



BOARD OF TRUSTEES

January 11, 2022

6:30 PM

Regular Meeting

No member or officer will be present at a physical meeting location based on the Town's emergency declaration and the mayor's determination that presence would be inadvisable.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83648456007?pwd=cUN5b3BkTXpuZVVHTjAyaTducjhTQT09>

Passcode: 723050

Or One tap mobile :

US: +17207072699,,83648456007# or +13462487799,,83648456007#

Or Telephone:

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

US: +1 720 707 2699 or +1 346 248 7799 or +1 253 215 8782

Webinar ID: 836 4845 6007

Members of the public may also provide public comment or comment on a specific agenda item by sending an email to euckerkk@wellingtoncolorado.gov. The email must be received by 5:00 p.m. Tuesday January 11, 2022 and will be read into the record during public comment or public comment for the agenda item.

A. CALL TO ORDER

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

B. COMMUNITY PARTICIPATION

1. Public Comment
2. Proclamation
 - a. School Choice Week Proclamation

C. PRESENTATION

1. Wellington Sewer Roundtable Presentation

D. CONSENT AGENDA

1. Minutes of the November 23, 2021 and December 14, 2021 regular Board of Trustees meetings

E. ACTION ITEMS

1. Public Meeting for Wastewater Treatment Plant Expansion Project
 - Presentation: Dave Myer, Engineer
2. Public Hearing to Vacate 20-foot Platted Access Easement on Lot 1, Wellington Manor Minor Subdivision
 - Presentation: Cody Bird, Director of Planning
3. Ordinance No. 02-2022 - An Ordinance Vacating a 20-foot Platted Access Easement on Lot 1, Wellington Manor Minor Subdivision
 - Presentation: Cody Bird, Planning Director
4. Resolution No. 01-2022 - A Resolution Designating a Public Place for the Posting of Notices Concerning Public Meetings
 - Presentation: Krystal Eucker, Town Clerk
5. Resolution No. 02-2022 - A Resolution Adopting a 3-Mile Plan for Municipal Annexations
 - Presentation: Cody Bird, Director of Planning
6. Ordinance 01-2022 - An Ordinance Amending Chapter 2 of the Wellington Municipal Code and Establishing a Hearing Process to Address Alleged Municipal Campaign Finance Complaints and Violations
 - Presentation: Krystal Eucker, Town Clerk
7. Resolution No. 03-2022 - A Resolution of the Board of Trustees Appointing a Town Treasurer
 - Presentation: Patti Garcia, Town Administrator
8. Resolution No. 04-2022 - A Resolution of the Town of Wellington Adopting a Fee Schedule Related to Marijuana Licensing
 - Presentation: Dan Sapienza, Town Attorney
9. Resolution No. 05-2022 - A Resolution Creating a Local Licensing Authority Pursuant to Chapter 2, Article 14 of the Wellington Municipal Code and Appointing Kristin Brown as Assistant Municipal Judge to Serve in that Role.
 - Presentation: Dan Sapienza, Town Attorney

F. LIQUOR LICENSE AUTHORITY

1. Annual Renewal - Avuncular Bob's T-Bar Inn & Brew Pub
 - Presentation: Krystal Eucker, Town Clerk

G. REPORTS

1. Town Attorney
2. Town Administrator
3. Staff Communications
 - a. Larimer County Sheriff's Office Monthly Report - November 2021
 - b. Report of Bills - November 2021
 - c. Report of Bills - December 2021
4. Board Reports

H. 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.



PROCLAMATION

School Choice Week January 23-29, 2022

WHEREAS all children in Wellington should have access to the highest-quality education possible; and,

WHEREAS Wellington recognizes the important role that an effective education plays in preparing all students to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Wellington; and,

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS our area has many high-quality teaching professionals who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Troy Hamman, Mayor of the Town of Wellington, Colorado, do hereby proclaim, January 23-29, 2022 as SCHOOL CHOICE WEEK and I call this observance to the attention of all of our citizens.

Dated this 11th Day of January, 2022.

Troy Hamman, Mayor



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Patti Garcia, Town Administrator
Subject: Wellington Sewer Roundtable Presentation

EXECUTIVE SUMMARY

The Town of Wellington Board of Trustees identified a need for a strategic increase in community involvement for sewer rates. The Wellington Resident Rate Roundtable was formed to serve as a volunteer group of residents to deeply engage and offer feedback about sewer rate changes.

The group was formed in the following way:

- One member from each volunteer advisory board and commission (Parks and Recreation Advisory Board, Community Activities Commission, Planning Commission, Board of Adjustments)
- One member selected by the Wellington Chamber of Commerce
- One member selected by the Wellington Main Street program
- One member selected by each Board of Trustee

Facilitation of the group was completed by an outside consultant with town staff providing the needed detail on the plant expansion and financial modeling. The group met a total of 5 times between November and December 2021 – including a tour of the current plant.

The group committed to exploring creative solutions and asked questions such as the impact of growth, ways to cut current expenses, and the availability of grant or private funding.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Round Table Recommendations _Packet

Wellington Round Table Values and Principles January 11, 2022

Values

The Round Table established Values to guide the recommendations to the Town Board. These Values are intended to serve as a lens through which all decisions should be made, and then evaluated to ensure alignment.

Community

Of foremost importance are the impacts of a decision on the community
An inclusive view of the community should be taken when evaluating impacts

Good Steward

Fiscal responsibility with debt service, revenue, expenditures
To the community
Impacts should be incremental

Transparency

Involve the community in decision making
Share information with the community
Educate the community

Planning

Plan for the future needs of the community
Prevent the situation we face now

Equity

The community should be impacted fairly
There should be equity in the impacts and outcomes

What the Town should do regardless, no matter what

- Maximize the dedicated revenues from the sewer fund as a grant back to the sewer fund
- Compile a list of financial resources for residents and assist them in applying for those resources
- Increase funding for the Hardship Utility Grant (HUG) program
- Educate the community

- Create interactive, live and recorded videos to share information about the water and sewer rates, projects and process
- Be receptive to any and all questions (educate, don't dictate)
- Implement a water conservation program
 - Take advantage of funding to educate residents
 - Take advantage of funding to install low flow and water saving devices in homes and businesses

What the Town should focus on as ongoing long-term solutions

Research New Funding Opportunities

Mil levy increase

Public Private Partnerships

Grant funds

Consider using the dispensary funds to assist

Utilize new funding from legislative opportunities

Local, state and federal

The three main areas of focus for the 2022 conversation

Debt Structure (Finance (loan, budget))

Fees and Rates

Budget Efficiencies

1. Debt Structure

- a. Reducing the loan amount
- b. Increasing the loan term

Through solid **planning** and as a **good steward** to the community, we recommend the Town of Wellington evaluate and commit to a loan term and applicable interest rate that has the least impact on the community (including both residential and commercial customers) today.

We recommend the Town of Wellington's decision process is focused on the current **community's** concerns and not allow future potential debt service to affect the financial decisions.

As **good stewards**, we recommend the Town of Wellington's loan application and acceptance of funding meet the needs of the current project only through **planning and analysis**, to avoid a larger debt service than necessary.

We recommend the Town of Wellington implements a **planning** process and procedure to ensure efficiency of usage of the facility.

2. Fees and Rates

- a. Impact Fees
- b. Base water/sewer rate
Usage rate

Through **good stewardship** and a **community** first mindset, we recommend the Town of Wellington implement incremental rate (base, usage and impact) increases.

We recommend the Town of Wellington implement a managed **planning** process of annually reviewing all rates for realistic rate changes to minimize impact to the community and ensure meeting all **fiscal and regulatory responsibilities**.

We recommend the Town of Wellington ensure **equitable impact** to all residential and commercial customers.

To increase **transparency** to the community, we recommend the Town of Wellington continue its use of community roundtables in the annual planning and budget process.

3. Budget Efficiencies

We recommend the Town of Wellington performs as **good stewards** to consistently review the General Fund and Sewer Fund to seek out areas of improvement and cost efficiencies beginning with the administrative fee.

We recommend the Town of Wellington continue to exercise **transparency** of the General Fund and Sewer Fund (specifically the administrative fee) to the community through alternative educational opportunities (i.e. Budget Workshops, videos, etc...)

Other

We recommend the Town of Wellington Board of Trustees pass a resolution to confirm the intent of the sinking fund, to be used for sewer fund specific expenses which would include CIP, pay ahead for future expansion, and unexpected or emergency situations. Note: legal will assist when the time comes.



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Krystal Eucker, Town Clerk
Subject: Minutes of the November 23, 2021 and December 14, 2021 regular Board of Trustees meetings

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. 11.23.21 BOT Minutes
2. 12.14.21 BOT Minutes



BOARD OF TRUSTEES

November 23, 2021

6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

A video recording of this meeting is available on the Town of Wellington's YouTube page at <https://www.youtube.com/channel/UCPgBI-EYjaSam4hF3mkoFNA>

A. CALL TO ORDER

Mayor Hamman called the meeting to order at 6:37 p.m.

1. Pledge of Allegiance

Mayor Hamman asked that all rise for the pledge of allegiance.

2. Roll Call

Mayor Troy Hamman

Mayor Pro Tem Wyatt Knutson – Absent

Trustee Jon Gaiter

Trustee John Jerome

Trustee Rebekka Kinney – Absent

Trustee Ashley Macdonald – Absent

Trustee Tim Whitehouse

Also Present:

Patti Garcia, Town Administrator

Dan Sapienza, March & Olive, LLC, Town Attorney

Hallie Sheldon, Management Analyst

Krystal Eucker, Town Clerk

Kelly Houghteling, Deputy Town Administrator

Ross Lagenese, Library Manager

Dean Campos, Parks and Recreation Manager

3. Amendments to Agenda

Mayor Hamman asked if there were any amendments to the agenda this evening to which there was none.

4. Conflict of Interest

Mayor Hamman asked if there were any conflicts of interest this evening to which there was none.

B. COMMUNITY PARTICIPATION

1. Public Comment

The meeting was opened for public comment to which there was none.

2. Proclamation

- a. Small Business Saturday Proclamation
Mayor Hamman read the Small Business Saturday Proclamation.

C. PRESENTATION

1. Angela Myers, Larimer County Clerk and Recorder
Ms. Myers gave an overview of the election recount process that will begin on December 1, 2021.
2. Wellington Public Library Quarterly Update
Mr. Lagenese gave a 3rd quarter library update to the Board.
3. Parks and Recreation Quarterly Update
Mr. Campos gave a 3rd quarter parks and recreation update to the Board.
4. Employee Introductions
No new employees were introduced to the Board this evening.

D. CONSENT AGENDA

1. Minutes of the October 26, 2021 Board of Trustees meeting
Trustee Jerome moved to approve the consent calendar; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:
Yeas – Gaiter, Jerome, Whitehouse, Hamman
Nays – None
Motion carried.

E. ACTION ITEMS

1. Ordinance No. 15-2021 - An Ordinance Repealing Occupation Tax in the Town of Wellington
Ms. Eucker informed the Board that Ordinance 04-1970 implemented an occupation tax on businesses that manufacture or sell malt, vinous or spirituous liquors in Town. Ordinance 15-2021 will repeal Ordinance 04-1970 and remove the occupation tax.

The meeting was opened for public comment; Mr. Westfall provided public comment.

Trustee Whitehouse moved to approve the consent calendar; Trustee Jerome seconded the motion. Roll call on the vote resulted as follows:
Yeas – Gaiter, Jerome, Whitehouse, Hamman
Nays – None
Motion carried.

F. REPORTS

1. Town Attorney
No Report.
2. Town Administrator
Ms. Garcia informed the Board that there is an opportunity to use some general fund dollars to help supplement enterprise funds. This information will be presented at the February work session.

The Finance Director has submitted her resignation with her last day being December 3, 2021. It is being requested to use funds of \$30,000 to hire a firm for the recruitment of a new Finance Director.

Trustee Jerome moved to approve a not to exceed amount of \$30,000 for Finance Director recruitment professional services; Trustee Whitehouse seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Whitehouse, Hamman

Nays – None

Motion carried.

There was no public comment on the above motion.

3. Staff Communications

a. Larimer County Sheriff's Office Monthly Report - October 2021

4. Board Reports

Trustee Gaiter commented that the Transportation Survey is in the process of being translated. That Survey will be open for 30 days.

G. ADJOURN

Upon a motion duly made, the meeting was adjourned at 7:47 p.m.

Krystal Eucker, Town Clerk



BOARD OF TRUSTEES

December 14, 2021

6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

MINUTES

A video recording of this meeting is available on the Town of Wellington's YouTube page at <https://www.youtube.com/channel/UCPgBl-EYjaSam4hF3mkoFNA>

A. CALL TO ORDER

Mayor Pro Tem Knutson called the meeting to order at 6:31 p.m.

1. Pledge of Allegiance

Mayor Pro Tem Knutson asked that all rise for the pledge of allegiance.

2. Roll Call

Mayor Troy Hamman - Absent

Mayor Pro Tem Wyatt Knutson

Trustee Jon Gaiter

Trustee John Jerome

Trustee Rebekka Kinney – Arrived at 6:36 p.m.

Trustee Ashley Macdonald

Trustee Tim Whitehouse

Also Present:

Patti Garcia, Town Administrator

Dan Sapienza, March & Olive, LLC, Town Attorney

Cody Bird, Director of Planning

Bob Gowing, Director of Planning

Hallie Sheldon, Management Analyst

Krystal Eucker, Town Clerk

Kelly Houghteling, Deputy Town Administrator

Meagan Smith, Deputy Public Works Director

Michael Rairdon, Larimer County Sheriff's Office

DJ Jones, Water Treatment Superintendent

Stephanie Anderson, Human Resources Manager

3. Amendments to Agenda

Mayor Pro Tem Knutson asked if there were any amendments to the agenda which there was none.

4. Conflict of Interest

Mayor Pro Tem Knutson asked if there were any conflicts of interest this evening which there was none.

B. COMMUNITY PARTICIPATION

1. Public Comment

Mayor Pro Tem Knutson opened the meeting for public comment; Ms. Gaiter gave public comment.

C. PRESENTATION

1. Strategic Plan 2021 Final Update

Ms. Sheldon provided an update on the 2021 Strategic Plan in the areas of Growth and Development, Infrastructure, Community Engagement and Organizational Strength.

D. CONSENT AGENDA

1. Minutes of the November 9, 2021 regular Board of Trustees meeting and November 16, 2021 special Board of Trustees meeting

Trustee Macdonald moved to approve the consent agenda; Trustee Jerome seconded the motion. Roll call on the vote resulted as follows:

Yeas – Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – Gaiter

Motion carried.

E. ACTION ITEMS

1. Ozone Equipment Purchase for Water Treatment Plant Expansion & Hensel Phelps-Hydro Construction Contract

Ms. Smith informed the Board that due to vendor lead times, design needs, and project schedule, prepurchase of ozone equipment is necessary for the Water Treatment Plant Expansion, and a construction contract with Hensel Phelps Hydro Construction (HP- Hydro) must be established to facilitate this purchase.

The meeting was opened for public comment which there was none.

Trustee Jerome moved to approve the Ozone Equipment Purchase for Water Treatment Plant Expansion and Hensel Phelps-Hydro Construction Contract; Trustee Macdonald seconded the motion. Roll call on the vote resulted as follows:

Yeas – Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – Gaiter

Motion carried.

2. Authorize the Execution of Contracts for Larimer County Site Plan Review – Water Treatment Plant and Wastewater Treatment Plant

Mr. Ewert informed the Board that Town staff requested proposals from qualified Planning & Architecture firms to prepare the documents and submittal packages required by Larimer County for the Site Plan Review process. After reviewing three proposals Town staff is recommending a team of MTA Planning and Architecture along with Jacobs Engineering Group Inc. to prepare the required documents necessary for the County Site Plan Review for the Water Treatment Plant and the Wastewater Treatment Plant.

The meeting was opened for public comment which there was none.

Trustee Macdonald moved to approve the MTA contracts with a not to exceed amount of \$15,250.00 for the Water Treatment Plant and a not to exceed amount of \$15,250.00 for the Wastewater Treatment Plant; Trustee Jerome seconded the motion. Roll call on the vote

resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

Trustee Macdonald moved to approve the Jacobs Contracts in the not to exceed amount of \$34,550.00 for the Water Treatment Plant and not to exceed amount of \$32,446.00 for the Wastewater Treatment Plant; Trustee Jerome seconded the motion. Roll call on the vote resulted as follows:

Yeas – Jerome, Macdonald, Kinney, Whitehouse

Nays – Gaiter, Knutson

Motion carried.

3. Amendment to Professional Services Agreement with SAFEbuilt Colorado, LLC

Mr. Bird informed the Board that the scope of work outlined in the SAFEbuilt Colorado, LLC Professional Services Agreement has been updated to reflect only the services needed and to balance the costs to the Town.

The meeting was opened for public comment which there was none.

Trustee Whitehouse moved to approve the Amendment to Professional Services Agreement with SAFEbuilt Colorado, LLC; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

4. Resolution No. 33-2021 - A Resolution of the Town of Wellington, Colorado, Calling for a Regular Municipal Election to be held as a Mail Ballot Election on Tuesday, April 5, 2022 and Delegating Authority to the Town Clerk to Appoint Election Judges

Ms. Eucker informed the Board that Wellington will be holding the regular municipal election on April 5, 2022 and this Resolution will set the type as a mail ballot election and will give the authority to appoint election judges to the Town Clerk.

The meeting was opened for public comment; Ms. Gaiter provided a public comment.

Trustee Macdonald moved to approve Resolution 33-2021 - A Resolution of the Town of Wellington, Colorado, Calling for a Regular Municipal Election to be held as a Mail Ballot Election on Tuesday, April 5, 2022 and Delegating Authority to the Town Clerk to Appoint Election Judges; Trustee Kinney seconded the motion. Roll call on the vote resulted as follows:

Yeas – Macdonald, Kinney, Whitehouse, Knutson

Nays – Gaiter, Jerome

Motion carried.

5. Consideration of 2022 Statement of Work and Budget Agreement By and Between County of Larimer and Town of Wellington

Ms. Garcia informed the Board that after the budget was adopted, there was an error discovered in the total amount the 2022 agreement. The indirect costs were increased to 6% in 2022 from 3% in 2021 which equates to an additional \$38,507 for 2022.

Sergeant Rairdon reviewed the Statement of Work and Budget Agreement between the Larimer

County Sheriff's Office and the Town of Wellington. The Town of Wellington has contracted with the Larimer County Sheriff's Office for law enforcement services since the early 1980's.

The meeting was opened for public comment which there was none.

Trustee Kinney moved to approve the 2022 Statement of Work and Budget Agreement between the County of Larimer and the Town of Wellington; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

6. Resolution No. 34-2021 - A Resolution of the Board of Trustees Appointing Town Treasurer
Ms. Garcia informed the Board that Wellington Municipal Code 2-3-30 provides the Board shall appoint a Town Treasurer as the previous Town Treasurer resigned her position effective December 3, 2021.

