



BOARD OF TRUSTEES  
February 28, 2023  
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Agenda

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

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

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84871162393?pwd=UkVaaDE4RmhJaERnalleK1hvNHJ5Zz09>

Passcode: 726078

Or One tap mobile :

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

Or Telephone:

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

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

Webinar ID: 848 7116 2393

A. CALL TO ORDER

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

B. COMMUNITY PARTICIPATION

1. Public Comment

C. CONSENT AGENDA

1. Minutes from January 24, 2023 Board of Trustee Meeting
2. Resolution No. 06-2023 - A Resolution of the Board of Trustees of the Town of Wellington Making an Appointment to the Wellington Parks, Recreation, Open Space and Trails Advisory Board

3. Resolution No. 07-2023 - A Resolution Changing the Current Bank of Business from First National Bank of Omaha to 1st Bank

#### D. ACTION ITEMS

1. Presentation by Parks, Recreation, Open Space and Trails Advisory Board
  - Presentation: Billy Cooksey, Manager - Parks & Recreation and members of the Parks, Recreation, Open Space and Trails Advisory Board
2. Ordinance No. 02-2023 - An Ordinance Repealing Ordinance No. 8-2019 for Land Use Application Fees and Building Permit Fees
  - Presentation: Cody Bird, Director of Planning
3. Resolution No. 08-2023 - A Resolution of the Town of Wellington Amending the Adopted Fee Schedule for 2023
  - Presentation: Cody Bird, Director of Planning and Billy Cooksey, Manager - Parks & Recreation
4. Resolution No. 09-2023 - A Resolution of the Board of Trustees of the Town of Wellington, Colorado, Adopting the Amended 2022-2024 Strategic Plan
  - Presentation: Patti Garcia, Town Administrator

#### E. LIQUOR LICENSE AUTHORITY

1. Special Event Liquor Permit - Wellington Area Chamber of Commerce (Cleveland and 6th)
  - Presentation: Patti Garcia, Town Administrator
2. Special Event Liquor Permit - Wellington Area Chamber of Commerce (3999 GW Bush Avenue Unit 104 and Unit 102)
  - Presentation: Patti Garcia, Town Administrator

#### F. REPORTS

1. Town Attorney
2. Town Administrator
3. Staff Communications
  - a. Larimer County Sheriff's Office Monthly Report
4. Board Reports

#### G. ADJOURN

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.



## **Board of Trustees Meeting**

**Date:** February 28, 2023

**Subject:** Minutes from January 24, 2023 Board of Trustee Meeting

### **BACKGROUND / DISCUSSION**

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### **STAFF RECOMMENDATION**

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### **ATTACHMENTS**

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1. 01.24.23 Minutes\_DRAFT



## BOARD OF TRUSTEES

January 24, 2023

6:30 PM

### MINUTES

#### A. CALL TO ORDER

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

1. Pledge of Allegiance  
Mayor Chaussee asked that all rise for the pledge of allegiance.
2. Roll Call  
Mayor Calar Chaussee  
Mayor Pro Tem Ashley Macdonald  
Trustee Jon Gaiter  
Trustee Brian Mason  
Trustee Shirrell Tietz  
Trustee Rebekka Dailey  
Trustee David Wiegand
3. Amendments to Agenda  
Mayor Pro-Tem Macdonald requested to move Resolution No. 03-2023 from the Consent Agenda to Action.
4. Conflict of Interest  
Mayor Chaussee asked if there were any conflicts of interest on the agenda; there were no conflicts of interest.

#### B. COMMUNITY PARTICIPATION

1. Public Comment  
Mayor Chaussee opened the meeting for public comment; Matthew Mullett and Dawn Peacock provided public comment.

#### C. CONSENT AGENDA

1. Minutes from January 10, 2023 Board of Trustee Meeting
2. Resolution No. 03-2023 - A Resolution Approving the Town Administrator's Plan of Administrative Organization (moved to Action)
3. Resolution No. 04-2023 - A Resolution Adopting Amendment One to the Colorado Regional Opioid Intergovernmental Agreement for the Larimer County Region
4. Resolution No. 05-2023 - A Resolution of the Board of Trustees of the Town of Wellington Making Appointments to the Wellington Parks, Recreation, Open Space and Trails Advisory Board  
**Trustee Gaiter moved to approve the consent agenda with the removal of Item 2. – Resolution No. 03-2023; Mayor Pro Tem Macdonald seconded the motion.**  
**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**  
**Nays – None**

## D. ACTION

1. Ordinance 01-2023 - An Ordinance Amending the Town of Wellington Marijuana Ordinance Dan Sapienza, Town Attorney, presented this item noting the ordinance was last discussed at the January 10, 2023 Board of Trustee meeting. Mr. Sapienza reported on the setbacks and zoning that had been discussed at a previous work session and also provided information on the application process and gave brief background on caps on marijuana licenses.

Mayor Chaussee opened the meeting for public comment. Public comment was provided by Colin Mudd, Mario Nicolais, Melanie Murphy, Dawn Peacock, Brian White, Robin Bennett, Tom Donnelly and Scoo Leary.

**Mayor Pro-Tem Macdonald moved to table Ordinance No. 01-2023 to the next regular meeting; Trustee Tietz seconded the motion.**

The original motion was to table the item to the next regular meeting. The Board of Trustees discussed the topic with Mayor Pro Tem Macdonald reporting that her motion was for either a regular meeting or work session. The Trustees discussed the options related to caps, setbacks and public zoning. Mr. Sapienza noted that any changes requested at a work session would need time to incorporate into an ordinance for consideration.

Topics discussed included the cost to open a new business of \$2M-\$4M and concept of supporting small businesses; limiting the number of dispensaries per population or creating a cap on the number of dispensaries in Wellington; putting a cap on dispensaries and changing the setbacks, public zoning for detention areas; and clarification of the variance process through the Board of Adjustment.

The Interim Town Clerk re-read the latest motion made by Mayor Pro Tem Macdonald to postpone to the next regular meeting or work session which would be February 14, 2023 and the vote was called for.

**Roll call on the vote was as follows:**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays – None**

2. Resolution No. 03-2023 - A Resolution Approving the Town Administrator's Plan of Administrative Organization (moved from Consent Agenda)  
Town Administrator Garcia reported the purpose of the agenda item was to make the Trustees aware of a change in the Administrative Plan of Organization that had been approved in May, 2023 of moving the Director of Planning as a director report to the Town Administrator. Mayor Pro Tem Macdonald recommended that as updates are made to the Wellington Municipal Code that the term Town Administrator be changed to Town Manager.

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

**Mayor Pro Tem Macdonald moved to approve Resolution No. 03-2023; Trustee Dailey seconded the motion.**

**Yays – Gaiter, Dailey, Mason, Tietz, Wiegand, Macdonald, Chaussee**

**Nays – None**

E. REPORTS

1. Town Attorney  
No report.
2. Town Administrator  
Administrator Garcia reported that in response to the request from Ms. Peacock regarding the location of the video recordings of meetings, that she would work with staff to find a good place on the website for those items to be found.
3. Staff Communications  
Cody Bird, Director Planning, reviewed the 2022 Building Activity Summary that was included in the packet.
4. Board Reports
  - Trustee Dailey provided an update on the Solid Waste Policy Council and State of our Youth meeting facilitated by Poudre School District
  - Trustee Gaiter read the Finance Committee Letter of Support and reported on the meeting with CSU regarding transportation needs.
  - Trustee Tietz reported on the silent auction being held on Saturday at Sparge Brewing with all funds going towards the Wellington Senior Center.
  - Mayor Pro Tem Macdonald reported that Wellington Fire Protection District has hired 12 part time employees from Poudre Fire Authority.

F. ADJOURN

Upon a motion duly made, the meeting was adjourned at 8:10 p.m.

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Patti Garcia, Interim Town Clerk/Town Administrator

## **Board of Trustees Meeting**

**Date:** February 28, 2023

**Subject:** Resolution No. 06-2023 - A Resolution of the Board of Trustees of the Town of Wellington Making an Appointment to the Wellington Parks, Recreation, Open Space and Trails Advisory Board

### **BACKGROUND / DISCUSSION**

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The Parks, Recreation, Open Space and Trails Advisory Board (PROST) consists of seven at-large voting members. The PROST Advisory Board advises the Board of Trustees related to development and operation of the Town's park systems and recreation programs.

On February 2, 2023 members of the Board of Trustees and PROST staff liaison, Billy Cooksey, conducted an interview for a current vacancy. Pursuant to that interview, it is being recommended that the following individual be appointed:

- Appointment of Jordan Jones to the Wellington Parks, Recreation, Open Space and Trails Advisory Board to a term ending January, 2027.

### **STAFF RECOMMENDATION**

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1. Approve Resolution No. 06-2023 - A Resolution of the Board of Trustees of the Town of Wellington Making Appointments to the Wellington Parks, Recreation, Open Space and Trails Advisory Board
2. Approve Resolution No. 06-2023 with amendments as the Board of Trustees deems appropriate.
3. Postpone consideration of Resolution No. 06-2023 to a specific date and time and provide staff direction regarding additional information or amendments
4. Vote to deny Resolution No. 06-2023

### **ATTACHMENTS**

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1. Jordan Jones\_Redacted
2. PROST Appointment

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Mahalia Henschel](#); [Patti Garcia](#); [Hallie Sheldon](#)  
**Subject:** Online Form Submittal: Application for Board or Commission Vacancy  
**Date:** Wednesday, December 14, 2022 7:16:37 PM

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## Application for Board or Commission Vacancy

### Eligibility Requirements

- *Board/Commissions that require 1-year residency*

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|                                                              |                      |
|--------------------------------------------------------------|----------------------|
| Which board or commission would you like to be appointed to? | Parks Advisory Board |
|--------------------------------------------------------------|----------------------|

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|      |              |
|------|--------------|
| Name | Jordan Jones |
|------|--------------|

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|         |            |
|---------|------------|
| Address | [REDACTED] |
|---------|------------|

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|      |            |
|------|------------|
| City | Wellington |
|------|------------|

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|       |    |
|-------|----|
| State | CO |
|-------|----|

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|          |       |
|----------|-------|
| Zip Code | 80549 |
|----------|-------|

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|                   |            |
|-------------------|------------|
| Home Phone Number | [REDACTED] |
|-------------------|------------|

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|                   |                      |
|-------------------|----------------------|
| Work Phone Number | Field not completed. |
|-------------------|----------------------|

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|                   |                      |
|-------------------|----------------------|
| Cell Phone Number | Field not completed. |
|-------------------|----------------------|

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|               |            |
|---------------|------------|
| Email Address | [REDACTED] |
|---------------|------------|

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|                                              |                   |
|----------------------------------------------|-------------------|
| Wellington Resident (Number of Years/Months) | 3 years 10 months |
|----------------------------------------------|-------------------|

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|                    |                         |
|--------------------|-------------------------|
| Current Occupation | PUBLIC SPEAKING TRAINER |
|--------------------|-------------------------|

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|                                                                                   |                             |
|-----------------------------------------------------------------------------------|-----------------------------|
| Please list any relevant education, employment, or volunteer experience you have. | Current member on the board |
|-----------------------------------------------------------------------------------|-----------------------------|

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|                                                             |    |
|-------------------------------------------------------------|----|
| Are you currently serving on any other board or commission? | No |
|-------------------------------------------------------------|----|

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|                     |     |
|---------------------|-----|
| Have you attended a | Yes |
|---------------------|-----|

meeting of the board or  
commission you are  
applying to?

Why do you want to  
become a member of  
this particular board or  
commission?

Because I'm really enjoying the progress we're making.

What do you believe  
are the 3 most  
important issues that  
this board or  
commission have now  
or will have in the next  
few years?

Trails, ADA Playgrounds, Getting stuff completed

Please specify any  
activities you are  
involved in that may  
create a conflict of  
interest should you be  
appointed to this board  
or commission.

N/a

Signature

*Upon application for and acceptance of appointment, board and/or commission members demonstrate their intention and ability to attend meetings. If appointed, frequent non-attendance may result in termination of appointment.*

*I hereby declare, that if appointed, I will accept the appointment assigned to me by the Town of Wellington Board of Trustees.*

*By signing below, I swear and/or affirm that to the best of my knowledge, the information I have provided in this application is true and correct.*

Signature of Applicant

Jordan Jones

Date

12/14/2022

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

TOWN OF WELLINGTON

RESOLUTION NO. 06-2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON  
MAKING APPOINTMENTS TO THE WELLINGTON PARKS, RECREATION, OPEN  
SPACE AND TRAILS ADVISORY BOARD

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

WHEREAS, the Code provides for appointment of a Wellington Parks, Recreation, Open Space and Trails Advisory Board Member as called for by Chapter 2, Article 13; and

WHEREAS, Section 2-13-20 of the Code provides that membership terms of members of the Wellington Parks, Recreation, Open Space and Trails Advisory Board shall be four (4) year staggered terms; and

WHEREAS, the Wellington Parks, Recreation, Open Space and Trails Advisory Board currently has one (1) vacant seat with a term expiring January of 2026 and one (1) vacant term expiring January 2027; and

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

WHEREAS, candidates were interviewed on February 2, 2023, and recommendations were made to fill a vacant seat.

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

1. Appointment of Jordan Jones to the Wellington Parks, Recreation, Open Space and Trails Advisory Board to a term ending in January, 2027.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 28<sup>th</sup> day of February, 2023.

TOWN OF WELLINGTON

By: \_\_\_\_\_  
Calar Chaussee, Mayor

ATTEST:

\_\_\_\_\_  
Patti Garcia, Town Administrator/Interim Town Clerk



## **Board of Trustees Meeting**

**Date:** February 28, 2023  
**Subject:** Resolution No. 07-2023 - A Resolution Changing the Current Bank of Business from First National Bank of Omaha to 1st Bank

### **BACKGROUND / DISCUSSION**

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Town Staff has discussed with the Finance Committee the need to change our current bank provider. The Town's growing needs required staff to reassess the current banking provider and cash management platform needs. Staff received a proposal from 1st Bank in Fort Collins. 1st Bank can provide us with all the current banking amenities with added technology on the cash management platform, credit card advisory and higher interest earnings.

### **STAFF RECOMMENDATION**

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1. Approve Resolution No. 07-2023 - A Resolution of the Board of Trustees of the Town of Wellington Designating 1st Bank as the Town's Bank
2. Approve Resolution No. 07-2023 with amendments as the Board of Trustees deems appropriate.
3. Postpone consideration of Resolution No. 07-2023 to a specific date and time and provide staff direction regarding additional information or amendments
4. Vote to deny Resolution No. 07-2023

### **ATTACHMENTS**

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1. Reso 07-2023\_1st Bank Resolution

TOWN OF WELLINGTON

RESOLUTION NO. 07-2023

A RESOLUTION CHANGING THE CURRENT BANK OF BUSINESS FROM FIRST NATIONAL BANK OF OMAHA TO 1<sup>ST</sup> BANK

WHEREAS, pursuant to Section 31-15-302(a) and (b), C.R.S., the Town Board of the Town of Wellington has the authority to control the finances and property of the Town of Wellington and appropriate money for municipal purposes and provide for payment of debts and expenses of the municipality; and

WHEREAS, the Town of Wellington maintains Bank accounts with First National Bank of Omaha; and

WHEREAS, the Town Board desires to change the Town's official bank.

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

The Town shall designate 1<sup>st</sup> Bank, 1013 E. Harmony Road, Fort Collins CO 80525 as their designated bank.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 28<sup>th</sup> day of February, 2023.

TOWN OF WELLINGTON, COLORADO

By: \_\_\_\_\_  
Calar Chaussee, Mayor

ATTEST:

\_\_\_\_\_  
Patti Garcia, Town Administrator/Interim Town Clerk

## **Board of Trustees Meeting**

**Date:** February 28, 2023

**Subject:** Presentation by Parks, Recreation, Open Space and Trails Advisory Board

- **Presentation: Billy Cooksey, Manager - Parks & Recreation and members of the Parks, Recreation, Open Space and Trails Advisory Board**

### **BACKGROUND / DISCUSSION**

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Billy Cooksey, Manager of Parks & Recreation and members of the Parks, Recreation, Open Space and Trails (PROST) will be making a presentation. This is listed as an Action Item as PROST would like to have the meeting opened for public comment so they can receive feedback on their ideas.

### **STAFF RECOMMENDATION**

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### **ATTACHMENTS**

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1. PROST Update 2.28.23



# PROST Update

Parks, Recreation, Open Spaces  
and Trails Advisory Board

# History of PROST

Since 2014

## **Mission**

Create, improve and maintain outdoor spaces that enhance the quality of life for the citizens of Wellington.

## **Vision Statement**

To implement a cohesive, well designed and always maintained system of parks and trails that are accessible by all and promote a happy, engaged and playful spirit within our community

## **Parks and Open Spaces**

- Centennial Park
- Wellington Community Park
- View Pointe Park
- Wellville
- Winick Park
- Park Meadows
- Harvest Park
- Sunrise Park
- Knolls Linear

# Alignment

## COMMUNITY VISION

Our friendly and supportive community welcomes you with a smile. Together, we take pride in celebrating and protecting our town character and values while welcoming productive ideas that enhance our quality of life. Our dreams take root and blossom in Wellington.

## COMMUNITY THEMES



### COMMUNITY COHESION

We take pride in our community by providing safe and attractive neighborhoods oriented around parks, trails, amenities, and public spaces, and by offering options for our community to shop, gather, and celebrate.



### VIBRANT & HISTORIC DOWNTOWN

We promote Downtown's vibrancy and history by preserving its distinctive charm, supporting its local flair, and enhancing its atmosphere and amenities for residents and visitors to create memorable experiences in the heart of our Town.



### THRIVING ECONOMY

Our thriving business environment supports existing and new enterprises that offer needed services and local employment opportunities, contributing to our community's self-sufficiency and quality of life.



### RELIABLE & RESILIENT PUBLIC SERVICES

We ensure our public services are reliable and resilient by purposefully guiding growth while improving and maintaining infrastructure and services in a proactive and fiscally responsible manner.

# 2022 Year in Review

Skate Park Upgrades: In 2022, over 200 volunteer hours went into building the new features and maintenance of old features.



# 2022 Year in Review

Centennial Park Upgrades: Playground Equipment, EWF



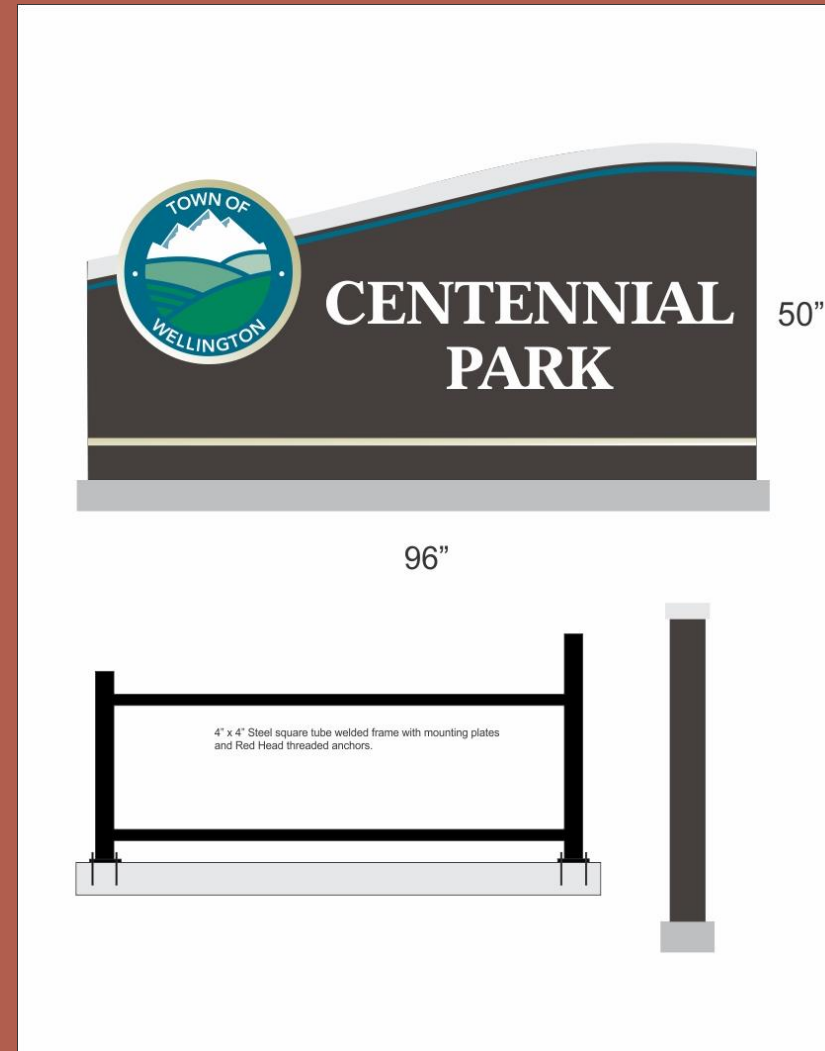
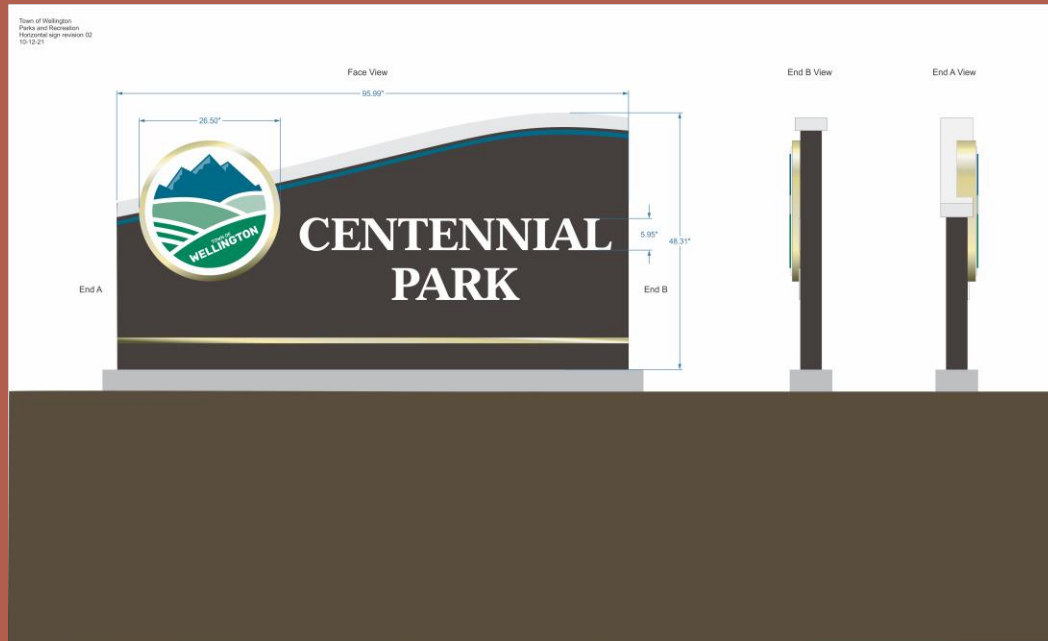
# 2022 Year in Review

Recreation: Park 'N Play first event May 21, 2022



# 2022 Year in Review

Park Signage and naming of Sunrise Park and Harvest Park



# 2022 Year in Review

Memorial Bench Program – Update and Understanding



# Goals for 2023

With support from the Board of Trustees, Town of Wellington Staff, Community Partnerships, and Volunteers we hope to accomplish the following 5 goals this year.

