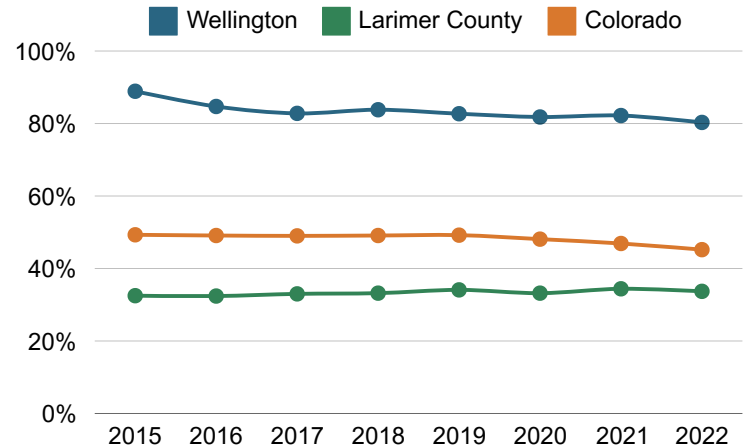
Ancestry among population



Education attainment



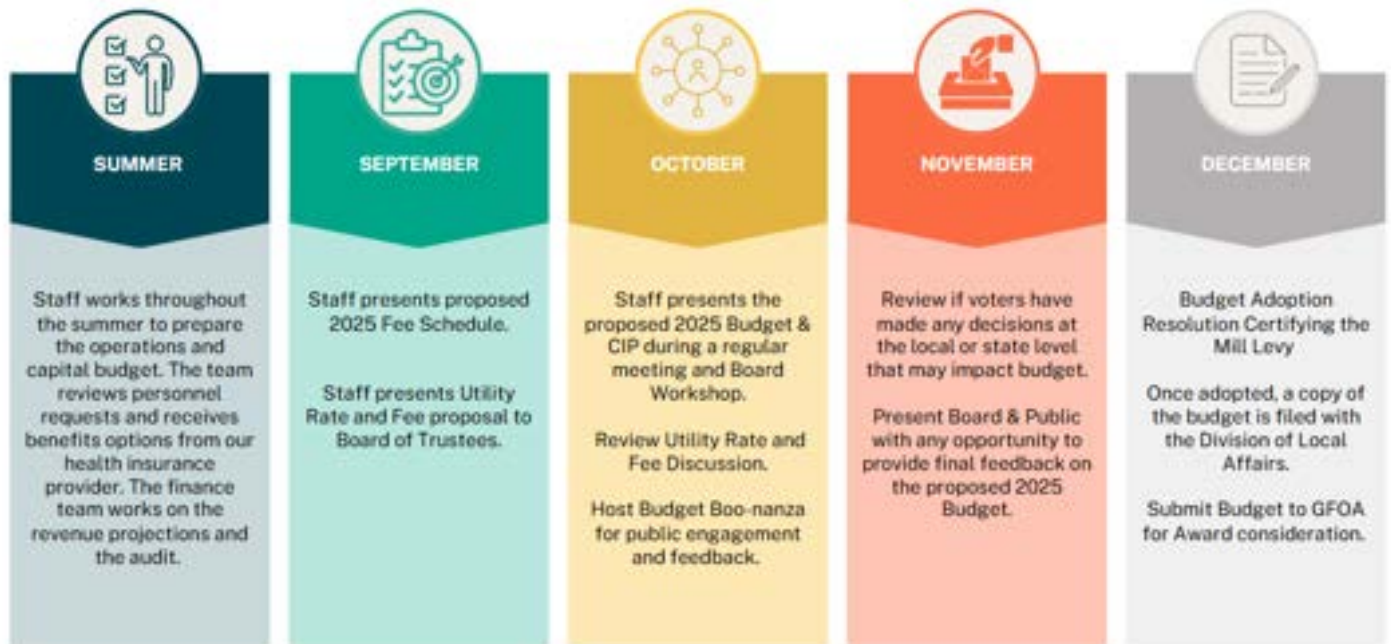
Top industries among employed population



Employed residents who work out of town

TOWN OF WELLINGTON 2025 BUDGET

TIMELINE



MEETING SCHEDULE

OCTOBER 11	BUDGET WORKSHOP WITH BOARD OF TRUSTEES
OCTOBER 15	BUDGET BOO-NANZA
OCTOBER 22	BOARD OF TRUSTEES REGULAR MEETING
NOVEMBER 12	BOARD OF TRUSTEES REGULAR MEETING
NOVEMBER 19	BOARD OF TRUSTEES REGULAR MEETING - BUDGET ADOPTION
DECEMBER	AFTER ADOPTION SUBMIT TO STATE OF COLORADO
JANUARY	SUBMIT TO GFOA BUDGET AWARD CONSIDERATION

Budget BOO-nanza

Creative Community Engagement

The Budget BOO-nanza is an engaging event hosted by the Town of Wellington aimed at demystify the budget process and gathering feedback on the proposed 2025 budget.

Despite perceptions of budget talks being dull, the event attracted 92 enthusiastic attendees, offering an informal, come-and-go environment that suited families and individuals alike.



This event cleverly blends fun and serious discussions by offering free pumpkins and encouraging interactions with Trustees and Department Directors. Attendees eagerly asked questions, gaining insights into how budget decisions impact infrastructure such as parks, road repairs, and more. The setup included stations focusing on different budget components, allowing participants to delve into areas of personal interest, facilitating in-depth discussions and opportunities to answer questions.



Feedback garnered during the event promises to shape Wellington's future plans and budget execution. By promoting community involvement and open dialogue, the Budget BOO-nanza empowers residents, demonstrating the significance of resident engagement in local governance. It transforms the perception of budget discussions, illustrating how understanding and participating in budgeting profoundly impacts the community.



Budget Procedure

The budget procedure begins with the finance department distributing budget packets to the Department Directors. The budget packets include instructions for the upcoming budget, personnel schedules, previous 3 years actual expenditures, and current year's operating expenditures for the year elapsed to date. The Department Directors, with guidance from finance, prepare and submit their operating and capital requests.

In September, the preliminary budget for the fiscal year commencing the following January 1st is submitted by the Town Administrator to the Town Board. The preliminary budget must be balanced: the means of financing expenditures must be equal to or greater than expenditures. Surplus fund and fund balance are considered a financing source.

During October and November, the Town holds public budget meetings with the Board of Trustees and the Finance Committee to discuss budget recommendations. A public hearing is held to allow for input from the residents. Prior to December 15, Finance staff finalizes a balanced budget pursuant to Board direction. The budget is adopted, funding is appropriated, and the mill levies are certified.

Finance staff prepares the published budget document. The budget document comprehensively covers the financial plan for the year and serves as an operations guide and communications tool. The budget document provides fiscal information for the past two years, as well as a description of each department. It contains summaries and detailed fund budgets including a schedule of the approved staffing levels and the capital expenditure plan. The five-year capital expenditure budget and plan is presented with the amounts for the 2025 budget legally appropriated funds. The years 2026-2029 are presented as a plan and represent no legal spending authority of any Town office or department.

Once the budget is adopted, a copy of the budget must be filed with the Division of Local Government by January 31.

It can be anticipated that budget amendments may occur in the year ahead. A budget amendment which will increase a fund's adopted budget, such as to expend unanticipated revenues or to transfer appropriated monies to another fund, requires Board approval at a duly noticed public meeting.

Basis of Budgeting

Basis of Presentation – Fund Accounting

The activities of the Town are organized into separate funds including the General Fund and other funds that are designated for a specific purpose. Each fund is considered a separate accounting entity with a set of self-balancing accounts that comprise its revenues, expenses, assets, liabilities, and fund equity as appropriate. The number and variety of funds used by the Town promotes transparency and accountability but can also make municipal budgeting and finance complex. Therefore, understanding the fund structure is an important part of understanding the Town's finances. The following is a description of the fund types that contain the Town's various funds.

Fund Structure

The Town of Wellington has (8) eight funds, each serving a unique purpose as described below.

General Fund

Purpose of Fund

The General Fund is the main operating fund for the town. It accounts for sources and uses of resources that (primarily) are discretionary to the Board of Trustees in the provision of activities, programs, and services deemed necessary and desirable by the community. It accounts for all general revenues of the town not specifically levied or collected for other town funds, and the related expenditures. The major revenue sources for this fund are sales taxes, property taxes, use tax, investment earnings, building inspection, and franchise fees.

Services Provided

The General Fund provides the following direct services to the community:

- Board of Trustees
- Municipal Court
- Administration
- Finance
- Town Clerk
- Human Resources
- Information Technology
- Building & Planning
- Public Work Administration
- Larimer County Sheriff's Office
- Cemetery
- Administrative Facilities
- Library
- Economic Development

Enterprise Funds

Purpose of Funds

The Town operates (3) three Enterprise funds for operations that are self-supporting and financed and operated in a manner similar to private business. This requires that the expense of providing goods and services to the general public on a continuing basis be financed and recovered primarily through user charges.

Services Provided

The Enterprise Funds provides the following direct services to the community:

- Water
- Sewer
- Storm Drainage

Special Revenue Funds

Purpose of Funds

Special Revenue funds account for activities supported primarily by taxes or other revenues that are required to be spent on specific programs. These funds sometimes also collect fees related to their programs that are included in the revenues of the fund but are not the primary funding source.

Services Provided

The Special Revenue Funds provides the following direct services to the community:

- Streets
- Parks
- Conservation Trust
- Library Trust

Basis of Budgeting

Basis of budgeting refers to the methodology used to include revenues and expenditures in the budget. The Town of Wellington primarily budgets on a cash basis. Using this assumption, the current year revenues are compared to expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year, or that there are sufficient cash reserves in the fund to cover any anticipated revenue shortfall.

Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. The government-wide and enterprise fund financial statements are reported using the economic resource measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of when the cash is received.

Governmental fund financial statements are reported using current financial resources measurement focus and the modified accrual basis of accounting. Under modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the periods that the expenditure occurs and becomes a liability.

Basis of Budgeting vs. Basis of Accounting

The basis of budgeting differs from the basis of accounting only by the assumptions that are made in regard to the timing of the recognition of revenues and expenditures. The budget assumes that all revenues and expenditures, as well as the associated cash, will be expended or received during the budget period. Conversely, the basis of accounting only recognizes revenues when they become both measurable and available, and expenditures incurred. Cash is not necessarily received or expended at the same time.

Revenue Overview

Taxes and Impact Fees

The Town of Wellington relies on sales and property taxes for its revenue, with a 3% sales tax rate imposed on retail/food. Sales tax revenue is divided, with 2% allocated to the general fund and the remaining 1% split between the street and parks funds. The 2024 tax levy for General Fund operating expenditures is 12.439 mills. Sales tax projections are based on trend analysis and evaluating the businesses in the community that may begin or cease generating revenue in the upcoming year.

Marijuana Tax

In 2021 voters approved the sale of retail and medical marijuana. The first store opened in 2024. The retail marijuana products are assessed at a 3.5% sales tax, in addition to any other assessed state, county, or municipal sales tax. The new sales tax can be used for general operating expenses.

Street Fund

The Street Fund's primary revenue sources are taxes and impact fees, encompassing sales tax, motor vehicle tax, highway user tax, and road impact fees. Sales tax, set at 3%, is distributed with 2% to the general fund and 1% divided 55% to streets fund and 45% to parks funds. Motor vehicle tax includes fees from vehicle-related transactions. Projections consider business trends and vehicle use tax relies on past forecasts, while road impact fees hinge on future growth predictions.

Park Fund

Major revenues for the Park Fund include building use tax, motor vehicle use tax, open space tax, and trail/park impact fees. With a 3% sales tax rate, 2% goes to the general fund, and the remaining 1% is split 55% to streets fund and 45% to parks funds. Building use tax is assessed on building supplies in Wellington, and impact fees are collected on new development. Both building use tax and impact fees are based on future growth forecasts.

Water Fund

Operating as an enterprise fund, the Water Fund collects user charges and fees on water sales. A 5% increase was approved in November 2023, with rates based on tap size and volume usage. The utility rate study enables ten years' rate projections, ensuring proper funding for increased water costs, capital improvements, and ongoing debt service.

Sewer Fund

As an enterprise fund, the Sewer Fund's revenue comes from sewer user fees for water reclamation services. Charges are calculated annually based on water consumption. Residential sewer rates include a \$14.65 base rate and an \$8.42 usage fee.

Drainage Fund

Functioning as an enterprise fund, the Drainage Fund's major revenue comes from drainage user fees, collected monthly. Residential customers pay a \$5 monthly charge, and commercial customers pay \$9.25. Additional charges for the Stormwater Authority are \$6.33 for residential and variable for commercial based on impervious surface.

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.

Town Fee Schedule

A [town fee schedule](#) is a comprehensive list that outlines the various fees and charges associated with services, permits, licenses, and other activities provided by the Town.

Financial Policies

Town Code Sec. 4-3-10. - Annual budget.

Not later than the first regular meeting of the Board of Trustees in October of each year, the Budget Committee or other duly authorized person designated by the Board of Trustees shall submit to the Board the itemized annual budget for the ensuing fiscal year. The budget as approved by the Board of Trustees shall be adopted and administered in accordance with the provisions of Section 29-1-103 et seq., C.R.S. (Prior code 3.01.02; Ord. 11-2007 §1)

Adopted Fund Balance Policy: December 13, 2022

Purpose

The Town of Wellington hereby establishes and will maintain reservations of fund balance as defined herein in accordance with Governmental Accounting Standards Board Statement No. 54 Fund Balance Reporting.

The Board recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the Town and is fiscally advantageous for both the Town and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of fund balance maintained by the Town to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances.

Minimum Level of Unassigned Fund Balance

Unassigned fund balance will be maintained at a level sufficient to provide for the required resources to meet operating cost needs, to allow for unforeseen needs of an emergency nature, and to permit orderly adjustment to changes resulting from fluctuations of revenue sources.

General Fund and Special Revenue Funds (Streets, Parks, and Conservation Trust funds)
The Town of Wellington, at a minimum, will maintain unrestricted budgetary fund balance of no less than four month (33%) of regular operating expenditures or 110% of debt service whichever is greater.

Enterprise Funds (Water, Wastewater, and Stormwater) The Town of Wellington, at a minimum, will maintain unrestricted budgetary fund balance of no less than 90 days of regular operating expenditures. In addition, all enterprise funds will build up a capital reserve equal to 1-years' depreciation expense by the end of 2027.

Library Trust Fund the Library Trust fund, a private purpose trust fund, will have no minimum fund balance requirement other than the 3% TABOR reserve.

Adopted Fund Balance Policy Continued

Replenishment Strategy If the unassigned fund balance at fiscal year-end falls below the goal, the Town shall develop a replenishment strategy to achieve and maintain the minimum fund balance within one to three years. Specifically, factors influencing the replenishment time horizon include: the budgetary reasons behind the fund balance targets; recovering from an extreme event; political continuity; financial planning time horizons; long-term forecasts and economic conditions; and external financing expectations. Page 66 of 109 Revenue sources that would typically be looked to for replenishment of fund balance include nonrecurring revenues, budget surplus, excess resources in other funds (if legally permissible and there is a defensible rationale).

Order of Expenditure of Funds When multiple categories of fund balance are available for expenditure (e.g., a project is being funded partly by a grant, funds set aside by the Board, and unassigned fund balance), the Town will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

In accordance with governmental accounting standards the Town's total fund balance is comprised of five components:

1. Non-spendable Fund Balance represents resources that are physically or legally in a non-spendable form such as inventory,
2. Restricted Fund Balance represents resources limited by state law or the provider such as grants or resources reported as "Stabilization by State Statute",
3. Committed Fund Balance represents resources previously committed by the Trustees for a particular purpose such as a project partially funded by grants,
4. Assigned Fund Balance represents resources assigned less formally for a particular purpose such as insurance reserves or subsequent year spending, and
5. Unassigned Fund Balance represents all remaining resources. Annual Review and Determination of Fund Balance Reserve Amounts Compliance with the provisions of this policy shall be reviewed as a part of the annual budget adoption process and amounts of the minimum level of unassigned fund balance shall be determined during this process.

Supersedes: Resolution 45-2020, Adopted December 8th, 2020

Colorado Revised Statutes

- No budget shall provide for expenditures in excess of available revenues and beginning fund balances. (29-1-103(2), C.R.S.)
- Include a description of the services to be delivered during the budget year. (29-1-103(1)(e), C.R.S.)
- The balance of total resources available for subsequent years' budgets. (29-1-102(11), C.R.S.)
- Three Years' Comparable Data must be shown in the budget. (29-1-103(1)(d), C.R.S.)



FUND BALANCE



2025 Estimated Fund Balance

	General Fund	Street Fund	Water Fund	Sewer Fund	Drainage Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$ 7,925,918	\$ 4,471,215	\$ 9,713,060	\$ 2,391,902	\$ 1,541,754	\$ 2,164,588	\$ 1,616,676	\$ 29,825,112
Operations								
Revenue	6,791,033	2,256,309	10,324,580	3,805,631	812,637	1,686,833	51,500	25,728,522
Transfers In	1,946,437	-	690,000	380,000	-	-	-	3,016,437
Total Revenue	8,737,470	2,256,309	11,014,580	4,185,631	812,637	1,686,833	51,500	28,744,959
Expenditures	8,693,966	1,060,084	4,906,756	1,585,798	529,999	1,528,127	-	18,304,730
Debt Service	-	-	2,062,016	2,469,649	-	269,500	-	4,801,165
Transfers Out - Other	1,070,000	455,501	527,394	527,394	177,352	258,796	-	3,016,437
Total Expenditures	9,763,966	1,515,585	7,496,167	4,582,841	707,351	2,056,423	-	26,122,332
Net Operations	(1,026,496)	740,724	3,518,413	(397,210)	105,286	(369,590)	51,500	2,622,627
Capital								
Loan Proceeds	-	-	-	1,130,005	-	-	-	1,130,005
Capital Grants	29,700	3,580,269	-	137,500	888,817	-	-	4,636,286
Capital Projects	207,500	5,509,000	4,070,000	2,177,500	1,158,534	260,000	-	13,382,534
Net Capital	(177,800)	(1,928,731)	(4,070,000)	(909,995)	(269,717)	(260,000)	-	(7,616,243)
Rev over Exp & Trans	(1,204,296)	(1,188,007)	(551,587)	(1,307,205)	(164,431)	(629,590)	51,500	(4,993,616)
End Fund Balance	\$ 6,721,622	\$ 3,283,208	\$ 9,161,474	\$ 1,084,697	\$ 1,377,323	\$ 1,534,998	\$ 1,668,176	\$ 24,831,496
Reserve Requirement	2,869,009	349,828	1,226,689	396,449	132,500	504,282		
	33% Operating Expenditures		90 Days Operating Expenditures*					

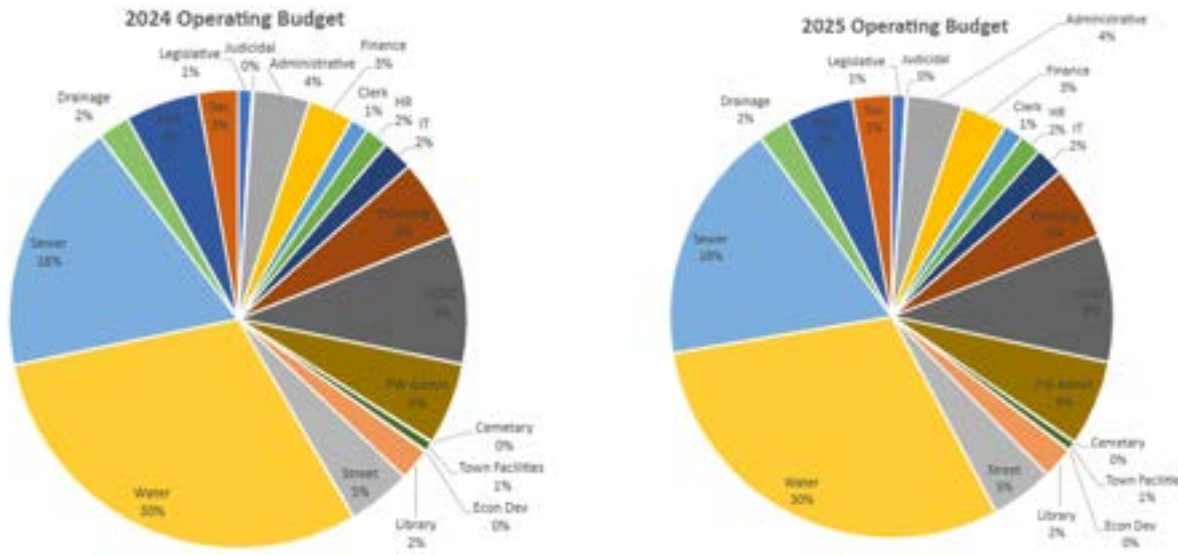
*1+ year's depreciation expense
required by 2027 not currently included



GENERAL FUND



Operations Budget | Visual Summary



Operating Budget				
Department/Division	2024	2025	Difference	% Change
Legislative	\$206,894	\$237,106	\$30,212	15%
Judicial	\$25,500	\$29,350	\$3,850	15%
Administrative	\$858,725	\$929,088	\$70,363	8%
Finance	\$685,336	\$782,978	\$97,642	14%
Clerk	\$277,364	\$329,375	\$52,011	19%
HR	\$350,915	\$370,962	\$20,047	6%
IT	\$471,899	\$488,750	\$16,851	4%
Planning	\$1,197,157	\$1,239,129	\$41,972	4%
Sheriff's Office	\$1,979,620	\$2,135,717	\$156,097	8%
PW Admin	\$1,250,911	\$1,446,549	\$195,637	16%
Cemetery	\$10,000	\$17,000	\$7,000	70%
Town Facilities	\$149,025	\$138,800	-\$10,225	-7%
Econ Dev	\$15,700	\$14,200	-\$1,500	-10%
Library	\$488,328	\$534,963	\$46,634	10%
Street	\$970,322	\$1,060,084	\$89,763	9%
Water	\$6,488,044	\$6,968,772	\$480,728	7%
Sewer	\$3,857,380	\$4,055,446	\$198,067	5%
Drainage	\$484,053	\$529,999	\$45,946	9%
Park	\$1,120,316	\$1,140,017	\$19,700	2%
Rec	\$603,275	\$657,611	\$54,335	9%
TOTAL	\$21,490,764	\$23,105,895	\$1,615,131	

General Fund

Fund Balance

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 8,214,756	\$ 8,455,848	\$ 7,925,918
Operations			
Revenue	6,245,177	6,204,952	6,791,033
Transfers In - Admin Overhead	-	1,401,327	1,946,437
Total Revenue	6,245,177	7,606,279	8,737,470
Expenditures	5,119,998	7,196,210	8,693,966
Debt Service	-	-	-
Transfers Out - Water/Sewer Funds	885,000	900,000	1,070,000
Total Expenditures	6,004,998	8,096,210	9,763,966
Net Operations	240,179	(489,931)	(1,026,496)
Capital			
Loan Proceeds	-	-	-
Capital Grants	2,420	-	29,700
Capital Projects	1,506	40,000	207,500
Net Capital	914	(40,000)	(177,800)
Rev over Exp & Trans	241,092	(529,931)	(1,204,296)
End Fund Balance	\$ 8,455,848	\$ 7,925,918	\$ 6,721,622

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
201-01-3110 Property Taxes	1,873,551	2,086,000	2,086,000	2,112,290	1%
201-01-3130 Sales Tax	2,630,741	2,774,000	2,517,465	2,643,338	-5%
201-01-3135 Severance Tax	106,344	108,000	44,445	25,000	-332%
201-01-3140 Use Tax - Building Materials	366,137	461,152	252,832	544,000	15%
201-02-3155 Town Plan Review Fees	25,584	55,356	23,000	46,000	-20%
201-02-3430 County Tax Vendors Fee	4,576	3,933	3,542	5,885	33%
201-02-3435 Fire Dept. Vendor Fee	4,689	2,358	1,480	5,920	-100%
201-02-3450 Bldg. Admin. Fee	35,460	43,265	25,000	46,000	6%
201-02-3462 Bldg. Inspection Fees	402,766	326,924	300,000	450,000	27%
201-03-3150 Franchise Fee-Communications	-	-	-	25,000	100%
201-03-3160 Franchise Fee-Electricity	188,943	193,000	173,801	173,801	-11%
201-03-3170 Franchise Fee-Natural Gas	18,333	17,000	20,000	20,000	15%
201-03-3180 Franchise Fee-Telephone	(24,859)	-	26,374	-	0%
201-03-3190 Franchise Fee-Cable Television	24,946	25,000	-	-	-100%
201-04-3210 Liquor License	2,550	-	2,500	-	0%
201-04-3220 Contractor License	20,538	19,000	21,946	20,000	5%
201-05-3420 Land Use Fees	80,216	81,500	23,000	25,000	-226%
201-05-3460 General Charges For Services	4,436	-	15,000	-	0%
201-05-3510 Community Center User Fees	4,783	3,000	3,000	3,000	0%
201-05-3520 Weed / Refuse Removal	3,570	-	1,500	-	0%
201-06-3550 Court Fines & Costs	29,153	20,000	21,397	20,000	0%
201-06-3555 LCSO Administrative Fees	2,004	1,500	1,200	1,200	-25%
201-07-3470 Cemetery-Grave Openings	3,700	-	6,000	-	0%
201-07-3480 Cemetery-Perpetual Care	750	-	2,500	-	0%
201-07-3490 Cemetery-Sale Of Lots	5,700	9,500	11,250	9,500	0%
201-08-3351 Grants - July 4th Celebration	-	-	1,500	-	0%
201-08-3354 Grants - Library	-	-	7,921	6,000	100%
201-08-3355 Investment Earnings - Library	23,136	22,000	23,011	16,500	-33%
201-08-3373 Library Contrib./Fines/Misc.	5,860	3,500	10,496	5,000	30%
201-08-3440 Sale Of Maps & Publications	230	-	-	-	0%
201-08-3506 Main Street DOLA Mini Grant	-	-	-	10,000	100%
201-08-3610 Investment Earnings-General	372,415	356,000	370,504	300,000	-19%
201-08-3620 Carryout Bag Fee	-	-	1,600	2,400	100%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
201-08-3630	Car Show Revenue	800	-	540	-	0%
201-08-3660	Community Activities Commission	120	-	-	-	0%
201-08-3690	Miscellaneous Revenue	1,114	5,000	7,000	5,000	0%
201-08-3910	Sale of Assets	527	-	150	-	0%
201-08-3913	Sponsorship & Donations	-	-	-	1,000	100%
255-02-3372	Library Impact Fees	15,750	-	9,500	27,000	100%
	TOTAL	\$ 6,245,177	\$ 6,676,488	\$ 6,157,527	\$ 6,791,033	2%
201-08-3350	Grants	2,420	52,500	47,425	29,700	

Legislative (Board of Trustees)

Overview

The Legislative Budget accounts for the needs of the seven-member Board of Trustees. Wellington is a statutory town, operating under the Council-Administrator form of government.

Responsibilities

- The Board of Trustees are elected, at-large, by the public.
- The Mayor and Trustees are elected at large for terms of 4 years; the Town opted out of term limits.
- The Mayor presides at all meetings of the Board of Trustees and has the same voting powers as any member of said board. The public is always welcome to attend these meetings.

2025 Goals

- Continue to listen to the needs and desires of the community.
- Explore policies and procedures to improve the Town of Wellington.

2024 Accomplishments

- The new Board was sworn into office in April 2024.
- Adopted 2025- 2029 Strategic Plan.
- Created formalized process for Board Discretionary Fund.
- Increased Hardship Utility Grant for residents.
- Adopted Board of Trustees Rules and Procedures.

In the News...



The Wellington Board of Trustees established a hardship assistance program to assist Wellington residents with up toward their household water bill.

