



BOARD OF TRUSTEES
June 11, 2024
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Agenda

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

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

Please click the link below to join the webinar:

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

Passcode: 726078

Or One tap mobile :

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

Or Telephone:

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

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

Webinar ID: 848 7116 2393

A. CALL TO ORDER

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

B. COMMUNITY PARTICIPATION

1. Public Comment
2. Proclamation
 - a. Proclamation: Pride Month

- Presentation: Lowrey Moyer, Trustee

C. LIQUOR LICENSE AUTHORITY BOARD

1. New License Application: Get Well LLC dba The Well in Wellington - Brewpub (City) License
2. License Renewal Application: Donjon LLC dba Wellington Grill - Hotel & Restaurant (City) License
3. Special Event Liquor Permit Application: American Legion Wellington Post 176

D. PRESENTATION

1. Plant Expansion Projects Status Report
 - Presentation: Bob Gowing, Director of Public Works; Meagan Smith, Deputy Director of Public Works; Dave Myer, Engineer III; Nathan Ewert, Engineer III
2. Parks, Recreation, Open Space and Trails (PROST) Update
 - Presentation: Billy Cooksey, Parks & Recreation Manager

E. CONSENT AGENDA

1. May 28, 2024 Regular Meeting Minutes
2. Resolution No. 28-2024: A Resolution Authorizing the Temporary Closure of Portions of State Highway 1/Cleveland Avenue, First Street, Second Street, Third Street, Fourth Street, Fifth Street, Sixth Street, Harrison Avenue and Buffalo Creek Parkway within the Town of Wellington during the Annual Fourth of July Celebration on July 4, 2024

F. ACTION ITEMS

1. Resolution No. 30-2024: A Resolution of the Town of Wellington, Colorado Approving the Town Administrator's Plan of Organization
 - Presentation: Patti Garcia, Town Administrator
2. A Resolution of the Town of Wellington, Colorado Supporting Election Integrity and Security
 - Presentation: Patti Garcia, Town Administrator

G. REPORTS

1. Town Attorney
2. Town Administrator
3. Staff Communications
4. Board Reports

H. ADJOURN

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

4. Board Reports

H. ADJOURN

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



Board of Trustees Meeting

Date: June 11, 2024

Subject: Proclamation: Pride Month

- **Presentation: Lowrey Moyer, Trustee**

BACKGROUND / DISCUSSION

A Proclamation for Pride Month in June 2024.

STAFF RECOMMENDATION

ATTACHMENTS

1. Pride Month (June)



PROCLAMATION

WHEREAS, the Town of Wellington Community Vision states we are a friendly and supportive community that welcomes you with a smile; and

WHEREAS, the Town of 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; and

WHEREAS, it is imperative that people in the Wellington community, regardless of sexual orientation, gender identity, and self-authenticity, feel valued, safe, empowered, and supported by their peers, neighbors, and community leaders; and

WHEREAS, celebrating Pride Month influences awareness and provides support and advocacy for Wellington's LGBTQ+ community, and is an opportunity to take action and engage in dialogue to strengthen alliances, build acceptance and advance equal rights; and

IN WITNESS WHEREOF, I call upon all residents of Wellington to join me in:

- Recognizing the achievements and contributions of the LGBTQI+ community throughout history.
- Celebrating the diversity of our Town and the right of all people to live authentically.
- Promoting inclusivity and fostering a welcoming environment for everyone.
- Working collaboratively to ensure equal rights and opportunities for all residents.

NOW, THEREFORE, the Town of Wellington hereby proclaims the month of June 2024 as Pride Month in the Town of Wellington and urges all citizens to embrace and promote the ideal of a welcoming and supportive community for all who live, work and play here.

Board of Trustees Meeting

Date: June 11, 2024
Subject: New License Application: Get Well LLC dba The Well in Wellington - Brewpub (City) License

BACKGROUND / DISCUSSION

Get Well LLC dba The Well in Wellington has applied for a Brewpub (City) Licence. Staff accepted the license application on 5/10/2024 and have verified that: 1) the applicant has a current Sales Tax License, and; 2) the applicant is in possession of a Certificate of Good Standing issued by the Colorado Secretary of State. The applicant has provided additional information regarding legal possession, use, and orientation of the licensed premises and the background and suitability of the managing member. Further, the applicant has been informed of their responsibility to provide evidence regarding the needs, desires, and reasonable requirements of their neighborhood, and the applicant has submitted responsive evidence, which has been included in the packet. Finally, the Larimer County Sheriff's Office conducted an inspection of the proposed premises on 05/29/2024, and a report of the inspection is attached.

In accordance with the requirements of the Colorado Revised Statutes, notice of a public hearing on this application has been posted conspicuously on the premises and published in a newspaper of general circulation at least 10 days prior, on May 31, 2024.

STAFF RECOMMENDATION

Staff recommends holding a public hearing on this application to determine:

1. The needs, desires, and reasonable requirements of the neighborhood for the proposed license and premises.
2. The suitability of the applicant to hold a liquor license.

Staff have identified the following for Board consideration:

1. Approve the application for Brewpub (City) License
2. Approve the application for Brewpub (City) License with amendments as the Board deems necessary
3. Postpone consideration of the application for Brewpub (City) License to a specified date
4. Deny the application for Brewpub (City) License for good cause

If, through the course of the public hearing and consideration of evidence, the Board finds the needs, desires, and reasonable requirements of the neighborhood and applicant suitability are sufficient, staff recommends approval of this license application.

ATTACHMENTS

1. TheWellLiquorApplication_Redacted
2. The Well - Floor Plan Liquor License 05.16.24
3. DR8404I_Redacted
4. Soles CBI Report
5. Good Standing Cert Get Well LLC
6. Articles of Organization
7. BrewersNotice
8. The Well Lease Agreement

9. Liquor Inspection Report - The Well in Wellington - 052924
10. Needs Desires Evidence

Colorado Liquor Retail License Application

* Note that the Division will not accept cash ☒ Paid by check ☐ Paid online

Uploaded to Date
Movelt on 4/05/24

☐ New License ☒ New-Concurrent ☐ Transfer of Ownership ☐ State Property Only ☐ Master file			
• All answers must be printed in black ink or typewritten • Applicant must check the appropriate box(es) • Applicant should obtain a copy of the Colorado Liquor, Beer and Wine Code: SBG.Colorado.gov/Liquor			
1. Applicant is applying as a/an ☐ Individual ☒ Limited Liability Company ☐ Association or Other ☐ Corporation ☐ Partnership (includes Limited Liability and Husband and Wife Partnerships)			
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation Get Well LLC			FEIN Number [REDACTED]
2a. Trade Name of Establishment (DBA) The Well In Wellington		State Sales Tax Number [REDACTED]	Business Telephone 970-205-9368
3. Address of Premises (specify exact location of premises, include suite/unit numbers) 8121 1st St.			
City Wellington	County Larimer	State CO	ZIP Code 80549
4. Mailing Address (Number and Street) PO Box 1623	City or Town Wellington	State CO	ZIP Code 80549
5. Email Address info@wellwellington.com			
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA) NA	Present State License Number	Present Class of License	Present Expiration Date
Section A Nonrefundable Application Fees*		Section B (Cont.) Liquor License Fees*	
☐ Application Fee for New License.....\$1,100.00 ☒ Application Fee for New License w/Concurrent Review.....\$1,200.00 ☐ Application Fee for Transfer.....\$1,100.00		☐ Liquor-Licensed Drugstore (County)\$312.50 ☐ Lodging & Entertainment - L&E (City)\$500.00 ☐ Lodging & Entertainment - L&E (County)\$500.00 ☐ Manager Registration - H & R\$30.00 ☐ Manager Registration - Tavern\$30.00 ☐ Manager Registration - Lodging & Entertainment.....\$30.00 ☐ Manager Registration - Campus Liquor Complex\$30.00 ☐ Optional Premises License (City).....\$500.00 ☐ Optional Premises License (County)\$500.00 ☐ Racetrack License (City).....\$500.00 ☐ Racetrack License (County).....\$500.00 ☐ Resort Complex License (City).....\$500.00 ☐ Resort Complex License (County).....\$500.00 ☐ Related Facility - Campus Liquor Complex (City)\$160.00 ☐ Related Facility - Campus Liquor Complex (County)\$160.00 ☐ Related Facility - Campus Liquor Complex (State).....\$160.00 ☐ Retail Gaming Tavern License (City)\$500.00 ☐ Retail Gaming Tavern License (County).....\$500.00 ☐ Retail Liquor Store License-Additional (City).....\$227.50 ☐ Retail Liquor Store License-Additional (County).....\$312.50 ☐ Retail Liquor Store (City).....\$227.50 ☐ Retail Liquor Store (County).....\$312.50 ☐ Tavern License (City).....\$500.00 ☐ Tavern License (County).....\$500.00 ☐ Vintners Restaurant License (City)\$750.00 ☐ Vintners Restaurant License (County).....\$750.00	
Section B Liquor License Fees*			
☐ Add Optional Premises to H & R.....\$100.00 X _____ Total _____ ☐ Add Related Facility to Resort Complex\$75.00 X _____ Total _____ ☐ Add Sidewalk Service Area.....\$75.00 ☐ Arts License (City)\$308.75 ☐ Arts License (County)\$308.75 ☐ Beer and Wine License (City).....\$351.25 ☐ Beer and Wine License (County).....\$436.25 ☒ Brew Pub License (City)\$750.00 ☐ Brew Pub License (County).....\$750.00 ☐ Campus Liquor Complex (City).....\$500.00 ☐ Campus Liquor Complex (County)\$500.00 ☐ Campus Liquor Complex (State).....\$500.00 ☐ Club License (City)\$308.75 ☐ Club License (County)\$308.75 ☐ Distillery Pub License (City).....\$750.00 ☐ Distillery Pub License (County)\$750.00 ☐ Hotel and Restaurant License (City)\$500.00 ☐ Hotel and Restaurant License (County)\$500.00 ☐ Hotel and Restaurant License w/one opt premises (City)\$600.00 ☐ Hotel and Restaurant License w/one opt premises (County).....\$600.00 ☐ Liquor-Licensed Drugstore (City)\$227.50			
Questions? Visit: SBG.Colorado.gov/Liquor for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total \$

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable. **Questions? Visit: S.B.G.Colorado.gov/Liquor for more information**

Items submitted, please check all appropriate boxes completed or documents submitted

I. Applicant information

- ☒ A. Applicant/Licensee identified
- ☒ B. State sales tax license number listed or applied for at time of application
- ☒ C. License type or other transaction identified
- ☒ D. Return originals to local authority (additional items may be required by the local licensing authority)
- ☒ E. All sections of the application need to be completed
- ☒ F. Master file applicants must include the Application for Master File form DR 8415 and applicable fees to this Retail License Application

II. Diagram of the premises

- ☒ A. No larger than 8½" X 11"
- ☒ B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.)
- ☒ C. Separate diagram for each floor (if multiple levels)
- ☒ D. Kitchen - identified if Hotel and Restaurant
- ☒ E. Bold/Outlined Licensed Premises

III. Proof of property possession (One Year Needed)

- ☒ A. Deed in name of the applicant (or) (matching question #2) date stamped / filed with County Clerk
- ☒ B. Lease in the name of the applicant (or) (matching question #2)
- ☒ C. Lease assignment in the name of the applicant with proper consent from the landlord and acceptance by the applicant
- ☒ D. Other agreement if not deed or lease. (matching question #2)

IV. Background information (DR 8404-I) and financial documents

- ☒ A. Complete DR 8404-I for each principal (individuals with more than 10% ownership, officers, directors, partners, members)
- ☐ B. Fingerprints taken and submitted to the appropriate Local Licensing Authority through an approved State Vendor. Master File applicants submit results to the State using code 25YQHT with Identogo.

Do not complete fingerprint cards prior to submitting your application.

The Vendors are as follows:

Identogo – <https://uenroll.identogo.com/> Phone: 844-539-5539 (toll-free)

Colorado Fingerprinting – <http://www.coloradofingerprinting.com>

Appointment Scheduling Website: <http://www.coloradofingerprinting.com/cabs/>

Phone: 720-292-2722 Toll Free: 833-224-2227

Details about the vendors and fingerprinting in Colorado can be found on CBI's website here:

<https://cbi.colorado.gov/sections/biometric-identification-and-records-unit/employment-and-background-checks>

- ☐ C. Purchase agreement, stock transfer agreement, and/or authorization to transfer license
- ☒ D. List of all notes and loans (Copies to also be attached)

V. Sole proprietor/husband and wife partnership (if applicable)

- ☒ A. Form DR 4679
- ☒ B. Copy of State issued Driver's License or Colorado Identification Card for each applicant

VI. Corporate applicant information (if applicable)

- ☒ A. Certificate of Incorporation
- ☒ B. Certificate of Good Standing
- ☐ C. Certificate of Authorization if foreign corporation (out of state applicants only)

VII. Partnership applicant information (if applicable)

- ☒ A. Partnership Agreement (general or limited).
- ☒ B. Certificate of Good Standing

VIII. Limited Liability Company applicant information (if applicable)

- ☒ A. Copy of articles of organization
- ☒ B. Certificate of Good Standing
- ☒ C. Copy of Operating Agreement (if applicable)
- ☒ D. Certificate of Authority if foreign LLC (out of state applicants only)

IX. Manager registration for Hotel and Restaurant, Tavern, Lodging & Entertainment, and Campus Liquor Complex licenses when included with this application

- ☒ A. \$30.00 fee
- ☐ B. If owner is managing, no fee required

Name Get Well LLC	Type of License Brew Pub-Conc.Review	Account Number
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7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years? Yes ☐ No ☒

8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):

a. Been denied an alcohol beverage license? ☐ ☒

b. Had an alcohol beverage license suspended or revoked? ☐ ☒

c. Had interest in another entity that had an alcohol beverage license suspended or revoked? ☐ ☒

If you answered yes to 8a, b or c, explain in detail on a separate sheet.

9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail. ☐ ☒

10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary? ☐ ☒

or
Waiver by local ordinance? ☐ ☐
Other: _____

11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. NA

12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? **NOTE:** The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS. NA

13. a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016? NA

b. Are you a Colorado resident? ☐

14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? ☐ ☒

If yes, identify the name of the business and list any current financial interest in said business including any loans to or from a licensee.

15. Does the applicant, as listed on line 2 of this application, **have legal possession of the premises by ownership, lease or other arrangement?** ☒ ☐

☐ Ownership ☒ Lease ☐ Other (Explain in Detail) _____

a. If leased, list name of landlord and tenant, and date of expiration, **exactly** as they appear on the lease:

Landlord Soles^2 LLC	Tenant Get Well LLC	Expires April 2035
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b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16. ☐ ☒

c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".

16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.

Last Name NONE	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage

Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.

17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: NA

Has a local ordinance or resolution authorizing optional premises been adopted? ☐

Number of additional Optional Premise areas requested. (See license fee chart) _____

18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions. NA

Name Get Well LLC	Type of License Brew Pub-Conc.Review	Account Number
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19. Liquor Licensed Drugstore (LLDS) applicants, answer the following:
a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? **NA**
If "yes" a copy of license must be attached.

20. Club Liquor License applicants answer the following: **Attach a copy of applicable documentation NA** Yes No
a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? ☐ ☐
b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? ☐ ☐
c. How long has the club been incorporated?
d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? ☐ ☐

21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following:
a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) ☒ ☐

22. Campus Liquor Complex applicants answer the following: **NA**
a. Is the applicant an institution of higher education?
b. Is the applicant a person who contracts with the institution of higher education to provide food services?
If "yes" please provide a copy of the contract with the institution of higher education to provide food services. **NA**

23. For all on-premises applicants.
a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit an Manager Permit Application - DR 8000 and fingerprints.

Last Name of Manager Soles	First Name of Manager Twila
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24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. Yes No
☐ ☐

25. Related Facility - Campus Liquor Complex applicants answer the following: **NA**
a. Is the related facility located within the boundaries of the Campus Liquor Complex?
If yes, please provide a map of the geographical location within the Campus Liquor Complex.
If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex.
b. Designated Manager for Related Facility- Campus Liquor Complex

Last Name of Manager	First Name of Manager
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26. Tax Information. Yes No
a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ ☒
b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ ☒

27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must list any stockholders, partners, or members with **ownership of 10% or more in the applicant**. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.