Trustee Jerome moved to approve Resolution 34-2021 A Resolution of the Board of Trustees Appointing Patti Garcia as Interim Town Treasurer until January 11, 2022; Trustee Gaiter seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

7. Contract Amendment for Town Administrator

Ms. Anderson informed the Board that the Town Administrator's contract has been amended to include a change in salary and the meeting attendance requirements.

Trustee Gaiter moved to approve the Contract Amendment for the Town Administrator; Trustee Macdonald seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

8. Cancellation of December 21, 2021 Work Session and December 28, 2021 Regular Board of Trustees Meeting

Ms. Garcia informed the Board that due to the upcoming holidays; it has been requested to cancel the balance of the Trustee meeting in December.

The meeting was opened for public comment which there was none.

Trustee Macdonald moved to Cancel the December 21, 2021 Work Session and the December 28, 2021 Regular Board of Trustees meeting; Trustee Kinney seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

Mayor Pro Tem Knutson closed the meeting at 8:12 and opened the Liquor License Authority.

F. LIQUOR LICENSE AUTHORITY

Roll Call

Mayor Troy Hamman - Absent
Mayor Pro Tem Wyatt Knutson
Trustee Jon Gaiter
Trustee John Jerome
Trustee Rebekka Kinney
Trustee Ashley Macdonald
Trustee Tim Whitehouse

1. Annual Renewal - Big T Ventures LLC, d/b/a Cantina Liquors

Ms. Eucker informed the Board that Big T Ventures LLC., d/b/a Cantina Liquors has submitted their annual renewal for their Liquor Store liquor license. A review of the application found the establishment is in good standing with the Colorado Secretary of State and the Larimer County Sheriff's Office reported no issues directly related to the establishment's liquor license. There were no issues or concerns during a visual inspection of the premise.

The meeting was opened for public comment which there was none.

Trustee Macdonald moved to approve the Annual Renewal for Big T Ventures LLC, d/b/a Cantina Liquors; Trustee Whitehouse seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

2. Annual Renewal - Kum & Go LC., d/b/a Kum & Go #934

Ms. Eucker informed the Board that Kum & Go LC., d/b/a Kum & Go #934 has submitted their annual renewal for their Fermented Malt liquor license. A review of the application found the establishment is in good standing with the Colorado Secretary of State and the Larimer County Sheriff's Office reported no issues directly related to the establishment's liquor license. There were no issues or concerns during a visual inspection of the premise.

The meeting was opened for public comment which there was none.

Trustee Macdonald moved to approve the Annual Renewal for Kum & Go LC., d/b/a Kum & Go #934; Trustee Jerome seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gaiter, Jerome, Macdonald, Kinney, Whitehouse, Knutson

Nays – None

Motion carried.

Mayor Pro Tem Knutson closed the Liquor License Authority at 8:16 and resumed the regular meeting.

G. REPORTS

1. Town Attorney

Mr. Sapienza informed the Board that during the executive session when the Town Administrator's contract was discussed, there was discussion of the Town Attorney as well. The Town Attorney contract was not on this evening's agenda as there were no changes to the contract and that contract is set for an indefinite period. During the first meeting after the municipal election, the Town

Attorney and other officers are appointed.

2. Town Administrator

Ms. Garcia informed the Board that staff is preparing for the wind coming in on December 12, 2021.

3. Staff Communications

None.

4. Board Reports

Trustees are invited to attend the Candidate Information Session being held on December 12, 2021 and there is a Municipal Election Guide available on the Town's website.

H. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:20 p.m.

Krystal Eucker, Town Clerk



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Dave Myer, Engineer
Subject: Public Meeting for Wastewater Treatment Plant Expansion Project

- **Presentation: Dave Myer, Engineer**

EXECUTIVE SUMMARY

A Public Hearing will be conducted to inform citizens and solicit public input, written or oral, regarding the Wastewater Treatment Plant (WWTP) Expansion Project's Needs Assessment (PNA) and Environmental Assessment (EA). The PNA is a report detailing the project as proposed, including project necessity, alternatives, and components. The PNA also describes how the project is being funded. The EA is a report detailing any environmental impacts of the project. The reports have been submitted to the Colorado Department of Public Health and Environment (CDPHE) to qualify the Town of Wellington for a State Revolving Fund Loan.

BACKGROUND / DISCUSSION

Wellington provides wastewater collection and treatment services for its residents. The Town's Wastewater Treatment Plant has reached its treatment limits. An expansion is required to increase treatment capacity, meet more stringent discharge limits, provide process equipment redundancy, and replace aged equipment.

The estimated total project construction cost at the 60% design level was \$39,757,290.

Copies of the PNA and EA are available for public review at the following locations: Wellington Town Hall, 3735 Cleveland Avenue, Wellington, Colorado 80549; or, online at: <https://www.wellingtoncolorado.gov/495/Reports>.

STAFF RECOMMENDATION

ATTACHMENTS

1. WWTP SRF EA Public Meeting Presentation

Wastewater Treatment Plant Expansion Project

Public Meeting, January 11, 2022



Introductions

Town of Wellington

- Dave Myer, P.E., Project Manager, Engineer II
- Bob Gowing, P.E. Public Works Director
- Meagan Smith, P.E. Deputy Public Works Director
- Nathan Ewert, P.E., Engineer II
- Mike Flores, CWP, Wastewater Treatment Superintendent



Jacobs Engineering Group

- Kile Snider, P.E. Project Manager
- Laura Meyer, AICP, Technical Services Manager



Objective

Wellington is Expanding its Wastewater Treatment Plant



This Public Meeting is a CDPHE Requirement to:

- Inform Citizens
- Solicit Public Input at Meeting
 - Project Needs Assessment (PNA)
 - Environmental Assessment (EA)

The PNA details the project's necessity, alternatives, components, and funding mechanism.

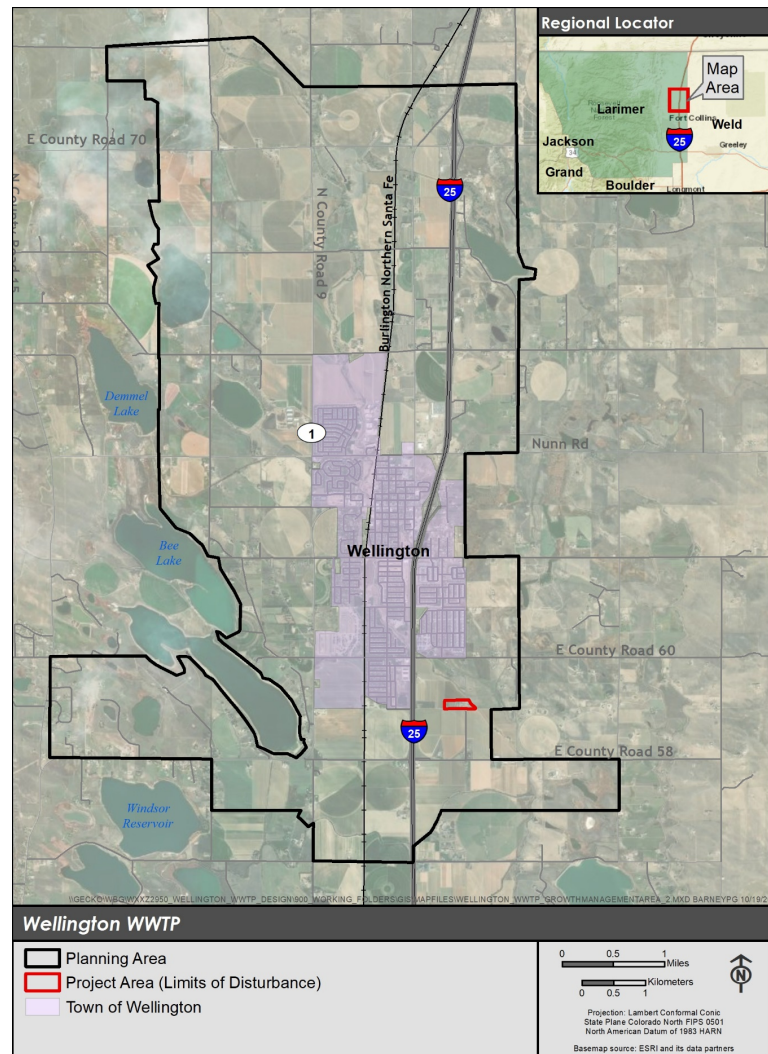
The EA details any environmental impacts of the project.



Agenda

- Provide project overview
- Discuss proposed improvements
- Disclose cost and impacts

Project Location





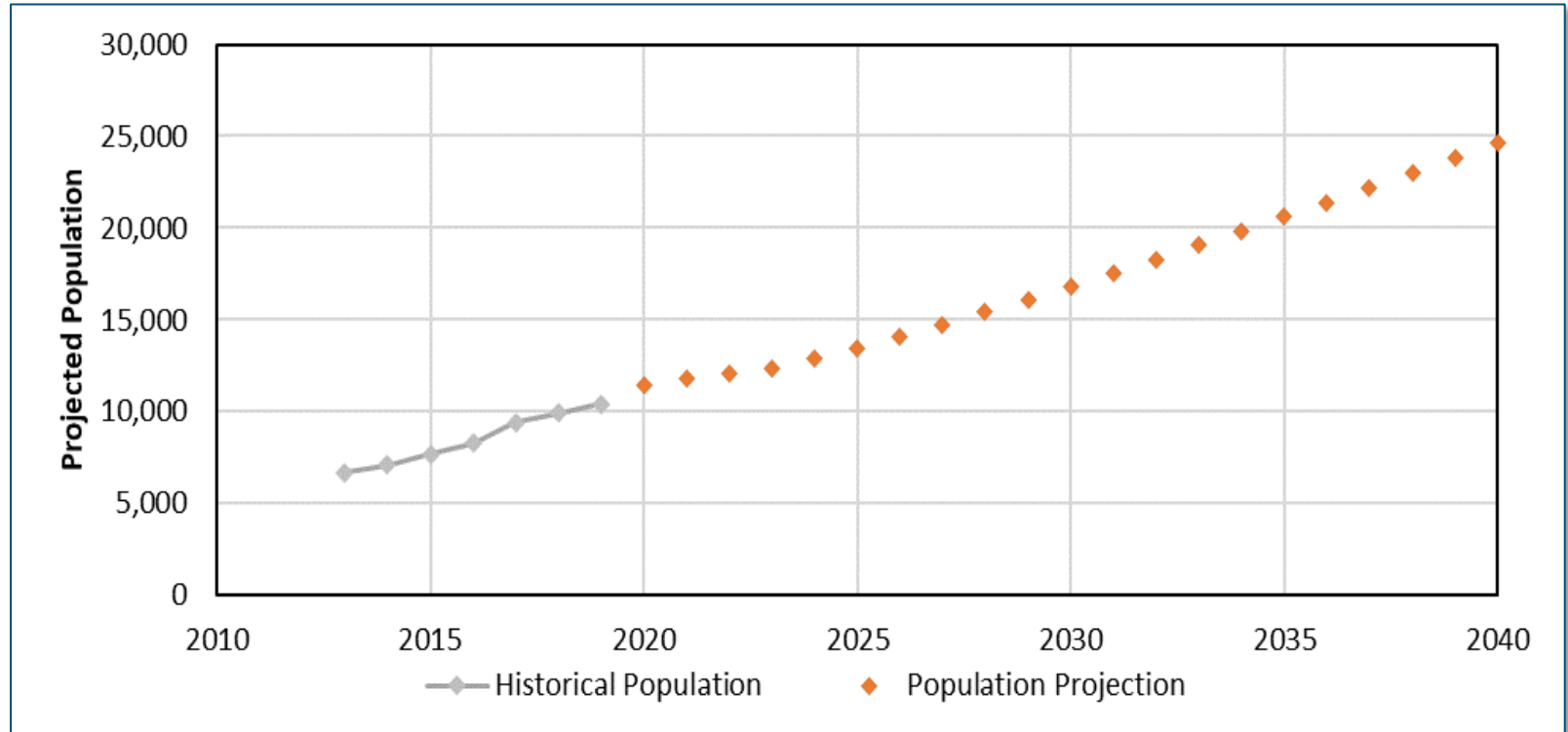
**What is the purpose of
the project and why is it
needed?**



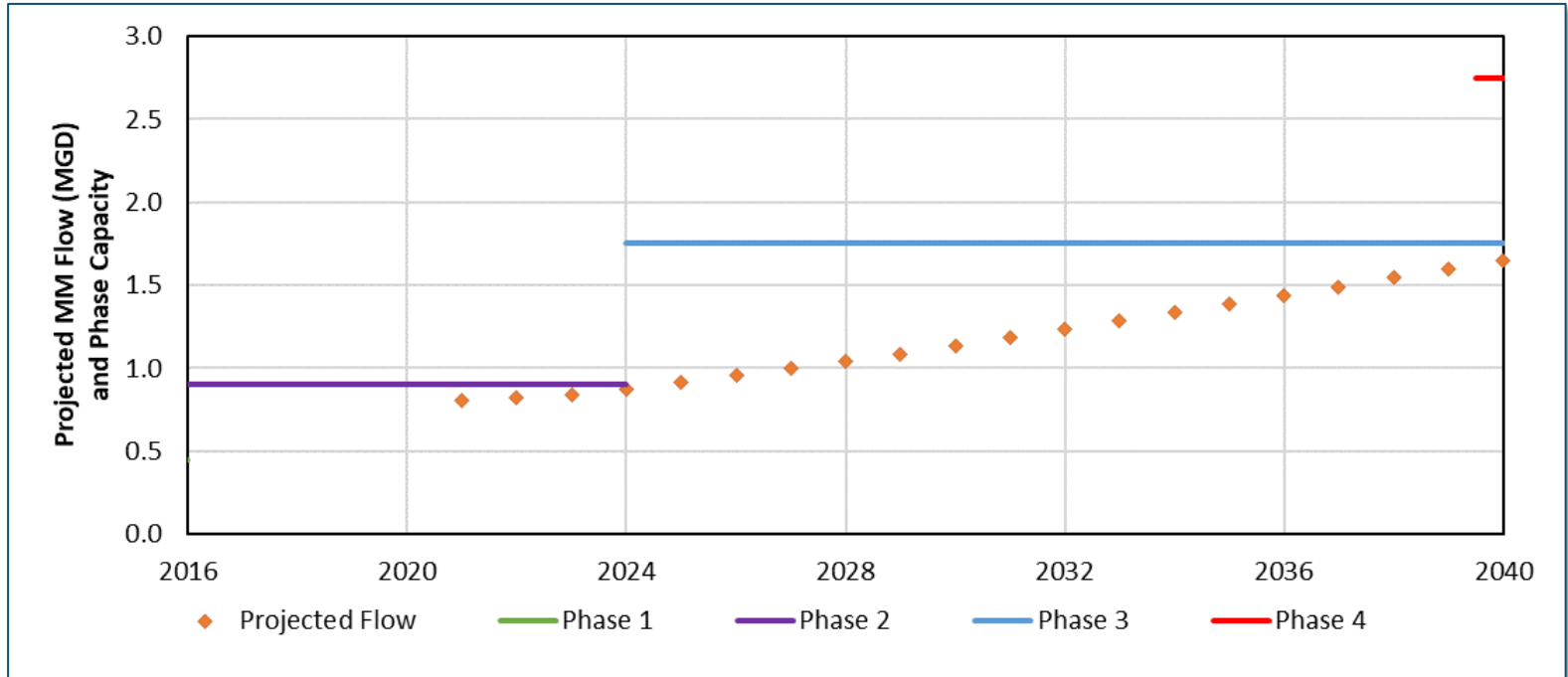
Project Purpose and Need

- Address capacity issues resulting from population growth, achieve compliance with more stringent effluent requirements, and replace aged infrastructure.
- Identified project needs:
 - Address capacity issues resulting from substantial population growth.
 - Meet more stringent wastewater nutrient removal regulations.
 - Replace aging facilities.

Population growth is causing capacity issues



Flow Projection with Construction Phasing



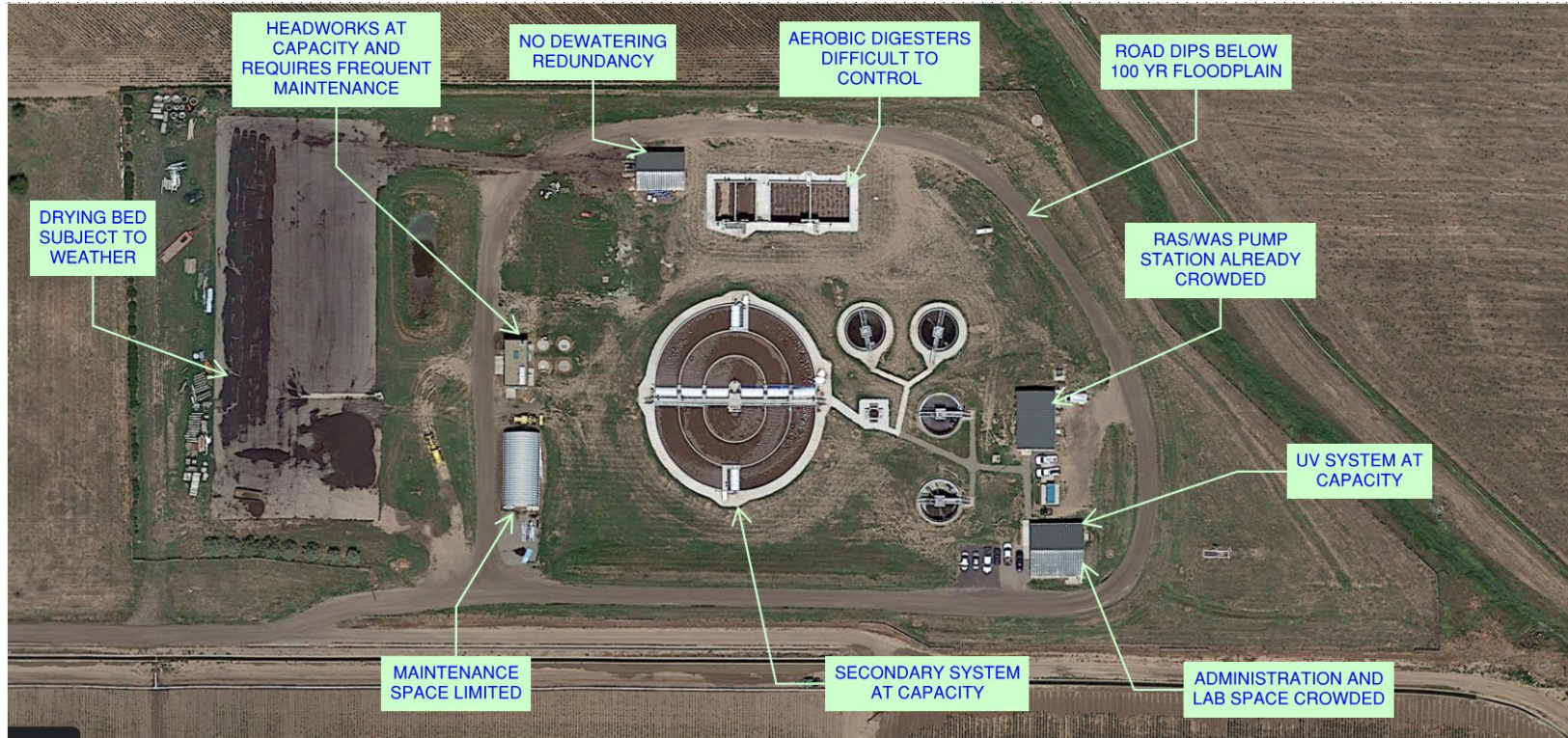
- Existing Facility (Phase 2) is approaching capacity
- Proposed Upgrades (Phase 3) are expected to meet demand through 2040



New wastewater treatment requirements

- The plant must meet new regulatory requirements to remove nitrogen and phosphorus from effluent.
- Why are the new requirements needed?
 - Nitrogen and phosphorus lead to excess growth of algae and cause oxygen dead zones in downstream water bodies that are detrimental to wildlife and recreational use.