For the HUG application and information about other payment assistance, visit www.wellingtoncolorado.gov/496/Payment-Assistance. Hard copies of the application may also be picked up at the Municipal Services Building.

The definition of hardship has not been limited in an attempt to include as many people experiencing a difficult time as possible. There are several examples of hardships that may impact someone's ability to pay including workplace or vehicle accidents, reduced income due to job loss or reduction in hours, medical bills, divorce, loss, etc. Applications must be submitted in person to verify hardship documentation. For questions please call (970) 568-3381.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Legislative						
201-11-5102	Elected Official Benefits	7,278	910	970	910	0%
201-11-5107	Elected Official Compensation	10,800	10,800	10,800	10,800	0%
201-11-5192	Community Events	34,750	98,820	98,820	115,015	14%
201-11-5214	Office Supplies	-	700	700	700	0%
201-11-5321	Printing Services	-	-	203	300	100%
201-11-5331	Publishing & Legal Notices	3,547	-	-	-	0%
201-11-5335	Dues & Subscriptions	3,819	5,114	5,220	5,381	5%
201-11-5352	Municipal Legal Services	33,258	40,000	40,000	45,000	11%
201-11-5363	R&M Computer/Office Equipment	526	4,000	4,000	1,000	-300%
201-11-5380	Professional Development	8,058	4,550	4,550	11,000	59%
201-11-5950	Board Outreach	51,407	-	-	-	0%
201-11-5951	Board Discretionary Fund	1,138	10,500	30,000	30,000	65%
201-11-5952	Hardship Utility Grant	2,770	31,500	12,000	12,000	-163%
NEW	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 157,352	\$ 206,894	\$ 207,263	\$ 237,106	13%

Judicial

Overview

Wellington Municipal Court is held on the second Wednesday of every other month at the Leeper Center, presided over by the Honorable Judge Teresa Ablao. The court primarily handles cases involving traffic violations, misdemeanors, and other offenses that violate the Town's municipal code. As a local court, it addresses issues such as code enforcement and minor criminal matters within the town's jurisdiction. The Municipal Court plays an essential role in upholding local laws and maintaining community standards.

Goals for 2025

- Provide better customer service by increasing the number of hearings with a translator onsite.
- Create system to video record Municipal Court hearings.

Key Accomplishments in 2024

- Increased the number of municipalities court hearings to increase efficiency.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Judicial						
201-12-5100	Wages & Salaries	8,980	-	-	-	0%
201-12-5102	Benefits	3,693	-	-	-	0%
201-12-5109	Magistrate	4,500	9,000	9,000	12,000	25%
201-12-5214	Office Supplies	68	500	500	500	0%
201-12-5359	Prosecuting Attorney	17,353	12,000	12,000	12,000	0%
201-12-5380	Professional Development	1,203	1,500	1,500	1,850	19%
201-12-5394	Jury Fees	-	1,000	-	1,000	0%
201-12-5498	Court Appointed Counsel	-	1,000	-	1,000	0%
201-12-5499	Translator Fees	-	500	1,500	1,000	50%
TOTAL		\$ 35,798	\$ 25,500	\$ 24,500	\$ 29,350	13%

Administration Department

Overview

The Board of Trustees appoints the Town Administrator as chief administrative officer of the Town to be ultimately responsible for the enforcement of local laws, and the assurance of sound fiscal and operational practices of the Town.

The Town Administrator oversees various projects of the Town Government to ensure efficient, quality services are delivered to the community and facilitates the flow of information from staff to the Board of Trustees as they review projects and questions brought before them.

The Communications Division serves to provide internal and external stakeholders with essential information about Wellington. Communications develop website content, curate various print and social media messages, create and distribute Town updates through public relations efforts, photograph and promote events. The Town also provides administrative support to the Wellington Main Street Program and support Town-wide events.

Responsibilities

- Day-to-day operations, strategic planning, & creation of annual budget
- Oversee the Town's grant management strategy.
- Provide high-quality programs and services to the Wellington residents.
- Work closely with other government agencies to achieve common goals.
- Curate and maintain content for monthly Town newsletter, social media, and press releases. Serves as media contact for the Town.
- Create and conduct quarterly Town Halls for public engagement and information.
- Plan Town events and provide support to the Wellington Main Street Board.

2025 Goals

- Improve public engagement and outreach on Town's major capital projects.
- Explore new opportunities to reach and engage with Town residents.

2024 Key Accomplishments

- Awarded GFOA Distinguished Budget Award
- Provided monthly reports to the Board of Trustees on key operational accomplishments and published on Town website for great transparency.
- Continue to seeking opportunities with the Colorado Department of Transportation to address the I-25 interchange issues.
- Adoption of Comcast Franchise Agreement to improve community broadband.
- Increased social media engagement, improved town newsletter, and increased number of press releases.
- Continued to strengthen relationships with Main Street Program and work plan.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Administration						
201-13-5100	Wages & Salaries	310,480	582,961	491,110	568,318	-3%
201-13-5102	Benefits	81,953	125,904	130,850	162,770	23%
201-13-5214	Office Supplies	2,186	1,500	1,495	1,500	0%
201-13-5335	Dues & Subscription	4,673	8,500	8,500	8,500	0%
201-13-5336	Community Outreach	72	-	-	-	0%
201-13-5352	Legal Services	38,167	65,000	65,000	65,000	0%
201-13-5356	Professional Services	21,150	30,000	30,000	40,000	25%
201-13-5363	R&M Computer/Office Equipment	3,722	7,000	7,000	1,000	-600%
201-13-5380	Professional Development	4,607	10,500	10,500	10,500	0%
201-13-5381	Mileage Reimbursement	555	-	-	-	0%
201-13-5496	Communications Division	3,620	16,460	15,000	15,000	-10%
201-13-5903	Grants Program Expenditures	262	-	-	40,000	100%
201-13-5933	Wellington Senior Resource Cen	10,128	10,900	10,900	16,500	34%
201-13-5934	Opioid Settlement Redirection	-	-	6,454	-	0%
TOTAL		\$ 481,577	\$ 858,725	\$ 776,809	\$ 929,088	8%

Finance Department

Overview

The Finance Department monitors the annual budget, oversees various accounting functions such as accounts receivable, accounts payable, annual audit, payroll, financial reporting, and utility billing.

Responsibilities

- Annual preparation of budget and capital improvement plan
- Preparation of the annual audit and financial report
- Processing of payable and receivable accounts
- Management of the Town's investment portfolio
- Oversee the Utility Billing process and coordination

Goals for 2025

- Review of financial policies; update and create policies that are needed based on Town processes and/or legal requirements.
- Apply for the 2025 GFOA Distinguished Budget Award.
- Develop a long-term financial plan that outlines Wellington's financial goals, priorities, and strategies for the next 3-5 years.

Key Accomplishments in 2024

- Onboarded the new Finance Director and filled two vacant finance positions.
- Completed the 2022 and 2023 Audit by then end of December.
- Created the 2025 Town Budget.
- Improved report and transparency to the Board of Trustees.

In the News...

For the first time in its history, the Town of Wellington earned the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award. The award, which the town earned for the Fiscal Year 2024 budget, recognizes excellence in budget planning and communication and is awarded to state and local governments across the country.



		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Finance						
201-14-5100	Wages & Salaries	57,259	282,245	252,960	343,651	18%
201-14-5102	Benefits	15,967	69,936	79,440	105,750	34%
201-14-5214	Office Supplies	1,362	1,000	500	1,000	0%
201-14-5311	Postage	5,775	1,800	5,321	5,500	67%
201-14-5321	Printing Services	48,015	-	-	600	100%
201-14-5335	Dues and Subscriptions	965	2,000	2,000	2,000	0%
201-14-5338	Bank Service Charge	86	-	-	-	0%
201-14-5353	Accounting & Auditing	5,000	68,300	68,300	45,000	-52%
201-14-5356	Professional Services	158,306	90,000	90,000	45,000	-100%
201-14-5363	R&M Computer/Office Equip	1,490	2,000	2,000	2,000	0%
201-14-5380	Professional Development	-	8,500	8,500	8,500	0%
201-14-5381	Mileage Reimbursement	-	200	200	-	-100%
201-14-5510	Insurance & Bonds	174,873	158,655	156,655	223,176	29%
201-14-5640	Paying Agent Fees	-	500	250	500	0%
201-14-5950	Document Shredding	75	200	150	300	33%
201-14-5960	Over/Short	-	-	(3,000)	-	0%
TOTAL		\$ 469,172	\$ 685,336	\$ 663,277	\$ 782,978	12%

Town Clerk's Office

Overview

The Town Clerk plays a key role in managing the town's records, public records requests, elections, liquor/marijuana licensing, cemetery services, and appointments to various boards and commissions. This position is responsible for preserving the recorded history of the town, including minutes, ordinances, and resolutions. In addition, the Town Clerk supports the Mayor, Board of Trustees, Town Administrator, and other town departments. The role also involves overseeing public records requests, managing cemetery operations, coordinating elections, handling liquor licensing & marijuana licensing, and facilitating board and commission appointments.

Goals for 2025

- Onboard new Town Clerk
- Create records management strategy

Key Accomplishments in 2024

- Successfully conducted April 2024 Election
- Onboarded new Board of Trustees
- Processed liquor licensing applications
- Processed marijuana licensing
- Assisted with cemetery plots
- Processed CORA requests

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Clerk						
201-15-5100	Wages & Salaries	103,601	183,380	155,780	189,609	3%
201-15-5102	Benefits	28,291	38,658	43,350	67,790	43%
201-15-5214	Office Supplies	656	1,500	1,500	1,500	0%
201-15-5331	Publishing & Legal Notices	1,053	4,500	4,500	4,500	0%
201-15-5335	Dues & Subscriptions	118	826	826	826	0%
201-15-5356	Professional Services	2,872	4,000	2,500	7,500	47%
201-15-5363	R&M Computer/Office Equip.	606	3,500	1,500	3,500	0%
201-15-5380	Professional Development	1,211	4,000	4,000	4,000	0%
201-15-5381	Mileage Reimbursement	-	-	-	150	100%
201-15-5414	Election Expenses	-	32,000	37,000	45,000	29%
201-15-5530	Code Review & Update	4,274	5,000	5,000	5,000	0%
TOTAL		\$ 142,683	\$ 277,364	\$ 255,956	\$ 329,375	16%

Human Resources Department

Overview

Human Resources is responsible for the employee lifecycle including; compensation/benefits administration, recruitment, onboarding, employee relations, personnel policy and offboarding.

Responsibilities

- Employee recruitment/hiring
- Policy development
- Employee benefits management
- Payroll management
- Performance management
- Compliance with laws and regulations
- Training and development

2025 Goals

- Manager and employee training focus in 2025
- Employee engagement and retention

2024 Key Accomplishments

- Launched HRIS Software
- Conducted compensation study
- Recruited and hired employees
- Wellness & Safety Committee support

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Human Resources						
201-16-5100	Wages & Salaries	44,373	198,907	186,530	220,542	10%
201-16-5102	Benefits	14,290	48,008	59,530	68,320	30%
201-16-5103	Temp. Employment Services	10,143	10,000	10,000	10,000	0%
201-16-5214	Office Supplies	995	500	250	300	-67%
201-16-5226	Executive Search	-	29,000	29,000	29,000	0%
201-16-5335	Dues & Subscriptions	7,700	8,000	8,144	8,500	6%
201-16-5356	Professional Fees	3,000	21,000	21,000	5,000	-320%
201-16-5363	R&M Computer/Office Equip.	-	1,500	1,100	1,300	-15%
201-16-5380	Professional Development	2,159	7,000	4,500	7,000	0%
201-16-5580	Employee Drug Testing	1,269	2,000	1,000	1,500	-33%
201-16-5582	Employee Relations	6,113	20,000	10,000	15,000	-33%
201-16-5583	Background Check	2,174	2,500	2,000	2,500	0%
201-16-5948	Employee Apparel	611	1,500	850	1,000	-50%
201-16-5949	Employee Advertising	1,561	1,000	550	1,000	0%
TOTAL		\$ 94,388	\$ 350,915	\$ 334,454	\$ 370,962	5%

Information Technology (IT)

Overview

The Town contracts out IT support with Xerox and in 2025, the Town will hire its first IT Manager. This IT Budget includes organizational-wide budgetary items like phone, internet, copier, network switches and access points and software.

Responsibilities

- Technical support
- Network administration
- Hardware management
- System administration

2025 Goals

- Onboard IT Manager
- Cyber Awareness, training, and testing
- Electronic records consolidation
- Launch help desk

2024 Key Accomplishments

- Bulk water station setup
- Setup new computers
- Setup printers and plotter
- Change internet service providers at multiple locations
- Replaced copiers
- Installation of plotter
- Software license consolidation

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Information Technology						
201-17-5100	Wages & Salaries	21,280	75,000	-	120,000	38%
201-17-5102	Benefits	5,700	19,839	-	39,720	50%
201-17-5214	Office Supplies	1,092	1,000	900	1,000	0%
201-17-5345	Telephone Services	58,513	51,480	51,000	60,000	14%
201-17-5356	Professional Services	15,755	-	-	15,000	100%
201-17-5357	Professional Fees	-	60,000	60,000	-	-100%
201-17-5363	R&M Computer/Office Equip.	-	7,500	3,500	3,000	-150%
201-17-5380	Professional Development	-	750	750	1,000	25%
201-17-5381	Mileage Reimbursement	24	50	50	50	0%
201-17-5384	Internet Services	31,245	50,000	45,000	45,000	-11%
201-17-5579	Software License/Support	143,500	180,800	180,000	175,000	-3%
201-17-5585	Website Maintenance	12,030	15,480	15,000	15,480	0%
201-17-5947	Copier Expense	14,733	10,000	12,000	13,500	26%
TOTAL		\$ 303,872	\$ 471,899	\$ 368,200	\$ 488,750	3%

Planning & Building Department

Overview

The Planning & Building Department facilitates the development review process for all new and redevelopment activities, ensures compliance with the Comprehensive Plan, and assists customers with applying the Town's plans and regulations. The department also includes a building official and code enforcement services.

Responsibilities

- Assist customers with land use processes.
- Review, prepare and present recommendations regarding land use proposals. Including, but not limited to, annexations, master plans, subdivisions, site plans, zoning, and conditional use grants.
- Administer the building permit function in conjunction with the Customer Service Division.
- Manage the permit-related aspects of business licenses.
- Coordinate the Development Review Committee (DRC) activities and the Town's development review process from initial concept through project implementation.
- Serve as staff liaison to the Planning Commission and Board of Adjustment.
- Prepare and maintain the Comprehensive Plan & Town's Land Use Map
- Prepare analyses and recommendations to the Town Board and Planning Commission based upon the goals and policies of the Comprehensive Plan.
- Coordinate zoning and building code enforcement activities.
- Provide mapping and addressing services.
- Provide code enforcement services.

2025 Goals

- Completion of the Housing Needs Study
- Explore options on the Thimmig Property
- Business Licensing Support & Economic Development

2024 Key Accomplishments

- Onboarded two vacant positions
- Completed Sage Farm Annexation
- Kicked off the Housing Needs Assessment which will identify and evaluate current and future housing demands, trends, and challenges
- Continue to collaborate with regional entities on solid waste initiatives
- Ongoing work with local governmental entities to discuss an Intergovernmental Agreement for our Growth Management Area
- Coordinate development projects through staff meetings, stakeholder meetings and presentations to Planning Commission and Board of Trustees
- Monitor and enforce compliance with building codes, zoning regulations and other ordinances

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Planning						
201-18-5100	Wages & Salaries	374,251	656,544	528,900	686,217	4%
201-18-5102	Benefits	100,330	130,024	131,400	199,070	35%
201-18-5214	Office Supplies	1,115	3,500	3,500	2,500	-40%
201-18-5231	Fuel, Oil, Grease	-	6,500	601	4,875	-33%
201-18-5233	Vehicle R&M	-	3,000	439	2,250	-33%
201-18-5331	Recording & Legal Publishing	1,092	2,500	500	1,500	-67%
201-18-5335	Dues & Subscriptions	1,585	2,158	2,158	2,743	21%
201-18-5350	Building Insp. Fee Remittance	235,675	300,000	150,000	240,000	-25%
201-18-5355	Reimbursable Services	6,997	30,000	5,000	20,000	-50%
201-18-5356	Professional Services	4,960	30,000	25,000	30,000	0%
201-18-5363	R&M Computer/Office Equip	-	4,150	3,000	393	-956%
201-18-5370	Safety Supplies & Equipment	-	270	270	270	0%
201-18-5372	Uniforms	426	375	375	525	29%
201-18-5374	NOCO Humane	10,120	19,694	19,694	35,368	44%
201-18-5375	Protective Insp. Equipment	139	200	-	170	-18%
201-18-5380	Professional Development	4,644	8,242	8,242	10,780	24%
201-18-5579	Software License and Support	-	-	-	2,469	100%
TOTAL		\$ 741,335	\$ 1,197,157	\$ 879,079	\$ 1,239,129	3%

Larimer County Sheriff's Office (LCSO)

Overview

The Town of Wellington contracts with the Larimer County Sheriff's Office for law enforcement services. The contract provides for a sergeant, a corporal and 8 deputies to provide patrol services for the town. A desk officer is assigned to provide walk-in services Monday through Friday between 8 a.m. and 5 p.m. Additional services are provided to the Town from all other divisions of the Sheriff's Office. One deputy is assigned as the School Resource Officer at Wellington Middle School. When deputies assigned to the town are not on duty or need additional deputies to respond to calls for service, deputies respond from other districts in the county.

Deputies assigned to Wellington focus on establishing a community-oriented police presence within the town. Deputies are responsible for traffic enforcement, criminal law enforcement, and providing limited animal control duties when the Town's Neighborhood Services Officer is unavailable. They enforce Wellington's Municipal Ordinances in addition to applicable county, state and federal laws.



Behind the scenes of Unified Command at 4th of July.

Deputies in Wellington conduct their patrol duties using marked patrol cars, bicycles and foot patrols. The School Resource Officer instructs safety programs at the 3 schools located in Wellington, investigates criminal activity on school grounds and attends school activities.

Responsibilities

- Law enforcement
- Crime prevention
- Emergency response
- Criminal investigations
- Community policing
- Patrolling

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Larimer County Sheriff's Office						
	Salary	1,315,270	1,418,431	1,418,431	1,534,673	8%
	Overtime	47,500	50,500	50,500	50,500	0%
	Vehicle - Full equipped w/o radio	-	-	-	35,000	100%
	Vehicle Lease (fuel, maintenance)	97,079	116,154	116,154	130,357	11%
	Equipment/Clothing	-	-	-	-	0%
	Equipment Replacement Cost	43,818	52,591	52,591	55,825	6%
	Admin Cost	39,222	55,654	55,654	61,504	10%
	LCSO Overhead Cost	49,828	56,593	56,593	56,342	0%
	LCSO Insurance	46,585	58,057	58,057	36,424	-59%
	Office Space - trash	480	8,580	8,580	572	-1400%
	Copy Machine Rental	2,480	1,910	1,910	1,911	0%
	Bicycle Maintenance	300	300	300	300	0%
	Larimer County Indirect Cost	142,576	160,850	160,850	172,308	7%
	TOTAL	1,785,138	1,979,620	1,979,620	2,135,717	7%
201-21-5364	LCSO Contract	1,785,138	1,979,620	1,979,620	2,135,717	7%
201-21-5377	LCSO - Community Activities	-	-	-	-	
201-21-5378	LCSO - Office Rental/Maint.	15,403	-	-	-	
	TOTAL	\$ 1,800,541	\$ 1,979,620	\$ 1,979,620	\$ 2,135,717	7%

Public Works Administration

Overview

The Public Works Administration team provides leadership, oversight, and administrative services for the Public Works Department, which consists of four divisions: Public Works Administration/Engineering, Water Treatment/Distribution, Water Reclamation Treatment/Collection, and Streets/Drainage. This team also manages five funds: Public Works Administration, Water, Sewer, Streets, and Drainage.

Responsibilities

- CIP program management
- Infrastructure master planning
- Project management
- Engineering
- Development review
- Construction management/inspection
- Floodplain administration
- And purchasing, grant administration assistance, budget preparation, and budget oversight.

2025 Goals

- Wrap up the expansion of the Water Treatment Plant & Water Reclamation Facility.
- Begin construction of the Cleveland Ave. Construction Project.

2024 Key Accomplishments

- Served as project managers for the Town's largest capital project in history for the expansion of the Water Treatment Plant & Water Reclamation Facility.
- Kickoff to the design phase of the Cleveland Ave. Construction Project.
- Engaged with stakeholders and worked on design for the Cleveland Avenue Improvements project which includes sidewalk, drainage and ADA improvements.
- Provided day-to-day oversight of physical assets including all public safety infrastructure and provide the personnel to sustain the structures and services essential to the welfare of the residents.
- Led Town's engineering review efforts through the Development Review Process.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Public Works Administration						
201-34-5100	Wages & Salaries	163,245	858,466	709,100	954,170	10%
201-34-5101	Seasonals	-	-	-	-	0%
201-34-5102	Benefits	81,160	154,967	180,300	267,600	42%
201-34-5231	Fuel, Oil & Grease	30,191	24,000	24,500	28,000	14%
201-34-5233	R&M- Machinery & Equip. Parts	43,207	40,000	40,000	59,914	33%
201-34-5241	Shop Supplies	(130)	2,000	2,500	2,000	0%
201-34-5329	HOA Fees	708	1,000	-	-	-100%
201-34-5335	Dues & Subscriptions	5,163	4,500	5,000	5,500	18%
201-34-5356	Professional Services	20,447	40,000	33,500	30,000	-33%
201-34-5363	R&M Computer/Office Equip.	6,783	7,500	8,160	7,500	0%
201-34-5370	Safety Workwear & Equipment	(66)	1,400	1,943	2,000	30%
201-34-5372	Uniforms	20,253	15,000	18,307	16,500	9%
201-34-5380	Professional Development	9,242	15,310	5,000	10,500	-46%
201-34-5398	Trash	3,892	-	-	-	0%
201-34-5422	Small Tools	-	1,000	1,000	1,000	0%
201-34-5456	Mosquito Control	12,375	25,300	13,000	25,300	0%
201-34-5512	Insurance-Property Related	(31,969)	31,969	26,128	13,064	-145%
201-34-5533	Equipment Rental	-	-	259	-	0%
201-34-5579	Software Subscriptions	-	15,000	6,000	10,000	-50%
201-34-5941	PW office Supplies	11,263	10,000	10,000	10,000	0%
201-34-5947	Copier Expense	3,000	3,500	3,000	3,500	0%
TOTAL		\$ 378,764	\$ 1,250,911	\$ 1,087,697	\$ 1,446,549	14%

Highland Cemetery

Overview

Founded in 1906, the Wellington Cemetery is a timeless resting place for generations of residents, preserving their memory and history for over a century. The cemetery is administratively supported by the Court Clerk and maintained by Public Works.

Responsibilities

- The Public Works Department provides perpetual care for the cemetery.
- The Clerk's Office provides administrative assistance to the public needing help with grave space coordination.

2025 Goals

- Conduct a survey to prepare and process the subdivision plat, creating new cemetery plots.

2024 Key Accomplishments

- The Town has evaluated the cost recovery model for fees at Highland Cemetery, with new rates set to take effect in January 2025. Notably, the Board of Trustees approved a 20% discount for veterans and will extend residential pricing to historic Wellington residents who have since relocated.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Cemetery						
201-42-5382	Grounds Maintenance Service	2,680	5,000	5,000	5,000	0%
201-42-5423	Sand & Gravel & Road Base	126	5,000	5,000	5,000	0%
201-42-5454	Survey	-	-	-	7,000	100%
TOTAL		2,806	10,000	10,000	17,000	41%

Town Community Administrative Facilities

Overview

This budget accounts for needs for town owned facilities like the Leeper Center, Public Work Administrative building, and the Municipal Services Building.

Responsibilities

- Maintenance and repair funding
- Utility expense management

2025 Goals

- Assess the cost of trash services at Town facilities and explored opportunities for cost savings or renegotiating a more favorable service contract.

2024 Key Accomplishments

- Developed and issued a Request for Quote (RFQ) for janitorial services for Town facilities, resulting in a new contract that will reduce costs by 50%.

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Town Community & Administrative Facilities						
201-49-5341	Electricity	1,219	2,100	2,100	2,100	0%
201-49-5342	Water	4,713	4,000	4,000	4,000	0%
201-49-5343	Sewer	2,584	2,000	2,000	2,000	0%
201-49-5344	Natural Gas - Heat	29,130	30,000	30,000	30,000	0%
201-49-5346	Storm Drainage	3,339	3,000	3,000	3,000	0%
201-49-5367	R&M Serv./Supplies - Buildings	14,486	40,000	40,000	40,000	0%
201-49-5368	Cleaning Supplies	1,990	-	-	-	0%
201-49-5369	Janitorial Service	52,777	45,000	40,000	25,000	-80%
201-49-5370	General Building Supplies	-	11,700	11,700	11,700	0%
201-49-5398	Trash	-	11,225	10,688	10,500	-7%
NEW	Insurance Deductible	-	-	-	5,000	100%
NEW	Senior Center Supplies	-	-	-	1,500	100%
NEW	HOA Fees	-	-	-	2,500	100%
NEW	Parking Lot Lease (3736 Cleveland Ave)	-	-	-	1,500	100%
TOTAL		\$ 110,238	\$ 149,025	\$ 62,710	\$ 143,488	-4%

Economic Development

Overview

The Town of Wellington will be exploring economic development opportunities in 2025. With a vacant position in the planning department, the Town will be recreating a position to focus on business development. As this is a new area, we will continue to build on our strategy and efforts into this area.

Responsibilities

- The Town recognizes and appreciates the economic impact that our existing businesses contribute to the community and works to ensure our businesses can grow and prosper.
- The Planning & Development Department is committed to assisting new businesses as they navigate the development review process, offering valuable insights into the Wellington market to support their success.

2025 Goals

- Onboard a staff position to support business development services.

2024 Key Accomplishments

- The Town launched a streamlined process for business license renewal and registration, utilizing Community Core, a new web-based software for processing 2025 business license applications. This online platform enables the Town's departments and the Wellington Fire Protection District to collaborate seamlessly by collecting and reviewing application information more efficiently. Business owners can now communicate directly with staff, pay fees online, and track the real-time status of their applications, all through the simplified and user-friendly Community Core platform.



		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Economic Development						
201-51-5154	Economic Development	-	10,500	-	-	-100%
201-51-5214	Office Supplies	-	400	64	200	-100%
201-51-5214	Professional Services	-	-	-	10,000	100%
201-51-5379	Professional Development	(262)	3,800	1,125	2,000	-90%
201-51-5401	Marketing Services	-	1,000	-	2,000	50%
TOTAL		\$ (262)	\$ 15,700	\$ 1,189	\$ 14,200	-11%

Wellington Public Library

Overview

The Wellington Public Library operates out of the Leeper Center and is open six days a week. The library has a collection of materials for children and adults. Staff programs activities and educational contents for adults, teens, and children.

