

2025



TOWN OF
WELLINGTON



Town of Wellington, Colorado

Fiscal Year Budget



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Wellington
Colorado**

For the Fiscal Year Beginning

January 01, 2024

Christopher P. Morill

Executive Director

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2025 Town Administrator's Budget Message

November 19, 2024

Dear Mayor and Board of Trustees,

It is my pleasure to present to the Board of Trustees the proposed 2025 Fiscal Year Budget for the Town of Wellington, Colorado. Total projected revenues are \$34,551,250, including taxes, utility sales, transfers, loan proceeds, and grants. Revenues and funds available are estimated to be \$72,710,605. Total projected expenditures and expenses are \$38,971,646, accounting for operations, debt service, transfers, and capital improvement projects for 2025 of \$13,382,534. General Fund capital projects are anticipated to cost \$207,500 and the operating budget for 2025 is \$9,830,746, which provides funding for Town services such as the contract with the Larimer County Sheriff's Office, planning services, public works administration, and all Town administrative services. The total 2025 estimated ending fund balance for the Town of Wellington is \$26,122,716. This budget ensures that essential services are provided, and long-term investments are made to meet the needs and expectations of our community of today and tomorrow.

2025 Estimated Fund Balance								
	General Fund	Street Fund	Water Fund	Sewer Fund	Drainage Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$ 7,905,918	\$ 4,471,215	\$ 10,451,060	\$ 2,391,902	\$ 1,541,754	\$ 2,164,588	\$ 1,616,676	\$ 30,543,112
Operations								
Revenue	6,831,033	2,256,309	10,324,580	3,805,631	812,637	1,686,833	51,500	25,768,522
Transfers In	1,946,437	-	690,000	380,000	-	-	-	3,016,437
Total Revenue	8,777,470	2,256,309	11,014,580	4,185,631	812,637	1,686,833	51,500	28,784,959
Expenditures	8,760,746	1,060,084	4,906,756	1,585,798	529,999	1,528,127	-	18,371,510
Debt Service	-	-	1,462,016	2,469,649	-	269,500	-	4,201,165
Transfers Out - Other	1,070,000	455,501	527,394	527,394	177,352	258,796	-	3,016,437
Total Expenditures	9,830,746	1,515,585	6,896,167	4,582,841	707,351	2,056,423	-	25,589,112
Net Operations	(1,053,276)	740,724	4,118,413	(397,210)	105,286	(369,590)	51,500	3,195,847
Capital								
Loan Proceeds	-	-	-	1,130,005	-	-	-	1,130,005
Capital Grants	29,700	3,580,269	-	137,500	888,817	-	-	4,636,286
Capital Projects	207,500	5,509,000	4,070,000	2,177,500	1,158,534	260,000	-	13,382,534
Net Capital	(177,800)	(1,928,731)	(4,070,000)	(909,995)	(269,717)	(260,000)	-	(7,616,243)
Rev over Exp & Trans	(1,231,076)	(1,188,007)	48,413	(1,307,205)	(164,431)	(629,590)	51,500	(4,420,396)
End Fund Balance	\$ 6,674,842	\$ 3,283,208	\$ 10,499,474	\$ 1,084,697	\$ 1,377,323	\$ 1,534,998	\$ 1,668,176	\$ 26,122,716
Reserve Requirement	2,891,046	349,828	1,226,689	396,449	132,500	504,282		
	33% Operating Expenditures		90 Days Operating Expenditures*					

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

The table above provides an overview of the Estimated Fund Balance for all Town funds, including projected revenue, expenditures, and capital improvement projects. Town staff consistently applies a cautious methodology when estimating revenue sources, ensuring projections are both realistic and conservative. Similarly, when estimating expenditures, a conservative approach is taken to budget for the highest potential impact of certain expenses to ensure the Town is adequately prepared. For instance, deductibles for property and casualty insurance are included in each fund to cover potential claims.



Budget for vacant positions assumes the highest possible employee health benefit costs, ensuring adequate coverage for this expense should the new employee choose those benefits.

This 2025 Fiscal Year Budget estimates that all Town fund balances will meet Board adopted reserve requirements at year-end.

While grants of \$4.6 million are expected, please note that projected amounts do not include grant opportunities that Town staff is currently, or will in the future, seek as potential funding sources. This approach ensures the budget being presented remains conservative, particularly for programs or capital projects that could receive future grant funding.

There are, however, challenges facing the Town's Water and Sewer Funds in that these two enterprise funds do not currently generate enough operating revenue to adequately cover debt service covenants. This is the case despite the fact that these projections include the approved 5% utility rate increase and 5% increase in capital investment fees.

Guidance from the Board to continue subsidizing the Water and Sewer Funds by transferring the maximum allowable amount from the General Fund is included in the 2025 Fiscal Year Budget. Under the Taxpayer Bill of Rights (TABOR), enterprise funds can receive up to 10% of their revenue from taxpayer transfers through the General Fund. While this practice has provided crucial short-term support, it also directly affects the General Fund's balance. Since 2022, transfers from the General Fund to the Water and Sewer Funds exceed \$3.8 million including budgeted transfers in the 2025 fiscal year.

The Town Administrator, per Sec. 4-3-10 of the Municipal Code, shall submit the annual budget no later than the first regular meeting of October of each year. Projected revenues and expenditures for 2025 were provided to the Board of Trustees on October 4, 2024. The first draft of the proposed budget was published on October 9, 2024, and updates were provided on October 22, 2024, and November 12, 2024. The proposed budget was presented to the public at the Budget Boo-nanza on October 15, 2024, and in Board meetings with opportunities to provide comments on October 22, 2024, and November 12, 2024. The Wellington Finance Committee Advisory Board reviewed the proposed budget during their November 18, 2024, work session.

Since the first draft published of the 2025 Fiscal Year Budget, changes include:

- Reduction of \$298,405 for Larimer County Sheriff's Office to allow for leadership transition prior to adding additional deputies to the Wellington Squad
- Reduction of \$40,000 for Public Works administration by reclassifying a position following an internal promotion
- Inclusion of a \$40,000 revenue and expenditure passthrough for the Wellington, CO Main Street Program mini grant from Department of Local Affairs



- Reduction of \$25,000 in Sewer Fund operations for chemicals and plant maintenance
- Reduction of \$17,000 in Park Fund for operating expenses and recreation programming
- Elimination of \$120,000 in General Fund CIP for the designing of a new Parks, Recreation, and Public Works administration facility at Wellington Community Park; this work will be completed in-house throughout 2025

Aligning with the Board of Trustees' Strategic Plan and Community Needs

The 2025 Fiscal Year Budget reflects the Town of Wellington's commitment to the guiding principles established in the Board of Trustees' strategic plan: **community-centered, relationships, fiscal responsibility, and accountability**. Through these principles, the budget addresses key areas from the **2023 Community Survey**, responds to the needs of our residents, and aligns with the goals of long-term sustainability and improvement.

Alignment with the 2023 Community Survey

The community survey identified several areas of high importance to residents that were rated low in quality. The Town is responding with targeted investments in these areas to improve performance and quality of life.

Community Design

In direct response to community design concerns, the Town is making significant investments in downtown Wellington. **Cleveland Avenue (Main Street)** will undergo a transformation to improve street infrastructure, drainage, pedestrian amenities, and safety. Scheduled to begin in 2025, this project is supported by over \$4.4 million in grants from the Colorado Department of Transportation, Wellington Main Street Program, and Safe Routes to School. This investment in downtown not only revitalizes the heart of our community but also aligns with the **community-centered** and **relationship** principles by leveraging external partnerships to reduce the financial burden on the Town.

Additionally, the Town is pursuing a **planning grant** to study improvements aimed at mitigating the impact of interchange at **I-25/SH-I** on the community, addressing traffic flow and pedestrian safety. If the grant is awarded, we will engage residents throughout the process reinforcing the principle of **accountability**, ensuring that infrastructure solutions reflect the community's needs and priorities.

Economy and Utilities

Recognizing that **economic stability and affordability** are top priorities for residents, the Town is actively negotiating the North Poudre Irrigation Company 1983 Agreement, with a goal to mitigate future water rate increases. The lease for the Town's water has increased 640% in unit-cost from 2013 to 2023. The Town hopes to reach an agreement



that will positively impact the utility rates in 2025. In addition, the Town continues to subsidize the water and wastewater fund by the maximum general fund transfer to these enterprise funds. Enterprise funds may only receive up to 10% of the revenue received in the fund from taxpayer transfers, through the General Fund, under the Taxpayer Bill of Rights (TABOR). The Town is also seeking grant funding from the Bureau of Reclamation for automated metering infrastructure (AMI) which improves affordability by providing accurate billing, detecting leaks early, and allowing residents to monitor and adjust their water usage. It also reduces operational costs for utilities, which can lead to lower rates for residents. These actions demonstrate the Town's **fiscal responsibility**, ensuring that residents receive cost-effective and reliable utility services.

Furthermore, the Town is conducting a **Housing Needs Assessment** funded by the Department of Local Affairs. This study will guide the development of policies that enhance affordable housing opportunities, supporting economic stability for residents while ensuring **community-centered** development.

Recreation and Parks

Another key finding from the 2023 Community Survey highlighted the desire for more **recreational opportunities**. In response, the Town will be conducting a **Parks Masterplan & Community Center Feasibility Study** in 2025. This study, a top community priority, will provide a blueprint for future parks, recreational facilities, and open spaces, ensuring alignment with residents' needs. This initiative also reflects **community-centered** planning and a commitment to enhancing quality of life.

Safety

Safety was the highest-rated area in the community survey, and the Larimer County Sheriff's Office (LCSO) continues to play a vital role in ensuring public safety. The 2025 Fiscal Year Budget includes funding to continue the relationship with the Wellington Squad of LCSO. Town staff will work closely with LCSO during transition of squad leadership in 2025.

2025 Fiscal Year Budget Highlights

Adapting to Operational Demands at Expanded Treatment Plants

As the **Water Treatment Plant** and **Water Reclamation Facility** become fully operational in 2025, the Town will face increased testing requirements and operational complexities. This transition, involving advanced systems such as ozone treatment, will significantly increase electricity consumption and create additional budget pressures. However, the Town's commitment to **accountability** ensures careful resource planning and flexibility, enabling a smooth transition while maintaining high water quality standards.

Rising Cost of Property & Casualty Insurance

The Town's **property and casualty insurance**, provided by the Colorado Intergovernmental Risk Sharing Agency (CIRSA), will increase by 38% in 2025. The Town is implementing a dedicated insurance deductible budget line to improve



transparency and ensure preparedness, aligning with the principles of **fiscal responsibility** and **accountability**.

Investing in Our Workforce

A well-trained and qualified workforce is essential to delivering the high-quality services that residents rely on. The proposed budget includes a **5% merit and cost of living adjustment** for staff, reinforcing the Town's commitment to **recognizing performance** and retaining talent. This investment in employees directly aligns with the **relationship's** principle, ensuring the Town can attract and retain the workforce needed to serve the community.

In addition, the Town completed a **Compensation Study** to ensure that employee salaries are competitive and equitable. This proactive measure ensures that Wellington remains an attractive place to work and strengthens the Town's ability to recruit top talent. These adjustments are included in the 2025 Fiscal Year Budget.

Conclusion

The 2025 Fiscal Year Budget reflects the Town of Wellington's ongoing commitment to its residents through strategic investments in key areas such as infrastructure, safety, utilities, and workforce development. Guided by the principles of community-centered planning, strong relationships, fiscal responsibility, and accountability, this budget aligns with both the Board of Trustees' strategic plan and the priorities identified in the 2023 Community Survey. By continuing to focus on these core principles, the Town is positioned to meet the needs of today while preparing for future growth and opportunities.