# ADA Fishing Access at Wellville Ponds

- This project was proposed by a previous advisory board member.
- Accessibility for all is important to us.
- Ideally both ponds would have one.



# Skate Park Updates



- Finalize the East portion of the Skatepark
- Build an additional ramp and Skateable surfaces

# Pickleball at View Pointe Park

- To include:
  - Updating paint lines for basketball
  - Adding pickleball lines
  - Pickleball sound dampening panels



# Bike Station

To be set at:

- Several along the trail
- Wellington Community Park
- Centennial Park

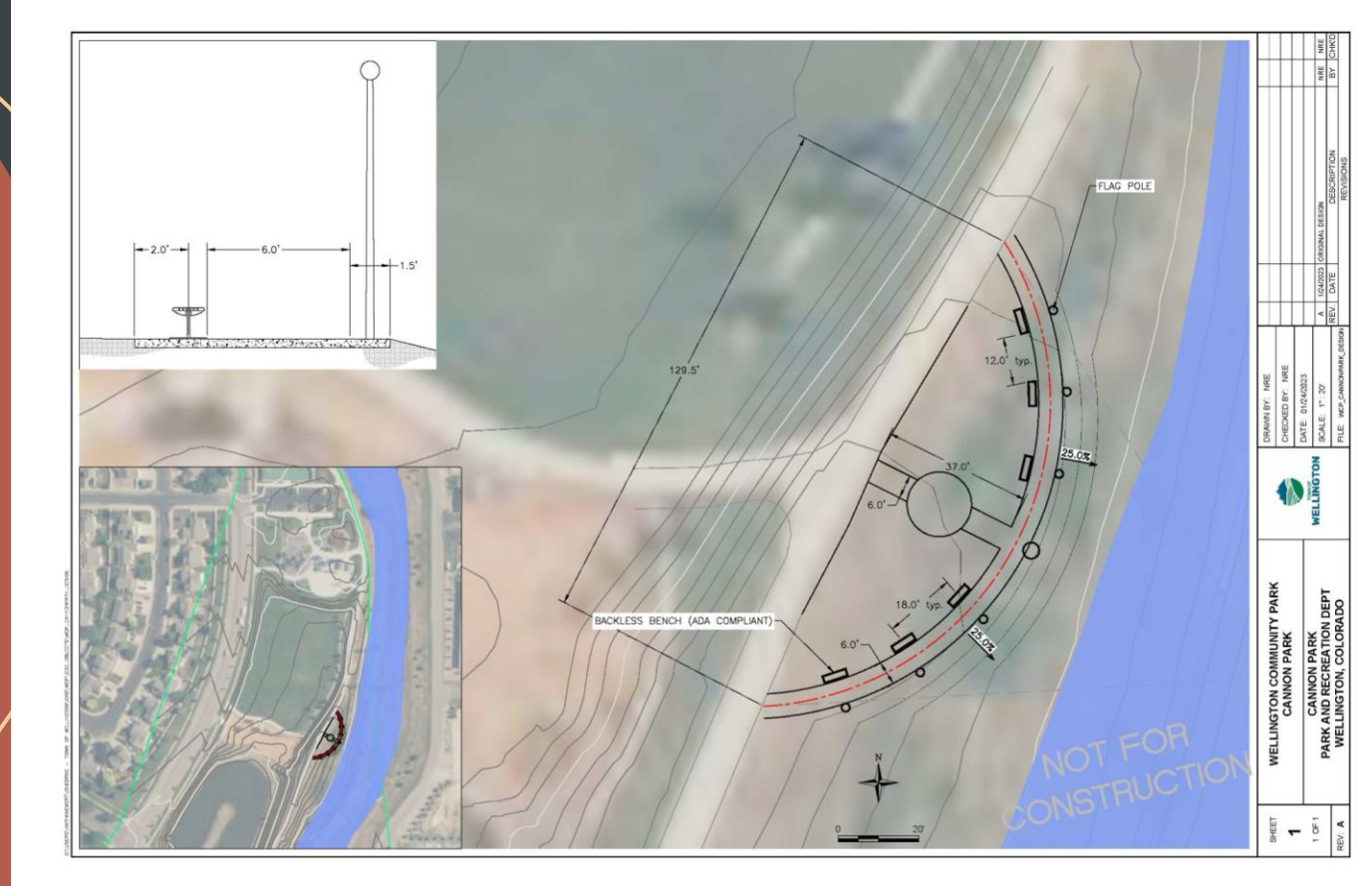


Bike Repair Stand

Actual product may vary from image shown.  
Please contact an expert for more info: 866-280-9894

# Veterans Memorial at Wellington Community Park

- Wall and flags representing all the branches of the military
- Flower garden
- Benches
- Connected to trail

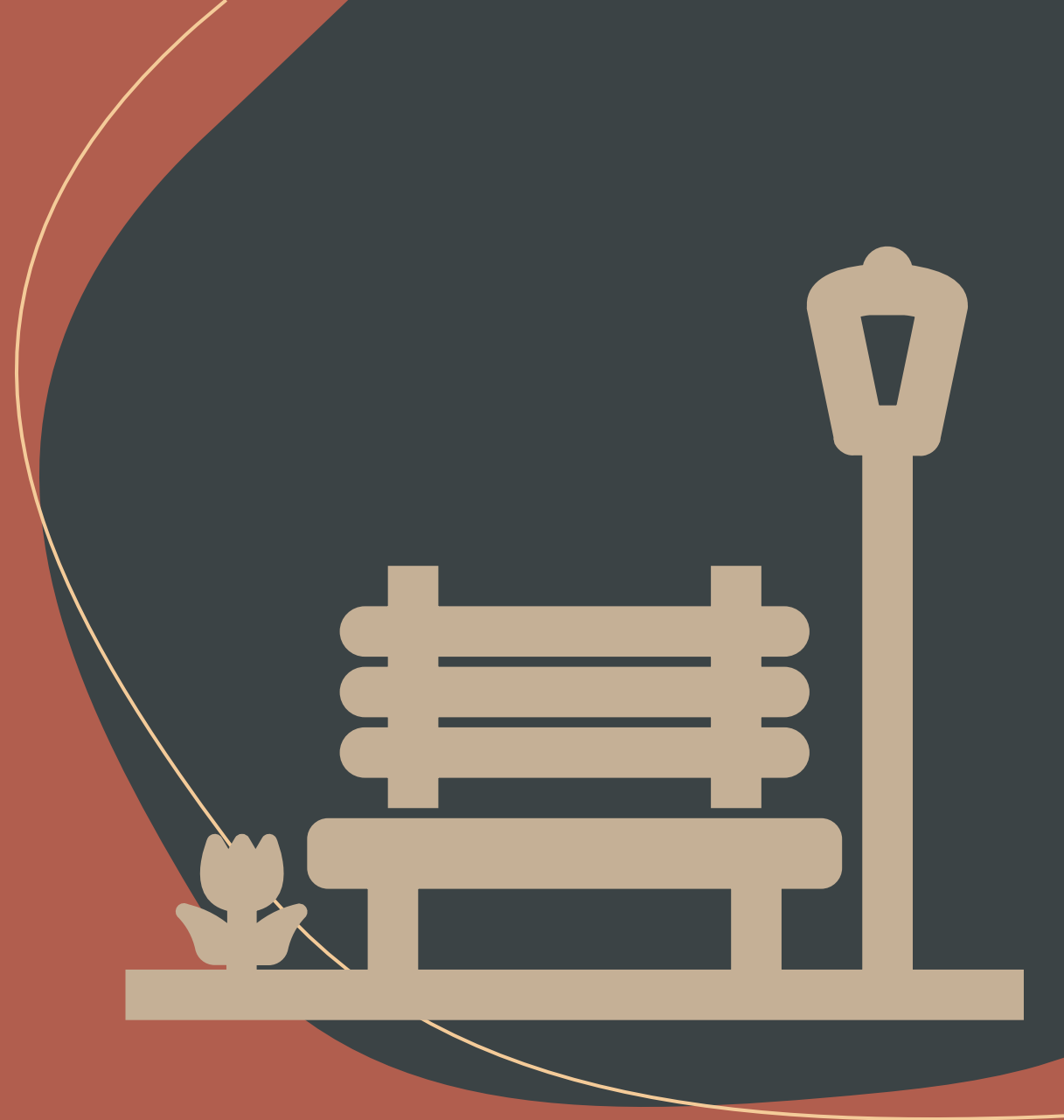


# Future Vision

The goals for this year are just a few of the many projects that our advisory board hopes to see in the future. We are all local volunteers and have spent time listening to the wants and needs of this community. The full list of our goals and wish lists in the packet.

We hope with the support of the Board of Trustees and new community partners we can accomplish many of these requested amenities.

- Updated equipment at View Pointe Park
- Stage and bathrooms at Centennial Park
- Basketball Courts on East side of Wellington
- Dog Park on East side of Wellington
- Updated Skate Park





# CALL TO ACTION

HERE AND NOW - **The Town of Wellington** is  
PLANNING FOR THE FUTURE BUT WE NEED  
SUPPORT TO SUSTAIN THE “NOW”

- TURF FIELDS
- INDOOR SPACE
- BASEBALL
- SKATE PARK
- WALKING TRAILS

# PROST Meetings

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Please join us:

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6:00pm 2<sup>nd</sup> Wednesday of every month

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Leeper Center board room

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We would like to see more engaged citizens with ideas and concerns at meetings

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We're always looking for board members and deeply need event and project volunteers

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# 2023 Events

❖ Arbor Day – April 28



❖ National Kids to Parks Day – May 20



❖ National Trails Day – June 3



❖ Park 'N Play Days – May 20, June 24, July 4, July 29, Aug 26



# PROST Wish List

These are in no particular order and are an ongoing list of needed/wanted items

## General

- GRASP update
- Parks and Trails Master Plan update
- Signage at all parks
- Trail through town completed and in talks with Larimer County and Fort Collins to connect
- Zip Line type of amenity
- Climbing structure with all ropes – Like twin silos
- Trail Access
- Exercise stations for all ages along trail system
- Existing disc golf needs new T pads and basket locks
- Basketball court on east side of I-25
- New skate park on west side
- Additional wheelchair accessible picnic tables throughout
- Figure out better drainage in underpass
- More soccer fields throughout
- Disc golf course in WCP North (\$10,000.00)
- Recreation Center
- Pour in place surfacing at all parks
- ADA playground equipment throughout
- Basketball court North of Cleveland on West side

## Winick Park

- More trees for east side of park
- Pour in place surfacing
- Tree

## Park Meadows Park

- Dog Park?
- Pour in place surfacing
- Shade Structure

## Wellville Ponds Area

- Wheelchair accessible dock by pond
- Signs for handicap parking spaces
  - Signs in the ground
- Relocate bike rack closer to picnic tables
- Extend concrete pads for benches for wheelchairs and strollers
  - Bike Path
    - All paved
- Trash Cans

# PROST Wish List

- Dog stations
- Outdoor information stands – Way finding – Glass – Town of Wellington Communication – Throughout the parks system
- Table Replacement

## View Pointe Park

- Update equipment
- Get rid of mulch and replace with pour in place surfacing
- Add real bathrooms
- Lights for basketball court
  - Resurfaced
- Bike path that connects view pointe to sage meadows – Connect bike path down to the park –
- Theme type of Park
- Wifi irrigation system

## Centennial Park (been through 2 designs so far)

- Work on processes and design to update the park including new playground equipment (small), amphitheater for outdoor concerts, bathrooms, area for farmers markets, area for large evergreen for tree lighting events and plenty of picnic tables.
- Band Stand – Amphitheater
- Running Water bathrooms
- Dog Stations
- Start beginning planting trees.

## Wellington Community Park

- More picnic tables and shade by softball fields
- Trees and or shade structures.
- Blue Shade Tarps
- Splash Pad upgrades – Mechanical and or
  - spray features.
- BIG – Gather Spaces (Band stands) – Encouraging ease of events – Covered Structure for bands.

## Library Park

- Need bike rack out in front of Leeper Center
- Shade structure 20' x20'
- Gazibo – Seating Area
- Score Boards
- Irrigation system
- Trash can in the middle of the library park
- Dog Station (through out the park system)

## Harvest Park

## Design Standards

### PICNIC TABLES

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**Preferred Color:** Black (or color matching to park/area)

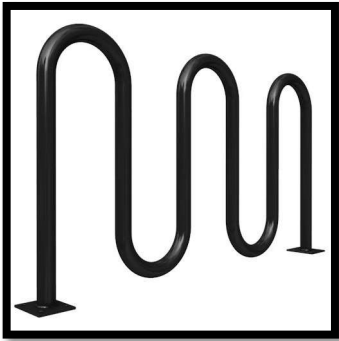
**Preferred Finish:** Powder Coat

**Preferably Include:** ADA accessible and secured when possible.

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### BIKE RACK

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** As many rolling humps as possible in the space given.

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## BENCHES

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** ADA Accessibility when possible.

Back rest okay with ADA accessibility taken into consideration.

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## TRASH RECEPTICLES

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** Labeling for recycling and trash, side opening for removing cans

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## DOG WASTE STATIONS

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** Waste basket with lid, bag dispenser, and sign

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# **Town of Wellington**

## **Memorial Bench Program**

### **PROGRAM OVERVIEW**

The Town of Wellington Memorial Bench Program allows community members to make a donation to the Wellington Parks and Recreation Department for the purchase and maintenance of a park bench to commemorate events or people; either alive or deceased. The Memorial Bench donation includes a plaque to be attached to the back of the bench. The Memorial Bench program is a way to honor a loved one while supporting the ongoing maintenance of Wellington park system.

### **PROGRAM DETAILS**

- The style and size of the bench and plaque is pre-determined based on the corresponding bench style common to the park location.
- No advertising is allowed; however, a business may be mentioned in terms of a connection of person to business: “For John – Founder of Smith’s Store”. The department has the right to deny placing the name of a business on the plaque. For example, businesses relating to; tobacco, marijuana, alcohol or other businesses conflicting with the department’s mission.
  - An example of unacceptable language: “Bench provided by Smith’s Store”.
- Other limitations for plaque language are:
  - That which could be offensive to the public
  - That which would not maintain the city’s desire for neutrality on political and religious issues
- All plaque language will be reviewed by three staff members. The Manager of Parks and Recreation will make the final decision on any language in question.
- Benches are available to commemorate events or people who are alive or deceased.
- The location of the bench is on a first come first served basis. Town staff will have final approval on the location. A waiting list will be created if the need arises.
- The average life of a bench is approximately 15 years.
- Benches always remain property of the Town of Wellington.

### **TERMS AND COSTS**

- Full bench donation 2021 cost: \$1,500 (subject to annual adjustments based on actual costs)
- The Memorial Bench donation includes the bench, plaque, installation and maintenance for the life of the bench, after which time the Sponsorship may be renewed upon receipt of an additional donation. The life of the bench will depend upon location, exposure and level of use resulting in an average bench life of 15 years.
- The applicant may renew the agreement if they choose by contacting the Town prior to the end of the sponsorship term. If the agreement is not renewed prior to the expiration of the term, staff may remove the plaque and the bench will be available for a new sponsorship agreement.
- In the case of unforeseen circumstances, the town cannot guarantee that the original intention of this agreement will be upheld, and relocation of a bench may be necessary.
- Major park renovations may alter the exact location of the sponsorship bench, although the location of the bench will remain within the original park site until the end of the sponsorship term. Staff will make their best effort to maintain the original intent of the bench location.

Staff cannot guarantee installation by a set date due to potential workload issues and unforeseen circumstances.

## **PROCESS AND PROCEDURE**

1. Contact the Parks and Recreation to go over the details of the program to determine if the program fits the need.
2. Determine final location with the Manager of Parks and Recreation.
3. Submit signed and completed application form with donation to the Town of Wellington.
4. After donation is received, the bench is ordered, including a final proof of the plaque text. Please allow up to 12 weeks after final approval for delivery.
5. Plaque will be attached to the back of the bench during installation.
6. Notification of completion will be sent to the applicant.

Grey



### **Please return to the Parks and Recreation Department**

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Message:

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Office Use Only:

Received by: \_\_\_\_\_ Date Received: \_\_\_\_\_ Check Number: \_\_\_\_\_

# PROST Wish List

These are in no particular order and are an ongoing list of needed/wanted items

## General

- GRASP update
- Parks and Trails Master Plan update
- Signage at all parks
- Trail through town completed and in talks with Larimer County and Fort Collins to connect
- Zip Line type of amenity
- Climbing structure with all ropes – Like twin silos
- Trail Access
- Exercise stations for all ages along trail system
- Existing disc golf needs new T pads and basket locks
- Basketball court on east side of I-25
- New skate park on west side
- Additional wheelchair accessible picnic tables throughout
- Figure out better drainage in underpass
- More soccer fields throughout
- Disc golf course in WCP North (\$10,000.00)
- Recreation Center
- Pour in place surfacing at all parks
- ADA playground equipment throughout
- Basketball court North of Cleveland on West side

## Winick Park

- More trees for east side of park
- Pour in place surfacing
- Tree

## Park Meadows Park

- Dog Park?
- Pour in place surfacing
- Shade Structure

## Wellville Ponds Area

- Wheelchair accessible dock by pond
- Signs for handicap parking spaces
  - Signs in the ground
- Relocate bike rack closer to picnic tables
- Extend concrete pads for benches for wheelchairs and strollers
  - Bike Path
    - All paved
- Trash Cans

# PROST Wish List

- Dog stations
- Outdoor information stands – Way finding – Glass – Town of Wellington Communication – Throughout the parks system
- Table Replacement

## View Pointe Park

- Update equipment
- Get rid of mulch and replace with pour in place surfacing
- Add real bathrooms
- Lights for basketball court
  - Resurfaced
- Bike path that connects view pointe to sage meadows – Connect bike path down to the park –
- Theme type of Park
- Wifi irrigation system

## Centennial Park (been through 2 designs so far)

- Work on processes and design to update the park including new playground equipment (small), amphitheater for outdoor concerts, bathrooms, area for farmers markets, area for large evergreen for tree lighting events and plenty of picnic tables.
- Band Stand – Amphitheater
- Running Water bathrooms
- Dog Stations
- Start beginning planting trees.

## Wellington Community Park

- More picnic tables and shade by softball fields
- Trees and or shade structures.
- Blue Shade Tarps
- Splash Pad upgrades – Mechanical and or
  - spray features.
- BIG – Gather Spaces (Band stands) – Encouraging ease of events – Covered Structure for bands.

## Library Park

- Need bike rack out in front of Leeper Center
- Shade structure 20' x20'
- Gazibo – Seating Area
- Score Boards
- Irrigation system
- Trash can in the middle of the library park
- Dog Station (through out the park system)

## Harvest Park

## Design Standards

### PICNIC TABLES

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**Preferred Color:** Black (or color matching to park/area)

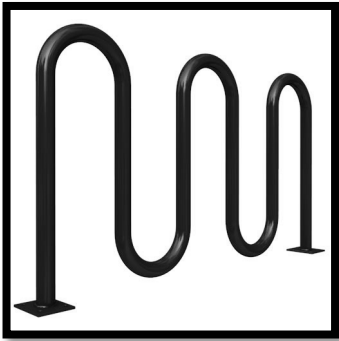
**Preferred Finish:** Powder Coat

**Preferably Include:** ADA accessible and secured when possible.

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### BIKE RACK

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** As many rolling humps as possible in the space given.

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## BENCHES

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** ADA Accessibility when possible.

Back rest okay with ADA accessibility taken into consideration.