Responsibilities

- Provide access to books, media, and information
- Promote and support literacy and learning
- Offer digital resources
- Curate and support community programming
- Ensure equal access to all
- Preserve local history
- Provide a safe and inclusive space
- Facilitate lifelong learning

2025 Goals

- Continue to increase patronage
- Create operational efficiencies
- Continue to build upon programming and increase event participation
- Seek additional collaboration opportunities with businesses, Colorado State University, Larimer County entities
- Plan to increase programming throughout the year
- Increase in story time participation

2024 Key Accomplishments

- Increase community events and outreach to all residents
- Expanded ADA accommodations
- Formed partnership with The Arc of Larimer County to provide monthly office hours in the library to assist the community
- Created transparent reporting on patron numbers
- Created outdoor community space for programming and patrons
- Onboarded a full-time Clerk I position to promote circulation efficiency and continuity
- Made the Summer Reading Program accessible to all
- Increased collaboration with local businesses, Colorado State University, and additional partners
- Launched library/program/event app
- Made ADA improvements to the library with desk space

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Library						
201-55-5100	Wages & Salaries	283,722	334,556	307,700	360,268	7%
201-55-5101	Seasonal	7,567	20,000	20,000	20,000	0%
201-55-5102	Benefits	64,284	60,447	66,800	78,670	23%
201-55-5214	Office Supplies	14,146	9,000	9,000	9,000	0%
201-55-5311	Postage	8	200	200	200	0%
201-55-5321	Printing Services	656	1,000	1,000	1,000	0%
201-55-5331	Publishing & Legal Notices	-	700	-	-	-100%
201-55-5333	Dues	120	200	200	200	0%
201-55-5337	Programs	5,877	6,000	6,000	7,000	14%
201-55-5345	Telephone Services	80	-	-	-	0%
201-55-5347	Story Time Supplies	92	500	500	500	0%
201-55-5363	R&M Computer/Office Equip.	-	750	750	750	0%
201-55-5380	Professional Development	408	1,600	86	2,500	36%
201-55-5384	Internet Service	-	2,000	2,000	2,000	0%
201-55-5387	Special Event Supplies	448	375	375	375	0%
201-55-5579	Software License/Support	6,809	8,500	8,500	10,000	15%
201-55-5792	Multi Media	2,542	3,500	3,500	3,500	0%
201-55-5793	E-Books - Subscription/Misc.	4,550	5,500	5,500	5,500	0%
201-55-5900	Library Books	19,309	18,000	18,000	18,000	0%
201-55-5901	Library Shelving & Furnishings	493	2,000	2,000	2,000	0%
201-55-5902	Courier Service	1,323	2,500	1,568	2,500	0%
201-55-5903	Grants Program Expenditures	(10,698)	11,000	11,000	11,000	0%
TOTAL		\$ 401,736	\$ 488,328	\$ 464,679	\$ 534,963	9%

STREET FUND



Street Fund

Overview

The Streets team provides a wide range of services to the community, including Street maintenance (paving, curb/gutter, sidewalk, signals and signage), snow and weather response, drainage maintenance (stormwater piping, inlets, manholes, swales, and ponds), fleet maintenance (equipment, mowers, and vehicles), general facility maintenance, cemetery operations such as maintenance and interments, as well as miscellaneous in-house construction projects, such as concrete trails, street striping, asphalt paving, and piping projects.

Responsibilities

- Street maintenance
- Snow removal
- Drainage maintenance
- Fleet maintenance

2025 Goals

- Cleveland Ave. Construction Project
- Pavement Condition Assessment
- Additional sidewalk safety improvements
- Transportation Master Plan
- Small tool conversion to electric

2024 Key Accomplishments

- Old Town Street program completion (multi-year program to repair aging)
- Built salt storage shed for snow/ice management
- Partnership with School Routes to Parks/School event programming and education

In the News...

The Town held a community Town Hall in May 2024 to gather feedback on the redesign of Cleveland Avenue, also known as Main Street, which lies at the heart of downtown. This much-needed project will address critical upgrades to street infrastructure, drainage systems, pedestrian amenities, and safety measures, with the goal of revitalizing our downtown core. Construction is slated to begin in 2025, made possible by significant grant funding.



Residents at the community Town Hall.

Street Fund
Fund Balance

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 4,448,140	\$ 5,090,292	\$ 4,471,215
Operations			
Revenue	2,011,676	2,014,146	2,256,309
Transfers In	-	-	-
Total Revenue	2,011,676	2,014,146	2,256,309
Expenditures	946,926	909,164	1,060,084
Debt Service	-	-	-
Transfers Out - Admin Overhead	-	310,071	455,501
Total Expenditures	946,926	1,219,235	1,515,585
Net Operations	1,064,750	794,912	740,724
Capital			
Loan Proceeds	-	-	-
Capital Grants	-	-	3,580,269
Capital Projects	422,597	1,413,989	5,509,000
Net Capital	(422,597)	(1,413,989)	(1,928,731)
Rev over Exp & Trans	642,152	(619,078)	(1,188,007)
End Fund Balance	\$ 5,090,292	\$ 4,471,215	\$ 3,283,208

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-01-3130 Sales Tax	723,283	762,850	692,142	726,750	-5%
203-01-3315 Motor Vehicle Use Tax	847,807	990,900	846,102	888,407	-12%
203-01-3335 Highway Users Tax	349,311	399,600	358,621	376,552	-6%
203-04-3343 Street Cut Permits	1,500	-	14,000	15,000	100%
203-04-3350 Developer Road Fee Escrow	(195,004)	-	22,800	24,000	100%
203-04-3376 BP Road Impact Fee	193,757	85,000	-	159,600	47%
203-08-3610 Investment Earnings	87,633	53,000	79,381	65,000	18%
203-08-3910 Sale of Assets	3,389	1,000	1,100	1,000	0%
TOTAL	\$ 2,011,676	\$ 3,142,350	\$ 2,014,146	\$ 2,256,309	-39%
203-08-3350 Grants	-	850,000	-	3,580,269	

Expenditures

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-15-5100 Wages & Salaries	224,280	-	-	-	0%
203-15-5102 Benefits	60,252	-	-	-	0%
203-15-5345 Telephone Services	107	-	-	-	0%
203-34-5100 Wages & Salaries	312,840	469,215	427,900	482,745	3%
203-34-5102 Benefits	91,062	126,706	160,150	184,272	31%
203-34-5110 On-Call Stipend	-	10,400	8,600	8,600	-21%
203-34-5233 R&M- Machinery & Equip. Parts	(1,868)	-	-	3,567	100%
203-34-5240 Street Paint, Signs, & Parts	22,241	45,000	30,000	40,000	-13%
203-34-5241 Shop Supplies	(132)	-	-	-	0%
203-34-5341 Electricity for Street Lights	169,933	210,000	184,614	210,000	0%
203-34-5342 Water	13,302	6,000	14,000	15,000	60%
203-34-5370 Safety Workwear & Equipment	3,395	5,000	5,000	5,000	0%
203-34-5397 Weed Control	1,344	6,000	6,000	6,000	0%
203-34-5422 Small Tools	2,701	4,000	4,000	9,000	56%
203-34-5423 Sand & Gravel & Roadbase	7,414	-	-	-	0%
203-34-5424 Street Construction Material	2,141	10,000	11,000	10,000	0%
203-34-5425 Street Maint.-Crack Seal, etc.	-	-	-	-	0%
203-34-5426 Weather Response Mgmt.	15,678	8,000	5,000	8,000	0%
203-34-5427 Snow Mgmt. Materials	6,094	30,000	10,000	30,000	0%
203-34-5428 Street Maintenance	-	35,000	35,000	35,000	0%
203-34-5453 R&M Supplies - Street Sweeper	550	-	-	-	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-34-5456	Mosquito Control	3,800	-	-	-	0%
203-34-5512	Insurance-Property Related	-	-	-	-	0%
203-34-5533	Equipment Rental	9,876	3,000	3,000	3,000	0%
203-34-5941	Safety & First Aid Kits	1,917	2,000	4,900	4,900	59%
NEW	R&M Landscape	-	-	-	5,000	100%
TOTAL		\$ 946,926	\$ 970,322	\$ 909,164	\$ 1,060,084	8%



WATER FUND



Water Fund

Overview

The Water Treatment team ensures the annual treatment and distribution of over 300 million gallons of safe and clean drinking water through the operation and maintenance of a surface water treatment facility and a groundwater filtration unit.

Responsibilities

- Water Treatment
- Water Quality Testing
- Infrastructure Maintenance
- Monitoring Water Supply
- Regulatory Compliance
- Maintain strong working relationship with North Poudre Irrigation Company

2025 Goals

- Conduct a utility rate and fee study
- Kickoff installation Automated Metering Infrastructure
- Begin Distribution System Master Plan
- Explore and pursue opportunities to water portfolio diversification
- Continue to monitor and evaluate the operational cost and monitor new regulatory standards of the expanded Water Treatment Plant.

2024 Key Accomplishments

- The Water Treatment Plant expansion was completed in 2024. This multi-year project will improve the taste, odor, and expand capacity
- Continued pursuing negotiation of the Town's 1983 agreement with North Poudre Irrigation Company
- Launched the Water Source Development Plan.
- Presented Utility Rate Review
- Applied for grant funding to install Automated Metering Infrastructure

In the News...

After breaking ground in September 2022, the Wellington Water Treatment Plant (WTP) expansion project reached substantial completion in summer 2024 and final completion in fall 2024. The multimillion-dollar project more than doubles the Town's capacity to treat drinking water, ensuring the ability to serve a population of as many as 24,000 along with accompanying business growth. The project also updates aging infrastructure while ensuring better efficiency, adhering to new state and federal regulations, and improving water quality. The WTP is one of very few water treatment facilities in Colorado to utilize Pureflow ozone treatment technology, which allows for rapid neutralization of compounds that can cause taste and odor issues in the Town's drinking water during warm weather.

Water Fund

Working Capital

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 15,014,333	\$ 18,995,109	\$ 9,713,060
Operations			
Revenue	6,055,404	7,019,583	10,324,580
Transfers In - From General Fund	573,000	600,000	690,000
Total Revenue	6,628,404	7,619,583	11,014,580
Expenses	3,496,148	4,405,341	4,906,756
Debt Service	1,491,099	1,464,694	2,062,016
Transfers Out - Admin Overhead	-	393,500	527,394
Total Expenses	4,987,247	6,263,535	7,496,167
Net Operations	1,641,157	1,356,048	3,518,413
Capital			
Loan Proceeds	18,760,304	2,891,721	-
Capital Grants	-	-	-
Capital Projects	16,420,686	13,529,818	4,070,000
Net Capital	2,339,619	(10,638,097)	(4,070,000)
Rev over Exp & Trans	3,980,776	(9,282,049)	(551,587)
End Fund Balance	\$ 18,995,109	\$ 9,713,060	\$ 9,161,474

Reserves 2025

	Impact Fee	Raw Water	Operations	Fund Balance
Beginning Fund Balance	\$ 2,481,608	\$ 5,285,198	\$ 1,946,254	\$ 9,713,060
Revenue	1,324,861	3,350,000	5,649,719	10,324,580
Transfers In - From General Fund	-	-	690,000	690,000
Intrafund Loans	-	-	-	-
Capital Grants	-	-	-	-
Total Revenue	1,324,861	3,350,000	6,339,719	11,014,580
Expenditures	-	-	4,906,756	4,906,756
Debt Service	1,462,016	-	600,000	2,062,016
Transfers Out to Capital Projects	641,000	2,500,000	929,000	4,070,000
Transfers Out - Admin Overhead	-	-	527,394	527,394
Total Expenditures	2,103,016	2,500,000	6,963,150	11,566,167
Rev over Exp & Trans	(778,155)	850,000	(623,431)	(551,587)
End Fund Balance	\$ 1,703,453	\$ 6,135,198	\$ 1,322,822	\$ 9,161,474

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
204-02-3444 BP Raw Water Fee	213,548	310,250	932,550	3,350,000	91%
204-02-3446 Tap Fees	700,271	550,410	416,436	1,242,734	56%
204-03-3441 Water Sales	4,272,837	5,350,482	4,927,526	5,465,968	2%
204-03-3442 Shut-Off/Recon./Late/NSF/Trans	31,995	25,553	52,812	51,800	51%
204-03-3443 Hydrant Water Sales	128	-	-	-	0%
204-03-3445 Raw Water Leases	12,060	-	11,160	10,000	0%
204-03-3447 Bulk Water Sales	27,310	25,477	25,799	25,000	-2%
204-03-3448 Water Meter Fee	450	-	-	-	0%
204-04-3610 Investment Earnings	796,643	652,000	652,000	178,078	-266%
204-04-3690 Miscellaneous Revenue	-	-	200	-	0%
204-04-3910 Sale of Assets	163	-	1,100	1,000	100%
TOTAL	\$ 6,055,404	\$ 6,914,172	\$ 7,019,583	\$ 10,324,580	33%
204-09-3380 Trans in from General Fund	573,000	691,000	600,000	690,000	
204-04-3650 Loan Proceeds	18,760,304	2,598,641	2,891,721	-	

Expenses

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
204-15-5100	Wages & Salaries	396,596	-	-	-	0%
204-15-5102	Benefits	102,084	-	-	-	0%
204-34-5100	Wages & Salaries	470,737	538,369	441,240	542,834	1%
204-34-5102	Benefits	166,299	149,474	170,800	209,984	29%
204-34-5110	On-Call Stipend	-	15,600	15,600	11,800	-32%
204-34-5221	Chemicals	182,712	350,000	200,000	300,000	-17%
204-34-5227	Propane	18,368	40,000	35,000	50,000	20%
204-34-5229	Permit and Program Fees	2,430	3,000	3,000	3,000	0%
204-34-5231	Fuel, Oil & Grease	15,841	10,500	6,000	10,500	0%
204-34-5233	R&M- Machinery & Equip. Parts	2,616	10,000	10,000	18,963	47%
204-34-5241	Shop Supplies	1,671	2,500	2,500	2,500	0%
204-34-5321	Utility Billing Printing	-	20,308	24,431	25,000	19%
204-34-5334	Water Testing	64,560	87,000	35,000	90,000	3%
204-34-5339	On-Line Utility Bill Pay-Fees	29,443	28,500	30,471	32,500	12%
204-34-5341	Electricity	70,702	97,500	100,000	120,000	19%
204-34-5345	Telephone Service	984	700	900	925	24%
204-34-5352	Water Resource Legal Services	3,909	25,000	20,000	35,000	29%
204-34-5353	Water Efficiency Program	-	15,000	15,000	15,000	0%
204-34-5356	Professional Services	56,684	40,000	40,000	45,000	11%
204-34-5363	R&M Computer Equipment	-	2,500	6,500	7,000	64%
204-34-5370	Safety Workwear & Equipment	17,963	28,000	8,000	10,000	-180%
204-34-5380	Professional Development	7,346	11,500	5,000	12,000	4%
204-34-5384	Internet Service	1,308	19,000	2,000	2,000	-850%
204-34-5422	Small Tools	4,849	9,500	4,000	7,000	-36%
204-34-5423	Construction Material	-	3,000	-	3,000	0%
204-34-5430	Distribution Sys Emr Repair	-	15,000	-	15,000	0%
204-34-5433	R&M Plant	107,763	100,000	45,000	70,000	-43%
204-34-5434	R&M Distribution	48,452	80,000	40,000	70,000	-14%
204-34-5437	R&M SCADA	27,999	25,000	20,000	50,000	50%
204-34-5440	Sludge Removal	115,265	125,000	135,000	125,000	0%
204-34-5455	Lab Supplies	14,993	14,500	15,000	17,000	15%
204-34-5512	Insurance-Property Related	(25,649)	25,649	25,649	-	-100%
204-34-5533	Equipment Rental	-	2,500	-	2,500	0%
204-34-5579	Software Subscriptions	-	20,500	20,000	25,000	18%
204-34-5593	NPIC Water Lease Agreement	1,517,556	3,035,000	2,873,000	2,909,000	-4%
204-34-5597	Raw Water Fees & Assessments	16,093	30,000	16,000	20,000	-50%
204-34-5903	Water Meters - New Homes	30,000	20,000	17,000	16,000	-25%
204-34-5941	Safety & First Aid Kits	1,907	3,250	3,250	3,250	0%
204-34-5969	Lab Equipment	24,666	20,000	20,000	25,000	20%
NEW	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 3,496,148	\$ 5,023,350	\$ 4,405,341	\$ 4,906,756	-2%

Debt Service

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget
204-90-5612	Berkadia - Bond Principal	28,000	-	-	-
204-90-5622	Berkadia - Bond Interest	1,400	-	-	-
204-90-5630	2019 SRF Loan D19AX116-Princip	1,068,483	1,091,978	1,091,978	1,109,550
204-90-5631	2019 SRF Loan D19AX116-Inter.	393,216	372,716	372,716	352,466



SEWER FUND



Sewer Fund

Overview

The Water Reclamation team treats over 200 million gallons of wastewater annually, protecting the environment and public health by safely processing and disposing of the wastewater generated within the community. This team also ensures compliance with very rigorous health and environmental requirements related to wastewater treatment.

Responsibilities

- Wastewater Treatment
- Water quality testing
- Sludge management
- Biological treatment
- Equipment maintenance
- Regulatory compliance

2025 Goals

- Conduct Water Reclamation Facility Risk & Resiliency Assessment and Emergency Response Plan
- Project management of the Viewpoint Lift Station, a grant awarded by Congressional Direct Funding
- Update Sewer Utilities Rate and Fees
- Continue to monitor and evaluate the operational cost and monitor new regulatory standards of the expanded Water Reclamation Facility

2024 Key Accomplishments

- Completion of the Water Reclamation Facility in 2024, marking a major milestone in expanding the Town's capacity to sustainably meet both current and future water treatment and environmental needs.
- Purchased budgeted gator with plow to improve safety at plant

In the News...



The Water Reclamation Facility (WRF) broke ground in June 2022 and reached substantial completion in fall 2024. Final completion is expected in spring/summer 2025. This expansion will more than double the Town's capacity to treat wastewater, ensuring the ability to serve a population of as many as 24,000 as well as business growth. The project will increase the capacity of the WRF from 0.9 million Gallons per Day (MGD) to 1.75 MGD,

allowing the Town to remain in compliance with state and federal regulations and continue to treat everything that goes down the drain before returning the water into Boxelder Creek. The environmental and public health benefits that result from the equipment and process improvements provided by the project include higher effluent quality such as lower effluent biological oxygen demand, nitrogen, and phosphorus.

Sewer Fund
Working Capital

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 721,809	\$ 3,897,978	\$ 2,391,902
Operations			
Revenue	3,239,223	3,112,315	3,805,631
Transfers In - From General Fund	312,000	300,000	380,000
Total Revenue	3,551,223	3,412,315	4,185,631
Expenses	1,547,818	1,211,773	1,585,798
Debt Service	1,914,587	2,468,119	2,469,649
Transfers Out - Admin Overhead	-	393,500	527,394
Total Expenses	3,462,405	4,073,392	4,582,841
Net Operations	88,818	(661,077)	(397,210)
Capital			
Loan Proceeds	19,526,926	18,500,000	1,130,005
Capital Grants	-	-	137,500
Capital Projects	16,439,575	19,345,000	2,177,500
Net Capital	3,087,351	(845,000)	(909,995)
Rev over Exp & Trans	3,176,169	(1,506,077)	(1,307,205)
End Fund Balance	\$ 3,897,978	\$ 2,391,902	\$ 1,084,697

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-02-3350 Developer Sewer Fee Escrow	-	-	28,994	30,520	100%
205-02-3446 Tap Fees	648,817	511,455	359,708	1,129,400	55%
205-03-3445 Sewer User Fees	2,187,139	2,637,019	2,237,774	2,395,711	-10%
205-04-3610 Investment Earnings	403,259	377,000	485,839	250,000	-51%
205-04-3910 Sale of Assets	8	-	-	-	0%
TOTAL	\$ 3,239,223	\$ 3,585,474	\$ 3,112,315	\$ 3,805,631	6%
205-09-3380 Trans in from General Fund	312,000	358,000	300,000	380,000	
205-04-3650 Bond/Loan Proceeds	19,526,926	17,365,002	18,500,000	1,130,005	
205-04-3675 Intergovernmental Grants/Loans	-	60,000	-	137,500	

Expenses

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-15-5100 Wages & Salaries	396,439	-	-	-	0%
205-15-5102 Benefits	101,936	-	-	-	0%
205-34-5100 Wages & Salaries	427,974	471,037	477,810	503,809	7%
205-34-5102 Benefits	165,215	138,957	176,610	176,201	21%
205-34-5110 On-Call Stipend	-	15,600	15,600	11,800	-32%
205-34-5221 Chemicals	18,792	60,000	21,350	35,000	-71%
205-34-5228 Permit and Program Fees	3,464	5,000	3,730	5,000	0%
205-34-5231 Fuel, Oil & Grease	8,532	10,000	3,000	10,000	0%
205-34-5233 R&M- Machinery & Equip. Parts	(11,548)	30,000	15,000	52,118	42%
205-34-5241 Shop Supplies	412	1,500	1,000	1,500	0%
205-34-5321 Utility Billing Printing	-	14,464	17,439	18,000	20%
205-34-5339 On-Line Utility Bill Pay Fees	21,045	20,400	21,702	22,500	9%
205-34-5341 Electricity	161,946	226,700	225,000	350,000	35%
205-34-5342 Water	2,776	2,000	7,695	8,500	76%
205-34-5344 Natural Gas	15,066	16,000	10,000	20,000	20%
205-34-5356 Professional Services	27,732	20,000	10,000	25,000	20%
205-34-5363 R&M Computer Equipment	-	5,000	5,000	5,000	0%
205-34-5370 Safety Workwear & Equipment	5,849	10,000	12,000	20,000	50%
205-34-5380 Professional Development	9,063	11,500	6,500	11,500	0%
205-34-5384 Internet Service	1,766	19,000	6,500	6,500	-192%
205-34-5422 Small Tools	391	7,500	6,500	10,000	25%
205-34-5423 Construction Material	-	3,000	-	3,000	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-34-5431	R&M Pumps	24,920	25,000	8,000	25,000	0%
205-34-5432	R&M SCADA	14,416	25,000	10,000	25,000	0%
205-34-5433	R&M Plant	57,829	65,000	45,000	50,000	-30%
205-34-5434	R&M Collections	11,852	15,000	12,000	15,000	0%
205-34-5440	Sludge Disposal	41,268	55,000	38,000	50,000	-10%
205-34-5455	Lab Supplies	7,840	6,500	2,850	12,000	46%
205-34-5512	Insurance-Property Related	(7,603)	7,603	3,488	5,870	-30%
205-34-5533	Equipment Rental	-	2,500	-	2,500	0%
205-34-5554	Sewer Testing	37,031	45,000	30,000	45,000	0%
205-34-5579	Software Subscriptions & Supp.	-	45,000	15,000	45,000	0%
205-34-5941	Safety & First Aid Kits	2,090	3,000	1,000	3,000	0%
205-34-5969	Lab Equipment	1,324	7,000	4,000	7,000	0%
NEW	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 1,547,818	\$ 1,389,261	\$ 1,211,773	\$ 1,585,798	12%

Debt Service

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget
205-90-5616	2014 WWTP Bonds - Principal	500	-	-	-
205-90-5618	2022 LOAN W22AX116 - Principal	447,699	936,944	936,944	968,724
205-90-5619	2022 LOAN W22AX116 - Interest	1,393,037	1,405,230	1,405,230	1,374,980
205-90-5621	2022 GPR Loan Principal	47,151	81,958	81,958	83,192
205-90-5622	2022 GPR Loan Interest	26,200	43,987	43,987	42,753

DRAINAGE FUND



Drainage Fund

Overview

The Drainage Fund supports the operation and maintenance of stormwater facilities such as storm drains, manholes, swales and detention ponds. The staff directly providing these services reside in the Streets Division of Public Works.

Responsibilities

- Stormwater management
- Flood prevention
- Floodplain management
- Partnership the Box Elder Stormwater Authority

2025 Goals

- Improve NRCS Dams B2, B3, and B4 based on the high-risk dam classification established by the State of Colorado. This project is a regional effort and partnership.
- Fix the draining issue near Rice Elementary

2024 Key Accomplishments

- Complete the implementation of the stormwater management

In the News...



Did you know the Town offers discounts to Wellington Water Utility customers for a Garden in a Box?

Garden In A Box from Resource Central makes it easy to have a professionally designed, waterwise yard of your own. Orders placed late summer season are ready for pickup in August and September. All discounts, if applicable, are applied during checkout and claimed on a first-come, first-served basis.

Visit ResourceCentral.org/Gardens to claim your discount.

Drainage Fund

Working Capital

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 1,311,277	\$ 1,558,468	\$ 1,541,754
Operations	-	-	-
Revenue	851,438	769,440	812,637
Transfers In - From General Fund	-	-	-
Total Revenue	851,438	769,440	812,637
Expenses	599,205	499,278	529,999
Debt Service	-	-	-
Transfers Out - Admin Overhead	-	112,342	177,352
Total Expenses	599,205	611,620	707,351
Net Operations	252,233	157,820	105,286
Capital	-	-	-
Loan Proceeds	-	-	-
Capital Grants	97,679	-	888,817
Capital Projects	102,721	174,534	1,158,534
Net Capital	(5,043)	(174,534)	(269,717)
Rev over Exp & Trans	247,191	(16,714)	(164,431)
End Fund Balance	\$ 1,558,468	\$ 1,541,754	\$ 1,377,323

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
207-02-3451 TOW Strm Drn BP Impact	44,654	20,000	15,200	43,200	54%
207-02-3453 AUTH Storm Drn BP Impact	66,628	22,000	16,720	47,520	54%
207-03-3449 TOW Storm Drain Utility fees	273,783	270,400	275,487	273,138	1%
207-03-3452 AUTH Storm Drain Utility Fees	414,088	403,322	418,630	413,779	3%
207-08-3610 Investment Earnings	52,269	45,300	43,403	35,000	-29%
207-08-3690 Miscellaneous Revenue	17	-	-	-	0%
TOTAL	\$ 851,438	\$ 761,022	\$ 769,440	\$ 812,637	6%
207-08-3364 Grant	97,679	646,000	-	888,817	

Expenses

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
207-15-5100 Wages & Salaries	91,473	-	-	-	0%
207-15-5102 Benefits	24,373	-	-	-	0%
207-34-5100 Wages & Salaries	41,147	-	-	-	0%
207-34-5102 Benefits	15,870	-	-	-	0%
207-34-5231 Fuel, Oil & Grease	2,420	2,000	2,000	2,600	23%
207-34-5321 Utility Billing Printing Serv.	-	5,228	6,037	6,500	20%
207-34-5339 On-Line Utility Bill Pay-Fee	7,667	7,500	7,844	8,000	6%
207-34-5341 Electricity	772	750	500	600	-25%
207-34-5356 Professional Services	-	20,000	-	20,000	0%
207-34-5522 Authority Utilities Payments	378,082	411,468	414,973	413,779	1%
207-34-5524 Authority Impact Fees	37,400	36,107	66,628	47,520	24%
207-34-5533 Equipment Rental	-	1,000	1,296	1,000	0%
NEW R&M Drainage Facilities	-	-	-	30,000	100%
TOTAL	\$ 599,205	\$ 484,053	\$ 499,278	\$ 529,999	9%



PARK FUND

Park Fund

Overview

The Parks team primarily focuses on maintaining and enhancing public green spaces, playgrounds, and recreational areas to provide the community with safe and enjoyable outdoor spaces.

Responsibilities

- Maintains and enhances nine parks
- Maintain two dog parks
- Maintains 3.5 miles of trails in town
- Maintains 86 acres in town
- Monitors and maintains irrigation systems throughout Town. Both domestic and non-potable
- Maintains hardscape, trees, and landscaping
- Ensure safety of our park and trails system
- 24/7 on-call services for parks
- Snow removal

2025 Goals

- Conduct a Parks & Trails Master Plan with community input.
- Compliance with Colorado Clean Air Act and change small tools to electric under 10 horsepower.
- Proper and timely tree trimming will be a priority.
- Continue to prioritize safety improvements required by CIRSA.
- Smart Irrigation Controls will be installed within our Parks. This will allow us to see irrigation usage in a timely manner and catch leaks earlier.
- Installation of rain sensor for irrigation.
- Creation of infrastructure replacement program.
- Will continue to promote the Veterans Memorial Plaza.