Name Twila Soles	Home Address, City & State 4128 Green Ridge Dr. Laporte CO 8053	DOB 01/20/86	Position Owner	%Owned 100
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned

Name Get Well LLC		Type of License Brew Pub-Conc.Review		Account Number	
** If applicant is owned 100% by a parent company, please list the designated principal officer on above. ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable) ** If total ownership percentage disclosed here does not total 100%, applicant must check this box: ☒ Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.					
Oath Of Applicant					
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.					
Authorized Signature 		Printed Name and Title Twila Soles, Owner		Date 4/05/24	
Report and Approval of Local Licensing Authority (City/County)					
Date application filed with local authority		Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)			
For Transfer Applications Only - Is the license being transferred valid?					Yes ☐ No ☐
The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been: ☐ Fingerprinted ☐ Subject to background investigation, including NCIC/CCIC check for outstanding warrants That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license (Check One) ☐ Date of inspection or anticipated date _____ ☐ Will conduct inspection upon approval of state licensing authority					
☐ Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,000?					Yes ☐ No ☐
☐ Is the Liquor Licensed Drugstore(LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,000?					Yes ☐ No ☐
NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.					
☐ Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?					Yes ☐ No ☐
The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.					
Local Licensing Authority for			Telephone Number		☐ Town, City ☐ County
Signature	Print	Title	Date		
Signature	Print	Title	Date		

Tax Check Authorization, Waiver, and Request to Release Information

I, Twila Soles

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter
"Waiver") on behalf of

(the "Applicant/Licensee")

Get Well LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

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

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

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

Name (Individual/Business)

Get Well LLC

Social Security Number/Tax Identification Number

[REDACTED]

Home Phone Number

Business/Work Phone Number

970-205-9368

Street Address

8121 1st St (PO Box 1623)

City

Wellington

State

CO

ZIP Code

80549

Printed name of person signing on behalf of the Applicant/Licensee

Twila Soles

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

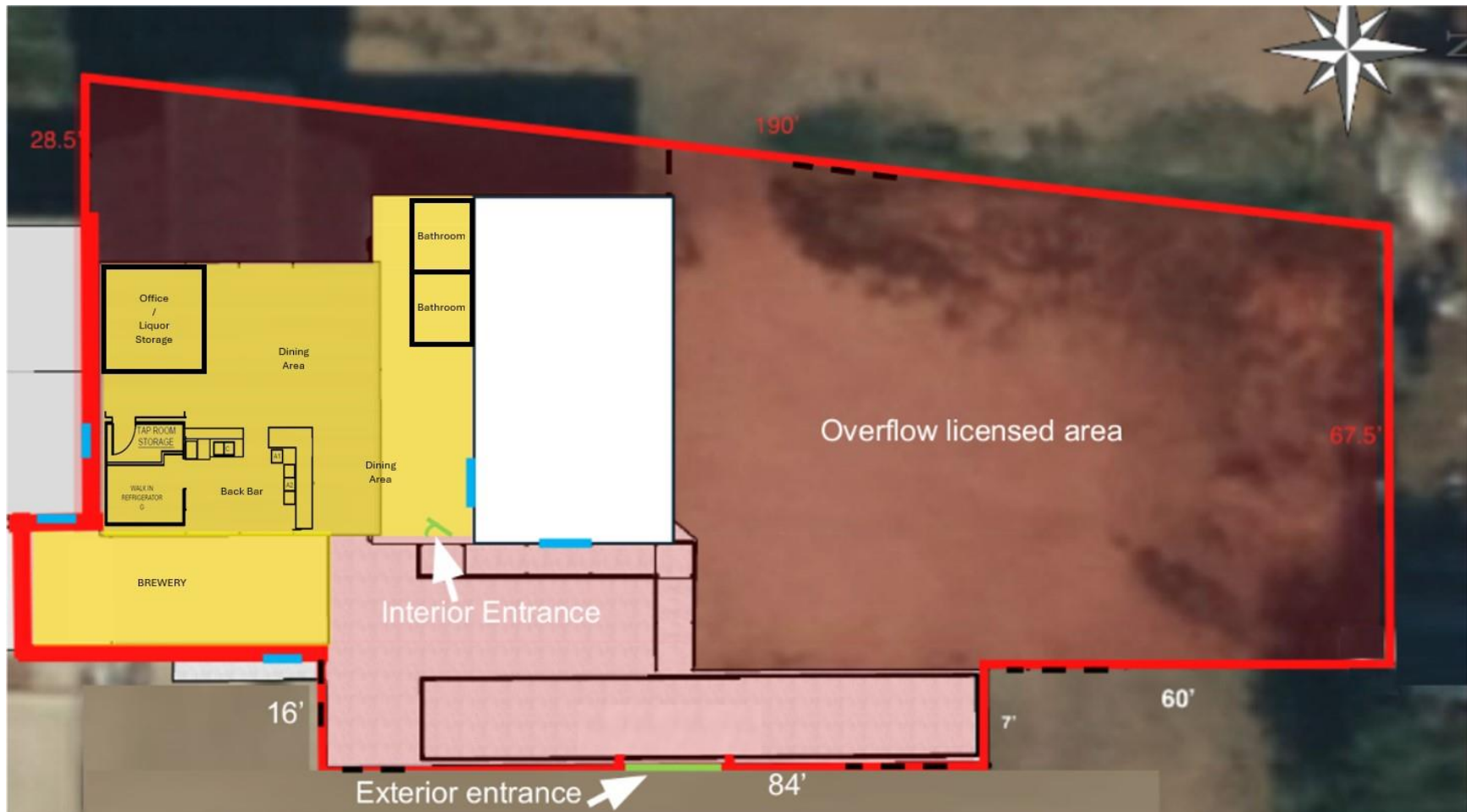
Twila Soles

Date Signed

04/05/24

Privacy Act Statement

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



KEY	
	- Door - Control point no access during operating hours, labeled no alcohol beyond this point
	- Gate - Control point no access during operating hours, labeled no alcohol beyond this point
	- Non - Licensed interior
	- Licensed Interior
	- Licensed Exterior

Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant, Tavern and Lodging and Entertainment class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". **Any deliberate misrepresentation or material omission may jeopardize the license application.** (Please attach a separate sheet if necessary to enable you to answer questions completely)

1. Name of Business Get Well LLC		Home Phone Number 970-205-9368	Cellular Number 419-606-1852	
2. Your Full Name (last, first, middle) Soles, Twila Henley		3. List any other names you have used Twila Jean Henley		
4. Mailing address (if different from residence) PO Box 1623 Wellington CO 80549		Email Address info@wellwellington.com		
5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)				
Street and Number		City, State, Zip	From	To
Current 4128 Green Ridge Dr.		Laporte CO 80535	05/01/20	04/01/24
Previous 916 Akin Ave.		Fort Collins CO 80521	12/01/18	05/01/20
6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)				
Name of Employer or Business	Address (Street, Number, City, State, Zip)	Position Held	From	To
Grouse Malt House	8121 1st St. Wellington CO 80549	CEO	09/01/13	04/01/24
7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.				
Name of Relative	Relationship to You	Position Held	Name of Licensee	
NONE				
8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) ☐ Yes ☒ No				
9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) ☐ Yes ☒ No				

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) ☒ Yes ☐ No

DUI, 2014

11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) ☐ Yes ☒ No

12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) ☐ Yes ☒ No

Personal and Financial Information

Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.

13a. Date of Birth 01/20/86	b. Social Security Number [REDACTED]	c. Place of Birth [REDACTED]	d. U.S. Citizen ☒ Yes ☐ No
e. If Naturalized, state where		f. When	g. Name of District Court
h. Naturalization Certificate Number		i. Date of Certification	j. If an Alien, Give Alien's Registration Card Number
k. Permanent Residence Card Number			
l. Height 5'5"	m. Weight 150	n. Hair Color Brown	o. Eye Color Green
p. Gender F		q. Do you have a current Driver's License/ID? If so, give number and state. ☒ Yes ☐ No # [REDACTED]	

14. Financial Information.

a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other.
\$ 50,000

b. List the total amount of the **personal** investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ 50,000

* If corporate investment only please skip to and complete section (d)

** Section b should reflect the total of sections c and e

c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Account Type	Bank Name	Amount
Cash	Savings	Ally	\$50,000

d. Provide details of the corporate investment described in 14 (a). You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Loans	Account Type	Bank Name	Amount

e. Loan Information (Attach copies of all notes or loans)

Name of Lender	Address	Term	Security	Amount

Oath of Applicant

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

Authorized Signature <i>Twila Soles</i>	Print Signature Twila Soles	Title CEO	Date 04/05/24
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COLORADO
Bureau of Investigation
Department of Public Safety

Page 1 of 3

Biometric Identification and Records Unit
690 Kipling Street, Suite 4000
Lakewood, CO 80215

DATE 04/23/2024

TOWN OF WELLINGTON
PO BOX 127
WELLINGTON, CO 80549

RE: SOLES, TWILA HENLEY

DATE OF BIRTH: 01/20/1986

The Colorado arrest record for the person noted to follow.

The Colorado Bureau of Investigation's database contains detailed information of arrest records based upon fingerprints provided by Colorado law enforcement agencies. Arrests which are not supported by fingerprints will not be included in this database. On occasion the Colorado criminal history will contain disposition information provided by the Colorado Judicial system. Additionally, warrant information, sealed records (except those allowed per state statute 24-72-703), and juvenile records are not available to the public.

Since a record may be established after the time a report was requested, the data is only valid as of the date issued. Therefore, if there is a subsequent need for the record, it is recommended another check be made.

Falsifying or altering this document with the intent to misrepresent the contents of the record is prohibited by law and may be punishable as a felony when done with intent to injure or defraud any person.

Sincerely,
Chris Schaefer, Director
Colorado Bureau of Investigation



ATTN: TOWN OF WELLINGTON

COLORADO BUREAU OF INVESTIGATION - IDENTIFICATION UNIT
690 KIPLING STREET, SUITE #3000, DENVER, COLORADO 80215 (303)239-4208

THIS IDENTIFICATION RECORD IS FOR LAWFUL USE ONLY AND SUMMARIZES
INFORMATION SENT TO THE COLORADO BUREAU OF INVESTIGATION FROM
FINGERPRINT CONTRIBUTORS IN THE STATE OF COLORADO.

UNLESS FINGERPRINTS ACCOMPANIED YOUR INQUIRY, THE COLORADO BUREAU OF
INVESTIGATION CAN NOT GUARANTEE THIS RECORD RELATES TO THE PERSON IN
WHOM YOU HAVE AN INTEREST.

IF THE DISPOSITION IS NOT SHOWN OR FURTHER EXPLANATION OF AN ARREST
CHARGE OR DISPOSITION IS DESIRED, THAT INFORMATION MAY BE OBTAINED FROM
THE AGENCY WHO FURNISHED THE ARREST INFORMATION.

ONLY THE COURT OF JURISDICTION OR THE RESPECTIVE DISTRICT ATTORNEY'S
OFFICE WHEREIN THE FINAL DISPOSITION OCCURRED CAN PROVIDE AN OFFICIAL
COPY TO ANY SPECIFIC DISPOSITION.

STATE LAW GOVERNS ACCESS TO SEALED RECORDS.

BECAUSE ADDITIONS AND DELETIONS TO A CRIMINAL HISTORY RECORD MAY BE MADE
AT ANY GIVEN TIME, A NEW INQUIRY SHOULD BE REQUESTED WHEN NEEDED FOR
SUBSEQUENT USE.

***** IDENTIFICATION *****

NAME(S) USED:

HENLEY, TWILA JEAN
SOLES, TWILA HENLEY

PHYSICAL:

SEX: F RACE: W HGT: 505 WGT: 140
EYE: BLU HAIR: BLN SKN:

DATE(S) OF BIRTH:

01/20/1986

PLACE(S) OF BIRTH:

OH

SCARS/MARKS:

TAT CHEST

***** CRIMINAL HISTORY *****

===== Cycle 001 =====

----- ARREST -----

DATE ARRESTED	03/08/2014
AGENCY	LARIMER COUNTY SHERIFF'S OFFICE
ARREST NUMBER	1401933
NAME USED	HENLEY, TWILA JEAN
CHARGE	01
CHARGE LITERAL	DRIVING UNDER THE INFLUENCE OR DRUGS
TYPE/LEVEL	MISDEMEANOR
OFFENSE DATE	03/08/2014
CHARGE	02
CHARGE LITERAL	TRAFFIC OFFENSE HAND OR DEVICE SIGNALS VIOLATION
CHARGE	03
CHARGE LITERAL	TRAFFIC OFFENSE POSITION/TURNING METHOD VIOL
----- COURT -----	
CHARGE	01
CHARGE LITERAL	DRIVING UNDER THE INFLUENCE DRIVING WHILE ABILITY IMPAIRED

TYPE/LEVEL MISDEMEANOR
OFFENSE DATE 03/08/2014
DOCKET C0352014T 000761
COURT DISPOSITION GUILTY

*CRIMINAL JUSTICE AGENCIES MAY NOT HAVE PROVIDED ALL ARRESTS, *
*CHARGES OR DISPOSITIONS TO THE CBI. THIS RECORD SHOWS ALL *
*ARRESTS, CHARGES & DISPOSITIONS THAT WERE PROVIDED, UNLESS *
*ACCESS TO THEM HAS BEEN LIMITED BY COURT ORDER. *
FALSIFYING OR ALTERING THIS RECORD WITH THE INTENT TO MISREPRESENT
*THE CONTENTS OF THE RECORD IS PROHIBITED BY LAW, AND MAY BE *
*PUNISHABLE AS A FELONY WHEN DONE WITH THE INTENT TO INJURE OR *
*DEFRAUD ANY PERSON. *

---- END OF RECORD MEETING DISSEMINATION CRITERIA ----

----- 04/23/2024 12:28MT -----

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,

Get Well LLC

is a

Limited Liability Company

formed or registered on 03/14/2021 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 20211250349 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 04/05/2024 that have been posted, and by documents delivered to this office electronically through 04/09/2024 @ 17:17:38 .

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 04/09/2024 @ 17:17:38 in accordance with applicable law. This certificate is assigned Confirmation Number 15928685 .



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."

Articles of Organization for a Limited Liability Company

filed pursuant to § 7-90-301 and § 7-80-204 of the Colorado Revised Statutes (C.R.S.)

The domestic entity name of the limited liability company is DJZ LLC

The principal office street address is 4128 Green Ridge Dr.
Laporte CO 80535
US

The principal office mailing address is 4128 Green Ridge Dr.
Laporte CO 80535
US

The name of the registered agent is Daniel Zamzow

The registered agent's street address is 4128 Green Ridge Dr.
Laporte CO 80535
US

The registered agent's mailing address is 4128 Green Ridge Dr.
Laporte CO 80535
US

The person above has agreed to be appointed as the registered agent for this limited liability company.

The management of the limited liability company is vested in Members

There is at least one member of the limited liability company.

Person(s) forming the limited liability company

Daniel Zamzow
4128 Green Ridge Dr.
Laporte CO 80535
US

Causing this document to be delivered to the Secretary of State for filing shall constitute the affirmation or acknowledgment of each individual causing such delivery, under penalties of perjury, that the document is the individual's act and deed, or that the individual in good faith believes the document is the act and deed of the person on whose behalf the individual is causing the document to be delivered for filing, taken in conformity with the requirements of part 3 of article 90 of title 7, C.R.S., and, if

applicable, the constituent documents, and the organic statutes, and that the individual in good faith believes the facts stated in the document are true and the document complies with the requirements of that Part, the constituent documents, and the organic statutes.

This perjury notice applies to each individual who causes this document to be delivered to the secretary of state, whether or not such individual is named in the document as one who has caused it to be delivered.

Name(s) and address(es) of the individual(s) causing the document to be delivered for filing

Daniel Zamzow
4128 Green Ridge Dr.
Laporte CO 80535
US



DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
BREWER'S NOTICE

Brewery's Section

1. This is notice serial number	2. The notice date is 06/21/2021
3. Our brewery's name is DJZ LLC	
4. Our trade name is DBA: THE WELL	
5. Our business address is 4128 GREEN RIDGE DR., LAPORTE, CO 80535 (Number and Street) (City) (County) (State) (Zip Code)	
6. Our brewery location is 8121 FIRST ST WELLINGTON, CO 80549 (Number and Street) (City) (County) (State) (Zip Code)	
7. Our main contact person is Daniel Zamzow (Name)	TTB can reach me at 612-735-6587 (Phone Number)

Brewery Description

8. Our phone number at the brewery is	9. Our E-mail Address is djzamzow@gmail.com
10. Our brewery operates as a: ☐ Brewery ☒ Brewpub (You must complete items 19 and 20.) ☐ Pilot Brewing Plant (check one only)	
11. We are a: (check one only) ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☒ Limited Liability Company ☐ Limited Partnership	
12a. Our employer identification number is: (for example: 12-3456789) 86-2625349	
12b. Title to premises and equipment (list names and addresses of owner of land or buildings, or if any other mortgage or encumbrance on the land or buildings of the brewery).	