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## TRASH RECEPTICLES

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** Labeling for recycling and trash, side opening for removing cans

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## DOG WASTE STATIONS

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**Preferred Color:** Black (or color matching to park/area)

**Preferred Finish:** Powder Coat

**Preferably Include:** Waste basket with lid, bag dispenser, and sign

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## **Town of Wellington Memorial Bench Program**

### **PROGRAM OVERVIEW**

The Town of Wellington Memorial Bench Program allows community members to make a donation to the Wellington Parks and Recreation Department for the purchase and maintenance of a park bench to commemorate events or people; either alive or deceased. The Memorial Bench donation includes a plaque to be attached to the back of the bench. The Memorial Bench program is a way to honor a loved one while supporting the ongoing maintenance of Wellington park system.

### **PROGRAM DETAILS**

- The style and size of the bench and plaque is pre-determined based on the corresponding bench style common to the park location.
- No advertising is allowed; however, a business may be mentioned in terms of a connection of person to business: “For John – Founder of Smith’s Store”. The department has the right to deny placing the name of a business on the plaque. For example, businesses relating to; tobacco, marijuana, alcohol or other businesses conflicting with the department’s mission.
  - An example of unacceptable language: “Bench provided by Smith’s Store”.
- Other limitations for plaque language are:
  - That which could be offensive to the public
  - That which would not maintain the city’s desire for neutrality on political and religious issues
- All plaque language will be reviewed by three staff members. The Manager of Parks and Recreation will make the final decision on any language in question.
- Benches are available to commemorate events or people who are alive or deceased.
- The location of the bench is on a first come first served basis. Town staff will have final approval on the location. A waiting list will be created if the need arises.
- The average life of a bench is approximately 15 years.
- Benches always remain property of the Town of Wellington.

### **TERMS AND COSTS**

- Full bench donation 2021 cost: \$1,500 (subject to annual adjustments based on actual costs)
- The Memorial Bench donation includes the bench, plaque, installation and maintenance for the life of the bench, after which time the Sponsorship may be renewed upon receipt of an additional donation. The life of the bench will depend upon location, exposure and level of use resulting in an average bench life of 15 years.
- The applicant may renew the agreement if they choose by contacting the Town prior to the end of the sponsorship term. If the agreement is not renewed prior to the expiration of the term, staff may remove the plaque and the bench will be available for a new sponsorship agreement.
- In the case of unforeseen circumstances, the town cannot guarantee that the original intention of this agreement will be upheld, and relocation of a bench may be necessary.
- Major park renovations may alter the exact location of the sponsorship bench, although the location of the bench will remain within the original park site until the end of the sponsorship term. Staff will make their best effort to maintain the original intent of the bench location.

Staff cannot guarantee installation by a set date due to potential workload issues and unforeseen circumstances.

## **PROCESS AND PROCEDURE**

1. Contact the Parks and Recreation to go over the details of the program to determine if the program fits the need.
2. Determine final location with the Manager of Parks and Recreation.
3. Submit signed and completed application form with donation to the Town of Wellington.
4. After donation is received, the bench is ordered, including a final proof of the plaque text. Please allow up to 12 weeks after final approval for delivery.
5. Plaque will be attached to the back of the bench during installation.
6. Notification of completion will be sent to the applicant.

Grey



### **Please return to the Parks and Recreation Department**

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Message:

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## **Board of Trustees Meeting**

**Date:** February 28, 2023  
**Subject:** Ordinance No. 02-2023 - An Ordinance Repealing Ordinance No. 8-2019 for Land Use Application Fees and Building Permit Fees

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

### **BACKGROUND / DISCUSSION**

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The Town recently adopted Resolution No. 37-2022 updating fees and charges within the Town (November 8, 2022). The adopted schedule of fees includes current fees for land use applications. Information regarding proposed changes for land use fees was presented to the Board of Trustees at a presentation October 25, 2022 leading up to the fee resolution adoption in November. The land use fees were not updated as part of the fee resolution because the current land use fees and building fees were adopted by ordinance (Ord. No. 8-2019), and a fee established by ordinance cannot be modified by a resolution.

A draft table of existing and proposed land use application fees was subsequently presented and discussed in a Board work session on February 14, 2023. The updated land use application fees are proposed to be adopted by resolution and included in the Town's adopted fees schedule. To establish the recommended fees by resolution and include the new fees in the fee schedule, the existing fees established by ordinance need to be repealed.

The attached draft ordinance is written to repeal Ord. No. 8-2019 in its entirety. If adopted by the Board of Trustees, the land use application fees and building permit fees previously established would have no further force or effect. To establish the recommended updated land use fees and re-establish the building permit fees, the Board would need to take a separate action to adopt an appropriate resolution.

### **STAFF RECOMMENDATION**

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Below are possible motion options for the Board to consider:

- Move to approve Ordinance No. 02-2023 - An Ordinance repealing Ordinance No. 8-2019 in its entirety.
- Move to approve Ordinance No. 02-2023 with amendments as the Board of Trustees deems appropriate.
- Move to postpone consideration of Ordinance No. 02-2023 and provide guidance to staff as requested modifications.
- Move to deny Ordinance No. 02-2023.

### **ATTACHMENTS**

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1. Ordinance 02-2023\_Repeal Ord 08-2019

TOWN OF WELLINGTON

ORDINANCE NO. 02-2023

AN ORDINANCE OF THE TOWN OF WELLINGTON, COLORADO, REPEALING  
ORDINANCE NO. 8-2019 IN ITS ENTIRETY

WHEREAS, the Board of Trustees of the Town of Wellington is authorized to establish fees and charges to be paid in connection with requirements imposed or services provided pursuant to Town ordinance; and

WHEREAS, the Board of Trustees heretofore adopted Ordinance No. 8-2019 on June 25, 2019 establishing fees and charges for services related to land use applications, building inspection, plan review, administrative services and other services; and

WHEREAS, the equity and sufficiency of fees and charges are reviewed from time to time by the Board of Trustees; and

WHEREAS, the Board of Trustees has reviewed and recommended changes to fees and charges related to land use applications, building inspection, plan review, administrative services and other services, including recommendations for the addition of new fees associated with new applications and services now provided; and

WHEREAS, the Board of Trustees desires to establish new fees and charges and repeal all other conflicting fees previously adopted; and

WHEREAS, the Board of Trustees desires to repeal Ordinance No. 8-2019 in its entirety and reestablish land use application fees and building fees by resolution and include said fees on the Town's adopted fee schedule.

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

1. Adoption. Ordinance No. 8-2019 is hereby repealed in its entirety and is of no further force or effect as of the effective date of this ordinance.
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 28<sup>th</sup> day of February, 2023 and ordered to become effective 30 days from the date of publication.

TOWN OF WELLINGTON, COLORADO

By: \_\_\_\_\_  
Calar Chaussee, Mayor

ATTEST:

\_\_\_\_\_  
Patti Garcia, Town Administrator/Interim Town Clerk

## **Board of Trustees Meeting**

**Date:** February 28, 2023  
**Subject:** Resolution No. 08-2023 - A Resolution of the Town of Wellington Amending the Adopted Fee Schedule for 2023

- **Presentation:** Cody Bird, Director of Planning and Billy Cooksey, Manager - Parks & Recreation

### **BACKGROUND / DISCUSSION**

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The Town recently adopted Resolution No. 37-2022 updating fees and charges within the Town (November 8, 2022). The Fee Schedule adopted is intended to reflect the most current fees adopted by the Board of Trustees and is intended to be updated periodically with the addition of new fees or updates to existing fees.

The attached Resolution is proposed to update the Town's adopted fee schedule with the addition of the following:

- Establish updated land use application fees as recommended at the February 14, 2023 Board work session
- Re-establish building permit fees (repealed by Ord. No. 02-2023)
- Establish new fees for water/sewer inspections and specialized professional services upon request from SAFEbuilt (building plan review and inspection contract)
- Update building permit fee for projects with a valuation less than \$1,000 and projects with a valuation between \$1,001-\$25,000 to \$75.00 to be consistent with fees for "one-stop" permits
- Update Parks and Recreation programming and service fees

A draft table of existing and proposed land use application fees was presented at the February 14, 2023 Board of Trustees work session. Existing land use fees were last reviewed and updated in 2019. Existing fees for land use applications do not adequately cover Town costs to process, review and conduct required public meetings for land use cases. Costs of land use applications include fixed costs for publication of notices, mailing notices, Town staff review time, project coordination, public meetings, inspections and recording of official documents. Staff time required for administration, review and coordination is also included in the updated land use fees. Several new land use fees are included to reflect updates to the Town's Land Use Code that provides new application procedures for processing simpler development requests and administrative procedures.

Existing building permit fees are recommended to be repealed (repeal Ord. No. 8-2019) and re-established by the attached resolution. No substantive changes to existing building fees are proposed. Several new fees are proposed for new inspection services that can be performed by SAFEbuilt (Town's building plan review and inspection contractor) upon request. This includes water and sewer service line inspections, structural engineering plan review, and business license inspections. These new fees are recommended based upon costs that would be charged by SAFEbuilt when those services are requested.

Building fees for projects with a building valuation under \$1,000 are currently \$25.00. There are very few



projects that fall within this category that are not typical “one-stop” permits. “One-stop” permits include re-roofs, siding replacement, window replacement, furnace or AC replacement, and water heater replacements. The building fee for a “one-stop” permit is \$75 and is based upon projects that do not require plan review and typically only have one inspection. Changing the fee of small valuation projects that are not a “one-stop” permit will bring the fee into alignment with fees for “one-stop” permits and will cover costs incurred by SAFEbuilt to perform the review and inspection services. Projects with a building valuation between \$1,001-\$25,000 is currently \$69.25, plus \$14 for each \$1,000 over \$1,000. The base fee is proposed to be increased to \$75 to be consistent with the base fee of \$75 for “one-stops” permits and the \$75 recommended for projects with a project valuation under \$1,000.

By updating the recreation programming fee schedule, it will allow staff to respond to the dynamic nature of the recreation industry. As new programs and opportunities to expand the department’s ability to provide services to the community are developed and implemented, and with consideration to the constant fluctuation in the cost of very specific goods and services, it is imperative that the Recreation Manager, in alignment with the Parks and Recreation Department Cost Recovery Model, could adapt the fee structure. The potential associated fee changes will not exceed the cost of the individual programs.

### **STAFF RECOMMENDATION**

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Below are possible motion options for the Board of Trustees to consider:

Move to approve Resolution No. 08-2023 - A Resolution of the Town of Wellington, Colorado Amending the Adopted Fee Schedule for 2023.

Move to approve Resolution No. 08-2023 with amendments as the Board of Trustees deems appropriate.

Move to postpone consideration of Resolution No. 08-2023 and provide guidance to staff as requested modifications.

Move to deny Resolution No. 08-2023.

### **ATTACHMENTS**

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1. Resolution 8-2023\_Fee Schedule
2. Fee Schedule Final\_02.28.23
3. Land Use Fees\_02.14.23 WS Packet

TOWN OF WELLINGTON

RESOLUTION NO. 08-2023

A RESOLUTION OF THE TOWN OF WELLINGTON, COLORADO AMENDING THE ADOPTED FEE SCHEDULE FOR 2023.

WHEREAS, Colorado Revised Statutes 31-15-101 authorizes a municipality to enact regulations that promote the health, safety and welfare and improve order, comfort and convenience of the municipality and inhabitants thereof; and

WHEREAS, the Board of Trustees of the Town of Wellington is authorized to establish fees and charges to be paid in connection with requirements imposed or services provided to support those regulations; and

WHEREAS, the Board of Trustees of the Town of Wellington adopted Resolution No. 37-2022 establishing a fee schedule for the 2023 fiscal year; and

WHEREAS, the Board of Trustees of the Town of Wellington desires to update fees and charges related to land use applications, building inspection, plan review, administrative services and other services; and

WHEREAS, the Board of Trustees of the Town of Wellington desires to establish new fees and update fees for Parks and Recreation programming and services.

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

1. The fees set forth on the Town of Wellington Fee Schedule, attached hereto as EXHIBIT A, are fixed and imposed for the various purposes set forth.
2. This resolution and the attached EXHIBIT A shall supersede and replace any previously adopted fee schedule of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 28<sup>th</sup> day of February, 2023.

TOWN OF WELLINGTON, COLORADO

By: \_\_\_\_\_  
Calar Chaussee, Mayor

ATTEST:

\_\_\_\_\_  
Patti Garcia, Town Clerk

| LICENSE FEES |                                               |          |                  |                  |
|--------------|-----------------------------------------------|----------|------------------|------------------|
| CODE SECTION | DESCRIPTION                                   | FEE      | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|              | <b>LICENSES</b>                               |          |                  |                  |
|              | Business License (New/Renewal)                | \$25.00  | Res. No. 37-2022 | Res. No. 12-2008 |
|              | Auctioneer License                            | \$100.00 | Res. No. 37-2022 | Res. No. 12-2008 |
|              | Peddler's and Handbill License                |          | Res. No. 37-2022 | Res. No. 12-2008 |
|              | • Monthly                                     | \$8.00   | Res. No. 37-2022 | Res. No. 12-2008 |
|              | • Quarterly                                   | \$50.00  | Res. No. 37-2022 | Res. No. 12-2008 |
|              | • Yearly                                      | \$150.00 | Res. No. 37-2022 | Res. No. 12-2008 |
|              | Contractor License (new and renewal annually) | \$50.00  | Res. No. 37-2022 | Res. No. 12-2008 |
| 16-12-10     | Home Occupation License                       | \$30.00  | Ord. No. 5-2008  |                  |
| 6-7-20       | Trash Haulers License                         | \$500.00 | Ord. No. 14-1994 |                  |

| CEMETERY FEES |                                                           |          |                  |                  |
|---------------|-----------------------------------------------------------|----------|------------------|------------------|
| CODE SECTION  | DESCRIPTION                                               | FEE      | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|               | <b>Grave Space</b>                                        |          |                  |                  |
|               | Resident/Non-Resident (\$75.00 goes to perpetual care)    | \$300.00 | Res. No. 37-2022 | Res. No. 1-2008  |
|               | Non-Resident (\$75.00 goes to perpetual care)             | \$450.00 | Res. No. 37-2022 | Res. No. 1-2008  |
|               | Infant 2 years and under (\$75.00 goes to perpetual care) | \$200.00 | Res. No. 37-2022 | Res. No. 1-2008  |
|               | <b>Opening and Closing</b>                                |          |                  |                  |
|               | Casket – regular hours                                    | \$200.00 | Res. No. 37-2022 | Res. No. 1-2008  |
|               | Casket – weekends                                         | \$400.00 | Res. No. 37-2022 |                  |
|               | Cremaains – regular hours                                 | \$100.00 | Res. No. 37-2022 | Res. No. 1-2008  |
|               | Cremaains – weekends                                      | \$200.00 | Res. No. 37-2022 |                  |
|               | <b>Disinterment</b>                                       |          |                  |                  |
|               | Casket                                                    | \$600.00 | Res. No. 37-2022 |                  |
|               | Cremaains                                                 | \$300.00 | Res. No. 37-2022 |                  |

| EXCAVATION FEES |                            |            |                  |                  |
|-----------------|----------------------------|------------|------------------|------------------|
| CODE SECTION    | DESCRIPTION                | FEE        | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|                 | <b>RIGHT OF WAY PERMIT</b> |            |                  |                  |
|                 | Right-of-Way Permit        | \$100.00   | Res. No. 37-2022 |                  |
|                 | Right-of-Way Deposit       | \$1,000.00 | Res. No. 37-2022 |                  |
|                 | Encroachment Permit Fee    | \$50.00    | Res. No. 37-2022 |                  |

| LIQUOR LICENSE FEES                                                                                                                    |                                                                      |             |                  |                  |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|-------------|------------------|------------------|
| CODE SECTION                                                                                                                           | DESCRIPTION                                                          | FEE         | RES/ORD NUMBER   | PREVIOUS RES/ORD |
| Fees Payable to Town of Wellington (Local licensing authority)                                                                         |                                                                      |             |                  |                  |
| CODE SECTION                                                                                                                           | DESCRIPTION                                                          | FEE         | RES/ORD NUMBER   |                  |
|                                                                                                                                        | <b>NEW LICENSE FEES</b>                                              |             |                  |                  |
|                                                                                                                                        | New liquor license application fee (one-time fee)                    | \$750.00    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Concurrent review - New liquor license application fee(one time fee) | \$850.00    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Transfer application fee (one-time fee)                              | \$750.00    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Temporary Transfer                                                   | \$75.00     | Res. No. 37-2022 |                  |
|                                                                                                                                        | <b>RENEWAL LICENSE FEES</b>                                          |             |                  |                  |
|                                                                                                                                        | Annual Application-ALL Licenses                                      | \$100/yr.   | Res. No. 37-2022 |                  |
|                                                                                                                                        | Annual Art Gallery fee                                               | \$100/yr.   | Res. No. 37-2022 |                  |
|                                                                                                                                        | Hotel/Tavern                                                         | \$75/yr.    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Retail Liquor                                                        | \$22.50/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Beer & Wine                                                          | \$48.75/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Club                                                                 | \$41.25/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Fermented Malt Beverage (On and Off Premise)                         | \$3.75/yr.  | Res. No. 37-2022 |                  |
|                                                                                                                                        | Arts                                                                 | \$41.25/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Liquor License Drugstore                                             | \$22.50/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Lodging & Entertainment                                              | \$75.00/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Brew Pub                                                             | \$75.00/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Mini Bar with Hotel/Restaurant                                       | \$48.75/yr. | Res. No. 37-2022 |                  |
|                                                                                                                                        | Bed & Breakfast                                                      | \$3.75/yr.  | Res. No. 37-2022 |                  |
|                                                                                                                                        | Special Event Permit (Liquor or Fermented Malt Beverage)             | \$100/App   | Res. No. 37-2022 |                  |
|                                                                                                                                        | Manager Registration/Hotel/Tavern/L&E/Campus Liquor only             | \$75.00     | Res. No. 37-2022 |                  |
|                                                                                                                                        | Change of Location                                                   | \$750.00    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Late Renewal                                                         | \$500.00    | Res. No. 37-2022 |                  |
|                                                                                                                                        | Corporation/LLC Changes                                              | \$100.00    | Res. No. 37-2022 |                  |
| Fees Payable to State of Colorado (State licensing authority) may be found at <a href="#">Liquor Enforcement Division Fee Schedule</a> |                                                                      |             |                  |                  |

Payment of ALL applicable fees must be submitted with application

| MARIJUANA LICENSE FEES                                                |                                                       |            |                  |                  |
|-----------------------------------------------------------------------|-------------------------------------------------------|------------|------------------|------------------|
| CODE SECTION                                                          | DESCRIPTION                                           | FEE        | RES/ORD NUMBER   | PREVIOUS RES/ORD |
| <b>Fees Payable to Town of Wellington (Local licensing authority)</b> |                                                       |            |                  |                  |
|                                                                       | Retail Marijuana Store New Application                | \$2,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Retail Marijuana Operating Fee (Annual)               | \$5,000.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Retail Marijuana Store Renewal                        | \$1,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Medical Marijuana Store New Application               | \$2,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Medical Marijuana Operating Fee (Annual)              | \$5,000.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Medical Marijuana Store Renewal                       | \$1,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Zoning and Setback Verification                       | \$500.00   | Res. No. 37-2022 |                  |
|                                                                       | Transfer of Ownership or Change in Business Structure | \$1,000.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Change of Location                                    | \$2,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Modification of Premise                               | \$2,500.00 | Res. No. 37-2022 | Res. No. 4-2022  |
|                                                                       | Late Renewal                                          | \$500.00   | Res. No. 37-2022 | Res. No. 4-2022  |

| SEWER RATES AND FEES |                                                |                     |                      |                |                  |
|----------------------|------------------------------------------------|---------------------|----------------------|----------------|------------------|
| CODE SECTION         | DESCRIPTION                                    | FEE                 |                      | RES/ORD NUMBER | PREVIOUS RES/ORD |
|                      | MONTHLY SEWER RATES                            | Monthly<br>Base Fee | Usage<br>Charge      |                |                  |
|                      |                                                | per tap             | per 1,000<br>gallons |                |                  |
|                      | Residential Wastewater Fees                    | \$13.95             | \$8.02               | Ord. 17-2022   | Ord. No. 03-2022 |
|                      | Non-Residential Wastewater Fees                | \$13.95             | \$8.02               | Ord. 17-2022   | Ord. No. 03-2022 |
|                      | Inactive taps (Residential or Non-residential) | \$6.00              |                      |                | Ord. No. 03-2022 |

| STORMWATER RATES AND FEES |                                                                                  |          |                 |
|---------------------------|----------------------------------------------------------------------------------|----------|-----------------|
| CODE SECTION              | DESCRIPTION                                                                      | FEE      | RES/ORD NUMBER  |
|                           | MONTHLY STORMWATER RATES                                                         |          |                 |
| 13-1-40                   | Residential Monthly Stormwater Fees                                              | \$5.00   | Ord. No. 1-2017 |
| 13-1-40                   | Commercial Monthly Stormwater Fees                                               | \$9.25   | Ord. No. 1-2017 |
|                           | BOXELDER STORMWATER AUTHORITY FEES                                               |          |                 |
| 13-7-50                   | Residential Monthly Stormwater Fees                                              | \$6.33   | Ord. No. 1-2017 |
| 13-7-50                   | Commercial Monthly Stormwater Fees<br>(Based on square feet of impervious area): |          |                 |
|                           | 1-5,000 sq ft                                                                    | \$6.33   | Ord. No. 1-2017 |
|                           | 5,001-10,000 sq ft                                                               | \$13.75  | Ord. No. 1-2017 |
|                           | 10,001-20,000 sq ft                                                              | \$27.50  | Ord. No. 1-2017 |
|                           | 20,001-30,000 sq ft                                                              | \$55.00  | Ord. No. 1-2017 |
|                           | 30,001-40,000 sq ft                                                              | \$87.50  | Ord. No. 1-2017 |
|                           | 40,001-50,000 sq ft                                                              | \$110.00 | Ord. No. 1-2017 |