Respectfully submitted,

Patti Garcia

Patti Garcia
Town Administrator



BOARD OF TRUSTEES



Shirrell Tietz
Trustee



Ed Cannon
Trustee



Brian Mason
Mayor-Pro Tem



Calar Chaussee
Mayor



David Wiegand
Trustee



Rebekka Dailey
Trustee



Lowrey Moyer
Trustee

Calar Chaussee, Mayor

ChausseeC@WellingtonColorado.gov

Term expires: April 2026

Brian Mason, Mayor Pro Tem

MasonB@WellingtonColorado.gov

Term expires: April 2026

Ed Cannon, Trustee

CannonEd@WellingtonColorado.gov

Term expires: April 2028

Rebekka Dailey, Trustee

DaileyRm@WellingtonColorado.gov

Term expires: April 2028

Lowrey Moyer, Trustee

MoyerLo@WellingtonColorado.gov

Term expires: April 2028

Shirrell Tietz, Trustee

tietzs@wellingtoncolorado.gov

Term expires: April 2026

David Wiegand, Trustee

wiegandd@wellingtoncolorado.gov

Term expires: April 2026

Town Leadership Team & Budget Preparation Team

Town Leadership Team

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

Budget Prepared By

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

Wellington at a Glance

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

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

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

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

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

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

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

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

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

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

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

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



Demographics

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

12,174

Population
(Estimated)

3

Land area
in Square Miles

\$101,259

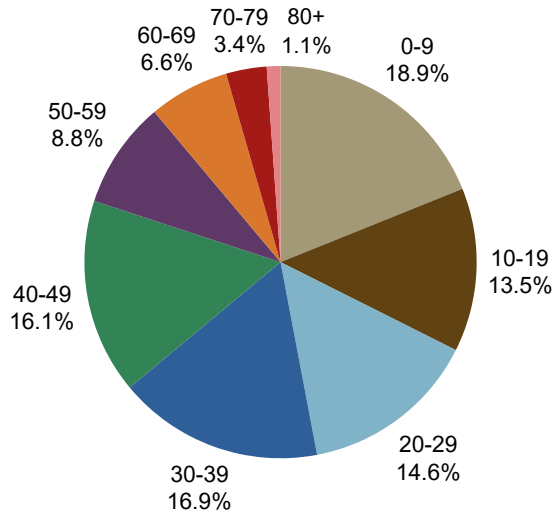
Median
Household Income

66.3%

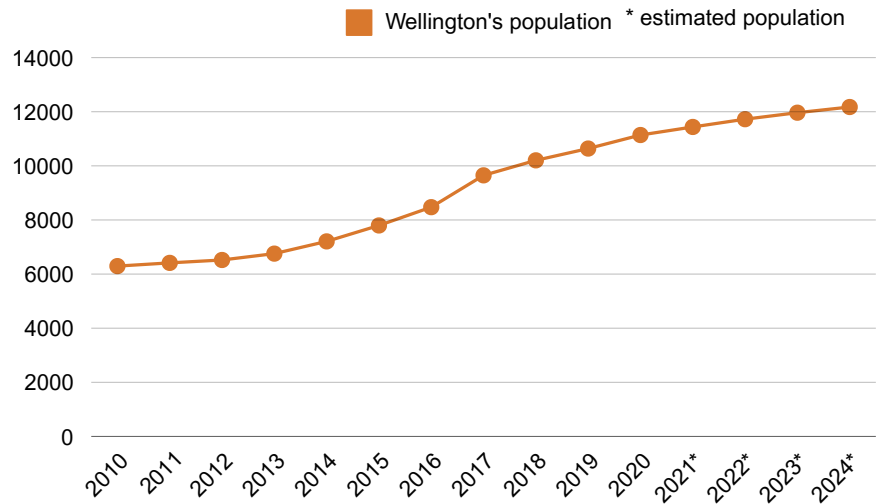
Employment
Rate

33

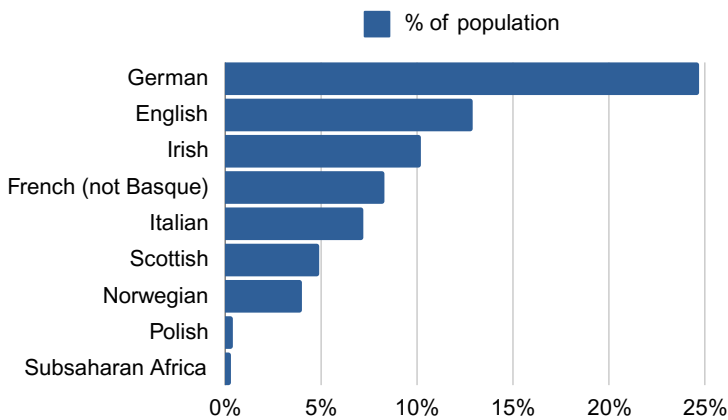
Median
Age



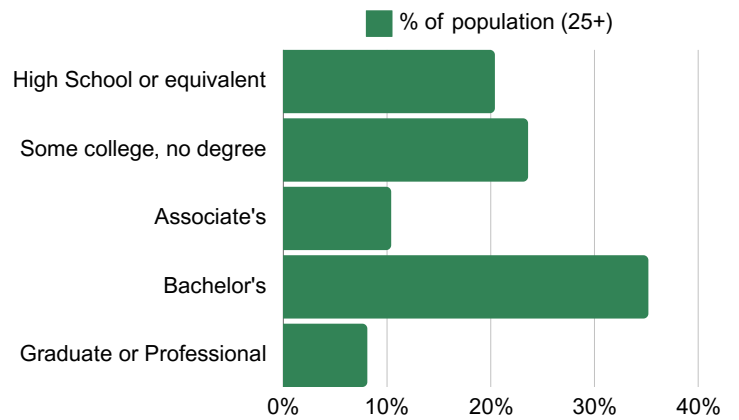
Population by age



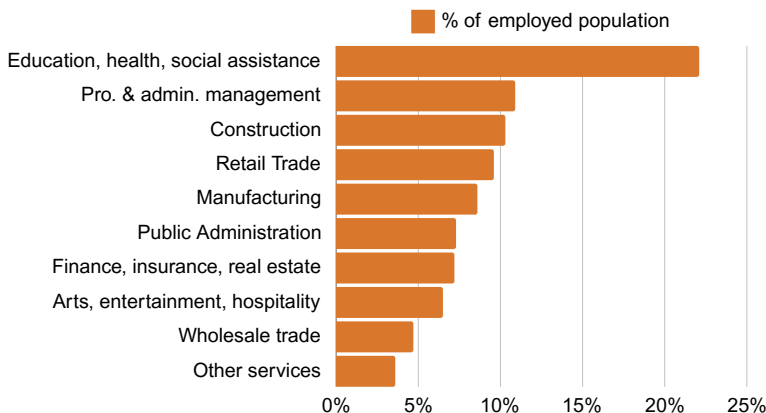
Historic population growth



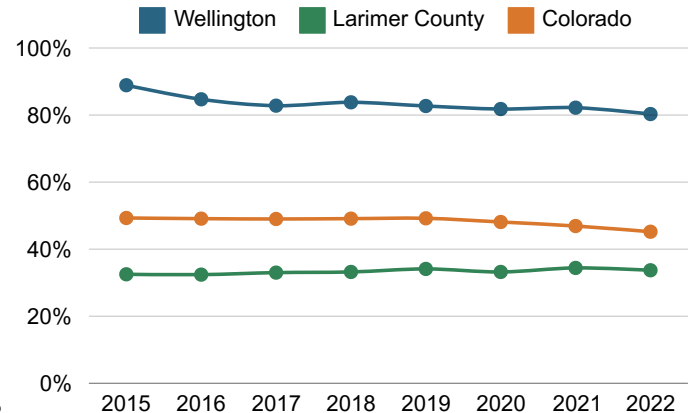
Ancestry among population



Education attainment



Top industries among employed population



Employed residents who work out of town

Mission and Vision

Vision Statement

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

Mission Statement

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

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

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

Strategic Plan

A strategic plan serves as the community's roadmap and it is used to prioritize initiatives, goals, projects, resources, and department operations. The strategic plan is a big-picture document directing efforts and resources toward a clearly defined vision.

Town staff will be responsible for prioritizing and planning specific projects and operations based on the overall goals and themes specified by the Strategic Plan.

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

The Board of Trustees meets to discuss the Strategic Plan and update the goals for the next two-year to four-year period. The goals are given to Department Heads for feedback to determine how the goals will be



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



TOWN OF

WELLINGTON STRATEGIC PLAN SUMMARY

2025 – 2029



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

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

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

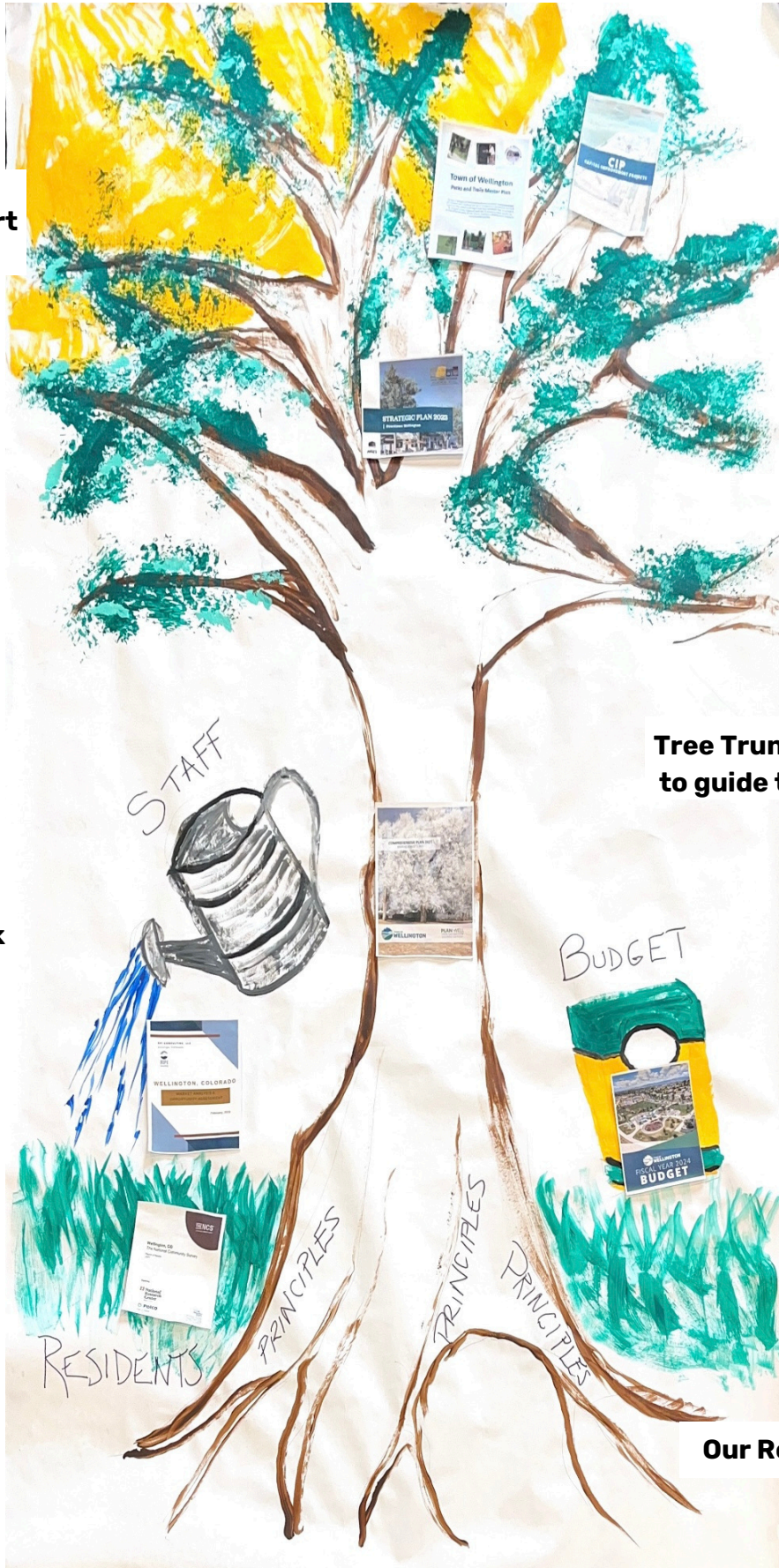
- Communicate strategically to community audiences.
- Invest in, retain & hire skilled staff.
- Cultivate effective staff & trustee interactions.
- Ensure safety & security, such as emergency response.
- Improve physical spaces & systems for staff efficiency & collaboration.
- Leverage & expand external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

Strategic Goals and Objectives Tracking

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

How Community Plans Inform Our Work

Tree Branch: Town Masterplans to support & inform the work



Tree Trunk: Comprehensive Plan to guide the vision

Water: Town Staff to Accomplish the Work

Fertilizer: Budget directs resources

Health of the Lawn: Community Survey Feedback

Our Roots: Guiding Principles

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

Community Survey

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

The statistically valid survey gathered opinions from residents on ten key aspects, including economy, mobility, safety, and inclusivity. The survey response rate for the 2023 survey was 18%. Results are weighted from a representative sample of 502 residents so that the demographic profile of respondents reflects the demographic profile of adults in Wellington. The report highlights comparisons to benchmarks from over 500+ communities, indicating Wellington's performance as "higher," "lower," or "similar" to the average. The survey spanned from April 12 to May 24, 2023.

Polco noted the pandemic's influence may affect the comparisons to past years' data. The Community Survey is a tool used to help the Town monitor trends in resident opinions, measure government performance, inform budget and strategic planning decision, and is a benchmark to other communities.