2024 Key Accomplishments

- Hired & onboarded Parks & Recreation Operations Supervisor.
- Town staff successfully tracked vandalism cost for transparency and cost of materials for things like graffiti.
- Made required safety improvements required by CIRSA within our parks & playground.
- Raised height of handrails at skate park per ADA requirements.
- Successfully applied for and awarded fishing dock at Wellville Ponds.
- Change all port-a-potties to ADA.
- Installation of new dog park at Wellville Park.
- Construction of new disc golf amenities.
- Launch funding of Veterans Memorial Plaza.

Recreation Department

Overview

The Recreation team's primary role is to organize and manage various leisure activities, sports programs, and cultural events to promote physical and social wellbeing among residents.

Responsibilities

- Sports and activities programming
- Support Town events
- Community engagement
- Parks 'N Play Days
- Develop new programming based on resident requires.
- Partner with outside agencies to improve engagement and programming.

2025 Goals

- Conduct cost recovery analysis for programming that we are subsidizing like the batting cages.
- Continue to build out adaptive recreation programming.
- Increase programming for the community to meet needs.
- Discuss providing grants for City of Fort Collins recreation programs not offered in Wellington, like swimming lessons and adaptive recreation.

2024 Key Accomplishments

- Hosted first adaptive recreation events: A Night Beyond Limits in February 2024 and Voices of Strength BBQ.
- Restarted youth softball programming.
- In-house CPR Training for staff to save on costs.
- Launched new software to create an effective way to conduct background checks and required training for volunteers and coaches.
- Hosted six Park 'N Play Days.
- Co-hosted events with Boys & Girls Club, Poudre School District, Safe Routes to School, the Arc of Larimer County, and Main Street Markets.
- Started "Try it out" Family Nights and kickball, dodgeball, ultimate frisbee.

Park Fund
Fund Balance

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 2,304,447	\$ 2,556,208	\$ 2,164,588
Operations			
Revenue	1,770,249	1,518,978	1,686,833
Transfers In	-	-	-
Total Revenue	1,770,249	1,518,978	1,686,833
Expenditures	1,236,596	1,301,550	1,528,127
Debt Service	269,460	269,460	269,500
Transfers Out - Admin Overhead	-	191,915	258,796
Total Expenditures	1,506,056	1,762,924	2,056,423
Net Operations	264,194	(243,947)	(369,590)
Capital			
Loan Proceeds	-	-	-
Capital Grants	9,248	40,215	-
Capital Projects	21,681	187,888	260,000
Net Capital	(12,433)	(147,673)	(260,000)
Rev over Exp & Trans	251,761	(391,620)	(629,590)
End Fund Balance	\$ 2,556,208	\$ 2,164,588	\$ 1,534,998

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
210-01-3130 Sales Tax	591,885	624,150	566,401	594,721	5%
210-01-3140 Use Tax Building Materials	244,091	-	50,566	136,000	63%
210-01-3315 Motor Vehicle Use Tax	193,214	218,500	173,298	181,963	5%
210-01-3700 Open Space Sales Tax	447,701	422,300	394,236	413,948	5%
210-02-3381 Trail Impact Fee	28,350	22,500	17,100	48,600	65%
210-02-3620 BP Park Impact Fee	63,000	50,000	38,000	108,000	65%
210-05-3174 Field Rentals	-	-	3,002	-	0%
210-05-3175 Recreation Fees	63,716	63,800	160,000	108,600	-47%
210-05-3177 Batting Cages Fees/Sales	1,979	-	-	-	0%
210-08-3610 Investment Earnings	136,303	116,700	114,639	95,000	-21%
210-08-3910 Sale of Assets	11	-	1,735	-	0%
TOTAL	\$ 1,770,249	\$ 1,517,950	\$ 1,518,978	\$ 1,686,833	10%
210-08-3505 Misc. Grants / Contributions	9,248	-	40,215	-	-

Expenditures

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Parks					
210-15-5100 Wages & Salaries	152,574	-	-	-	0%
210-15-5102 Benefits	40,333	-	-	-	0%
210-15-5335 Dues & Subscriptions	25	-	-	-	0%
210-34-5100 Wages & Salaries	210,105	269,764	211,125	277,156	24%
210-34-5101 Seasonals	16,647	33,000	10,000	33,000	70%
210-34-5102 Benefits	67,809	54,485	75,920	100,690	25%
210-34-5110 On-Call Stipend	-	5,200	5,200	5,200	0%
210-34-5111 Vandalism	-	1,000	500	1,000	50%
210-34-5112 Horticulture	-	5,000	3,500	3,000	-17%
210-34-5214 Office Supplies	40	-	-	-	0%
210-34-5221 Pond Chemicals	4,737	5,200	3,000	3,000	0%
210-34-5231 Fuel, Oil & Grease	15,409	6,200	8,700	9,000	3%
210-34-5233 R&M- Machinery & Equip. Parts	15,230	18,500	18,500	23,813	22%
210-34-5234 Irrig. Water Assessments	1,140	-	-	-	0%
210-34-5237 Irrig. Sys. Supplies/Repairs	13,851	40,000	42,000	38,000	-11%
210-34-5239 Wells & Well Houses	8,540	11,000	10,000	8,000	-25%
210-34-5241 Shop Supplies	1,244	2,300	2,100	2,100	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
210-34-5252	Tree Replacement & Trimming	15,029	36,000	35,000	30,000	-17%
210-34-5253	Tree Spraying	5,428	30,300	23,000	20,000	-15%
210-34-5254	Parks Playground & General R&M	25,409	35,000	32,000	32,000	0%
210-34-5256	Splash Pad Chemicals	-	1,100	1,400	1,100	-27%
210-34-5341	Irrigation Electricity	2,596	8,900	4,500	4,500	0%
210-34-5342	Water	37,169	38,000	60,000	50,000	-20%
210-34-5343	Sewer	1,519	1,600	900	1,000	10%
210-34-5344	Natural Gas	1,901	2,000	800	1,000	20%
210-34-5346	Storm Drainage	3,557	2,800	1,250	1,250	0%
210-34-5356	Professional Services	520	3,500	1,500	2,000	25%
210-34-5365	Toilet Rental	18,296	20,000	22,375	27,730	19%
210-34-5366	Services - Parks & Lawn Care	66,697	82,000	74,000	70,000	-6%
210-34-5370	Safety Workwear & Equipment	1,595	1,600	1,100	1,200	8%
210-34-5372	Uniforms	1,354	2,750	2,000	2,500	20%
210-34-5380	Professional Development	2,937	5,000	5,000	5,000	0%
210-34-5397	Weed Control	-	250	250	250	0%
210-34-5420	Small Parks Equipment	(4)	-	-	-	0%
210-34-5422	Small Tools	2,548	4,650	4,700	10,000	53%
210-34-5423	Sand, Gravel, Mulch	7,294	13,000	12,000	10,000	-20%
210-34-5512	Insurance-Property Related	(25,757)	25,757	14,054	20,028	30%
210-34-5533	Equipment Rental	572	3,000	2,400	3,000	20%
210-34-5562	County Clerk Fees	-	7,000	-	-	-100%
210-34-5941	Safety Supplies & Equipment	916	10,000	9,500	4,000	-138%
210-34-5942	Minor Park Improvements	24,484	65,000	55,000	65,000	15%
NEW	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 741,742	\$ 850,856	\$ 753,274	\$ 870,517	13%

Recreation

210-51-5100	Wages & Salaries	220,514	241,942	223,190	275,846	19%
210-51-5101	Seasonals	59,696	91,000	89,000	85,000	-5%
210-51-5102	Benefits	83,948	62,039	85,945	106,100	19%
210-51-5110	On-Call Stipend	-	5,200	5,200	5,200	0%
210-51-5130	Start Smart Baseball	800	800	800	800	0%
210-51-5131	Start Smart Basketball	640	640	600	640	6%
210-51-5132	Start Smart Flag Football	912	960	950	960	1%
210-51-5133	Start Smart Soccer	1,424	1,800	1,600	1,800	11%
210-51-5135	Youth Sports Apparel	4,558	5,100	4,700	5,100	8%
210-51-5140	Youth Soccer	1,884	4,470	3,500	3,500	0%
210-51-5142	Youth Football	1,845	1,500	1,601	1,500	-7%
210-51-5144	Youth Baseball	8,225	12,850	3,200	7,000	54%
210-51-5145	Youth Softball	1,045	2,900	3,200	3,500	9%
210-51-5146	Youth Basketball	471	1,025	800	1,025	22%
210-51-5148	Youth Volleyball	620	1,800	1,000	1,500	33%
210-51-5149	Youth Tennis	1,068	500	300	500	40%
210-51-5157	Adult Basketball	-	800	800	800	0%
210-51-5158	Adult Kickball	-	500	100	500	80%
210-51-5161	Adult Tennis	1,107	500	200	500	60%
210-51-5162	Adult Softball	8,450	5,950	3,300	3,500	6%
210-51-5164	Adult Volleyball	140	1,350	750	1,000	25%
NEW	Senior Programs	-	-	-	2,000	100%
210-51-5165	NCSO Referees Admin Fee	8,110	8,000	8,900	8,000	-11%
210-51-5166	Instructor/Official Fees	18,476	32,000	24,000	30,000	20%
210-51-5168	Computer Equip./Software	13,195	21,000	16,000	17,000	6%
210-51-5181	Rec. Prog. Supplies/Exp.	6,642	16,000	12,000	14,000	14%
210-51-5183	Batting Cages - Maint. & Oper.	6,387	11,000	13,000	11,000	-18%
210-51-5185	Ball Field/Cage Electricity	12,390	15,000	14,000	15,500	10%
210-51-5186	Infield Mix	4,802	13,500	5,000	10,000	50%
210-51-5190	Yoga Classes	-	500	300	500	40%
210-51-5223	Operating Supplies	380	3,100	2,000	2,000	0%
210-51-5335	Dues & Subscriptions	-	1,800	2,590	2,590	0%
210-51-5372	Staff Uniforms	1,940	2,750	2,750	2,750	0%
210-51-5380	Professional Development	3,153	5,000	5,000	5,000	0%
210-51-5392	Gym Rental	9,623	15,000	7,000	12,000	42%
210-51-5401	Marketing Services	12,409	15,000	5,000	10,000	50%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
NEW	Life Saving/Quality of Life External Program	-	-	-	4,000	100%
NEW	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 494,853	\$ 603,275	\$ 548,276	\$ 657,611	17%

Debt Service					
		2023 Actual	2024 Budget	2024 Estimated	2025 Budget
210-90-5630	WCP - Principal	253,902	252,000	252,000	253,000
210-90-5632	WCP - Interest	15,557	17,460	17,460	16,500

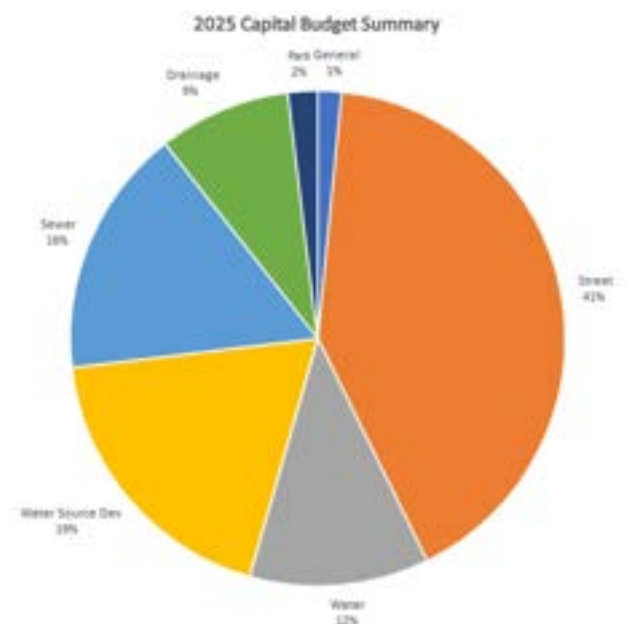
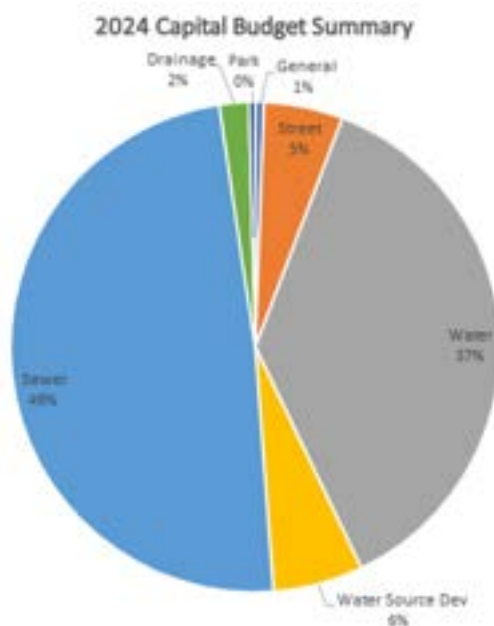
The background of the slide is a composite image. The top half shows a range of blue mountains under a light sky. The bottom half shows a field of tall, dry, yellowish-brown grass. A solid blue horizontal band is positioned across the middle of the slide, containing the title text.

CIP

CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan | Visual Summary

In 2024, the Town's primary capital investments were directed towards the Water and Sewer Funds, driven by the expansion of the Water Treatment Plant and Water Reclamation Facility, both of which are now nearing substantial completion. For 2025, the focus will shift to the Cleveland Avenue Construction Project, with construction anticipated to begin that year. This project has been made possible by securing a total of \$4,476,822 in grant funding through three distinct programs administered by the Colorado Department of Transportation (CDOT). By leveraging these state and federal grants, alongside support from the Wellington Main Street Program and the Safe Routes to School initiative, the Town has been able to significantly reduce its financial contribution to the project.



FUNDS	2024 Budget	2024 Unexpended	2025 Budget
General	\$250,000	\$170,000	\$37,500
Street	\$2,328,595	\$237,456	\$5,271,544
Water	\$16,504,459	\$50,000	\$1,520,000
Water Source Dev	\$2,650,000	\$2,500,000	\$-
Sewer	\$21,730,457	\$1,523,337	\$654,163
Drainage	\$874,082	\$21,933	\$1,136,601
Park	\$175,000	\$10,000	\$250,000
TOTAL	\$44,512,593	\$4,512,726	\$8,869,808

Capital Improvement Plan

The five-year Capital Improvement Plan (CIP) budget is used to account for financial resources that are used to construct/acquire major, long-lived general capital assets. These projects have been identified in the Capital Improvement Plan and are consistent with the Town's long-term goals. The CIP is a comprehensive five-year program that focuses on achieving the Town of Wellington's Strategic Plan priorities of Grow Responsibly, Cultivate and Nurture Community Spaces, Foster Economic Vibrancy, and Ensure Strong Town Operations.

Capital expenditures are the acquisition of capital assets. Capital items must cost more than \$10,000 and have an expected life of greater than one year.

Funding in 2025 is budgeted and adopted by the Board of Trustees. Funding in 2026-2029 is earmarked for project completion. This ensures the Town does not over allocate funds on multi-year projects. However, due to the Town's code requirements, the budget can only be officially appropriated on a year-to-year basis.

CAPITAL IMPROVEMENT FUNDING & ONGOING OPERATION IMPACTS

Resources for both ongoing operations and capital projects are not without limits and the capital planning must work in conjunction with the annual budget process. After a capital project is completed, the ongoing operation and maintenance appears in the operating budget for years to come and must be considered in the context of overall community needs. The decision to embark on a capital project or purchase capital equipment must be balanced with the demands of existing services.

Below is a listing of revenue sources available for funding capital improvements. While some of these funds are earmarked for only capital improvement, others are available for general operations as well.

- 3% sales tax rate imposed on retail/food. Sales tax revenue is divided, with 2% allocated to the general fund and the remaining 1% split between the street and parks funds.
- Streets Sales Tax
- Parks Sales Tax
- Grants – Revenues from grants are recorded in the Park Improvement, Conservation Trust, Capital Improvement and Utility Funds to be used for specific capital projects within those funds.
- Impact Fees – These fees on new construction are recorded in the three enterprise funds and have been updated to reflect rising costs of providing utilities to new growth.
- Lottery Funds – These revenues are recorded in the Conservation Trust Fund to be used for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. The Town uses these funds to expand and maintain the trail system.

- Larimer County Open Space Tax – Revenues from this tax are recorded in the Park Improvement Fund to be used for capital acquisition and maintenance of open space projects in Larimer County only.

Process to Identify Project Funding

Priority I: IMPERATIVE

Projects that cannot reasonably be postponed in order to avoid harmful or otherwise undesirable consequences.

- Corrects a condition dangerous to public health or safety
- Satisfies a legal obligation
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

Priority II: ESSENTIAL

Projects that address clearly demonstrated needs or objectives.

- Rehabilitates or replaces an obsolete public facility or attachment thereto
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funding

Priority III: IMPORTANT

Projects that benefit the community but may be delayed without detrimental effects to basic services.

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Reduces energy consumption
- Enhances cultural or natural resources

Priority IV: DESIRABLE

- Desirable projects that are not included within five-year program because of funding limitations.

Capital Projects | General Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4000	Downtown Masterplan			25,000	60,000		
211-80-5050	Elevator in Municipal Building	85,000					
211-80-5051	Housing Needs Assessment and Strategy Development	10,000					
210-80-4054	Tract F	75,000					
211-80-5052	ADA Community Improvements		10,000	10,000	20,000	20,000	20,000
	ADA Self-Evaluation & Transition Plan: Facilities/Parks/Programming/Events			80,000			
	ADA Self-Evaluation & Transition Plan: Right-of-way				95,000		
	6th Street Undergrounding/Lights Bonfire Subdivision DA			75,000			
	Cemetery Mapping				20,000		
	Library Outdoor Event Space Shade Structure		27,500				
	Parks and Public Works Admin Facility at Wellington Community Park			780,000			
	Community Facility Development and Property Acquisition Fund				880,000		
TOTAL:		\$ 170,000	\$ 37,500	\$ 970,000	\$ 1,075,000	\$ 20,000	\$ 20,000
			\$ 207,500				

2025 Capital Projects Details | General Fund

Project Title:	Elevator in Municipal Building
Duration:	2024-2025
Strategic Plan:	Grow Responsibly: Proactively maintain & improve utilities, streets, and built environment.
Description:	Installation of elevator/lift in Municipal Services Building required to meet ADA and building code requirements.
Ongoing Operating Impacts:	Annual inspection & maintenance.

Project Title:	Housing Needs Assessment and Strategy Development
Duration:	2024-2025
Strategic Plan:	Grow Responsibly: Improve Housing Diversity
Description:	Detailed analysis that identifies and evaluates the current and future housing demands, trends, and challenges. The effort includes developing code or policy strategies to increase opportunities for affordable housing.
Ongoing Operating Impacts:	This study will not have ongoing operations impacts.

Project Title:	Tract F
Duration:	2024-2025
Strategic Plan:	Ensure Strong Town Operations
Description:	Stormwater retention pond improvements on 12.5 parcel along I-25 frontage road.
Ongoing Operating Impacts:	With final acceptance of the pond, the Town will be responsible for general maintenance.

Project Title:	ADA Community Improvements
Duration:	Ongoing
Strategic Plan:	Grow Responsibly: Proactively maintain improve utilities, streets, and built environment.
Description:	As needed funding source to make ADA infrastructure improvements.
Ongoing Operating Impacts:	This project does not have ongoing operations impacts.

Project Title:	Library Outdoor Event Space Shade Structure
Duration:	2025
Strategic Plan:	Cultivate and nurture community spaces: Retain, revitalize, and invest in meeting and gathering spaces.
Description:	Replacement for shade formerly provided by large tree in Library Park that was removed during 2022 due to disease and safety concerns. This is a community space for outdoor events organized by the Library for all residents of Wellington. Grant funds provided by AARP for seating purchased in 2023, including ADA compliant tables with benches. ADA accessible concrete stage pad poured in 2024. The Friends of the Library would like to provide funding for this project.
Ongoing Operating Impacts:	This project does not have ongoing operations impacts, but future maintenance and repair will be budgeted in the Minor Park Improvement Fund.

2026-2029 Capital Projects Overview | General Fund

Project Title:	Downtown Masterplan
Duration:	2026-2027
Description:	Strategy that outlines vision/guidelines for development and revitalization in downtown.

Project Title:	ADA Self-Evaluation & Transition Plan: Facilities/Parks/Programming/Events
Duration:	2026
Description:	The self-evaluation reviews the town's public facilities, programs, services, activities and events to determine compliance with the ADA and identify any barriers to accessibility. The Transition Plan is a rolling fluid document that prioritizes the identified barriers and how they will be corrected.

Project Title:	ADA Self-Evaluation & Transition Plan: Right-of-way
Duration:	2027
Description:	The self-evaluation reviews the town's public facilities, programs, services, activities and events to determine compliance with the ADA and identify any barriers to accessibility. The Transition Plan is a rolling fluid document that prioritizes the identified barriers and how they will be corrected.

Project Title:	6th Street Undergrounding/Lights Bonfire Subdivision DA
Duration:	2026
Description:	Reimbursement outlined in the development agreement (DA).

Project Title:	Cemetery Mapping
Duration:	2027
Description:	Cemetery mapping refers to the act of understanding the layout of grave sites and other elements within a cemetery and documenting

Project Title:	Parks and Public Works Admin Facility at Wellington Community Park
Duration:	2026
Description:	Design and construction of new Parks and Public Works Admin facilities on the far north portion of Wellington Community Park. This project enlarges the existing water booster station site.

Project Title:	Community Facility Development and Property Acquisition Fund
Duration:	As needed only
Description:	This proactive approach allows the town to shape its future by securing land for strategic projects that align with the Board's vision.

Capital Projects | Street Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4007	Pavement Preventive Maintenance	12,456	137,544	157,500	165,375	173,644	182,326
211-80-4009	Pavement Condition Assessment	65,000					
211-80-5022	Cleveland Ave Improvements - Design Phase Services		268,914	100,000			
211-80-5023	Street/Sidewalk Safety Improvements - Construction		324,086				
211-80-5024	Transportation Masterplan	160,000					
Future	Street Rehabilitation			1,500,000	1,575,000	1,653,750	1,736,438
Future	Road Off-site Improvement/Saddleback			12,000	60,000	86,400	87,600
New CIP	Old Town Sidewalk Pedestrian Improvements				500,000	525,000	551,250
211-80-5046	Vehicle Replacement			64,000		68,000	
New Equip.	Street Striping Equipment		60,000				
New Equip.	Air Conditioner Recharge System		16,000				
	Cleveland Avenue Improvements - Construction		4,000,000	1,322,000			
	Transportation Grants Matching Funds		400,000				
	Main Street Alley North Paving		65,000				
TOTAL:		\$ 237,456	\$ 5,271,544	\$ 3,155,500	\$ 2,300,375	\$ 2,506,794	\$ 2,557,613
			\$ 5,509,000				

2025 Capital Projects Details | Street Fund

Project Title:	Pavement Preventive Maintenance
Duration:	Ongoing
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	On-going preventive maintenance for town streets, including crack seal, overlays, chipseal, and other measures to lengthen lifespan of existing pavements.
Ongoing Operating Impacts:	This project is part of the Town's ongoing costs to ongoing road maintenance.

Project Title:	Pavement Condition Assessment
Duration:	2024-2025
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	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.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Cleveland Ave Improvements - Design Phase Services
Duration:	2025-2026
Strategic Plan:	Cultivate and nurture community spaces: Retain, revitalize, and invest in meeting and gathering spaces.
Description:	Design and construction phase services for street improvements including curb/gutter, storm drainage, paving, sidewalks, ADA accessibility, lighting and landscaping along Cleveland Ave.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Street/Sidewalk Safety Improvements - Construction
Duration:	2025
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Construction of various sidewalk and accessibility improvements as funded with the HSIP grant.
Ongoing Operating Impacts:	This project is part of the Town's ongoing costs to ongoing road maintenance.

Project Title:	Transportation Masterplan
Duration:	2024-2025
Strategic Plan:	Cultivate and nurture community spaces.
Description:	Strategic document that outlines goals, policies, and projects aimed at improving the town's transportation system and infrastructure.
Ongoing Operating Impacts:	This plan will inform future improvements needed for the community.

Project Title:	Street Striping Equipment
Duration:	2025
Strategic Plan:	Ensure strong town operations: Ensure safety and security, including emergency response.
Description:	New truck mounted pavement striping equipment to replace existing striper and enable more efficient production.
Ongoing Operating Impacts:	Routine maintenance is required with any piece of town equipment.

Project Title:	Air Conditioner Recharge System
Duration:	2025
Strategic Plan:	Ensure strong town operations: Ensure safety and security, including emergency response.
Description:	New fleet shop equipment to create costing saving by bringing this maintenance function in house.
Ongoing Operating Impacts:	This item has no new impacts on ongoing operations.

Project Title:	Cleveland Avenue Improvements - Construction
Duration:	2025-2026
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Estimated preliminary construction cost for street and drainage improvements including paving, hardscape, ADA accessibility, safety lighting, and drainage along Cleveland Ave. Total cost, from the 30% cost estimate, is \$7,000,000. Additional funding of \$1,300,000 is included in the \$1,300,000 located in the Drainage Fund. Total grant funding for the project is \$4.44 million.
Ongoing Operating Impacts:	This project will have ongoing maintenance and repairs. There will also be operational costs for lighting, street cleaning, and snow removal.

Project Title:	Transportation Grants Matching Funds
Duration:	2025
Strategic Plan:	Grow responsibly: Explore financing options for development.
Description:	Estimated grant matching funds for a maximum grant award of \$2,000,000 through the Reconnecting Communities Program, for planning and preliminary design of the overpass at I-25 and Cleveland Avenue.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Main Street Alley North Paving
Duration:	2025
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	New paving for the alley between Cleveland and Harrison, between 2nd and 3rd.
Ongoing Operating Impacts:	Ongoing pavement repairs in the future to be expected.

2026-2029 Capital Projects Overview | Street Fund

Project Title:	Street Rehabilitation
Duration:	2026-2029
Description:	Multi-year rehabilitation plan for streets throughout town, as informed by the Paving Condition Assessment.

Project Title:	Road Off-site Improvement/Saddleback
Duration:	2026-2029
Description:	Reimbursements as required by the Development Agreement for the Saddleback Subdivision as amended in 2024, totaling no more than \$246,000.

Project Title:	Old Town Sidewalk Pedestrian Improvements
Duration:	2027-2029
Description:	Ongoing program to install missing sidewalk throughout the old town area.

Project Title:	Vehicle Replacement
Duration:	2026, 2028
Description:	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.

Capital Projects | Water Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4014	Wilson Wellhouses Improvements	30,000					
211-80-4019	Distribution System Masterplan		125,000				
211-80-4020	Buffalo Creek Booster Station				75,000		
211-80-4079	Reservoir Management Project			100,000			
211-80-5013	Automated Metering Infrastructure		990,000				
211-80-5032	Source Water Intake Facility Fencing		50,000				
Future	Water Treatment Plant Covered Equipment Storage				70,000		
Future	Water Treatment Plant Admin and Lab Expansion Design Alternatives		200,000				
Future	Water Treatment Plant Admin Building and Lab Expansion Construction			1,800,000			
Future	Water Oversizing Reimbursement Saddleback Subdivision			19,500	97,500	140,400	142,350
211-80-4022	Nano Plant Expansion	20,000					
New Equip.	Skid Steer			120,000			
	Utilities Rate and Fee Update - Water		35,000				
	Source Water Redundancy - Engineering			200,000			
	Source Water Redundancy - Construction				2,500,000		
	Source Water Pump Station Automatic Transfer Switch			250,000			
	Electrical Equipment Replacement			100,000			
	Fluoride / Caustic Injection Automation		120,000				
	Legacy Valve Replacement			30,000			
	Distribution System Rehabilitation and Upgrades					500,000	600,000
	New Potable Water Tank						2,500,000
TOTAL:		\$ 50,000	\$ 1,520,000	\$ 2,619,500	\$ 2,742,500	\$ 640,400	\$ 3,242,350
			\$ 1,570,000				

2025 Capital Projects Details | Water Fund

Project Title:	Wilson Wellhouses Improvements
Duration:	2024-2025
Strategic Plan:	Grow Responsibly
Description:	Variety of infrastructure improvements to address the well system, safety concerns, access hatches, fencing etc.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Distribution System Masterplan
Duration:	2025
Strategic Plan:	Grow Responsibly
Description:	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.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Automated Metering Infrastructure
Duration:	2025
Strategic Plan:	Grow Responsibly
Description:	This project will upgrade 1,300 residential meters to Smart Meters and install the required networking infrastructure and software needed to move to a fully Automated Metering Infrastructure (AMI), to include a customer facing portal.
Ongoing Operating Impacts:	With the installation of AMI, the Town can potentially reduce operational costs, as staff will no longer need to drive to collect data.