|              | WATER RATES AND FEES                                        |                                                                       |                                      |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|--------------|-------------------------------------------------------------|-----------------------------------------------------------------------|--------------------------------------|--------------------------------------|-----------------------|--------------------|-----------------------|--------------------|-----------------------|--------------------|------------------|------------------|------------------|------------------|
| CODE SECTION | DESCRIPTION                                                 | FEE                                                                   |                                      |                                      |                       |                    |                       |                    |                       |                    | RES/ORD NUMBER   | PREVIOUS RES/ORD |                  |                  |
|              | MONTHLY WATER RATES                                         |                                                                       |                                      |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              | Meter Size/Customer Class                                   | Monthly Base Fee                                                      | 1st Tier Usage Charge                | 1st Tier Threshold                   | 2nd Tier Usage Charge | 2nd Tier Threshold | 3rd Tier Usage Charge | 3rd Tier Threshold | 4th Tier Usage Charge | 4th Tier Threshold |                  |                  |                  |                  |
|              |                                                             | per tap                                                               | per 1,000 gal                        | gal / month                          | per 1,000 gal         | gal / month        | per 1,000 gal         | gal / month        | per 1,000 gal         | gal / month        |                  |                  |                  |                  |
|              | Single-family Residential Single 3/4" Tap                   | \$49.71                                                               | \$0.00                               | 3,000                                | \$11.70               | 7,000              | \$15.20               | 20,000             | \$21.64               | >20,000            | Ord. No. 17-2022 | Res. No. 44-2020 |                  |                  |
|              | Single-family Residential Single 1" Tap                     | \$60.91                                                               | \$0.00                               | 3,000                                | \$11.70               | 7,000              | \$15.20               | 20,000             | \$21.64               | >20,000            | Ord. No. 17-2022 | Res. No. 44-2020 |                  |                  |
|              | Single-family Residential Single 1.5" Tap                   | \$87.22                                                               | \$0.00                               | 3,000                                | \$11.70               | 7,000              | \$15.20               | 20,000             | \$21.64               | >20,000            | Ord. No. 17-2022 | Res. No. 44-2020 |                  |                  |
|              | Single-family Residential Single 2" Tap                     | \$120.61                                                              | \$0.00                               | 3,000                                | \$11.70               | 7,000              | \$15.20               | 20,000             | \$21.64               | >20,000            | Ord. No. 17-2022 | Res. No. 44-2020 |                  |                  |
|              |                                                             | Monthly Base Fee                                                      | 1st Tier Usage Charge                | 1st Tier Threshold                   | 2nd Tier Usage Charge | 2nd Tier Threshold | 3rd Tier Usage Charge | 3rd Tier Threshold | 4th Tier Usage Charge | 4th Tier Threshold |                  |                  |                  |                  |
|              |                                                             | per unit                                                              | per 1,000 gal                        | gal / month                          | per 1,000 gal         | gal / month        | per 1,000 gal         | gal / month        | per 1,000 gal         | gal / month        |                  |                  |                  |                  |
|              | Multi-family Residential                                    | \$30.95                                                               | \$0.00                               | 3,000                                | \$7.08                | 5,000              | \$9.21                | 14,000             | \$13.11               | >14,000            | Ord. No. 17-2022 | Res. No. 44-2020 |                  |                  |
|              |                                                             | Monthly Base Fee                                                      | 1st Tier Usage Charge                | 1st Tier Threshold                   | 2nd Tier Usage Charge | 2nd Tier Threshold | 3rd Tier Usage Charge | 3rd Tier Threshold |                       |                    |                  |                  |                  |                  |
|              |                                                             | per tap                                                               | per 1,000 gal                        | gal / month                          | per 1,000 gal         | gal / month        | per 1,000 gal         | gal / month        |                       |                    |                  |                  |                  |                  |
|              | Non-Residential ¾ Tap                                       | \$24.07                                                               | \$11.72                              | 25,000                               | \$4.64                | 120,000            | \$17.57               | >120,000           |                       |                    | Ord. No. 17-2022 | Res. No. 31-2021 |                  |                  |
|              | Non-Residential 1" Tap                                      | \$35.27                                                               | \$11.72                              | 25,000                               | \$4.64                | 120,000            | \$17.57               | >120,000           |                       |                    | Ord. No. 17-2022 | Res. No. 31-2021 |                  |                  |
|              | Non-Residential 1.5" Tap                                    | \$61.58                                                               | \$11.72                              | 25,000                               | \$4.64                | 120,000            | \$17.57               | >120,000           |                       |                    | Ord. No. 17-2022 | Res. No. 31-2021 |                  |                  |
|              | Non-Residential 2" Tap                                      | \$94.97                                                               | \$11.72                              | 25,000                               | \$4.64                | 120,000            | \$17.57               | >120,000           |                       |                    | Ord. No. 17-2022 | Res. No. 31-2021 |                  |                  |
|              |                                                             | Monthly Base Fee                                                      | Winter Months Usage Charge (Nov-Apr) | Summer Months Usage Charge (May-Oct) |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              |                                                             | per tap                                                               | per 1,000 gal                        | per 1,000 gal                        |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              | Irrigation 0.75" Tap                                        | \$24.07                                                               | \$8.99                               | \$17.98                              |                       |                    |                       |                    |                       |                    | Ord. No. 17-2022 | Ord. No. 8-2016  |                  |                  |
|              | Irrigation 1" Tap                                           | \$35.27                                                               | \$8.99                               | \$17.98                              |                       |                    |                       |                    |                       |                    | Ord. No. 17-2022 |                  |                  |                  |
|              | Irrigation 1.5" Tap                                         | \$61.58                                                               | \$8.99                               | \$17.98                              |                       |                    |                       |                    |                       |                    | Ord. No. 17-2022 |                  |                  |                  |
|              | Irrigation 2" Tap                                           | \$94.97                                                               | \$8.99                               | \$17.98                              |                       |                    |                       |                    |                       |                    | Ord. No. 17-2022 |                  |                  |                  |
|              |                                                             | Monthly Base Fee                                                      | Usage Charge                         |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              |                                                             | per tap                                                               | per 1,000 gal                        |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              | Non-Potable Irrigation                                      | \$0.00                                                                | \$1.10                               |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
|              | Inactive Water Tap (Residential or Non-residential)         | \$5.00                                                                | \$0.00                               |                                      |                       |                    |                       |                    |                       |                    |                  | Ord. No. 8-2016  |                  |                  |
|              | MISCELLANEOUS WATER FEES                                    |                                                                       |                                      |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
| CODE SECTION | DESCRIPTION                                                 | FEE                                                                   |                                      |                                      |                       |                    |                       |                    |                       |                    | RES/ORD NUMBER   | PREVIOUS RES/ORD |                  |                  |
|              | Shut off notice fee                                         | \$ -                                                                  |                                      |                                      |                       |                    |                       |                    |                       |                    |                  |                  |                  |                  |
| 13-1-120     | Reconnection Fee - following termination due to non-payment | \$25 first offense; \$50 each subsequent offense in a 12 month period |                                      |                                      |                       |                    |                       |                    |                       |                    | Res. No. 37-2022 |                  |                  |                  |
| 13-1-90      | Delinquent Fee                                              | 1% of the past due amount                                             |                                      |                                      |                       |                    |                       |                    |                       |                    | Ord. No. 15-2020 |                  |                  |                  |
| 13-1-90      | Non-sufficient Funds Fee                                    | \$ 20.00                                                              |                                      |                                      |                       |                    |                       |                    |                       |                    | Ord. No. 15-2020 |                  |                  |                  |
|              | Account Transfer Fee                                        | \$ 10.00                                                              |                                      |                                      |                       |                    |                       |                    |                       |                    | Res. No. 37-2022 |                  |                  |                  |
|              | Bulk Water Rates                                            | \$ 21.64                                                              | per 1,000 gallons                    |                                      |                       |                    |                       |                    |                       |                    | Res. No. 37-2022 | Res. No. 29-2020 |                  |                  |
|              | Contractor Supplied Hydrant Meter Fees                      | \$ 50.00                                                              |                                      | \$ 21.64                             | per 1,000 gallons     |                    |                       |                    |                       |                    | Res. No. 37-2022 | Res. No. 29-2020 |                  |                  |
|              | Town Hydrant Supplied Meter Use Fees                        | \$ 3,500.00                                                           | Rental Deposit                       | \$ 10.00                             | per day               | \$ 21.64           | per 1,000 gallons     |                    |                       |                    |                  |                  | Res. No. 37-2022 | Res. No. 29-2020 |

| CONSTRUCTION INSPECTION FEES FOR PUBLIC IMPROVEMENTS - Assessed and paid before construction begins |                                                     |                      |                  |                  |
|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------|----------------------|------------------|------------------|
| CODE SECTION                                                                                        | DESCRIPTION                                         | FEE                  | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|                                                                                                     | Streets - New                                       | \$1.50 / linear foot | Res. No. 37-2022 |                  |
|                                                                                                     | Streets - Existing (widening or other improvements) | \$1.00 / linear foot | Res. No. 37-2022 |                  |
|                                                                                                     | Water Mains, with appurtenances                     | \$1.75 / linear foot | Res. No. 37-2022 |                  |
|                                                                                                     | Wastewater Mains, with appurtenances                | \$1.50 / linear foot | Res. No. 37-2022 |                  |
|                                                                                                     | Storm Drain Pipes, with appurtenances               | \$1.50 / linear foot | Res. No. 37-2022 |                  |
|                                                                                                     | Stormwater Facilities                               | \$1,000.00 / each    | Res. No. 37-2022 |                  |
|                                                                                                     | Erosion and Sediment Control                        | \$200.00 / acre      | Res. No. 37-2022 |                  |

| PLANNING AND ZONING FEES |                                                                                                                                          |                 |                                                                   |                         |                  |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------|-------------------------|------------------|
| CODE SECTION             | DESCRIPTION                                                                                                                              | FEE             |                                                                   | RES/ORD NUMBER          | PREVIOUS RES/ORD |
|                          | Annexation                                                                                                                               | \$4,000.00      | + \$10 / Acre                                                     | to be set by resolution | Ord. No. 8-2019  |
|                          | Preliminary Major Subdivision - Single Family and Two Family Zoning Districts                                                            | \$3,000.00      | + \$10 / Lot                                                      | to be set by resolution | Ord. No. 8-2019  |
|                          | Preliminary Major Subdivision - All other Zoning Districts                                                                               | \$3,000.00      | + \$10 / Acre                                                     | to be set by resolution | Ord. No. 8-2019  |
|                          | Major Subdivision, Final                                                                                                                 | \$500.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Minor Subdivision Plat - Single-family and Two-family Zoning Districts                                                                   | \$1,500.00      | + \$10 / Lot                                                      | to be set by resolution | Ord. No. 8-2019  |
|                          | Minor Subdivision Plat - All other Zoning Districts                                                                                      | \$1,500.00      | + \$10 / Acre                                                     | to be set by resolution | Ord. No. 8-2019  |
|                          | Manufactured Home Park                                                                                                                   | \$3,000.00      | + \$10 / Lot                                                      | to be set by resolution | Ord. No. 8-2019  |
|                          | Recreational Vehicle Park                                                                                                                | \$3,000.00      | + \$10 / vehicle space                                            | to be set by resolution | Ord. No. 8-2019  |
|                          | Revised Final Plat                                                                                                                       | \$500.00        |                                                                   | to be set by resolution |                  |
|                          | Lot Line Adjustment                                                                                                                      | \$500.00        |                                                                   | to be set by resolution |                  |
|                          | Easement Adjustment                                                                                                                      | \$500.00        |                                                                   | to be set by resolution |                  |
|                          | Condominium/Townhome Plat                                                                                                                | \$750.00        |                                                                   | to be set by resolution |                  |
|                          | Vacation of Right-of-Way or Easement                                                                                                     | \$1,200.00      |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Zone Change Request (Rezone)                                                                                                             | \$1,200.00      |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Planned Unit Development                                                                                                                 | \$4,000.00      | + \$10 / lot for residential<br>+ \$10 / acre for non-residential | to be set by resolution | Ord. No. 8-2019  |
|                          | Conditional Use                                                                                                                          | \$1,200.00      |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Variance, Residential Zones                                                                                                              | \$500.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Variance, C-1, C-2 and LI Zones                                                                                                          | \$1,000.00      |                                                                   | to be set by resolution |                  |
|                          | Variance, C-3 and I Zones                                                                                                                | \$2,000.00      |                                                                   | to be set by resolution |                  |
|                          | Each Additional Variance (concurrent review on same site)                                                                                | \$500.00        | each additional variance<br>on same site                          | to be set by resolution |                  |
|                          | Special Review                                                                                                                           | \$750.00        |                                                                   | to be set by resolution |                  |
|                          | Non-conforming Use Review                                                                                                                | \$500.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Site Plan Review                                                                                                                         | \$1,200.00      | + \$100 per acre if more than one acre                            | to be set by resolution | Ord. No. 8-2019  |
|                          | Amend Approved Site Plans (Planning Commission)                                                                                          | \$500.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Administrative Adjustment                                                                                                                | \$500.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Minor Deviation                                                                                                                          | \$250.00        |                                                                   | to be set by resolution |                  |
|                          | Extension of Final Approval                                                                                                              | \$250.00        |                                                                   | to be set by resolution | Ord. No. 8-2019  |
|                          | Board of Adjustment / Appeals                                                                                                            | \$500.00        | + legal expenses incurred, if any                                 | to be set by resolution | Ord. No. 8-2019  |
|                          | Third and subsequent rounds of review                                                                                                    | 50% of base fee |                                                                   | to be set by resolution |                  |
|                          | Zoning Permit (for accessory structures less than 120 sq. ft. or fences, structures and signs otherwise not requiring a building permit) | \$30.00         |                                                                   | to be set by resolution | Ord. No. 8-2019  |
| 5.06.5 Land Use Code     | Park Land Fee in-lieu of Dedication                                                                                                      | Appraisal       |                                                                   | Ord. No. 7-2022         | Ord. No. 11-2007 |
| 5.04.16 Land Use Code    | Tree Preservation Standards Fee in-lieu                                                                                                  | \$500.00        | per tree                                                          | to be set by resolution |                  |

| ENGINEERING REVIEW FEES                                                                |                                                                                                                                                  |                                       |                                                                     |                  |                  |
|----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------|------------------|------------------|
| CODE SECTION                                                                           | DESCRIPTION                                                                                                                                      | FEE                                   |                                                                     | RES/ORD NUMBER   | PREVIOUS RES/ORD |
| Includes engineering review of construction documents and engineering design documents |                                                                                                                                                  |                                       |                                                                     |                  |                  |
|                                                                                        | Annexation                                                                                                                                       | \$1,500.00                            | +\$10.00/Acre                                                       | Res. No. 37-2022 |                  |
|                                                                                        | Zone Change Request (Rezone)                                                                                                                     | \$0.00                                |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Planned Unit Development                                                                                                                         | \$2,000.00                            | +\$10.00/lot for residential or<br>\$10.00/acre for non-residential | Res. No. 37-2022 |                  |
|                                                                                        | Conditional Use                                                                                                                                  | \$0.00                                |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Preliminary Major Subdivision - Single Family and Two<br>Family Zoning Districts                                                                 | \$4,000.00                            | +\$30.00/Lot                                                        | Res. No. 37-2022 |                  |
|                                                                                        | Preliminary Major Subdivision - All other Zoning Districts                                                                                       | \$4,000.00                            | +\$30.00/Acre                                                       | Res. No. 37-2022 |                  |
|                                                                                        | Final Major Subdivision - Single Family and Two Family<br>Zoning Districts                                                                       | \$5,000.00                            | +\$40.00/Lot                                                        | Res. No. 37-2022 |                  |
|                                                                                        | Final Major Subdivision - All other Zoning Districts                                                                                             | \$5,000.00                            | +\$40.00/Acre                                                       | Res. No. 37-2022 |                  |
|                                                                                        | Minor Subdivision - Plat only                                                                                                                    | \$1,000.00                            | +\$10.00/Lot for residential or<br>\$10.00/acre for non-residential | Res. No. 37-2022 |                  |
|                                                                                        | Minor Subdivision - With public improvements                                                                                                     | \$5,000.00                            | +\$50.00/Lot for residential or<br>\$60.00/acre for non-residential | Res. No. 37-2022 |                  |
|                                                                                        | Manufactured Home Park - With private drive aisles and<br>public utilities                                                                       | \$2,000.00                            | +\$40.00/mobile home site                                           | Res. No. 37-2022 |                  |
|                                                                                        | Recreational Vehicle Park - With private drive aisles and<br>public utilities                                                                    | \$2,000.00                            | +\$30.00/vehicle site                                               | Res. No. 37-2022 |                  |
|                                                                                        | Vacation of Right-of-Way or Easement                                                                                                             | \$400.00                              |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Site Plan Review - No public improvements                                                                                                        | \$1,000.00                            | +\$10.00 per acre if over an acre                                   | Res. No. 37-2022 |                  |
|                                                                                        | Site Plan Review - With public improvements                                                                                                      | \$4,000.00                            | +\$80.00 per acre if over an acre                                   | Res. No. 37-2022 |                  |
|                                                                                        | Revised Final Plat                                                                                                                               | \$500.00                              |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Lot Line Adjustment                                                                                                                              | \$400.00                              |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Easement Adjustment                                                                                                                              | \$400.00                              |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Review of resubmittals in response to first round of comments                                                                                    | 20% of initial fee                    |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Review of all resubmittals after the first resubmittal                                                                                           | 10% of intitial fee                   |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Modifications to Town Engineering Standards                                                                                                      | \$500/instance                        |                                                                     | Res. No. 37-2022 |                  |
|                                                                                        | Specialized reports requiring outside review services - Traffic<br>Impact Studies, Environmental Studies and others as<br>determined by the Town | Costs as<br>invoiced by<br>consultant |                                                                     |                  |                  |

| WATER & SEWER CAPITAL INVESTMENT FEES & RAW WATER REQUIREMENT |                                      |                                                       |                                            |                                   |                                  |                                    |                                                             |                  |
|---------------------------------------------------------------|--------------------------------------|-------------------------------------------------------|--------------------------------------------|-----------------------------------|----------------------------------|------------------------------------|-------------------------------------------------------------|------------------|
| CODE SECTION                                                  | DESCRIPTION                          |                                                       |                                            |                                   |                                  |                                    | RES/ORD NUMBER                                              | PREVIOUS RES/ORD |
| 13-1-40                                                       | Water Meter/ Tap Size                | Water Capital Investment Fee                          | Meter Charges                              | Wastewater Capital Investment Fee | Raw Water Requirement            | Raw Water Requirement Cash-in-lieu |                                                             |                  |
|                                                               | RESIDENTIAL                          |                                                       |                                            |                                   |                                  |                                    |                                                             |                  |
|                                                               | Single-family 3/4 inch (indoor only) | \$10,437.00                                           | N/A                                        | \$9,742.00                        | .32 AF                           | \$33,169.00                        | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | Single-family 3/4 inch               | \$10,437.00                                           | N/A                                        | \$9,742.00                        | .58 AF                           | \$59,760.00                        | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | Multi-family 3/4 inch - 2 inch       | \$7,306.00 x dwelling units                           | N/A                                        | \$6,819.00 x dwelling units       | .32 AF x dwelling units          | \$33,169.00 x dwelling units       | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | COMMERCIAL                           |                                                       |                                            |                                   |                                  |                                    |                                                             |                  |
|                                                               | 3/4 inch                             | \$10,437.00                                           | N/A                                        | \$9,742.00                        | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | 1 inch                               | \$16,699.00                                           | \$450.00                                   | \$15,587.00                       | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | 1 1/2 inch                           | \$48,010.00                                           | \$750.00                                   | \$44,813.00                       | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | 2 inch                               | \$59,491.00                                           | \$2,000.00                                 | \$55,529.00                       | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | Greater than 2 inch                  | Contact Town for pricing                              | Contact Town for pricing                   | Contact Town for pricing          | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |
|                                                               | Irrigation only meter                | Capital investment for corresponding meter size above | 1 inch or larger refer to meter size above | N/A                               | Calculated based on expected use | Calculated based on expected use   | Ord. No. 16-2022 (tap fees)<br>Ord. No. 06-2021 (raw water) | Ord. No. 06-2021 |

| IMPACT FEES & DEVELOPMENT COSTS |                                                       |                                      |                                 |                                     |                         |                  |
|---------------------------------|-------------------------------------------------------|--------------------------------------|---------------------------------|-------------------------------------|-------------------------|------------------|
| CODE SECTION                    | DESCRIPTION                                           |                                      | FEE                             |                                     | RES/ORD NUMBER          | PREVIOUS RES/ORD |
|                                 |                                                       | General Commercial                   | Single Family Residence         | Multi - Family                      |                         |                  |
|                                 | Park                                                  |                                      | \$1,000.00                      | \$1.000 X Dwelling Units            | Ord. No. 17-1999        |                  |
|                                 | Road                                                  | Average Daily Traffic X \$126        | \$1,700.00                      | \$1,700 X Dwelling Units            | Res. No. 22-2016        |                  |
|                                 | Library                                               |                                      | \$250.00                        | \$250 X Dwelling Units              | Ord. No. 17-1999        |                  |
|                                 | Trail                                                 |                                      | \$450.00                        | \$450 X Dwelling Units              | Ord. No. 16-2014        |                  |
|                                 | Storm Drainage                                        | \$0.33 X sq. ft. of impervious space | \$840.00                        | \$840 X Dwelling Units              | Ord. No. 1-2017         |                  |
|                                 | Fire                                                  | \$1.31 X gross sq. ft.               | \$1,480.00                      | \$1.480 X Dwelling Units            | IGA adopted August 2019 |                  |
|                                 |                                                       |                                      |                                 |                                     |                         |                  |
|                                 |                                                       |                                      |                                 |                                     |                         |                  |
|                                 | School District<br>Cash in-lieu of<br>Land Dedication |                                      | \$1,710<br>(1-4 attached units) | \$855<br>(5 or more attached units) | Res. No. 6-2013         |                  |