(See Attached)

13. Brewer's Business Day <u>12:00 AM</u> (List only if different than 12:00 am through 11:59pm.)	
14. We are filing this notice to:	
☒ give TTB our original notice that we intend to engage in the business of producing beer. ☐ amend our previously approved original notice (Registry No. _____) for the following reason(s): ☐ add or delete (circle one) a trade or operating name (attach registration, if your state requires, of new trade or operating name) . List new trade names(s) in Item 4 or on a separate sheet of paper. List deleted trade name(s) on a separate sheet of paper. ☐ show a change in brewery premises (attach description of change) . ☐ make changes in officers, directors, members, stock, or interest distribution (attach description of change; you must file personnel questionnaires for new personnel and any new person owning 10% or more of total stock) . ☐ discontinuance of business as of: (date) _____ ☐ other _____	
15. A. We are ☐ or are not ☒ members of a controlled group of breweries. (List all breweries with shared ownership on a separate sheet of paper.)	
B. If you are a member, will the controlled group of breweries produce more than 60,000 but less than 2,000,000 barrels of beer per year? (if so, describe how the reduced rate of tax will be apportioned among brewery members in the controlled group.)	
16. The Internal Revenue Code (IRC) provides that if you produce not more than 2,000,000 barrels per year, you are entitled to a reduced rate of tax on your first 60,000 barrels. What is your estimated production in barrels per year? (check one)	
☐ More than 2,000,000 barrels per year. We are not entitled to the reduced rate. ☐ More than 60,000 barrels per year, but not more than 2,000,000 barrels per year. We are entitled to the reduced tax rate on our first 60,000 barrels removed for consumption or sale. ☒ Not more than 60,000 barrels per year. We are entitled to the reduced tax rate on all beer removed for consumption or sale.	

Signing Authority For Corporate Officials

17. I am ☐ or am not ☒ required to furnish a bond under 27 CFR 25.91. I am not required to furnish a bond only if all of the following are true: I will withdraw beer for deferred payment of tax under 27 CFR 25.164, I was liable for not more than \$50,000 in beer taxes in the preceding calendar year, and I reasonably expect to be liable for not more than \$50,000 in such taxes during the current calendar year.

18. We held our board meeting with (check one)

☐ Directors ☐ Trustees ☐ Managers ☐ Governors Date of Meeting _____

We authorize the following corporate officials, employees, or incumbents of the listed offices to execute all documents and to do all acts for us in dealing with the Alcohol and Tobacco Tax and Trade Bureau. (You must impress your corporate seal. If you do not have one, two witnesses must sign.)

By the authority of our board, I certify that this authorization is true and complete.

Title: _____

Title: _____

Corporate Seal:

Title: _____

Title: _____

Title: _____

Title: _____

Witness: _____

Witness: _____

Brewpub Applicant Information (If you are a brewpub, you must complete this section.)

19. We are a brewpub. Our entire business location is the brewery premises. We understand that by initialing these boxes, we acknowledge that:

☒ a. We must separate the brewery operations (non-public area) from the public area of the brewery premises by an adequate partition. Access to the brewery operations must be restricted to authorized visitors and employees only.

☒ b. The serving tanks as noted on our **attached diagram** are our tax-determined beer tanks. These tanks have a working capacity of approximately 1 barrels/kegs and are accurately calibrated with appropriate measuring devices.

☒ c. We must transfer beer ready for consumption or sale from our fermenters into an empty tax-determination tank for measurement by the approved measuring device. We will make prompt and accurate records of these transactions to determine tax due.

☒ 20. We plan to sell retail liquors other than beer. We must file a special occupational tax registration as a retailer before we start these sales.

Attachment Section

21. You must make attachments to complete an original notice. You may also need additional information for an amended notice.

Check all the blocks here for your attachments for this notice. For original Brewer's Notices, you must attach all documents for your type of business organization. For amended Brewer's Notices, some forms are mandatory, while others may be optional.

☐ Articles of Incorporation/Organization (Corporations/LLCs)

☐ Personnel Questionnaires (for **all** owners/officers/directors/partners/members/stockholders of over 10%)

☐ Trade Name Registrations (if required by state)

☐ By-Laws (Corporations/LLCs)

☐ Certificate to Transact Business in a Foreign State (if applicable)

☐ Partnership Agreement

☐ Power of Attorney (TTB F 5000.8, or Corporate Resolution)

☐ Environmental Information (TTB F 5000.29)

☐ Diagram (or Plat/Plan) with dimensions of the brewery

☒ Diagram for Brewpub as required

☐ Legal description of the Brewery

☐ Statement Describing the Security at the Brewery

☐ Supplemental Information on Water Quality Considerations (TTB F 5000.30)

☐ Other _____

All statements and documents are part of this notice. Under penalties of perjury, I declare that I have examined this notice and all attachments and to the best of my knowledge and belief they are true, correct, and complete.

22. Signature of Authorized Person

Date

23. Printed or Typed Name and Title

Daniel Zamzow

Mail this completed package with all attachments to:

Director, National Revenue Center, 550 Main St, Ste 8002, Cincinnati, OH 45202-5215

TTB Section - For TTB Use Only

This Notice is:

☒ Approved

☐ Not Approved

Effective Date:

07/13/2021

Approval Date:

07/13/2021

Director, National Revenue Center

Teresa Jordan

Registry Number:

BR-CO-21488

General Instructions

1. Where do I send my application?

File this form with TTB at this address: Director
National Revenue Center
550 Main St, Ste 8002
Cincinnati, OH 45202-5215

2. When may I start Brewing? You may not operate your brewery until we approve your Brewer's Notice (including all attachments) and your Brewer's Bond (if a bond is required under 27 CFR 25.91).

3. When must I file a Brewer's Notice? You must file this form:

- To start business at your brewery premises;
- To amend or supplement information you previously submitted or;
- In connection with a new bond.

4. Do I need to file any other documents with the Brewer's Notice? You must file the attachments this form requires. Also, we may require you to furnish any additional information we find necessary to protect revenue and insure collection of taxes.

5. What happens if I do not complete this notice? We will return your notice to you for correction if it is not completed in accordance with these instructions or does not include all of the required information and documents. If you do not complete the notice you may not produce or package beer.

6. What items do I need to complete on this notice? You must complete all items on this notice that apply to your business, regardless of the purpose for which you are filing.

7. How long must I keep my copy of this notice? At your brewery you must keep available for TTB inspection during your normal business hours:

- Your most recently approved Brewer's Notice and
- All attachments and documents that provide current and complete information of this form.

Specific Instructions

Item 1. What serial number do I use? Serially number each notice. Begin with No. 1 for the first notice and continue in sequence for each amendment or supplemental notice you file after you start business.

Item 2. What is the notice date? The date that you submit this notice for approval.

Item 3. What is my brewery's name?

If you are....	Then your name is....
An individual	Your name, followed by "sole owner" and the name you use to operate
A partnership	The name of each partner followed by the name you use to operate
A limited partnership (LP)	The name of your LP
A corporation or limited liability corporation (LLC)	The corporation or LLC name and, if different, the name you use to operate

Item 4. What if I use a trade name? You must list all trade names you use to do business or to package beer. Approval of a trade name does not necessarily constitute approval as a brand name for labeling purposes. Submit your requests for brand names to the Alcohol Labeling and Formulation Division on an Application for and Certificate/Exemption of Label/Bottle Approval, TTB F 5100.31. If your State requires you to register your trade name, you must submit a copy of the State trade name registration.

Item 5. What is our business address? Your business address may be different than the actual location of the brewery. Your business address is where you receive mail deliveries and you conduct office activity. You must include the county of this address.

Item 6. What is our brewery location? Your brewery location is where you actually brew your beer.

Item 7. Who may be a contact person? Your contact person must be someone who has authority to speak or write to any of our officers regarding any aspect of your brewing operations. You must file with us a signing authority or power of attorney for this person.

Item 15. What information must I provide if I am a member of a controlled brewery group?

1. A controlled brewery group is a group of breweries that share common ownership or controlled interest. Controlled groups of breweries include groups where:
 - (a) one brewery owns controlling interest in the other brewery or
 - (b) there is a common ownership in the controlling interest in each brewery
2. If you are a member of a controlled group of breweries and you intend to transfer beer between breweries without payment of tax, you must:
 - (a) give the name and principal business address of each of the other breweries; and
 - (b) state whether condition 1.(a) or condition 1.(b) applies. If condition 1.(a) applies, state which brewery owns controlling interest in the other and the percentage of that interest. If condition 1.(b) applies, give the name and principal business address of the person owning controlling interest in both breweries and state the percentage of interest in each brewery.
3. If you are a member of a controlled group of breweries and the total production of all breweries in the controlled group is less than 2,000,000 barrels of beer per year, you may be eligible to pay tax at the reduced rate. You must:
 - (a) give the name and principal business address of each of the other breweries;
 - (b) provide a list to allocate the reduced tax for 60,000 barrels between the members of the controlled group; and
 - (c) state whether condition 1.(a) or condition 1.(b) applies, if condition 1.(a) applies, state which brewery owns controlling interest in the other and the percentage of that interest. If condition 1.(b) applies, give the name and principal business address of the person owning controlling interest in both breweries and state the percentage of interest in each brewery.

Item 18. Who may sign for my corporation? You may indicate signature authority in two ways.

- **By corporate office:** In item 18 you may list the corporate offices or employees whose incumbents may sign for your corporation. Check the box that indicates how your board authorized these officers to sign. Include the date of the meeting. List the offices by title. Attach your corporate seal. These authorities remain with the office when you change personnel in that office.
- **By name:** you may authorize specific individuals to sign by executing a power of attorney (*use TTB F 5000.8*) or a signing authority for corporate officials (*use TTB F 5100.1*). You may limit these authorities to specific actions. For instance, you may grant a signing authority limited to monthly reports.

Item 19. When must I initial the brewpub information? Operating as a brewpub means that you will not be bottling beer but rather that you will be dispensing beer only from serving tanks. If this is the case, then you must initial each box and provide tank capacity to demonstrate that you understand special considerations for operating taverns on brewery premises.

Item 21. What are the attachments for my type of business? Follow these instructions. You must attach the organizational information and documents we require for your type of business.

If you are a....	Then you must file....
Sole proprietor	- A list with the name and address of each person who holds an interest in the brewery, whether the interest appears in the name of the interested party or in the name of another for that party.
Partnership	- A copy of (1) articles of partnership or association, if any; or (2) the certificate of partnership or association if required to be filed by any State, county, or municipality. - A list with the name and address of each person who holds an interest in the brewery, whether the interest appears in the name of the interested party or in the name of another for that party.
Corporation	- A copy of the corporation charter or of the certificate of corporate existence or incorporation. - A list with the name, address, and title of each officer and director. - Copies of extracts or digests of minutes of meetings of the board of directors authorizing certain individuals to sign for the corporation. - A statement showing the number of shares of stock (or other evidence of ownership) authorized and outstanding and the voting rights of the respective owners. - A list with the names and addresses of all persons having a voting interest of 10 percent or more in the corporation whether the interest appears in the name of the interested party or in the name of another person. For each person listed, show the amount of the stockholding or other interest.

a. May I refer to information that I filed for another operation? If you have already filed information with us, you may incorporate that information by reference if that information is complete and accurate. You may, instead of resubmitting that information, provide a statement that:

- identifies the other premises by operating name, type (*brewery, winery, etc.*), and location (*city and State*) ; and
- specifies which organizational information and documents are being incorporated. You must attach all organizational information and documents you do not incorporate by reference.

b. What must I keep available for TTB inspection? You must keep available for our inspection the originals of the corporate documents we require under item 21 of this notice and certain other corporate documents(*articles of incorporation, bylaws, State certificates authorizing the brewer to operate in the State where located*). Each brewer's notice filed by multi-plant brewers must state, as part of the response to item 21, the location where we may inspect these original corporate documents.

Item 22. Who is the "authorized person" who must sign this notice? These are the persons authorized to sign this notice:

If you are a....	Then you must file....
Sole proprietor	- signed by the sole owner or - an empowered attorney-in-fact.
Partnership	- signed by all partners, or - a partner authorized to sign on behalf of all of the partners, or - an empowered attorney-in-fact
Corporation	- executed in the corporate name, followed by the signature and title of a person authorized to act for the corporation

Paperwork Reduction Act Notice

This request is in accordance with the Paperwork Reduction Act of 1995. We use this information collection to determine your identity as a brewer, the location and extent of your brewery premises, and whether your brewery operations conform with Federal laws and regulations. The information we request is required for you to obtain or retain a benefit and is mandatory by law (26 U.S.C. 5401(a)).

We estimate the average burden associated with this collection of information is 3 hours per respondent or recordkeeper, depending on your individual circumstances. Address your comments concerning the accuracy of this burden estimate and suggestions to reduce this burden to: Reports Management Officer, Regulations and Rulings Division, Alcohol and Tobacco Tax and Trade Bureau, 1310 G Street, NW., Box 12, Washington, DC 20005.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a current, valid OMB control number.

Privacy Act Information

We provide this information to comply with Section 3 of the Privacy Act of 1974 (5 U.S.C. 552a(e)(3)):

1. **What is TTB's authority to ask for this information?** We require this information under the authority of 26 U.S.C. 5401(a). You must disclose this information to obtain authority to conduct brewing operations.
2. **What is the purpose for this information collection?** You provide this information to give TTB notice of your intention to establish a brewery, so that we may identify you as a brewer, and to identify your brewery location and processes.
3. **How does TTB routinely use this information?** We use this information to make determinations for the purposes described in paragraph 2. Also, we may disclose the information to other Federal, State, foreign, and local law enforcement and regulatory agency personnel to verify information on the form where such disclosure is not prohibited by law. We may disclose the information to the Justice Department if it appears that the furnishing of false information may constitute a violation of Federal law. Finally, we may disclose the information to members of the public in order to verify information on the form where such disclosure is not prohibited by law.
4. **What is the effect of my not supplying the information TTB requests?** If you fail to supply complete information then we will delay processing and may disapprove or deny your application.

Item 4: Our Trade Name is:

OTHER PURPOSE FOR WHICH FILED:

Item 12: Title to premises and equipment (list names and addresses of owner of land or buildings, or if any other mortgage or encumbrance on the land or buildings of the brewery).

Does the applicant own the land or building comprising the brewery?

Yes

☐

No

☒

If yes, please provide us with the name and address of any mortgagee, or other person who has a claim on the land or buildings comprising the brewery. If there is no mortgagee, or other claim on the land or buildings, please enter "Not Applicable"

If no, please provide us with the name/address of the owner of the land or buildings comprising the brewery, and of any mortgagee, or other claim on the land or buildings comprising the brewery

Grouse LLC, 8121 1st St. (PO Box 203) Wellington CO 80549

Item 15B: If you produce more than 60,000 but less than 2,000,000 barrels you would qualify for the reduced rate on the first 60,000 barrels. Give the allotted barrels for each location at the reduced rate.

MEMBERS OF CONTROLLED GROUP

Item 17: We authorize the following corporate officials, employees, or incumbents of the listed offices to execute all documents and to do all acts for us in dealing with the Alcohol and Tobacco Tax and Trade Bureau. (You must impress your corporate seal. If you do not have one, two witnesses must sign.)

Applies to All Permits
Authority Granted by
First Name
Last Name
Title
Title if Other

Yes
Name
Daniel
Zamzow

Describe the entire tract of land by using directions and distances:

8121 First Street Wellington, CO 80549. 2nd lot south of First Street and Cleveland Ave. west hand side of the road east of the rail road tracks.

Describe the brewery premises.

The brewery has 1 exterior mandoor and two garage doors, all of which are equipped with locks. The brewery has 2 other doors both locking, one which leads to a separate business and the other that leads to the tap room, public space. The brewery also has 2 locking windows.

The main space marked DJZ LLC/The Well (Bar, Floor Space, Seating, Restrooms, Entry), is approximately 1,452 square feet. The Brewery Production space will serve as staging and production of beer and is approximately 658 square feet of metal construction.

If a brewpub, you must identify the portion of the brewery which will be operated as a tavern by providing the boundaries of the tavern.

The tavern/pub is in the elevator space, which is accessible from the brewery. The boundaries include the brewery to the east, another business (Grouse LLC) to the north and south.

You must identify areas of the brewery which are accessible to the public and areas which are not.

The brewery production space is not public, the tap room/tavern/pub is. This includes the front entrance, the hallway, 2 bathrooms, and the elevator trap room.

Describe security measures to be used to segregate public areas from non-public areas.

There will be a security camera in the brewery production space, which will capture all incoming traffic. Additionally, brewery production space will be kept locked when unstaffed.