Project Title:	Source Water Intake Facility Fencing
Duration:	2025
Strategic Plan:	Ensure strong town operations
Description:	The Town needs to secure the property purchased from NPIC around the Source Water Intake Station. This project will include an improved access gate.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Water Treatment Plant Admin and Lab Expansion Design Alternatives
Duration:	2025
Strategic Plan:	Grow Responsibly
Description:	Planning and preliminary design of Plant Administration building and lab expansion. The design has been moved up to 2025.
Ongoing Operating Impacts:	Although the design phase has no ongoing operational impacts, the building's construction will lead to additional operational effects once completed.

Project Title:	Nano Plant Expansion
Duration:	2024-2025
Strategic Plan:	Grow Responsibly
Description:	Continued improvements to safety, process, and automation
Ongoing Operating Impacts:	

Project Title:	Utilities Rate and Fee Update - Water
Duration:	2025
Strategic Plan:	Grow Responsibly
Description:	Three year update to the 2022 Utility Rate and Fee Study, funded between Water, Wastewater, and Drainage Funds.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Fluoride / Caustic Injection Automation
Duration:	2025
Strategic Plan:	Ensure strong town operations
Description:	Current pH control and fluoride injection are manual operations. This project will upgrade both systems to be flow controlled and SCADA managed.
Ongoing Operating Impacts:	Upgrading these systems will improve operational efficiency, reduce manual labor intervention, improve precision and control, and improve safety. Overall, while there may be some added operational costs (energy and maintenance), the benefits of efficiency, safety, and compliance with regulatory standards generally outweigh these costs.

2026-2029 Capital Projects Overview | Water Fund

Project Title:	Buffalo Creek Booster Station
Duration:	2027
Description:	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.

Project Title:	Reservoir Management Project
Duration:	2026
Description:	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.

Project Title:	Water Treatment Plant Covered Equipment Storage
Duration:	2027
Description:	This storage facility will provide a secure, climate-protected place to store equipment.

Project Title:	Water Treatment Plant Admin Building and Lab Expansion Construction
Duration:	2026
Description:	Construction of Plant Administration building and lab expansion. Final cost will be refined based on alternatives analysis.
Project Title:	Water Oversizing Reimbursement Saddleback Subdivision
Duration:	2026-2029
Description:	Required by the Development Agreement for Saddleback, as amended in 2024, totaling to no more than \$399,750.
Project Title:	Skid Steer
Duration:	2025
Description:	Bobcat with tracks, to be purchased on rollout system. Expense reduced and timing pushed from 2024 CIP of \$225,000 for Front End Loader in 2025.
Project Title:	Source Water Redundancy - Engineering
Duration:	2026
Description:	NPIC has identified O&M needs on Reservoir 3 with planned execution winter 2027/2028. The Town needs to coordinate our own O&M needs and source water redundancy.
Project Title:	Source Water Redundancy - Construction
Duration:	2027
Description:	This number will be refined through the engineering planning and design process in 2026.
Project Title:	Source Water Pump Station Automatic Transfer Switch
Duration:	2026
Description:	Automatic Transfer Switch - Allows an automatic transition from grid power to generator power during an outage.
Project Title:	Electrical Equipment Replacement
Duration:	2026
Description:	An electrical risk assessment is planned for completion in 2024. Findings will prioritize future replacement and upgrade needs for the older portions of our treatment system.
Project Title:	Legacy Valve Replacement
Duration:	2026
Description:	Replacement of original influent and effluent tank valve for 2 MG tank. Will be done with the 23 month tank inspection process as part of the warranty for the Tank Rehab and Recoating work completed in 2024.
Project Title:	Distribution System Rehabilitation and Upgrades
Duration:	2028-2029
Description:	Programmed construction dollars for projects identified through the Distribution System Master Plan
Project Title:	New Potable Water Tank
Duration:	2029
Description:	Additional potable water storage to meet future demands and replace aging infrastructure

Capital Projects | Water Source Development
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-5036	Water Purchase	2,500,000					
TOTAL:		\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ 2,500,000				

2025 Capital Projects Details | Water Source Development

Project Title:	Water Purchase
Duration:	Ongoing
Strategic Plan:	Grow Responsibly
Description:	Purchase of water shares.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Capital Projects | Sewer Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4061	Water Reclamation Facility Engineering	164,326	90,674				
211-80-4062	Collection System Improvements				500,000	500,000	500,000
211-80-4083	Water Reclamation Facility Construction	1,259,011	340,989				
211-80-4084	Water Reclamation Facility Risk & Resiliency Assessment and Emergency Response Plan			85,000			
211-80-4089	Viewpoint Lift Station	30,000	107,500	1,250,000			
211-80-4091	Sewer Oversizing Reimbursement Sage Meadows 1st Development Agreement			30,520	48,130		
Future	Sewer Oversizing Reimbursement Saddleback Development Agreement			2,400	12,000	17,280	17,520
211-80-5044	Roof Replacement for Existing Buildings	70,000	80,000	90,000			
	Utilities Rate and Fee Update - Sewer		35,000				
TOTAL:		\$ 1,523,337	\$ 654,163	\$ 1,457,920	\$ 560,130	\$ 517,280	\$ 517,520
		\$ 2,177,500					

2025 Capital Projects Details | Sewer Fund

Project Title:	Water Reclamation Facility Engineering
Duration:	2022-2025
Strategic Plan:	Ensure strong town operations & grow responsibly.
Description:	Engineering cost associated with the expansion of the Water Reclamation Facility.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Water Reclamation Facility Construction
Duration:	2022-2025
Strategic Plan:	Ensure strong town operations & grow responsibly
Description:	Construction cost associated with the expansion of the Water Reclamation Facility.
Ongoing Operating Impacts:	Ongoing maintenance is anticipated with an expanded Water Reclamation Facility. Staff rolled out an asset tracking tool to predict and budget ongoing maintenance and replacement needs that will be budgeted in the 5-year CIP as appropriate.

Project Title:	Viewpoint Lift Station
Duration:	2024-2026
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Improvements needed at the lift station to increase capacity, operational efficiency, and reliability. Project partially funded by a grant award in the amount of \$608,000.
Ongoing Operating Impacts:	Improvement to the Viewpoint Lift Station will require ongoing maintenance needs.

Project Title:	Roof Replacement for Existing Buildings
Duration:	2024-2026
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Address failing roof systems for the RAS/WAS, Lab, and Dewatering buildings.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Utilities Rate and Fee Update - Sewer
Duration:	2025
Strategic Plan:	Grow responsibly
Description:	Three year update to the 2022 Utility Rate and Fee Study, funded between Water, Wastewater, and Drainage Funds.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

2026-2029 Capital Projects Overview | Sewer Fund

Project Title:	Collection System Improvements
Duration:	2027-2029
Description:	Programmed funding for wastewater collection system improvements as per the Collection Masterplan

Project Title:	Water Reclamation Facility Risk & Resiliency Assessment and Emergency Response Plan
Duration:	2025
Description:	Evaluate the town's wastewater system for risk and create an updated emergency response plan.

Project Title:	Sewer Oversizing Reimbursement Sage Meadows 1st Development Agreement
Duration:	2026-2027
Description:	The Town required the developer to oversize a sanitary sewer line within the project to accommodate future development.

Project Title:	Sewer Oversizing Reimbursement Saddleback Development Agreement
Duration:	2026-2029
Description:	Required by the Development Agreement for Saddleback, as amended in 2024, totaling no more than \$49,200.

Capital Projects | Drainage Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4039	Storm Drain & Pan Replacement	21,933	8,067	31,500	33,075	34,729	36,465
211-80-4065	B-Dams Improvements		93,534	93,534	93,534	93,534	12,403
SDF231	Regional Drainage Improvements			450,000	2,110,000	1,570,000	1,350,000
211-80-5028	Outfall for Cleveland Ave Improvements		1,000,000	300,000			
Future	Utilities Rate and Fee Update - Drainage		35,000				
Future	Street Rehabilitation			90,000	94,500	99,225	104,186
Future	Stormwater Off-site Reimbursement - Saddleback			4,000	20,000	28,800	29,200
Future	Clark Reservoir Dredging						2,000,000
TOTAL:		\$ 21,933	\$ 1,136,601	\$ 969,034	\$ 2,351,109	\$ 1,826,288	\$ 3,532,254
		\$ 1,158,534					

2025 Capital Projects Details | Drainage Fund

Project Title:	Storm Drain & Pan Replacement
Duration:	Ongoing
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	On-going program to re-construct failed storm drainage pans.
Ongoing Operating Impacts:	This project is part of ongoing maintenance and repair to our infrastructure.

Project Title:	B-Dams Improvements
Duration:	Ongoing
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Wellington's cost share of flood early warning system, emergency response plan, and ongoing maintenance for the B-Dams.
Ongoing Operating Impacts:	This project is part of the ongoing maintenance cost associated with the B-Dams which is regional watershed management collaboration effort. The B-Dams are three dams above Wellington that 17 years ago were rated as "high hazard" with potential for loss of life and property if breached — but too expensive to improve to new standards — are forcing the creation of a regional early flood warning system and emergency action plan.

Project Title:	Outfall for Cleveland Ave Improvements
Duration:	2025-2026
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	Funding for certain elements of the Cleveland Avenue Improvement Project, including the Cleveland and 5th Street Outfall projects, as recommended by the Stormwater Management Masterplan. See overall project line item in the Street Fund for more information.
Ongoing Operating Impacts:	The project may result in increased maintenance costs for stormwater infrastructure, such as regular cleaning of outfalls, culverts, and drains to ensure proper function.

Project Title:	Utilities Rate and Fee Update - Drainage
Duration:	2025
Strategic Plan:	Grow responsibly
Description:	Three year update to the 2022 Utility Rate and Fee Study, funded between Water, Wastewater, and Drainage Funds.
Ongoing Operating Impacts:	This study does not have ongoing operating impacts.

2026-2029 Capital Projects Overview | Drainage Fund

Project Title:	Regional Drainage Improvements
Duration:	2026-2029
Description:	Future projects as informed by the Stormwater Masterplan.

Project Title:	Street Rehabilitation
Duration:	2026-2029
Description:	Various street repair and rehabilitation projects throughout town.

Project Title:	Stormwater Off-site Reimbursement -Saddleback
Duration:	2026-2029
Description:	Reimbursements as required by the Development Agreement for the Saddleback Subdivision as amended in 2024, totaling to no more than \$82,000.

Project Title:	Clark Reservoir Dredging
Duration:	2029
Description:	Project required as part of the agreements associated with the Boxelder Basin Regional Stormwater Authority. The exact timing for when this project will be required is unknown.

Capital Projects | Park Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4042	Parks Masterplan and Community Center Feasibility Study		175,000				
211-80-4068	Replace Soft Trails	10,000		10,000	10,000	10,000	10,000
211-80-4077	Playground at Viewpointe Park				300,000		
	Pour & Place Viewpointe Park				80,000		
	Shade Structure Viewpointe Park				25,000		
Future	ADA Bridge across Boxelder Creek			50,000			
New Equip.	Recreation Truck				60,000		
New Equip.	Wellville Pump			80,000			
211-80-5001	Vehicle Replacement		75,000				
TOTAL:		\$ 10,000	\$ 250,000	\$ 140,000	\$ 475,000	\$ 10,000	\$ 10,000
			\$ 260,000				

2025 Capital Projects Details | Park Fund

Project Title:	Parks Masterplan and Community Center Feasibility Study
Duration:	2025
Strategic Plan:	Cultivate and nurture community spaces
Description:	Blueprint that guides the development and management of town's parks and recreational spaces and trails. Potential to also include Community Center Feasibility Study
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

Project Title:	Replace Soft Trails
Duration:	2025-2029
Strategic Plan:	Cultivate and nurture community spaces
Description:	Replaces soft trails with concrete trails, move soft trail adjacent to new concrete trails where applicable.
Ongoing Operating Impacts:	This is part of the town's ongoing effort to repair and maintain town trails.

Project Title:	Vehicle Replacement
Duration:	2025
Strategic Plan:	Ensure strong town operations
Description:	New vehicle to be used by Parks/Rec Ops. Supervisor as well as Parks and Recreation Staff
Ongoing Operating Impacts:	A new vehicle will require routine maintenance which is budgeted in the parks fund.

2026-2029 Capital Projects Overview | Park Fund

Project Title:	Playground at Viewpointe Park
Duration:	2027
Description:	Replacement of playground at Viewpointe Park.

Project Title:	Pour & Place Viewpointe Park
Duration:	2027
Description:	Add pour & place to Viewpointe Playground.

Project Title:	Shade Structure Viewpointe Park
Duration:	2027
Description:	Shade structure at Viewpointe Park

Project Title:	ADA Bridge across Boxelder Creek
Duration:	2026
Description:	ADA access for public use and disc golfers at Griffin Greens.

Project Title:	Recreation Truck
Duration:	2027
Description:	Replacement of aging recreation vehicle.
Project Title:	Wellville Pump
Duration:	2026
Description:	Replacement of irrigation well pump due to aging.



KPI

KEY PERFORMANCE INDICATORS

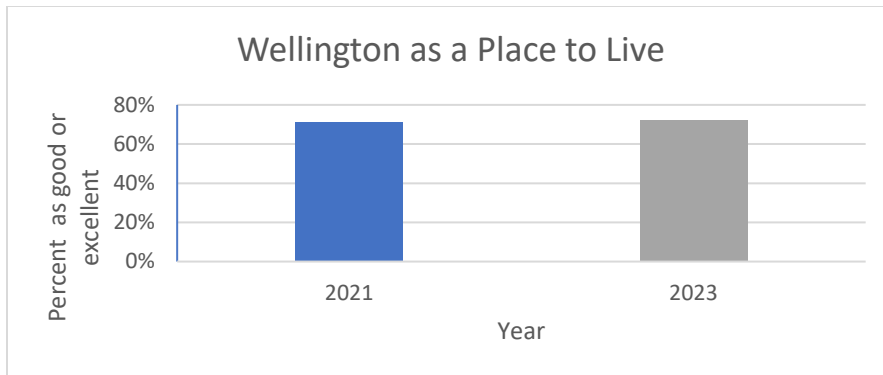


Key Performance Indicators (KPI)

Overview: GFOA recommends that organizations track performance measures to monitor service delivery. In 2024, the Town of Wellington began tracking KPIs for the first time, with limited historical data. Town staff will enhance KPI tracking and expand data collection moving forward.

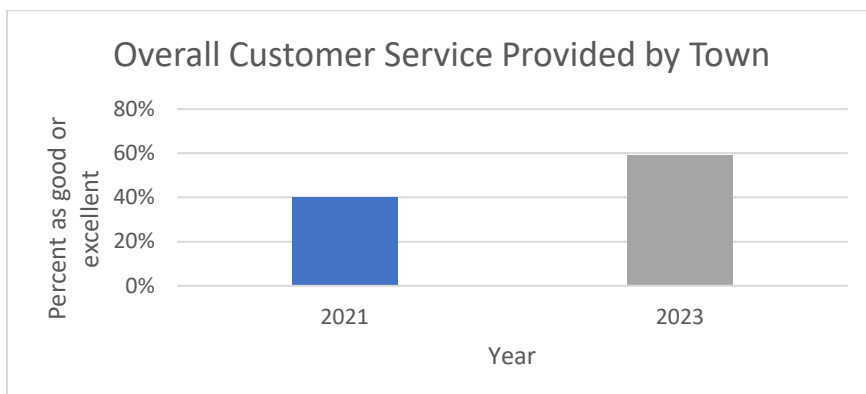
Wellington as a Place to Live

- **Description:** Measuring community livability starts with assessing the quality of life of those who live there, and ensuring that the community is attractive, accessible, and welcoming to all. The charts below present data from the Community Survey.
- **Lead Department:** Board of Trustees & Town Administration
- **Goal:** 75% of residents rate as excellent or good



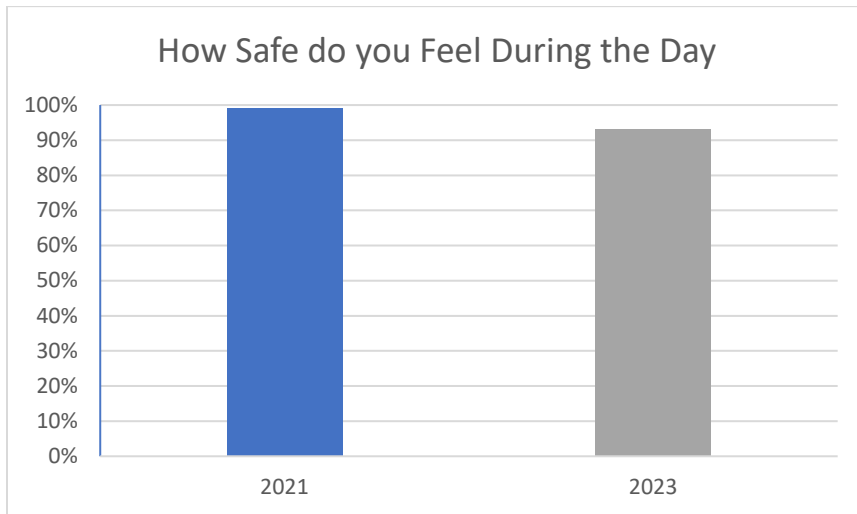
Overall Customer Service Provided by the Town

- **Description:** Residents' satisfaction and trust in local government services, measuring the town's ability to address community needs effectively and foster positive relationships.
- **Lead Department:** All departments
- **Goal:** 65% of residents rate as excellent or good



How Safe Do You Feel During the Day

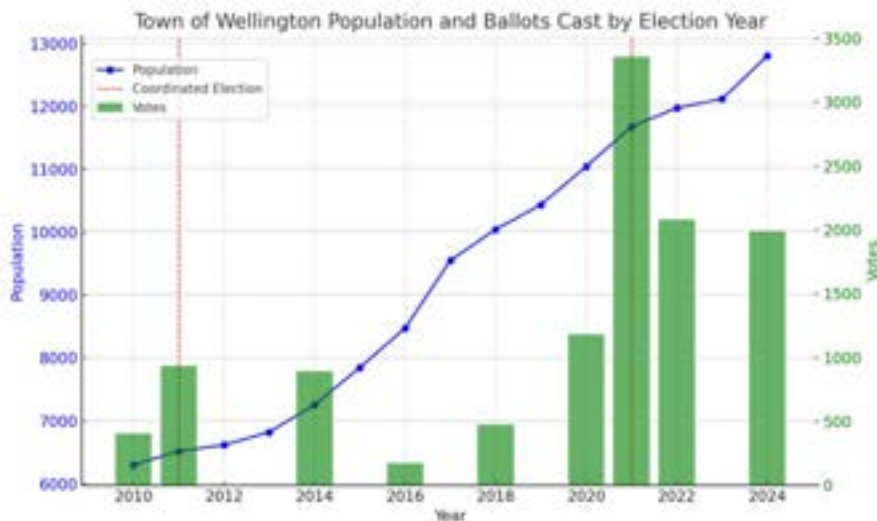
- **Description:** Public safety is often the top priority for local governments, as it ensures that all residents feel secure in their neighborhoods and the broader community. Providing strong safety-related services is crucial for maintaining a high quality of life for citizens.
- **Lead Department:** Larimer County Sheriff's Office
- **Goal:** 100% of residents rate as excellent or good



Voter Turnout

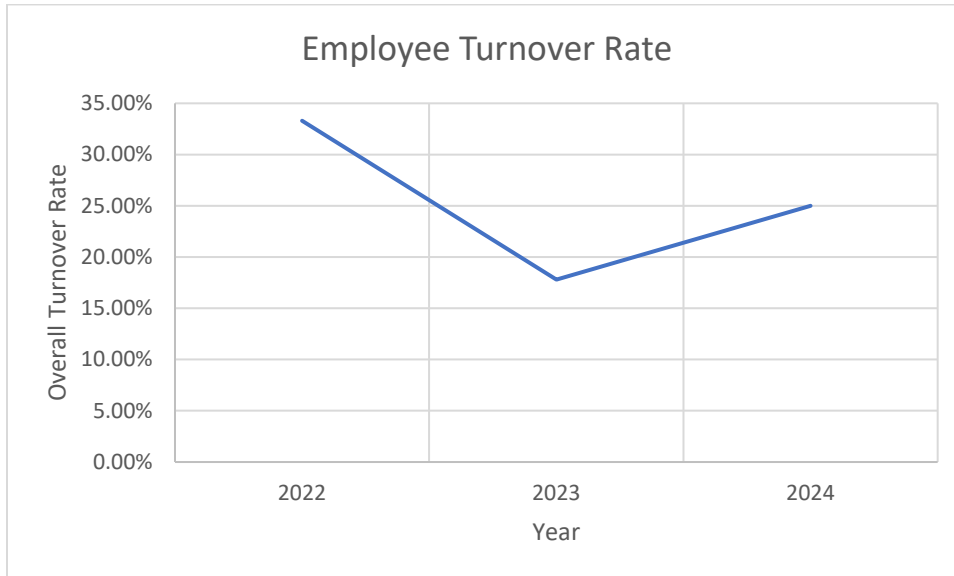
- **Description:** Reflects levels of civic engagement in the election process.
- **Lead Department:** Town Clerk's Office
- **Goal:** 50% of population

Wellington Elections (Last 14 Years)



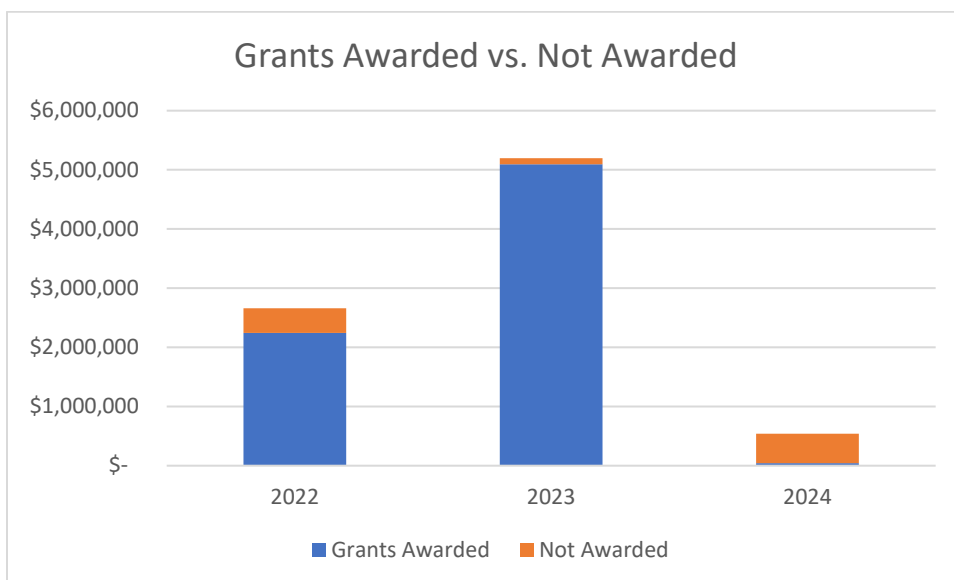
Employee Turnover Rate

- **Description:** Provides insight into job satisfaction and organizational culture.
- **Lead Department:** Human Resources & All Departments
- **Goal:** Less than 20%



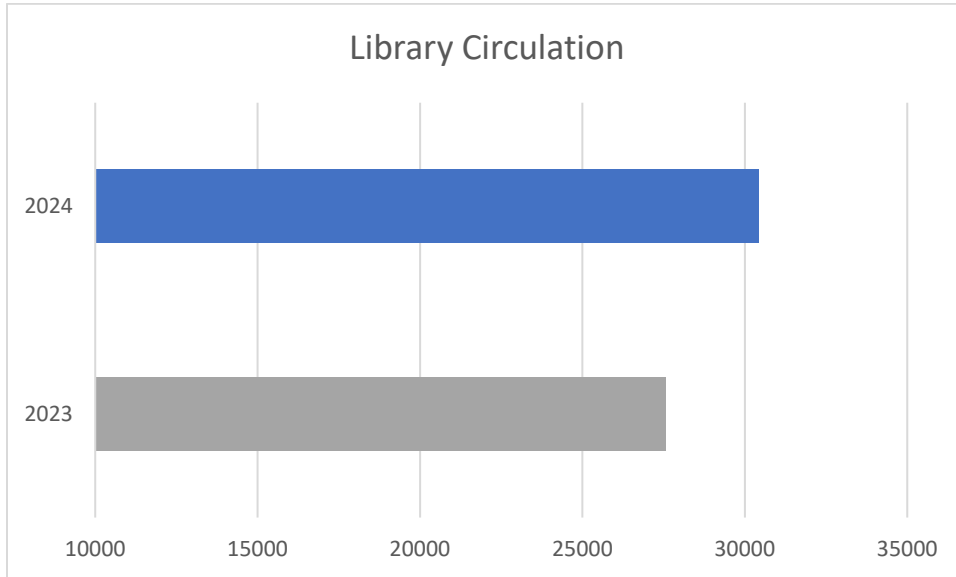
Grants Award

- **Description:** Measures the effectiveness of a town's efforts to secure external funding for key projects and initiatives
- **Lead Department:** Finance Department & Administration
- **Goal:** More than \$400,000 in funding annually



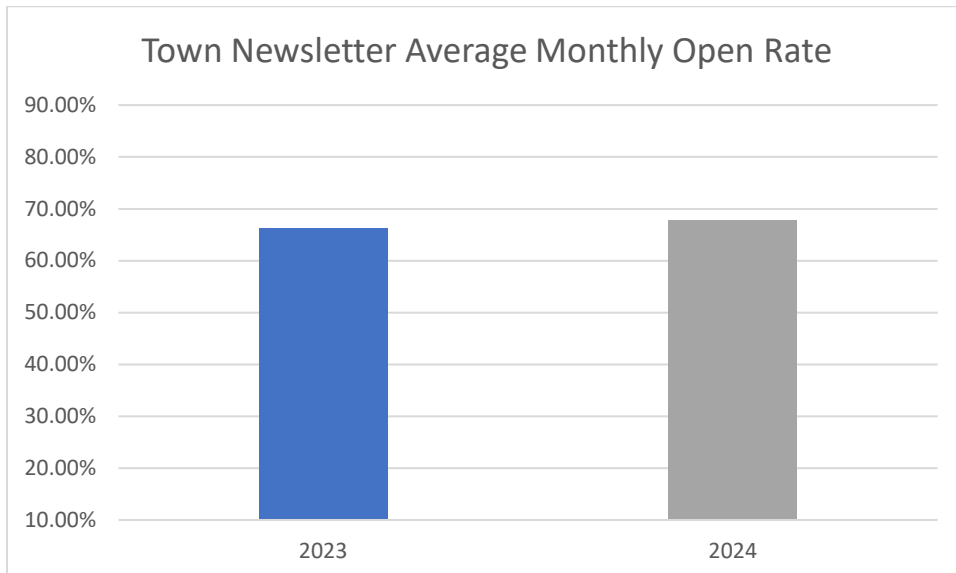
Library Circulation

- **Description:** Circulation reflects engagement with library resources and helps assess the effectiveness of collections and services in meeting patrons' needs.
- **Lead Department:** Wellington Public Library
- **Goal:** Over 25,000