| BUILDING PERMIT FEES |                                                                                          |                                      |                                                                           |                         |                  |
|----------------------|------------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------------------------------------------|-------------------------|------------------|
| CODE SECTION         | DESCRIPTION                                                                              | FEE                                  |                                                                           | RES/ORD NUMBER          | PREVIOUS RES/ORD |
|                      | Permit Issuance                                                                          | \$25.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Building Permit – Based on Valuation of Work as set by the Building Official (IBC 109.3) |                                      |                                                                           |                         |                  |
|                      | \$1.00 - \$1,000                                                                         | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | \$1,001 - \$25,000                                                                       | \$75.00                              | plus \$14.00 for each additional \$1,000 or fraction thereof over \$1,000 | to be set by resolution | Ord. No. 8-2019  |
|                      | \$25,001 - \$50,000                                                                      | \$391.25                             | plus 10.10 for each additional \$1,000 or fraction thereof over \$1,000   | to be set by resolution | Ord. No. 8-2019  |
|                      | \$50,001 - \$100,000                                                                     | \$643.75                             | plus 7.00 for each additional \$1,000 or fraction thereof over \$1,000    | to be set by resolution | Ord. No. 8-2019  |
|                      | \$100,001 - \$500,000                                                                    | \$993.75                             | plus \$5.60 for each additional \$1,000 or fraction thereof over \$1,000  | to be set by resolution | Ord. No. 8-2019  |
|                      | \$500,000 - \$1,000,000                                                                  | \$3,233.75                           | plus \$4.75 for each additional \$1,000 or fraction thereof over \$1,000  | to be set by resolution | Ord. No. 8-2019  |
|                      | \$1,000,000 or greater                                                                   | \$5,608.75                           | plus \$3.15 for each additional \$1,000 or fraction thereof over \$1,000  | to be set by resolution | Ord. No. 8-2019  |
|                      | Building Plan Review (Townhomes, Single- and Two Family Residential)                     | 30% of Building Fee                  |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Building Plan Review (Commercial and Multi-Family)                                       | 65% of Building Fee                  |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Town Administrative Fee                                                                  | 10% of Building Fee                  |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Electrical Fee                                                                           | From State Electrical Fee Schedule   |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Furnace or AC Replacement                                                                | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Water Heater Replacement                                                                 | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Lawn Sprinkler                                                                           | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Roof/Re-roof                                                                             | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Siding Replacement                                                                       | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Window Replacement                                                                       | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Water Service Line Inspection Fee                                                        | \$50.00                              |                                                                           | to be set by resolution |                  |
|                      | Sewer Service Line Inspection Fee                                                        | \$50.00                              |                                                                           | to be set by resolution |                  |
|                      | Demolition                                                                               | \$50.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Re-inspection/Consultation                                                               | \$75.00                              |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Temporary Certificate of Occupancy (TCO)                                                 | \$150.00                             |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Reactivation of Expired Permit                                                           | 50% of Building Permit Fee           |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Investigation Fee                                                                        | 50% of Building Permit Fee           |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Inspection Outside Normal Business Hours                                                 | \$100.00 per hour (one hour minimum) |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Rereview of Previously Approved Plans                                                    | \$75.00 per hour (one hour minimum)  |                                                                           | to be set by resolution | Ord. No. 8-2019  |
|                      | Structural Engineering Plan Review                                                       | \$150 per hour (one hour minimum)    |                                                                           | to be set by resolution |                  |
|                      | Business License Inspection                                                              | \$75.00                              |                                                                           | to be set by resolution |                  |
|                      | Mobile/Manufactured/Factory Built                                                        | \$155 – Approved Mobile Home Park    | \$75 – Temporary or accessory                                             | to be set by resolution | Res. No. 3-2011  |
|                      | Stock Model / “Same As” Plan Review                                                      | \$45 – No Changes                    | \$100 – Minor Changes                                                     | to be set by resolution | Res. No. 3-2011  |

| RECREATION FEES |                                        |                                                                                                                                                                                                                                                                                                                             |                         |                  |
|-----------------|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------|
| CODE SECTION    | DESCRIPTION                            | FEE                                                                                                                                                                                                                                                                                                                         | RES/ORD NUMBER          | PREVIOUS RES/ORD |
|                 | <b>Updated Fee Schedule Resolution</b> | Fees imposed for recreational programs, advertisement and sale of goods provided by the Town of Wellington shall be set at the discretion of the Parks & Recreation Manager, not to exceed the cost of the individual programs. Imposed fees will align with the Cost Recovery Model for the Parks & Recreation Department. |                         |                  |
|                 | Adult Kickball                         | \$300 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Adult Softball                         | \$400 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Adult Softball: With playoffs          | \$550 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Adult Softball: Tournament             | \$200 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Adult Volleyball                       | \$310 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Contractor Activities                  | 70% revenue to instructor/30% to department (price set by contractor)                                                                                                                                                                                                                                                       | Res. No. 37-2022        |                  |
|                 | Youth Baseball: FCBC Rec               | \$100 per participant                                                                                                                                                                                                                                                                                                       | Res. No. 37-2022        |                  |
|                 | Youth Baseball: FCBC Intermediate      | \$395 per participant                                                                                                                                                                                                                                                                                                       | Res. No. 37-2022        |                  |
|                 | Youth Baseball: T-Ball                 | \$50 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Baseball: Modified T-Ball        | \$55 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Baseball: Coach/Player Pitch     | \$70 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Start Smart – All Sports               | \$55 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Basketball                       | \$60 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Soccer: 5U                       | \$50 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Soccer: 7U                       | \$55 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Soccer: 9U, 12U, 15U             | \$60 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Youth Volleyball                       | \$55 per participant                                                                                                                                                                                                                                                                                                        | Res. No. 37-2022        |                  |
|                 | Bubble Soccer                          | \$90 per team                                                                                                                                                                                                                                                                                                               | Res. No. 37-2022        |                  |
|                 | Archery Attack                         | \$100 per team                                                                                                                                                                                                                                                                                                              | Res. No. 37-2022        |                  |
|                 | Advertisement Opportunities            | Variable                                                                                                                                                                                                                                                                                                                    | To be set by resolution |                  |
|                 | Concessions Sales                      | Variable                                                                                                                                                                                                                                                                                                                    | To be set by resolution |                  |

| PARKS FEES   |                                                      |                         |                  |                  |
|--------------|------------------------------------------------------|-------------------------|------------------|------------------|
| CODE SECTION | DESCRIPTION                                          | FEE                     | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|              | Ball Field Rental                                    | \$20/hour               | Res. No. 37-2022 |                  |
|              | Field Lighting                                       | \$30/hour               | Res. No. 37-2022 |                  |
|              | Field Lighting: Unplanned Turn on Fee                | \$30                    | Res. No. 37-2022 |                  |
|              | Deposit                                              | \$250/rental            | Res. No. 37-2022 |                  |
|              | NSF Fee                                              | \$35                    | Res. No. 37-2022 |                  |
|              | Ballfield Prep – Full Service (Scarify, Drag, Chalk) | \$60 per field          | Res. No. 37-2022 |                  |
|              | Ball Field Prep – Scarify and Drag                   | \$25 per field          | Res. No. 37-2022 |                  |
|              | Ball Field Prep – Chalk                              | \$35 per field          | Res. No. 37-2022 |                  |
|              | Ball Field Prep – Cocoa Mat                          | \$10 per field          | Res. No. 37-2022 |                  |
|              | Ball Field Prep – Bases Only                         | \$20 per set            | Res. No. 37-2022 |                  |
|              | Additional Field Prep: Full (Drag, Re-Chalk)         | \$50 per prep           | Res. No. 37-2022 |                  |
|              | Additional Field Prep: Cocoa Mat                     | \$10 per prep           | Res. No. 37-2022 |                  |
|              | Additional Field Prep: Drag                          | \$15 per prep           | Res. No. 37-2022 |                  |
|              | Additional Field Prep: Re-chalk                      | \$15 per prep           | Res. No. 37-2022 |                  |
|              | Portable Pitching Mound                              | \$200 per mound         | Res. No. 37-2022 |                  |
|              | Score Booth Rental                                   | \$150 per day per booth | Res. No. 37-2022 |                  |
|              | Turf                                                 | \$20 per bag            | Res. No. 37-2022 |                  |
|              | Green Space Rental – Half Day (4 hours)              | \$100                   | Res. No. 37-2022 |                  |
|              | Green Space Rental – Full Day (8 hours)              | \$200                   | Res. No. 37-2022 |                  |
|              | Tennis Court Rental – Single Court                   | \$15/hour               | Res. No. 37-2022 |                  |
|              | Field Supervisor – May be required                   | \$20/hour               | Res. No. 37-2022 |                  |
|              | Tournament Rental Cancellation – 1 week in advance   | \$250 (deposit kept)    | Res. No. 37-2022 |                  |
|              | Tournament Rental Cancellation – 2 weeks in advance  | \$50                    | Res. No. 37-2022 |                  |
|              | Portable Goals                                       | \$20 per goal           | Res. No. 37-2022 |                  |
|              | Pickle Ball Nets                                     | \$20 per day per net    | Res. No. 37-2022 |                  |
|              | Pickle Ball Set                                      | \$50 per day per set    | Res. No. 37-2022 |                  |
|              | Memorial Bench                                       | \$750                   | Res. No. 37-2022 |                  |

| SPECIAL EVENT FEES |                                                           |          |                  |                  |
|--------------------|-----------------------------------------------------------|----------|------------------|------------------|
| CODE SECTION       | DESCRIPTION                                               | FEE      | RES/ORD NUMBER   | PREVIOUS RES/ORD |
|                    | Application Fee                                           | \$25.00  | Res. No. 37-2022 | Res. No. 11-2019 |
|                    | Annual Vendor Fee                                         | \$25.00  | Res. No. 37-2022 | Res. No. 11-2020 |
|                    | Daily Park Rental (Excluding Sports Fields)               | \$200.00 | Res. No. 37-2022 | Res. No. 11-2021 |
|                    | Fencing (maximum 1,300 feet of fencing)                   | \$480.00 | Res. No. 37-2022 | Res. No. 11-2021 |
|                    | Electric Distribution Panel for Temporary Power (per day) | \$50.00  | Res. No. 37-2022 | Res. No. 11-2021 |
|                    | Refundable Deposit                                        | \$250.00 | Res. No. 37-2022 | Res. No. 11-2021 |

| MISCELLANEOUS FEES |                                                |                                                              |                  |                  |
|--------------------|------------------------------------------------|--------------------------------------------------------------|------------------|------------------|
| CODE SECTION       | DESCRIPTION                                    | FEE                                                          | RES/ORD NUMBER   | PREVIOUS RES/ORD |
| 13-1-90(c)         | NSF Fee - Utility bills                        | \$20.00                                                      | Res. No. 37-2022 | Ord. No. 15-2020 |
|                    | Fee for Code Books                             | Actual Cost                                                  | Res. No. 37-2022 |                  |
|                    | Fees for Special Meetings                      | \$200.00                                                     | Res. No. 37-2022 | Res. No. 1-2008  |
|                    | Public Tow Hearing Cost                        | \$25.00                                                      | Res. No. 37-2022 | Res. No. 1-2008  |
|                    | Snow Removal                                   | Abatement Procedure                                          | Res. No. 37-2022 |                  |
|                    | Leeper Center Rental – Individual              | \$25.00 Per Hour +<br>\$100.00 Deposit                       | Res. No. 37-2022 | Res. No. 6-2007  |
|                    | Leeper Center Rental – Non-Profit              | \$15.00 Per Hour<br>(Deposit Waived)                         | Res. No. 37-2022 | Res. No. 6-2007  |
|                    | Centennial Conference Room Rental - Individual | \$25.00 Per Hour +<br>\$100.00 Deposit                       | Res. No. 37-2022 |                  |
|                    | Centennial Conference Room Rental - Non-Profit | \$15.00 Per Hour<br>(Deposit Waived)                         | Res. No. 37-2022 |                  |
|                    | VIN Verification                               | \$20.00                                                      | Res. No. 37-2022 |                  |
|                    | Nuisance Abatement                             | Actual cost of abatement<br>+ 10%                            | Res. No. 37-2022 | Res. No. 12-1998 |
|                    | CORA requests                                  | First hour free every<br>subsequent hour is \$30<br>per hour | Res. No. 37-2022 |                  |
|                    | Copies                                         | \$0.25 per page                                              | Res. No. 37-2022 |                  |

## **Board of Trustees Meeting**

**Date:** February 14, 2023  
**Subject:** Land Use Fees

### **BACKGROUND / DISCUSSION**

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The Town recently adopted Resolution No. 37-2022 updating fees and charges within the Town (November 8, 2022). The schedule of fees includes current fees for land use applications. Information regarding proposed changes for land use fees were presented to the Board of Trustees at a presentation October 25, 2022 leading up to the fee resolution adoption in November. The land use fees were not updated as part of the fee resolution because the current land use fees and building fees were adopted by ordinance (Ord. No. 8-2019), and a fee established by ordinance cannot be modified by a resolution.

The purpose of this work session on land use fees is to provide information related to the proposed land use fee changes that are recommended by Town staff. Following discussion and guidance from the Board of Trustees, Town staff intends to prepare appropriate ordinances and resolutions to update the land use fees and will present the ordinances and resolutions at an upcoming Board meeting.

A draft table of existing and proposed land use application fees is included with this report. Existing land use fees were last reviewed and updated in 2019 (Ord. 8-2019, attached). Existing fees for land use applications do not adequately cover Town costs to process, review and conduct required public meetings for land use cases. Costs of land use applications include publication of notices, mailing notices, Town staff review time, project coordination, public meetings, inspections and recording of official documents. In addition to updating land use fees, there are also a number of new land use fees proposed and are highlighted on the attached table. The new fees are a result of updates to the Town's Land Use Code that provides new application procedures for processing simpler development requests and administrative procedures that were added.

Updated fees are proposed by staff on a cost recovery basis, meaning the proposed fees are recommended at a rate that is intended to cover the actual fixed costs and staff time required to process the applications. Tables of assumptions used for calculating the costs of processing various application types are included for reference. Fixed costs include the actual costs of envelopes, printing, postage, etc. Quantity assumptions are also provided based on application type and include an average number of mailings/advertisements for public hearings, average staff hours required for review and administration, and number of public meetings, etc. Some development application types are larger in scale and require additional time and coordination to review and process. As a result, an increasing scale factor is used on a per lot or per acre basis to recover the additional time expenses associated with more complicated reviews.

When the Board of Trustees was presented with information for the fee resolution adoption in October and November of 2022, questions were raised about the recommended cost of application for Variances. A concern was also expressed that the proposed cost for variances may be higher than expected. Staff has re-evaluated the recommendations for variances and is proposing to base fees on zoning district categories. The purpose of this approach is to separate the variances into different tiers based upon complexity and time required for review for different types of land uses. The tiers are proposed as follows:

- Residential Zone Districts – Residential variances are typically pretty consistent in the types of requests and the time required for review and coordination. The cost recovery basis calculations estimated by



Town staff indicate the fee should be \$1,000. Staff heard from the Board that there may be a desire to reduce this cost as means to support residents for affordable fees.

- C-1, C-2 and LI Zone Districts – These commercial zone districts generally result in development sites that are smaller in size and located near other compatible land uses. Variances in these types of zoning districts are somewhat consistent in the types of requests heard. Time required for review of commercial sites typically takes longer due to more variables and development standards associated with commercial development as opposed to residential development. The cost recovery basis calculated by Town staff indicates the fee should be \$1,000 and that is the fee recommended by Town staff.
- C-3 and I – Industrial Zoning Districts – C-3 Mixed-use Commercial and I – Industrial zoning are the most complicated of the commercial zoning district categories. Development size and scale are larger than other zoning categories, and the range of permitted uses are the broadest of the zoning categories. With the increased complexity of development standards and range of uses, these variance applications vary widely and require considerably more time to review and process. Additional coordination may also be required if large sites require applications that need to be sent to other outside referral agencies, resulting in more time for coordination. Town staff is recommending a fee of \$2,000 for variance applications in the C-3 and I zoning districts.
- Each Additional Variance – In some instances, a site development proposal may request multiple variances for the same site. Processing multiple requests on the same site results in some of the procedural elements being replicated with much of the same information (notices are mostly identical or may be combined in one notice, familiarization with site and requests does not have to be duplicated, multiple requests may be considered for concurrent review at the same meeting night). The additional variance requests on the same site still requires staff time to review and prepare staff reports, but does not warrant a whole second application fee. Town staff recommends the full fee for the first variance based on the zoning district, and a flat fee of \$500 for each additional variance on the same site.

The Town has a policy of “growth pays its own way.” Therefore, updating land use application fees will ensure new growth will pay its proportionate share of costs associated with the review, administration and inspection of development. It is advisable to periodically review and update fees to ensure fees are sufficiently covering actual Town costs of providing services. Increased additional costs (such as engineering review, legal review, etc.) may still be recoverable by invoicing developers for expenses incurred in the processing of land use proposals.

## **STAFF RECOMMENDATION**

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Discuss recommendations for land use fees and provide staff direction for additional information that may be desired.

## **ATTACHMENTS**

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1. Existing and Proposed Land Use Fees
2. Cost Recovery Assumptions
3. Ord 8-2019 Building and Land Use Fees

Existing and Proposed Land Use Application Fees

| Application Type                                                                                                                         | Wellington<br>Existing Fee |                                      | Wellington<br>Proposed Fee |                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------------------|----------------------------|---------------------------------------------------------------|
| Annexation                                                                                                                               | \$ 500.00                  | + \$10 per acre                      | \$ 4,000.00                | + \$10 per acre                                               |
| Preliminary Major Subdivision - Single-family and Two-family Zoning Districts                                                            | \$ 500.00                  | + \$10 per lot                       | \$ 3,000.00                | + \$10 per lot                                                |
| Preliminary Major Subdivision - All other Zoning Districts                                                                               | \$ 500.00                  | + \$10 per acre                      | \$ 3,000.00                | + \$10 per acre                                               |
| Major Subdivision, Final                                                                                                                 | No Fee                     |                                      | \$ 500.00                  |                                                               |
| Minor Subdivision Plat - Single-family and Two-family Zoning Districts                                                                   | \$ 350.00                  | + \$10 per lot                       | \$ 1,500.00                | + \$10 per lot                                                |
| Minor Subdivision Plat - All other Zoning Districts                                                                                      | \$ 350.00                  | + \$10 per acre                      | \$ 1,500.00                | + \$10 per acre                                               |
| Manufactured Home Park                                                                                                                   | \$ 500.00                  | + \$10 per lot                       | \$ 3,000.00                | + \$10 per lot                                                |
| Recreational Vehicle Park                                                                                                                | \$ 500.00                  | + \$10 per vehicle space             | \$ 3,000.00                | + \$10 per vehicle space                                      |
| Revised Final Plat                                                                                                                       |                            |                                      | \$ 500.00                  |                                                               |
| Lot Line Adjustment                                                                                                                      |                            |                                      | \$ 500.00                  |                                                               |
| Easement Adjustment                                                                                                                      |                            |                                      | \$ 500.00                  |                                                               |
| Condominium/Townhome Plat                                                                                                                |                            |                                      | \$ 750.00                  |                                                               |
| Vacation of Right-of-Way or Easement                                                                                                     | \$ 150.00                  |                                      | \$ 1,200.00                |                                                               |
| Zone Change Request (Rezone)                                                                                                             | \$ 350.00                  |                                      | \$ 1,200.00                |                                                               |
| Planned Unit Development (PUD)                                                                                                           | \$ 500.00                  | + \$10 per acre                      | \$ 4,000.00                | + \$10 per lot for residential + \$10 per acre for commercial |
| Conditional Use                                                                                                                          | \$ 350.00                  |                                      | \$ 1,200.00                |                                                               |
| Variance, Residential Zones                                                                                                              | \$ 250.00                  |                                      | \$ 500.00                  |                                                               |
| Variance, C-1, C-2 and LI Zones                                                                                                          | \$ 250.00                  |                                      | \$ 1,000.00                |                                                               |
| Variance, C-3 and I Zones                                                                                                                |                            |                                      | \$ 2,000.00                |                                                               |
| Each Additional Variance (concurrent review on same site)                                                                                |                            |                                      | \$ 500.00                  | each additional variance on same site                         |
| Special Review                                                                                                                           |                            |                                      | \$ 750.00                  |                                                               |
| Non-Conforming Use Review                                                                                                                | \$ 150.00                  |                                      | \$ 500.00                  |                                                               |
| Site Plan Review                                                                                                                         | \$ 500.00                  | + \$100 per acre if more than 1 acre | \$ 1,200.00                | + \$100 per acre if more than 1 acre                          |
| Amend Approved Site Plans (Planning Commission)                                                                                          | \$ 250.00                  |                                      | \$ 500.00                  |                                                               |
| Administrative Adjustment                                                                                                                | \$ 100.00                  |                                      | \$ 500.00                  |                                                               |
| Minor Deviation                                                                                                                          |                            |                                      | \$ 250.00                  |                                                               |
| Extension of Final Approval                                                                                                              | \$ 150.00                  |                                      | \$ 250.00                  |                                                               |
| Board of Adjustment / Appeals                                                                                                            | \$ 250.00                  | + legal expenses incurred, if any    | \$ 500.00                  | + legal expenses incurred, if any                             |
| 3rd and Subsequent Rounds of Review                                                                                                      |                            |                                      | 50% of base fee            |                                                               |
| Zoning Permit (for accessory structures less than 120 sq. ft. or fences, structures and signs otherwise not requiring a building permit) | \$ 30.00                   |                                      | \$ 30.00                   |                                                               |
| Park Land Fee in-lieu of Dedication                                                                                                      | Appraisal                  |                                      | Appraisal                  |                                                               |
| Tree Preservation Standards Fee in-lieu                                                                                                  |                            |                                      | \$ 500.00                  | per tree                                                      |