Key Findings

1

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

2

The economy and general affordability are priorities for residents

3

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

Balancing Performance and Importance

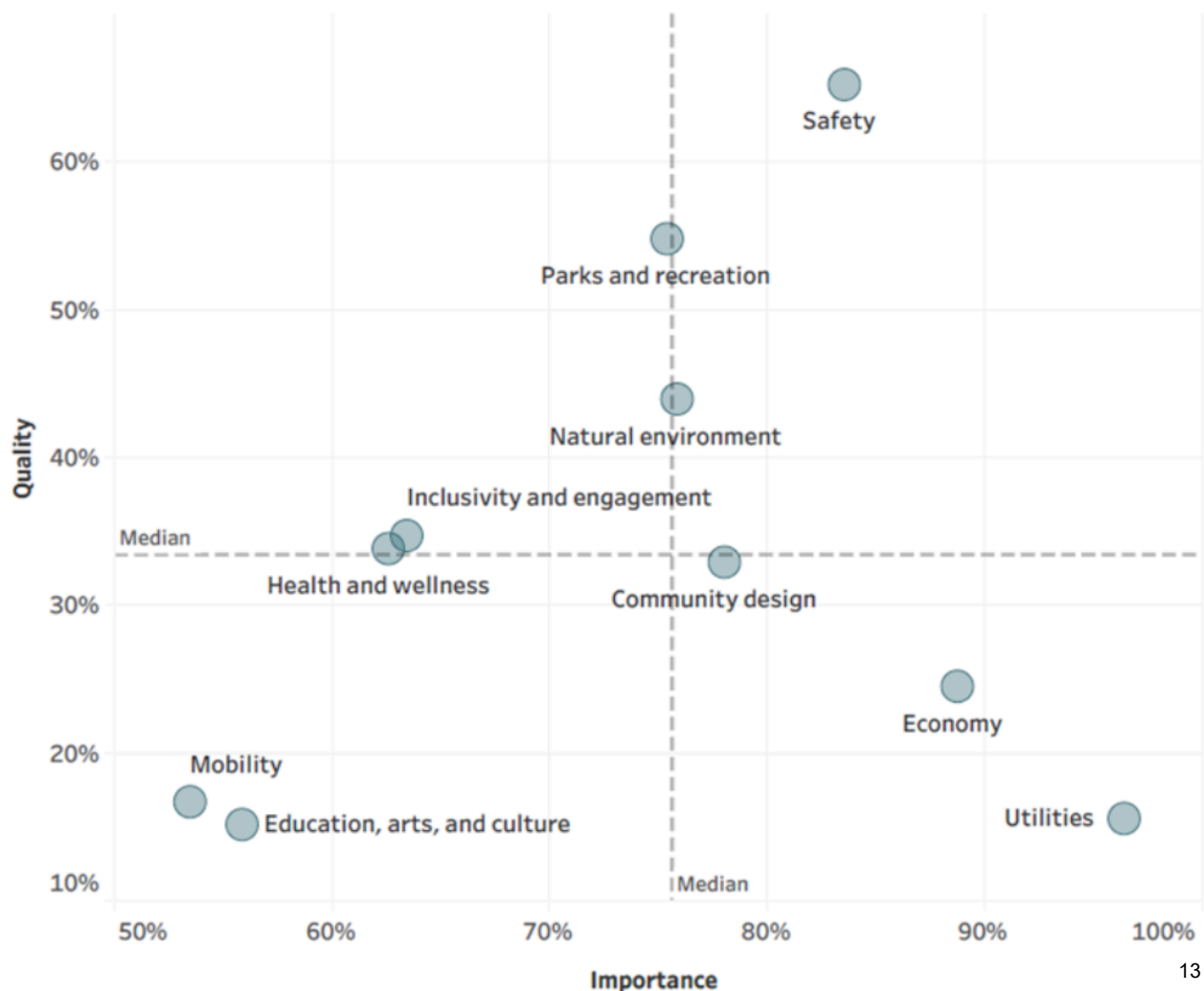
The quadrants in the figure below show which community facets were given higher or lower importance ratings (right-left) and which had higher or lower quality ratings (up-down).

Facets of livability falling closer to a diagonal line from the lower left to the upper right are those where performance ratings are more commensurate with resident priorities.

Facets scoring closest to the lower right hand corner of the matrix (higher in importance and lower in quality) are those that may warrant further investigation to see if changes to their delivery are necessary to improve their performance.

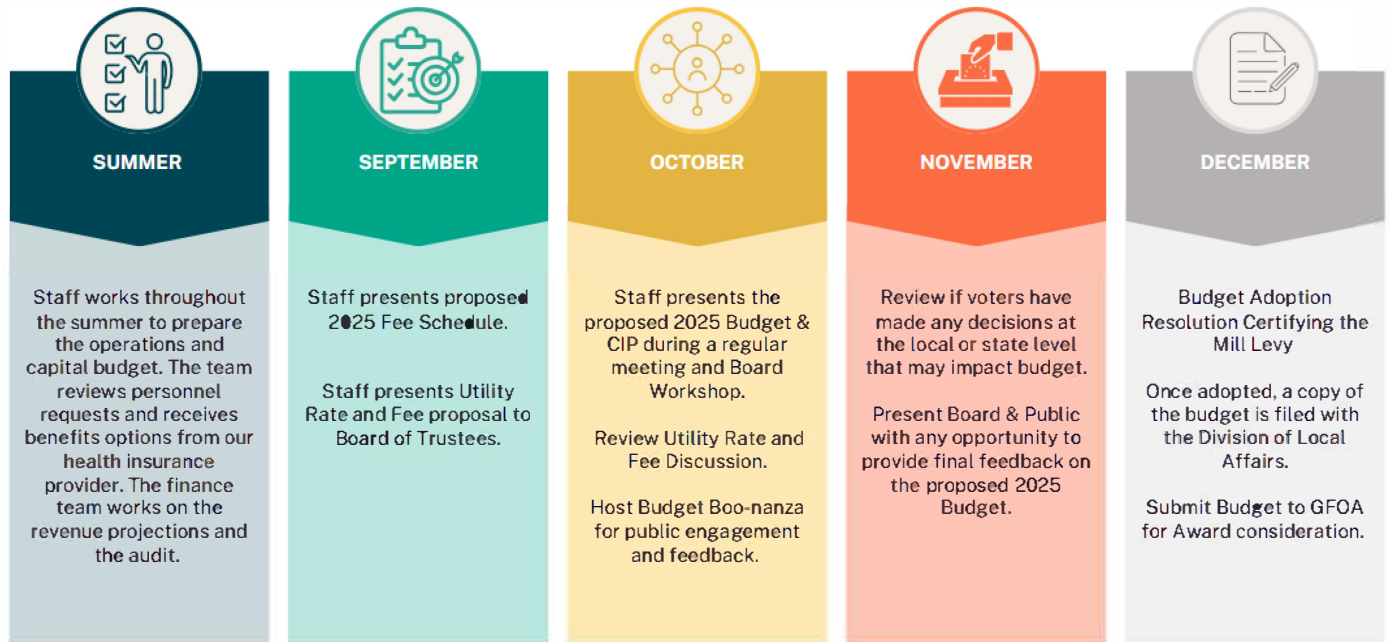
This is the key part of this chart on which to focus. Facets falling in the top left hand corner of the chart (lower in importance but higher in quality) are areas where performance may outscore resident priorities, and may be a consideration for lower resource allocation.

Community Survey Matrix



TOWN OF WELLINGTON 2025 BUDGET

TIMELINE



MEETING SCHEDULE

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

Budget Procedure

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

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

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

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

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

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

Basis of Budgeting

Basis of Presentation – Fund Accounting

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

Fund Structure

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

General Fund

Purpose of Fund

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

Services Provided

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

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

Enterprise Funds

Purpose of Funds

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

Services Provided

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

- Water
- Sewer
- Storm Drainage

Special Revenue Funds

Purpose of Funds

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

Services Provided

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

- Streets
- Parks
- Conservation Trust
- Library Trust

Basis of Budgeting

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

Basis of Accounting

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

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

Basis of Budgeting vs. Basis of Accounting

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

Budget BOO-nanza

Creative Community Engagement

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

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



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



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



Staffing by Department

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

Staffing History: Navigating Wellington's Growth and Organizational Development

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

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

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

Historical Staffing by Position

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

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

2025 Organizational Chart



TOWN OF
WELLINGTON

Residents of Wellington

Board of Trustees

Calar Chaussee, Mayor; Brian Mason, Mayor Pro Tem; Rebekka Dailey, Trustee; Lowrey Moyer, 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 - Utilities
1.0 FTE

Deputy Public Works Director - Engineering
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

Main Street & Events Coordinator
1.0 FTE

Management Analyst
1.0 FTE

Human Resources Generalist
1.0 FTE

IT Manager
1.0 FTE

Library Technology Specialist
1.0 FTE

Library Program Administrator
0.75 FTE

Library Clerk I
3.0 FTE

Parks & Rec Operations Supervisor
1.0 FTE

Recreation Coordinator
2.0 FTE

Assistant Recreation Coordinator
1.0 FTE

Parks Technician I - III
3.0 FTE

Building Official
1.0 FTE

Building Permit Technician
1.0 FTE

Neighborhood Services Officer
1.0 FTE

Business Resource Manager
1.0 FTE

Planner I-III
2.0 FTE

Controller
1.0 FTE

Finance Clerk
1.0 FTE

Utility Services Coordinator
1.0 FTE

Administrative Assistant II + Court Clerk
1.0 FTE

Civil Engineer 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

Public Works Program Administrator
1.0 FTE

Fleet and Safety Coordinator
1.0 FTE

Water Reclamation Facility Superintendent
1.0 FTE

Lead Water Reclamation Facility Operator
1.0 FTE

Water Reclamation Facility Operator I-III
3.0 FTE

Water Treatment Superintendent
1.0 FTE

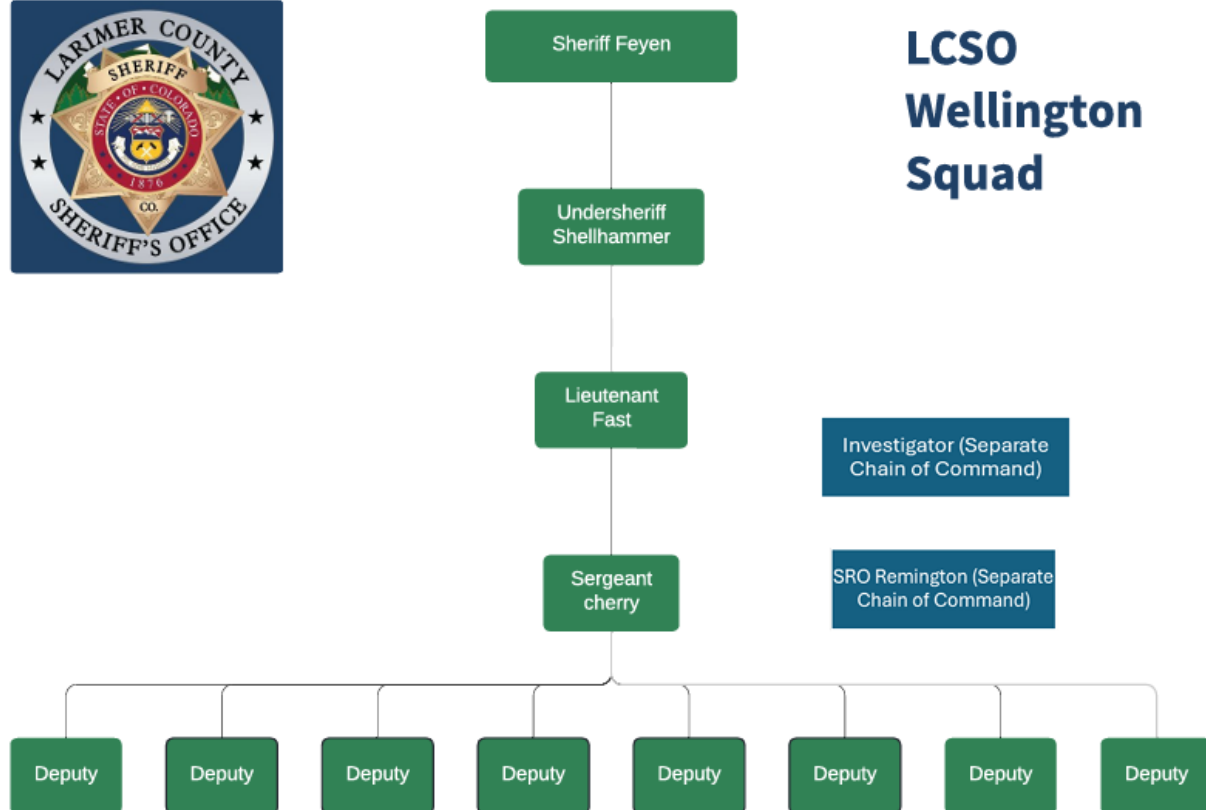
Lead Water Treatment Operator
1.0 FTE

Water Treatment Operator I-III
4.0 FTE

Distribution & Collections Operations Supervisor
1.0 FTE

Distributions & Collections Operator I-III
2.0 FTE

Organizational Chart | Larimer County Sheriff's Office





FUND BALANCE



2025 Estimated Fund Balance

	General Fund	Street Fund	Water Fund	Sewer Fund	Drainage Fund	Park Fund	Trust Funds	Total
Beg Fund Balance	\$ 7,905,918	\$ 4,471,215	\$ 10,451,060	\$ 2,391,902	\$ 1,541,754	\$ 2,164,588	\$ 1,616,676	\$ 30,543,112
Operations								
Revenue	6,831,033	2,256,309	10,324,580	3,805,631	812,637	1,686,833	51,500	25,768,522
Transfers In	1,946,437	-	690,000	380,000	-	-	-	3,016,437
Total Revenue	8,777,470	2,256,309	11,014,580	4,185,631	812,637	1,686,833	51,500	28,784,959
Expenditures	8,760,746	1,060,084	4,906,756	1,585,798	529,999	1,528,127	-	18,371,510
Debt Service	-	-	1,462,016	2,469,649	-	269,500	-	4,201,165
Transfers Out - Other	1,070,000	455,501	527,394	527,394	177,352	258,796	-	3,016,437
Total Expenditures	9,830,746	1,515,585	6,896,167	4,582,841	707,351	2,056,423	-	25,589,112
Net Operations	(1,053,276)	740,724	4,118,413	(397,210)	105,286	(369,590)	51,500	3,195,847
Capital								
Loan Proceeds	-	-	-	1,130,005	-	-	-	1,130,005
Capital Grants	29,700	3,580,269	-	137,500	888,817	-	-	4,636,286
Capital Projects	207,500	5,509,000	4,070,000	2,177,500	1,158,534	260,000	-	13,382,534
Net Capital	(177,800)	(1,928,731)	(4,070,000)	(909,995)	(269,717)	(260,000)	-	(7,616,243)
Rev over Exp & Trans	(1,231,076)	(1,188,007)	48,413	(1,307,205)	(164,431)	(629,590)	51,500	(4,420,396)
End Fund Balance	\$ 6,674,842	\$ 3,283,208	\$ 10,499,474	\$ 1,084,697	\$ 1,377,323	\$ 1,534,998	\$ 1,668,176	\$ 26,122,716
Reserve Requirement	2,891,046	349,828	1,226,689	396,449	132,500	504,282		
	33% Operating Expenditures		90 Days Operating Expenditures*					

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

Revenue Overview

Taxes and Impact Fees

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

Marijuana Tax

In 2021 voters approved the sale of retail and medical marijuana. The first store opened in 2024. The retail marijuana products are assessed at a 5% sales tax, in addition to any other assessed state, county, or municipal sales tax. The new sales tax can be used for general operating expenses.