Describe in detail the method to be used for measuring beer for the purpose of tax determination. Identify the tanks which will periodically contain tax-determined beer, and any other areas where tax-determined beer will be.

The tanks that will periodically contain tax-determined beer (Fermenters) have level gauges that will indicate volume prior to transfer into serving kegs (approx. 15.5 gallons per keg).

We will keep detailed brew logs and adequately mark the brew logs and the fermentation vessels to identify tanks accordingly.

Provide description of the brewery security. Brewery building must be arranged and constructed to give adequate protection to the revenue. Describe locks, access to the brewery and how un-taxpaid goods will be protected during and after business hours

All doors including exterior and interior doors are equipped with locking functions. Only specific personnel will have access to the brewery production space and the brewery production space will be kept locked up when not staffed.

Description of Non-Contiguous Locations

COMMERCIAL LEASE AGREEMENT

THIS LEASE dated this 1st day of April 2024 between:

Soles^2 LLC
(the "Landlord")

- AND -

Get Well LLC dba The Well In Wellington
(the "Tenant")

IN CONSIDERATION OF the Landlord letting and the Tenant renting the Leased Premises, both parties agree to keep, perform and fulfill the promises, conditions and agreements below:

Leased Premises

1. The Landlord leases to the Tenant the portion of the Premises (the "Leased Premises") described as follows: Approximately 1,452 square feet of interior building space to encompass: the central grain elevator, eastern entry and seating space, two bathrooms; and 633 square feet of metal construction production space. Total 4,795 square feet exterior space of patio (east-facing patio space, north patio space, and future west facing patio) plus parking for +/- 26 vehicles.

Term

2. The term (the "Term") of the Lease shall commence on May 1, 2024 or upon completion of the Premises' construction or Tenant's improvements, the latter of which shall be the determining date. This initial lease lasts until April 1 2025. The tenant will be granted 2, 5 year lease renewal options.

Rent

3. Subject to the provisions of this Lease, the rent for the Leased Premises is \$1,250.00 (the "Rent") per month. The monthly rental rate will be negotiated at the beginning of each succeeding year based on volume, traffic, and sales. The potential rent increase will not exceed 5% per year.

4. The Tenant will deliver or send the rent to the Landlord at 8121 1st Street, Wellington, Colorado 80549, or at such other place as the Landlord may later designate, on or before the first of each and every month.

Use of Leased Premises

5. Except as otherwise provided in this Lease, the Tenant and the agents and employees of the Tenant will only use the Leased Premises for a purpose consistent with the permitted use allowed in this Lease.

Utilities.

6. Payments for utilities and other charges connected with the Leased Premises will be shared by the Tenant during the Term of this Lease.

Insurance

7. The Tenant will carry insurance to adequately cover the value and liability of tenancy. The Tenant will include the Landlord and the Landlord as additional insured parties on all policies of insurance.
8. The Tenant will provide proof of such insurance to the Landlord and upon the issuance or renewal of such insurance.

Maintenance and Repairs

9. The Tenant agrees to surrender and deliver to the Landlord the Leased Premises and all furniture and decorations within the Leased Premises in as good a condition as they were at the beginning of the Term, reasonable wear and tear excepted. The Tenant will be liable to the Landlord for any damages occurring to the Leased Premises or the contents of the Leased Premises or to the building which are done by the Tenant or the Tenant's guests.

10. The Tenant will immediately report all general maintenance issues and needed repairs to the Landlord.

Alterations and Improvements

11. Any alterations and improvements must comply with all applicable construction laws and regulations regarding property improvements.
12. The Tenant will ensure that the Leased Premises remain free and clear of any and all liens arising out of the work performed or materials used in making such improvements to the Leased Premises.

Taxes

13. The Tenant will pay any privilege, excise and other taxes duly assessed against the business of the Tenant, and any personal property on or about the Leased Premises. The Tenant will avoid the assessment of any late fees or penalties.

Event of Default

14. The Tenant will default under this Lease if any one or more of the following events (the "Event of Default") occurs:
 - 14.1. The Tenant fails to pay the Rent to the Landlord or any amount of it when due or within any grace period, if any.
 - 14.2. The Tenant fails to perform any of its obligations under this Lease.
 - 14.3. The Tenant becomes insolvent, commits an act of bankruptcy, becomes bankrupt, takes the benefit of any legislation that may be in force for bankrupt or insolvent debtors, becomes involved in a voluntary or involuntary winding up, dissolution or liquidation proceeding, or if a receiver will be appointed for the affairs of the Tenant.
 - 14.4. The Tenant abandons the Leased Premises
 - 14.5. The Tenant uses the Leased Premises for any unpermitted or illegal purposes.
 - 14.6. The Tenant fails to commence, diligently pursue, and complete the Tenant's work to be performed pursuant to this Lease pertaining to the Leased Premises.
 - 14.7. The Leased Premises, or any part of the Leased Premises is completely or partially damaged by fire or other casualty that is due to the Tenant's negligence, willful act, or that of the Tenant's employee, family, agent, or guest.

Surrender of Premises

15. At the expiration of the Term of this Lease, the Tenant will quit and surrender the Premises in as good a state and condition as they were at the commencement of this Lease, reasonable use and wear and damages by the elements excepted.

Governing Law

16. It is the intention of the parties to this Lease that the tenancy created by this Lease and the performance under this Lease, and all suits and special proceedings under this Lease, be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of Colorado, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Severability

17. If there is a conflict between any provision of this Lease and the applicable legislation of Colorado (the "Act"), the Act will prevail and such provisions of the Lease will be amended or deleted as necessary in order to comply with the Act. Further, any provisions that are required by the Act are incorporated into this Lease.
18. In the event that any of the provisions of this Lease will be held to be invalid or unenforceable in whole or in part, those provisions to the extent enforceable and all other provisions will nevertheless continue to be valid and enforceable as though the invalid or unenforceable parts had not been included in this Lease and the remaining provisions had been executed by both parties subsequent to the expungement of the invalid provision.

Assignment and Subletting

19. The Tenant will not assign, transfer or sublet the Leased Premises or any part of the Leased Premises without the prior written consent of the Landlord.

Conditional Requirements

20. If Tenant is denied necessary license approval, this contract will be terminated.

General Provisions

21. In the event of any legal action concerning this Lease, the losing party will pay to the prevailing party reasonable attorney's fees and court costs to be fixed by the court and such judgment will be entered.

22. The Landlord may enter the Leased Premises upon 24 hours' notice for any of the following reasons:

- 22.1. to inspect the Leased Premises;
- 22.2. to maintain the Leased Premises; or
- 22.3. to make repairs that the Landlord is obligated to perform.

23. This Lease will extend to and be binding upon and inure to the benefit of the respective heirs, executors, administrators, successors and assigns, as the case may be, of each party to this Lease. All covenants are to be construed as conditions of this Lease.

24. All sums payable by the Tenant to the Landlord under any provision of this Lease will be deemed to be Additional Rent and will be recovered by the Landlord as rental arrears.

25. Where there is more than one Tenant executing this Lease, all Tenants are jointly and severally liable for each other's acts, omissions and liabilities under this Lease.

26. All schedules to this Lease are incorporated into and form an integral part of this Lease.

27. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Lease. Words in the singular mean and include the plural and vice versa. Words in the masculine include the feminine and vice versa. The words "Landlord" and "Tenant" as used in this Lease include the plural as well as the singular; no regard for gender is intended by the language in this Lease.

28. Each signatory to this Lease acknowledges receipt of an executed copy of this Lease.

IN WITNESS WHEREOF the Landlord and the Tenant have duly affixed their signatures under hand and seal on this 1st day of April, 2024.

Soles^2 LLC

By Twila Soles
Twila Soles

Get Well LLC, DBA The Well in Wellington

By Twila Soles
Twila Soles



LIQUOR INSPECTION REPORT

Licensee Name: The Well in Wellington	Contact/Manager Name: Twila Soles
License #: Not yet issued	Contact Number: 419-606-1852
Address: 8121 1st Street	Contact Email: info@wellwellington.com
City, State, Zip: Wellington, CO 80549	Date of Report: 05/29/24

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

LIQUOR LICENSE INSPECTION NOTES: This was an initial inspection of the premises for a new liquor license. The business is not currently open to the public and is still under development. Because there is no current liquor license, the inspection was limited to viewing the areas in development and a discussion of what is required/subject to future inspection.

Inspection Representative(s):

Sgt. Matthew Cherry #04035 - Larimer County Sheriff's Office

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

Instructions/Qualifications

1. Signers must be at least 21 years of age AND:

- a resident of the defined neighborhood

OR

- Must be Owner or Manager of business located within the defined neighborhood

(See map)

2. Must sign and include address and other information in the presence of the petition circulator and may only sign the petition once.

* If you favor and support this application for a

Brew Pub (type of license) it is because you feel:

the reasonable requirements of the adult inhabits of the defined neighborhood are NOT now being adequately served by existing businesses that hold the same or similar type of liquor license in the defined neighborhood, AND it is your desire this license be issued.

**If you oppose and do not support this application for a

Brew Pub (insert type of license), please write your reason why you oppose this license application.

This petition/opinion survey is being conducted to determine the reasonable requirements, needs and desires of the adult inhabitants of the defined neighborhood per the Colorado Liquor Code, Article 47, Title 12 C.R.S. and per the Local Licensing Authority rules/procedures. If you think you have been unduly influenced by the petition circulator or have questions or comments concerning the proposed application or survey method, please call: the Town Clerk's Office at (970) 568-3381.

Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of License applied: Brew Pub License

Public Hearing Date before the Authority: June 11 2024

Defined Neighborhood: (Attach map provided by Authority)

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on line C.	BO-Bsns Ownr BM-Bsns Mng'r R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
41	A. Signature <u>[Signature]</u> B. Print Name <u>Justin Marks</u> C. Address <u>8015 Rte 100 St, Business</u>	BO	45	5-22-24	X		
42	A. Signature <u>[Signature]</u> B. Print Name <u>MAKES</u> C. Address <u>8015 Rte 100 St, Business</u>	BO	44	5-22-24	X		
43	A. Signature <u>[Signature]</u> B. Print Name <u>Alfreda</u> C. Address <u>8015 Rte 100 St, Business</u>	R	29	5-23-24	X		
44	A. Signature <u>[Signature]</u> B. Print Name <u>Joshua Harty</u> C. Address <u>4812 4th Street or Business</u>	R	32	5-24-24	X		
45	A. Signature <u>[Signature]</u> B. Print Name <u>Guendreau</u> C. Address <u>824 E. 6th St, Business</u>	R	26	5/30/24	X		
46	A. Signature <u>[Signature]</u> B. Print Name <u>Mc Dougal</u> C. Address <u>824 E. 6th St, Business</u>	R	57	6/1/24	X		
47	A. Signature <u>[Signature]</u> B. Print Name <u>Frederick</u> C. Address <u>795 W. 1st St, Business</u>	R	79	6/1/24	X		
48	A. Signature <u>[Signature]</u> B. Print Name <u>Book</u> C. Address <u>8015 Rte 100 St, Business</u>	R	42	6/1/24	X		

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE TOWN OF WELLINGTON

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(See map)

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Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of License applied: Brew Pub License (City)

Public Hearing Date before the Authority: June 11th 2024 6:30 pm Bot. Wilson Leeper Center
 Defined Neighborhood: (Attach map provided by Authority)

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on line C.	BO-Bsns Ownt BM-Bsns Mngt R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
1	<u>Line 1</u> <u>JOSIAH BURE</u> <u>3401 McKinley Ave / PO Box 1022</u>	R	27	5/22	✓		
2	<u>Don Jorman</u> <u>528 WCR 78</u>	R	34	5/22	✓		
3	<u>Sarah Lynne</u> <u>3400 Mc Spalding St 80549</u>	R	42	5/22	✓		
4	<u>Brooke Vandegriff</u> <u>3201 Wild West Ln.</u>	R	30	5/22	✓		
5	<u>Boxing Quinona</u> <u>6912 Rethigrew St</u>	R	34	5/22	✓		
6	<u>David Szlezinski</u> <u>6912 Rethigrew St.</u>	R	38	5/22	✓		
7	<u>Timothy S. Stehn</u> <u>3280 Foxhust Way</u>	R	58	5/22	✓		
8	<u>Colton</u> <u>12820 Falconino Pl</u>	R	21	5/22	✓		<u>we need more social spots!</u>

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

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(See map)

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Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of License applied: Brew Pub License

Public Hearing Date before the Authority: _____

Defined Neighborhood: (Attach map provided by Authority)

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on Line C.	BO-Bsns Ownr BM-Bsns Mngr R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
9	<u>Daniel O'Connell</u> <u>84136 W. 1st St. Apt 13</u>	R	29	5/22	X		love it
10	<u>Stella Herd</u> <u>4195 Crittenton Ln #3</u>	R	48	5/22	X		
11	<u>Adam Demore</u> <u>3484 Timberland</u>	R	45	5/22	X		
12	<u>Joe M. Leppin</u> <u>3442 Thor-O-Wood Dr.</u>	R	56	5/22	X		MORE OPTIONS
13	<u>Austin Allen</u> <u>4101 Crittenton in unit 109</u>	R	21	5/22	X		
14	<u>Dustin Green</u> <u>7384 McClellan Rd</u>	R	34	5/22	X		
15	<u>Kevin Drake</u> <u>3300 Belmont Ct</u>	R	33	5/22	X		
16	<u>Nick Lewis</u> <u>8818 Craig Ave Dr.</u>	R	41	5/22	X		

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE TOWN OF WELLINGTON

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Public Hearing Date before the Authority: _____

Defined Neighborhood: (Attach map provided by Authority) _____

Sign#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on line C.	BO-Bsns Ownt BM-Bsns Mngr R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
17	<u>Eric Casey</u> <u>8435 4th St</u>	R	49	3-27-24	X		In Favor of local business
18	<u>Heidi</u> <u>Jacob Westerman</u> <u>3702 Kennedy Ave</u>	R	39	3-27-24	X		support local business and want another brewery/pub in town
19	<u>Nathan Campbell</u> <u>3562 Gizzly Way</u>	R	40	3-27-24	X		support local business
20	<u>Jason Brown</u> <u>7042 M.I. Adams</u>	R	47	3-29-24	X		Support local business
21	<u>Shelley Adams</u> <u>3414 1st St</u>	R	29	5-22	X		
22	<u>Jacob Remington</u> <u>3801 Webster Dr</u>	R	36	5/22	X		
23	<u>William Palmer</u> <u>14112 N County Road 7</u>	R	38	5-22	X		
24	<u>Jeff Smith</u> <u>6479 Hwy 5100s dr</u>	R	29	5/22	X		

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

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Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of license applied: Brew Pub License

Public Hearing Date before the Authority: _____

Defined Neighborhood: (Attach map provided by Authority) _____

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on line C.	BO-Bsns Owner BM-Bsns Mngr R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
25	JOSE T. WILSON NICK WILSON	R	39	5/22/21	X		Local Business
26	JOSE T. WILSON 8955 Flamingo Avenue	R	46	5/24/21	X		Business
27	Rina McDonald 8444 Nashua Cir. Wellington, CO 80549	R	38	5/22/21	X		Local Business
28	Ruth Willson 8513 3rd Str Wellington CO 80549	R	64	5/22/21	X		Local Business
29	Wendy Anderson 3777 Wilbur Ave Wellington, CO 80549	R	44	5/22	X		Local
30	Ken Bashley 7013 Muelken Rd	R	38	5/22	X		
31	Daniel Bates Paul Bates 311 Belmont Ct. STEELEMAN CO 80549	R	39	5/22	X		Good for business
32	Stephen Mouscar 6901 Sullivan St	R	66	5/22	X		Local Bus

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

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Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on Line C.	BO-Bsns Ownr BM-Bsns Mngr R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
33	<u>Andrew Thompson</u> 8121 1st St. Wellington CO 80549 Brew Pub License	R	54	5-22	✓		
34	<u>MAURICE L. COOPER</u> 8121 1st St. Wellington CO 80549 Brew Pub License	R	65	5-22	✓		
35	<u>Charles Saterfield</u> 10005 1st St. Wellington CO 80549 Brew Pub License	R	35	5-22	✓		
36	<u>TRAVIS HENRY</u> 80549 1st St. Wellington CO 80549 Brew Pub License	R	36	5-22	✓		
37	<u>Michael Olesen</u> C. Address of Residential or Business	BO	45	5-22	✓		
38	<u>Michael Olesen</u> B. Address of Residential or Business	R	42	5-22	✓		
39	<u>Andrew Thompson</u> 8121 1st St. Wellington CO 80549 Brew Pub License						
40	<u>Andrew Thompson</u> 8121 1st St. Wellington CO 80549 Brew Pub License	R	24	5-22-24	✓		

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

Instructions/Qualifications

1. Signers must be at least 21 years of age AND:

- a resident of the defined neighborhood

OR

- Must be Owner or Manager of business located within the defined neighborhood

(See map)

2. Must sign and include address and other information in the presence of the petition circulator and may only sign the petition once.