The current facility is aging





What alternatives were considered?



Alternatives Considered

No Action

No upgrades or expansion would occur.

Dismissed – would not meet purpose and need of project.

Optimize Existing Facility

Would optimize existing processes.

Dismissed – existing facility cannot be sufficiently optimized to meet projected flow and load increases over next 20 years or meet expected Regulation 85 effluent limits.

Consolidate with Nearby Facilities

Would consolidate WWTP operations with other existing facilities.

Dismissed – distance to Boxelder Sanitation District would require install of lengthy collection lines and require expansion of that facility, resulting in higher costs. Distance to City of Ft. Collins WWTP and install of collection lines under the Poudre River would result in even higher costs.

Expand and Replace Existing Facilities

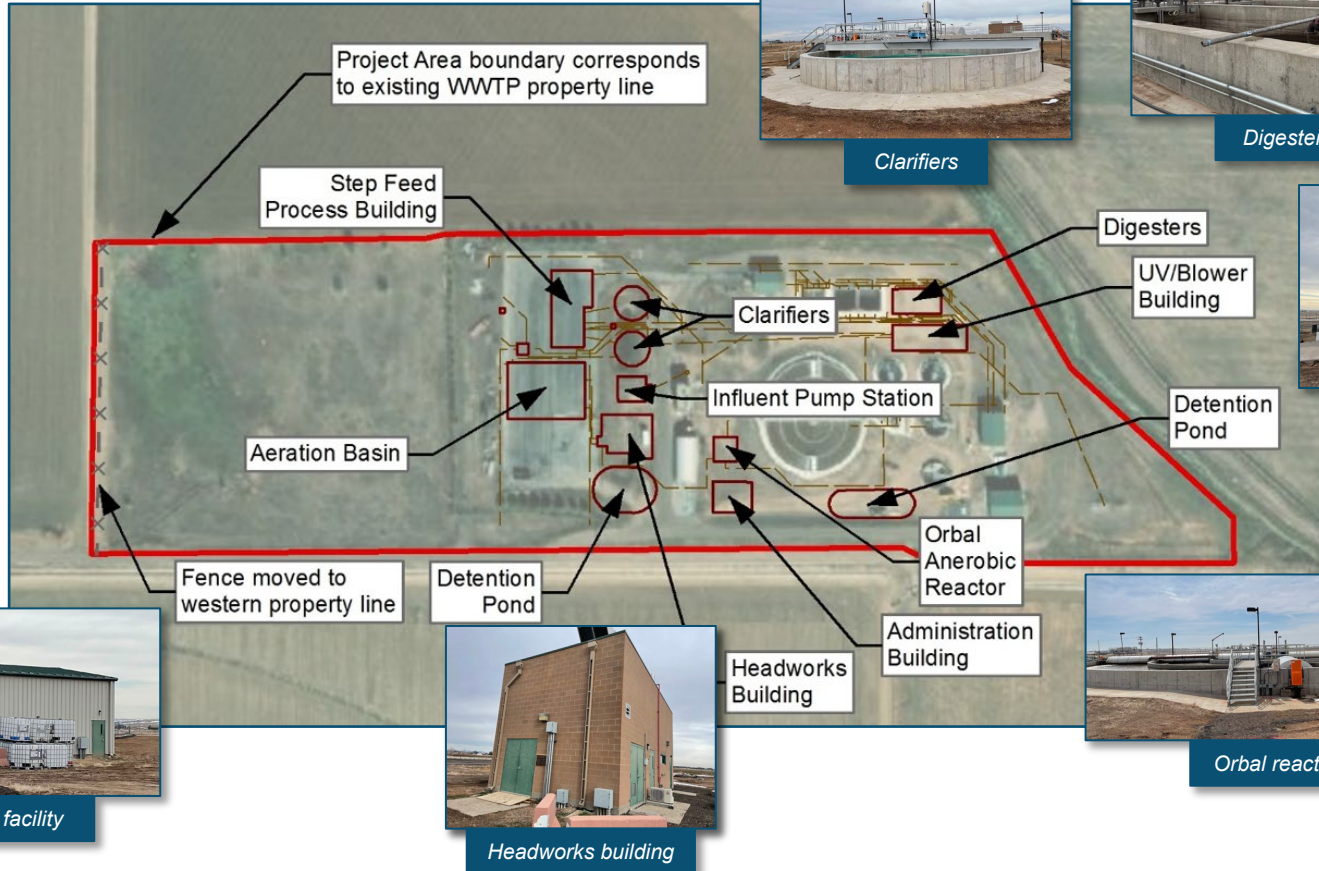
Would expand and replace WWTP processes to meet future demand.

Selected – would meet purpose and need at lower cost than other two build alternatives.



What is the preferred alternative?

Preferred Alternative





How much will the improvements cost?



Cost of the Preferred Alternative

- Construction of the Preferred Alternative was estimated by the CMAR contractor to cost approximately \$40M at the 60% design level
- 90% Cost Estimate is under review currently
 - Included competitive bidding on equipment, materials, and subcontractors to hone-in on a robust estimate.
- 90% cost subject to further discussion between Contractor, Engineer, and Town staff (value engineering items, equipment and subcontractor selection, etc.)

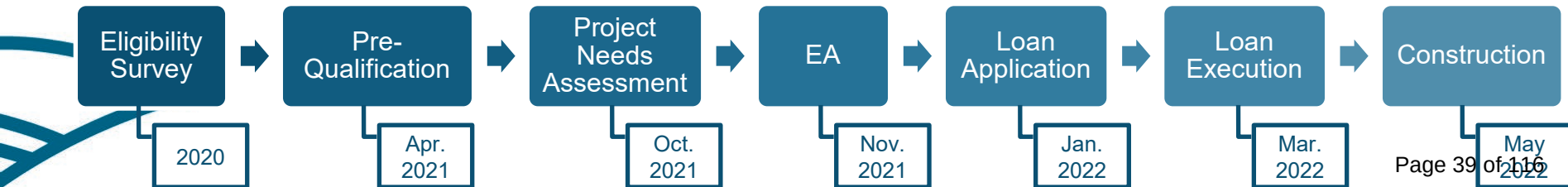
Engineering costs are being paid from the Town's sewer fund that has been saving for this use during the past several years.



How is the Town funding these improvements?

State Revolving Fund (SRF) Program

- SRF Administered by CDPHE
 - Project Needs Assessment (PNA) must be completed with public comment
- Provides a low interest loan to fund WWTP improvements
- Federal funding requires compliance with the National Environmental Policy Act (NEPA)
 - Environmental Assessment must be completed with public comment
- Key Steps





Green Project Reserve (GPR)

- CDPHE's GPR is a cost savings option that the design team is pursuing.
- Green infrastructure, water efficiency, energy efficiency, and environmentally innovative activities.
- Must demonstrate that 15 to 20 percent of the project cost includes green components.
- Potential for reduced interest rate on the first \$3M of SRF loan, potentially down to 0.5 percent.

Status: Application has been submitted, currently under review by CDPHE.

VFDs on Pumps & Blower

Lower nutrient load on receiving water

Energy efficient diffusers in aeration basin

Minimize need of supplemental carbon & metal salts in aeration basin



Impacts to Sewer Rates

- Financial Analysis:
 - Town staff prepared a 20-year financial spreadsheet model that examined future revenues and expenditures (including debt services).
- Proposed Rate Increases:
 - Typical residential sewer rate expected to range \$45 to \$55 per month (a combination of base and usage rates)
 - Impact Fees (for Development)
 - Impact fees were increased in 2021 (\$7,500 to \$9,700 per tap) and expected to remain through 2022.
 - Annual increases likely in future years.
- Timeline:
 - Board approval of rates anticipated February 8.
 - Reflected on May's utility bill for April's usage.



What are the results of the EA?



Project Benefits

- Creates additional WWTP capacity for expected population growth
- Reduces water quality impacts to Boxelder Creek from nitrogen and phosphorus concentrations in the effluent
- Increases energy efficiency for plant processes
- Improves safety, operations, and maintenance for the facility



Long-term Impacts

- Minor floodplain and air quality impacts.
- Commitment of resources including capital, manpower, and materials.
- Indirect impacts from potential future development served by the WWTP such as increased pollution in stormwater runoff from construction sites and impervious surfaces, loss of potential wildlife habitat, and increased traffic.
- No direct impacts would occur to the following environmental resources:
 - Waters of the U.S. (including wetlands)
 - Wildlife species or their habitat
 - Natural vegetation
 - Migratory birds
 - Fisheries
 - Federally- and state-listed species and species of concern
 - Agricultural lands
 - Environmental Justice (minority or low-income) communities
 - Historic resources



Short-term Impacts

- Short-term increases in noise and ambient air particulate levels and increased traffic in immediate vicinity of construction activities.



How can I review the EA and PNA?



The EA and PNA are available at the following locations:

- Town of Wellington
3735 Cleveland Avenue
Wellington, Colorado 80549
- Online at: <https://www.wellingtoncolorado.gov/495/Reports>

The documents have been available for review for the last 30 days and will remain posted for those who want to review more about the WWTP expansion



How can I provide comments on the WWTP Expansion?



There are two ways to provide your input:

- Share your input with the Board of Trustees this evening during the public comment portion after this presentation
- Based on all information, assuming no environmental impacts, CDPHE will issue a Finding of No Significant Impact (FNSI) which documents CDPHE's final decision and will post notice in the Fort Collins Coloradoan.
- Provide written comments to CDPHE within 30 days:

Matt Alms, Compliance Specialist
Colorado Department of Public Health and Environment
WQCD-GLU-B2
4300 Cherry Creek Drive South
Denver, Colorado 80246-1530



What are the Next Steps?



Next Steps

Activity	Completion Date
SRF Loan Application	January 14, 2022
Final Design Completion	March 2022
SRF Loan Approval	March 2022
Plant Construction Start	June 2022
Plant Construction Completion	Early 2024



Thank you for your participation

Public Comments?
Questions?

Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Cody Bird, Planning Director
Subject: Public Hearing to Vacate 20-foot Platted Access Easement on Lot 1, Wellington Manor Minor Subdivision

- **Presentation:** Cody Bird, Director of Planning

EXECUTIVE SUMMARY

- The owner of Lot 1, Wellington Manor Minor Subdivision (3922 Cleveland Ave.), Illa Drohman has submitted a request to vacate a 20 ft. platted public access easement.
- The public access easement is platted across Lot 1, Wellington Manor Minor Subdivision and is dedicated to the public for the purpose of providing access from Cleveland Ave. to Lot 2, Wellington Manor Minor Subdivision.
- The owners of Lot 2 (Vicky and Bruce Beckner), worked with the owner of Lot 1 (Drohman) to create the access easement at the time the subdivision plat was approved.
- The owners of Lot 2 (Beckners) have joined the owner of Lot 1 (Drohman) in the desire to vacate the access easement and all affected property owners support the desire to vacate.
- The Planning Commission voted to recommend approval of the requested vacation on December 6, 2021.

BACKGROUND / DISCUSSION

- Lot 1, Wellington Manor Minor Subdivision is burdened by the platted access easement for the benefit of Lot 2.
- Lot 2 has adequate legal access to existing public streets to facilitate development or redevelopment. Harrison Ave. to the north has 166 ft. frontage and Fifth St. to the east has 88 ft. frontage.
- Town staff has not identified a need to retain any portion of the platted access easement and has not identified any conditions necessary to support vacation of the easement.
- The land underlying the easement still belongs to the owner of Lot 1, so no ownership interest will be conveyed if the vacation of the easement is approved.
- The Planning Commission conducted a public hearing to consider vacation of the 20-foot platted access easement on December 6, 2021. The Commission voted to recommend approval of the vacation without any conditions of approval.
- At the time of this report, no public comments have been received by phone, email or letter. The Board of Trustees will need to hear and consider any public testimony provided at the public hearing.

STAFF RECOMMENDATION

Conduct a public hearing for the requested vacation of the 20-foot access easement platted on Lot 1, Wellington Manor Minor Subdivision.

ATTACHMENTS

1. Location Map
2. Staff Presentation
3. Plat - Wellington Manor Minor Subdivision
4. Consent to Vacation - Beckner

Location Map

Lot 1, Wellington Manor Minor Subdivision



Vacate Access Easement

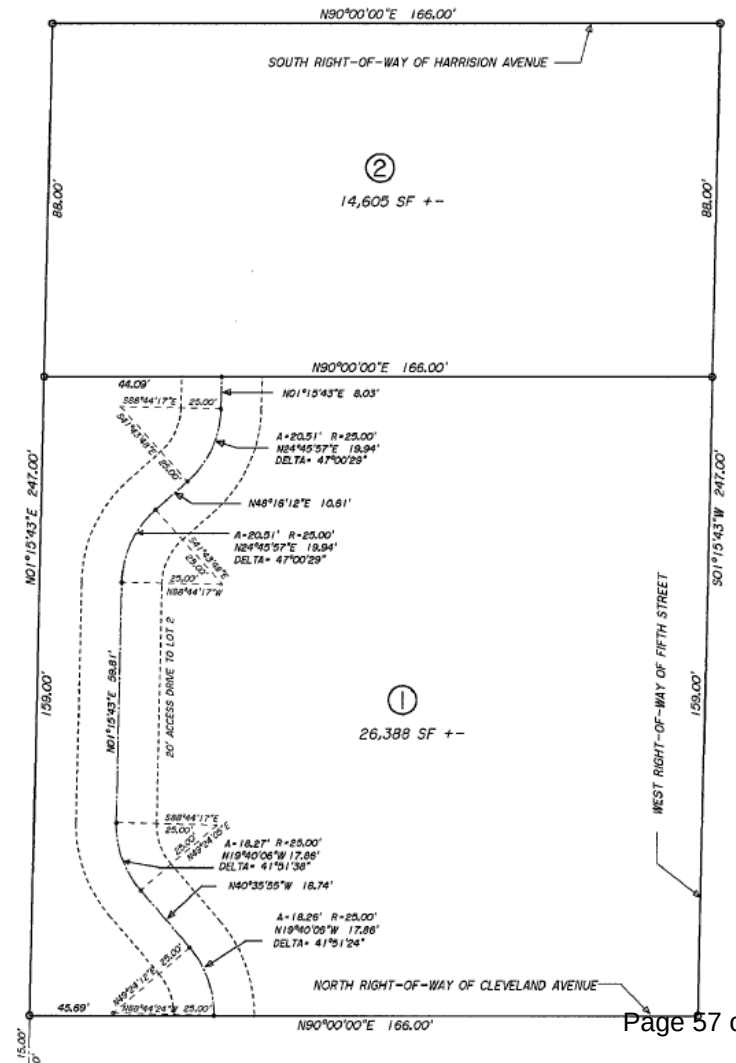
20-foot platted access easement

Lot 1, Wellington Manor Minor Subdivision



Vacate Access Easement

Applicant: Illa Drohman
Joined by Vicky and Bruce Beckner
(adjacent lot owner)



General Location





Background Information

- Applicant requests to vacate a platted 20-foot access easement.
- Easement crosses Lot 1 to provide Lot 2 with access to Cleveland Ave.
- Both the Applicant and the adjacent owners of Lot 2 desire to vacate the access easement.
- Lot 2 has adequate legal access to existing public streets (Harrison Ave. and Fifth St.)
- No needs to retain a portion of the access easement have been identified.



Planning Commission Recommendation

- Planning Commission conducted a public hearing December 6, 2021.
- Following the public hearing, the Planning Commission voted to recommend approval of the requested vacation.
- The recommendation for approval did not include any conditions.

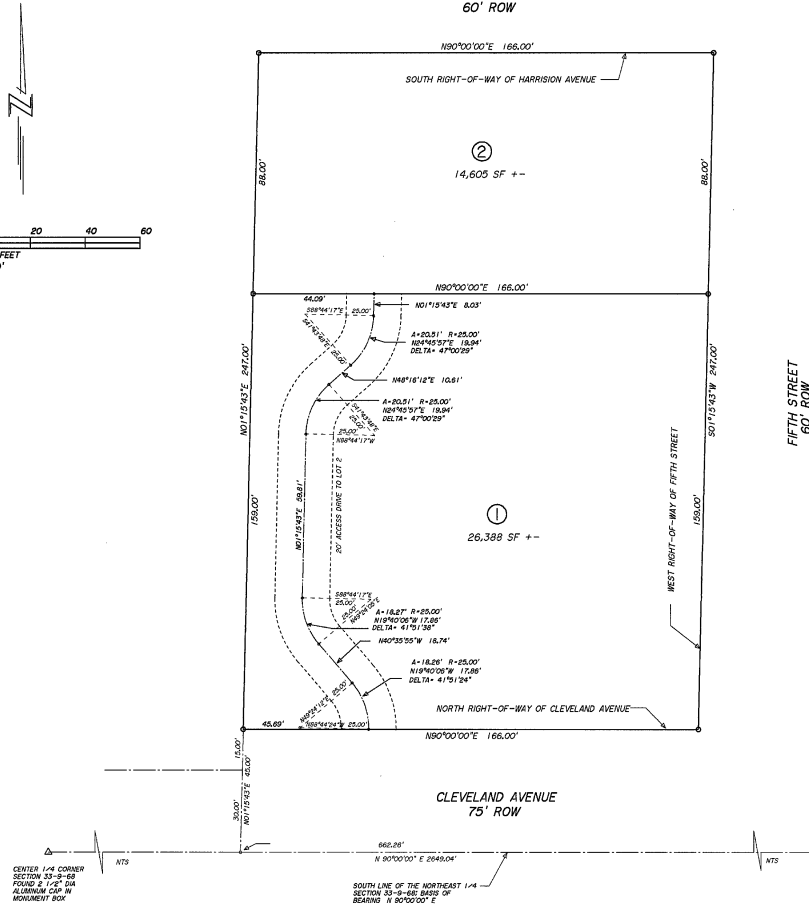


Action

- Conduct public hearing
 - No written public comments have been received by Town staff.
 - Consider testimony provided at the public hearing.
- Following the close of the public hearing, the Board may vote on approval of an ordinance.
- A draft ordinance is presented as a separate action item.