Street Fund

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

Park Fund

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

Water Fund

Operating as an enterprise fund, the Water Fund collects user charges and fees on water sales. A 5% increase was approved in November 2024, with rates based on tap size and volume usage. The utility rate study, conducted by an outside consultant, enables ten years' rate projections, ensuring proper funding for increased water costs, capital improvements, and ongoing debt service.

Sewer Fund

As an enterprise fund, the Sewer Fund's revenue comes from sewer user fees for water reclamation services. Charges are calculated annually based on water consumption. Residential sewer rates include a \$15.38 base rate and an \$8.84 usage fee.

Drainage Fund

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

Grants

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

Town Fee Schedule

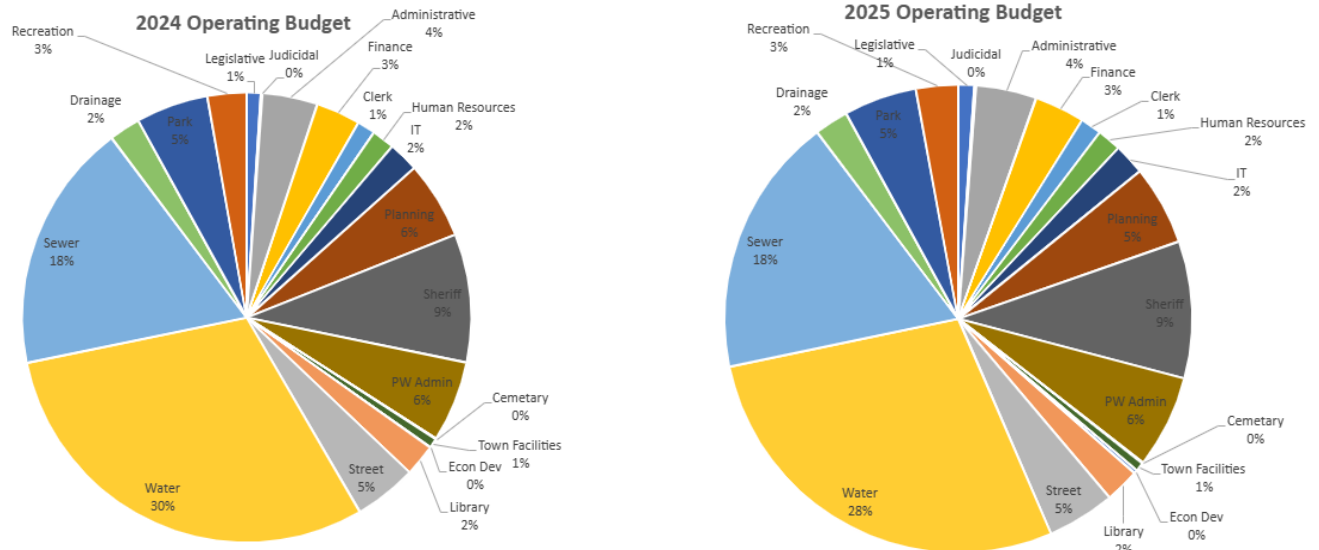
A [town fee schedule](#) is a comprehensive list that outlines the various fees and charges associated with services, permits, licenses, and other activities provided by the Town.



GENERAL FUND



Operations Budget | Visual Summary



Operating Budget				
Department/Division	2024	2025	Difference	% Change
Legislative	\$215,394	\$247,106	\$31,712	15%
Judicial	\$25,500	\$29,350	\$3,850	15%
Administrative	\$858,725	\$945,818	\$87,093	10%
Finance	\$685,336	\$783,028	\$97,692	14%
Clerk	\$277,364	\$329,375	\$52,011	19%
Human Resources	\$350,915	\$370,962	\$20,047	6%
IT	\$471,899	\$488,750	\$16,851	4%
Planning	\$1,197,157	\$1,239,129	\$41,972	4%
Sheriff	\$1,979,620	\$2,135,717	\$156,097	8%
PW Admin	\$1,250,911	\$1,446,549	\$195,637	16%
Cemetery	\$10,000	\$17,000	\$7,000	70%
Town Facilities	\$149,025	\$138,800	-\$10,225	-7%
Econ Dev	\$7,200	\$54,200	\$47,000	653%
Library	\$488,328	\$534,963	\$46,634	10%
Street	\$970,322	\$1,060,084	\$89,763	9%
Water	\$6,488,044	\$6,368,772	-\$119,272	-2%
Sewer	\$3,857,380	\$4,055,446	\$198,067	5%
Drainage	\$484,053	\$529,999	\$45,946	9%
Park	\$1,120,316	\$1,140,017	\$19,700	2%
Recreation	\$603,275	\$657,611	\$54,335	9%
TOTAL	\$21,490,764	\$22,572,675	\$1,081,911	

General Fund
Fund Balance

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 8,214,756	\$ 8,455,848	\$ 7,905,918
Operations			
Revenue	6,245,177	6,204,952	6,831,033
Transfers In - Admin Overhead	-	1,401,327	1,946,437
Total Revenue	6,245,177	7,606,279	8,777,470
Expenditures	5,119,998	7,196,210	8,760,746
Debt Service	-	-	-
Transfers Out - Water/Sewer Funds	885,000	900,000	1,070,000
Total Expenditures	6,004,998	8,096,210	9,830,746
Net Operations	240,179	(489,931)	(1,053,276)
Capital			
Loan Proceeds	-	-	-
Capital Grants	2,420	-	29,700
Capital Projects	1,506	60,000	207,500
Net Capital	914	(60,000)	(177,800)
Rev over Exp & Trans	241,092	(549,931)	(1,231,076)
End Fund Balance	\$ 8,455,848	\$ 7,905,918	\$ 6,674,842

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
201-01-3110 Property Taxes	1,873,551	2,086,000	2,086,000	2,112,290	1%
201-01-3130 Sales Tax	2,630,741	2,774,000	2,517,465	2,643,338	-5%
201-01-3135 Severance Tax	106,344	108,000	44,445	25,000	-77%
201-01-3140 Use Tax - Building Materials	366,137	461,152	252,832	544,000	18%
201-01-3320 Cigarette Tax	10,613	7,000	6,175	6,484	-7%
201-01-3330 Retail Marijuana Tax	-	-	135,898	235,714	100%
201-02-3155 Town Plan Review Fees	25,584	55,356	23,000	46,000	-17%
201-02-3430 County Tax Vendors Fee	4,576	3,933	3,542	5,885	50%
201-02-3435 Fire Dept. Vendor Fee	4,689	2,358	1,480	5,920	151%
201-02-3450 Bldg. Admin. Fee	35,460	43,265	25,000	46,000	6%
201-02-3462 Bldg. Inspection Fees	402,766	326,924	300,000	450,000	38%
201-03-3150 Franchise Fee-Communications	-	-	-	25,000	100%
201-03-3160 Franchise Fee-Electricity	188,943	193,000	173,801	173,801	-10%
201-03-3170 Franchise Fee-Natural Gas	18,333	17,000	20,000	20,000	18%
201-03-3180 Franchise Fee-Telephone	(24,859)	-	26,374	-	0%
201-03-3190 Franchise Fee-Cable Television	24,946	25,000	-	-	-100%
201-04-3210 Liquor License	2,550	-	2,500	-	0%
201-04-3220 Contractor License	20,538	19,000	21,946	20,000	5%
201-05-3420 Land Use Fees	80,216	81,500	23,000	25,000	-69%
201-05-3460 General Charges For Services	4,436	-	15,000	-	0%
201-05-3510 Community Center User Fees	4,783	3,000	3,000	3,000	0%
201-05-3520 Weed / Refuse Removal	3,570	-	1,500	-	0%
201-06-3550 Court Fines & Costs	29,153	20,000	21,397	20,000	0%
201-06-3555 LCSO Administrative Fees	2,004	1,500	1,200	1,200	-20%
201-07-3470 Cemetery-Grave Openings	3,700	-	6,000	-	0%
201-07-3480 Cemetery-Perpetual Care	750	-	2,500	-	0%
201-07-3490 Cemetery-Sale Of Lots	5,700	9,500	11,250	9,500	0%
201-08-3355 Investment Earnings - Library	23,136	22,000	23,011	16,500	-25%
201-08-3373 Library Contrib./Fines/Misc.	5,860	3,500	10,496	5,000	43%
201-08-3440 Sale Of Maps & Publications	230	-	-	-	0%
201-08-3506 Main Street DOLA Mini Grant	-	-	-	10,000	100%
201-08-3610 Investment Earnings-General	372,415	356,000	370,504	300,000	-16%
201-08-3620 Carryout Bag Fee	-	-	1,600	2,400	100%
201-08-3630 Car Show Revenue	800	-	540	-	0%
201-08-3660 Community Activities Commission	120	-	-	-	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
201-08-3690	Miscellaneous Revenue	1,114	5,000	7,000	5,000	0%
201-08-3910	Sale of Assets	527	-	150	-	0%
201-08-3913	Sponsorship & Donations	-	-	-	1,000	100%
255-02-3372	Library Impact Fees	15,750	-	9,500	27,000	100%
TOTAL		\$ 6,245,177	\$ 6,623,988	\$ 6,148,106	\$ 6,785,033	2%
201-08-3350	Grants	2,420	52,500	47,425	29,700	
201-08-3351	Grants - July 4th Celebration	-	-	1,500	-	
201-08-3353	Grants - Main Street Program	-	-	-	40,000	
201-08-3354	Grants - Library	-	-	7,921	6,000	

Legislative (Board of Trustees)

Overview

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

Responsibilities

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

2025 Goals

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

2024 Accomplishments

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

In the News...



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

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

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Legislative						
201-11-5102	Elected Official Benefits	7,278	910	970	910	0%
201-11-5107	Elected Official Compensation	10,800	10,800	10,800	10,800	0%
201-11-5192	Community Events	34,750	98,820	98,820	125,015	27%
201-11-5214	Office Supplies	-	700	700	700	0%
201-11-5321	Printing Services	-	-	203	300	100%
201-11-5331	Publishing & Legal Notices	3,547	-	-	-	0%
201-11-5335	Dues & Subscriptions	3,819	5,114	5,220	5,381	5%
201-11-5352	Municipal Legal Services	33,258	40,000	40,000	45,000	13%
201-11-5363	R&M Computer/Office Equipment	526	4,000	4,000	1,000	-75%
201-11-5380	Professional Development	8,058	4,550	4,550	11,000	142%
201-11-5513	Insurance Deductible	-	-	-	5,000	100%
201-11-5950	Board Outreach	51,407	-	-	-	0%
201-11-5951	Board Discretionary Fund	1,138	10,500	30,000	30,000	186%
201-11-5952	Hardship Utility Grant	2,770	40,000	12,000	12,000	-70%
TOTAL		\$ 157,352	\$ 215,394	\$ 207,263	\$ 247,106	15%

Judicial

Overview

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

Goals for 2025

- Provide better customer service by increasing the number of hearings with a translator onsite.

Key Accomplishments in 2024

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Judicial						
201-12-5100	Wages & Salaries	8,980	-	-	-	0%
201-12-5102	Benefits	3,693	-	-	-	0%
201-12-5109	Magistrate	4,500	9,000	9,000	12,000	33%
201-12-5214	Office Supplies	68	500	500	500	0%
201-12-5359	Prosecuting Attorney	17,353	12,000	12,000	12,000	0%
201-12-5380	Professional Development	1,203	1,500	1,500	1,850	23%
201-12-5394	Jury Fees	-	1,000	-	1,000	0%
201-12-5498	Court Appointed Counsel	-	1,000	-	1,000	0%
201-12-5499	Translator Fees	-	500	1,500	1,000	100%
TOTAL		\$ 35,798	\$ 25,500	\$ 24,500	\$ 29,350	15%

Administration Department

Overview

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

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

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Administration						
201-13-5100	Wages & Salaries	310,480	582,961	491,110	568,318	-3%
201-13-5102	Benefits	81,953	125,904	130,850	179,500	43%
201-13-5214	Office Supplies	2,186	1,500	1,495	1,500	0%
201-13-5335	Dues & Subscription	4,673	8,500	8,500	8,500	0%
201-13-5336	Community Outreach	72	-	-	-	0%
201-13-5352	Legal Services	38,167	65,000	65,000	65,000	0%
201-13-5356	Professional Services	21,150	30,000	30,000	40,000	33%
201-13-5363	R&M Computer/Office Equipment	3,722	7,000	7,000	1,000	-86%
201-13-5380	Professional Development	4,607	10,500	10,500	10,500	0%
201-13-5381	Mileage Reimbursement	555	-	-	-	0%
201-13-5496	Communications Division	3,620	16,460	15,000	15,000	-9%
201-13-5903	Grant Programs Expenditures	262	-	-	40,000	100%
201-13-5933	Wellington Senior Resource Cen	10,128	10,900	10,900	16,500	51%
201-13-5934	Opioid Settlement Redirection	-	-	6,454	-	0%
TOTAL		\$ 481,577	\$ 858,725	\$ 776,809	\$ 945,818	10%

Finance Department

Overview

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

Responsibilities

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

Goals for 2025

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

Key Accomplishments in 2024

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

In the News...