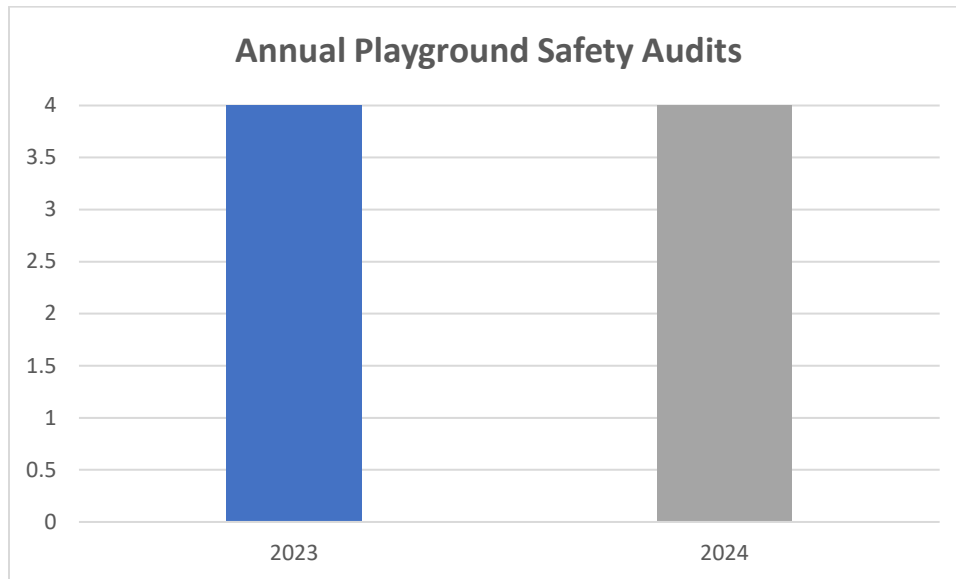
Town Newsletter Average Monthly Open Rate

- **Description:** Circulation reflects engagement with library resources and helps assess the effectiveness of collections and services in meeting patrons' needs.
- **Lead Department:** Administration
- **Goal:** Above 28%



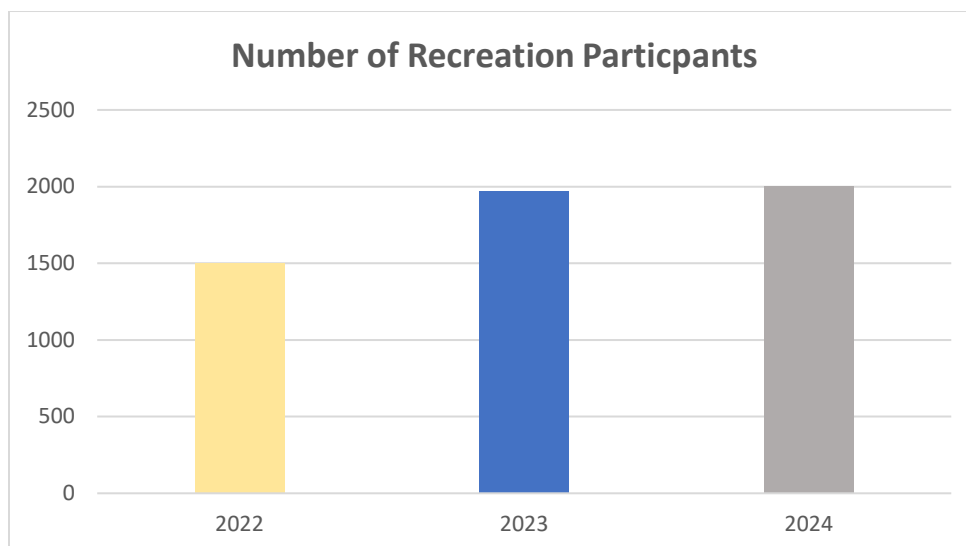
Annual Playground Safety Audits

- **Description:** Assess the condition and safety of the public play areas, ensuring that equipment meets safety standards and minimizes the risk of injuries.
- **Lead Department:** Parks & Recreation
- **Goal:** 4 formal audits per year at all playgrounds



Number of Recreation Participants

- **Description:** Reflects community engagement and the effectiveness of recreational programs.
- **Lead Department:** Parks & Recreation
- **Goal:** 2,100 participants annually.





DEBT SERVICE



Debt Service

The table below outlines the Town's current debt obligations and the impact on ongoing operations.

Current Debt Obligations				
DEBT	2023 Actual	2024 Budget	2024 Projected	2025 Budget
2019 SRF LOAN D19AX116	\$384,675	\$1,464,694	\$1,464,694	\$1,462,016
2022 LOAN W22AX116	\$1,393,037	\$2,342,174	\$3,865,230	\$3,904,629
2022 GPR LOAN	\$94,302	\$125,945	\$125,945	\$125,945
WCP – PRINCIPAL	\$269,459	\$269,460	\$269,460	\$269,500
TOTAL	\$2,141,473	\$4,202,273	\$5,725,329	\$5,762,090

The following provides an overview of the Town's current debt obligations, loan terms, and total loan amounts.

Project: Water Treatment Plant Expansion

- **Fund:** Water Fund
- **Loan:** State Revolving Loan (SRF)
- **Original Loan Amount:** \$24,020,780
- **Total Repayment (Principal + Interest):** \$29,404,188
- **Loan Repayment Schedule:** 8/1/2019 – 8/1/2039
- **Title in Town's Financial Report:** 2019 SRF LOAN D19AX116
- **Description of Loan:** The State of Colorado offers very low-interest rate State Revolving Fund finances the design and construction of Colorado water, wastewater, and stormwater infrastructure. The State administer the fund along with the Department of Local Affairs, and the Colorado Water Resources & Power Development Authority.

Project: Water Reclamation Facility Expansion

- **Fund:** Sewer Fund
- **Loan:** State Revolving Loan (SRF)
- **Original Loan Amount:** \$42,653,756
- **Total Repayment (Principal + Interest):** \$70,482,944
- **Loan Repayment Schedule:** 5/5/2022 – 8/1/2052
- **Title in Town's Financial Report:** 2022 LOAN W22AX116
- **Description of Loan:** The State of Colorado offers very low-interest rate State Revolving Fund finances the design and construction of Colorado water, wastewater, and stormwater infrastructure. The State administer the fund along with the Department of Local Affairs, and the Colorado Water Resources & Power Development Authority.

Project: Water Reclamation Facility Expansion

- **Fund:** Sewer Fund
- **Loan:** Water Pollution Control Revolving Fund – Green Project Reserve (“GPR”) Direct Loan
- **Original Loan Amount:** \$3,000,000
- **Total Repayment (Principal + Interest):** \$3,725,748
- **Loan Repayment Schedule:** 5/1/2023 – 11/1/2052
- **Title in Town’s Financial Report:** 2022 GPR LOAN
- **Description of Loan:** The Colorado Water Resources and Power Development Authority offers reduced interest rates for Green Project Reserve Loans available to address green infrastructure, water efficiency, energy efficiency or other environmentally innovative activities.

Project: Wellington Community Park

- **Fund:** Park Fund
- **Loan:** 2014 First National Bank Loan
- **Original Loan Amount:** \$2,400,000
- **Total Repayment (Principal + Interest):** \$2,694,598
- **Loan Repayment Schedule:** 1/1/2016 – 12/1/2025
- **Title in Town’s Financial Report:** WCP – PRINCIPAL & INTEREST
- **Description of Loan:** Loan provided by First National Bank in 2014 to design and build Wellington Community Park. This loan will be paid off by the end of 2025.

Summary of Outstanding Debt

The following table shows the town’s outstanding debt issuance as of January 1, 2025.

Summary of Outstanding Debt (Principal ONLY)		
DEBT	TOTAL	FUND
2019 SRF LOAN D19AX116	\$18,771,073	Water Fund
2022 LOAN W22AX116	\$41,056,782	Sewer Fund
2022 GPR LOAN	\$2,870,890	Sewer Fund
WCP – PRINCIPAL	\$269,460	Park Fund
TOTAL	\$62,968,205	

The Combined Schedule of Long-Term Debt Payable and the current debt schedules by fund for 2025-2052 present more detailed information about the debt position of the Town. It’s important to note that since the Town has not issued any bonds, there is currently no associated bond rating.

Glossary

ANNUAL BUDGET: A budget applicable to a single fiscal year.

APPROPRIATION: A legal authorization made by the Board of Trustees to make expenditures for a specific purpose.

ASSESSED VALUATION: The estimated value placed on real and personal property by the appraiser for the county as the basis for levying property taxes.

ASSETS: Property owned that is regarded as having value.

AUDIT: An official systemic inspection of an organization's accounts and of resource utilization.

BALANCED BUDGET: A balance between total estimated expenditures and total anticipated revenues, including surpluses.

BENEFITS: The Town offers various insurance and retirement benefit plans to eligible employees.

BOND: A debt instrument that is generally used to borrow money for major capital projects, such as the construction of a building.

BUDGET: A financial plan of estimated expenditures for a given period of time and the estimated revenues that will fund them.

CAPITAL EXPENDITURES: Expenditures for the acquisition of capital assets. Capital items must cost more than \$10,000 and have an expected life of greater than one year.

PROFESSIONAL SERVICES: Services that are handled through a contract-type arrangement. This includes legal fees, engineering design services, architectural services, infrastructure maintenance services, etc.

DEBT: A financial obligation resulting from borrowed money.

DEBT SERVICE: Payment of interest and principal due on long-term debt.

DEPARTMENT: Major unit of organization in the town.

DEPRECIATION: The decrease in value of physical assets due to wear and tear, deterioration, action of physical elements or obsolescence.

DIVISION: Sub-unit of a department.

DOLA: Department of Local Affairs.

DUES & SUBSCRIPTION: Fees paid in exchange for membership to a professional organization or access to a subscription.

EOY: End-of-Year

ENTERPRISE FUNDS: Funds that are self-supporting with the major revenue coming from user's fees.

EXPENDITURES: Payment for goods or services, including operational expenses that require the current or future use of net current assets, debt and capital projects.

FISCAL YEAR: The 12-month period to which the budget applies. The Town of Wellington's fiscal year begins January 1 and ends December 31.

FULL-TIME EQUIVALENT: Commonly referred to as FTE, an agency generally considers a full-time equivalent employee to be valued at 2,080 annual working hours.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE: On-hand available cash balances which are realized in prior fiscal years less current liabilities and are available for designation as a funding source for future budget years.

GENERAL FUND: Accounts for resources not accounted for in another fund.

GIS: Geographic information system.

GOVERNMENTAL FINANCE OFFICERS ASSOCIATIONS (GFOA): A professional association of approximately 17,500 state, provincial and local government finance officers in the United States and Canada.

GRANT: Money given by an organization, often a government, to be used for a specific purpose.

IT: Information technology.

KEY PERFORMANCE INDICATOR: A measurable value that demonstrates how effectively an organization is achieving key community objectives.

LCISO: Larimer County Sheriff's Office.

LEVY: To impose taxes, special assessments, or service charges for the support of town activities.

ON-CALL STIPEND: On-call is defined as time spent by a designated position(s)/employee(s) who is required to carry the assigned on-call device (phone, iPad, SCADA alert device or any necessary equipment as defined by department) and who must be available to monitor the status of facilities, correct any issues remotely, or report to work to handle issues and emergencies that occur during off-hours. On-call pay for on-call time is a flat rate stipend of \$200 for 1 week of on-call duty.

MILL: A property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed valuation.

WAGES & SALARIES: Salaries, wages for staff.

WTP: Water Treatment Plant

PROJECTION: Estimation of future revenues and/or expenditures.

PROPERTY TAX: Property taxes are levied on both real and personal property according to the property's assessed valuation and the tax rate applied.

REVENUE: Monies that the town receives as income such as tax payments, fines, grants and interest income.

ROLLOVER: Annual rollover process for capital improvement projects that were budgeted in the prior year budget.

R&M: Repairs and maintenance.

SEASONAL: An employee hired into a work assignment, which has a specified time period, normally less than six (6) months. A seasonal employee will not be eligible for any employee benefits provided by the Town, except as otherwise provided by applicable law or regulation.

SPECIAL REVENUE FUNDS: A fund that is used to account for resources which are restricted for a specific purpose.

SRF: State Revolving Fund Loan

TABOR: The Taxpayers' Bill of Rights is an amendment to the Colorado Constitution enacted by voters in 1992 that limits the amount of revenue that governments in Colorado can retain and spend.

TRANSFERS: Amounts transferred from one fund to another.

TOWN OF WELLINGTON, COLORADO
RESOLUTION XX-2024

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF WELLINGTON, COLORADO FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado has appointed the Town Administrator to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the Town Administrator has submitted proposed expenditures and revenues on October 4, 2024, and a proposed budget on October 9, 2024, to this governing body for its consideration; and

WHEREAS, the proposed budget was presented to the public on October 15, 2024 and October 22, 2024, and to the Wellington Finance Committee Advisory Board on November 18, 2024; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 19, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

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

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Town of Wellington, Colorado for the calendar year beginning on the first day of January, 2025, and ending on the last day of December, 2025.

	Estimated revenue and funds available	Estimated expenditures
General Fund	\$16,663,388	\$9,763,966
Street Fund	6,727,523	1,515,585
Water Fund	20,727,640	7,496,167
Sewer Fund	6,577,533	4,582,841
Drainage Fund	2,354,390	707,351
Park Fund	3,851,421	2,056,423

Trust Funds	1,668,176	
Operating Funds	58,570,071	26,122,332
Capital Projects Fund	13,382,534	13,382,534
TOTAL	\$71,952,605	\$39,504,866

Section 2. That the budget hereby approved and adopted shall be signed by the Mayor and Town Clerk and made part of the public records of the Town of Wellington Colorado.

Upon a motion duly made, seconded, and carried, the foregoing Resolution was adopted this 19th day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

TOWN OF WELLINGTON, COLORADO
RESOLUTION XX-2024

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2024 TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF WELLINGTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado, has adopted the annual budget in accordance with the Local Government Budget Law, on November 19, 2024; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$2,112,290; and

WHEREAS, the 2024 valuation for the assessment for the Town of Wellington, Colorado, as certified by the Larimer County Assessor is \$169,811,888.

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

Section 1. That for the purpose of meeting all general operating expenses of the Town of Wellington, Colorado, during the 2025 budget year, there is hereby levied a tax of 12.439 mills upon each dollar of the total valuation for assessment of all taxable property within the Town of Wellington, Colorado, for the year 2024.

Section 2. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Larimer County, Colorado, the mill levies for the Town of Wellington, Colorado, as hereinabove determined and set, but as recalculated as needed upon receipt of the final (December) certification of valuation from the county assessors in order to comply with any applicable revenue and other budgetary limits.

Upon a motion duly made, seconded, and carried, the foregoing Resolution was adopted this 19th day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

TOWN OF WELLINGTON, COLORADO
ORDINANCE XX-2024

AN ORDINANCE APPROPRIATING SUMS OF MONEY TO DEFRAY EXPENSES AND LIABILITIES OF THE TOWN OF WELLINGTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING THE FIRST DAY OF JANUARY, 2025, AND ENDING THE LAST DAY OF DECEMBER, 2025.

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado, has adopted the annual budget in accordance with the Local Government Budget Law, on November 19, 2024; and

WHEREAS, the Board of Trustees has made provision therein for revenues or planned to be expended from reserves/fund balances in an amount equal to or greater than the total proposed expenditures set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves/fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Town of Wellington, Colorado.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO:

That the following sums are hereby appropriated from the revenue or reserves/fund balances of each fund to each fund, for the purposes stated:

	Current Operating Expenses	Capital Improvement Projects	Debt Service	TOTAL
General Fund	\$9,763,966	\$207,500		\$9,971,466
Street Fund	1,515,585	5,509,000		7,024,585
Water Fund	5,434,150	4,070,000	2,062,016	11,566,167
Sewer Fund	2,113,192	2,177,500	2,469,649	6,760,341
Drainage Fund	707,351	1,158,534		1,865,885
Park Fund	1,786,923	260,000	269,500	2,316,423
TOTAL				\$39,504,866

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 19th day of November, 2024 and ordered to become effective January 1, 2025.

TOWN OF WELLINGTON, COLORADO

By: _____

Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk



Board of Trustees Meeting

Date: November 12, 2024

Subject: Resolution No. 56-2024 - A Resolution Approving a Contract Renewal with Bee Lake Productions, LLC to Provide a Fireworks Presentation on July 4, 2025

- Kelly Houghteling, Deputy Town Administrator

EXECUTIVE SUMMARY

On September 13, 2022, the Board of Trustees approved a contract with Bee Lake Productions, LLC. The purpose of this agreement was to deliver a fireworks show for the annual Fourth of July celebration in 2023 with the opportunity for renewal for the 2024 & 2025 Fourth of July celebration. Next year, the Town will open the bidding process for the fireworks display to all interested vendors.

Bee Lake Productions, LLC has provided the annual fireworks show presentation for several years and the cost of service is outlined in the attached proposal. Bee Lake Productions, LLC requested a total of \$44,930 for the fireworks show, equipment rental, insurance, and permitting. Bee Lake Productions, LLC also provides sound, pro musical sequencing, and FM transmission for \$6,600. There is also provided a video production & screen rental for an additional \$4,700. The addition of the audio/video presentation with the fireworks show would result in a contract award of \$56,230.

Please see the table below with the breakdown as well as the attachment included in the packet from Bee Lake Productions for a more detailed explanation of costs. Bee Lake Productions LLC has agreed to follow all applicable federal, state, and local laws and regulations. The Town has worked with Bee Lake Productions LLC for several years and have not had any violations related to the show.

Bee Lake Production Services Cost Breakdown

<i>Items</i>	<i>Cost</i>
Fireworks, equipment rental, insurance, permitting	\$44,930
Video, video screen/projection	\$4,700
Pro musical sequencing, FM transmission, sound	\$6,600
Total	\$56,230

BACKGROUND / DISCUSSION

CONNECTION WITH ADOPTED MASTER PLANS

FISCAL IMPLICATIONS

STAFF RECOMMENDATION

Motions for Board of Trustee consideration for Resolution No. 56-2024 - A Resolution Approving a Contract Renewal with Bee Lake Productions, LLC to Provide a Fireworks Presentation on July 4, 2025:

1. Move to approve Resolution 56-2024 for July 4 fireworks in 2025 by Bee Lake Productions, including video production services within the scope of work
2. Move to approve Resolution 56-2024 for July 4 fireworks in 2025 by Bee Lake Productions, with an amendment to not include video production or presentation within the scope of work or approved budget, and authorize the Mayor to execute a revised contract reflecting the resolution as amended.

ATTACHMENTS

1. Resolution 56-2024 -Approving Fireworks Contract Renewal
2. 2025 DRAFT_ Fireworks Contract
3. 2025 July 4 Proposal Itemized
4. Firework Details
5. Equipment Detail

TOWN OF WELLINGTON

RESOLUTION NO. 56-2024

A RESOLUTION APPROVING A CONTRACT RENEWAL WITH BEE LAKE PRODUCTIONS, LLC TO PROVIDE A FIREWORKS PRESENTATION ON JULY 4, 2025

WHEREAS, the Town of Wellington hosts a Fourth of July celebration annually; and

WHEREAS, the Board of Trustees provide a fireworks presentation annually to commemorate the celebration of the Fourth of July; and

WHEREAS, the Town of Wellington approved a contract with Bee Lake Productions, LLC to provide fireworks services for 2024 with the opportunity for renewal in 2025; and

WHEREAS, Bee Lake Productions, LLC has met the requirements and has provided excellent presentations of fireworks in years past.

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

1. The renewal of the Professional Services Agreement between the Town of Wellington and Bee Lake Productions, LLC is hereby approved with a not to exceed amount of \$56,230.
2. A copy of the Professional Services Agreement is attached hereto and made a part hereof.
3. The Town of Wellington hereby authorizes the Town Administrator of the Town to execute the Professional Services Agreement on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 12^h day of November, 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT made and entered into on this 12th day of November, 2024, between THE TOWN OF WELLINGTON, COLORADO, a Colorado statutory municipality ("Town"), and BEE LAKE PRODUCTIONS, LLC ("Contractor").

AGREEMENT

In consideration of the mutual covenants and obligations herein expressed, it is agreed by and between the parties hereto as follows:

1. **Scope of Services.** The Contractor agrees to provide services in accordance with the Scope of Work.
2. **Contract Period.** This Agreement shall commence on the date executed by all parties and shall continue in full force and effect until all services related to July 4, 2025 contemplated in Exhibit A are completed, unless sooner terminated as herein provided.
3. **Renewal.** This Agreement may be not be renewed.
4. **Termination.** If the performance by either party under this Agreement is delayed in whole or in part by unforeseen causes beyond its reasonable control and without its fault or negligence, then the party so prevented shall be granted an extension of time to accommodate such unforeseen cause. For example, if weather or other environmental conditions on the planned performance date prevent Contractor from completing the performance, the Town shall grant an extension of time for such performance to take place when weather permits. If, despite such extension of time, Contractor is prevented from performance, or the Town concludes that the performance cannot take place, then this Agreement shall be terminated. If this Agreement is terminated due to default of this Agreement by Contractor, all amounts paid by the Town to Contractor shall be refunded.

In the event of termination for reasons other than default by Contractor, Contractor shall provide to town an itemized invoice of all costs incurred prior to the date of termination. In such an event, Contractor may retain funds paid to contractor by the Town to cover incurred costs, but the Town will not be obligated to cover any costs by Contractor exceeding eighty percent (80%) of the Contract Sum identified in Section 6, below.

5. **Notice.**

All notices provided under this Agreement shall be effective when mailed by first-class United States mail, postage prepaid and addressed as follows:

Town:
Town of Wellington
Attn: Patti Garcia
8225 Third Street
P.O. Box 127
Wellington, CO 80549

Contractor:
Bee Lake Production, LLC
Attn: Bryan Ehrlich
2151 Bee Lake Road
Wellington, CO 80549

6. **Contract Sum.** The Town shall pay the Contractor a not to exceed amount of \$56,230 for the services contemplated under this Contract for the Year 2025.
7. **Town Representative.** The Town's representative to make decisions with reference to the services provided under this Agreement shall be the Town Administrator.
8. **Independent Contractor.** The services to be performed by Contractor are those of an independent Contractor and not of an employee of the Town of Wellington. The Town shall not be responsible for withholding any portion of Contractor's compensation hereunder for the payment of FICA.

CONTRACTOR ACKNOWLEDGES THAT CONTRACTOR IS NOT ACTING AS AN EMPLOYEE BUT AS AN INDEPENDENT CONTRACTOR ("CONTRACTOR"), AND REPRESENTS THE TOWN THAT CONTRACTOR IS ENGAGED IN AN INDEPENDENT TRADE, OCCUPATION, PROFESSION, OR BUSINESS RELATED TO SERVICE PERFORMED FOR OWNER, INCLUDING AT OWNER'S PROPERTIES, AND CONTRACTOR FURTHER ACKNOWLEDGES THAT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION, UNEMPLOYMENT, WAGE WITHHOLDING OR OTHER BENEFITS, AND THAT CONTRACTOR IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONEYS EARNED PURSUANT TO THE CONTRACT RELATIONSHIP, TO THE EXTENT CONTRACTOR UTILIZES THE SERVICE OF ANY EMPLOYEE OR OTHER PARTY TO PERFORM WORK HEREUNDER CONTRACTOR SHALL INSURE THAT ALL EMPLOYMENT OBLIGATIONS ARE MET INCLUDING PROVISION OF WORKMEN'S COMPENSATION, UNEMPLOYMENT AND WITHHOLDING AS LEGALLY REQUIRED.

9. **Personal Services.** It is understood that the Town enters into the Agreement based on the special abilities of the Contractor and Bryan Ehrlich and that this Agreement shall be considered as an agreement for personal services. Accordingly, the Contractor shall neither assign any responsibilities nor delegate any duties arising under the Agreement without the prior written consent of the Town.
10. **Acceptance Not Waiver.** The Town's approval or acceptance of, or payment for any of the services shall not be construed to operate as a waiver of any rights or benefits provided to the Town under this Agreement or cause of action arising out of performance of this Agreement.
11. **Warranty.** Contractor warrants that all services performed hereunder shall be performed with the highest degree of competence and care in accordance with accepted standards for work of a similar nature.
12. **Default.** Each term and condition hereof shall be deemed to be a material element of this Agreement. If either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default thereof.

13. **Remedies.** In the event a party has been declared in default, the party declaring default may elect to (a) terminate the Agreement and seek damages; (b) treat the Agreement as continuing and require specific performance; or (c) avail itself of any other remedy at law or equity. In the event of litigation between the parties under this Agreement, each party shall bear its own attorney fees and costs.
14. **Binding Effect.** This Agreement, together with the exhibits hereto, constitutes the entire agreement between the parties and shall be binding upon said parties, their officers, employees, agents and assigns and shall inure to the benefit of the respective survivors, heirs, personal representatives, successors and assigns of said parties. Promises, undertakings or representations not set forth in this Agreement shall not be binding on the parties.
15. **Indemnity/Insurance.**
- a. The Contractor agrees to indemnify and hold harmless the Town, its officers, agents and employees against and from any and all actions, suits, claims, demands or liability of any character whatsoever brought or asserted for injuries to or death of any person or persons, or damages to property arising out of, result from or occurring in connection with the performance of any service hereunder. Such duty of indemnification shall extend to all costs incurred by the Town in defense of such claims.
 - b. The Contractor acknowledges that pyrotechnics are by their nature capable of injury to persons and damage to property. The Contractor shall take all reasonable precautions in performing the work hereunder to prevent injury to persons or damage to property.
 - c. Without limiting any of the Contractor's obligations hereunder, the Contractor shall provide and maintain insurance coverage naming the Town as an additional insured as required in the attached scope of work, a certificate of insurance from an insurer acceptable to the Town shall be provided no later than May 31 preceding any performance.
16. **Law/Severability.** The laws of the State of Colorado shall govern the construction interpretation, execution and enforcement of this Agreement. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.
17. **Prohibition Against Employing Illegal Aliens.** This paragraph shall apply to all Contractors whose performance of work under this Agreement does not involve the delivery of a specific end product other than reports that are merely incidental to the performance of said work. Pursuant to Section 8-17.5-101, C.R.S., et. seq., Contractor represents and agrees that:
- a. As of the date of this Agreement:
 - i. Contractor does not knowingly employ or contract with an illegal alien; and
 - ii. Contractor has participated or attempted to participate in the basic pilot employment verification program created in Public Law 208, 104th Congress, as amended, and expanded in Public Law 156, 108th Congress, as amended, administered by the United States Department of Homeland

Security (the "Basic Pilot Program") in order to confirm the employment eligibility of all newly hired employees.

- b. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement or knowingly enter into a contract with a subcontractor that knowingly employs or contracts with an illegal alien to perform work under this Agreement.
- c. Contractor shall continue to apply to participate in the Basic Pilot Program and shall in writing verify same every three (3) calendar months thereafter, until Contractor is accepted or the public contract for services has been completed, whichever is earlier. The requirements of this section shall not be required or effective if the Basic Pilot Program is discontinued.
- d. Contractor is prohibited from using Basic Pilot Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
- e. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Contractor shall:
 - i. Notify such subcontractor and the Town within three days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
 - ii. Terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to this section the subcontractor does not cease employing or contracting with the illegal alien; except that Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- f. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment (the "Department") made in the course of an investigation that the Department undertakes or is undertaking pursuant to the authority established in Subsection 8-17.5-102 (5), C.R.S.
- g. If Contractor violates a provision of this Agreement pertaining to the duties imposed by Subsection 8-17.5-102, C.R.S. the Town may terminate this Agreement. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the Town arising out of Contractor's violation of Subsection 8-17.5-102, C.R.S.
- h. The Town will notify the Office of the Secretary of State if Contractor violates this provision of this Agreement and the Town terminates the Agreement for such breach.