* If you favor and support this application for a _____

(type of

license) it is because you feel: the reasonable requirements of the adult inhabitants of the defined neighborhood are NOT now being adequately served by existing businesses that hold the same or similar type of liquor license in the defined neighborhood, AND it is your desire this license be issued.

**If you oppose and do not support this application for a _____

(insert type of

license), please write your reason why you oppose this license application.

This petition/opinion survey is being conducted to determine the reasonable requirements, needs and desires of the adult inhabitants of the defined neighborhood per the Colorado Liquor Code, Article 47, Title 12 C.R.S. and per the Local Licensing Authority rules/procedures. If you think you have been unduly influenced by the petition circulator or have questions or comments concerning the proposed application or survey method, please call: the Town Clerk's Office at (970) 568-3381.

Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of License applied: Brew Pub License

Public Hearing Date before the Authority: _____

Defined Neighborhood: (Attach map provided by Authority)

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on Line C.	BO-Bsns Ownt BM-Bsns Mngtr R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
41	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>BO</u>	<u>46</u>	<u>5-22</u>	<u>✓</u>		
42	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>43</u>	<u>5/22</u>	<u>✓</u>		
43	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>41</u>	<u>5/22</u>	<u>✓</u>		
44	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>69</u>	<u>5/22</u>	<u>✓</u>		
45	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>60</u>	<u>5/22</u>	<u>✓</u>		
46	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>45</u>	<u>5/22</u>	<u>✓</u>		
47	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>50</u>	<u>5/22</u>	<u>✓</u>		
48	A. <u>[Signature]</u> B. <u>William Olson</u> C. <u>43806 Redwood Road, Boulder, CO</u>	<u>R</u>	<u>39</u>	<u>5/22</u>	<u>✓</u>		

PETITION TO THE LOCAL LIQUOR LICENSING AUTHORITY OF THE Town of Wellington

Instructions/Qualifications

1. Signers must be at least 21 years of age AND:
 - a resident of the defined neighborhood

OR

- Must be Owner or Manager of business located within the defined neighborhood

(See map)

2. Must sign and include address and other information in the presence of the petition circulator and may only sign the petition once.

* If you favor and support this

application for a Brew Pub (type of license)

it is because you feel: the reasonable requirements of the adult inhabits of the defined neighborhood are NOT now being adequately served by existing businesses that hold the same or similar type of liquor license in the defined neighborhood, AND it is your desire this license be issued.

**If you oppose and do not support this application for a Brew Pub (insert type of license), please write your reason why you oppose this license application.

This petition/opinion survey is being conducted to determine the reasonable requirements, needs and desires of the adult inhabitants of the defined neighborhood per the Colorado Liquor Code, Article 47, Title 12 C.R.S. and per the Local Licensing Authority rules/procedures. If you think you have been unduly influenced by the petition circulator or have questions or comments concerning the proposed application or survey method, please call: the Town Clerk's Office at (970) 568-3381.

Application/DBA Name: The Well In Wellington

General Site Location: 8121 1st St. Wellington CO 80549

Type of License applied: Brew Pub License

Public Hearing Date before the Authority: June 11 2024

Defined Neighborhood: (Attach map provided by Authority)

Sig#	Instructions: Please SIGN your name on line A, and print your name on line B. Provide residential or business address on line C.	BO-Bsns Owr BM-Bsns Mngt R-Resident	Age	Today's Date	* Favor of App	**Oppose App	Reason:
41	A. <u>Jonathan F. Trevino</u> B. <u>Jonathan Trevino</u> C. <u>3740 Tyler Ave. or Business</u>	R	21	05/22	✓		
42	A. <u>Signature Willis</u> B. <u>William Willis</u> C. <u>3301 S. Colorado St. or Business</u>	R	29	05/23	✓		more given freec options!
43	A. <u>Signature Thomas</u> B. <u>Thomas Thomas</u> C. <u>A 8310 1st St. or Business</u>	BO	45	5/23	✓		
44	A. <u>Signature M. or Business</u> B. <u>M. or Business</u> C. <u>8111 S. or Business</u>	R	29	5/23	✓		
45	A. <u>Signature M. or Business</u> B. <u>M. or Business</u> C. <u>8111 S. or Business</u>	R	36	5/23	✓		
46	A. <u>Signature M. or Business</u> B. <u>M. or Business</u> C. <u>8111 S. or Business</u>	BO	50	5/23	✓		
47	A. <u>Signature M. or Business</u> B. <u>M. or Business</u> C. <u>8111 S. or Business</u>	BO	50	5/23	✓		
48	A. <u>Signature M. or Business</u> B. <u>M. or Business</u> C. <u>8111 S. or Business</u>	R	30	23MAY 2024	✓		support local business

Board of Trustees Meeting

Date: June 11, 2024
Subject: License Renewal Application: Donjon LLC dba Wellington Grill - Hotel & Restaurant (City) License

BACKGROUND / DISCUSSION

Donjon LLC dba Wellington Grill has submitted their annual renewal application for their Hotel & Restaurant (City) Liquor License, and staff accepted the license as complete on 5/20/2024. Staff have confirmed that: 1) the applicant has a current Sales Tax License, and; 2) the applicant is in possession of a Certificate of Good Standing issued by the Colorado Secretary of State. Although the applicant identified themselves as the property owner on the renewal application, they have provided clarifying information regarding legal possession of their premises via an executed lease agreement.

The Larimer County Sheriff's Office conducted an inspection of the premises, and a report of that inspection has been included in the packet. The applicant has been notified of issues identified in the inspection and has been instructed to coordinate with the Larimer County Sheriff's Office to address the noted issues.

STAFF RECOMMENDATION

Staff have identified the following for Board consideration:

1. Approve the License Renewal Application
2. Postpone consideration of the License Renewal Application to a specified date
3. Deny the License Renewal Application for good cause

Staff recommends that:

1. If, when the application is heard before the Board, the Board finds that the applicant satisfactorily addressed the issues identified with their premises by the Larimer County Sheriff's Office at the 5/29/2024 inspection, the License Renewal Application be approved.
2. If, when the application is heard before the Board, the Board finds that the applicant has not satisfactorily addressed the issues identified with their premises, consideration of the License Renewal application be postponed for consideration to June 25, 2024.

ATTACHMENTS

1. Wellington Grill 2024 Renewal Application_Redacted
2. Liquor Inspection Report - Wellington Grill - 052924

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$ 125
Renewal Fee	500
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 625

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

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

☐ Paid by check

Uploaded to MoveIt on Date

☐ Paid online

Licensee Name

Donjon LLC

Doing Business As Name (DBA)

Wellington Grill

Liquor License Number

1472952-0000

License Type

Malt, vinous and spirits

Sales Tax License Number

01472952

Expiration Date

12/31/2024

Due Date

Business Address

Street Address

3724 Cleveland Ave.

Phone Number

9705684065

City

Wellington

State

CO

ZIP Code

80549

Mailing Address

Street Address

4203 Cypress Ridge Ln

City

Wellington

State

CO

ZIP Code

80549

Email

oncomes@me.com

Operating Manager

Date of Birth

Bkir Silverberg

07/19/1989

Home Address

Street Address

11703 NCR 7

Phone Number

City

Wellington,

State

CO

ZIP Code

80549

1. Do you have legal possession of the premises at the street address?..... ☒ Yes ☐ No

Are the premises owned or rented? ☒ Owned

*If rented, expiration date of lease

☐ Rented*

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility?..... ☐ Yes ☒ No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit?..... ☐ Yes ☒ No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges)

If selecting 'Yes', an additional \$11.00 is required to renew the permit.

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

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

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?.....

☐ Yes ☒ No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)?..... ☐ Yes ☒ No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

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

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked?..... ☐ Yes ☒ No

If yes, attach a detailed explanation.

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee?..... ☐ Yes ☒ No

If yes, attach a detailed explanation.

Affirmation & Consent

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

Type or Print Name of Applicant/Authorized Agent of Business

Jon Comes

Title

President

Signature

Date (MM/DD/YY)

04/24/2024

Report & Approval of City or County Licensing Authority

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

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

Tax Check Authorization, Waiver, and Request to Release Information

I, Jon comes

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter
"Waiver") on behalf of

(the "Applicant/Licensee")

Donjon LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

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

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

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

Name (Individual/Business)

Jon Comes

Social Security Number/Tax Identification Number

Home Phone Number

Business/Work Phone Number

5152400211

9705684065

Street Address

4203 Cypress Ridge Ln

City

State

ZIP Code

Wellington

CO

80549

Printed name of person signing on behalf of the Applicant/Licensee

Jon comes

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

Date Signed

04/24/2024

Privacy Act Statement

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



LIQUOR INSPECTION REPORT

Licensee Name: Wellington Grill	Contact/Manager Name: Madasin Webb
License #: 14-72952-0000	Contact Number: 970-568-4065
Address: 3724 Cleveland Avenue	Contact Email: madasinw@outlook.com
City, State, Zip: Wellington, CO 80549	Date of Report: 05/29/24

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

LIQUOR LICENSE INSPECTION NOTES: Displayed State and Local Liquor Licenses were expired (As of June, 2023; however, Wellington Town Clerk provided the current copies of those licenses to the licensee on 05/29/24). Displayed Food Service License was expired as of 12/31/22. Cleanliness of establishment was adequate but unknown substances were found in cooler with kegs under bar. No Minor Warning Sign was posted at all.

Inspection Representative(s):

Sgt. Matthew Cherry #04035 - Larimer County Sheriff's Office

Board of Trustees Meeting

Date: June 11, 2024
Subject: Special Event Liquor Permit Application: American Legion Wellington Post 176

BACKGROUND / DISCUSSION

American Legion Wellington Post 176 has submitted an application for a Special Event Liquor Permit, and staff accepted the application as complete on 5/21/2024. Staff have verified: 1) that the applicant is exempt from Sales Tax Licensure requirements as a 501(c)(III) Nonprofit Corporation, and; 2) that the applicant possesses a Certificate of Good Standing issued by the Colorado Secretary of State. The applicant has received permission from the property owner for the event and has provided an event diagram and safety plan.

STAFF RECOMMENDATION

Staff recommend holding a public hearing on this application to determine:

1. Sufficiency of the applicant's safety plan and control measures
2. Whether issuance of a Special Event Liquor Permit for this application 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 law.

Staff have identified the following options for Board consideration:

1. Approve the application for Special Event Liquor Permit
2. Approve the application for Special Event Liquor Permit with amendments as the Board deems necessary
3. Postpone consideration of the application for Special Event Liquor Permit to a specified date
4. Deny the application for Special Event Liquor Permit with specified grounds

If the Board finds that the applicants safety plan and control measures are sufficient, and the application would not be injurious to the public welfare for a reason specified above, staff recommend approval of this application for Special Event Liquor Permit.

ATTACHMENTS

1. Special Events Permit
2. CERT_GS_D_240427_154414
3. Template Public Safety Plan
4. Beer Garden Layout

Application for a Special Events Permit

Liquor Permit Number (Do Not Fill Out)

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.)**

- ☐ Social ☐ Athletic ☐ Philanthropic Institution
☐ Fraternal ☐ Chartered Branch, Lodge or Chapter ☐ Political Candidate
☐ Patriotic ☒ National Organization or Society ☐ Municipality Owned Arts Facilities
☐ Political ☐ Religious Institution

LIAB Type of Special Event Applicant is Applying for:

- 2110 ☒ Malt, Vinous And Spirituous Liquor \$25.00 Per Day
2170 ☐ Fermented Malt Beverage \$10.00 Per Day

Name of Applicant Organization or Political Candidate

American Legion Wellington Post 176

State Sales Tax Number (Required)

20191271423

Mailing Address of Organization or Political Candidate

PO Box 1514

City

Wellington

State

CO

ZIP Code

80549

Address of Place to Have Special Event

3815 Harrison Ave.

City

Wellington

State

CO

ZIP Code

80549

Authorized Representative of Qualifying Organization or Political Candidate

Jon C. Anders

Date of Birth (MM/DD/YY)

08/19/65

Phone Number

316-680-5769

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

12315 North County Road 15

City

Wellington

State

CO

ZIP Code

80549

Event Manager

Jon C. Anders

Date of Birth (MM/DD/YY)

08/19/65

Phone Number

316-680-5769

Event Manager Home Address

12315 North County Road 15

City

Wellington

State

CO

ZIP Code

80549

Email Address of Event Manager

co.alp176@gmail.com

1. Is the place to have the Special Event located on State-owned property?

☐ Yes ☒ No

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

☒ No ☐ Yes, How many days?

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

☒ No ☐ Yes, License Number

4. 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	Date
07/04/24	
From:	To:
1030	1600
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:
Date	Date
From:	To:

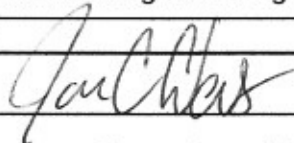
Oath of Applicant

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.

Title

Adjutant American Legion Wellington Post 176

Signature



Date (MM/DD/YY)

05/13/24

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

Title

Signature

Date (MM/DD/YY)

Do Not Write in this Space - For Department of Revenue Use Only

Liability Information

License Account Number

Liability Date

State

Total

-750 (999)

\$

.00

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.
 - ☒ 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.
 - ☐ Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
 - ☐ State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
 - ☐ Check payable to the Colorado Department Of Revenue

Qualifications for Special Events Permit

(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.

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,

AMERICAN LEGION WELLINGTON CO POST 176

is a

Nonprofit Corporation

formed or registered on 03/27/2019 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20191271423 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 04/24/2024 that have been posted, and by documents delivered to this office electronically through 04/27/2024 @ 15:43:10 .

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 04/27/2024 @ 15:43:10 in accordance with applicable law. This certificate is assigned Confirmation Number 15985766 .



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."

PUBLIC SAFETY PLAN

EVENT NAME

SPONSORING COMPANY: American Legion Wellington Post 176

EVENT LOCATION: Centennial Park

EVENT DATE/TIME: 07/04/2024, 1030-1600

CONTACT INFO:

On Site Event Contact Roy Cook (619)518-2611

Emergency Contact Jon Anders (316)680-5769

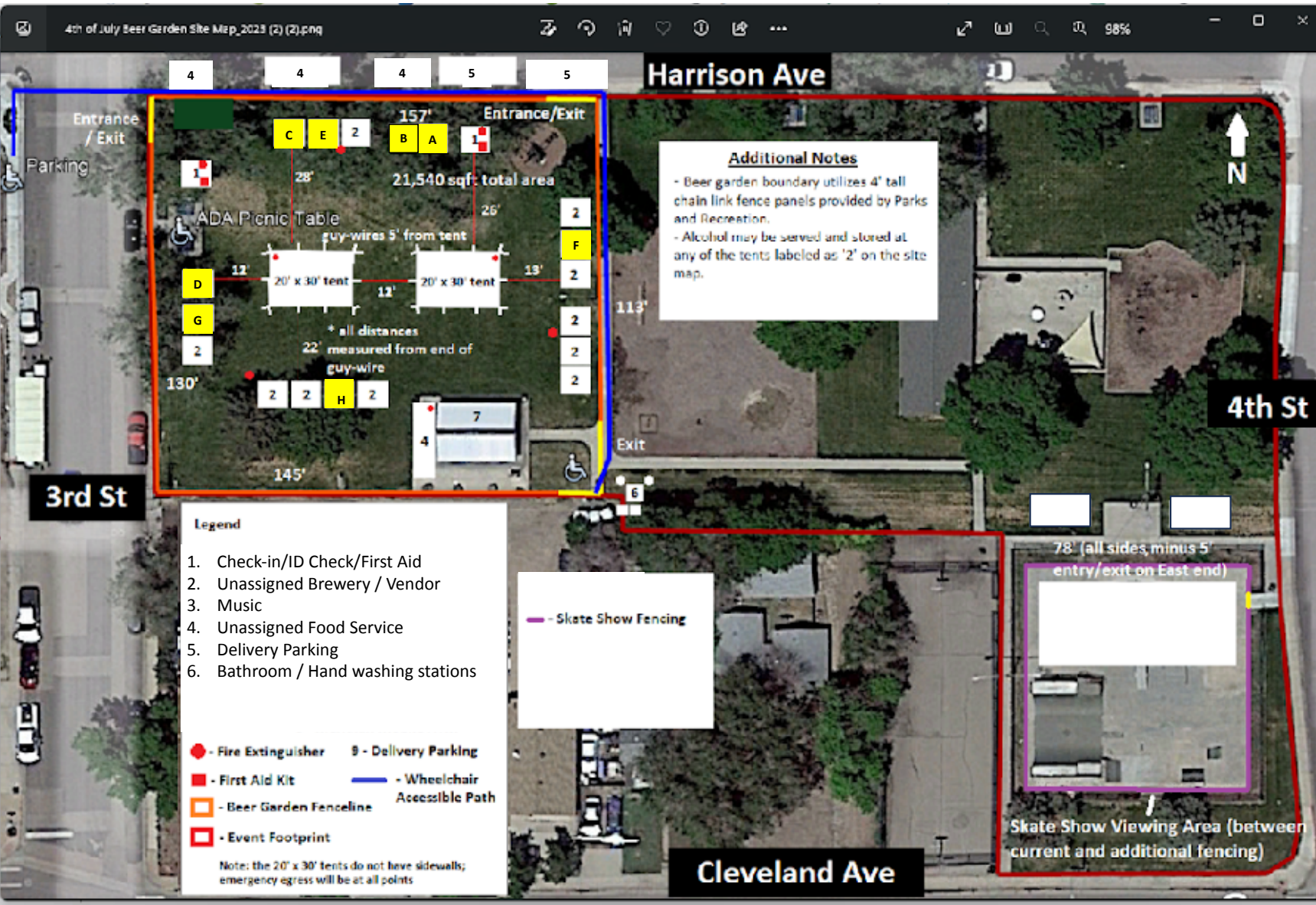
EVENT SECURITY

- A. Security Services
 - a. LCSO
- B. Area Control
 - a. Temporary fencing
 - b. A site plan is distributed to volunteers, the Wellington Fire Protection District and LCSO officers
 - c. On Site Event Contact has received FEMA ICS-100 and ICS-700 Training
 - d. On Site Event Contact is registered for emergency notifications through NOCOAlert
 - e. There will be one volunteer for every 250 attendees