For the first time in its history, the Town of Wellington earned the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award.

The award, which the town earned for the Fiscal Year 2024 budget, recognizes excellence in budget planning and communication and is awarded to state and local governments across the country.



		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Finance						
201-14-5100	Wages & Salaries	57,259	282,245	252,960	343,651	22%
201-14-5102	Benefits	15,967	69,936	79,440	105,750	51%
201-14-5214	Office Supplies	1,362	1,000	500	1,000	0%
201-14-5311	Postage	5,775	1,800	5,321	5,500	206%
201-14-5321	Printing Services	48,015	-	-	600	100%
201-14-5335	Dues and Subscriptions	965	2,000	2,000	2,000	0%
201-14-5338	Bank Service Charge	86	-	-	-	0%
201-14-5353	Accounting & Auditing	5,000	68,300	68,300	45,000	-34%
201-14-5356	Professional Services	158,306	90,000	90,000	45,000	-50%
201-14-5363	R&M Computer/Office Equip	1,490	2,000	2,000	2,000	0%
201-14-5380	Professional Development	-	8,500	8,500	8,500	0%
201-14-5381	Mileage Reimbursement	-	200	200	-	-100%
201-14-5510	Insurance & Bonds	174,873	158,655	156,655	223,176	41%
201-14-5640	Paying Agent Fees	-	500	250	500	0%
201-14-5950	Document Shredding	75	200	150	350	75%
201-14-5960	Over/Short	-	-	(3,000)	-	0%
TOTAL		\$ 469,172	\$ 685,336	\$ 663,277	\$ 783,028	14%

Town Clerk's Office

Overview

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

Goals for 2025

- Onboard new Town Clerk.
- Create records management strategy.
- Publish Board packet earlier in the week.

Key Accomplishments in 2024

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Clerk						
201-15-5100	Wages & Salaries	103,601	183,380	155,780	189,609	3%
201-15-5102	Benefits	28,291	38,658	43,350	67,790	75%
201-15-5214	Office Supplies	656	1,500	1,500	1,500	0%
201-15-5331	Publishing & Legal Notices	1,053	4,500	4,500	4,500	0%
201-15-5335	Dues & Subscriptions	118	826	826	826	0%
201-15-5356	Professional Services	2,872	4,000	2,500	7,500	88%
201-15-5363	R&M Computer/Office Equip.	606	3,500	1,500	3,500	0%
201-15-5380	Professional Development	1,211	4,000	4,000	4,000	0%
201-15-5381	Mileage Reimbursement	-	-	-	150	100%
201-15-5414	Election Expenses	-	32,000	37,000	45,000	41%
201-15-5530	Code Review & Update	4,274	5,000	5,000	5,000	0%
TOTAL		\$ 142,683	\$ 277,364	\$ 255,956	\$ 329,375	19%

Human Resources Department

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Human Resources						
201-16-5100	Wages & Salaries	44,373	198,907	186,530	220,542	11%
201-16-5102	Benefits	14,290	48,008	59,530	68,320	42%
201-16-5103	Temp. Employment Services	10,143	10,000	10,000	10,000	0%
201-16-5214	Office Supplies	995	500	250	300	-40%
201-16-5226	Executive Search	-	29,000	29,000	29,000	0%
201-16-5335	Dues & Subscriptions	7,700	8,000	8,144	8,500	6%
201-16-5356	Professional Fees	3,000	21,000	21,000	5,000	-76%
201-16-5363	R&M Computer/Office Equip.	-	1,500	1,100	1,300	-13%
201-16-5380	Professional Development	2,159	7,000	4,500	7,000	0%
201-16-5580	Employee Drug Testing	1,269	2,000	1,000	1,500	-25%
201-16-5582	Employee Relations	6,113	20,000	10,000	15,000	-25%
201-16-5583	Background Check	2,174	2,500	2,000	2,500	0%
201-16-5948	Employee Apparel	611	1,500	850	1,000	-33%
201-16-5949	Employee Advertising	1,561	1,000	550	1,000	0%
TOTAL		\$ 94,388	\$ 350,915	\$ 334,454	\$ 370,962	6%

Information Technology (IT)

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Information Technology						
201-17-5100	Wages & Salaries	21,280	75,000	-	120,000	60%
201-17-5102	Benefits	5,700	19,839	-	39,720	100%
201-17-5214	Office Supplies	1,092	1,000	900	1,000	0%
201-17-5345	Telephone Services	58,513	51,480	51,000	60,000	17%
201-17-5356	Professional Services	15,755	-	-	15,000	100%
201-17-5357	Professional Fees	-	60,000	60,000	-	-100%
201-17-5363	R&M Computer/Office Equip.	-	7,500	3,500	3,000	-60%
201-17-5380	Professional Development	-	750	750	1,000	33%
201-17-5381	Mileage Reimbursement	24	50	50	50	0%
201-17-5384	Internet Services	31,245	50,000	45,000	45,000	-10%
201-17-5579	Software License/Support	143,500	180,800	180,000	175,000	-3%
201-17-5585	Website Maintenance	12,030	15,480	15,000	15,480	0%
201-17-5947	Copier Expense	14,733	10,000	12,000	13,500	35%
TOTAL		\$ 303,872	\$ 471,899	\$ 368,200	\$ 488,750	4%

Planning & Building Department

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Planning						
201-18-5100	Wages & Salaries	374,251	656,544	528,900	686,217	5%
201-18-5102	Benefits	100,330	130,024	131,400	199,070	53%
201-18-5214	Office Supplies	1,115	3,500	3,500	2,500	-29%
201-18-5231	Fuel, Oil, Grease	-	6,500	601	4,875	-25%
201-18-5233	Vehicle R&M	-	3,000	439	2,250	-25%
201-18-5331	Recording & Legal Publishing	1,092	2,500	500	1,500	-40%
201-18-5335	Dues & Subscriptions	1,585	2,158	2,158	2,743	27%
201-18-5350	Building Insp. Fee Remittance	235,675	300,000	150,000	240,000	-20%
201-18-5355	Reimbursable Services	6,997	30,000	5,000	20,000	-33%
201-18-5356	Professional Services	4,960	30,000	25,000	30,000	0%
201-18-5363	R&M Computer/Office Equip	-	4,150	3,000	393	-91%
201-18-5370	Safety Supplies & Equipment	-	270	270	270	0%
201-18-5372	Uniforms	426	375	375	525	40%
201-18-5374	NOCO Humane	10,120	19,694	19,694	35,368	80%
201-18-5375	Protective Insp. Equipment	139	200	-	170	-15%
201-18-5380	Professional Development	4,644	8,242	8,242	10,780	31%
201-18-5579	Software License and Support	-	-	-	2,469	100%
TOTAL		\$ 741,335	\$ 1,197,157	\$ 879,079	\$ 1,239,129	4%

Larimer County Sheriff's Office (LCSO)

Overview

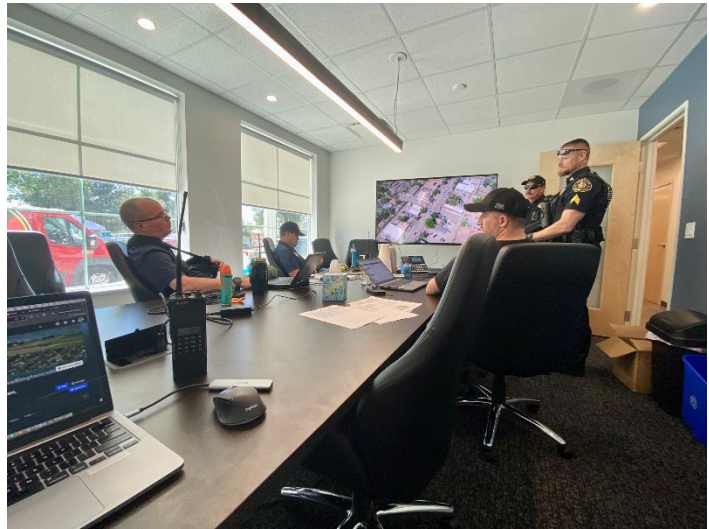
The Town of Wellington contracts with the Larimer County Sheriff's Office for law enforcement services. The contract provides for a sergeant, a corporal and 8 deputies to provide patrol services for the town. A desk officer is assigned to provide walk-in services Monday through Friday between 8 a.m.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

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

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

Responsibilities

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



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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Larimer County Sheriff's Office						
	Salary	1,315,270	1,418,431	1,418,431	1,534,673	8%
	Overtime	47,500	50,500	50,500	50,500	0%
	Vehicle - Full equipped w/o radio	-	-	-	35,000	100%
	Vehicle Lease (fuel, maintenance)	97,079	116,154	116,154	130,357	12%
	Equipment/Clothing	-	-	-	-	0%
	Equipment Replacement Cost	43,818	52,591	52,591	55,825	6%
	Admin Cost	39,222	55,654	55,654	61,504	11%
	LCSO Overhead Cost	49,828	56,593	56,593	56,342	0%
	LCSO Insurance	46,585	58,057	58,057	36,424	-37%
	Office Space - trash	480	8,580	8,580	572	-93%
	Copy Machine Rental	2,480	1,910	1,910	1,911	0%
	Bicycle Maintenance	300	300	300	300	0%
	Larimer County Indirect Cost	142,576	160,850	160,850	172,308	7%
	TOTAL	1,785,138	1,979,620	1,979,620	2,135,717	8%
201-21-5364	LCSO Contract	1,785,138	1,979,620	1,979,620	2,135,717	8%
201-21-5377	LCSO - Community Activities	-	-	-	-	
201-21-5378	LCSO - Office Rental/Maint.	15,403	-	-	-	
	TOTAL	\$ 1,800,541	\$ 1,979,620	\$ 1,979,620	\$ 2,135,717	8%

Public Works Administration

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Public Works Administration						
201-34-5100	Wages & Salaries	163,245	858,466	709,100	954,170	11%
201-34-5101	Seasonals	-	-	-	-	0%
201-34-5102	Benefits	81,160	154,967	180,300	267,600	73%
201-34-5231	Fuel, Oil & Grease	30,191	24,000	24,500	28,000	17%
201-34-5233	R&M- Machinery & Equip. Parts	43,207	40,000	40,000	59,914	50%
201-34-5241	Shop Supplies	(130)	2,000	2,500	2,000	0%
201-34-5329	HOA Fees	708	1,000	-	-	-100%
201-34-5335	Dues & Subscriptions	5,163	4,500	5,000	5,500	22%
201-34-5356	Professional Services	20,447	40,000	33,500	30,000	-25%
201-34-5363	R&M Computer/Office Equip.	6,783	7,500	8,160	7,500	0%
201-34-5370	Safety Workwear & Equipment	(66)	1,400	1,943	2,000	43%
201-34-5372	Uniforms	20,253	15,000	18,307	16,500	10%
201-34-5380	Professional Development	9,242	15,310	5,000	10,500	-31%
201-34-5398	Trash	3,892	-	-	-	0%
201-34-5422	Small Tools	-	1,000	1,000	1,000	0%
201-34-5456	Mosquito Control	12,375	25,300	13,000	25,300	0%
201-34-5512	Insurance-Property Related	(31,969)	31,969	26,128	13,064	-59%
201-34-5533	Equipment Rental	-	-	259	-	0%
201-34-5579	Software Subscriptions	-	15,000	6,000	10,000	-33%
201-34-5941	PW office Supplies	11,263	10,000	10,000	10,000	0%
201-34-5947	Copier Expense	3,000	3,500	3,000	3,500	0%
TOTAL		\$ 378,764	\$ 1,250,911	\$ 1,087,697	\$ 1,446,549	16%

Highland Cemetery

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Cemetery						
201-42-5382	Grounds Maintenance Service	2,680	5,000	5,000	5,000	0%
201-42-5423	Sand & Gravel & Road Base	126	5,000	5,000	5,000	0%
201-42-5454	Survey	-	-	-	7,000	100%
TOTAL		2,806	10,000	10,000	17,000	70%

Town Community Administrative Facilities

Overview

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

Responsibilities

- Maintenance and repair funding.
- Utility expense management.