New procedures/process - No fees established

### Fixed Cost Assumptions

| Item                       | Unit Cost    |
|----------------------------|--------------|
| #10 window envelopes       | \$ 0.15 EA   |
| Color print (front & back) | \$ 0.25 EA   |
| Postage                    | \$ 0.51 EA   |
| Certified Mailings         | \$ 10.00 EA  |
| Newspaper Advertisement    | \$ 40.00 EA  |
| Advertisement Sign         | \$ 15.00 EA  |
| Administration             | \$ 25.00 HR  |
| Planning Review            | \$ 45.00 HR  |
| Public Mtg.                | \$ 150.00 EA |
| Recording Documents        | \$ 150.00 EA |

### Quantity Assumptions, Typical

| Item                    | Quantity  |            |             |                 |                       |                           |
|-------------------------|-----------|------------|-------------|-----------------|-----------------------|---------------------------|
|                         | Site Plan | Annexation | Subdivision | Vacation/Rezone | Variance, Residential | Variance, C-3 and I Zones |
| Notice Mailings         | 0         | 50         | 80          | 30              | 30                    | 50                        |
| Certified Mailings      | 0         | 15         | 0           | 0               | 0                     | 0                         |
| Newspaper Advertisement | 0         | 2          | 2           | 1               | 1                     | 1                         |
| Advertisement Sign      | 0         | 2          | 2           | 1               | 1                     | 2                         |
| Administration          | 6         | 12         | 10          | 6               | 4                     | 8                         |
| Planning Review         | 20        | 40         | 30          | 12              | 12                    | 20                        |
| Public Mtg.             | 1         | 6          | 6           | 2               | 1                     | 1                         |
| Recording Documents     | 0         | 4          | 2           | 1               | 1                     | 1                         |

### Increasing Scale Factor

Size and complexity of development sites increases the amount of time to review the additional details associated with the request  
 Additional time required for review is proportionate to the number of lots for single-family and two-family residential developments  
 Additional time required for review is proportionate to the size of commercial, multi-family and non-residential developments

Town costs for scale of site reviews is calculated using the below assumptions:

\$10 per lot

\$10 per acre

\$100 per acre if more than one acre (commercial and multi-family site plan reviews)



## Board of Trustees Meeting

**Date:** February 28, 2023

**Subject:** Resolution No. 09-2023 - A Resolution of the Board of Trustees of the Town of Wellington, Colorado, Adopting the Amended 2022-2024 Strategic Plan

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

### BACKGROUND / DISCUSSION

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The Board of Trustees met on November 16, 2022 and January 17, 2023 to create actionable goals for the adopted Strategic Plan. Based on discussions, there was a request for refinement of the portions of the adopted Strategic Plan. The changes that were presented at the February 14, 2023 work session are identified in bold below.

Under Fiscal Responsibility, the following bullet was added:

- **Ensure financial viability of town infrastructure and services by retaining and attracting business.**

Under Infrastructure, the two following changes were made:

- **Review and** develop partnerships and enhance focus on transportation solutions, such as street, bridge, facilities, sidewalk, and accessibility improvements.
- Ensure adequate current and future water resources **and inform users about wise ways to save treated drinking water.**

As the 2022-2024 Strategic Plan was adopted by Resolution, the Board of Trustees should consider a Resolution amending the document.

### STAFF RECOMMENDATION

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1. Approve Resolution No. 09-2023 - A Resolution of the Board of Trustees of the Town of Wellington, Colorado, Adopting the Amended 2022-2024 Strategic Plan
2. Approve Resolution No. 09-2023 with amendments as the Board of Trustees deems appropriate
3. Postpone consideration of Resolution No. 09-2023 to a specific date and time and provide staff direction regarding additional information or amendments
4. Vote to deny Resolution No. 09-2023

### ATTACHMENTS

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1. Resolution 09-2023 - Adopting the Amended Strategic Plan
2. 22-24 Strategic Plan FINAL - VERSION 2.28.23
3. 2022-2024 Strategic Plan\_redline

TOWN OF WELLINGTON

RESOLUTION NO. 09-2023

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO, ADOPTING THE AMENDED 2022-2024 STRATEGIC PLAN

WHEREAS, the Strategic Plan provides the foundation for the Town of Wellington to provide outstanding municipal services to its residents and business community through the adoption of the Mission Statement, Vision Statement, Key Areas of Focus and Goals; and,

WHEREAS, the Board of Trustees held strategic planning work session discussions to set a vision for the Town of Wellington; and

WHEREAS, the result of these discussions were memorialized the 2022-2024 Strategic Plan adopted by Resolution No. 28-2022 on August 9, 2022, as foundational principles to direct the work effort of the organization; and,

WHEREAS, the Board of Trustees embarked on goal setting related to the adopted Strategic Plan in November, 2022 and January, 2023 and found areas that needed additional clarification.

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

The Board adopts the attached Amended 2022-2024 Strategic Plan as the model and framework by which the Town shall operate and adhere to in its service to the taxpayers and residents of Wellington; and,

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 28<sup>th</sup> day of February, 2023.

TOWN OF WELLINGTON, COLORADO

By: \_\_\_\_\_  
Calar Chaussee, Mayor

ATTEST:

\_\_\_\_\_  
Patti Garcia, Town Administrator, Interim Town Clerk



## FISCAL RESPONSIBILITY

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



## INFRASTRUCTURE

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



## PLANNING AND DEVELOPMENT

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



## COMMUNICATION

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

### Mission Statement

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

### Vision Statement

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

# STRATEGIC PLAN SUMMARY

2022 - 2024



## FISCAL RESPONSIBILITY

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## **Board of Trustees Meeting**

**Date:** February 28, 2023  
**Subject:** Special Event Liquor Permit - Wellington Area Chamber of Commerce (Cleveland and 6th)

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

### **BACKGROUND / DISCUSSION**

---

Regulations that govern special event liquor permits are found in Title 44, Article 5 of the Colorado Revised Statutes. The Town of Wellington approved Ordinance 12-2020 on June 9, 2020 which allows the local licensing authority to approve special event liquor permits and provide notification to the State of Colorado with 10 days of approval instead of obtaining approval from the State of Colorado.

The Wellington Area Chamber of Commerce has submitted applications for a Special Event Liquor Permit to serve malt, vinous and spirituous liquor on March 17, 2023 for two locations; one in the downtown Wellington Area and the second in the location of Slurpz and Aesoph's Flowers (see attached maps). As the two proposed locations are in separate areas of Wellington, applications for each location were required.

The Wellington Area Chamber of Commerce has submitted all documentation for the permit including application, premise map and permission for use of the various premises, notification of good standing with the Secretary of State and the special event questionnaire.

Alcohol sales will take place on March 17, 2023 from 5 pm - 8 pm. Alcohol will be purchased for the event. Businesses will be serving pre-measured tasters to participants with tickets; participants are limited to 10 tastings. Tips certified Kiwanis members will be present and will be assisting with checking identification. Food from local restaurants along with food trucks will be available for purchase. Security for the event will include Kiwanis volunteers.

Pursuant to CRS 44-5-106, public notice of the proposed permit application for Cleveland and 6th and of the procedure to protest the permit was posted on February 16, 2023 at two locations:

Thistle, 3713 W. Cleveland Avenue

Knaack Automotive, 3703 Cleveland Avenue

To date, there have been no protests received for the Application for a Special Event Liquor Permit.

There are two types of permits in Wellington; the Special Event Permit which goes through town staff, Wellington Fire Protection District and the Larimer County Sheriff's Office and the Special Event Liquor Permit which goes through the Town Clerk's Office. Wellington Fire Protection District and Larimer County Sheriff's Office have both approved the Special Event Permit submitted to the Town of Wellington.

### **STAFF RECOMMENDATION**

---

1. Approve the Special Event Liquor Permit for the Wellington Area Chamber of Commerce (Cleveland & 6th)
2. Postpone consideration of the Special Event Liquor Permit to a specific date and time and provide direction regarding additional information or amendments the Trustees would like to request for further consideration.



3. Deny the application upon the grounds that issuance would be injurious to the public welfare because of the nature of the special event, its location within the community, or the failure of the applicant in a past special event to conduct the event in compliance with applicable laws.

#### **ATTACHMENTS**

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1. SEP\_Cleveland and 6th\_Redacted

## Application for a Special Events Permit

Departmental Use Only

☐ State Only Permit/State Property

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- |                                    |                                                                      |                                                             |
|------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Social    | <input type="checkbox"/> Athletic                                    | <input type="checkbox"/> Philanthropic Institution          |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter          | <input type="checkbox"/> Political Candidate                |
| <input type="checkbox"/> Patriotic | <input checked="" type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution                       |                                                             |

|                                                                  |                                                         |                                   |
|------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|
| <b>LIAB</b>                                                      | <b>Type of Special Event Applicant is Applying for:</b> | <b>DO NOT WRITE IN THIS SPACE</b> |
| 2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor | \$25.00 Per Day                                         | Liquor Permit Number              |
| 2170 <input checked="" type="checkbox"/> Fermented Malt Beverage | \$10.00 Per Day                                         |                                   |

1. Name of Applicant Organization or Political Candidate  
Wellington Area Chamber of Commerce

State Sales Tax Number (Required)

2. Mailing Address of Organization or Political Candidate  
(include street, city/town and ZIP)

4006 Cleveland Ave  
P.O. Box 1500  
Wellington, CO 80549

3. Address of Place to Have Special Event  
(include street, city/town and ZIP)

Cleveland and 6th Street

4. Authorized Representative of Qualifying Organization or Political Candidate

Mary McCaffrey

Date of Birth

Phone Number

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

5. Event Manager

Kelly DeVries

Date of Birth

Phone Number

Event Manager Home Address (Street, City, State, ZIP)

Email Address of Event Manager

thistle@kellymcdowel.com

6. Has Applicant Organization or Political Candidate been  
Issued a Special Event Permit this Calendar Year?

☒ No ☐ Yes How many days?

7. Is the premises for which your event is to be held currently licensed  
under the Colorado Liquor or Beer codes?

☒ No ☐ Yes License Number

8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? ☐ Yes ☐ No

List Below the Exact Date(s) for Which Application is Being Made for Permit

| Date     | Hours From | To       | Date | Hours From | To | Date | Hours From | To | Date | Hours From | To | Date | Hours From | To |
|----------|------------|----------|------|------------|----|------|------------|----|------|------------|----|------|------------|----|
| 03/17/23 | 5:00 p.m.  | 8:00p.m. |      |            |    |      |            |    |      |            |    |      |            |    |
|          |            |          |      |            |    |      |            |    |      |            |    |      |            |    |
|          |            |          |      |            |    |      |            |    |      |            |    |      |            |    |
|          |            |          |      |            |    |      |            |    |      |            |    |      |            |    |

### Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature

Mary McCaffrey

Title

Executive Director

Date

1-23-2022

### Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County)

☐ City  
☐ County

Telephone Number of City/County Clerk

Signature

Title

Date

**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

### Liability Information

| License Account Number | Liability Date | State      | Total |
|------------------------|----------------|------------|-------|
|                        |                | -750 (999) | \$ .  |

(Instructions on Reverse Side)

## Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- ☒ Appropriate fee.
- ☒ Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
- Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- ☒ Copy of deed, lease, or written permission of owner for use of the premises. *Enata Sluep2, Knaack, Twistle, Aesoph flowers*
- ☒ Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
- ☒ If not incorporated, a NONPROFIT charter; or
- ☒ If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- ☐ Application must first be submitted to the local licensing authority (city or county) at least thirty (30) days prior to the event.
- ☐ The premises to be licensed must be posted at least ten (10) days before a hearing can be held. (44-5-106 C.R.S.)
- ☐ An approved application must be received by the liquor enforcement division at least ten (10) days prior to the event.
- ☐ Check payable to the Colorado Department Of Revenue

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.



## SPECIAL EVENTS PERMIT QUESTIONNAIRE

Date Submitted: 2/2/23

Application Name (Line 1 of DR8439): \_\_\_\_\_

PLEASE FILL OUT **ONE** QUESTIONNAIRE FOR **EACH** EVENT LISTED IN THE APPLICATION.

1. Briefly describe your event. St. Paddy's Day Beer tasting craze - Chamber sponsored to help draw customers to businesses. March 17, 2023
2. How many people will be attending your event? ~50-100
3. During what hours will you be serving alcohol? 5pm-8pm
4. Describe what food will be available during all hours that alcohol will be served. Food establishments will be open and food trucks on hand if they choose to participate.
5. Who will be providing the food? See above
6. Identify who will be providing the alcohol. Wellington Chamber will be purchasing beer for the businesses to hand out tasters.
7. Is the alcohol donated or purchased. Both
8. Who will be serving the alcohol during the event and describe the alcohol service training of those serving. Businesses will be serving small pre-measured tasters to participants with tickets.
9. Describe the procedures that will be used to monitor alcohol use, identify the age of purchasers and prevent alcohol from entering or leaving the designated area. There will be check in stations with tip-certified checkers handing out wristbands. Participants are limited to 10 tastings.
10. How many volunteers will be assisting? 8-10
11. Identify the company and number of officers that have been contracted to provide security. Police will be notified of the event prior to see if they feel the need for security.
12. When was the last Special Event Permit issued for this applicant? N/A

13. Please list all Special Events Permits issued for this organization for the current calendar year. Attach a separate sheet if needed. 0

14. Is the location for the special permit requested within 500 feet of a school?  
If yes, will the school be in session during the event?

Yes ☐

Yes ☐

No ☒

No ☒

15. Were there any compliance problems in the past event for which a special permit has been issued? If yes, explain what changes have been made to insure compliance for this event. NO

16. Explain how and where the applicant will post in a conspicuous manner the license, permits, and notices required to be posted. The participating businesses will have signs up in their establishments.

17. Identify and provide the cell phone number of the person who will be in charge and available during the event. Mary McCaffrey 970-682-5252 & Kelly Derris 970-270-8964

18. Attach a diagram showing the location of the Special Event and include ALL of the following:

- Linear dimension of each boundary and total square footage
- Show the street and address closest to main entrance of the event
- Show all entrances and exits
- Describe the type and height of boundary barriers
- Outline in bold the perimeter of the entire area in which alcohol will be stored, consumed and served and indicate on the diagram the location where alcohol will be stored and served
- Directional Orientation (show North arrow)

*Attach extra pages as necessary in order to complete the answers on this questionnaire.*

I verify and affirm that I have read the foregoing application and all attachments, and that all information therein is true, correct and complete to the best of my knowledge. I understand that upon issuance of this Special Events Permit, it is my responsibility to manage the event as indicated on this questionnaire and comply with, and ensure that all volunteers and participants comply with, all provisions of the Colorado Liquor Code, state law, local ordinances and any other conditions placed on the issuance of this permit.

Mary McCaffrey  
Signature of Officer

Wellington  
Chamber Director  
Title

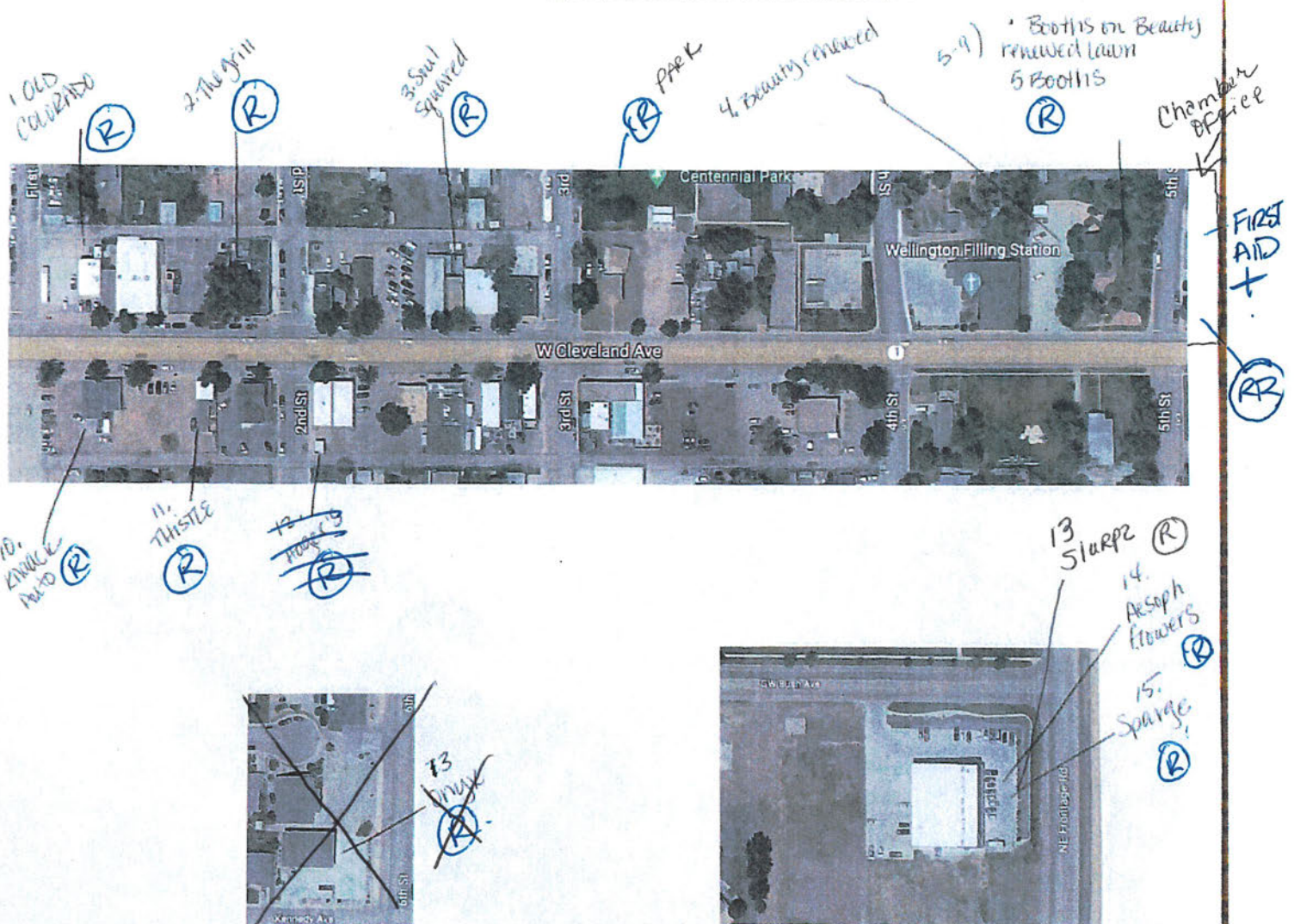
Mary@wellingtoncoloradochamber.net & 970-682-5252  
Contact Email & Phone

2/2/23  
Date



Registration and ID check begins at Knaack Automotive by Tip Certified Linda Knaack. Participants will be given a wristband to indicate their ID has been checked and cleared. Each location has a guard stationed at the door directing people to throw out cups before leaving premises. Several tip certified Kiwanis members will be around making sure rules are followed. Participating businesses will be trained as per the rules and monitored by tip certified crew.

(R) = Restroom      ▲ = Crossing Guard



- + First Aid Station at Chamber office  
Basic First Aid Supplies & Signage
- (R) Restrooms

## Businesses that do not have a liquor License

- Aesoph Flowers  
3999 GW Bush Ave Unit 104  
Wellington, CO
- Slurpz East & Sweets  
3999 GW Bush Ave Unit 102  
Wellington CO
- Thistle  
3713 W Cleveland Ave  
Wellington, CO
- Knaack Automotive  
3703 Cleveland Ave  
Wellington, CO



Wellington Chamber St. Paddy's Beer Tasting Jubilee  
PARTICIPATION FORM

MARCH 17 • 5-8PM

The following is an agreement between the below Wellington business and the Wellington Chamber of Commerce. The undersigns agrees to participate in the St. Paddy's Beer Tasting Jubilee on Friday, March 17, 2023.

Business Name: *Thistle*

Primary Contact: *Kelly Devries*

Business Address: ~~*416 W Woodlawn*~~  
*3713 W Cleveland Ave*

Cell phone number: *970.270.8964*

Primary Contact Email: ~~*#*~~ *Thistle@kellymcdowell.com*

Non- Chamber Member cost \$25

Signature *Kelly Devries*



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PARTICIPATION FORM  
MARCH 17 • 5-8PM

The following is an agreement between the below Wellington business and the Wellington Chamber of Commerce. The undersigns agrees to participate in the St. Paddy's Beer Tasting Jubilee on Friday, March 17, 2023.

Business Name:

Knaack Automotive

Primary Contact:

Linda Knaack

Business Address:

3703 Cleveland Ave

Cell phone number:

970-567-8333

Primary Contact Email:

Cars@KnaackAuto.com

Non- Chamber Member cost \$25

Mail check to PO Box 1500, Wellington, CO 80549

NO COST TO CHAMBER MEMBERS

I'M A Member  
☺

Signature

Linda K





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,

Wellington Area Chamber of Commerce

is a

Nonprofit Corporation

formed or registered on 08/16/2005 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 20051312653 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 01/20/2023 that have been posted, and by documents delivered to this office electronically through 01/23/2023 @ 12:06:05 .