SCOTT DOYLE, CLERK
LARNER COUNTY CO
16/28/2004
12:07:14
4394052

20 0 20 40 60
GRAPHIC SCALE - FEET
SCALE: 1" = 20'



ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

Know all men by these presents that being the Owners, Mortgagee or Lienholder of certain lands in Wellington, Colorado, described as follows: Block 3, Bender's Addition to the Town of Wellington, Colorado Containing 0.9410 Acres more or less: have by these presents laid out, platted and subdivided the same into lots and blocks as shown on this plat, under the name and style of **WELLINGTON MANOR MINOR SUBDIVISION** and do hereby dedicate to the public all ways and their public rights-of-way and easements for the purpose shown hereon.

Executed this 18 day of Oct, A.D. 2004.

Mortgage or Lienholder: First National Bank

Witness my Hand and Seal
My commission expires 2/20/07

Notary Public Don Baird

This plat approved by the Wellington Planning Commission this 2nd day of AUGUST A.D., 2004.

Approved by the Board of Trustees of Wellington, Colorado, this 12th day of October A.D., 2004.

Attest: 
Town Clerk

This plat was filed for record in the office of the County _____ Clerk and Recorder of Larimer County at _____ M., _____ on the _____ day of _____ A.D., 2004 in the book _____, page _____, map _____, reception _____.

by: _____
Deputy

I, Franklin D. Blake, A registered Professional Land Surveyor in the State of Colorado, do hereby certify that the survey represented by this plat was made under my supervision and the monuments shown thereon actually exist and this plat accurately represents said survey.

Franklin D. Blake
Registered Land Surveyor

[illegible]

STEWART & ASSOCIATES
CONSULTING ENGINEERS AND SURVEYORS

SHEET NUMBER		/	
OF		/	
CLIENT:	ILLA DROHMAN		
JOB NUMBER	PROJECT: BLOCK 3, BENDER'S ADDITION TO THE TOWN OF WELLINGTON WELLINGTON, LARIMER COUNTY, COLORADO		
drahman,crd	DATE	UNIT:	
	10-18-04	FINAL PLAT OF WELLINGTON MANOR MINOR SUBDIVISION	

SKLD, Inc. CH SKL18215 LR 102193-2004.001

CONSENT TO VACATION OF ACCESS DRIVE EASEMENT

This **CONSENT TO VACATION OF ACCESS DRIVE EASEMENT** is executed as of date(s) set forth below by **Vicky G. Beckner and Bruce A. Beckner and Craig A. Beckner and Gloria A. Beckner, as Trustees of the Craig A. Beckner Revocable Trust and Gloria A. Beckner Revocable Trust dated February 27, 1995** (jointly, the "Owners").

RECITALS

A. Owners are the record owners of certain real property located in Larimer County, Colorado, commonly known as 8217 5th St., Wellington, Colorado, 80549 ("Lot 2"), which is legally described as:

**Lot 2, Wellington Manor Minor Subdivision,
County of Larimer, State of Colorado.**

B. Illa Lee Drohman, an individual, is the owner of the adjoining lot, commonly known as 3922 Cleveland Avenue, Wellington, Colorado, 80549 ("Lot 1") which is legally described as:

**Lot 1, Wellington Manor Minor Subdivision,
County of Larimer, State of Colorado.**

C. Lot 2 may be accessed via a certain 20-foot wide access drive over and across Lot 1 (the "Access Easement") which is depicted on that certain Plat of Wellington Manor Minor Subdivision recorded on **October 20, 2004**, at **Reception No. 20040102193** in the real property records of Larimer County, Colorado (the "Plat").

D. Illa Lee Drohman has submitted an application to vacate the Access Easement to the Town of Wellington, which application is currently pending review and approval.

E. The Owners wish to consent to such request to vacate the Access Easement and release any right they have or might have to use the Access Easement.

CONSENT TO VACATION OF EASEMENT

The Owners, for themselves, their heirs, personal representatives, successors, and assigns, hereby consent to the vacation of the Access Easement by the Town of Wellington and further disclaim and release in perpetuity any and all rights which the Owners might have to use the Access Easement as depicted on the Plat.

The Owners have executed this Consent to Vacation of Access Easement on the date(s) set forth below.

SIGNATURE PAGE TO FOLLOW

OWNERS

Vicky G. Beckner
Vicky G. Beckner Date

Bruce A. Beckner 11/6/21
Bruce A. Beckner Date

CRAIG A. BECKNER REVOCABLE TRUST AND GLORIA A. BECKNER REVOCABLE TRUST DATED
FEBRUARY 27, 2021

Craig A. Beckner Trustee 11/3/21
Craig A. Beckner Date

Trustee of the Craig A. Beckner Revocable Trust and Gloria A. Beckner Revocable Trust dated
February 27, 1995

Gloria A. Beckner Trustee 11/3/21
Gloria A. Beckner Date

Trustee of the Craig A. Beckner Revocable Trust and Gloria A. Beckner Revocable Trust dated
February 27, 1995



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Cody Bird, Planning Director
Subject: Ordinance No. 02-2022 - An Ordinance Vacating a 20-foot Platted Access Easement on Lot 1, Wellington Manor Minor Subdivision

- **Presentation:** Cody Bird, Planning Director

EXECUTIVE SUMMARY

Please refer to public hearing item materials.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

Recommended motion: Move to adopt Ordinance No. 02-2022 - An Ordinance Vacating a 20-foot Platted Access Easement on Lot 1, Wellington Manor Minor Subdivision.

ATTACHMENTS

1. Ordinance

TOWN OF WELLINGTON

ORDINANCE NO. 02-2022

AN ORDINANCE VACATING A 20-FOOT ACCESS EASEMENT PLATTED ON LOT 1, WELLINGTON MANOR MINOR SUBDIVISION, TOWN OF WELLINGTON, COUNTY OF LARIMER, STATE OF COLORADO.

WHEREAS, the Board of Trustees of the Town of Wellington has been petitioned by the property owner of Lot 1, Wellington Manor Minor Subdivision, being a replat of Block 3, Benders Addition to the Town of Wellington, to vacate the 20-foot access easement platted on said Lot 1, Wellington Manor Minor Subdivision; and

WHEREAS, the 20-foot access easement was dedicated on the minor subdivision plat of Wellington Manor Minor Subdivision for the purpose of providing public access to Lot 2, Wellington Manor Minor Subdivision from Cleveland Avenue; and

WHEREAS, Lot 2, Wellington Manor Minor Subdivision has not been developed and the 20-foot access easement has not been used for the purpose of providing access to said Lot 2; and

WHEREAS, the Owner of Lot 2, Wellington Manor Minor Subdivision, has joined the Owner of Lot 1, Wellington Manor Minor Subdivision in the desire to vacate the 20-foot platted access easement; and

WHEREAS, it has been determined by the Board of Trustees of the Town of Wellington, following a public hearing on the matter, that the 20-foot access easement is not needed for municipal purposes; and

WHEREAS, Colorado Revised Statutes, Section 43-2-303(1)(a), provides the authority to the Town of Wellington to vacate public dedications by ordinance.

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

1. Vacation. All of the 20-foot access easement platted on Lot 1, Wellington Manor Minor Subdivision is hereby vacated.
2. Validity. The Board of Trustees hereby declares that should any section, paragraph, sentence, 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 of any such portion which may be declared invalid.

3. 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.
4. Certification. The Town Clerk shall certify to the passage of this ordinance and make not less than three copies of the adopted ordinance available for inspection by the public during regular business hours and shall record at least one certified copy of the ordinance with the Clerk and Recorder of Larimer County.

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 11th day of January, 2022 and ordered to become effective 30 days from the date of publication.

TOWN OF WELLINGTON, COLORADO

By: _____
Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk

Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Krystal Eucker, Town Clerk
Subject: Resolution No. 01-2022 - A Resolution Designating a Public Place for the Posting of Notices Concerning Public Meetings

- **Presentation:** Krystal Eucker, Town Clerk

EXECUTIVE SUMMARY

Colorado Revised Statutes 24-6-402 requires that the public place or places for posting municipal notices shall be designated annually by the local public body at their first regular meeting of the calendar year. Resolution 01-2022 fulfills that statutory requirement.

BACKGROUND / DISCUSSION

Resolution 01-2022 will apply to all Town of Wellington public notices, including notices for all boards and commissions. The designated posting place will be the Town's website, although if the website is not available, the front door of Town Hall is the alternate designated posting place. Despite not being required, Town staff will continue to post all meeting notices on the front door of Town Hall in addition to the website. This Resolution does not prohibit the posting of notices in other forms.

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 01-2022.

Recommended motion: Move to adopt Resolution No. 01-2022 - A Resolution Designating a Public Place for Posting of Notices Concerning Public Meetings.

ATTACHMENTS

1. Resolution 01-2022

TOWN OF WELLINGTON

RESOLUTION 01-2022

A RESOLUTION DESIGNATING A PUBLIC PLACE FOR THE POSTING OF NOTICES CONCERNING PUBLIC MEETINGS

WHEREAS, in compliance with the Colorado Open Meetings Law (C.R.S 24-6-402) and amendments thereto, the Board of Trustees desires to designate a public place for the posting of notices concerning public meetings.

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

1. Notice of meetings of any board or commission of the Town of Wellington shall be posted no less than twenty-four hours prior to a meeting on the Town Website at www.townofwellington.com in accordance with the Colorado Open Meetings Law.
2. The Wellington Town Hall, Front Door, located at 3735 Cleveland Avenue, Wellington, Colorado shall be designated as the public place at which the Town may post a notice no less than twenty-four hours prior to a meeting if the Town is unable to post a notice online in exigent or emergency circumstances.
3. The designation of a public place by this Resolution shall not be deemed to preclude the Town from providing other or different notice of public meetings, so long as such notice is full and timely and otherwise in compliance with the Colorado Open Meetings Law and subsequent amendments thereto.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2022.

TOWN OF WELLINGTON, COLORADO

Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Cody Bird, Planning Director
Subject: Resolution No. 02-2022 - A Resolution Adopting a 3-Mile Plan for Municipal Annexations

- **Presentation: Cody Bird, Director of Planning**

EXECUTIVE SUMMARY

State law requires municipalities to have a plan in place for the area 3-miles from the Town's boundary prior to annexing any land within the 3-mile area. The Town Planning Commission adopted the Wellington Comprehensive Plan 2021 by Resolution No. PC-01-2021 and was ratified by the Board of Trustees by Resolution 26-2021. The Town's Comprehensive Plan, including the Growth Management Area (GMA) has served as the Town's 3-Mile Plan for municipal annexations. Designation of the Comprehensive Plan for the 3-Mile Plan for annexations meets the state law requirement and is sufficient to meet the Town's annexation needs for the upcoming year.

BACKGROUND / DISCUSSION

C.R.S. 31.12.105(e)(I) requires the Town to have a plan in place for the area 3 miles extended from the municipal boundary prior to annexing any property within that 3-mile area. The Town has identified a Growth Management Area (GMA) in the Wellington Comprehensive Plan 2021 that is the contemplated area of town growth over the next 20 years. The adopted GMA boundary is less than 3-miles from the Town's current municipal boundaries. Designation of the Town's Comprehensive Plan includes the adopted GMA and is sufficient to meet the state law requirements.

The 3-mile plan is required to be adopted annually. A draft resolution is prepared and attached with this report. The draft resolution references the resolution of the Planning Commission that adopted the Wellington Comprehensive Plan 2021, including the Growth Management Area (GMA) for the Town. The draft resolution also references the resolution of the Board of Trustees ratifying the decision of the Planning Commission adopting the Wellington Comprehensive Plan 2021 as the official Master Plan for the Town.

Adoption of the 3-Mile Plan has no financial impact to the Town. Any financial impacts of municipal annexations are considered at the time annexations are proposed.

STAFF RECOMMENDATION

Adopt a resolution establishing the Wellington Comprehensive Plan 2021 as the Town's 3-Mile Plan for municipal annexations.

Recommended motion: Move to adopt Resolution No. 02-2002 - A Resolution Adopting an Updated Three-Mile Plan for Municipal Annexations.

ATTACHMENTS

1. Resolution
2. Future Land Use and Growth Management Area

TOWN OF WELLINGTON

RESOLUTION NO. 02-2022

A RESOLUTION BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO ADOPTING AN UPATED THREE-MILE PLAN FOR MUNICIPAL ANNEXATIONS

WHEREAS, the Colorado Municipal Annexation Act of 1965, § 31.12.105(1)(e)(I) C.R.S. (the “Act”), requires the Town to adopt and update annually a plan to serve as a general guideline for future annexations to the Town; and

WHEREAS, the Town has designated its Comprehensive Master Plan as the Three-Mile Plan and desires to reconfirm such designation for the purpose of the Act.

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

1. The current Wellington Comprehensive Plan 2021 for the Town of Wellington, Colorado, adopted by Resolution No. PC-01-2021 by the Planning Commission and ratified by Resolution No. 26-2021 by the Board of Trustees is hereby designated as the Three-Mile Plan for annexations to the Town of Wellington, Colorado.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2022.

TOWN OF WELLINGTON, COLORADO

By: _____
Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk

FUTURE LAND USE MAP

-  Gateway
-  Proposed Regional Park
-  Existing Trails
-  Proposed Trails
-  Future Roads
-  Canal
-  Streams
-  Activity Center
-  Boxelder Sanitation District
-  100-Year Floodplain
-  Town Boundary
-  Growth Management Area

Future Land Use Categories

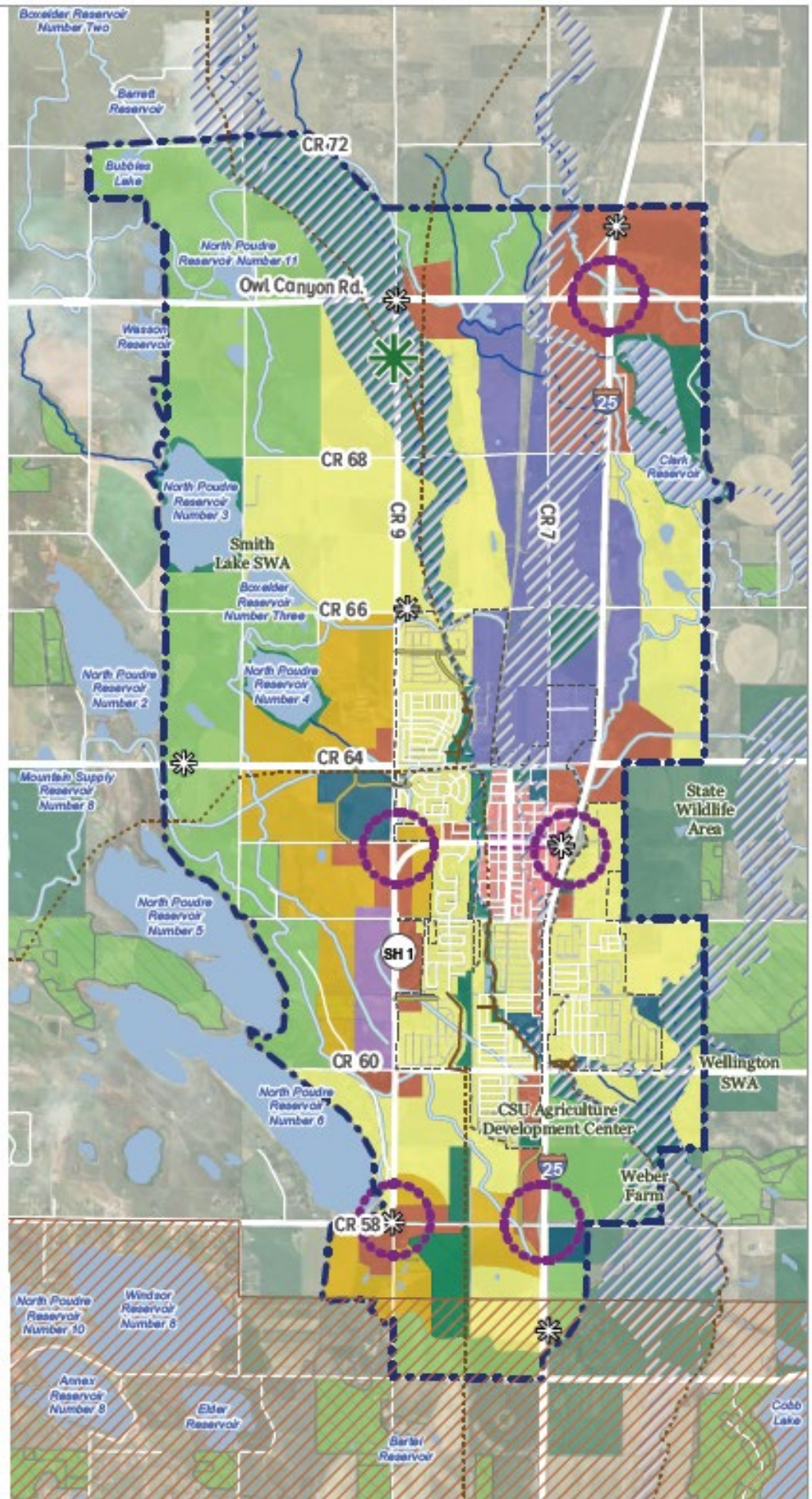
-  Parks and Open Space
-  Agriculture
-  Low Density Residential
-  Medium Density Residential
-  Downtown Neighborhoods
-  Downtown Core
-  Commercial
-  Mixed Use
-  Industrial/Light Industrial
-  Civic

Conserved Lands

-  Private Conservation
-  State Owned Conservation

6/17/2021

0 0.5 1 Miles



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Krystal Eucker, Town Clerk
Subject: Ordinance 01-2022 - An Ordinance Amending Chapter 2 of the Wellington Municipal Code and Establishing a Hearing Process to Address Alleged Municipal Campaign Finance Complaints and Violations

- **Presentation:** Krystal Eucker, Town Clerk

EXECUTIVE SUMMARY

On July 13, 2021, the Board of Trustees approved Ordinance 07-2021 which amended Chapter 2 of the Municipal Code by adding Article 14 to establish a hearing process to address alleged municipal campaign finance complaints and violations.