EMERGENCY PROCEDURES:

- A. NEARBY EMERGENCY SHELTERS:
 - a. Wellington Community Church
- B. COMMUNICATION:
 - a. Cell Phone
- C. ON SITE EVENT CONTACT RESPONSIBLE FOR:
 - a. Monitoring a weather source (National Weather Service) two or more hours before the event and deciding whether or not to proceed with the event based on that information.
 - b. Checking the tent structures for any changes since installation – stakes pulling out of the ground, loose poles, ropes or straps etc.
 - c. Ensuring tents are spaced properly
 - d. Ensuring 10' spacing between generators / food trucks
 - e. Making sure volunteers are aware of the location of fire extinguishers and first aid supplies
 - f. Exits are properly marked
 - g. First-aid stations are clearly marked
- D. DURING THE EVENT: Monitor the weather and evacuate attendees and vendors in the event of any the following conditions:
 - a. If a Severe Weather Alert is posted by the National Weather Service.
 - b. If lightning strikes within 1 mile (count of less than 5 seconds between lighting and thunder).
 - c. Damaging winds causing large trees to sway or leaves to be ripped off trees
 - d. Fire or explosion
 - e. Heavy rain causing standing water
 - f. Snow, hail or ice accumulation
 - g. Active Shooter
 - h. Bomb Threat
- E. MEDICAL EMERGENCY
 - a. Move individual away from hazard if it is safe to do so

- b. Dial 911 for ambulance.
 - c. Move attendees away from all exits
 - d. Utilize off-duty LCSO officers for assistance
- F. SECURITY EMERGENCY / ACTIVE SHOOTER
- a. Identify potential security risks and report unusual behavior to the local authorities
 - b. Quickly determine the most reasonable way to protect your own life. Remember that attendees are likely to follow the lead of employees and managers during an active shooter situation.
 - c. Evacuate
 - i. If there is an accessible escape path, attempt to evacuate the premises. Be sure to:
 - 1. Evacuate regardless of whether others agree to follow
 - 2. Leave your belongings behind
 - 3. Help others escape, if possible
 - 4. Prevent individuals from entering an area where the active shooter may be
 - 5. Keep your hands visible
 - 6. Follow the instructions of any police officers
 - 7. Do not attempt to move wounded people
 - 8. Call 911 when you are safe
 - d. Hide out
 - i. If evacuation is not possible, find a place to hide where the active shooter is less likely to find you.
 - ii. Your hiding place should:
 - 1. Be out of the active shooter's view
 - 2. Provide protection if shots are fired in your direction
 - 3. Not trap you or restrict your options for movement
 - 4. Dial 911, if possible, to alert police to the active shooter's location
 - e. Acting against the shooter as a last resort
- G. IN THE EVENT OF EVACUATION:
- a. Use the on site cell phones or radio to call 911
 - b. Use radios to disperse volunteers to notify attendees that there is weather or other emergency and that it is unsafe to stay in the park. Attendees will be directed to designated emergency shelters by way of the marked exits
 - c. Volunteers will assist guests in tearing down equipment as long as it is safe to do so



- A. K-9 Foundation
- B. LCSO – CPU
- C. Vendor
- D. Colorado Eagles
- E. Sparge
- F. Budweiser
- G. Zwei
- H. Peculier Ales

Board of Trustees Meeting

Date: June 11, 2024

Subject: Plant Expansion Projects Status Report

- **Presentation: Bob Gowing, Director of Public Works; Meagan Smith, Deputy Director of Public Works; Dave Myer, Engineer III; Nathan Ewert, Engineer III**

EXECUTIVE SUMMARY

The plant expansion projects are nearing completion, allowing staff to better predict the final costs and completion dates. This report is intended to present the current statuses for both plant expansion projects, including updated schedule information and estimated final costs. Since it is anticipated that both projects will come in under budget, there is also discussion of anticipated final costs relative to loan amounts. It is also hoped that this information will prepare the Board of Trustees and the public for upcoming water and sewer fund financial analyses, and how those analyses relate to the 2025 budget process.

BACKGROUND / DISCUSSION

Background and Needs

Wellington's Water Treatment Plant is located northwest of Town with its raw water sourced from North Poudre Reservoir No. 3. The plant's current treatment capacity is 2 million gallons per day (MGD) and it employs a conventional treatment process (coagulation, flocculation, sedimentation, filtration, and disinfection). It has been in service since the early 1980s. Taste and odor issues, insufficient capacity, and aging infrastructure necessitated the need for expansion. Furthermore, in February 2020, the Colorado Department of Public Health and Environment (CDPHE) issued the Town a Compliance Order on Consent defining compliance requirements that among other things, stipulates completion of construction of a facility that allows the Town to cease all filtration backwash discharges (known as a "zero discharge" mandate).

Wellington's Water Reclamation Facility (WRF) (or Wastewater Treatment Plant) is located southeast of Town off the east frontage road. The plant treats all wastewater flows discharged to the Town's collection system prior to discharge to Boxelder Creek. The current facility is hydraulically rated at 0.9 MGD with a permitted biological load rate of about 2,600 lbs. of Biological Oxygen Demand (BOD/day). The plant consists of a conventional treatment process that includes screening, grit removal, influent pumping, aeration, secondary clarification, ultraviolet disinfection, and aerobic digestion and sludge dewatering. The plant was built in the early 2000s and expanded in 2016. In July 2021, a master plan produced by Jacobs recommended expanding the plant to address insufficient hydraulic and biological capacities, regulatory requirements, and aging infrastructure.

In September and December 2020, respectively, Wellington contracted with Jacobs Engineering Group for design and construction services for the Town's WTP and WRF expansions. After about 2 years of design, Jacobs issued final plans and specifications for the WTP in May 2022 and in April 2022 for the WRF. Incorporating future growth needs, the WTP's expansion capacity was designed at 4.2 MGD and the WRF expansion capacity was designed at 1.75 MGD (hydraulic) and 6,300 lbs. BOD/day.

Since 2018, Hensel Phelps (formerly Hydro Construction) has been under contract with the Town as the



general contractor for the WTP expansion. For the WRF, the Town selected Moltz Construction as the general contractor. On May 17, 2022, the Town issued Hensel Phelps the Notice to Proceed with construction of the WTP. On April 19, 2022, the Town issued Moltz the Notice to Proceed with construction of the WRF.

Design and construction of both plants employed a project delivery method known as Construction Manager at Risk (CMAR). This method brings the Contractor on board during design and delivers a Guaranteed Maximum Price (GMP) for the construction of the project. That GMP is based on construction documents, drawings, and specs at the time of the GMP. A Contractor's Contingency is typically included in the GMP. For more information on CMAR, see Board presentation from February 23, 2021 (<https://www.wellingtoncolorado.gov/Archive.aspx?ADID=108>).

Fees and Funding

Jacobs' contracted fees consist of \$3,825,763 for the WTP and \$5,208,750 for the WRF. These fees include design and construction management services, inclusive of an on-site Resident Project Representative (RPR). Jacobs' fees are being funded primarily through reserves in the Town's Water and Sewer Enterprise Funds.

As part of the development of the GMP and to ensure timely delivery of critical treatment equipment, in December 2021, the Board approved a \$1,632,839 contract with Hensel Phelps for the pre-purchase of ozone treatment equipment. On April 7, 2022, Hensel Phelps delivered a final cost estimate of \$33,576,512, representing the balance of Guaranteed Maximum Price for the WTP's construction, inclusive of a 5 percent Contractor's contingency (\$1,509,739) and a 5 percent Owner's Contingency (\$1,509,739). This construction contract was approved by the Board on March 29, 2022, bringing the total project contract amount to \$35,209,351.

At the 30% design level and as part of the development of the GMP, in June 2021, the Board approved a contract with Moltz for pre-construction services for \$127,204. On February 10, 2022, Moltz delivered a final cost estimate of \$47,900,984, representing the Guaranteed Maximum Price for the WRF construction, inclusive of a 5 percent Contractor's contingency (\$2,177,317) and a 5 percent Owner's Contingency (\$2,177,317). This construction contract was approved by the Board on February 22, 2022.

Construction of the WTP is partially funded by a Drinking Water State Revolving Fund (SRF) loan of \$24,800,000 (3.5 percent for 20 years). The remaining fees are funded primarily through the Town's Water Enterprise Fund. Construction of the WRF is fully funded by a Water Pollution Control SRF loan of \$45,500,000 (3.09 percent for 30 years) and a Green Project Reserve loan of \$3,000,000 (1.5 percent for 30 years).

Schedule

Shortly after construction started, staff began furnishing monthly Project Status Summary Reports to the Board. These reports provide updates on schedules, construction activities, issues, and contingencies on both plants. Reports also include a running tally on weather days and communicate any supply-chain and delivery issues. Equipment manufacturing and availability of construction materials have challenged the schedules of both contractors.

In May 2024, Hensel Phelps at the WTP proposed to move the Substantial and Final Completion dates to reconcile contract times to account for various schedule delays experienced throughout the course of construction, including weather days and unplanned events. Dates were revised based upon the current schedule projections and the startup and commissioning plan developed by the Contractor, inclusive of 13



weather days claimed thus far in the project, effectively zeroing-out weather days moving forward. The Substantial and Final Completion dates were moved from May 6 to June 24 and July 29 to August 14, 2024, respectively. The water plant will be operational by the Substantial Completion date.

Similarly, in May 2024, Moltz at the WRF proposed to move the Substantial and Final Completion dates to account for similar issues, including equipment delivery delays, unplanned events, and weather days. For example, motor control centers (MCC) that were ordered 2 years ago have only recently arrived on-site. Scope additions consisting of the demolition of the existing headworks building and repairs to the existing Orbal aeration basin (see Financial Status discussion) also necessitated changes to the schedule. Moltz's dates were revised based upon current projections, updated startup and commissioning plans, and are inclusive of 12 weather days claimed thus far in the project, effectively zeroing-out weather days moving forward. The Substantial Completion date is set for October 30, 2024. The plant's main treatment stream involving most buildings and processes is expected to be operational prior to this date. Final Completion of the entire project, primarily driven by the schedule for the Orbal repairs, is set for June 13, 2025.

Financial Status

As of the time of this presentation, both the WTP and WRF expansion projects are under budget. Both contractors have been working diligently with the Town's project managers to maintain timeline expectations and remain below the Guaranteed Maximum Price.

The monthly Project Status Summary Reports have been updating the Board on Contractor and Owner Contingency items. Referred to by Hensel Phelps as "Potential Change Orders" (PCO) and "Potential Contingency Items" (PCI) by Moltz, these items are debited or credited to the project's contingencies and will be fully reconciled near the end of each project. Contractor contingencies have been established as part of the CMAR project delivery method and are intended for contractor's use to cover any cost escalations and field corrections. Owner contingencies are typically for design changes, added or deleted items, or amendments as directed by the Town. When these projects close, remaining contingencies will no longer be encumbered in the Town's budgeting process.

The loan amount for the WRF exceeds the executed GMP by roughly \$600,000. Through discussions with the Town's financial management, particularly given the low interest rate of the loans, it was determined prudent to utilize all loan monies as part of the expansion project. The loan amount for the WTP did not cover the full cost of the project and therefore will be 100 percent expended.

Thus far at the WTP, there have been 22 Contractor and 50 Owner PCOs for cost additions or deducts, resulting in just over \$1M total contingency funds remaining. Currently, project managers are aware of about 6 more PCOs to be filed. With a couple of months remaining on the project, the team is projecting about \$750,000 to \$800,000 of the WTP's contingencies to be returned to the Town. Additional project savings from the base contract amount may also be possible; however, that will not be realized until project close-out and retainage has been invoiced.

As of April 1, 2024, at the WRF (Wastewater), there have been 20 Contractor and 14 Owner PCIs for cost additions or deducts resulting in about \$2.4M contingency funds remaining. In the Town's adopted 2024 Budget, the Five-Year Capital Improvement Program (CIP) appropriates \$831,600 in 2024 and plans for \$1,247,400 in 2025 for the WRF's Orbal System Rehabilitation. Given that it is in the Town's best financial interest to expend the entire loan amounts, the Orbal project was incorporated into the plant expansion project, resulting in a net financial reduction in the 5-year CIP plan. In the interest of cost-effectiveness, a PCI was executed for Moltz on April 12, 2024, for the Orbal repairs for \$2,040,437, essentially absorbing that line item



from the adopted budget into the expansion project. The repair estimates for the Orbal assume substantial concrete repair may be necessary to the structure. There are also separate contingency funds within the Orbal PCI which may not be needed. Currently, accounting for the Orbal repairs, about \$340,000 remains in the WRF project contingencies. At this time, Moltz is trending toward additional project savings from the base contract amount; however, final amounts will not be realized until the project closes next year. Based on contract amounts and assuming all contingencies will be used, approximately \$600K remains to be drawn from the SRF loan which can be used to reimburse a portion of the engineering fees. This potentially represents an added benefit to the financial health of the Sewer fund.

Summary

At the WTP, Hensel Phelps has started the transition from construction to startup, and it is imperative that momentum be maintained. Numerous operator training sessions for newly installed equipment are being held throughout the week. The latest schedule has the primary treatment processes of the plant fully operational during the week of June 17 with the goal of sending water to the distribution system shortly thereafter.

At the WRF, Moltz is primarily doing interior finish-work, installing process equipment, electrical components and wiring, HVAC and plumbing. The plant is expected to begin commissioning and startup in late July. Equipment trainings will begin this summer for the plant operators. The plant is expected to be functioning by October.

There have been some delays caused by weather and other unplanned events. However, these delays are not expected to cause production or operational issues and will enable more measured, organized and safe startup processes at both plants. Actual and anticipated future costs are lower than originally envisioned, which will result in more favorable financial health for both enterprise funds moving forward.

CONNECTION WITH ADOPTED MASTER PLANS

Both plant expansion projects are consistent with the goals of the following Town of Wellington Masterplans:

- Water Plant Expansion Master Plan
- Wastewater Plant Expansion Master Plan
- Comprehensive Plan

FISCAL IMPLICATIONS

Fiscal implications are described above.

STAFF RECOMMENDATION

No action required.