Exhibit A

SCOPE OF WORK

- 1. Weather/Environmental Conditions and Duration of Show.** The Contractor shall provide a Scripted Pyro-musical choreographed for the display. Video and Audio services will be the responsibility of the Contractor and be engineered to support the viewing and listening of the spectator area. The fireworks display and video display of the same magnitude or a heightened magnitude as in the year prior to this contract, shall commence on July 4, 2025 at approximately 9:15 p.m. and continue, uninterrupted, for Approximately 45 minutes, subject the weather and environmental conditions suitable to permit a display. As required by insurance policy, an alternate shoot date will be established between the Town and the Contractor in the event it is mutually understood and agreed that should inclement weather or environmental conditions (i.e. severe drought conditions) prevent the display on the appointed day, the Town and the Contractor shall immediately postpone the shoot to the prearranged postponement date. It is agreed and understood by the Town and the Contractor that the Contractor will confirm set up with the Town on the day of the event and, thereafter, if the fireworks have been taken out and set up before the inclement weather prevails, then such exhibitions of fireworks must be carried out in the best possible manner without any deductions from the compensation due the Contractor.

Contractor, within 45 days of July 4th shall provide the Town for approval with a menu of fireworks and the intended presentation. The Town may object to the presented materials and Contractor will accommodate reasonable requested changes to the proposed presentation.

- 2. Contractor's Personnel:**

- a.** The Contractor shall furnish trained personnel authorized to serve as their agents in presenting the fireworks displays, The Contractor shall furnish a crew of adequate size, trained in the presentation of fireworks displays to perform all duties necessary for the set-up, presentation, and clean-up of the fireworks display. The Contractor shall appoint a crew foreman, who shall be duly authorized to serve as their agent and make any decision necessary during the set-up, presentation, and clean-up of the fireworks display. The crew shall arrive at least twelve (12) hours prior to the event. Crew members shall not be employees of the Town. Contractor crew members will be insured under Contractor's required insurance and Contractor shall be obligated for all compensation, employment benefits, statutory withholding, including workers compensation as may be required by applicable law.
 - b.** The Town Administrator/Clerk shall be contacted at least forty-five (45) days prior to the event with the name of the pyrotechnician responsible for shooting the show. It shall be the responsibility of the pyrotechnician to contact the Town Administrator/Clerk at least thirty (30) days prior to the event to discuss any issues that need to be finalized and to obtain approvals from the Town on the day of or immediately prior to the day of the event to proceed.
- 3. Shooting Site.** The Town will provide the location for the Shoot Site. The Shoot Site shall be suitable for the firing of a professional fireworks display. The Contractor will

inspect the Shoot Site for any incumbrances, hazards or limitations that would cause undue risk for the Contractor, spectators, or Town. (i.e. Shoot Site display and fallout area is overgrown with vegetation which increases a risk of fire), In the event such hazard exists, the Town will provide the mitigation or removal of such hazard. Contract agrees to support the Town with mitigation efforts but is not responsible for the mitigation. For the year 2025, the show will be shot from the Thimmig property, located on 6th Street directly east of the Wellington Middle School (the "site"). If the shoot site is deemed unavailable for any reason by either party or AHJ, a new shoot site must be proposed by the Town at least 180 days prior to the event. In the event a suitable and acceptable shoot site is not provided, or a change to the approved shoot site is needed for any reason, causing the cancellation of the event, less than 180 days prior to the event, Town will be responsible for any costs incurred to the Contractor as to the purchase of firework product or supplies and the parties shall arrange for product and supplies purchased by the Town to be turned over to the Town or stored by Contractor.

4. **Town Provisions.** The Town will not be obligated to provide labor, material, or equipment to secure the site. Shoot site will be secured by Contractor, with Town's approval and cooperation, as required by approval of the AHJ and the Contractor. Contractor will follow all applicable laws, regulations, and policies, including as set forth by Bureau of Alcohol Tobacco, Firearms and Explosives (BATFE) and Colorado Division of Fire Safety (CDFS) as it relates to safety precautions concerning shoot site, display area, fall out area, security boundaries and monitoring of site at all times while 1.3g Class B or 1.4g Professional Class C firework products are on site. Contractor will provide all means to secure the shoot site under these requirements as a part of contract.
5. **Police Protection and Permits.** The Contractor is responsible for providing Contractors' security at the shooting site at all times including after equipment has been located to the site. The Contractor must obtain all necessary licensing and permits, including but not limited to a Public Display of Fireworks Permit and must adhere to the 2018 International Fire Code as adopted with amendments or current issue and NFPA 1123 current edition. Failure of Contractor to submit necessary licensing and permit applications and materials by the applicable deadlines shall constitute a breach of this Agreement and shall obligate Contractor to pay for any additional costs incurred by the Town due to the late submission. For example, if a late submission by Contractor results in the Town having to pay overtime for grounds staff to comply with mitigation requirements, Contractor would compensate the Town for that overtime work that could have been avoided by a timely submission.
6. **Safety Representative.** The Wellington Fire Protection District (the "Fire District") shall act as the Authority Having Jurisdiction ("AHJ") to provide safety inspections and oversight. The AHJ will have authority to determine whether the show may be shot and the AHJ may stop the show, including if an AHJ representative determines that the safety of citizens and or the shooters is jeopardized.
7. **Safety.** Contractor will strictly comply with all safety requirements and best practices as established by the American Pyrotechnics Guild for the safe and effective performance for shooting a firework display as described here. The show must be a completely electronically-shot show. The Contractor provided shooter shall remain outside the display area perimeter and within the fallout area of the shoot site. Contractor shall also provide a minimum of 4 spotters to monitor the fireworks display area, shooting

performance and shell detonation as prescribed by the fireworks manufacturer. Spotters shall position to adequately monitor the show from outside the display site area, and within the fallout area of the shoot site. Only one shell per mortar tube will be allowed. No reloading of tubes will be allowed. In the event of inclement weather, and when determined by the AHJ or the Contractor, mortar tube adjustment for wind direction will be made prior to the start of the show. No one other than the Contractor or Contractor's pyrotechnician crew members will be allowed to handle the shells. Shooters shall wear fire resistant FR rated clothing, or 100% cotton clothing as approved by the NFPA and CDFS. No nylon clothing will be allowed.

8. **Set Up.** The display needs to be completely set up, tested, and inspected at least one (1) hours prior to the scheduled commencement time. If the Shoot Site is available, mortar tubes can be set, backfilled, and ready for inspection forty-eight (48) hours prior to the scheduled commencement time.
9. **Clean-up.** The Contractor will be responsible for cleanup and policing of the shooting site including the removal of all unexploded fireworks, removal of frames, mortars and other debris left as a result of the shooting of the fireworks display including as provided per National Fire Protection Association Code 1123.

10. Insurance.

- a. The Contractor will provide, from insurance companies acceptable to the Town, the insurance coverage designated hereinafter and pay all costs. Before commencing work under this bid, the Contractor shall furnish the Town with certificates of insurance, in a form acceptable to the Town, showing the type, amount, class of operations covered, effective dates and date of expiration of policies, and containing substantially the following statement. The Town shall approve insurance coverage (the "Insurance Requirement") in writing.

At a minimum Contractor agrees to provide public liability and property damage insurance coverage, including spectator coverage in the amount of \$5,000,000 as a total combined coverage from the Contractor (\$3,000,000) and the Fireworks Manufacturer (\$2,000,000). Contractor shall provide a certificate of insurance to the Town a minimum of 30 days before the event listing the Town and an additional insured on the policy. Additionally, Contractor will not terminate or modify such insurance policy without written notice of such change, two weeks prior to the change. In the event of a claim by the Town, Contractor agrees to pay any deductible under the policy, which deductible shall not be greater than \$5,000.

- b. The insurance evidenced by this insurance certificate will provide that "the insurance may not be cancelled or materially altered, except after ten {10} days written notice to the Town of Wellington, Colorado."
- c. In case of the breach of any provision of the Insurance Requirements, the Town, at its option, may take out and maintain, at the expense of the Contractor, such insurance as the Town may deem proper and may deduct the cost of such insurance from any monies which may be due or become due the Contractor under this Agreement. The Town, its officers, agents and employees shall be named as an additional insured on the Contractor's general liability insurance policies for any claims arising out of work performed under this Agreement.

- d. The following minimum Insurance coverage will be provided by Contractor:
 - i. Employer's Liability. The Contractor shall maintain during the life of this Agreement for all of the Contractor's employees engaged in work performed under this agreement:
 - 1. To the extent required by applicable law, Workers' Compensation insurance with statutory limits as required by Colorado law.
 - ii. Employer's Liability insurance with limits of \$1,000,000 per accident, \$1,000,000 disease aggregate, and \$1,000,000 disease each employee.
 - iii. Commercial, General, and Vehicle Liability. The Contractor shall maintain during the life of this Agreement such commercial general liability and automobile liability insurance as will provide coverage for damage claims of personal injury, including accidental death, as well as for claims for property damage, which may arise directly or indirectly from the performance of work under this Agreement. Coverage for property damage shall be on a "broad form" basis. The amount of insurance for each coverage, Commercial General and Vehicle, shall not be less than \$1,000,000 combined single limits for bodily injury and property damage.
 - iv. In the event any work is performed by a subcontractor, the Contractor shall be responsible for any liability directly or indirectly arising out of the work performed under this Agreement by a subcontractor, which liability is not covered by the subcontractor's insurance. All subcontractors shall be approved by the Town and provide proof of workman's compensation to the Town.

11. Misfires. Contractor agrees that after post-show inspection, any misfire product will be returned to the supplier to be destroyed under the provisions of NFPA 1123. Any product deemed unfired, and in good condition will be reported to the Town and can be stored for use in a later show. Should the Town elect to terminate the contract before the opportunity to use unfired products. Contractor will refund the wholesale cost of the product to the Town.

12. Attachments.

- a. Attachment A: Video Presentation and Pyro-musical Display Firework Details
- b. Attachment B: Equipment Detail
- c. Attachment C: Firework Detail
- d. Attachment D: Insurance



2025 July 4th Professional Fireworks Display

Bee Lake Productions
2151 Bee Lake Road, Wellington, CO 80549
970-568-7175 behrlich09@gmail.com

AT THE TIME OF THE PROPOSAL DATE, FIRM PRICING FOR FIREWORKS, INSURANCE AND LABOR WAS NOT AVAILABLE, PRICING IS BASED ON BEST ESTIMATES AVAILBLE FROM MULTIPLE SOURCES. PRICING VARIATIONS INCLUDE INFLATION/COST OF LIVING, SHIPPING COSTS AND AVAILABILITY. BEE LAKE PRODUCTIONS WILL MAKE EVERY EFFORT TO WORK WITH TOWN OF WELLINGTON TO REACH AN AGREEABLE PRICING STRUCTURE. HIGHLIGHTED ITEMS ARE SUBJECT TO PRICE ADJUSTMENTS.

CUSTOMER

Town of Wellington, CO

ESTIMATE NO

2025 Proposal

DATE

10/15/2024

ADDRESS

3735 Cleveland Avenue

CITY/STATE/ZIP

Wellington, CO 80549

PAYMENT TERMS

80% at Contract Annual
firm pricing approval
20% after completion of
yearly display.

DUE DATE

3/20/2025

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	July 4th Video Presentation-Pyro-musical Fireworks Display		\$56,230.00
	Consisting of the following:		\$0.00
1	Fireworks Product (itemized list attached)	incl	\$23,934.00
1	Rental of Pyrotechnic Equipment (itemized list attached)	incl	\$5,546.00
1	\$1,000,000 each occurrence/\$2,000,000 General Aggregate + \$2,000 000 General Liability Insurance	incl	\$7,900.00
1	Flood Lighting Rental (2 Light Trailers)	incl	\$350.00
1	Labor for Pyrotechnic show (includes prep, set up staging, loading firing, inspection and clean up)	incl	\$4,600.00
1	Storage Magazine rental	incl	\$1,800.00
1	Historic Video Production - Approx., 20 Minute video	\$2,500.00	\$500.00
1	Pyro Musical Scripting and Sequencing	\$2,000.00	\$2,000.00
1	Video Screen/Projection, Sound and Audio Rental	\$8,300.00	\$8,300.00
1	FM Transmission of audio	\$500.00	\$500.00
1	WFPD Professional Firefighters (two trucks + 4 staff)	incl	\$0.00
1	WFPD Permtting		\$800.00

SUBTOTAL \$56,230.00

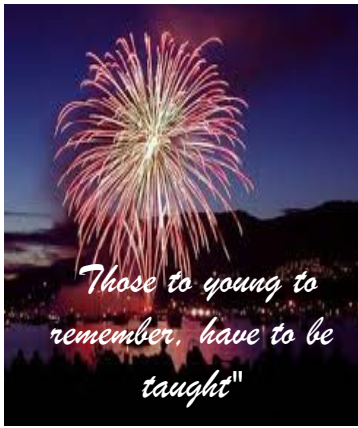
THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:	TAX RATE	0.00%
Bee Lake Productions offers a full "turn-key" Proposal. Proposal is for 100% Acceptance of all line items.	SALES TAX	\$0.00
At time of proposal date firm pricing for Fireworks, Insurance, and Labor was not available. Pricing based on best estimates available with consideration of inflation/cost of living, avaibility and status	OTHER	
Bee Lake Productions will provide Certificate of Insurance with named insureds by May 1, 2021	TOTAL	\$56,230.00
SALES TAX NOT INCLUDED Town of Wellington must provide Tax exempt certificate if claiming Tax Exempt for Fireworks Product and Rental charges. (TBD @6.7%)		

Contact Year 2023 will be subject to price adjustment based on any, but not limited to, the following contract items. Fireworks Product, Liability Insurance, Labor, Safety Lighting, Storage rental costs.
Pricing for Pyrotechnic Equipment will remain FIRM for all contract years,
Wellington is provided the option of added services to the contract any or for all of the optional items in the proposal overview. These include Video Production, Pyro-musical Scripting, FM Transmission of Audio and Video Screen/Audio Equipment Rental.
Contract Pricing will remain FIRM through the contract for optional items should Wellington opt to add to the contract. These include Video Production, Pyro-musical Scripting, FM Transmission of Audio. Audio/Video Equipment Rental will be adjusted on a as needed basis.

Sign Below to Accept Quote:

Date

Authorized Rep



2025 July 4th Professional Fireworks Display

Bee Lake 2151 Bee Lake Road, Wellington, CO 80549
Productions

970-568- behrlich09@gmail.com
7175

THE FOLLOWING PROPOSED FIREWORKS REPRESENT A SAMPLE OF FIREWORKS CONSISTING OF 1.3G SHELLS, 1,3G/1,4PRO CAKES/SLICES. AT THE TIME OF PROPOSAL, EXACT AVAILABILITY OF MANUFACTURER, QUANTITIES OR VARIETY WAS NOT AVAILABLE. A FIRM DETAIL OF PRODUCT EQUAL TO OR EXCEEDING THE FOLLOWING WILL BE PROVIDED

QUANTITY	DESCRIPTION	SHELL SIZE	BREAKS
1	Freedom RWB Display Shells - 72	3"	72
1	Flower King Aidsay Assortment -72	3"	72
1	Lidu Assortment B Display Shells - 36	4"	36
1	Wizard Assortment B Display Shells - 36	4"	36
1	Freedom RWB Display Shells - 36	4"	36
1	Vulcan Stained Glass Assortmenmt	5"	18
1	T-Sky showcase assorted shells - D	5"	18
1	Vulcan premium assorted shells- A	5"	18
1	Vulcan premium assorted shells- C	5"	18
1	Freedom USA Pattern Assortment	5"	6
1	T-Sky showcase assorted shells - A	6"	9
1	T-Sky showcase assorted shells - B	6"	9
2	T-Sky Long Durational Showcase- Extended Time effects	6"	18
1	Flower King asst 9 effects - 9 shells	6"	9

CUSTOMER

Town of Wellington,
CO

ESTIMATE NO

2024 Proposal

DATE

11/4/2024

ADDRESS

3735 Cleveland
Avenue

CITY/STATE/ZIP

Wellington, CO 80549

PAYMENT TERMS

**80% at contract
approval 20% after
completion**

DUE DATE

3/20/2025

**Shell Count by
Size**

3" - 233

4" - 140

5" - 102

6" - 114

8" - 12

1	Vulcan premium assorted shells- A	6"	9
1	Vulcan premium assorted shells- B	6"	9
1	Vulcan premium assorted shells- GHOST	6"	6
1	Dominator Assortmnet D Display Shells	6"	9
1	Titanium Salute (ball)	3"	41
3	chained ball salute w/ tail - chained is sets of 10 - 10	3"	27
1	white strobe comet	3"	6
3	red star comet	3"	12
1	blue star comet	3"	3
4	red chrysanthemum w/ red tail	4"	8
4	silver chrysanthemum w/ silver tail	4"	8
4	blue chrysanthemum w/ blue tail	4"	8
4	Green Bowtie w Red ring	4"	4
4	Blue Bowtie w Golden ring	4"	4
2	gold orido nishiki w/ big blue pistil	5"	2
2	gold orido nishiki w/ red strobe pistil	5"	2
1	brocade flower crown bowtie w/ red ring	5"	1
1	god of wealth horsetail w/ red falling leaves	5"	2
4	special white strobe	5"	4
1	red dark red	5"	1
1	cycus bloom to color tips	5"	2
2	cylinder shell - silver dragon w/ red and blue strobe core	5"	2

1	stacked color bands	5"	2
1	lemon glittering waterfall	5"	1
1	orange strobe waterfall	5"	1
1	blue peony w/ red coconut w/ brocade pistil w/ brocade tail	5"	1
3	Smile face w time rain ring	5"	3
2	midnight snow to red with blue pistil	6"	1
2	midnight snow double ring w/ blue pistil	6"	1
2	pixie dust willow	6"	1
2	red chrysanthemum w/ red tail	6"	2
2	silver chrysanthemum w/ silver tail	6"	2
2	blue chrysanthemum w/ blue tail	6"	2
2	nishiki kamuro niagara falls	6"	2
1	gold orido nishiki w/ big blue pistil	6"	1
1	gold orido nishiki w/ red strobe pistil	6"	1
2	god of wealth brocade w/ green strobe pistil	6"	1
1	blue ring w/ yellow star	6"	1
3	ring - three ring (red / green / blue)	6"	2
2	8 point chrys. stained glass w/ red ring	6"	2
2	multi-row flower w/ brocade flower crown pistil	6"	2
2	red heart	6"	2
1	lemon glittering waterfall	6"	1
2	blue peony w/ red coconut w/ brocade pistil w/ brocade tail	6"	4
1	smile face to strobe crossette ring	6"	1

2	red three swordsmen (red palm tree wave)	6"	2
2	half red half blue w/ brocade ring and flower wave	6"	2
1	Green Bowtie w Red ring	6"	1
1	Blue Bowtie w Golden ring	6"	1
1	Ghost Shell - red to green to crackle	8"	1
1	red to blue to silver crackling w/ golden strobe to silver crackling pistil w/ tail	8"	1
1	God of Wealth Horsetail w/ red falling leaves pistil	8"	1
1	Golden strobe to blue w/ golden strobe to red pistil	8"	1
1	color peony changing to color strobe w/ crossette pistil	8"	1
1	half red half blue w/ brocade ring w/ tail	8"	1
1	large gold willow to variegated	8"	1
1	gold orido nishiki with red strobe pistil	8"	1
1	blue sunflower with tail	8"	1
1	red, dark, lemon, dark, delayed crackle w/ green to purple pistil	8"	1
1	crackling willow ring with smile face	8"	1
1	color crossette	8"	1
Quantity	Multi-Shot Cakes, Fans and Slices 1.3G and 1.4g PRO	Size	Shots
2	2.5" nights over America 5x5 fan red white and blue flash break chrysanthemums w/ r,w,b tails (25sh peanut = 50 breaks)	3"	100
2	2" freedom reigns 5x10 fan red white and blue flash break chrysanthemums w/ r,w,b tails (50sh peanut = 100 breaks)	2.5"	200
1	2" gold whirl to blue & purple peony crackling now w/ gold, blue & purple tails (50sh peanut = 100 breaks)	2"	100

1	blue tail brocade crown, brocade crown blue mine	1"	100
1	fan shaped - red / green w/ time rain tail	1"	300
1	fan shaped - special red + sky-blue and white strobe, special red w/ white strobe mines	1"	150
1	fan shaped - brocade crown to green flashing mine to red green blue peony time rain	1"	140
1	fan shaped - big gold coconut blue mine	1"	120
1	TBD Fan Cake - Red White Glittering Willow to Blue mine	1"	130
1	"Z" shaped - color glittering tail blue mine	1"	200
2	"Z" shaped - red white blue comet to report	1"	400
1	"Z" shaped - colorful falling leaves	1"	150
1	"Z" shaped - big silver tourbillion	1"	100
750	e-match / "Igniter" / "squib" 3 Meter Leads - from Wizard International LTD		
1	e-match to quick match connector Safer, quicker and more secure. 50pc per case		
	TOTAL DISPLAY SHELL BREAKS		594
	TOTAL MULTI-SHOT CAKE BREAKS		2190
	TOTAL BREAKS		2784

Sign Below to Accept Quote:

Authorized Rep

Date



2025 July 4th Professional Fireworks Display

Bee Lake Productions
2151 Bee Lake Road, Wellington, CO 80549
970-568-7175 behrlich09@gmail.com

CUSTOMER

Town of Wellington, CO

ESTIMATE NO

2025 Proposal

DATE

11/4/2024

ADDRESS

3735 Cleveland Avenue

CITY/STATE/ZIP

Wellington, CO 80549

PAYMENT TERMS

QUANTITY	DESCRIPTION	MORTARS	RACKS
1	3" Fiberglass Mortars/ 12 Position Wood Racks	233	19
1	4" Fiberglass Mortars/ 8 Position Wood Racks	144	18
1	5" Fiberglass Mortars/ 6 Position Wood Racks	108	18
1	6" Fiberglass Mortars/ 6 Position Wood Racks	114	19
1	8" Fiberglass Mortars/ Direct Bury	12	n/a
39	Cobra 18M Field Modules	n/a	n/a
1	Cobra 18R2 Remote Controller	n/a	n/a

80% at contract approval
20% after completion

DUE DATE

3/20/2025

Shell Count by Size

3" - 233

4" - 140

5" - 102

6" - 114

8" - 12

Sign Below to Accept Quote:

Authorized Rep

Date



Board of Trustees Meeting

Date: November 12, 2024
Subject: Resolution No. 57-2024 - A Resolution Appointing a Town Clerk

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

BACKGROUND / DISCUSSION

The Town of Wellington Municipal Code at Section 2-3-5 requires that the Board of Trustees appoint a Town Clerk. Upon the resignation of the former Town Clerk in August, 2024, Patti Garcia, Town Administrator, was appointed as Interim Town Clerk. A search for a new town clerk was conducted and interviews were held in September, 2024. Mayor Pro Tem Mason and Trustee Tietz participated in the interviews along with several staff members. Based on the interview process, Hannah Hill was recommended by the interview team to be the next Town Clerk for the Town of Wellington.

STAFF RECOMMENDATION

Recommended motion: Move to approve Resolution No. 57-2024 - A Resolution Appointing a Town Clerk.

ATTACHMENTS

1. Reso 57-2024 - Appointing a Town Clerk

TOWN OF WELLINGTON

RESOLUTION NO. 57-2024

A RESOLUTION APPOINTING A TOWN CLERK

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, Section 2-3-25 of the Code provides that the Board shall appoint a Town Clerk; and

WHEREAS, the previous Town Clerk resigned from their position with effective August 23, 2024; and

WHEREAS, the Town conducted a recruitment and interview process to fill the position; and

WHEREAS, the Board desires to appoint Hannah Hill as the Town Clerk.

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

1. The Board of Trustees appoints Hannah Hill to serve as Town Clerk for the Town of Wellington.

Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of November 2024.

TOWN OF WELLINGTON

By: _____
Calar Chaussee, Mayor

ATTEST:

Patti Garcia, Town Administrator



John J. Feyen, Sheriff

LARIMER COUNTY SHERIFF'S OFFICE

One Agency

One Mission

Public Safety

October 15, 2024

Town of Wellington

Attn: Patti Garcia, Town Administrator

PO Box 127

Wellington, Colorado 80549

Dear Ms. Garcia:

The Law Enforcement Services Agreement for the Town of Wellington obligates the Larimer County Sheriff's Office to provide monthly reporting.

In meeting the contract, for the month of **September 2024**, the Larimer County Sheriff's Office maintained six deputies, one corporal, and one sergeant providing full-time law enforcement for the Town. In addition, one full-time investigator, one full-time desk deputy, and one full-time School Resource Officer assisted the town with law enforcement activities.

During the month of **September 2024**, non-assigned deputies spent a total of **97.98** hours in Wellington responding to calls, patrolling, and making contacts in the town.

During the month of **September 2024** there were **0.0** hours worked by Northern Colorado Drug Task Force.

Investigations – ongoing and active cases include:

Sex Crime – 2

Child Abuse – 1

Welfare Check – 1

Suspicious Circumstances - 1

Administration
2501 Midpoint Dr.
Fort Collins, CO 80525
970 498-5100

County Jail
2405 Midpoint Dr.
Fort Collins, CO 80525
970 498-3200

Emergency Services
1303 N. Shields St.
Fort Collins, CO 80524
970 498-5300

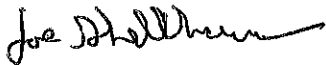
larimer.gov/sheriff

Of Note:

- Deputies assisted with a structure fire that was reported in the Meadows Subdivision. Six occupants got out of the house. One occupant was transported to the hospital for smoke inhalation. The fire engulfed the back porch and caused damage to the inside of the residence near the back door. Fire was most likely caused by an open fire pit. Investigations notified.
- A male juvenile made a Snapchat "joke" about shooting up the Wellington High School. Fort Collins Police Services SRO assisted due to the Pearl Fire. FCPS SRO obtained consent from the juvenile's father to search the home. Nothing overly concerning was found during the search.
- A traffic stop was attempted on a motorcycle ridden by an adult male on I-25 for speeding and having no plates. The male did not stop and a pursuit was initiated. The pursuit was discontinued at the state line. Wyoming Highway Patrol located the bike and suspect in a parking lot 2 miles into Wyoming. The bike was found to be stolen out of the Denver area. The male had 19g of Methamphetamine and 68g of Marijuana on his person. The male was issued a summons for our traffic offenses. WHP transported the male to the Laramie County Jail on their charges.
- A juvenile brought a 3D printed gun, knife and drugs to the Middle/High School. He was arrested.

Pursuant to the Law Enforcement Agreement between the Town of Wellington and Larimer County, applicable documenting monthly forms are attached.