An approved ballot question that was referred to the voters on November 2, 2021, concerning the regulation of retail and medical marijuana stores in Wellington, amended the Municipal Code by adding Article 14 of Chapter 2.

Due to the duplicate Articles, Ordinance 01-2022 would create Article 15 of Chapter 2 of the Municipal Code and move campaign finance complaints to Article 15. No changes have been made to the ordinance other than the Article number.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

Staff recommends approval of Ordinance 01-2022, An Ordinance Amending Chapter 2 of the Wellington Municipal Code and Establishing a Hearing Process to Address Alleged Municipal Campaign Finance Complaints and Violations

Recommended motion: Move to adopt Ordinance No. 01-2022 - An Ordinance Amending Chapter 2 of the Wellington Municipal Code and Establishing a Hearing Process to Address Alleged Municipal Campaign Finance Complaints and Violations.

ATTACHMENTS

1. Ordinance 01-2022

TOWN OF WELLINGTON

ORDINANCE NO. 01-2022

AN ORDINANCE AMENDING CHAPTER 2 OF THE WELLINGTON MUNICIPAL CODE AND ESTABLISHING A HEARING PROCESS TO ADDRESS ALLEGED MUNICIPAL CAMPAIGN FINANCE COMPLAINTS AND VIOLATIONS

WHEREAS, until state legislation was adopted in 2019, the Town was able to rely on election campaign regulations and enforcement by the Colorado Secretary of State through Title 1, Article 45 of the Colorado Revised Statutes the Fair Campaign Practices Act (the "FCPA"); and

WHEREAS, while the Colorado Constitution, Article XXVIII, provides that the Colorado Secretary of State handle third party complaints alleging violations of campaign finance laws, the Secretary of State may no longer accept filings of complaints concerning municipal campaign finance matters; and

WHEREAS, on May 29, 2019, the Governor signed SB 19-232, which amends C.R.S. § 1-45-111.7(9)(b) of the Colorado Fair Campaign Practices Act and provides that any complaint arising out of a municipal campaign finance matter be exclusively filed with the clerk of the applicable municipality; and

WHEREAS, the Town desires to establish a process for review of municipal campaign finance complaints in order to ensure that such matters are addressed.

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

Section 1. Article 15 of Chapter 2 of the Wellington Municipal Code is hereby created and reads as follows:

Article 15 - Campaign Finance Complaints

Sec. 2-15-10 Campaign Finance Complaints.

- a. Any person who resides in the town limits who believes a violation of Article XXVIII of the Colorado Constitution or the Fair Campaign Practices Act (C.R.S. § 1-45-101 et seq.), as amended, subject to the modifications made by this Code, has occurred related to a municipal election may file a written complaint with the Town Clerk.
- b. Complaints must be filed no later than one hundred and eighty (180) calendar days after the complainant knew or should have known by the exercise of reasonable diligence of the alleged violation.
- c. A written complaint filed with the Town Clerk shall include the following information and any other information that the Town Clerk deems necessary to process the complaint:

- 1) The name, address, e-mail address, telephone number and signature of the complainant. If the complainant is represented by counsel, include the counsel's name, address, e-mail address, telephone number and signature;
 - 2) The name and, if known, the telephone number, email address, and mailing address of the respondent(s) (or each person alleged to have committed a violation);
 - 3) The particulars of the violation, including the specific factual and legal basis for the allegation; and
 - 4) Optionally, documentation or other evidence supporting the allegation.
- d. If an incomplete complaint is received, the date on which the originally filed complaint was received is considered the filed date if a complete copy is received within three (3) business days of notification from the Town Clerk that the complaint was incomplete.

Sec. 2-15-20 Initial Review.

- a. The Town Clerk will review the complaint to determine:
 - 1) Whether the complaint was timely filed in accordance with this section;
 - 2) Whether the complainant has specifically identified one or more violations of Colorado Constitution Article XXVIII, the Fair Campaign Practices Act, or any rules adopted and promulgated by the Town Clerk concerning campaign and political finance;
 - 3) Whether the complainant has alleged sufficient facts and/or provided sufficient information to support a legal and factual basis for the complaint; and
 - 4) Whether it is possible through reasonable efforts, to identify the subject of the complaint.
- b. Within ten (10) business days of receiving the complaint, the Town Clerk must take one (1) or more of the following actions following their initial review:
 - 1) If the Town Clerk determines that the complaint fails to satisfy each criteria in section 2-14-10, the Town Clerk will dismiss the complaint and notify the complainant and respondent of the reasons for dismissal. The Town Clerk's determination and dismissal is a final decision.
 - 2) If the Town Clerk determines that the complaint satisfies each criteria in section 2-14-10, and alleges one (1) or more curable violations as described in section 2-14-30, the Town Clerk will notify the respondent(s) and provide an opportunity to cure the violation, holding in abeyance any alleged violations that may not be curable.
 - 3) If the Town Clerk determines that the complaint satisfies each criteria in section 2-14-10, and that none of the alleged violations may be curable, the Town Clerk will take the actions set forth in section 2-14-40.

Sec. 2-15-30 Curing Violations.

- a. Upon the Town Clerk's determination that a complaint alleges a failure to file or otherwise disclose required information, or other curable violation, the Town Clerk will notify the respondent(s) by email, or by mail if email is unavailable, of the curable deficiencies alleged in the complaint.

- b. Respondent(s) must provide the Town Clerk with notice of intent to cure on the form provided by the Town Clerk and include a copy of any amendments prior to curing the violation in accordance with this section.
- c. Respondents shall have ten (10) business days from the date the notice is issued to cure the alleged violation and to notify the Town Clerk, in writing, of actions taken to cure the alleged violation.
- d. After the period for cure, the Town Clerk will determine, within five (5) business days, whether the respondent(s) cured the violation(s), and if so, whether the respondent(s) substantially complied or acted in good faith. The Town Clerk may ask the respondent to provide additional information and may grant an extension of time to file a notice of intent to cure in order to respond to such a request.
 - 1) If the Town Clerk determines that the respondent(s) substantially complied or acted in good faith in curing any alleged violation, the Town Clerk will dismiss the complaint as to such violation. The clerk's determination and dismissal is a final decision.
 - 2) If the Town Clerk determines that the respondent neither substantially complied nor acted in good faith in curing any alleged violation, the Town Clerk will take the action as set forth in section 2-14-40 as to such violation.
- e. In determining whether an entity "substantially complied" the Town Clerk must consider:
 - 1) The extent of the noncompliance;
 - 2) The purpose of the provision violated and whether that purpose was substantially achieved despite the noncompliance; and
 - 3) Whether the noncompliance can properly be viewed as an intentional attempt to mislead the electorate or election officials.

Sec. 2-15-40 Complaint Hearing.

- a. When the Town Clerk is required to take further action as set forth in this section, the Town Clerk shall notify the Town Administrator of the complaint, and the Town Administrator, in consultation with the Town Clerk and the Town Attorney, shall forthwith refer the complaint to a hearing officer appointed by the Board of Trustees to hear and determine such complaint.
- b. A hearing shall be scheduled and held within thirty (30) calendar days of referral of the complaint to the hearing officer, or the closest business day thereafter if the 30th day falls on a weekend or holiday. Upon written motion, the hearing officer may grant a continuance of up to thirty (30) calendar days upon a showing of good cause. The Town will not be a necessary party to the hearing and will not represent either the complainant or respondent.
- c. Notice of the hearing, any applicable rules governing the hearing process and the entire complaint received by the Town Clerk shall be sent to the complainant and to the respondent by electronic mail within three (3) business days.
- d. Upon the request of either party, the hearing officer may issue an administrative subpoena requiring the attendance of a witness or party in relation to an alleged campaign finance violation. It shall be unlawful for a witness or party to fail to

comply with such subpoena, and any person convicted of a violation hereof shall be punished in accordance with the procedures of the municipal court.

- e. The hearing shall be electronically audibly recorded and held for six (6) months past final resolution of the complaint.
- f. Following the hearing, the hearing officer shall issue a decision in writing within seven (7) business days.
- g. The hearing officer's decisions as set forth in this section are a final decision subject to review under Rule 106, C.R.C.P.

Sec. 2-15-50 Penalties.

- a. If the hearing officer determines after a hearing that a violation has occurred, the hearing officer shall impose penalties and sanctions as set forth in C.R.S § 1-45-111.5 and 8 C.C.R. 1505-6, both as amended. Recovery of a party's reasonable attorney fees and costs shall be as set forth therein.
- b. The town may pursue any legal means for the collection of civil penalties imposed under this section. The Town Administrator may also refer the matter for collection by whatever means are available to the town, including by a private collection agency and the party responsible to pay the penalty may be assessed in the cost of collection.

Section 2. The Board of Trustees declares that, should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

Section 3. All the provisions of the Wellington Municipal Code as heretofore adopted that conflict with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.

PASSED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado and ordered published this 11th day of January, 2022 and ordered to become effective 30 days from the date of publication.

TOWN OF WELLINGTON, COLORADO

By: _____
Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk

Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Patti Garcia, Town Administrator
Subject: Resolution No. 03-2022 - A Resolution of the Board of Trustees Appointing a Town Treasurer

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

EXECUTIVE SUMMARY

The Wellington Municipal Code Section 2-3-30 provides that the Board of Trustees shall appoint a Town Treasurer.

BACKGROUND / DISCUSSION

The Wellington Town Treasurer resigned effective December 3, 2021 and at the December 14, 2021 Trustee meeting, Patti Garcia, Town Administrator, was appointed as interim Town Treasurer until the first Board of Trustee meeting of 2022. Town staff engaged with Strategic Government Resources (SGR) to retain the services of Victoria (Vik) Runkle to serve as Town Treasurer until a permanent Town Treasurer is hired.

Vik has a wide range of work experience with an emphasis on finance, which includes the following:

- City of Renton, WA - Finance and Information Services Director
- City of Arvada, CO - Finance Director
- City of Greeley, CO - Assistant City Manager overseeing Administrative Services (Finance, Information Technology and Human Resources)
- Financial Services Consultant - Strategic Government Resources

STAFF RECOMMENDATION

Recommended motion: Move to adopt Resolution No. 03-2022 - A Resolution of the Board of Trustees Appointing a Town Treasurer

ATTACHMENTS

1. Resolution 03-2022 Treasurer Appointment

TOWN OF WELLINGTON

RESOLUTION NO. 03-2022

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON
APPOINTING TOWN TREASURER

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

WHEREAS, Section 2-3-30 of the Code provides that the Board shall appoint a Town Treasurer; and

WHEREAS, the previous Town Treasurer resigned her position effective December 3, 2021.

WHEREAS, Patti Garcia, Town Administrator was appointed as Town Treasurer until January 11, 2022.

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

1. The Board of Trustees appoints Victoria (Vik) Runkle to serve as Town Treasurer to and until a successor is appointed.

Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2022.

TOWN OF WELLINGTON, COLORADO

Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk

Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Dan Sapienza
Subject: Resolution No. 04-2022 - A Resolution of the Town of Wellington Adopting a Fee Schedule Related to Marijuana Licensing

- **Presentation:** Dan Sapienza, Town Attorney

EXECUTIVE SUMMARY

Pursuant to the Referred Ordinance adopted by the voters of the Town of Wellington allowing the licensure and sale of retail and medical marijuana, the Town Board of Trustees, as the Local Licensing Authority, may adopt certain fees related to the licensure of marijuana establishments.

BACKGROUND / DISCUSSION

Licensure of marijuana establishments pursuant to the recently adopted referred measure requires town resources that may be recompensed by fees. Specifically, the ordinance allows fees for initial applications, renewal applications, and transfers of licenses. The ordinance establishes maximum amounts for certain fees and requires that the fees be adopted by resolution before they may be charged. The Town will begin accepting applications on February 1, 2022 and each application will require work by the Local Licensing Authority, the Town Clerk, the Town Planning Department, and the Town Attorney. After consideration of the amount of time and resources that each application will likely require as the Town establishes its procedures for licensure, the fees as set out in the fee schedule were determined to be reasonable. The fees may be adjusted by the Local Licensing Authority should they be found to not be in line with actual costs.

STAFF RECOMMENDATION

Recommended motion: Move to adopt Resolution 4-2022 - Adopting a Fee Schedule Related to Marijuana Licensing.

ATTACHMENTS

1. Resolution 04-2022 Marijuana Fees V.2

TOWN OF WELLINGTON

RESOLUTION NO. 04-2022

A RESOLUTION OF THE TOWN OF WELLINGTON ADOPTING A FEE SCHEDULE
RELATED TO MARIJUANA LICENSING

WHEREAS, Article 14 of Chapter 2 of the Wellington Municipal Code permits and regulates marijuana store licensing; and

WHEREAS, the Board of Trustees of the Town of Wellington shall serve as the Local Licensing Authority unless the Board of Trustees creates a separate Local Licensing Authority empowered to act in such capacity; and

WHEREAS, Article 14 of Chapter 2 allows the Local Licensing Authority to set fees related to applications and licenses for marijuana stores; and

WHEREAS, the fees adopted herein are reasonably related to the services provided by the Town of Wellington in evaluating applications materials and conducting various aspects of licensing activities.

NOW, THEREFORE, be it resolved by the Local Licensing Authority for the Town of Wellington, Colorado, as follows:

1. The attached Exhibit A is hereby adopted for fees related to applications and licenses for marijuana stores.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2022.

TOWN OF WELLINGTON, COLORADO

By: _____
Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk

EXHIBIT A

Fee Schedule for Marijuana Stores

Retail Marijuana Store Operating Fee (payable to Town)	\$2,500.00
Retail Marijuana Store New Application Fee (payable to State)	\$2,500.00
Retail Marijuana Store Renewal	\$1,500.00
Medical Marijuana Store New Application and Operating Fee	\$5,000.00
Medical Marijuana Store Renewal	\$1,500.00
Transfer of Ownership or Change in Business Structure	\$1,000.00
Late Renewal	\$500.00

Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Dan Sapienza
Subject: Resolution No. 05-2022 - A Resolution Creating a Local Licensing Authority Pursuant to Chapter 2, Article 14 of the Wellington Municipal Code and Appointing Kristin Brown as Assistant Municipal Judge to Serve in that Role.

- **Presentation: Dan Sapienza, Town Attorney**

EXECUTIVE SUMMARY

Pursuant to the referred marijuana ordinance, the Town Board serves as the Local Licensing Authority, unless it creates a separate Local Licensing Authority and delegates the duties to that person or entity. Town staff recommends creating a separate Local Licensing Authority to administer the ordinance as a municipal judgeship and to appoint an individual to the role who has extensive experience with marijuana regulation and licensure.

BACKGROUND / DISCUSSION

The recently passed ordinance allowing retail and medical marijuana stores to operate within the Town requires a Local Licensing Authority to administer the process. This Authority's duties are largely administrative in nature, as the ordinance requires administrative approval of some licenses if specific criteria are met and certain fees paid.

"The Local Licensing Authority shall administratively approve any License application under this Article so long as the conditions set forth in this Article are met and the applicant has paid the operating fee and any other fees required by this Article."

An important role of the Local Licensing Authority is rulemaking, which must be completed quickly as applications may begin on February 1, 2022.

Town staff has met with Kristin Brown, who serves as liquor and marijuana licensing authority for Commerce City, Colorado and who has extensive experience in this area. Staff believes that her experience and expertise will serve the Town well in this role and will ensure impartiality in administering the new licensing regime.

STAFF RECOMMENDATION

Motion to approve Resolution 05-2022, a Resolution to Create a Local Licensing Authority and Appointing Kristin Brown to Serve as Assistant Municipal Judge in that Role.

ATTACHMENTS

1. Resolution 05-2022 Marijuana Authority
2. Kristin Brown Resume
3. Professional Services Agreement

TOWN OF WELLINGTON

RESOLUTION NO. 05-2022

A RESOLUTION CREATING A LOCAL LICENSING AUTHORITY PURSUANT TO CHAPTER 2, ARTICLE 14 OF THE WELLINGTON MUNICIPAL CODE AND TO APPOINT KRISTIN BROWN AS ASSISTANT MUNICIPAL JUDGE TO SERVE IN THAT ROLE

WHEREAS, during the November 2, 2021 election, voters approved an ordinance concerning the regulation of retail and medical marijuana stores in the Town of Wellington; and

WHEREAS, pursuant to the November 2, 2021 election, Article 13.5 of Chapter 16 and Article 13.6 of Chapter 2 were repealed and Article 14 in Chapter 2 was created within the Wellington Municipal Code; and

WHEREAS, the Board of Trustees of the Town of Wellington shall serve as the Local Licensing Authority unless the Board of Trustees creates a separate Local Licensing Authority empowered to act in such capacity; and

WHEREAS, the Board of Trustees desires to establish a separate Local Licensing Authority to perform the duties under Article 14 of Chapter 2, and to establish rules and regulations to effectively administer to the new marijuana licensing requirements; and

WHEREAS, the Board of Trustees has considered the benefits of delegating Local Licensing Authority duties to an attorney and municipal judge who is familiar with the Marijuana Code and the due process requirements of marijuana licensing.

WHEREAS, the Board of Trustees has considered the qualifications of Attorney Kristin Brown, with respect to marijuana licensing functions.

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

1. Pursuant to Chapter 2, Article 14 of the Wellington Municipal Code, a Local Licensing Authority is established with respect to marijuana licensing functions.
2. The Local Licensing Authority shall be an assistant Municipal Judge of the Town of Wellington designated by the presiding Municipal Judge to serve in that capacity.
3. The Board appoints Kristin Brown to serve as an Assistant Municipal Judge to be responsible for duties of the Local Licensing Authority.
4. The Mayor is hereby authorized to execute the Professional Services Agreement with Kristin Brown on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of January, 2022.