ATTACHMENTS

1. WTP WWTP Status 6-11-24

Plant Expansion Status Report

Water Treatment Plant (WTP) Water Reclamation Facility (WRF)

Board of Trustees Meeting
June 11, 2024



Presenters:
Dave Myer PE
Nathan Ewert PE, CWP

Town Project Team

Project Managers: Nathan Ewert & Dave Myer

PW Director: Bob Gowing

Deputy PW Director: Meagan Smith

WTP Superintendent: Zachary Gilbert
Entire WTP Staff

WRF Superintendent: Mike Flores
Entire WRF Staff





Background

- September 2020 Jacobs Engineering Group contracted for design and construction services for the WTP
- December 2020 Jacobs Engineering Group contracted for design and construction services for the WRF
- 2018 Hensel Phelps (formerly Hydro Construction) hired under a CMAR Contract for construction of the WTP
- June 2021 Moltz Construction hired under a CMAR Contract for construction of the WRF



Guaranteed Maximum Price

WTP: \$35,209,351

WRF: \$47,900,984

**Inclusive of 5% Owner and
5% Contractor contingency amounts**

WTP Contract approved March 29, 2022

WRF Contract approved February 10, 2022



Construction Funding

- WTP partially funded through SRF loan (\$24,800,00), remainder through the Town's Water Enterprise Fund
- WRF fully funded through SRF Loan (\$45,500,000) and Green Project Reserve Loan (\$3,000,000)

WTP Schedule

Notice To Proceed:
May 17, 2022

Original Substantial Completion:
May 6, 2024
Revised Date: June 24, 2024

Original Final Completion:
July 29, 2024
Revised Date: August 14, 2024



Schedule change due to:

- Weather delays (13 weather days)
- Unplanned events
- Equipment and Material Procurement delays

WRF Schedule

Notice To Proceed:
May 17, 2022

Original Substantial Completion:
August 1, 2024
Revised Date: October 30, 2024

Original Final Completion:
October 30, 2024
Revised Date: June 13, 2025

Schedule change due to:

- Weather delays (12 weather days)
- Added scope – Orbal Rehab, Headworks Demo
- Equipment and Material Procurement delays



WTP Budget

PCO = “Potential Change Order”

- Debits or Credits to the Project Contingency Budgets
 - 5% or \$1,509,739 Owner
 - 5% or \$1,509,739 Contractor

Summary

- 22 Contractor PCOs and 50 Owner PCOs
- Projecting \$750,000 to \$800,000 contingency savings
- Final amount to be known at Final Completion



WRF Budget

PCI = “Potential Contingency Item”

- Debits or Credits to the Project Contingency Budgets
 - 5% or \$2,177,317 Owner
 - 5% or \$2,177,317 Contractor

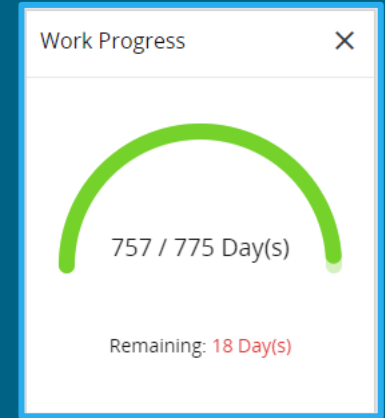
Summary

- 20 Contractor PCIs and 14 Owner PCIs
- Project is \$2.4 million under GMP, leading to:
 - Orbal rehab incorporated in the expansion project
 - Orbal rehab (~\$2 million) removed from the 5-year CIP Plan
- Projecting \$340,000 contingency savings
- Approximately \$600,000 remaining loan funds to expend
 - Possible reimbursement of engineering fees



Current Status

WTP



Transitioned from construction activities to startup activities

- Equipment startups
- Work on punch list items
- Operator equipment training

Current Status

WRF



Construction activities continuing – mostly in-door work

Upcoming Milestones:

- “Power Forward” this month
- New Digesters (5 & 6) already in use
- Startup activities beginning end of July and throughout the summer
- Substantial Completion by October 2024

85% COMPLETED

147 days left in this project

Target completion date



Key Takeaways

Schedule change adjustments

- WTP Substantial Completion at June 24
- WRF Substantial Completion at October 1

Fiscal Benefits

- WTP anticipated savings \$750K - \$800K
- WRF anticipated savings \$2.4M
 - Absorbed Orbal expansion into project
- WRF loan monies remain for possible reimbursement of engineering fees

Questions?



Board of Trustees Meeting

Date: June 11, 2024

Subject: Parks, Recreation, Open Space and Trails (PROST) Update

- **Presentation: Billy Cooksey, Parks & Recreation Manager**

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

The Parks, Recreation, Open Space and Trails (PROST) advises the Board of Trustees relative to the development and operation of the Town's park system and the Town's recreational program. Meetings are held at 6:00 p.m. on the 2nd Wednesday of every month. Please see the attached presentation from the PROST Advisory Board.

CONNECTION WITH ADOPTED MASTER PLANS

FISCAL IMPLICATIONS

STAFF RECOMMENDATION

ATTACHMENTS

1. Prost Update 6.7.2024



PROST UPDATE

*PARKS, RECREATION, OPEN SPACES, AND TRAILS ADVISORY
BOARD
EST. 2014*

MISSION AND VISION

MISSION

CREATE, IMPROVE, AND MAINTAIN INCLUSIVE SPACES AND ACTIVITIES THAT ENHANCE AND PROMOTE HEALTHY, ACTIVE LIFESTYLES FOR ALL RESIDENTS.

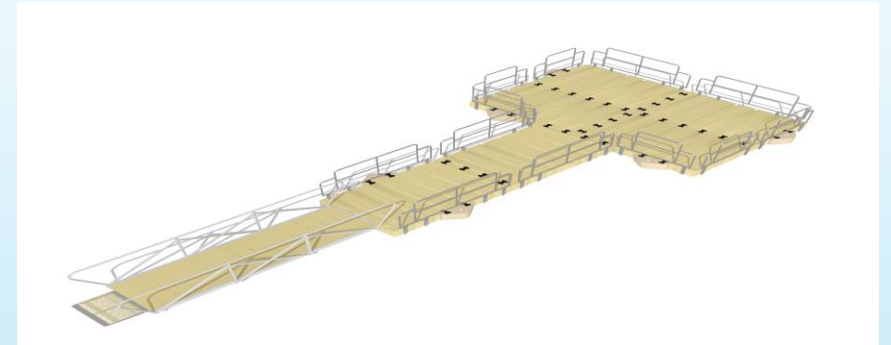
VISION

TO IMPLEMENT A COHESIVE, WELL DESIGNED AND ALWAYS MAINTAINED SYSTEM OF PARKS, RECREATION, OPEN SPACES, AND TRAILS THAT ARE ACCESSIBLE BY ALL AND PROMOTE A HEALTHY, ENGAGED, AND PLAYFUL SPIRIT WITHIN OUR COMMUNITY.





- Bike Fix Stations
- Picnic and Dog Stations
- WCP Veterans Memorial Plaza
- Update Parks Signage
- Increase Tree Canopy
- ADA Restrooms



CURRENT PROJECTS

PROST PRIORITIES

IN PROCESS	2024	2025	2-5 YEAR PLAN	LONG TERM
Signage at all parks	Wellville Dog Park on East Side	New skatepark in new location with more amenities	Centennial Park Update with community areas for tree lightings, concerts (band stand or amphitheater), farmers markets, bathrooms with running water and new playground equipment	Complete trail system with wayfinding signs and exercise stations
Additional dog stations	Wellville - Fishing Docks	Basketball court on east side	View Pointe Park Update with new playground equipment, basketball lighting, wifi irrigation and bathrooms	More soccer fields
ADA restrooms at all parks in Wellington	Parks and Trails Master Plan update	WCP Additional picnic tables and shade by softball fields at	Poured in place surfacing at all parks	More baseball fields
Additional trees at all parks	Viewpointe Park basketball court and add pickleball	WCP New blue shade tarps	WCP – Gathering spaces for community events	More softball fields
Additional ADA picnic tables at all parks	Map of parks in Wellington (both digital and paper)		Library Park Score boards	Zip line amenity
WCP BMX refresh	WCP Splash pad upgrades		Library Park Irrigation system	Climbing structure with ropes
Library Park Bike Rack	WCP Veterans Plaza		Disc Golf north of WCP	Recreation Center
Library Park Additional trash cans	Update disc golf on West side		Park Meadows Park Additional shade structures	
	Improve drainage in underpass			
	Wellville Relocate bike rack closer to picnic tables			

EVENTS AND COLLABORATIONS

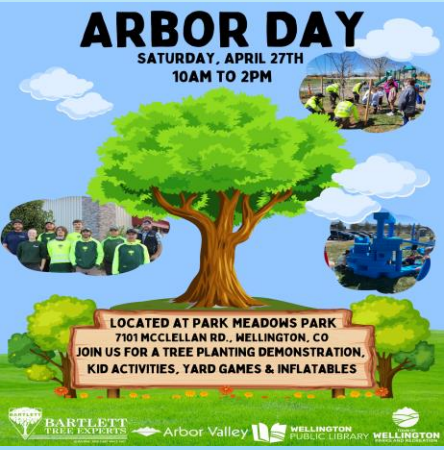
Main
Street
Market

Arbor
Day

Kids to
Park Day

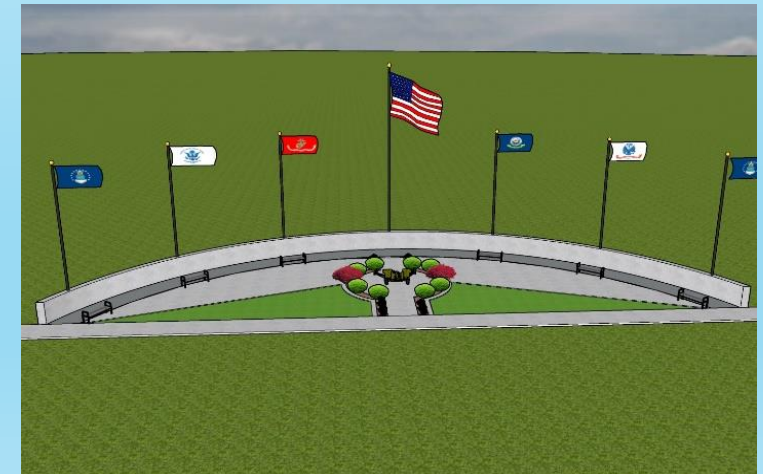
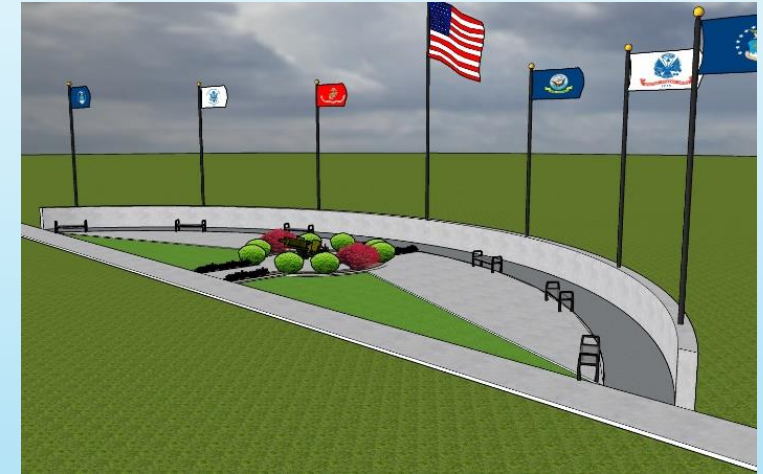
Once
upon a
Field Day

Trick or
Treat
Mainstreet



WCP VETERANS MEMORIAL PLAZA

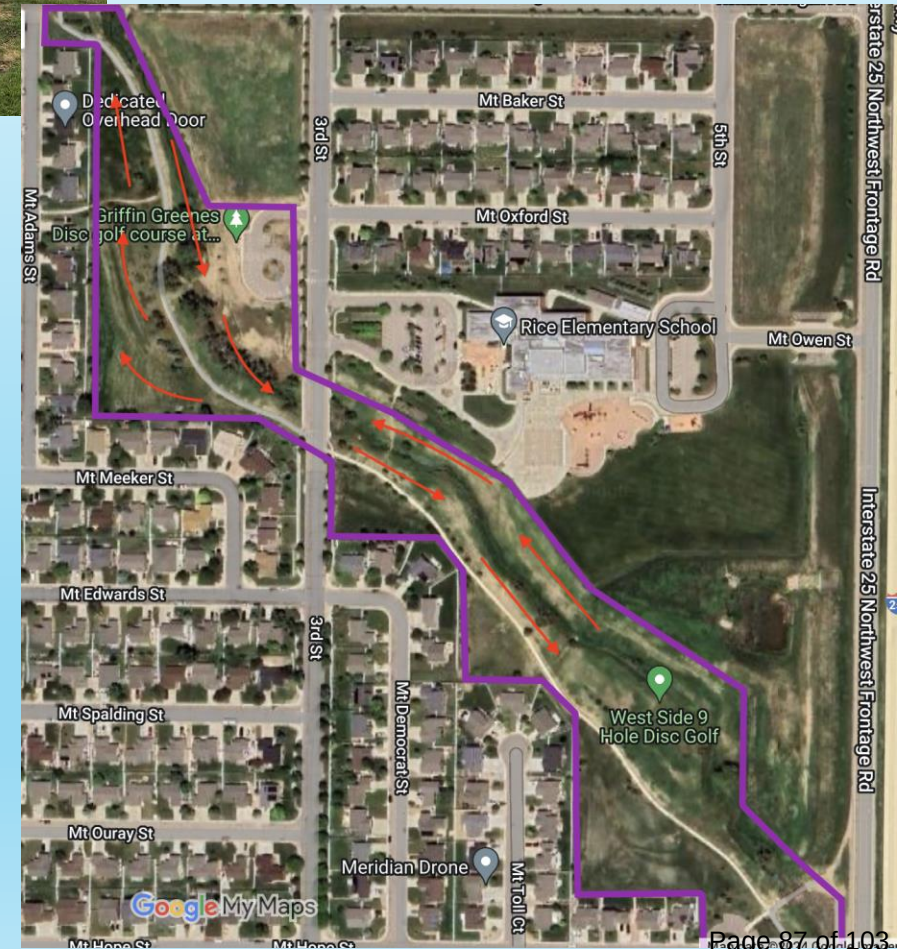
- ❖ Engineer Surveying and Inspections
- ❖ Donations, Sponsorships and Fundraising
- ❖ Grant Potential
- ❖ Volunteering



MULTIGOLF PARK



- Necessary Course Update - Usability
- Safety
- Local partners
- Multi-use
- Accessibility (ADA approved)



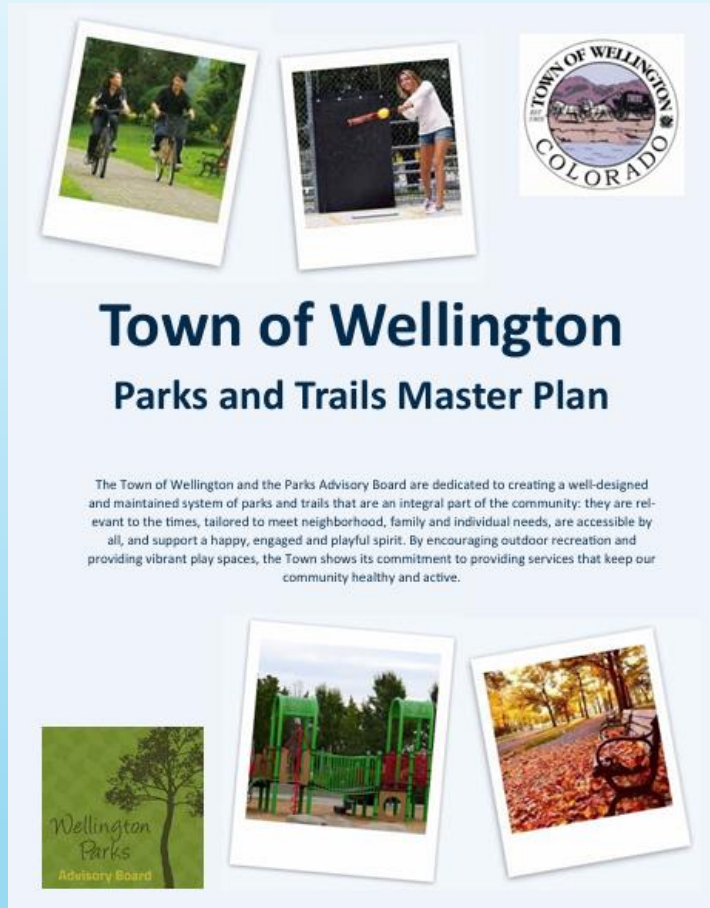
FUTURE PROJECTS

Wellville Dog Park

- ☐ Long-Term PROST Priority
- ☐ East Side Necessity
- ☐ Re-Amenitizing Usable Space
- ☐ Pilot Program For Future Expansion



PARKS & RECREATION MASTER PLAN



Request to include Parks Master Plan in 2025 Budget. Last updated in 2015.