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Town Community & Administrative Facilities						
201-49-5329	HOA Fees	-	-	-	2,500	100%
201-49-5341	Electricity	1,219	2,100	2,100	2,100	0%
201-49-5342	Water	4,713	4,000	4,000	4,000	0%
201-49-5343	Sewer	2,584	2,000	2,000	2,000	0%
201-49-5344	Natural Gas - Heat	29,130	30,000	30,000	30,000	0%
201-49-5346	Storm Drainage	3,339	3,000	3,000	3,000	0%
201-49-5367	R&M Serv./Supplies - Buildings	14,486	40,000	40,000	40,000	0%
201-49-5368	Cleaning Supplies	1,990	-	-	-	0%
201-49-5369	Janitorial Service	52,777	45,000	40,000	25,000	-44%
201-49-5370	General Building Supplies	-	11,700	11,700	11,700	0%
201-49-5375	Senior Center Supplies	-	-	-	1,500	100%
201-49-5398	Trash	-	11,225	10,688	10,500	-6%
201-49-5405	Parking Lot Lease Payments	-	-	-	1,500	100%
201-49-5513	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 110,238	\$ 149,025	\$ 143,488	\$ 138,800	-7%

Economic Development

Overview

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

Responsibilities

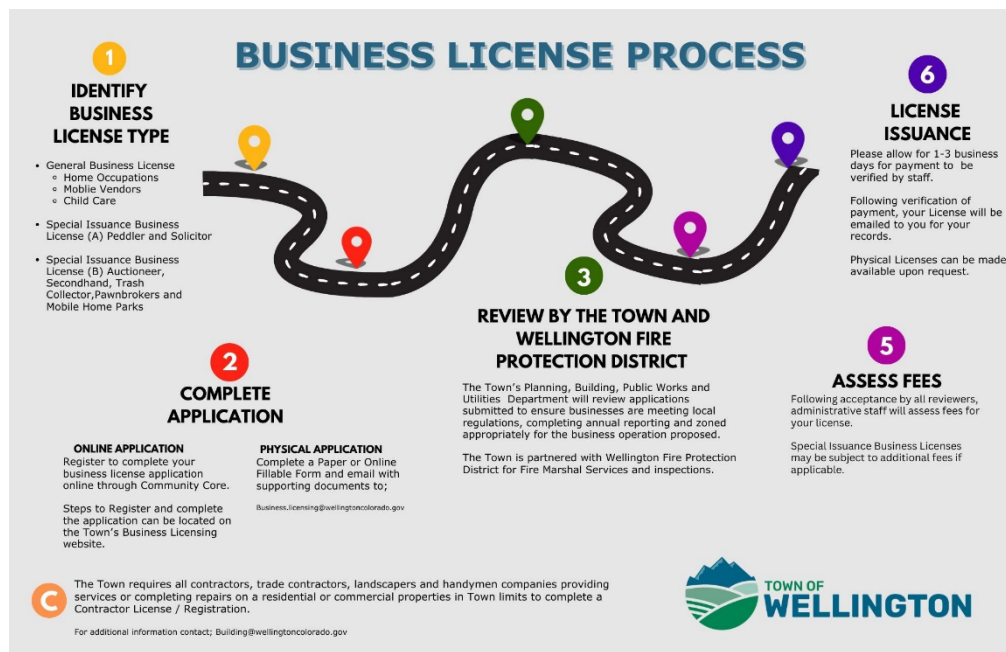
- The Town recognizes and appreciates the economic impact that our existing businesses contribute to the community and works to ensure our businesses can grow and prosper.
- The Planning & Development Department is committed to assisting new businesses as they navigate the development review process,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

2025 Goals

- Onboard a staff position to support business development services.

2024 Key Accomplishments

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



		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Economic Development						
201-51-5154	Economic Development	-	2,000	-	-	-100%
201-51-5214	Office Supplies	-	400	64	200	-50%
201-51-5214	Professional Services	-	-	-	10,000	100%
201-51-5379	Professional Development	(262)	3,800	1,125	2,000	-47%
201-51-5401	Marketing Services	-	1,000	-	2,000	100%
201-51-5903	Grant Programs Expenditures	-	-	-	40,000	100%
TOTAL		\$ (262)	\$ 7,200	\$ 1,189	\$ 54,200	653%

Wellington Public Library

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Library						
201-55-5100	Wages & Salaries	283,722	334,556	307,700	360,268	8%
201-55-5101	Seasonal	7,567	20,000	20,000	20,000	0%
201-55-5102	Benefits	64,284	60,447	66,800	78,670	30%
201-55-5214	Office Supplies	14,146	9,000	9,000	9,000	0%
201-55-5311	Postage	8	200	200	200	0%
201-55-5321	Printing Services	656	1,000	1,000	1,000	0%
201-55-5331	Publishing & Legal Notices	-	700	-	-	-100%
201-55-5333	Dues	120	200	200	200	0%
201-55-5337	Programs	5,877	6,000	6,000	7,000	17%
201-55-5345	Telephone Services	80	-	-	-	0%
201-55-5347	Story Time Supplies	92	500	500	500	0%
201-55-5363	R&M Computer/Office Equip.	-	750	750	750	0%
201-55-5380	Professional Development	408	1,600	86	2,500	56%
201-55-5384	Internet Service	-	2,000	2,000	2,000	0%
201-55-5387	Special Event Supplies	448	375	375	375	0%
201-55-5579	Software License/Support	6,809	8,500	8,500	10,000	18%
201-55-5792	Multi Media	2,542	3,500	3,500	3,500	0%
201-55-5793	E-Books - Subscription/Misc.	4,550	5,500	5,500	5,500	0%
201-55-5900	Library Books	19,309	18,000	18,000	18,000	0%
201-55-5901	Library Shelving & Furnishings	493	2,000	2,000	2,000	0%
201-55-5902	Courier Service	1,323	2,500	1,568	2,500	0%
201-55-5903	Grant Programs Expenditures	(10,698)	11,000	11,000	11,000	0%
TOTAL		\$ 401,736	\$ 488,328	\$ 464,679	\$ 534,963	10%

STREET FUND



Street Fund

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

In the News...

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



Residents at the community Town Hall.

Street Fund
Fund Balance

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

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-01-3130 Sales Tax	723,283	762,850	692,142	726,750	-5%
203-01-3315 Motor Vehicle Use Tax	847,807	990,900	846,102	888,407	-10%
203-01-3335 Highway Users Tax	349,311	399,600	358,621	376,552	-6%
203-04-3343 Street Cut Permits	1,500	-	14,000	15,000	100%
203-04-3350 Developer Road Fee Escrow	(195,004)	-	22,800	24,000	100%
203-04-3376 BP Road Impact Fee	193,757	85,000	-	159,600	88%
203-08-3610 Investment Earnings	87,633	53,000	79,381	65,000	23%
203-08-3910 Sale of Assets	3,389	1,000	1,100	1,000	0%
TOTAL	\$ 2,011,676	\$ 3,142,350	\$ 2,014,146	\$ 2,256,309	-28%
203-08-3350 Grants	-	850,000	-	3,580,269	

Expenditures

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-15-5100 Wages & Salaries	224,280	-	-	-	0%
203-15-5102 Benefits	60,252	-	-	-	0%
203-15-5345 Telephone Services	107	-	-	-	0%
203-34-5100 Wages & Salaries	312,840	469,215	427,900	482,745	3%
203-34-5102 Benefits	91,062	126,706	160,150	184,272	45%
203-34-5110 On-Call Stipend	-	10,400	8,600	8,600	-17%
203-34-5233 R&M- Machinery & Equip. Parts	(1,868)	-	-	3,567	100%
203-34-5240 Street Paint, Signs, & Parts	22,241	45,000	30,000	40,000	-11%
203-34-5241 Shop Supplies	(132)	-	-	-	0%
203-34-5341 Electricity for Street Lights	169,933	210,000	184,614	210,000	0%
203-34-5342 Water	13,302	6,000	14,000	15,000	150%
203-34-5370 Safety Workwear & Equipment	3,395	5,000	5,000	5,000	0%
203-34-5397 Weed Control	1,344	6,000	6,000	6,000	0%
203-34-5422 Small Tools	2,701	4,000	4,000	9,000	125%
203-34-5423 Sand & Gravel & Roadbase	7,414	-	-	-	0%
203-34-5424 Street Construction Material	2,141	10,000	11,000	10,000	0%
203-34-5425 Street Maint.-Crack Seal, etc.	-	-	-	-	0%
203-34-5426 Weather Response Mgmt.	15,678	8,000	5,000	8,000	0%
203-34-5427 Snow Mgmt. Materials	6,094	30,000	10,000	30,000	0%
203-34-5428 Street Maintenance	-	35,000	35,000	35,000	0%
203-34-5453 R&M Supplies - Street Sweeper	550	-	-	-	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
203-34-5456	Mosquito Control	3,800	-	-	-	0%
203-34-5458	R&M Landscape	-	-	-	5,000	100%
203-34-5512	Insurance-Property Related	-	-	-	-	0%
203-34-5533	Equipment Rental	9,876	3,000	3,000	3,000	0%
203-34-5941	Safety & First Aid Kits	1,917	2,000	4,900	4,900	145%
TOTAL		\$ 946,926	\$ 970,322	\$ 909,164	\$ 1,060,084	9%



WATER FUND



Water Fund

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

In the News...

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

Water Fund

Working Capital

	2023 Actual	2024 Estimated	2025 Budget
Beginning Fund Balance	\$ 15,014,333	\$ 18,995,109	\$ 10,451,060
Operations			
Revenue	6,055,404	7,019,583	10,324,580
Transfers In - From General Fund	573,000	600,000	690,000
Total Revenue	6,628,404	7,619,583	11,014,580
Expenses	3,496,148	3,667,341	4,906,756
Debt Service	1,491,099	1,464,694	1,462,016
Transfers Out - Admin Overhead	-	393,500	527,394
Total Expenses	4,987,247	5,525,535	6,896,167
Net Operations	1,641,157	2,094,048	4,118,413
Capital			
Loan Proceeds	18,760,304	2,891,721	-
Capital Grants	-	-	-
Capital Projects	16,420,686	13,529,818	4,070,000
Net Capital	2,339,619	(10,638,097)	(4,070,000)
Rev over Exp & Trans	3,980,776	(8,544,049)	48,413
End Fund Balance	\$ 18,995,109	\$ 10,451,060	\$ 10,499,474

Reserves 2025

	Impact Fee	Raw Water	Operations	Fund Balance
Beginning Fund Balance	\$ 2,481,608	\$ 5,285,198	\$ 2,684,254	\$ 10,451,060
Revenue	1,324,861	3,350,000	5,649,719	10,324,580
Transfers In - From General Fund	-	-	690,000	690,000
Intrafund Loans	-	600,000	(600,000)	-
Capital Grants	-	-	-	-
Total Revenue	1,324,861	3,950,000	5,739,719	11,014,580
Expenditures	-	-	4,906,756	4,906,756
Debt Service	1,462,016	-	-	1,462,016
Transfers Out to Capital Projects	641,000	2,500,000	929,000	4,070,000
Transfers Out - Admin Overhead	-	-	527,394	527,394
Total Expenditures	2,103,016	2,500,000	6,363,150	10,966,167
Rev over Exp & Trans	(778,155)	1,450,000	(623,431)	48,413
End Fund Balance	\$ 1,703,453	\$ 6,735,198	\$ 2,060,822	\$ 10,499,474

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
204-02-3444 BP Raw Water Fee	213,548	310,250	932,550	3,350,000	980%
204-02-3446 Tap Fees	700,271	550,410	416,436	1,242,734	126%
204-03-3441 Water Sales	4,272,837	5,350,482	4,927,526	5,465,968	2%
204-03-3442 Shut-Off/Recon./Late/NSF/Trans	31,995	25,553	52,812	51,800	103%
204-03-3443 Hydrant Water Sales	128	-	-	-	0%
204-03-3445 Raw Water Leases	12,060	-	11,160	10,000	100%
204-03-3447 Bulk Water Sales	27,310	25,477	25,799	25,000	-2%
204-03-3448 Water Meter Fee	450	-	-	-	0%
204-04-3610 Investment Earnings	796,643	652,000	652,000	178,078	-73%
204-04-3690 Miscellaneous Revenue	-	-	200	-	0%
204-04-3910 Sale of Assets	163	-	1,100	1,000	100%
TOTAL	\$ 6,055,404	\$ 6,914,172	\$ 7,019,583	\$ 10,324,580	49%
204-09-3380 Trans in from General Fund	573,000	691,000	600,000	690,000	
204-04-3650 Loan Proceeds	18,760,304	2,598,641	2,891,721	-	