TOWN OF WELLINGTON, COLORADO

By: _____
Troy Hamman, Mayor

ATTEST:

Krystal Eucker, Town Clerk



KRISTIN NORDECK BROWN, P.C.
A T T O R N E Y A T L A W

RESUME OF KRISTIN N. BROWN

EDUCATION

Bachelor of Arts, University of Colorado, Boulder, CO	August 1987
Juris Doctor, Northwestern School of Law at Lewis and Clark College, Portland, OR	1990

LICENSE TO PRACTICE LAW

State of Colorado	1990
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JUDICIAL EXPERIENCE

Acting Presiding Judge, Thornton Municipal Court	August 2021 - present
Associate Judge, Thornton Municipal Court	November 2008 – August 2021
Presiding Judge, Brighton Municipal Court	November 2010 - May 2021
Associate Judge, Brighton Municipal Court	October 2009 - Nov. 2010
Presiding Judge, Lyons Municipal Court	October 2010 - present
Associate Judge, Broomfield Municipal Court	2012 – present
Associate Judge, Superior Municipal Court	2014 – present
Associate Judge, Mead Municipal Court	2018 - present
Associate Judge, Longmont Municipal Court	2018 - present
Associate Judge, Fort Collins Municipal Court	2020 - present



KRISTIN NORDECK BROWN, P.C.
A T T O R N E Y A T L A W

HEARING OFFICER EXPERIENCE

Hearing Officer (administrative appeal matters) Federal Heights, Commerce City, Sheridan, Littleton, Clear Creek Fire Authority, Lakewood	2006 – present
Brighton Liquor Authority	September 2015 - present
Hearing Officer, City of Thornton	July 2003 – present
Hearing Officer, Administrative, Liquor/Marijuana Licensing Authority, Commerce City	2010 - present

MUNICIPAL LAW EXPERIENCE

Since 1990 have provided legal services to municipalities, to include legal counsel to City Council/Town Boards, prosecution services, liquor enforcement, legal counsel to police departments, drafting of ordinances. Municipal clients have included Erie, Frederick, Mead, Lyons, Wellington, Louisville, Lafayette, Thornton, Woodland Park, Dillon, Ft. Lupton, Grant Junction, Estes Park.

MEMBER OF

Colorado Bar Association
Boulder County Bar Association
Colorado Municipal Judges Association (Board Member for several terms)

REFERENCES

Victoria Simonsen, Town Administrator, Lyons, CO
vsimonsen@townoflyons.com

Diane Maes, Thornton Municipal Court Administrator, Thornton, CO
Diane.Maes@cityofthornton.net

Judge Randy Davis, Municipal Judge (retired)
randalljdavis@hotmail.com

Mark Shapiro, Erie Town Attorney (retired)
mark@mshapirolaw.com

Professional Services Agreement

This agreement is executed this 11th day of January, 2022, between Kristin Brown, who has been appointed as Assistant Municipal Judge of the Town of Wellington, Colorado ("Assistant Judge") and The Town of Wellington, Colorado ("Town"). Town is a statutory municipality acting through its Town Board of Trustees, and Assistant Judge is appointed pursuant to CRS 13-10-105.

1. Assistant Judge's appointment shall be for the term called for by C.R.S. 13-10-105(1)(a).
2. The judgeship may be renewed upon further re-appointments as provided by in C.R.S. 13-10-105(1)(a).
3. The judgeship is subject to re-appointment or termination by the Town as provided by C.R.S. 13-10-105(2). The judgeship is terminable by Assistant Judge upon 60 days prior written notice to the Town.
4. Judge shall be paid \$150.00 per hour, subject to modification by the Town acting through its Board of Trustees in any future ordinance appropriating compensation amounts.

Judge will furnish services as an independent contractor and not as an employee of the Town. Judge shall also be fully and exclusively liable for (a) the payment of any and all taxes now or hereafter imposed by any government authority; and (b) the Town shall-not pay or be obligated for workers compensation or unemployment benefits for Judge.

By: _____

Kristin Brown

Town of Wellington, Colorado

By: _____

Troy Hamman

Mayor

Attest:

By: _____

Krystal Eucker

Town Clerk



Board of Trustees Meeting

Date: January 11, 2022
Submitted By: Krystal Eucker, Town Clerk
Subject: Annual Renewal - Avuncular Bob's T-Bar Inn & Brew Pub

- **Presentation:** Krystal Eucker, Town Clerk

EXECUTIVE SUMMARY

Avuncular Bob's T-Bar Inn & Brew Pub Operations LLC has submitted their annual renewal for their Hotel and Restaurant liquor license. A review of the application found the establishment is in good standing with the Colorado Secretary of State and the Larimer County Sheriff's Office reported no issues directly related to the establishment's liquor license. There were no issues or concerns during a visual inspection of the premise.

Sales tax compliance has yet to be confirmed.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

Staff recommends approval of the annual renewal for Avuncular Bob's T Bar Inn and Brew Pub contingent on a report from the Department of Revenue that the business is in compliance with sales tax reporting.

ATTACHMENTS

1. Avuncular Bob's Renewal

Submit to Local Licensing Authority

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

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

Retail Liquor or Fermented Malt Beverage License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name Avuncular Bob's T Bar Inn and Brew Pub Operations LLC		Doing Business As Name (DBA) Avuncular Bob's T Bar Inn and Brew Pub Operations LLC		
Liquor License # 03-12295	License Type Hotel and Restaurant	Sales Tax License # [REDACTED]	Expiration Date 12/10/2021	Due Date
Business Address 3803 Cleveland Avenue, Wellington, CO 80549				Phone Number (970) 568-9829
Mailing Address PO Box 421, Wellington, CO 80549			Email [REDACTED]@com	
Operating Manager K Campbell	Date of Birth [REDACTED]	Home Address [REDACTED] FL, CO 80521		

- Do you have legal possession of the premises at the street address above? ☒ Yes ☐ No
 Are the premises owned or rented? ☐ Owned ☒ Rented* *If rented, expiration date of lease **7/14/24**
- Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. ☐ Yes ☒ No
- 3a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No
- 3b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☒ No
4. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. ☐ Yes ☒ No
5. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. ☐ Yes ☒ No
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☐ Yes ☒ No
7. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☐ Yes ☒ No

Affirmation & Consent

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

Type or Print Name of Applicant/Authorized Agent of Business <i>K Campbell</i>	Title <i>owner</i>
Signature <i>KC</i>	Date <i>12/27/21</i>

Report & Approval of City or County Licensing Authority

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

Therefore this application is approved.

Local Licensing Authority For		Date
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, K Campbell am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Avuncular Bob's T Bar Inn & Brewery (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

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

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

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

Name (Individual/Business) <u>Avuncular Bob's T Bar Inn and Brewery</u>		Social Security Number/Tax Identification Number [REDACTED]	
Address <u>3883 Cleveland Avenue, Wellington Co. 80549</u>			
City <u>Wellington Co.</u>		State <u>Co.</u>	Zip <u>80549</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>970-568-9829</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>K Campbell</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>KC</u>			Date signed <u>12/2/19</u>

Privacy Act Statement

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

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Avuncular Bob's T Bar Inn and Brewpub Operations, LLC

is a

Limited Liability Company

formed or registered on 06/12/2019 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20191484694 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 12/21/2021 that have been posted, and by documents delivered to this office electronically through 12/27/2021 @ 12:33:55 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 12/27/2021 @ 12:33:55 in accordance with applicable law. This certificate is assigned Confirmation Number 13677643 .



Jena Griswold

Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."



LARIMER COUNTY SHERIFF'S OFFICE

Justin E. Smith, Sheriff

One Agency

One Mission

Public Safety

December 14, 2021

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 **November 2021**, 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 half-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 **November 2021**, non-assigned deputies spent a total of **62.62** hours in Wellington responding to calls, patrolling, and making contacts in the town.

During the month of **November 2021** there were **4.0** hours worked by Northern Colorado Drug Task Force.

Investigations – ongoing and active cases include:

- Sex Crime - 6
- Burglary – 1
- Assault – 1
- Death – 2
- Restraining Order Violation – 1
- Vehicle Theft – 1
- Suspicious Circumstances – 1

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

County Jail
2405 Midpoint Dr.
Fort Collins, CO 80525
970 498-5200

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

Of Note:

Another vehicle was stolen from a convenience store parking lot this month. Similar to others this year, the vehicle was left running while the owner went inside the store. Another reminder that although Wellington is a relatively small community, that we are not on an island and are part of a much larger Front Range community with an Interstate running through town that brings all types of people through town including criminals. Auto thefts are up throughout Northern Colorado.

Deputies had the honor of escorting the Wall of Remembrance from Johnstown to Wellington for its final stop of 2021. Once in place, Corporal Downing represented the Sheriff's Office as part of the Honor Guard, presenting the colors at the Wall. The Wall is a memorial and reminder of the sacrifices made fighting the War on Terror.

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

Thank you,

A handwritten signature in black ink that reads "Joe Shellhammer". The signature is written in a cursive, flowing style.

Captain 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 11/1/2021 and 11/30/2021

Excluded from this report -

Squads: Civilian, Parks, and Investigations

Units: 9ME, 9S8;9Z89;9E34;9E5;9E21;9E41;9E75;9E23;9E72;9E7;9X106*

Call Times by Month

	Call/Contact Time (Minutes/Hours)	Patrol Time (Minutes/Hours)	Totals
2021-11	2,364.92 39.42	1,391.98 23.2	3,756.9 62.62
Totals	2,364.92 39.42	1,391.98 23.2	3,756.9 62.62

Wellington Monthly Report

November 2021

Larimer County Sheriff's Office

Christine Harpel
Executive Assistant

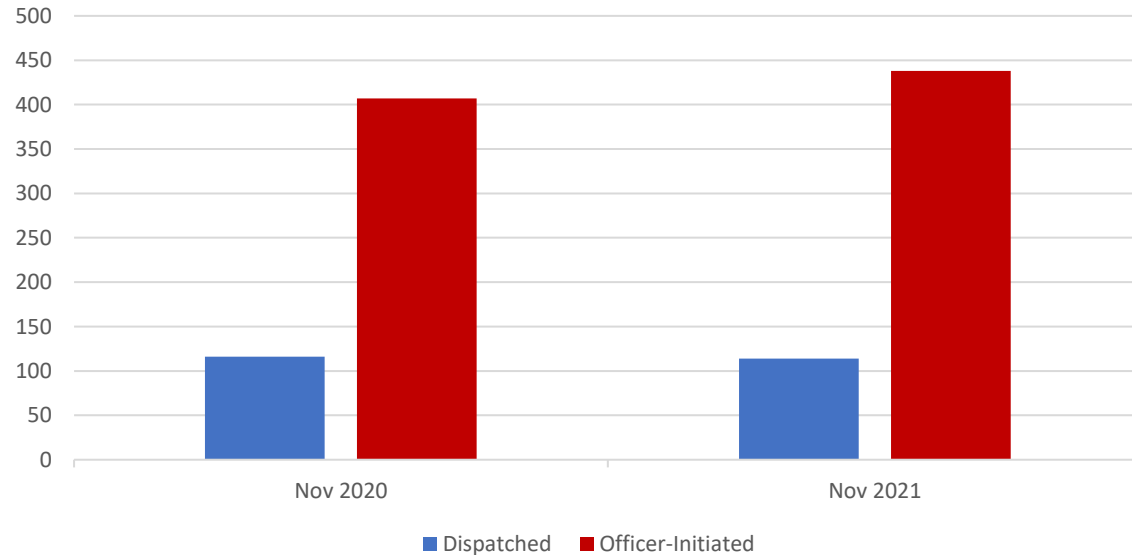
12/2/2021

November 2021 Totals

Dispatched / Officer-Initiated Activity

Dispatched Calls	114
Officer Initiated	438
Nov 2021 Total	552

Dispatched vs Officer-Initiated Activity



- Dispatched calls were Down 2 or 2% from November 2020
- Officer-Initiated Activity was Up 31 or 8% from November 2020

	Nov 2020	Nov 2021
Dispatched Calls	116	114
	22%	21%
Officer Initiated	407	438
	78%	79%
Total	523	552

- 21% were Dispatched Calls
- 79% was Officer-Initiated Activity

November 2021 Calls for Service

Calls for Service Comparison

Call Types A-M

Call Type	2018	2019	2020	Avg 18-20	2021	% Change 3-Yr Avg to 2021
9-1-1 Hangup	2	4	0	2.00	1	-50%
Alarm Calls	1	3	10	4.67	9	93%
Alcohol Calls	1	1	0	0.67	0	-100%
Animal Calls	1	6	7	4.67	4	-14%
Assault	3	0	1	1.33	1	-25%
Assist Other Agency (Fire/Med)	11	6	11	9.33	6	-36%
Bar Checks	0	1	0	0.33	4	1100%
Burglary	3	2	0	1.67	1	-40%
Child abuse	2	1	0	1.00	0	-100%
Citizen Assist	20	9	7	12.00	14	17%
Civil	8	26	9	14.33	6	-58%
Criminal Mischief	0	2	3	1.67	2	20%
Death Investigation	0	1	1	0.67	0	-100%
Disturbance	2	7	10	6.33	4	-37%
Drug case	0	0	2	0.67	1	50%
DUI Arrest	0	2	3	1.67	1	-40%
Extra Checks & Business Check	73	120	205	132.67	277	109%
Family Problems	12	8	12	10.67	8	-25%
Fireworks complaint	0	1	0	0.33	0	-100%
Follow up	29	31	34	31.33	37	18%
Found property	0	0	2	0.67	2	200%
Fraud	1	5	5	3.67	4	9%
Harassment	2	4	2	2.67	4	50%
Juvenile Problem	1	1	4	2.00	5	150%
Littering	0	1	0	0.33	0	-100%
Lost Property	0	0	4	1.33	1	-25%
Mental Health Call	0	0	1	0.33	0	-100%
Missing Person (Child/Adult)	2	2	5	3.00	3	0%
Motor Vehicle Accident	9	3	3	5.00	7	40%
Municipal Code Violation	2	1	0	1.00	0	-100%

Call Types N-Z

Call Type	2018	2019	2020	Avg 18-20	2021	% Change 3-Yr Avg to 2021
Neighbor Problems	0	1	0	0.33	0	-100%
Noise\Party Complaint	1	3	0	1.33	7	425%
Parks Incident	0	1	0	0.33	0	-100%
Pedestrian Contact/Subject St	3	5	3	3.67	1	-73%
Private Tow	2	3	3	2.67	0	-100%
REDDI Report	1	2	3	2.00	1	-50%
Restraining Order Violation	4	2	2	2.67	2	-25%
Safe 2 Tell	0	1	1	0.67	1	50%
School Check	14	17	9	13.33	11	-18%
Sex Offense	0	1	0	0.33	0	-100%
Sex Offender Check	3	1	7	3.67	0	-100%
Suicide Attempt	0	2	0	0.67	0	-100%
Suicide Threat	3	4	2	3.00	1	-67%
Suspicious Circumstances	29	17	24	23.33	32	37%
Theft	10	3	4	5.67	6	6%
Traffic Problem	4	10	16	10.00	20	100%
Traffic Pursuit	0	1	0	0.33	1	200%
Traffic Stop	49	65	83	65.67	43	-35%
Trespass	2	0	3	1.67	0	-100%
Vehicle Theft	0	2	0	0.67	2	200%
Vehicle Trespass	1	4	0	1.67	3	80%
VIN Check	3	4	3	3.33	10	200%
Warrant Attempt/Arrest	6	4	10	6.67	2	-70%
Weapon Related (menacing)	0	0	0	0.00	1	NC
Welfare Check	6	9	9	8.00	6	-25%
Unspecified	0	1	0	0.33	0	-100%
TOTALS	326	411	523	420.00	552	31%

NC = Not Calculable. Cannot divide by 0.

Calls for Service UP 29 or 6% from November 2020

November 2021 calls UP 31% from November 2018-2020 Average

November 2021 Call Categories

Crime Type Averages / Trends

Property Crimes					
Call Type	2018	2019	2020	Avg 18-20	2021
Burglary	3	2	0	1.67	1
Theft	10	3	4	5.67	6
Vehicle Theft	0	2	0	0.67	2
Vehicle Trespass	1	4	0	1.67	3
Property Crimes Totals	14	11	4	9.67	12

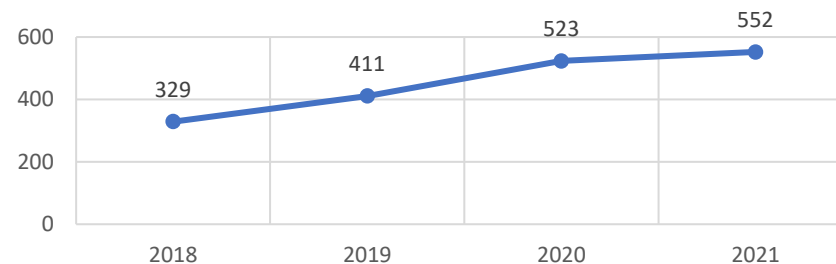
Persons Crimes					
Call Type	2018	2019	2020	Avg 18-20	2021
Assault	3	0	1	1.33	1
Missing Person (Child/Adult)	2	2	5	3.00	3
Robbery	0	0	0	0.00	0
Sex Offense	0	1	0	0.33	0
Weapon Related (menacing,	0	0	0	0.00	1
Persons Crimes Totals	5	3	6	4.67	5

Disorder/Other Crimes					
Call Type	2018	2019	2020	Avg 18-20	2021
Alcohol Calls	1	1	0	0.67	0
Animal Calls	1	6	7	4.67	4
Criminal Mischief	0	2	3	1.67	2
Disturbance	2	7	10	6.33	4
Drug case	0	0	2	0.67	1
Family Problems	12	8	12	10.67	8
Harassment	2	4	2	2.67	4
Juvenile Problem	1	1	4	2.00	5
Noise\Party Complaint	1	3	0	1.33	7
Suspicious Circumstances	29	17	24	23.33	32
Trespass	2	0	3	1.67	0
Disorder Crimes Totals	51	49	67	55.67	67

Red numbers indicate a DECREASE in crime from November 2020

Yellow backgrounds indicate an INCREASE in crime from November 2018-2020 Average

November 2018-2021 Totals



November 2021 Traffic

Traffic Citations	11/20	11/21
Traffic Citations Issued	9	5
Traffic Warnings	66	33

➤ Citations Issued Down 4

➤ Warnings Down 33

Call Type	11/20	11/21
Traffic Stop	83	43
Motor Vehicle Accident	3	7
DUI Arrest	3	1
Traffic Problem	16	20
REDDI Report	3	1