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 01/23/2023 @ 12:06:05 in accordance with applicable law. This certificate is assigned Confirmation Number 14631782 .



*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 website 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 website, <https://www.coloradosos.gov/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 website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **DEC 21 2005**

WELLINGTON AREA CHAMBER OF COMMERCE  
C/O WILLIAM SCHNEIDER  
PO BOX 311  
WELLINGTON, CO 80549

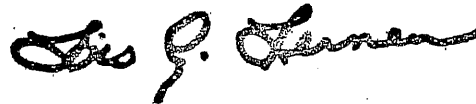
Employer Identification Number:  
20-3225068  
DLN:  
17053287025005  
Contact Person:  
SUSAN E WHITE ID# 31317  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
August 16, 2005  
Contribution Deductibility:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other Than 501(c)(3)



## **Board of Trustees Meeting**

**Date:** February 28, 2023  
**Subject:** Special Event Liquor Permit - Wellington Area Chamber of Commerce (3999 GW Bush Avenue Unit 104 and Unit 102)

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

### **BACKGROUND / DISCUSSION**

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Regulations that govern special event liquor permits are found in Title 44, Article 5 of the Colorado Revised Statutes. The Town of Wellington approved Ordinance 12-2020 on June 9, 2020 which allows the local licensing authority to approve special event liquor permits and provide notification to the State of Colorado with 10 days of approval instead of obtaining approval from the State of Colorado.

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Pursuant to CRS 44-5-106, public notice of the proposed permit application for 3999 GW Bush Avenue Unit 104 and Unit 102 and of the procedure to protest the permit was posted on February 16, 2023 at two locations: Aesoph Flowers, 3999 GW Bush Avenue Unit 104  
Slurpz Eats & Sweets, 3999 GW Bush Avenue Unit 102.

To date, there have been no protests received for the Application for a Special Event Liquor Permit.

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### **STAFF RECOMMENDATION**

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1. Approve the Special Event Liquor Permit for the Wellington Area Chamber of Commerce (3999 GW Bush Avenue Unit 104 and 102)
2. Postpone consideration of the Special Event Liquor Permit to a specific date and time and provide direction

regarding additional information or amendments the Trustees would like to request for further consideration.

3. Deny the application upon the grounds that issuance would be injurious to the public welfare because of the nature of the special event, its location within the community, or the failure of the applicant in a past special event to conduct the event in compliance with applicable laws.

#### **ATTACHMENTS**

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1. SEP\_3999 GW Bush\_Redacted



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☐ State Only Permit/State Property

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- |                                    |                                                                      |                                                             |
|------------------------------------|----------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Social    | <input type="checkbox"/> Athletic                                    | <input type="checkbox"/> Philanthropic Institution          |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter          | <input type="checkbox"/> Political Candidate                |
| <input type="checkbox"/> Patriotic | <input checked="" type="checkbox"/> National Organization or Society | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution                       |                                                             |

|                                                                                                                                                                                                                                                             |                 |                                                                                                                                                                                                         |                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| <b>LIAB</b> Type of Special Event Applicant is Applying for:                                                                                                                                                                                                |                 | <b>DO NOT WRITE IN THIS SPACE</b>                                                                                                                                                                       |                                       |
| 2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor                                                                                                                                                                                            | \$25.00 Per Day | Liquor Permit Number                                                                                                                                                                                    |                                       |
| 2170 <input checked="" type="checkbox"/> Fermented Malt Beverage                                                                                                                                                                                            | \$10.00 Per Day |                                                                                                                                                                                                         |                                       |
| 1. Name of Applicant Organization or Political Candidate<br>Wellington Area Chamber of Commerce                                                                                                                                                             |                 | State Sales Tax Number (Required)<br>tax exempt                                                                                                                                                         |                                       |
| 2. Mailing Address of Organization or Political Candidate<br>(include street, city/town and ZIP)<br>4006 Cleveland Ave<br>P.O. Box 1500<br>Wellington, CO 80549                                                                                             |                 | 3. Address of Place to Have Special Event<br>(include street, city/town and ZIP)<br>3999 GW Bush Ave Unit 104 and Unit 102 Wellington CO<br>80549                                                       |                                       |
| 4. Authorized Representative of Qualifying Organization or Political Candidate<br>Mary McCaffrey                                                                                                                                                            |                 | Date of Birth                                                                                                                                                                                           | Phone Number                          |
| Authorized Representative's Mailing Address (if different than address provided in Question 2.)                                                                                                                                                             |                 |                                                                                                                                                                                                         |                                       |
| 5. Event Manager<br>Kelly DeVries                                                                                                                                                                                                                           |                 | Date of Birth                                                                                                                                                                                           | Phone Number                          |
| Event Manager Home Address (Street, City, State, ZIP)                                                                                                                                                                                                       |                 | Email Address of Event Manager<br>thistle@kellymcdowel.com                                                                                                                                              |                                       |
| 6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes How many days?                                                           |                 | 7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?<br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes License Number |                                       |
| 8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed? <input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                            |                 |                                                                                                                                                                                                         |                                       |
| List Below the Exact Date(s) for Which Application is Being Made for Permit                                                                                                                                                                                 |                 |                                                                                                                                                                                                         |                                       |
| Date<br>03/17/23                                                                                                                                                                                                                                            | Date            | Date                                                                                                                                                                                                    | Date                                  |
| Hours From 5:00p.m.                                                                                                                                                                                                                                         | Hours From .m.  | Hours From .m.                                                                                                                                                                                          | Hours From .m.                        |
| To 8:00p.m.                                                                                                                                                                                                                                                 | To .m.          | To .m.                                                                                                                                                                                                  | To .m.                                |
| Date                                                                                                                                                                                                                                                        | Date            | Date                                                                                                                                                                                                    | Date                                  |
| Hours From .m.                                                                                                                                                                                                                                              | Hours From .m.  | Hours From .m.                                                                                                                                                                                          | Hours From .m.                        |
| To .m.                                                                                                                                                                                                                                                      | To .m.          | To .m.                                                                                                                                                                                                  | To .m.                                |
| Date                                                                                                                                                                                                                                                        | Date            | Date                                                                                                                                                                                                    | Date                                  |
| Hours From .m.                                                                                                                                                                                                                                              | Hours From .m.  | Hours From .m.                                                                                                                                                                                          | Hours From .m.                        |
| To .m.                                                                                                                                                                                                                                                      | To .m.          | To .m.                                                                                                                                                                                                  | To .m.                                |
| <b>Oath of Applicant</b>                                                                                                                                                                                                                                    |                 |                                                                                                                                                                                                         |                                       |
| I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.                                |                 |                                                                                                                                                                                                         |                                       |
| Signature                                                                                                                                                                                                                                                   |                 | Title                                                                                                                                                                                                   | Date                                  |
| <b>Report and Approval of Local Licensing Authority (City or County)</b>                                                                                                                                                                                    |                 |                                                                                                                                                                                                         |                                       |
| The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended. |                 |                                                                                                                                                                                                         |                                       |
| <b>THEREFORE, THIS APPLICATION IS APPROVED.</b>                                                                                                                                                                                                             |                 |                                                                                                                                                                                                         |                                       |
| Local Licensing Authority (City or County)                                                                                                                                                                                                                  |                 | <input type="checkbox"/> City<br><input type="checkbox"/> County                                                                                                                                        | Telephone Number of City/County Clerk |
| Signature<br><i>M. J. McCaffrey</i>                                                                                                                                                                                                                         |                 | Title<br><i>Executive Director</i>                                                                                                                                                                      | Date<br>8/15/2023                     |
| <b>DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY</b>                                                                                                                                                                                      |                 |                                                                                                                                                                                                         |                                       |
| Liability Information                                                                                                                                                                                                                                       |                 |                                                                                                                                                                                                         |                                       |
| License Account Number                                                                                                                                                                                                                                      | Liability Date  | State                                                                                                                                                                                                   | Total                                 |
|                                                                                                                                                                                                                                                             |                 | -750 (999)                                                                                                                                                                                              | \$ .                                  |

(Instructions on Reverse Side)



## SPECIAL EVENTS PERMIT QUESTIONNAIRE

Date Submitted: 2/2/23

Application Name (Line 1 of DR8439): \_\_\_\_\_

PLEASE FILL OUT **ONE** QUESTIONNAIRE FOR **EACH** EVENT LISTED IN THE APPLICATION.

1. Briefly describe your event. St. Paddy's Day Beer tasting crawl - Chamber Sponsored to help draw customers to businesses. March 17, 2023
2. How many people will be attending your event? ~50-100
3. During what hours will you be serving alcohol? 5pm-8pm
4. Describe what food will be available during all hours that alcohol will be served. Food establishments will be open and food trucks on hand if they choose to participate.
5. Who will be providing the food? See above
6. Identify who will be providing the alcohol. Wellington Chamber will be purchasing beer for the businesses to hand out tasters.
7. Is the alcohol donated or purchased. Both
8. Who will be serving the alcohol during the event and describe the alcohol service training of those serving. Businesses will be serving small pre-measured tasters to participants with tickets. The 4 businesses with Temp Liquor licenses are being instructed to only pour 1 (2 ounce) cup to ticket holders. We will also have tip-certified Kiwanis members on hand
9. Describe the procedures that will be used to monitor alcohol use, identify the age of purchasers and prevent alcohol from entering or leaving the designated area. There will be check in stations with tip-certified checkers handing out wristbands. Participants are limited to 10 tastings. People stationed @ Exit Entrance to make sure cups are disposed in trash can @ the doors.
10. How many volunteers will be assisting? 8-10
11. Identify the company and number of officers that have been contracted to provide security. Police will be notified of the event prior to see if they feel the need for security. - We will be using Kiwanis & American Legion
12. When was the last Special Event Permit issued for this applicant? N/A

13. Please list all Special Events Permits Issued for this organization for the current calendar year. Attach a separate sheet if needed. 0

14. Is the location for the special permit requested within 500 feet of a school? Yes ☐ No ☒  
If yes, will the school be in session during the event? Yes ☐ No ☒

15. Were there any compliance problems in the past event for which a special permit has been issued? If yes, explain what changes have been made to insure compliance for this event. No

16. Explain how and where the applicant will post in a conspicuous manner the license, permits, and notices required to be posted. The participating businesses will have signs up in their establishments.

17. Identify and provide the cell phone number of the person who will be in charge and available during the event. Mary McCaffrey 970-682-5252 & Kelly Derris 970-270-8964

18. Attach a diagram showing the location of the Special Event and include ALL of the following:
- Linear dimension of each boundary and total square footage
  - Show the street and address closest to main entrance of the event
  - Show all entrances and exits
  - Describe the type and height of boundary barriers
  - Outline in bold the perimeter of the entire area in which alcohol will be stored, consumed and served and indicate on the diagram the location where alcohol will be stored and served
  - Directional Orientation (show North arrow)

*Attach extra pages as necessary in order to complete the answers on this questionnaire.*

I verify and affirm that I have read the foregoing application and all attachments, and that all information therein is true, correct and complete to the best of my knowledge. I understand that upon issuance of this Special Events Permit, it is my responsibility to manage the event as indicated on this questionnaire and comply with, and ensure that all volunteers and participants comply with, all provisions of the Colorado Liquor Code, state law, local ordinances and any other conditions placed on the issuance of this permit.

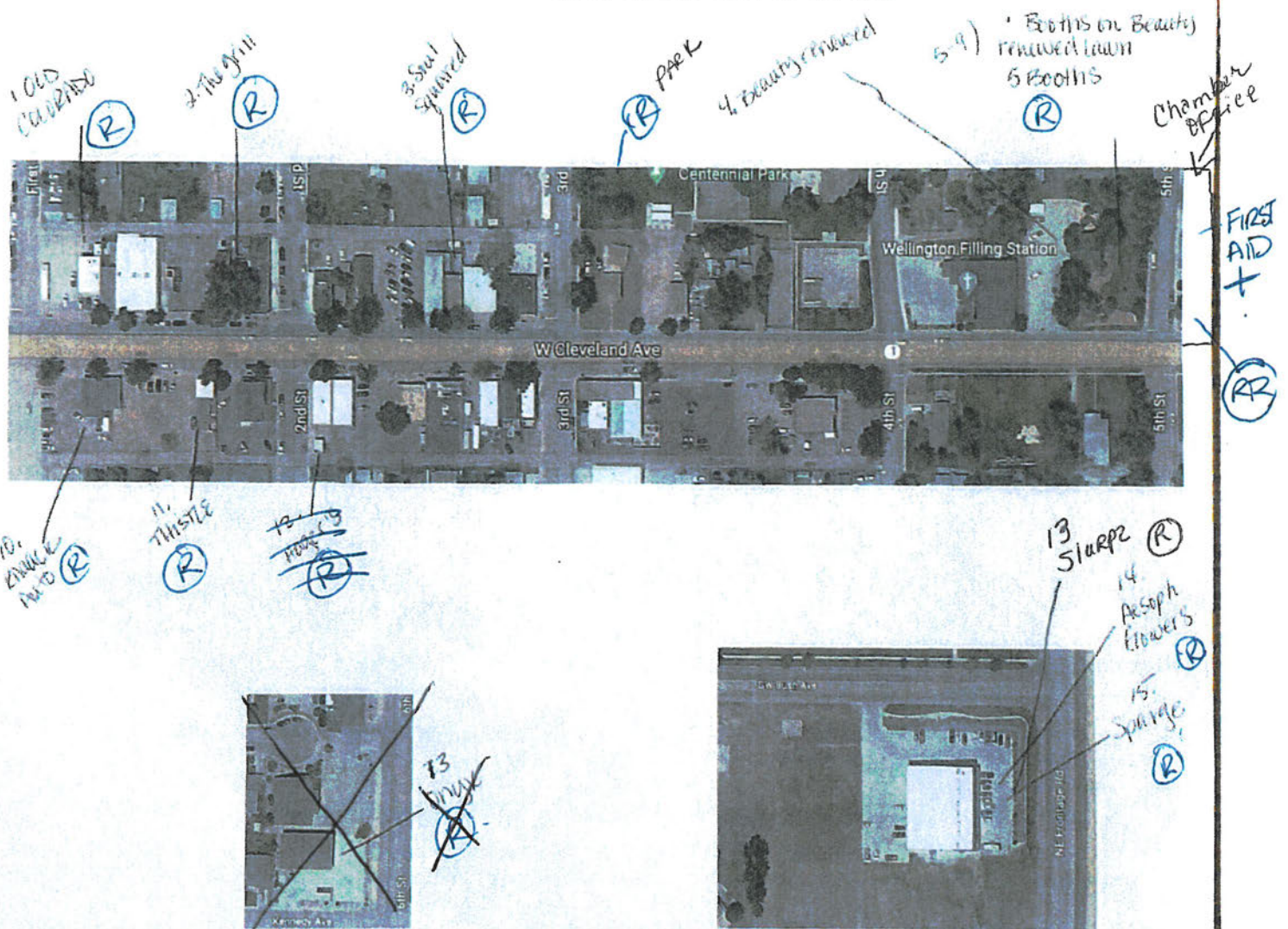
Mary McCaffrey  
Signature of Officer

Wellington  
Chamber Director  
Title

Mary@wellingtoncoloradochamber.net & 970-682-5252  
Contact Email & Phone

2/2/23  
Date





- + First Aid Station at chamber office  
Basic First Aid Supplies & Signage
- (R) Restrooms

## Businesses that do not have a liquor License

- **Aesoph Flowers**  
3999 GW Bush Ave Unit 104  
Wellington, CO
- **Slurpz East & Sweets**  
3999 GW Bush Ave Unit 102  
Wellington CO
- Thistle  
3713 W Cleveland Ave  
Wellington, CO
- Knaack Automotive  
3703 Cleveland Ave  
Wellington, CO



Wellington Chamber St. Paddy's Beer Tasting Jubilee  
PARTICIPATION FORM  
MARCH 17 • 5-8PM

The following is an agreement between the below Wellington business and the Wellington Chamber of Commerce. The undersigns agrees to participate in the St. Paddy's Beer Tasting Jubilee on Friday, March 17, 2023.

Business Name:

Aesoph Flowers

Primary Contact:

~~970-302-4501~~ 970-818-7613

Business Address:

3449 GOW BUSH AVE UNIT 104  
WELLINGTON CO 80549

Cell phone number:

970-302-4501

Primary Contact Email:

info@aesophflowers.com

Non-Chamber Member cost \$25

Mail check to PO Box 1500, Wellington, CO 80549

NO COST TO CHAMBER MEMBERS

Signature



**Wellington Chamber St. Paddy's Beer Tasting Jubilee  
PARTICIPATION FORM**

**MARCH 17 • 5-8PM**

The following is an agreement between the below Wellington business and the Wellington Chamber of Commerce. The undersigns agrees to participate in the St. Paddy's Beer Tasting Jubilee on Friday, March 17, 2023.

**Business Name:** Slurpz Eats & Sweets

**Primary Contact:** Holly Thompson

**Business Address:** 3999 G.W. Bush Ave. #102  
Wellington, CO 80549

**Cell phone number:** 970-889-6024

**Primary Contact Email:** Liv-boldly@outlook.com

**Non- Chamber Member cost \$25**

Mail check to PO Box 1500, Wellington, CO 80549

**NO COST TO CHAMBER MEMBERS**

**Signature**

*Holly E Thompson*

## NOTICE

PURSUANT TO THE LIQUOR LAWS OF  
THE STATE OF COLORADO  
Wellington Area Chamber of  
Commerce  
4006 Cleveland Avenue  
Wellington, CO 80549  
HAS REQUESTED THE LICENSING  
OFFICIALS OF THE TOWN OF WELLINGTON TO  
Grant a Special Event Permit  
LICENSE AT:  
Aesoph Flowers  
3999 SW 84th Ave Unit 104  
Wellington, CO 80549

HEARING ON APPLICATION TO BE HELD AT:  
Leeper Center  
3600 Wilson Ave, Wellington, CO  
TIME AND DATE: February 28, 2023 at 6:30 pm  
DATE OF APPLICATION: February 2, 2023  
BY ORDER OF: Wellington Liquor Authority

Print Notice, Notice to Hear

2023 Wellington Area Chamber of Commerce, All Rights Reserved

Published by the Town of Wellington, Colorado, in accordance with the

104



|           |                  |
|-----------|------------------|
| Monday    | Closed           |
| Tuesday   | 10:00am - 7:00pm |
| Wednesday | 10:00am - 7:00pm |
| Thursday  | 10:00am - 7:00pm |
| Friday    | 10:00am - 7:00pm |
| Saturday  | 10:00am - 7:00pm |
| Sunday    | Closed           |

# NOTICE

PURSUANT TO THE LIQUOR LAWS OF  
THE STATE OF COLORADO  
Wellington Area Chamber of  
Commerce

4006 Cleveland Avenue  
Wellington, CO 80549

HAS REQUESTED THE LICENSING  
OFFICIALS OF THE TOWN OF WELLINGTON TO  
Grant a Special Event Permit  
LICENSE AT:

Slurpz Eats & Sweets  
3999 GW Bush Ave Unit 102  
Wellington, CO 80549

HEARING ON APPLICATION TO BE HELD AT:  
Leeper Center

3800 Wilson Ave, Wellington, CO

TIME AND DATE: February 28, 2023 at 6:30 pm

DATE OF APPLICATION: February 2, 2023

BY ORDER OF: Wellington Liquor Authority

APPLICANT OFFICER: Mary McCallrey, 9446 Pheasant Run, Wellington, CO 80549

Patli Garcia, Interim Town Clerk  
3735 Cleveland Avenue, Wellington, CO 80549 / 970.566-3381  
ADDRESS OF THE PLACE AT WHICH PETITIONS OF REMONSTRANCES MAY BE FILED



Lunch



Dinner



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,

Wellington Area Chamber of Commerce

is a

Nonprofit Corporation

formed or registered on 08/16/2005 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 20051312653 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 01/20/2023 that have been posted, and by documents delivered to this office electronically through 01/23/2023 @ 12:06:05 .

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 01/23/2023 @ 12:06:05 in accordance with applicable law. This certificate is assigned Confirmation Number 14631782 .



*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 website 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 website, <https://www.coloradosos.gov/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 website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 21 2005

WELLINGTON AREA CHAMBER OF COMMERCE  
C/O WILLIAM SCHNEIDER  
PO BOX 311  
WELLINGTON, CO 80549

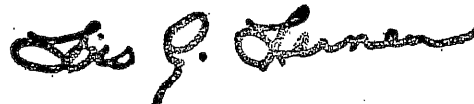
Employer Identification Number:  
20-3225068  
DLN:  
17053287025005  
Contact Person: SUSAN E WHITE ID# 31317  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
August 16, 2005  
Contribution Deductibility:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other  
Than 501(c)(3)



# **LARIMER COUNTY SHERIFF'S OFFICE**

*John J. Feyen, Sheriff*

---

*One Agency*

*One Mission*

*Public Safety*

---

February 16, 2023

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 **January 2023**, 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 **January 2023**, non-assigned deputies spent a total of **77.46** hours in Wellington responding to calls, patrolling, and making contacts in the town.

During the month of **January 2023** there were **56.0** hours worked by Northern Colorado Drug Task Force.