Expenses

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
204-15-5100	Wages & Salaries	396,596	-	-	-	0%
204-15-5102	Benefits	102,084	-	-	-	0%
204-34-5100	Wages & Salaries	470,737	538,369	441,240	542,834	1%
204-34-5102	Benefits	166,299	149,474	170,800	209,984	40%
204-34-5110	On-Call Stipend	-	15,600	15,600	11,800	-24%
204-34-5221	Chemicals	182,712	350,000	200,000	300,000	-14%
204-34-5227	Propane	18,368	40,000	35,000	50,000	25%
204-34-5229	Permit and Program Fees	2,430	3,000	3,000	3,000	0%
204-34-5231	Fuel, Oil & Grease	15,841	10,500	6,000	10,500	0%
204-34-5233	R&M- Machinery & Equip. Parts	2,616	10,000	10,000	18,963	90%
204-34-5241	Shop Supplies	1,671	2,500	2,500	2,500	0%
204-34-5321	Utility Billing Printing	-	20,308	24,431	25,000	23%
204-34-5334	Water Testing	64,560	87,000	35,000	90,000	3%
204-34-5339	On-Line Utility Bill Pay-Fees	29,443	28,500	30,471	32,500	14%
204-34-5341	Electricity	70,702	97,500	100,000	120,000	23%
204-34-5345	Telephone Service	984	700	900	925	32%
204-34-5352	Water Resource Legal Services	3,909	25,000	20,000	35,000	40%
204-34-5353	Water Efficiency Program	-	15,000	15,000	15,000	0%
204-34-5356	Professional Services	56,684	40,000	40,000	45,000	13%
204-34-5363	R&M Computer Equipment	-	2,500	6,500	7,000	180%
204-34-5370	Safety Workwear & Equipment	17,963	28,000	8,000	10,000	-64%
204-34-5380	Professional Development	7,346	11,500	5,000	12,000	4%
204-34-5384	Internet Service	1,308	19,000	2,000	2,000	-89%
204-34-5422	Small Tools	4,849	9,500	4,000	7,000	-26%
204-34-5423	Construction Material	-	3,000	-	3,000	0%
204-34-5430	Distribution Sys Emr Repair	-	15,000	-	15,000	0%
204-34-5433	R&M Plant	107,763	100,000	45,000	70,000	-30%
204-34-5434	R&M Distribution	48,452	80,000	40,000	70,000	-13%
204-34-5437	R&M SCADA	27,999	25,000	20,000	50,000	100%
204-34-5440	Sludge Removal	115,265	125,000	135,000	125,000	0%
204-34-5455	Lab Supplies	14,993	14,500	15,000	17,000	17%
204-34-5512	Insurance-Property Related	(25,649)	25,649	25,649	-	-100%
204-34-5513	Insurance Deductible	-	-	-	5,000	100%
204-34-5533	Equipment Rental	-	2,500	-	2,500	0%
204-34-5579	Software Subscriptions	-	20,500	20,000	25,000	22%
204-34-5593	NPIC Water Lease Agreement	1,517,556	3,035,000	2,135,000	2,909,000	-4%
204-34-5597	Raw Water Fees & Assessments	16,093	30,000	16,000	20,000	-33%
204-34-5903	Water Meters - New Homes	30,000	20,000	17,000	16,000	-20%
204-34-5941	Safety & First Aid Kits	1,907	3,250	3,250	3,250	0%
204-34-5969	Lab Equipment	24,666	20,000	20,000	25,000	25%
TOTAL		\$ 3,496,148	\$ 5,023,350	\$ 3,667,341	\$ 4,906,756	-2%

Debt Service

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



SEWER FUND



Sewer Fund

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

In the News...



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

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

Sewer Fund
Working Capital

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

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-02-3350 Developer Sewer Fee Escrow	-	-	28,994	30,520	100%
205-02-3446 Tap Fees	648,817	511,455	359,708	1,129,400	121%
205-03-3445 Sewer User Fees	2,187,139	2,637,019	2,237,774	2,395,711	-9%
205-04-3610 Investment Earnings	403,259	377,000	485,839	250,000	-34%
205-04-3910 Sale of Assets	8	-	-	-	0%
TOTAL	\$ 3,239,223	\$ 3,585,474	\$ 3,112,315	\$ 3,805,631	6%
205-09-3380 Trans in from General Fund	312,000	358,000	300,000	380,000	
205-04-3650 Bond/Loan Proceeds	19,526,926	17,365,002	18,500,000	1,130,005	
205-04-3675 Intergovernmental Grants/Loans	-	60,000	-	137,500	

Expenses

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-15-5100 Wages & Salaries	396,439	-	-	-	0%
205-15-5102 Benefits	101,936	-	-	-	0%
205-34-5100 Wages & Salaries	427,974	471,037	477,810	503,809	7%
205-34-5102 Benefits	165,215	138,957	176,610	176,201	27%
205-34-5110 On-Call Stipend	-	15,600	15,600	11,800	-24%
205-34-5221 Chemicals	18,792	60,000	21,350	35,000	-42%
205-34-5228 Permit and Program Fees	3,464	5,000	3,730	5,000	0%
205-34-5231 Fuel, Oil & Grease	8,532	10,000	3,000	10,000	0%
205-34-5233 R&M- Machinery & Equip. Parts	(11,548)	30,000	15,000	52,118	74%
205-34-5241 Shop Supplies	412	1,500	1,000	1,500	0%
205-34-5321 Utility Billing Printing	-	14,464	17,439	18,000	24%
205-34-5339 On-Line Utility Bill Pay Fees	21,045	20,400	21,702	22,500	10%
205-34-5341 Electricity	161,946	226,700	225,000	350,000	54%
205-34-5342 Water	2,776	2,000	7,695	8,500	325%
205-34-5344 Natural Gas	15,066	16,000	10,000	20,000	25%
205-34-5356 Professional Services	27,732	20,000	10,000	25,000	25%
205-34-5363 R&M Computer Equipment	-	5,000	5,000	5,000	0%
205-34-5370 Safety Workwear & Equipment	5,849	10,000	12,000	20,000	100%
205-34-5380 Professional Development	9,063	11,500	6,500	11,500	0%
205-34-5384 Internet Service	1,766	19,000	6,500	6,500	-66%
205-34-5422 Small Tools	391	7,500	6,500	10,000	33%
205-34-5423 Construction Material	-	3,000	-	3,000	0%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
205-34-5431	R&M Pumps	24,920	25,000	8,000	25,000	0%
205-34-5432	R&M SCADA	14,416	25,000	10,000	25,000	0%
205-34-5433	R&M Plant	57,829	65,000	45,000	50,000	-23%
205-34-5434	R&M Collections	11,852	15,000	12,000	15,000	0%
205-34-5440	Sludge Disposal	41,268	55,000	38,000	50,000	-9%
205-34-5455	Lab Supplies	7,840	6,500	2,850	12,000	85%
205-34-5512	Insurance-Property Related	(7,603)	7,603	3,488	5,870	-23%
205-34-5513	Insurance Deductible	-	-	-	5,000	100%
205-34-5533	Equipment Rental	-	2,500	-	2,500	0%
205-34-5554	Sewer Testing	37,031	45,000	30,000	45,000	0%
205-34-5579	Software Subscriptions & Supp.	-	45,000	15,000	45,000	0%
205-34-5941	Safety & First Aid Kits	2,090	3,000	1,000	3,000	0%
205-34-5969	Lab Equipment	1,324	7,000	4,000	7,000	0%
TOTAL		\$ 1,547,818	\$ 1,389,261	\$ 1,211,773	\$ 1,585,798	14%

Debt Service

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

DRAINAGE FUND



Drainage Fund

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

- Complete the implementation of the stormwater management.

In the News...



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

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

Visit ResourceCentral.org/Gardens to claim your discount.

Drainage Fund

Working Capital

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

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
207-02-3451 TOW Strm Drn BP Impact	44,654	20,000	15,200	43,200	116%
207-02-3453 AUTH Storm Drn BP Impact	66,628	22,000	16,720	47,520	116%
207-03-3449 TOW Storm Drain Utility fees	273,783	270,400	275,487	273,138	1%
207-03-3452 AUTH Storm Drain Utility Fees	414,088	403,322	418,630	413,779	3%
207-08-3610 Investment Earnings	52,269	45,300	43,403	35,000	-23%
207-08-3690 Miscellaneous Revenue	17	-	-	-	0%
TOTAL	\$ 851,438	\$ 761,022	\$ 769,440	\$ 812,637	7%
207-08-3364 Grant	97,679	646,000	-	888,817	

Expenses

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
207-15-5100 Wages & Salaries	91,473	-	-	-	0%
207-15-5102 Benefits	24,373	-	-	-	0%
207-34-5100 Wages & Salaries	41,147	-	-	-	0%
207-34-5102 Benefits	15,870	-	-	-	0%
207-34-5231 Fuel, Oil & Grease	2,420	2,000	2,000	2,600	30%
207-34-5321 Utility Billing Printing Serv.	-	5,228	6,037	6,500	24%
207-34-5339 On-Line Utility Bill Pay-Fee	7,667	7,500	7,844	8,000	7%
207-34-5341 Electricity	772	750	500	600	-20%
207-34-5356 Professional Services	-	20,000	-	20,000	0%
207-34-5459 R&M Drainage Facilities	-	-	-	30,000	100%
207-34-5522 Authority Utilities Payments	378,082	411,468	414,973	413,779	1%
207-34-5524 Authority Impact Fees	37,400	36,107	66,628	47,520	32%
207-34-5533 Equipment Rental	-	1,000	1,296	1,000	0%
TOTAL	\$ 599,205	\$ 484,053	\$ 499,278	\$ 529,999	9%



PARK FUND



Park Fund

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

Recreation Department

Overview

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

Responsibilities

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

2025 Goals

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

2024 Key Accomplishments

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

Park Fund
Fund Balance

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

Revenues

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
210-01-3130 Sales Tax	591,885	624,150	566,401	594,721	-5%
210-01-3140 Use Tax Building Materials	244,091	-	50,566	136,000	100%
210-01-3315 Motor Vehicle Use Tax	193,214	218,500	173,298	181,963	-17%
210-01-3700 Open Space Sales Tax	447,701	422,300	394,236	413,948	-2%
210-02-3381 Trail Impact Fee	28,350	22,500	17,100	48,600	116%
210-02-3620 BP Park Impact Fee	63,000	50,000	38,000	108,000	116%
210-05-3174 Field Rentals	-	-	3,002	-	0%
210-05-3175 Recreation Fees	63,716	63,800	160,000	108,600	70%
210-05-3177 Batting Cages Fees/Sales	1,979	-	-	-	0%
210-08-3610 Investment Earnings	136,303	116,700	114,639	95,000	-19%
210-08-3910 Sale of Assets	11	-	1,735	-	0%
TOTAL	\$ 1,770,249	\$ 1,517,950	\$ 1,518,978	\$ 1,686,833	11%
210-08-3505 Misc. Grants / Contributions	9,248	-	40,215	-	-

Expenditures

	2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
Parks					
210-15-5100 Wages & Salaries	152,574	-	-	-	0%
210-15-5102 Benefits	40,333	-	-	-	0%
210-15-5335 Dues & Subscriptions	25	-	-	-	0%
210-34-5100 Wages & Salaries	210,105	269,764	211,125	277,156	3%
210-34-5101 Seasonals	16,647	33,000	10,000	33,000	0%
210-34-5102 Benefits	67,809	54,485	75,920	100,690	85%
210-34-5110 On-Call Stipend	-	5,200	5,200	5,200	0%
210-34-5111 Vandalism	-	1,000	500	1,000	0%
210-34-5112 Horticulture	-	5,000	3,500	3,000	-40%
210-34-5214 Office Supplies	40	-	-	-	0%
210-34-5221 Pond Chemicals	4,737	5,200	3,000	3,000	-42%
210-34-5231 Fuel, Oil & Grease	15,409	6,200	8,700	9,000	45%
210-34-5233 R&M- Machinery & Equip. Parts	15,230	18,500	18,500	23,813	29%
210-34-5234 Irrig. Water Assessments	1,140	-	-	-	0%
210-34-5237 Irrig. Sys. Supplies/Repairs	13,851	40,000	42,000	38,000	-5%
210-34-5239 Wells & Well Houses	8,540	11,000	10,000	8,000	-27%
210-34-5241 Shop Supplies	1,244	2,300	2,100	2,100	-9%