➤ Traffic Stops Down 40 or 48%

➤ MV Accidents Up 4

➤ DUI Arrests Down 2

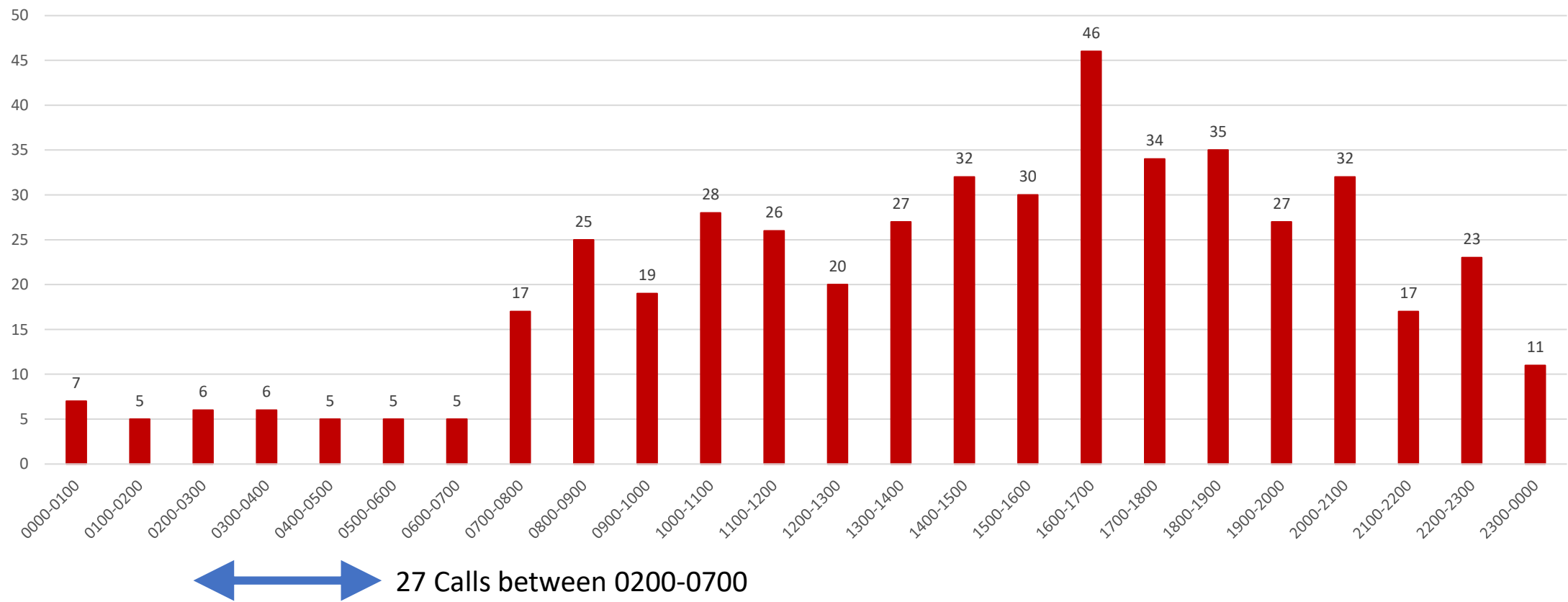
➤ Traffic Problems Up 4

➤ REDDI Reports Down 2

November 2021

Call Totals by Hour

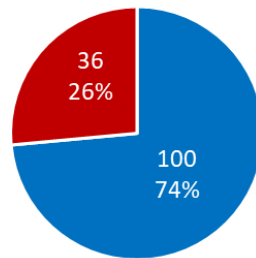
Busiest Hours
1600-1700 (46)
1800-1900 (35)



November 2021

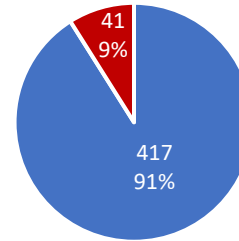
Wellington/Non-Wellington Units

Dispatched



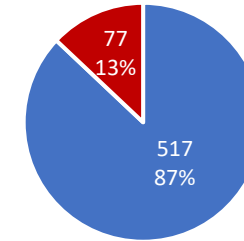
■ Wellington ■ Non-Wellington

Officer-Initiated



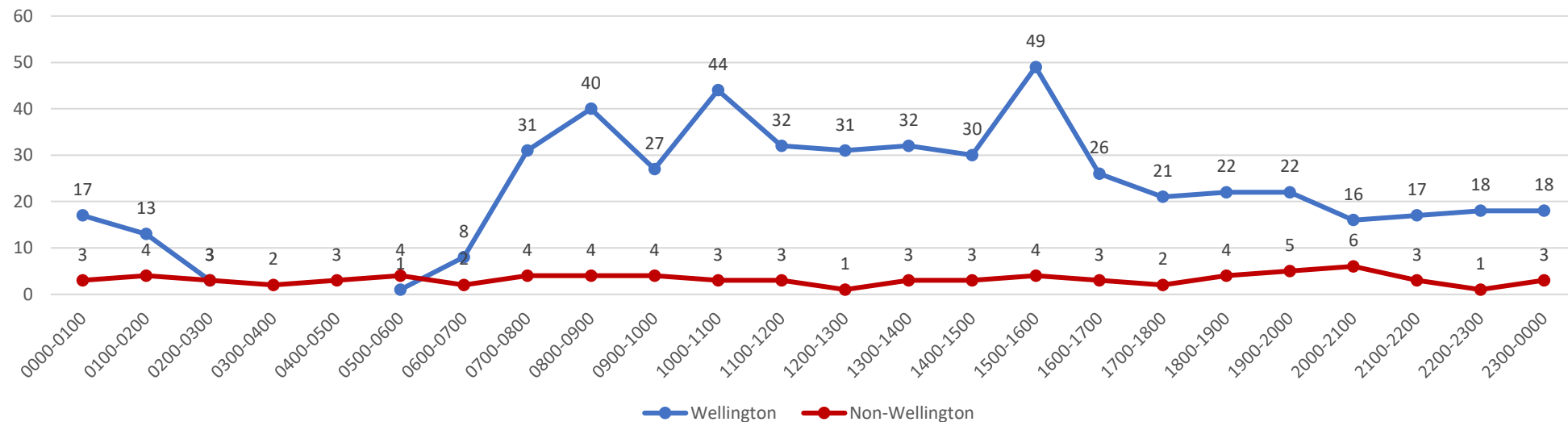
■ Wellington ■ Non-Wellington

Total Calls



■ Wellington ■ Non-Wellington

Wellington/Non-Wellington Calls by Hour



November 2021

Response Times / Time on Calls
Dispatched Calls Only
All Times in Minutes

Average Response Time (All Units)		
High		4.73
Medium		15.63
Low		21.21
Avg. Response Time		13.86

Average Time on Calls (All Wellington Calls)			
High			16.78
Medium			28.19
Low			37.6
Avg. Time			27.52

Check Issue Date	Payee	Description	Amount
11/1/2021	FIRST NATIONAL BANK OMAHA	PCARD PURCHASES 10/15/21-10/31/21	\$21,008.43
11/2/2021	ALLSTATE	OCTOBER PREMIUM	\$715.77
11/2/2021	BASIC BENEFITS LLC	OCTOBER 2021 MONTHLY COBRA FEE	\$52.00
11/2/2021	CENTURYLINK	INTERNET	\$301.98
11/2/2021	FIRST NATIONAL BANK	PARK LOAN	\$22,454.99
11/2/2021	GUARDIAN	VOLUNTARY TERM LIFE INSURANCE	\$6,399.59
11/2/2021	RISE BROADBAND	INTERNET	\$96.93
11/2/2021	XCEL ENERGY	UTILITIES	\$3,315.47
11/9/2021	JUDITH TIPPETTS	PHONE STIPEND	\$112.50
11/9/2021	KRYSTAL EUCKER	PHONE STIPEND	\$112.50
11/9/2021	TYLER SEXTON	PHONE STIPEND	\$112.50
11/10/2021	4RIVERS EQUIPMENT	TINE SET	\$695.64
11/10/2021	AFFORDABLE SEALING & STRIPING INC.	CRACK FILLING 2021	\$18,000.00
11/10/2021	ALL COPY PRODUCTS, INC.	COPIER USAGE	\$934.46
11/10/2021	CED - FORT COLLINS	EQUIPMENT	\$1,847.36
11/10/2021	CHEER SPIRIT COLORADO, LLC	NOV/DEC CLASSES	\$1,234.80
11/10/2021	COLORADO ANALYTICAL LAB	TESTING	\$470.00
11/10/2021	COMPENSATION STUDIO LLC	CONSULTING SERVICES	\$112.50
11/10/2021	CTL THOMPSON, INC.	LABOR	\$575.00
11/10/2021	DANA KEPNER	SEAT ASSEMBLY	\$32,504.64
11/10/2021	DON KEHN CONSTRUCTION	ASPHALT	\$357.60
11/10/2021	DPC INDUSTRIES, INC	WTP CHEMICALS	\$3,567.38
11/10/2021	DS CONSTRUCTORS, LLC	3749 HARRISON AVE EXPANSION	\$206,638.53
11/10/2021	EMPLOYERS COUNCIL SERVICES, INC.	BACKGROUND CHECKS	\$161.00
11/10/2021	EVOQUA WATER TECHNOLOGIES LLC	CHEMICALS	\$9,841.00
11/10/2021	FERGUSON WATERWORKS #1116	SUPPLIES	\$6,487.56
11/10/2021	FRONT RANGE MOBILE TIRE	R&MFLEET VEHICLE R&M	\$2,186.46
11/10/2021	FRS ENTERPRISES LLC	NEW SEPTIC SYSTEM	\$12,840.00
11/10/2021	HACH CO.	SUPPLIES	\$5,053.40
11/10/2021	HUMANE SOCIETY	3RD QTR 2021 ANIMAL CONTROL SERVICES	\$435.00
11/10/2021	INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$2,985.80
11/10/2021	INTERSTATES CONSTRUCTION SERVICES	LABOR	\$712.70
11/10/2021	JACOBS ENGINEERING C/O BANK OF AMERICA	WWTP EXPANSION CONTRACT	\$190,946.70
11/10/2021	LEWAN & ASSOCIATES, INC.	SHAREFILE MIGRATION	\$131.25

11/10/2021 MARCH & OLIVE, LLC	2021 GENERAL FUND	\$11,681.32
11/10/2021 MCDONALD FARMS ENTERPRISES, INC.	PICKED UP AND DROPPED OFF BOX	\$2,452.00
11/10/2021 MOLTZ CONSTRUCTION, INC	WWTP EXPANSION CMAR PHASE	\$16,230.60
11/10/2021 NALCO COMPANY	CHEMICALS	\$4,783.59
11/10/2021 NORTHERN COLORADO SPORTS OFFICIALS	GAME FEE	\$180.00
11/10/2021 NORTHSTAR CONCRETE INC.	CONCRETE REPAIR PROJECT	\$221,503.90
11/10/2021 POLAR GAS INC	PROPANE WTP UTILITY	\$556.00
11/10/2021 PROTECT YOUTH SPORTS, DEPT 2110	BACKGROUND CHECKS	\$90.40
11/10/2021 Quantum Pump and Controls LLC	INSPECTION OF OMNISITE	\$2,105.16
11/10/2021 RH WATER & WASTEWATER, INC	MONTHLY WTP MONITORING	\$700.00
11/10/2021 ROCKY MOUNTAIN BOTTLED WATER, LLC	WATER	\$56.60
11/10/2021 SEACREST GROUP	BIOMONITORING TESTS	\$4,580.00
11/10/2021 STAR PLAYGROUNDS	PLAYGROUND MAINTENANCE	\$7,965.00
11/10/2021 STEWART OXYGEN SERVICE	SERVICE AGREEMENT	\$126.00
11/10/2021 TEAM PETROLEUM	SPRAY FOR WTP	\$295.93
11/10/2021 TREE TOP INC.	FERTILIZE	\$2,890.00
11/10/2021 UNCC	RTL TRANSMISSIONS	\$158.40
11/10/2021 UNITED MAILING	PRINTING AND MAILING OF MONTHLY UTILITY BILLS	\$1,732.50
11/10/2021 WELLINGTON FIRE PROTECTION DIS	PERMIT	\$2,060.00
11/10/2021 WEX BANK	TOWN FUEL CHARGES	\$5,163.10
11/15/2021 FIRST NATIONAL BANK OMAHA	PCARD PURCHASES 11/01/21-11/14/21	\$19,023.50
11/15/2021 Utility Management	ABRAMS, LOUIS	\$18.61
11/15/2021 Utility Management	ARIEL ROJAS	\$35.36
11/15/2021 Utility Management	ASHLEY GARZA	\$101.94
11/15/2021 Utility Management	BEN/MEGAN SACKMANN	\$28.83
11/15/2021 Utility Management	BRADLEY/RENEKA HALL	\$3.61
11/15/2021 Utility Management	D STANTON	\$5.59
11/15/2021 Utility Management	DANIEL/HEATHER TESTA	\$127.27
11/15/2021 Utility Management	DAVID PIERSON	\$88.44
11/15/2021 Utility Management	DEANA/JACEN KAMTZ	\$237.11
11/15/2021 Utility Management	GATEWAY HOMES OF COLORADO LLC	\$23.82
11/15/2021 Utility Management	HALEIGH SCHMITT	\$152.00
11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$167.32
11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$126.61
11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$226.77

11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$118.27
11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$157.21
11/15/2021 Utility Management	HARTFORD CONSTRUCTION LLC	\$26.67
11/15/2021 Utility Management	JASON/TONI HADDIX	\$20.67
11/15/2021 Utility Management	JEFF DUGAN	\$393.71
11/15/2021 Utility Management	JEFF HILL	\$69.56
11/15/2021 Utility Management	LAURA BENTLY	\$22.95
11/15/2021 Utility Management	MICHAEL PRESLEY	\$107.08
11/15/2021 Utility Management	MONIQUE/DANIEL ALLEN	\$45.61
11/15/2021 Utility Management	OASIS CONTRACTING LLC	\$253.41
11/15/2021 Utility Management	PAUL WHEELER	\$49.59
11/15/2021 Utility Management	RICHARD MAXWELL	\$108.38
11/15/2021 Utility Management	RICHARD WILLIAMS	\$26.67
11/15/2021 Utility Management	SAGE HOMES LLC	\$126.58
11/15/2021 Utility Management	SAGE HOMES LLC	\$123.97
11/15/2021 Utility Management	SARA/SHANE WATSON	\$178.44
11/15/2021 Utility Management	SARAH WILLEMS	\$395.96
11/15/2021 Utility Management	SEAWORTH AG INC	\$202.84
11/15/2021 Utility Management	SEAWORTH, RICHARD	\$110.96
11/15/2021 Utility Management	SHANE HILL	\$60.63
11/15/2021 Utility Management	TODD/ LORIE DEHOFF	\$189.98
11/15/2021 Utility Management	ZILLOW HOME PROPERTY TRUST	\$125.61
11/15/2021 Utility Management	ZILLOW HOMES PROPERTY TRUST	\$31.52
11/23/2021 AIRGAS USA, LLC	SUPPLIES	\$347.51
11/23/2021 AMAZON	COMPUTER/OFFICE SUPPLIES	\$3,061.34
11/23/2021 BUFFALO CREEK SUBDIVISION AT WELLINGTON	NOV HOA	\$2,551.22
11/23/2021 CINTAS	FIRST AID RESTOCK	\$204.41
11/23/2021 CML	MEMBERSHIP RENEWAL	\$1,733.00
11/23/2021 COLORADO ANALYTICAL LAB	CHEMICALS	\$2,194.00
11/23/2021 COLORADO CONTROLS	LABOR AND REPAIR	\$680.32
11/23/2021 COLORADO WATER CONSERVATION BD	LOAN CONTRACT #C153394	\$57,593.00
11/23/2021 COLORADOAN	PUBLIC HEARING	\$28.02
11/23/2021 CONNELL RESOURCES, INC.	ASPHALT REPAIR PROJECT	\$187,220.34
11/23/2021 DPC INDUSTRIES, INC	CHEMICALS	\$2,199.50
11/23/2021 DYNAMIC IMAGE	TRUCK LOGO	\$650.00

11/23/2021 FIRST ADVANTAGE LNS OCC. HEALTH SOLUTION	ANNUAL MAINTENANCE PROG	\$415.63
11/23/2021 HARCROS CHECMICALS INC	CHEMICALS	\$2,058.00
11/23/2021 ICON ENGINEERING, INC	2021 STORMWATER MASTER PLAN	\$4,446.00
11/23/2021 INTERSTATES CONSTRUCTION SERVICES	LABOR	\$2,797.42
11/23/2021 JACOBS ENGINEERING C/O BANK OF AMERICA	EMERGANCY RESPONSE PLAN	\$300,336.40
11/23/2021 KELLY SUPPLY	SUPPLIES	\$35.46
11/23/2021 KIM K. BENDER	TENNIS INSTRUCTOR FEES	\$720.00
11/23/2021 L.C. SALES TAX ADMINISTRATOR	VENDOR FEE	\$6,180.93
11/23/2021 LEWAN & ASSOCIATES, INC.	MICROSOFT LICENSE	\$6,531.54
11/23/2021 LOGAN SIMPSON DESIGN INC	PROFESSIONAL SERVICES 09/25/21-10/29/21	\$15,407.00
11/23/2021 MOBILE MINI INC	MOBILE OFFICE RENTAL	\$1,492.30
11/23/2021 MOLTZ CONSTRUCTION, INC	WWTP EXPANSION CMAR PHASE	\$3,240.00
11/23/2021 MOSES, WITTEMYER, HARRISON & WOODRUFF	PROFESSIONAL SERVICES	\$2,319.00
11/23/2021 MUNICODE	11/1/21-10/31/22	\$1,440.00
11/23/2021 NORTH POUDRE IRRIGATION	11/1/20-10/31/21	\$45,041.00
11/23/2021 NORTHERN COLORADO SPORTS OFFICIALS	GAME FEE	\$180.00
11/23/2021 PITNEY BOWES INC.	POSTAGE FOR METER	\$270.99
11/23/2021 POLAR GAS INC	PROPANE WTP UTILITY	\$786.18
11/23/2021 POUDRE VALLEY AIR	SERVICE	\$156.00
11/23/2021 PROGRESSIVE	SENIOR BUS INSURANCE	\$1,606.00
11/23/2021 SAFEUILT COLORADO, LLC	OCTOBER 2021 PERMIT ACTIVITY	\$16,420.28
11/23/2021 TREE TOP INC.	TREE REMOVAL	\$15,015.00
11/23/2021 TROPHY CREATIVE LLC	NAME TAGS	\$176.00
11/23/2021 WELLINGTON CO MAIN STREET PROGRAM	ROAD CLOSURE TRICK OR TREAT	\$1,870.00
11/23/2021 WELLINGTON FIRE PROTECTION DIS	VENDOR FEE	\$2,812.00
11/23/2021 TYLER SEXTON	PER DIEM FOR CGFOA CONFERENCE	\$117.20
11/24/2021 BASIC BENEFITS LLC	NOVEMBER 2021 MONTHLY COBRA FEE	\$26.00
11/24/2021 BLACK HILLS ENERGY	TOWN UTILITY BILLS	\$1,095.07
11/24/2021 CENTURYLINK	LEWAN INTERNET	\$1,268.00
11/24/2021 GALLEGOS SANITATION	WWTP TRASH	\$1,670.26
11/24/2021 HEALTHIEST YOU C/O TELADOC INC	NOV INSURANCE PERIMUM	\$616.00
11/24/2021 Jive Communications Inc	TOWN PHONE BILL	\$858.96
11/24/2021 PINNACOL ASSURANCE	CLAIM DEDUCTIBLE	\$573.41
11/24/2021 POUDRE VALLEY REA	UTILITIES	\$4,263.32
11/24/2021 TDS	INTERNET	\$217.90