Investigations – ongoing and active cases include:

- Sex Crime – 3
- Fraud/Forgery – 4
- Theft - 1
- Animal Cruelty – 1
- Criminal Mischief – 1
- Death – 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

[www.larimer.gov/sheriff](http://www.larimer.gov/sheriff)

**Of Note:**

- Deputies, Investigators, and the Crime Lab investigated related incidents at Meridian Federal Credit Union, Dollar General, and High West Storage. The unknown suspect shut off the power to the businesses and forced entry into High West Storage, stealing multiple items. Although no forced entry was made into the credit union or the Dollar General, it's believed this suspect was involved in multiple burglaries from Wellington to Loveland in the same night. Interagency cooperation has developed a suspect in this case and the investigation is ongoing.
- Planning discussions have continued regarding the move of the Sheriff's Office substation to the old town hall.
- Deputies participated in CPR/AED/First-Aid Re-Certifications, Helicopter Landing Zone Awareness training, Defensive Tactics/Arrest Control training, and Standardized Field Sobriety Testing Re-Certifications.

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 blue ink, appearing to read "Ian Stewart", with a stylized flourish at the end.

Captain Ian Stewart  
(970) 619-4649  
Attachments



## LARIMER COUNTY SHERIFF'S OFFICE

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

Dispatch Dates between 01/01/2023 and 01/31/2023

Excluded from this report -

Squads: Civilian, Parks, and Investigations

Units: 9ME\*, 9S27;9Z10;9E64;9E53;9E31;9E75;9E57;9E66;9E49;9E7;9X106

### Call Times by Month

|         | Call/Contact Time<br>(Minutes/Hours) | Patrol Time<br>(Minutes/Hours) | Totals           |
|---------|--------------------------------------|--------------------------------|------------------|
| 2023-01 | 2,839.52<br>47.33                    | 1,808.28<br>30.14              | 4,647.8<br>77.46 |
| Totals  | 2,839.52<br>47.33                    | 1,808.28<br>30.14              | 4,647.8<br>77.46 |

# Wellington Monthly Report

January 2023

Larimer County Sheriff's Office

Christine Harpel  
Administrative Coordinator

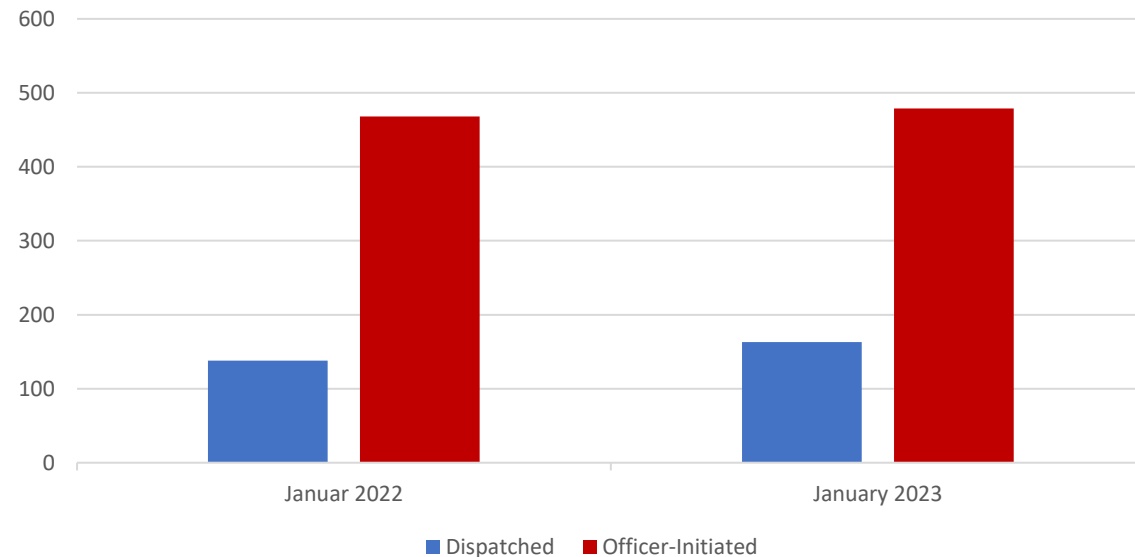
2/6/2023

# January 2023 Totals

## Dispatched / Officer-Initiated Activity

|                    |     |
|--------------------|-----|
| Dispatched Calls   | 163 |
| Officer Initiated  | 479 |
| January 2023 Total | 642 |

Dispatched vs Officer-Initiated Activity



➤ Dispatched calls were Up 25 or 18% from January 2022

➤ Officer-Initiated Activity was Up 11 or 2% from January 2022

|                   | Jan 2022 | Jan 2023 |
|-------------------|----------|----------|
| Dispatched Calls  | 138      | 163      |
|                   | 23%      | 25%      |
| Officer Initiated | 468      | 479      |
|                   | 77%      | 75%      |
| Total             | 606      | 642      |

➤ 25% were Dispatched Calls

➤ 75% was Officer-Initiated Activity

# January 2023 Calls for Service

## Calls for Service Comparison

Call Types A-M

| Call Type                      | 2020 | 2021 | 2022 | Avg 20-22 | 2023 | % Change 3-Yr Avg to 2022 |
|--------------------------------|------|------|------|-----------|------|---------------------------|
| 9-1-1 Hangup                   | 3    | 1    | 2    | 2.00      | 1    | -50%                      |
| Alarm Calls                    | 5    | 13   | 7    | 8.33      | 7    | -16%                      |
| Animal Calls                   | 6    | 2    | 7    | 5.00      | 10   | 100%                      |
| Assault                        | 1    | 0    | 2    | 1.00      | 0    | -100%                     |
| Assist Business                | 0    | 1    | 4    | 1.67      | 1    | -40%                      |
| Assist Other Agency (Fire/Med) | 8    | 9    | 9    | 8.67      | 14   | 62%                       |
| Bar Checks                     | 1    | 1    | 0    | 0.67      | 4    | 500%                      |
| Burglary                       | 1    | 1    | 0    | 0.67      | 3    | 350%                      |
| Child abuse                    | 1    | 1    | 1    | 1.00      | 1    | 0%                        |
| Citizen Assist                 | 20   | 22   | 18   | 20.00     | 18   | -10%                      |
| Civil                          | 10   | 11   | 14   | 11.67     | 24   | 106%                      |
| Criminal Mischief              | 2    | 4    | 3    | 3.00      | 4    | 33%                       |
| Disturbance                    | 9    | 2    | 10   | 7.00      | 10   | 43%                       |
| Drug case                      | 2    | 2    | 0    | 1.33      | 1    | -25%                      |
| DUI Arrest                     | 5    | 3    | 1    | 3.00      | 0    | -100%                     |
| Extra Checks & Business Check  | 238  | 239  | 213  | 230.00    | 236  | 3%                        |
| Family Problems                | 9    | 4    | 11   | 8.00      | 13   | 63%                       |
| Fireworks Complaint            | 2    | 1    | 1    | 1.33      | 1    | -25%                      |
| Follow up                      | 30   | 37   | 42   | 36.33     | 50   | 38%                       |
| Found property                 | 3    | 1    | 2    | 2.00      | 4    | 100%                      |
| Fraud                          | 6    | 17   | 7    | 10.00     | 6    | -40%                      |
| Harassment                     | 11   | 4    | 4    | 6.33      | 6    | -5%                       |
| Juvenile Problem               | 1    | 5    | 0    | 2.00      | 7    | 250%                      |
| Littering                      | 1    | 0    | 0    | 0.33      | 0    | -100%                     |
| Lost Property                  | 0    | 0    | 0    | 0.00      | 3    | NC                        |
| Mental Health Call             | 0    | 1    | 3    | 1.33      | 4    | 200%                      |
| Missing Person (Child/Adult)   | 3    | 4    | 5    | 4.00      | 1    | -75%                      |
| Motor Vehicle Accident         | 4    | 3    | 8    | 5.00      | 6    | 20%                       |
| Municipal Code Violation       | 0    | 0    | 0    | 0.00      | 3    | NC                        |

Call Types N-Z

| Call Type                     | 2020       | 2021       | 2022       | Avg 20-22     | 2023       | % Change 3-Yr Avg to 2022 |
|-------------------------------|------------|------------|------------|---------------|------------|---------------------------|
| Neighbor Problems             | 0          | 2          | 1          | 1.00          | 1          | 0%                        |
| Noise\Party Complaint         | 3          | 2          | 3          | 2.67          | 1          | -63%                      |
| Pedestrian Contact/Subject St | 4          | 8          | 9          | 7.00          | 5          | -29%                      |
| Private Tow                   | 5          | 1          | 4          | 3.33          | 4          | 20%                       |
| REDDI Report                  | 2          | 1          | 3          | 2.00          | 1          | -50%                      |
| Restraining Order Violation   | 3          | 3          | 4          | 3.33          | 4          | 20%                       |
| Robbery                       | 1          | 0          | 1          | 0.67          | 0          | -100%                     |
| Safe 2 Tell                   | 2          | 0          | 2          | 1.33          | 1          | -25%                      |
| School Check                  | 5          | 8          | 21         | 11.33         | 6          | -47%                      |
| Sex Offense                   | 2          | 0          | 1          | 1.00          | 2          | 100%                      |
| Sex Offender Check            | 14         | 13         | 15         | 14.00         | 17         | 21%                       |
| Suicide Attempt               | 1          | 1          | 0          | 0.67          | 1          | 50%                       |
| Suicide Threat                | 2          | 2          | 4          | 2.67          | 0          | -100%                     |
| Suspicious Circumstances      | 19         | 19         | 15         | 17.67         | 27         | 53%                       |
| Theft                         | 5          | 4          | 6          | 5.00          | 7          | 40%                       |
| Traffic Problem               | 7          | 9          | 10         | 8.67          | 8          | -8%                       |
| Traffic Pursuit               | 0          | 0          | 0          | 0.00          | 1          | NC                        |
| Traffic Stop                  | 138        | 83         | 102        | 107.67        | 85         | -21%                      |
| Trespass                      | 0          | 0          | 0          | 0.00          | 1          | NC                        |
| Vehicle Theft                 | 4          | 0          | 0          | 1.33          | 2          | 50%                       |
| Vehicle Trespass              | 1          | 3          | 2          | 2.00          | 4          | 100%                      |
| VIN Check                     | 8          | 4          | 14         | 8.67          | 6          | -31%                      |
| Warrant Attempt/Arrest        | 7          | 4          | 7          | 6.00          | 6          | 0%                        |
| Weapon Related (menacing, per | 1          | 0          | 0          | 0.33          | 0          | -100%                     |
| Welfare Check                 | 5          | 13         | 5          | 7.67          | 11         | 43%                       |
| Unspecified                   | 0          | 0          | 3          | 1.00          | 3          | 200%                      |
| <b>TOTALS</b>                 | <b>621</b> | <b>569</b> | <b>606</b> | <b>598.67</b> | <b>642</b> | <b>7%</b>                 |

NC = Not Calculable. Cannot divide by 0.

Calls for Service UP 36 or 6% from January 2022

January 2023 calls UP 7% from January 2020-2022 Average

# January 2023 Call Categories

## Crime Type Averages / Trends

| Property Crimes        |      |      |      |           |      |
|------------------------|------|------|------|-----------|------|
| Call Type              | 2020 | 2021 | 2022 | Avg 20-22 | 2023 |
| Burglary               | 1    | 1    | 0    | 0.67      | 3    |
| Theft                  | 5    | 4    | 6    | 5.00      | 7    |
| Vehicle Theft          | 4    | 0    | 0    | 1.33      | 2    |
| Vehicle Trespass       | 1    | 3    | 2    | 2.00      | 4    |
| Property Crimes Totals | 11   | 8    | 8    | 9.00      | 16   |

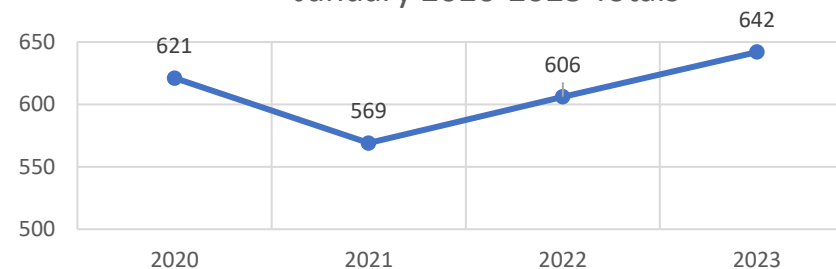
| Persons Crimes               |      |      |      |           |      |
|------------------------------|------|------|------|-----------|------|
| Call Type                    | 2020 | 2021 | 2022 | Avg 20-22 | 2023 |
| Assault                      | 1    | 0    | 2    | 1.00      | 0    |
| Missing Person (Child/Adult) | 3    | 4    | 5    | 4.00      | 1    |
| Robbery                      | 1    | 0    | 1    | 0.67      | 0    |
| Sex Offense                  | 2    | 0    | 1    | 1.00      | 2    |
| Weapon Related (menacing,    | 1    | 0    | 0    | 0.33      | 0    |
| Persons Crimes Totals        | 8    | 4    | 9    | 7.00      | 3    |

| Disorder/Other Crimes    |      |      |      |           |      |
|--------------------------|------|------|------|-----------|------|
| Call Type                | 2020 | 2021 | 2022 | Avg 20-22 | 2023 |
| Alcohol Calls            | 0    | 0    | 0    | 0.00      | 0    |
| Animal Calls             | 6    | 2    | 7    | 5.00      | 10   |
| Criminal Mischief        | 2    | 4    | 3    | 3.00      | 4    |
| Disturbance              | 9    | 2    | 10   | 7.00      | 10   |
| Drug case                | 2    | 2    | 0    | 1.33      | 1    |
| Family Problems          | 9    | 4    | 11   | 8.00      | 13   |
| Harassment               | 11   | 4    | 4    | 6.33      | 6    |
| Juvenile Problem         | 1    | 5    | 0    | 2.00      | 7    |
| Noise\Party Complaint    | 3    | 2    | 3    | 2.67      | 1    |
| Suspicious Circumstances | 19   | 19   | 15   | 17.67     | 27   |
| Trespass                 | 0    | 0    | 0    | 0.00      | 1    |
| Disorder Crimes Totals   | 62   | 44   | 53   | 53.00     | 80   |

Red numbers indicate a DECREASE in crime from January 2022

Yellow backgrounds indicate an INCREASE in crime from January 2020-2022 Average

January 2020-2023 Totals



# January 2023 Traffic

| Traffic Citations        | 1/22 | 1/23 |
|--------------------------|------|------|
| Traffic Citations Issued | 9    | 18   |
| Traffic Warnings         | 73   | 52   |

➤ Citations Issued Up 9

➤ Warnings Down 21

| Call Type              | 1/22 | 1/23 |
|------------------------|------|------|
| Traffic Stop           | 102  | 85   |
| Motor Vehicle Accident | 8    | 6    |
| DUI Arrest             | 1    | 0    |
| Traffic Problem        | 10   | 8    |
| REDDI Report           | 3    | 1    |

➤ Traffic Stops Down 17 or -17%

➤ MV Accidents Down 2

➤ DUI Arrests Down 1

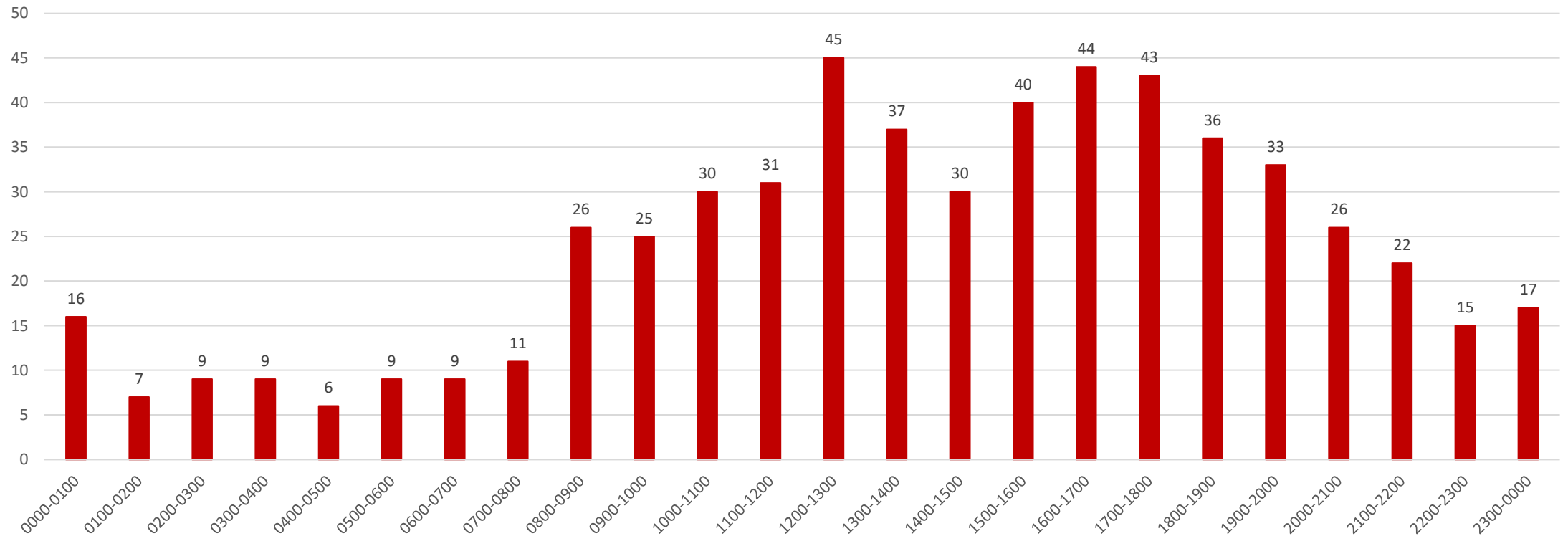
➤ Traffic Problems Down 2

➤ REDDI Reports Down 2

# January 2023

## Call Totals by Hour

| Busiest Hours  |
|----------------|
| 1200-1300 (45) |
| 1600-1700 (44) |

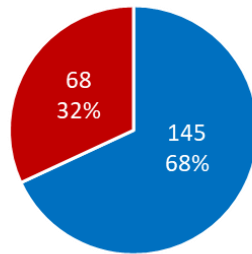


←→ 42 Calls between 0200-0700

# January 2023

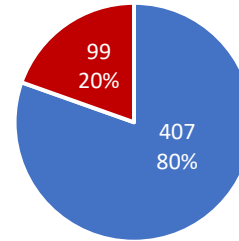
## Wellington/Non-Wellington Units

Dispatched



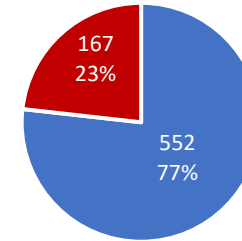
■ Wellington ■ Non-Wellington

Officer-Initiated



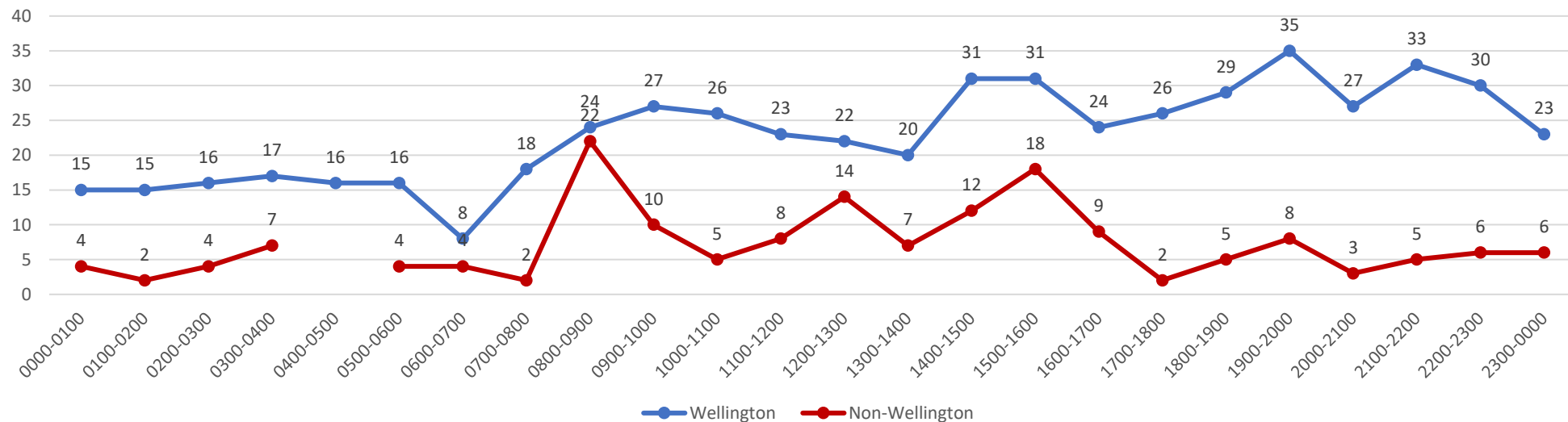
■ Wellington ■ Non-Wellington

Total Calls



■ Wellington ■ Non-Wellington

Wellington/Non-Wellington Calls by Hour



# January 2023

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

| <u>Average Response Time (All Units)</u> |  |       |
|------------------------------------------|--|-------|
| High                                     |  | 4.3   |
| Medium                                   |  | 9.07  |
| Low                                      |  | 31.02 |
| Avg. Response Time                       |  | 14.80 |

| <u>Average Time on Calls (All Wellington Calls)</u> |  |  |       |
|-----------------------------------------------------|--|--|-------|
| High                                                |  |  | 24.46 |
| Medium                                              |  |  | 40.68 |
| Low                                                 |  |  | 40.88 |
| Avg. Time                                           |  |  | 35.34 |