Thank you,



Undersheriff Joe Shellhammer
(970) 498-5103
Attachments



LARIMER COUNTY SHERIFF'S OFFICE

Wellington Calls for Service and Patrol Time
(For Non-Wellington Officers)

Dispatch Dates between 09/01/2024 and 09/30/2024

Excluded from this report -
Squads: Civilian, Parks, and Investigations
Units: 9ME*, 9S27;9Z5;9E86;9E35;9E64;9E89;9E8;9E34;9E75;9E7

Call Times by Month

	Call/Contact Time (Minutes/Hours)	Patrol Time (Minutes/Hours)	Totals
2024-09	3,595.65 59.93	2,283.42 38.06	5,879.07 97.98
Totals	3,595.65 59.93	2,283.42 38.06	5,879.07 97.98

Wellington Monthly Report

September 2024

Larimer County Sheriff's Office

Christine Harpel
Administrative Coordinator

10/7/2024

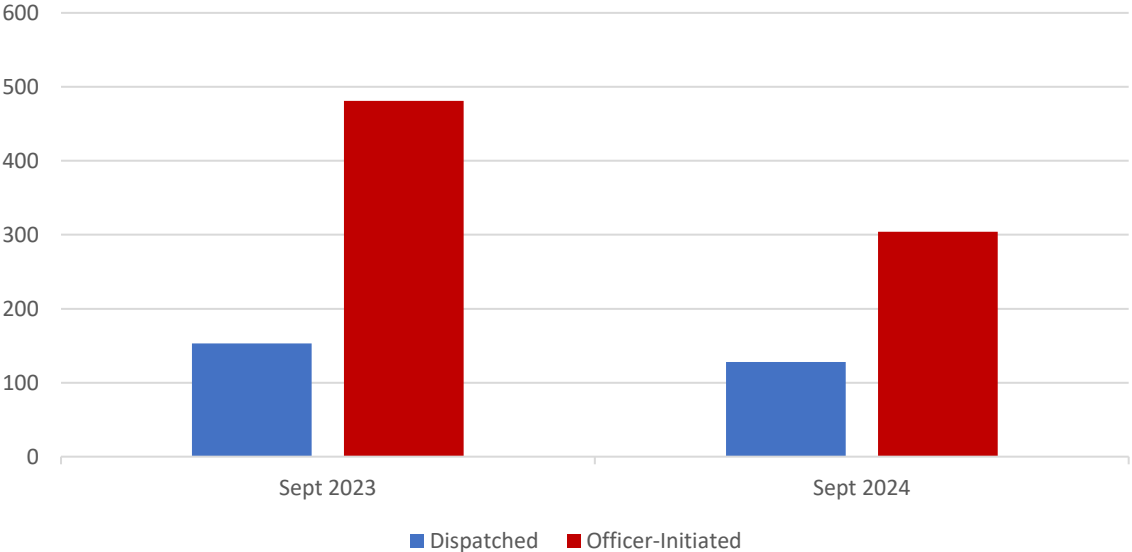
Page 220 of 227

September 2024 Totals

Dispatched / Officer-Initiated Activity

Dispatched Calls	128
Officer Initiated	304
September 2024 Total	432

Dispatched vs Officer-Initiated Activity



- Dispatched calls were Down 25 or 16% from September 2023
- Officer-Initiated Activity was Down 177 or 37% from September 2023

	Sept. 2023	Sept. 2024
Dispatched Calls	153	128
	24%	30%
Officer Initiated	481	304
	76%	70%
Total	634	432

- 30% were Dispatched Calls
- 70% was Officer-Initiated Activity

September 2024 Calls for Service

Calls for Service Comparison

Call Types A-M

Call Type	2021	2022	2023	Avg 21-23	2024	% Change 3-Yr Avg to 2022
9-1-1 Hangup	3	1	3	2.33	0	-100%
Alarm Calls	12	7	6	8.33	2	-76%
Animal Calls	5	8	10	7.67	2	-74%
Assault	2	4	0	2.00	4	100%
Assist Business	16	4	3	7.67	1	-87%
Assist Other Agency (Fire/Med)	5	18	12	11.67	14	20%
Bar Checks	0	0	4	1.33	0	-100%
Burglary	1	1	1	1.00	0	-100%
Child abuse	0	0	1	0.33	1	200%
Citizen Assist	14	14	17	15.00	23	53%
Civil	12	13	16	13.67	16	17%
Criminal Mischief	4	4	1	3.00	2	-33%
Disturbance	10	4	5	6.33	11	74%
Drug case	0	6	3	3.00	4	33%
DUI Arrest	2	0	2	1.33	0	-100%
Extra Checks & Business Check	250	164	208	207.33	86	-59%
Family Problems	16	10	11	12.33	12	-3%
Follow up	43	31	23	32.33	23	-29%
Found property	4	3	2	3.00	2	-33%
Fraud	9	8	7	8.00	5	-38%
Harassment	2	4	4	3.33	7	110%
Information Report	0	0	1	0.33	0	-100%
Juvenile Problem	10	8	7	8.33	0	-100%
Lost Property	1	2	2	1.67	1	-40%
Mental Health Call	1	2	4	2.33	8	243%
Missing Person (Child/Adult)	6	2	0	2.67	2	-25%
Motor Vehicle Accident	6	8	3	5.67	6	6%
Municipal Code Violation	0	1	23	8.00	2	-75%

Call Types N-Z

Call Type	2021	2022	2023	Avg 21-23	2024	% Change 3-Yr Avg to 2022
Neighbor Problems	4	6	2	4.00	2	-50%
Noise\Party Complaint	4	3	6	4.33	3	-31%
Pedestrian Contact/Subject St	4	12	13	9.67	6	-38%
Private Tow	3	1	3	2.33	6	157%
REDDI Report	1	1	1	1.00	1	0%
Restraining Order Violation	1	4	0	1.67	3	80%
Safe 2 Tell	2	0	1	1.00	5	400%
School Check	15	19	12	15.33	8	-48%
Sex Offense	2	1	1	1.33	0	-100%
Sex Offender Check	2	0	17	6.33	7	11%
Solicitor	0	1	0	0.33	0	-100%
Suicide Attempt	0	0	1	0.33	0	-100%
Suicide Threat	2	2	1	1.67	4	140%
Suspicious Circumstances	17	23	31	23.67	20	-15%
Theft	4	7	2	4.33	9	108%
Traffic Problem	25	10	14	16.33	14	-14%
Traffic Stop	60	103	108	90.33	82	-9%
Trespass	3	3	4	3.33	1	-70%
Vehicle Theft	2	1	1	1.33	1	-25%
Vehicle Trespass	4	1	0	1.67	0	-100%
VIN Check	9	9	5	7.67	8	4%
Warrant Attempt/Arrest	8	1	5	4.67	5	7%
Weapon Related (menacing,	3	1	0	1.33	2	50%
Welfare Check	8	13	13	11.33	7	-38%
Unspecified	5	3	13	7.00	4	-43%
TOTALS	622	552	633	602.33	432	-28%

NC = Not Calculable. Cannot divide by 0.

Calls for Service DOWN 201 or 32% from September 2023
September 2024 calls DOWN 28% from September 2021-2023 Average

September 2024 Call Categories

Crime Type Averages / Trends

Property Crimes					
Call Type	2021	2022	2023	Avg 21-23	2024
Burglary	1	1	1	1.00	0
Theft	4	7	2	4.33	9
Vehicle Theft	2	1	1	1.33	1
Vehicle Trespass	4	1	0	1.67	0
Property Crimes Totals	11	10	4	8.33	10

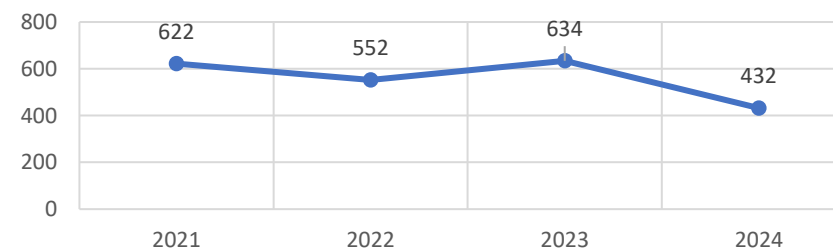
Persons Crimes					
Call Type	2021	2022	2023	Avg 21-23	2024
Assault	2	4	0	2.00	4
Missing Person (Child/Adult)	6	2	0	2.67	2
Robbery	0	0	1	0.33	0
Sex Offense	2	1	1	1.33	0
Weapon Related (menacing,	3	1	0	1.33	2
Persons Crimes Totals	13	8	2	7.67	8

Disorder/Other Crimes					
Call Type	2021	2022	2023	Avg 21-23	2024
Alcohol Calls	0	0	0	0.00	0
Animal Calls	5	8	10	7.67	2
Criminal Mischief	4	4	1	3.00	2
Disturbance	10	4	5	6.33	11
Drug case	0	6	3	3.00	4
Family Problems	16	10	11	12.33	12
Harassment	2	4	4	3.33	7
Juvenile Problem	10	8	7	8.33	0
Noise\Party Complaint	4	3	6	4.33	3
Suspicious Circumstances	17	23	31	23.67	20
Trespass	3	3	4	3.33	1
Disorder Crimes Totals	71	73	82	75.33	62

Red numbers indicate a DECREASE in crime from September 2023

Yellow backgrounds indicate an INCREASE in crime from September 2021-2023 Average

September 2021-2024 Totals



September 2024 Traffic

Traffic Citations	9/23	9/24
Traffic Citations Issued	36	29
Traffic Warnings	73	48

➤ Citations Issued Down 7

➤ Warnings Down 25

Call Type	9/23	9/24
Traffic Stop	108	82
Motor Vehicle Accident	3	6
DUI Arrest	2	0
Traffic Problem	14	14
REDDI Report	1	1

➤ Traffic Stops Down 26 or 24%

➤ MV Accidents Up 3

➤ DUI Arrests Down 2

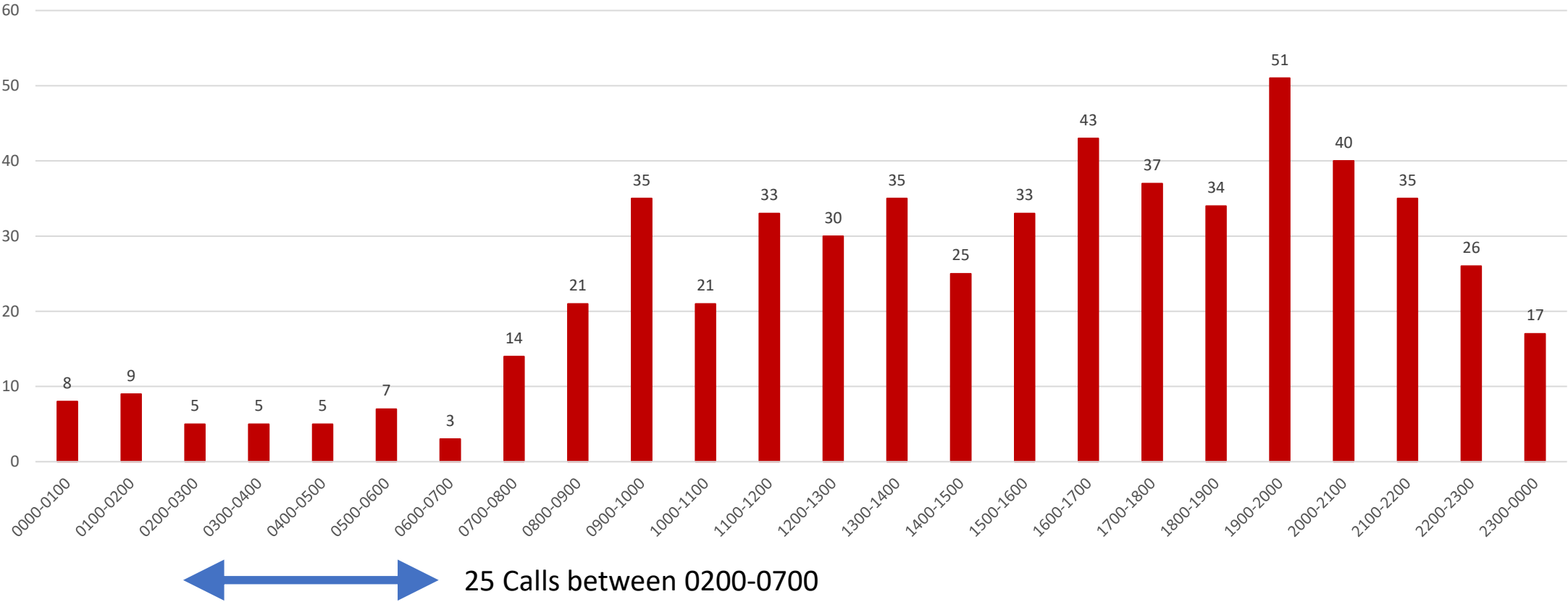
➤ Traffic Problems Equal

➤ REDDI Reports Equal

September 2024

Call Totals by Hour

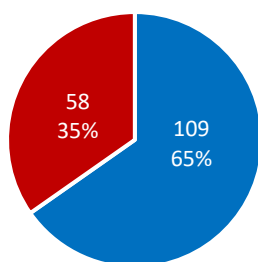
Busiest Hours
1900-2000 (51)
1600-1700 (43)



September 2024

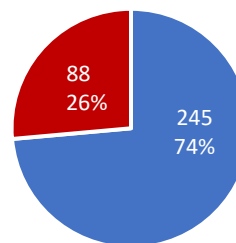
Wellington/Non-Wellington Units

Dispatched



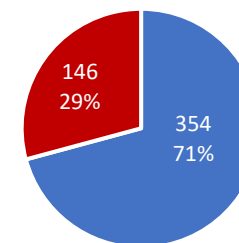
■ Wellington ■ Non-Wellington

Officer-Initiated



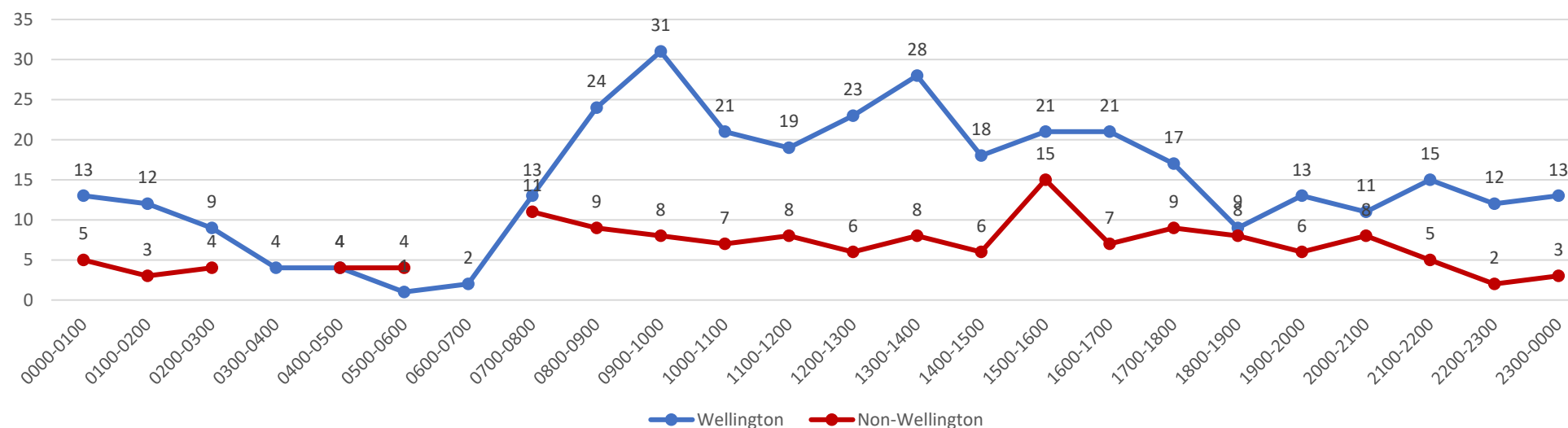
■ Wellington ■ Non-Wellington

Total Calls



■ Wellington ■ Non-Wellington

Wellington/Non-Wellington Calls by Hour

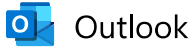


September 2024

Response Times / Time on Calls
Dispatched Calls Only
[All Times in Minutes](#)

Average Response Time (All Units)		
High		12.18
Medium		22.78
Low		37.51
Avg. Response Time		24.16

Average Time on Calls (All Wellington Calls)			
High			30.57
Medium			42.05
Low			27.59
Avg. Time			33.40



[Draft] Fw: Online Form Submittal: Contact Us Form

From**Draft saved** Tue 11/12/2024 12:42 PM

From: noreply@civicplus.com <noreply@civicplus.com>**Sent:** Tuesday, November 12, 2024 9:33 AM**To:** Angela Keough <KeoughA@wellingtoncolorado.gov>**Subject:** Online Form Submittal: Contact Us Form

Contact Us Form

First and Last Name	Christine Gaiter
Address	Po Box 961
City	Wellington
State	CO
Zip Code	80549
Phone Number	714-369-7679
Email Address	walkingepistle@yahoo.com
Comment or Question	Public Comment on the Budget for 11/12/24 meeting: When I wrote my comment about net operations being in the negative, I was not talking about capital projects. I know very well that the fund balance is for capital projects. Operating expenses are more than the operating revenue in the General Fund, the Sewer Fund, and the Park Fund. According to the budget presented in the 10/22/24 packet, on page 105 of the packet, the Net Operations are as follows: General Fund is overspending by \$1,026,496 Sewer Fund is overspending by \$397,210 Park Fund is overspending by \$369,590 Going over on operations is not a good plan. That's what the Fire District did for years (2014-2017, 2019, 2021) and they burned through all their Fund Balance, then took out loans, and finally had to take out a line of credit just to pay the bills. To solve this problem of overspending, the Fire District reduced

their staffing (mostly by reducing admin staff and officers), either by eliminating a position or by not hiring an new person after an employee left. After 3 years, the Fire District went from borrowing \$350,000 a year to now having \$2M in fund balance. Learn from the mistakes of another government entity and avoid doing the same thing.

That would be my suggestion for the Town. Eliminate staff positions to balance the operations budget in the General Fund, Sewer Fund, and Park Fund.

In 2016, there were 25.5 employees in the town and now the staffing level is 63.75. There has been a 150% increase in town staff since 2016. That is an average of 11% increase every year.

Regardless of whether you listen to my suggestion or not, the Operating budgets need to be balanced, meaning expenses should not be more than revenue. Reduce expenses however you want. The goal is to stop overspending. That is my request of the Trustees. Please approve a budget that is not overspending the revenue for the operations.

How would you like to be contacted?

Email me

Email not displaying correctly? [View it in your browser.](#)



Public Comment BOT Meeting 11_12_2024

From James Raymond <jeraymond2@gmail.com>

Date Tue 11/12/2024 10:16 AM

To Hannah Hill <hillha@wellingtoncolorado.gov>

Cc Calar Chaussee <chaussee@wellingtoncolorado.gov>; Ed Cannon <cannoned@wellingtoncolorado.gov>; Shirrell Tietz <tietzs@wellingtoncolorado.gov>; David Wiegand <wiegandd@wellingtoncolorado.gov>

I would like for my Public comment to be added to the 11/12/24 BOT meeting record as I will not be able to attend in person

James Raymond

Town of Wellington Board of Trustees

Wellington Town Hall-Municipal Services Building

8225 3rd st Wellington, CO 80549

11/12/2024

Dear Board of Trustees,

I am writing to express my growing concerns regarding the current direction and financial management of the Town of Wellington. Having been a resident here for 13 years, I have witnessed both the growth of our community and the increasing financial responsibilities that fall on the Board. I feel that these financial decisions are not being approached with the level of caution and fiscal responsibility needed to ensure Wellington's long-term stability and well-being.

In my opinion, there appears to be a disconnect between the recommended budgetary guidance we receive from third-party consultants and the implementation of those suggestions. A proposal or recommendation should serve as a point of consideration—not a commitment. I urge the Board to critically assess these recommendations in light of the direct impact on our community's residents, particularly when it comes to rising utility costs. We are now in the third year of a five-year water rate increase proposal, which I believe has been implemented without adequately balancing the burden placed on Wellington residents.

As Trustees, I ask you to reflect on how these decisions would translate if applied to your own household budgets. If the Town were a private business, would it not be bankrupt? Just because Wellington operates as a municipality does not mean we should treat the town's finances as a limitless resource, raising rates and potentially resorting to property tax increases as a stopgap for fiscal mismanagement.

Wellington, unlike Fort Collins, Loveland, or Cheyenne, does not have the same diverse tax base to support unchecked spending. We do not have significant industry, tourism, or hotel and lodging revenue; we are a bedroom community, dependent primarily on resident contributions. If Wellington were a private entity, financial constraints would necessitate a reduction in spending, merit increases, and possibly headcount. Prudent and responsible fiscal management would be a priority. As such, I urge the Board to adopt similar principles in budgeting for our town's future.

It's time for a strategic shift. Wellington's residents deserve a governance approach that prioritizes sustainable spending, avoids continuous rate increases, and considers the unique nature of our community. I encourage the Board to consider cost-cutting measures, re-evaluate planned spending, and prioritize Wellington's long-term fiscal health over short-term solutions.

Thank you for your attention to these concerns. I look forward to seeing the Board take decisive steps toward responsible financial management for Wellington.

Sincerely,

James Raymond



Trustee Meeting Tonight Public Comment

From Jesy Andreen <jesy.andreen@gmail.com>

Date Tue 11/12/2024 10:12 AM

To Brian Mason <masonb@wellingtoncolorado.gov>; Calar Chaussee <chausseec@wellingtoncolorado.gov>; David Wiegand <wiegandd@wellingtoncolorado.gov>; Shirrell Tietz <shirrelltietz@icloud.com>; Ed Cannon <cannoned@wellingtoncolorado.gov>; Rebekka Dailey <daileym@wellingtoncolorado.gov>; Hannah Hill <hillha@wellingtoncolorado.gov>; Lowrey Moyer <moyerlo@wellingtoncolorado.gov>

Dear trustees and staff,

I wish I could attend the meeting tonight, but hopefully you consider written comments in decision making as well.

I used to be on the finance committee and have witnessed mismanagement of funds in our town for awhile. I know that many of you work really hard to responsibly steward our town finances and I truly appreciate that, but what I am seeing in tonight's agenda is really concerning.

As a citizen, I am requesting cutbacks for town staff salaries (and no salary increases in 2025) and cutbacks for unnecessary expenses (like town-funded parties and lunches for staff, etc). While I know it is so important to develop a strong workforce dynamic and retain staff, I think staff will unfortunately have to feel the growing pains and high costs the rest of the town is also facing until we can catch up financially. We just can't offer what other similarly sized towns are offering for salaries because we do not have the benefit of excess revenue.

Treat this like your own personal budget - we cannot spend money that we do not have and we have to be extremely intentional with every penny. Unless it is an urgent/necessary expense, do not spend. And as much as it is a bummer (because it is), we cannot give additional money to things like the library or local clubs and organizations at this time. Our budget decisions cannot be determined by what will make us look good as a town - our budget needs to be determined by what is going to help our residents the most.

Thank you for all that you do,
Jesy Andreen



Public Comment Regarding Budget Overspending and Proposed Water Rate Increase

From Julie White <juliewhite@ymail.com>

Date Tue 11/12/2024 7:52 AM

To Hannah Hill <hillha@wellingtoncolorado.gov>

Dear Board of Trustees,

I am writing to express my concerns regarding the recent overspending in our town's budget and the proposed 5% increase in water rates for next year. As a resident and business owner in the Fort Collins area, I would love to one day consider expanding my business to Wellington. However, the unpredictability in local budgeting and the rising costs of essential services make it difficult to envision sustainable growth here.

The existing water rates already place a heavy burden on local families and businesses, as our town reportedly has some of the highest water costs in the country. Raising rates further only exacerbates this issue, especially as many in our community face rising expenses in other areas.

Additionally, I feel compelled to share that many in our town are losing trust in our leadership. The pattern of overspending and increasing financial strain on residents is deeply concerning. I believe this board has the opportunity—and responsibility—to rebuild that trust by improving transparency, reducing unnecessary expenses, and demonstrating a commitment to fiscal responsibility.

I encourage a thorough review of the budgeting process to address and correct the root causes of overspending before considering any further increases in costs for residents. Focusing on transparency and accountability can go a long way toward restoring trust and building a welcoming environment for both current and future business owners.

Thank you for your attention to this matter. I look forward to seeing progress that reflects the community's best interests.

Sincerely,
Julie White

Water rates continue to be a source of pain for the TOW. The planned increase of 5% for next year (FY25) for everyone and continuing to ask single-family residential to pay **60% HIGHER** for water than multi-family residential is troubling.



Appendix A – Current and Proposed Water and Wastewater Usage Rates and Capital Investment Fees

Residential Water Base Rates, Usage Rates, and Tiers					
Single-family Residential			Multi-family Residential		
Tiers	Current	2025 Proposed	Tiers	Current	2025 Proposed
Base Rate/Unit	\$52.20	\$54.81	Base Rate/Unit	\$32.50	\$34.13
Tier 1 0-3K gal	\$0.00	\$0.00	Tier 1 0-3K gal	\$0.00	\$0.00
Tier 2 4-7K gal	\$12.29	\$12.90	Tier 2 4-5K gal	\$7.43	\$7.80
Tier 3 8-20K gal	\$15.96	\$16.76	Tier 3 6-14K gal	\$9.67	\$10.15
Tier 4 20K+ gal	\$22.72	\$23.86	Tier 4 14K+ gal	\$13.77	\$14.46

The argument from the TOW and BOT this year about water bills has been primarily based on water consumption. However, these are connected. The rates together with consumption drive each bill, and with the current structure, single-family residential is paying **60% higher** than multi-family residential for water in the TOW.

Below are a few questions that will help TOW residents understand the rationale for the current proposed difference:

1. Why are the Tiers usage rates different between single-family residential and multi-family residential?

If the issue for the TOW, as has been argued this year is consumption, why not make the tiers the same. If a single-family uses 6K gal and a multi-family residential uses 6K gal, why would the rate need to be different?

2. What is the reason why there is a difference in Tier 2 (\$12.90) single-family residential rate and Tier 2 (\$7.80) multi-family residential rate?

Single-family residential is paying **60% higher** than multi-family residential.

3. What is the reason why there is a difference in Tier 3 (\$16.76) single-family residential rate and Tier 3 (\$10.15) multi-family residential rate?

Single-family residential is paying **60% higher** than multi-family residential.

4. What is the reason why there is a difference in Tier 4 (\$23.86) single-family residential rate and Tier 2 (\$14.46) multi-family residential rate?

Single-family residential is paying **60% higher** than multi-family residential.

Thank you for taking seriously balancing the history of neglect with a sustainable solution that does not place unreasonable burden on one segment of the community in the TOW. I look forward to receiving your response.

Stephen Carman
sbcarman@gmail.com

TOW
BOT Meeting
November 12, 2024

I understand the original FY25 budget has been trimmed from it's original draft. Thank you for that trimming.

However, three funds (General, Sewer, and Park) currently show an overspend of just under \$1.8M. I trust that you, as Trustees of the Town of Wellington, are taking the necessary actions to ensure these budgets are trimmed further so that we are not overspending.

Below are a few questions that will help me understand the components of the current proposed budget:

General Fund

1. What is the source of the Transfer In of \$1.9M in the General Fund?
2. What is the purpose of the Transfer In of \$1.9M in the General Fund?
3. What is the purpose of the Transfer Out of \$1M in the General Fund?
4. Where is the Transfer Out of \$1M in the General Fund being transferred to?

Street Fund

1. What is the purpose of the Transfer Out of \$450K in the Street Fund?
2. Where is the Transfer Out of \$450K in the Street Fund being transferred to?

Water Fund

1. What is the source of the Transfer In of \$690K in the Water Fund?
2. What is the purpose of the Transfer In of \$690K in the Water Fund?
3. What is the purpose of the Transfer Out of \$527K in the Water Fund?
4. Where is the Transfer Out of \$527K in the Water Fund being transferred to?

Sewer Fund

1. What is the source of the Transfer In of \$380K in the Sewer Fund?
2. What is the purpose of the Transfer In of \$380K in the Sewer Fund?
3. What is the purpose of the Transfer Out of \$527K in the Sewer Fund?
4. Where is the Transfer Out of \$527K in the Sewer Fund being transferred to?

Drainage Fund

1. What is the purpose of the Transfer Out of \$177K in the Drainage Fund?
2. Where is the Transfer Out of \$177K in the Drainage Fund being transferred to?

Park Fund

3. What is the purpose of the Transfer Out of \$258K in the Park Fund?
4. Where is the Transfer Out of \$258K in the Park Fund being transferred to?

Thank you for taking seriously the way that funds are being managed by the TOW. I look forward to receiving your response.

Stephen Carman
sbcarman@gmail.com