Top 10 Reasons Plans are Beneficial

1. They assess current and future recreation needs of the community.
2. They establish a long-range vision.
3. They help prioritize and budget for capital improvement plans.
4. Master plans provide strategies to fill gaps and reduce redundancies within park systems.
5. The master planning process builds community support.
6. Plans promote new ideas and partnerships.
7. They establish a strong foundation, which is good for grant applications.
8. Master plans encourage new opportunities for future development.
9. They align CIP investments with community needs.
10. Master plans and the planning process educate the public.



GET INVOLVED

MEETINGS — SECOND WEDNESDAY OF EVERY MONTH, 6:00PM AT THE LEEPER CENTER
VOLUNTEER MEMBERS AND PUBLIC ENGAGEMENT NEEDED!



CONTACT: (970)568-7410
RECREATION@WELLINGTONCOLORADO.GOV

Board of Trustees Meeting

Date: June 11, 2024

Subject: May 28, 2024 Regular Meeting Minutes

BACKGROUND / DISCUSSION

Minutes from the May 28, 2024 Regular Meeting

STAFF RECOMMENDATION

Staff have identified the following for Board consideration:

1. Approve the May 28, 2024 Regular Meeting Minutes with the Consent Agenda
2. Remove the May 28, 2024 Regular Meeting Minutes from the Consent Agenda and further consider as an Action Item

Staff recommends the approval of the May 28, 2024 Regular Meeting Minutes with the Consent Agenda.

ATTACHMENTS

1. 05.28.24 Minutes



BOARD OF TRUSTEES
May 28, 2024
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Regular Meeting Minutes

A. CALL TO ORDER

Mayor Pro Tem Mason called the meeting to order at 6:30 p.m.

1. Pledge of Allegiance

Mayor Pro Tem Mason asked all to rise for the Pledge of Allegiance.

2. Roll Call

The Clerk noted a quorum with the following roll call:

Cannon – present

Dailey – present

Moyer – present

Tietz – present

Wiegand – present

Mason – present

Chaussee – absent

3. Amendments to Agenda

Mayor Pro Tem Mason asked if there were any amendments to the agenda; there were none.

4. Conflict of Interest

Mayor Pro Tem Mason asked if there were any conflicts of interest on agenda items; there were none.

B. COMMUNITY PARTICIPATION

1. Public Comment

Mayor Pro Tem Mason invited public comment on non-agenda items; there was none.

C. LIQUOR LICENSE AUTHORITY BOARD

Mayor Pro Tem Mason closed the Regular Meeting and opened the Liquor License Authority Board at 6:33 p.m.

The Clerk noted a quorum with the following roll call:

Cannon – present

Dailey – present

Moyer – present

Tietz – present

Wiegand – present

Mason – present

Chaussee – absent

1. License Renewal Application (Fermented Malt Beverage & Wine): Loaf N Jug
Mayor Pro Tem Mason invited Mr. Ethan Muhs, Town Clerk, to present this item. Mr. Muhs presented this item.

Mayor Pro Tem Mason called for questions on this item from the Board. Seeing none, he then called for comment from the public on this item. Seeing none, he then called for a motion on this item.

Trustee Cannon moved to approve the License Renewal Application. Trustee Wiegand seconded.

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

The motion carried unanimously, and the License Renewal Application was approved.

Mayor Pro Tem Mason closed the Liquor License Authority Board and reopened the Regular Meeting at 6:35 p.m.

D. PRESENTATION

1. 2024 First-Quarter Budget Review
Mayor Pro Tem Mason invited Mr. Nic Redavid, Finance Director/Treasurer, to present this item. Mr. Redavid presented this item and responded to questions from the Board.
2. Wellington Source Water Overview
Mayor Pro Tem Mason invited Ms. Meagan Smith, Deputy Director of Public Works, to present this item. Ms. Smith presented this item and responded to questions from the Board.

E. CONSENT AGENDA

1. May 14, 2024 Regular Meeting Minutes
2. Ordinance No. 06-2024: An Ordinance of the Town of Wellington, Colorado Correcting the Enumeration of Portions of Chapter 2 of the Wellington Municipal Code Concerning Campaign Finance Complaints
3. Resolution No. 23-2024: A Resolution of the Town of Wellington, Colorado Making Appointments to the Town's Finance Committee Advisory Board and to the Board of Adjustment
4. Resolution No. 24-2024 - A Resolution of the Board of Trustees of the Town of Wellington Approving to Direct the Payment of Opioid Settlement Funds to Larimer County
5. Resolution No. 25-2024: A Resolution of the Town of Wellington, Colorado Considering a Contract for Crack Seal and Chip Seal Services

Mayor Pro Tem Mason called for a motion on the Consent Agenda.

Trustee Dailey moved to approve the Consent Agenda. Trustee Cannon seconded.

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

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

F. ACTION ITEMS

1. Resolution No. 26-2024: A Resolution Adjusting Appropriations of the Town of Wellington, Colorado for the Fiscal Year Beginning January 1, 2024, and Ending on December 31, 2024
Mayor Pro Tem Mason invited Mr. Nic Redavid, Finance Director/Treasurer, to present this item. Mr. Redavid presented this item and responded to question from the Board.

Mayor Pro Tem Mason called for public comment on this item, and seeing none, then called for a motion on this item.

Trustee Dailey moved to approve Resolution No. 26-2024 with the amendment for an additional calculation be made in the 2024 Budget as Adjusted column for Account No. 211-80-5030 in the amount of \$1,205,112. Trustee Moyer seconded.

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

Nays: N/A

The motion carried unanimously, and Resolution No. 26-2024 was approved with the stated amendment.

2. Resolution No. 27-2024: A Resolution of the Town of Wellington, Colorado Considering A Contract for Water Source Development Planning Services
Mayor Pro Tem Mason invited Ms. Meagan Smith, Deputy Director of Public Works, to present this item. Ms. Smith presented this item and responded to questions from the Board.

Mayor Pro Tem Mason called for public comment on this item, and seeing none, then called for a motion on this item.

Trustee Moyer moved to approve Resolution No. 27-2024. Trustee Tietz seconded.

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

Nays: N/A

The motion carried unanimously, and Resolution No. 27-2024 was approved.

G. REPORTS

1. Town Attorney
No report.
2. Town Administrator
Reported on procedures for publishing Proclamations.
3. Staff Communications
 - a. Report of Bills (March 2024)
 - b. Treasurer's Report (March 2024)
 - c. Report Concerning an Emergency Purchase for the Treated Water Storage Tanks Coating and Improvements Project

- d. Monthly Utility Report (April 2024)
- e. NOCO Humane Quarterly Report (1Q24)
- f. LCSO Monthly Report (April 2024)

4. Board Reports

Mayor Pro Tem Mason called for reports from the Board. The Board provided and discussed reports.

Mayor Pro Tem Mason called for a Recess at 8:18 p.m., then called the meeting back to order at 8:26 p.m.

H. EXECUTIVE SESSION

1. Executive Session: For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators pursuant to Section 24-6-402(4)€, C.R.S. – regarding negotiations related to matters with the North Poudre Irrigation Company. As required by C.R.S. §24-6-402(2)(d.5)(II)(A) and (II) € the Executive Session proceedings will be electronically recorded and the record will be preserved for 90 days through August 26, 2024.

Mayor Pro Tem Mason called for a motion to enter the Executive Session.

Trustee Cannon moved to enter the Executive Session. Trustee Dailey seconded.

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

Nays: N/A

The motion carried unanimously.

Mayor Pro Tem Mason closed the Regular Meeting and opened the Executive Session at 8:27 p.m.

The Board conducted the Executive Session.

Mayor Pro Tem Mason called for a motion to exit the Executive Session.

Trustee Cannon moved to exit the Executive Session. Trustee Moyer seconded.

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

Nays: N/A

The motion carried unanimously.

Mayor Pro Tem Mason closed the Executive Session and reopened the Regular Meeting at 9:57 p.m.

I. ADJOURN

Having no further business, Mayor Pro Tem Mason called for a motion to adjourn. With the motion duly noted and seconded, and with unanimous consent from the Board, Mayor Pro Tem Mason adjourned the Regular Meeting at 9:57 p.m.

Ethan Muhs, Town Clerk

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: June 11, 2024
Subject: Resolution No. 28-2024: A Resolution Authorizing the Temporary Closure of Portions of State Highway 1/Cleveland Avenue, First Street, Second Street, Third Street, Fourth Street, Fifth Street, Sixth Street, Harrison Avenue and Buffalo Creek Parkway within the Town of Wellington during the Annual Fourth of July Celebration on July 4, 2024

BACKGROUND / DISCUSSION

The Town of Wellington hosts an annual 4th of July celebration that includes a parade, festival, and fireworks. These road closures will provide protection for the large attendance of pedestrians in the Town throughout the day during the parade down Cleveland Avenue, the festival at Wellington Community Park, and the fireworks show off 6th Street. Temporary road closures are permitted by C.R.S. 42-4-106 and Section 106(6)(b) of the Colorado Model Traffic Code.

STAFF RECOMMENDATION

Staff recommends approval of Resolution No. 28-2024 - A Resolution of the Town of Wellington Authorizing a Road Closure for a 4th of July Event

ATTACHMENTS

1. Resolution No. 28 2024_Road Closure 4th of July

TOWN OF WELLINGTON

RESOLUTION NO. 28-2024

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF PORTIONS OF STATE HIGHWAY 1/CLEVELAND AVENUE, FIRST STREET, SECOND STREET, THIRD STREET, FOURTH STREET, FIFTH STREET, SIXTH STREET, HARRISON AVENUE AND BUFFALO CREEK PARKWAY WITHIN THE TOWN OF WELLINGTON DURING THE ANNUAL FOURTH OF JULY CELEBRATION ON JULY 4, 2024

WHEREAS, the Town of Wellington is conducting the Fourth of July Parade for the residents of Wellington; and

WHEREAS, it is necessary to temporarily close a portion of State Highway 1 and Cleveland Avenue within the Town of Wellington to traffic on July 4, 2024, for the Fourth of July Parade; and

WHEREAS, it is necessary to temporarily close portions of local residential streets within the Town of Wellington to traffic on July 4, 2024, for the Fourth of July Parade and Festival; and

WHEREAS, it is necessary to temporarily close a portion of Sixth Street within the Town of Wellington to traffic on July 4, 2024, for the Fourth of July Fireworks; and

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

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

Section 1. The following streets are to be closed to automobile traffic, except for residents and/or business owners of these streets at the time specified;

Section 1. State Highway 1 from the Y (intersection of CR 9 and Hwy 1) - North to First Street and Cleveland Avenue from First Street to Fifth Street from 6:00 am to 12:00 pm.; and First Street South from Cleveland Avenue to Roosevelt Avenue from 6:00 a.m. to 12:00 p.m.; and Fifth Street from Cleveland Avenue to Kennedy Avenue from 6:00 a.m. to 12:00 p.m.; Sixth Street from Grant Avenue to Harrison Ave. from 2:00 p.m. to 11:00 p.m.; and Buffalo Creek Parkway from E County Rd 64 to Iron Horse Way from 6:00 a.m. to 8:00 p.m.

Section 2. State Highway 1 and Cleveland Avenue traffic during the time of closure will be rerouted on State Highway 1 at Jefferson Avenue (County Road 62) East to Sixth Street and North to Cleveland Avenue, or Cleveland Avenue at Sixth Street South to Jefferson Avenue and West on Jefferson Avenue to State Highway 1.

Upon a motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of June 2024.

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk



Board of Trustees Meeting

Date: June 11, 2024
Subject: Resolution No. 30-2024: A Resolution of the Town of Wellington, Colorado Approving the Town Administrator's Plan of Organization

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

BACKGROUND / DISCUSSION

The Town Administrator shall propose a plan of organization to the Board of Trustees within ninety (90) days after his or her appointment, which, if approved by the Board of Trustees, shall be adopted by resolution. The administrative plan shall provide for such departments and employees as may be deemed necessary for the efficient administration of the Town. Pursuant to Wellington Municipal Code Section 2-3-20(e), the Town Administrator shall propose a plan of organization within 90 days of their appointment.

STAFF RECOMMENDATION

Staff recommends approval of the Town Administrator's plan of organization through Resolution No. 30-2024 - A Resolution of the Town of Wellington, Colorado Approving the Town Administrator's Plan of Organization

ATTACHMENTS

1. Resolution No. 30 2024_ TA Organization Plan
2. 2024 Budget Organizational Chart

TOWN OF WELLINGTON

RESOLUTION NO. 30-2024

A RESOLUTION APPROVING THE TOWN ADMINISTRATOR'S PLAN OF
ADMINISTRATIVE ORGANIZATION

WHEREAS, Section 2-3-20 of the Wellington Municipal Code provides that the Town Administrator shall propose a plan of administrative organization to the Board of Trustees within ninety (90) days after his or her appointment, which, if approved by Board Trustees, shall be adopted by resolution. The administrative plan shall provide for such departments and employees as may be deemed necessary for the efficient administration of the Town.

WHEREAS, the Town Administrator has proposed an administrative plan of organization in the form attached.

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

1. The Town Board approves the Town Administrator's proposed plan of organization.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 11th day of June, 2024

TOWN OF WELLINGTON, COLORADO

By: _____
Calar Chaussee, Mayor

ATTEST:

Ethan Muhs, Town Clerk

2024 Organizational Chart

Residents of Wellington

Board of Trustees

Calar Chaussee, Mayor; Rebekka Dailey, Trustee; Lowrey Moyer, Trustee; Brian Mason, Trustee; Shirrell Tietz, Trustee; David Wiegand, Trustee; Ed Cannon, Trustee.

Municipal Judge

Town Attorney

Advisory Boards

Town Administrator
1.0 FTE

Deputy Town Administrator
1.0 FTE

Public Works Director
1.0 FTE

Deputy Public Works Director
1.0 FTE

Town Clerk
1.0 FTE

Finance Director /
Town Treasurer
1.0 FTE

Planning Director
1.0 FTE

Parks & Recreation Manager
1.0 FTE

Library Director
1.0 FTE

Human Resources Director
1.0 FTE

Senior Communications Specialist
1.0 FTE

Senior Management Analyst
1.0 FTE

Community & Business Liaison
1.0 FTE

Distribution & Collections Operations Supervisor
1.0 FTE

Distributions & Collections Operator I-III
2.0 FTE

Water Treatment Superintendent
1.0 FTE

Lead Water Treatment Operator
1.0 FTE

Water Treatment Operator I-III
4.0 FTE

Water Reclamation Facility Superintendent
1.0 FTE

Lead Water Reclamation Facility Operator
1.0 FTE

Water Reclamation Facility Operator I-III
3.0 FTE

Public Works Superintendent
1.0 FTE

Streets Maintenance Operator I-III
5.0 FTE

Fleet Mechanic/ Streets Maintenance
1.0 FTE

Civil Engineer I-III
4.0 FTE

Public Works Program Administrator
1.0 FTE

Fleet and Safety Coordinator
1.0 FTE

Administrative Assistant II + Court Clerk
1.0 FTE

Budget & Accounting Analyst
1.0 FTE

Accts Payable Clerk
1.0 FTE

Utility Service Coordinator
1.0 FTE

Building Official
1.0 FTE

Building Permit Technician
1.0 FTE

Neighborhood Services Officer
1.0 FTE

Planning Analyst
1.0 FTE

Planner I-III
2.0 FTE

Parks & Rec Ops Supervisor
1.0 FTE

Recreation Coordinator
1.0 FTE

Assistant Recreation Coordinator
2.0 FTE

Parks Technician I - III
3.0 FTE

Library Technology Specialist
1.0 FTE

Library Program Administrator
0.75 FTE

Library Clerk I
3.0 FTE

Human Resources Generalist
1.0 FTE

IT Manager
1.0 FTE

Board of Trustees Meeting

Date: June 11, 2024
Subject: A Resolution of the Town of Wellington, Colorado Supporting Election Integrity and Security

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

BACKGROUND / DISCUSSION

This resolution regarding election integrity and security, introduced by former Trustee Jon Gaiter at the April 9, 2024 Board of Trustee meeting, was discussed by the Trustees on the same date. It was then motioned and approved to be postponed to the June 11, 2024 meeting. Additionally, a presentation on local election processes is planned for the work session on June 18, 2024, during which the board will discuss this resolution and explore options for the conduct of local elections. At this time, staff recommends postponing the agenda item until after the work session.

For more information, see the information from the amended [April 9, 2024 packet](#) starting on page 115.

STAFF RECOMMENDATION

Staff recommends postponing consideration of the resolution to a later date to allow for Trustee discussion and direction related to the conduct of local elections.

ATTACHMENTS

None