11/24/2021 VERIZON WIRELESS
11/24/2021 XCEL ENERGY
11/24/2021 AMERICAN LEGION WELLINGTON POST 176
11/24/2021 Check on Demand
11/30/2021 TDS

TOWN CELL PHONES	\$2,746.08
UTILITIES	\$28,992.16
VETERANS DAY AND GLOBAL WAR REMEMRANCE	\$600.00
HARDSHIP PROGRAM	\$300.00
INTERNET	\$259.85

Check Issue Date	Payee	Description	Amount
12/1/2021	FIRST NATIONAL BANK OMAHA	PCARD PURCHASES 11/15/21-11/30/21	\$15,961.70
12/2/2021	GREG BELL	VOLLEYBALL COUCHING	\$300.00
12/10/2021	RACHEL ROBERTSON	COACH REFUND	\$55.00
12/10/2021	ABLAO LAW LLC	MUICIPAL COURT SERVICES	\$750.00
12/10/2021	AGENTS OF DISCOVERY INC.	SILVER PACKAGE RENEWAL	\$2,399.00
12/10/2021	AIRGAS USA, LLC	LEASE RENEWAL	\$161.98
12/10/2021	ALL COPY PRODUCTS, INC.	COPIER USAGE	\$934.46
12/10/2021	ALLIANT INSURANCE SERVICES, INC-NPB MAIN	ENDORSEMENT PREMIUM	\$166.00
12/10/2021	ALLY EDEN, LLC	TRANSLATION/INTERPRETATION SERVICES	\$45.64
12/10/2021	AMAZON	CDC SUPPLIES	\$1,451.62
12/10/2021	BLACK HILLS ENERGY	TOWN UTILITY BILLS	\$1,600.00
12/10/2021	BUSINESS CARD FACTORY OF COLORADO	BANNERS	\$95.00
12/10/2021	CASELLE, INC.	2022 ANNUAL SUPPORT/MAINT/UPGRADES	\$32,433.00
12/10/2021	CBRE, INC.VALUATION AND ADVISORY SERVICE	APPRAISAL REPORT	\$5,000.00
12/10/2021	CDPHE	PERMIT	\$684.00
12/10/2021	COLORADO ANALYTICAL LAB	TESTING	\$1,366.00
12/10/2021	COLORADO CONTROLS	LABOR AND REPAIR	\$1,142.43
12/10/2021	COLORADO PLAYGROUND INSPECTION LLC	INSPECTION	\$1,100.00
12/10/2021	CTL THOMPSON, INC.	LABOR	\$1,906.00
12/10/2021	DANA KEPNER	WIRE	\$3,388.00
12/10/2021	DPC INDUSTRIES, INC	CHEMICALS	\$2,305.94
12/10/2021	DS CONSTRUCTORS, LLC	3749 HARRISON AVE EXPANSION	\$395,599.75
12/10/2021	EMERGENCY SYSTEMS COMPLIANCE SERVICE	LABOR AND MATERIAL	\$1,475.40
12/10/2021	EON OFFICE	FURNITURE FOR HARRISON HOUSE	\$36,010.37
12/10/2021	HACH CO.	CHEMICALS	\$904.00
12/10/2021	JACOBS ENGINEERING C/O BANK OF AMERICA	2021 TEMPORARY PH ADJUSTMENT	\$36,796.21
12/10/2021	KACY GRAPHICS	BUDGET BOOKLETS	\$550.00
12/10/2021	L.C. SALES TAX ADMINISTRATOR	VENDOR FEE	\$19,897.37
12/10/2021	LEWAN & ASSOCIATES, INC.	SHAREFILE MIGRATION	\$4,090.00
12/10/2021	MORDINI'S AUTO	HAIL DAMAGE DEDUCTIBLE	\$1,000.00
12/10/2021	NORTH POUDRE IRRIGATION	SHARE TRACE SH HOLDINGS HWY1	\$825.00
12/10/2021	NORTHERN COLORADO SPORTS OFFICIALS	SCHEDULING/ADMIN- DECEMBER	\$925.00
12/10/2021	PERFECT PITCH BATTING CAGE REPAIRS LLC	WINTERIZATION OF BATTING CAGES	\$1,800.00
12/10/2021	POLAR GAS INC	PROPANE	\$970.18

12/10/2021	POUDRE SCHOOL DISTRICT	GYM RENTAL FEES	\$288.00
12/10/2021	RENEWAL BY ANDERSON	PERMIT FEES	\$142.25
12/10/2021	ROCKY MOUNTAIN BOTTLED WATER, LLC	WATER	\$98.78
12/10/2021	SEACREST GROUP	CHRONIC BIOMONITORING	\$2,290.00
12/10/2021	SMART DOCUMENT MANAGEMENT, LLC	CONFIDENTIAL DOCUMENT SHREDDING	\$23.40
12/10/2021	STAR PLAYGROUNDS	PLAYGROUND MAINTENANCE	\$8,735.00
12/10/2021	TROPHY CREATIVE LLC	B.O.T. EMBROIDERY	\$1,053.64
12/10/2021	UNITED MAILING	MAILING &PRINTING OF UTILITY BILLS	\$1,736.97
12/10/2021	USA BLUE BOOK	HARNESS	\$722.21
12/10/2021	WELD CNTY DEPT PUBLIC HEALTH ENVIRONMENT	WATER TESTING	\$205.00
12/10/2021	WELLINGTON FIRE PROTECTION DIS	VENDOR FEE	\$4,409.65
12/15/2021	FIRST NATIONAL BANK OMAHA	PCARD PURCHASES 12/01/21-12/14/21	\$29,539.02
12/15/2021	Utility Management	ANDREW SHILEIKIS	\$133.08
12/15/2021	Utility Management	BOBBIE TIEDE	\$254.78
12/15/2021	Utility Management	BRADLEY REUER	\$136.21
12/15/2021	Utility Management	BRIAN/ JULEAN FABRY	\$441.26
12/15/2021	Utility Management	BRIAN/CATIE DRISSEL	\$230.63
12/15/2021	Utility Management	BRIELLE/CASEY DALLAS	\$74.00
12/15/2021	Utility Management	CHALK, RHONDA	\$36.73
12/15/2021	Utility Management	CHARLES JOHNSON	\$266.10
12/15/2021	Utility Management	CHASE HARVEY	\$194.62
12/15/2021	Utility Management	CHRISTOPHER CAPPS	\$180.56
12/15/2021	Utility Management	CHRISTOPHER SMITH	\$39.73
12/15/2021	Utility Management	D STANTON	\$211.00
12/15/2021	Utility Management	DAVID SWENSON	\$158.47
12/15/2021	Utility Management	DERRICK VAN DER SLUYS	\$57.34
12/15/2021	Utility Management	DONNA/KELLY HARGAN	\$171.00
12/15/2021	Utility Management	GATEWAY HOMES OF COLORADO LLC	\$206.98
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$77.33
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$77.33
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$94.69
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$104.47
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$97.96
12/15/2021	Utility Management	HARTFORD CONSTRUCTION LLC	\$27.18
12/15/2021	Utility Management	HEATHER SYMONDS	\$61.69

12/15/2021 Utility Management	IRVIN PINO	\$9.58
12/15/2021 Utility Management	ISAAC KING	\$78.34
12/15/2021 Utility Management	JAROD BALL	\$130.91
12/15/2021 Utility Management	JASON HARDER	\$195.15
12/15/2021 Utility Management	JENNIFER GLOVER	\$72.55
12/15/2021 Utility Management	JOHN STORLIE	\$216.45
12/15/2021 Utility Management	KATIE BRAKEFIELD	\$323.85
12/15/2021 Utility Management	KERI TRAVIS	\$303.32
12/15/2021 Utility Management	KIM DEI	\$164.34
12/15/2021 Utility Management	MAX/JANET SANDLIAN	\$38.23
12/15/2021 Utility Management	MICHAEL PRESLEY	\$107.08
12/15/2021 Utility Management	MICHAEL STEELY	\$206.49
12/15/2021 Utility Management	MONIQUE/DANIEL ALLEN	\$120.09
12/15/2021 Utility Management	RICHARD SEAWORTH	\$57.78
12/15/2021 Utility Management	ROLF PROPERTIES LLC	\$98.26
12/15/2021 Utility Management	ROSS/KAITLIN BILLINGS	\$156.71
12/15/2021 Utility Management	SAGE HOMES LLC	\$125.07
12/15/2021 Utility Management	SAGE HOMES LLC	\$149.50
12/15/2021 Utility Management	SAGE HOMES LLC	\$32.54
12/15/2021 Utility Management	SARAH/MICHAEL NOTHNAGEL	\$185.89
12/15/2021 Utility Management	SCOTT TREFFER	\$94.00
12/15/2021 Utility Management	SEAWORTH AG INC	\$109.00
12/15/2021 Utility Management	SHANA VIGIL	\$149.75
12/15/2021 Utility Management	STEPHEN HUMANN	\$117.72
12/15/2021 Utility Management	STEPHEN/SAMANTHA BUENING	\$296.37
12/15/2021 Utility Management	STEVEN HAISHUK	\$123.00
12/15/2021 Utility Management	TED FISHER	\$171.49
12/15/2021 Utility Management	THEODORE BALAND	\$72.33
12/15/2021 Utility Management	THEODORE/CATHERINE BALAND	\$45.30
12/15/2021 Utility Management	VICTORIA WHITE	\$208.58
12/15/2021 Utility Management	WELLINGTON ATHLETIC CLUB	\$41.39
12/15/2021 Utility Management	WELLINGTON ROW OWNERS ASSOCIATION II LLC	\$811.11
12/17/2021 AMERICAN ELECRICAL INNOVATION LTD	LABOR	\$140.00
12/17/2021 BENNETT PREMIUM LIGHTING	CHRISTMAS LIGHTING	\$2,788.51
12/17/2021 CARNES SERVICE	BARRICADES	\$300.00

12/17/2021 CENTURYLINK	PUMP STATION9705680449065	\$175.24
12/17/2021 CINTAS	FIRST AID SUPPLIES RESTOCK	\$104.91
12/17/2021 COLORADO ANALYTICAL LAB	TESTING	\$1,824.00
12/17/2021 CONNELL RESOURCES, INC.	ASPHALT REPAIR FINAL	\$9,853.70
12/17/2021 CURTIS SMELKER	ANNOUNCING	\$50.00
12/17/2021 DANA KEPNER	CABLE/WIRE	\$1,379.20
12/17/2021 DEAF COMMUNICATION SERVICES LLC	INTERPRETING SERVICE FOR INTERVIEW	\$140.00
12/17/2021 DON KEHN CONSTRUCTION	ASPHALT	\$817.60
12/17/2021 DPC INDUSTRIES, INC	CHEMICALS	\$2,209.50
12/17/2021 DYNAMIC IMAGE	SIGN	\$37,615.00
12/17/2021 EVOQUA WATER TECHNOLOGIES LLC	DRINKING WATER TESTING	\$1,300.00
12/17/2021 GALLEGOS SANITATION	BUFFALO GREEK BATTING CAGES	\$203.60
12/17/2021 GLM DESIGN GROUP, LLC	PREPARING GRANT STRATEGY	\$2,250.00
12/17/2021 GOJO SPORTS	COACH TEES	\$7,972.00
12/17/2021 GRAINGER	DEWATERING PUMP	\$1,120.89
12/17/2021 HACH CO.	CHEMICALS	\$1,540.41
12/17/2021 HARRELL'S, INC.	MARKING DUST	\$584.00
12/17/2021 INGRAM LIBRARY SERVICES	LIB BOOKS	\$3,144.31
12/17/2021 INTERMOUNTAIN SALES, INC	GATE VALVE BOX REPAIR	\$3,625.00
12/17/2021 INTERSTATES CONSTRUCTION SERVICES	REPAIR AND MAINTENANCE	\$8,264.32
12/17/2021 JACOBS ENGINEERING	LABOR	\$7,878.50
12/17/2021 KB GAMES LLC	BALLS	\$4,994.00
12/17/2021 LEWAN & ASSOCIATES, INC.	MANAGED LICENSING	\$1,320.77
12/17/2021 MCDONALD FARMS ENTERPRISES, INC.	PICKED UP AND DROPPED OFF BOX	\$2,452.00
12/17/2021 MOBILE MINI INC	MOBILE OFFICE RENTAL	\$1,354.30
12/17/2021 MOSES, WITTEMYER, HARRISON & WOODRUFF	PROFESSIONAL SERVICES	\$2,418.00
12/17/2021 N-FLATABLES	FOOTBALL CHALLENGE	\$9,537.90
12/17/2021 NORTHERN COLORADO SPORTS OFFICIALS	GAME FEE	\$180.00
12/17/2021 NORTHSTAR CONCRETE INC.	FINAL PAY REQUEST	\$11,658.10
12/17/2021 POLAR GAS INC	PROPANE	\$1,388.55
12/17/2021 QUALITY TRAFFIC CONTROL INC	HOLIDAY PARADE	\$5,800.00
12/17/2021 ROCKY MOUNTAIN BOTTLED WATER, LLC	WATER	\$56.60
12/17/2021 SHIRRELL TIETZ	VETERAN'S DAY SUPPLIES	\$614.32
12/17/2021 SLURPZ TEA COMPANY AND FOOD TRUCK	CHRISTMAS PARTY FOOD	\$875.00
12/17/2021 TIMBERLINE ELECTRIC & CONTROL CORP.	FIELD SERVICE	\$12,759.30

12/17/2021 UNCC	RTL TRANSMISSIONS	\$132.00
12/17/2021 USA BLUE BOOK	CLIMBING SLEEVE	\$2,909.89
12/17/2021 WEX BANK	SENIOR BUS	\$4,142.48
12/27/2021 ELIZABETH SMELKER	SINGING NATIONAL ANTHEM 2021	\$30.00
12/27/2021 MARGARET SMELKER	ANNOUNCING PARADE OF LIGHTS 2021	\$50.00
12/27/2021 TRAILERPLUS	TRAILER	\$6,916.35
12/28/2021 ALLSTATE	DECEMBER PREMIUM	\$687.39
12/28/2021 BASIC BENEFITS LLC	DECEMBER 2021 MOTHLY COBRA FEE	\$26.00
12/28/2021 BLACK HILLS ENERGY	TOWN UTILITY BILL	\$2,546.48
12/28/2021 CENTURYLINK	INTERNET	\$1,566.76
12/28/2021 GALLEGOS SANITATION	TRASH	\$1,674.97
12/28/2021 GUARDIAN	VOLUNTARY TERM LIFE	\$6,142.84
12/28/2021 HEALTHIEST YOU C/O TELADOC INC	DECEMBER INSURANCE PREMIUM	\$616.00
12/28/2021 Jive Communications Inc	TOWN PHONE BILL	\$858.96
12/28/2021 PITNEY BOWES INC.	METER REFILL	\$77.40
12/28/2021 POUDRE VALLEY REA	UTILITIES	\$4,138.67
12/28/2021 RISE BROADBAND	INTERNET	\$223.86
12/28/2021 TDS	INTERNET	\$367.85
12/28/2021 VERIZON WIRELESS	TOWN CELL PHONES	\$2,687.83
12/28/2021 XCEL ENERGY	UTILITIES	\$27,955.59
12/29/2021 Check on Demand	HARDSHIP PROGRAM	\$300.00
12/30/2021 ABSOLUTE GRAPHICS, INC	PROMOTIONAL SUPPLIES	\$3,807.99
12/30/2021 ALL COPY PRODUCTS, INC.	COPIER MAINTENCE	\$75.00
12/30/2021 AMAZON	COMPUTER SUPPLIES	\$785.62
12/30/2021 ATMR INC	PARTS	\$3,952.91
12/30/2021 BUFFALO CREEK SUBDIVISION AT WELLINGTON	DEC HOA	\$188.15
12/30/2021 BUSINESS CARD FACTORY OF COLORADO	2022 BUDGET BOOKS	\$821.17
12/30/2021 BUY AQ-MATIC	SUPPLIES	\$1,753.41
12/30/2021 CEBT PAYMENTS	HEALTH INSURANCE JANUARY 2022	\$55,306.05
12/30/2021 CENTURYLINK	PHONE SERVICE	\$87.18
12/30/2021 CINTAS	FIRST AID RESTOCK	\$48.20
12/30/2021 COLORADO ANALYTICAL LAB	CHEMICALS	\$771.00
12/30/2021 DON KEHN CONSTRUCTION	ASPHALT	\$801.00
12/30/2021 GALLEGOS SANITATION	TOILET SERVICE	\$10.55
12/30/2021 GOVCONNECTION, INC.	COMPUTER EQUIPMENT	\$1,715.01

12/30/2021	ICON ENGINEERING, INC	2021 STORMWATER MASTER PLAN	\$3,850.25
12/30/2021	INGRAM LIBRARY SERVICES	BOOKS	\$2,552.32
12/30/2021	LARIMER COUNTY CLERK&RECORDER	REVISED 2021 COORDINATED ELECTION BILLING	\$22,740.42
12/30/2021	LEWAN & ASSOCIATES, INC.	MANAGED LICENSING	\$3,890.00
12/30/2021	MARCH & OLIVE, LLC	2021 GENERAL FUND	\$2,176.00
12/30/2021	MOLTZ CONSTRUCTION, INC	WWTP EXPANSION CMAR PHASE	\$26,710.00
12/30/2021	MOUNTAIN VIEW RANCH HOA	2022 ANNUAL DUES	\$250.00
12/30/2021	NORTH POUDRE IRRIGATION	NPIC FEE	\$250.00
12/30/2021	NORTHERN COLORADO SPORTS OFFICIALS	GAME FEE	\$240.00
12/30/2021	POLAR GAS INC	PROPANE	\$556.37
12/30/2021	SAFEBUILT COLORADO, LLC	NOVEMBER 2021 PERMIT ACTIVITY	\$40,158.51
12/30/2021	SBRAND CONSULTING	ROUNDTABLE MEETING	\$2,000.00
12/30/2021	SMART DOCUMENT MANAGEMENT, LLC	DOCUMENT SHREDDING	\$23.40
12/30/2021	SUMMIT CONTROL	JANUARY-DECEMBER 2021 CONTRACT	\$825.96
12/30/2021	TIMBERLINE ELECTRIC & CONTROL CORP.	LABOR	\$191.00
12/30/2021	TREE TOP INC.	WINTER WATERING	\$320.00
12/30/2021	USA BLUE BOOK	PORCHEM COMBO	\$3,501.93
12/30/2021	WELD CNTY DEPT PUBLIC HEALTH ENVIRONMENT	WATER TESTING	\$205.00
12/30/2021	WELLINGTON FIRE PROTECTION DIS	INTERGOVERNMENTAL AGREEMENT END OF YEAR 2021	\$5,000.00