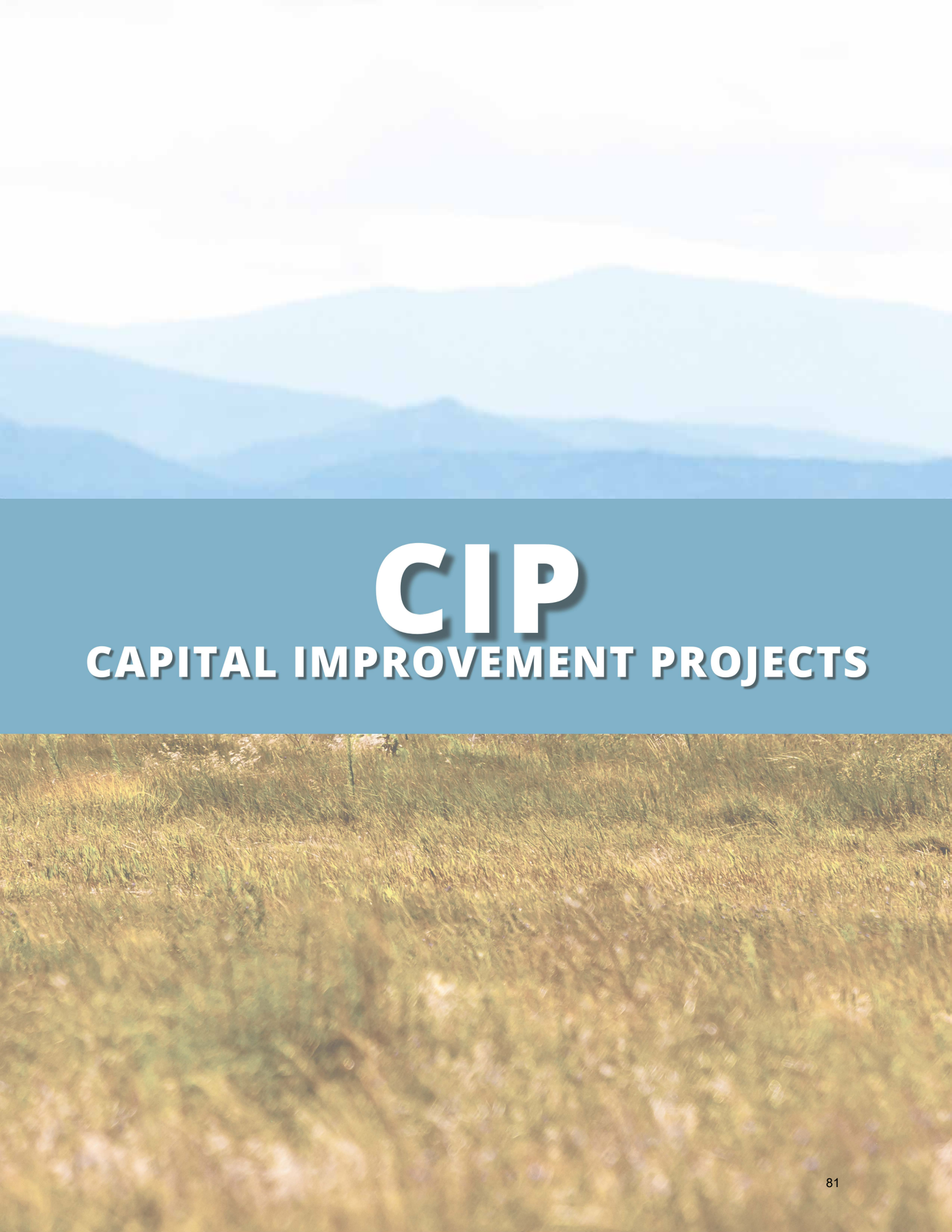
		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
210-34-5252	Tree Replacement & Trimming	15,029	36,000	35,000	30,000	-17%
210-34-5253	Tree Spraying	5,428	30,300	23,000	20,000	-34%
210-34-5254	Parks Playground & General R&M	25,409	35,000	32,000	32,000	-9%
210-34-5256	Splash Pad Chemicals	-	1,100	1,400	1,100	0%
210-34-5341	Irrigation Electricity	2,596	8,900	4,500	4,500	-49%
210-34-5342	Water	37,169	38,000	60,000	50,000	32%
210-34-5343	Sewer	1,519	1,600	900	1,000	-38%
210-34-5344	Natural Gas	1,901	2,000	800	1,000	-50%
210-34-5346	Storm Drainage	3,557	2,800	1,250	1,250	-55%
210-34-5356	Professional Services	520	3,500	1,500	2,000	-43%
210-34-5365	Toilet Rental	18,296	20,000	22,375	27,730	39%
210-34-5366	Services - Parks & Lawn Care	66,697	82,000	74,000	70,000	-15%
210-34-5370	Safety Workwear & Equipment	1,595	1,600	1,100	1,200	-25%
210-34-5372	Uniforms	1,354	2,750	2,000	2,500	-9%
210-34-5380	Professional Development	2,937	5,000	5,000	5,000	0%
210-34-5397	Weed Control	-	250	250	250	0%
210-34-5420	Small Parks Equipment	(4)	-	-	-	0%
210-34-5422	Small Tools	2,548	4,650	4,700	10,000	115%
210-34-5423	Sand, Gravel, Mulch	7,294	13,000	12,000	10,000	-23%
210-34-5512	Insurance-Property Related	(25,757)	25,757	14,054	20,028	-22%
210-34-5513	Insurance Deductible	-	-	-	5,000	100%
210-34-5533	Equipment Rental	572	3,000	2,400	3,000	0%
210-34-5562	County Clerk Fees	-	7,000	-	-	-100%
210-34-5941	Safety Supplies & Equipment	916	10,000	9,500	4,000	-60%
210-34-5942	Minor Park Improvements	24,484	65,000	55,000	65,000	0%
TOTAL		\$ 741,742	\$ 850,856	\$ 753,274	\$ 870,517	2%

Recreation

210-51-5100	Wages & Salaries	220,514	241,942	223,190	275,846	14%
210-51-5101	Seasonals	59,696	91,000	89,000	85,000	-7%
210-51-5102	Benefits	83,948	62,039	85,945	106,100	71%
210-51-5110	On-Call Stipend	-	5,200	5,200	5,200	0%
210-51-5130	Start Smart Baseball	800	800	800	800	0%
210-51-5131	Start Smart Basketball	640	640	600	640	0%
210-51-5132	Start Smart Flag Football	912	960	950	960	0%
210-51-5133	Start Smart Soccer	1,424	1,800	1,600	1,800	0%
210-51-5135	Youth Sports Apparel	4,558	5,100	4,700	5,100	0%
210-51-5140	Youth Soccer	1,884	4,470	3,500	3,500	-22%
210-51-5142	Youth Football	1,845	1,500	1,601	1,500	0%
210-51-5144	Youth Baseball	8,225	12,850	3,200	7,000	-46%
210-51-5145	Youth Softball	1,045	2,900	3,200	3,500	21%
210-51-5146	Youth Basketball	471	1,025	800	1,025	0%
210-51-5148	Youth Volleyball	620	1,800	1,000	1,500	-17%
210-51-5149	Youth Tennis	1,068	500	300	500	0%
210-51-5155	External Programming Subsidy	-	-	-	4,000	100%
210-51-5156	Senior Programs	-	-	-	2,000	100%
210-51-5157	Adult Basketball	-	800	800	800	0%
210-51-5158	Adult Kickball	-	500	100	500	0%
210-51-5161	Adult Tennis	1,107	500	200	500	0%
210-51-5162	Adult Softball	8,450	5,950	3,300	3,500	-41%
210-51-5164	Adult Volleyball	140	1,350	750	1,000	-26%
210-51-5165	NCSO Referees Admin Fee	8,110	8,000	8,900	8,000	0%
210-51-5166	Instructor/Official Fees	18,476	32,000	24,000	30,000	-6%
210-51-5168	Computer Equip./Software	13,195	21,000	16,000	17,000	-19%
210-51-5181	Rec. Prog. Supplies/Exp.	6,642	16,000	12,000	14,000	-13%
210-51-5183	Batting Cages - Maint. & Oper.	6,387	11,000	13,000	11,000	0%
210-51-5185	Ball Field/Cage Electricity	12,390	15,000	14,000	15,500	3%
210-51-5186	Infield Mix	4,802	13,500	5,000	10,000	-26%
210-51-5191	Enrichment Classes	-	-	-	-	0%
210-51-5223	Operating Supplies	380	3,100	2,000	2,000	-35%
210-51-5335	Dues & Subscriptions	-	1,800	2,590	2,590	44%
210-51-5372	Staff Uniforms	1,940	2,750	2,750	2,750	0%
210-51-5380	Professional Development	3,153	5,000	5,000	5,000	0%
210-51-5392	Gym Rental	9,623	15,000	7,000	12,000	-20%

		2023 Actual	2024 Budget	2024 Estimated	2025 Budget	Change
210-51-5401	Marketing Services	12,409	15,000	5,000	10,000	-33%
210-51-5513	Insurance Deductible	-	-	-	5,000	100%
TOTAL		\$ 494,853	\$ 603,275	\$ 548,276	\$ 657,611	9%

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

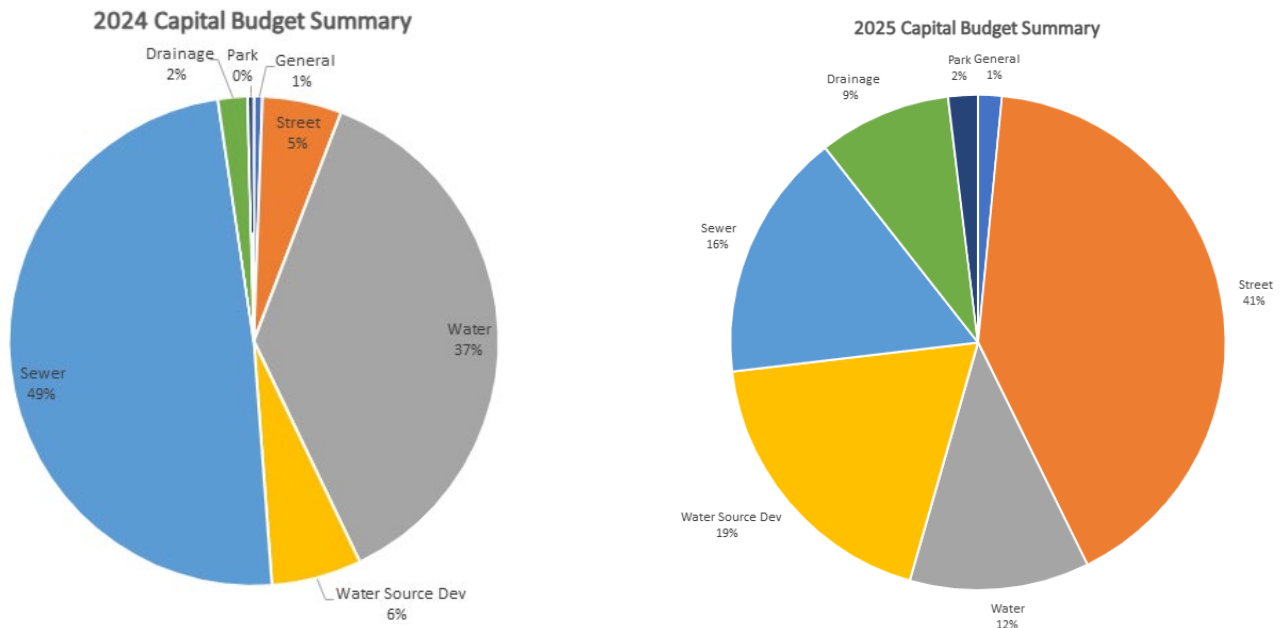


CIP

CAPITAL IMPROVEMENT PROJECTS

Capital Improvement Projects | Visual Summary

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



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

Capital Improvement Projects

The five-year Capital Improvement Projects (CIP) budget is used to account for financial resources that are used to construct/acquire major, long-lived general capital assets. These projects have been identified in the Capital Improvement Plan and are consistent with the Town's long-term goals. The CIP is a comprehensive five-year program that focuses on achieving the Town of Wellington's Strategic Plan priorities of Grow Responsibly, Cultivate and Nurture Community Spaces, Foster Economic Vibrancy, and Ensure Strong Town Operations. Capital expenditures are the acquisition of capital assets. Capital items must cost more than \$10,000 and have an expected life of greater than one year.

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

CAPITAL IMPROVEMENT FUNDING & ONGOING OPERATION IMPACTS

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

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

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

Process to Identify Project Funding

Priority I: IMPERATIVE

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

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

Priority II: ESSENTIAL

Projects that address clearly demonstrated needs or objectives.

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

Priority III: IMPORTANT

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

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

Priority IV: DESIRABLE

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

Capital Projects | General Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4000	Downtown Masterplan			25,000	60,000		
211-80-5050	Elevator in Municipal Building	85,000					
211-80-5051	Housing Needs Assessment and Strategy Development	10,000					
210-80-4054	Tract F	75,000					
211-80-5052	ADA Community Improvements		10,000	10,000	20,000	20,000	20,000
	ADA Self-Evaluation & Transition Plan: Facilities/Parks/Programming/Events			80,000			
	ADA Self-Evaluation & Transition Plan: Right-of-way				95,000		
	6th Street Undergrounding/Lights Bonfire Subdivision DA			75,000			
	Cemetery Mapping				20,000		
211-80-5059	Library Outdoor Event Space Shade Structure		27,500				
	Parks and Public Works Admin Facility at Wellington Community Park			780,000			
	Community Facility Development and Property Acquisition Fund				880,000		
TOTAL:		\$ 170,000	\$ 37,500	\$ 970,000	\$ 1,075,000	\$ 20,000	\$ 20,000
			\$ 207,500				

2025 Capital Projects Details | General Fund

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

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

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

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

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

2026-2029 Capital Projects Overview | General Fund

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

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

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

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

Project Title:	Cemetery Mapping
Duration:	2027
Description:	Cemetery mapping refers to the act of understanding the layout of grave sites and other elements within a cemetery and documenting those locations. Cemetery maps can be important for visitors who are seeking specific memorials or grave sites.

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

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

Capital Projects | Street Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4007	Pavement Preventive Maintenance	12,456	137,544	157,500	165,375	173,644	182,326
211-80-4009	Pavement Condition Assessment	65,000					
211-80-5022	Cleveland Ave Improvements - Design Phase Services		268,914	100,000			
211-80-5023	Street/Sidewalk Safety Improvements - Construction		324,086				
211-80-5024	Transportation Masterplan	160,000					
	Street Rehabilitation			1,500,000	1,575,000	1,653,750	1,736,438
	Road Off-site Improvement/Saddleback			12,000	60,000	86,400	87,600
	Old Town Sidewalk Pedestrian Improvements				500,000	525,000	551,250
211-80-5046	Vehicle Replacement			64,000		68,000	
211-80-5060	Street Striping Equipment		60,000				
211-80-5061	Air Conditioner Recharge System		16,000				
211-80-5062	Cleveland Ave Improvements - Construction		4,000,000	1,322,000			
211-80-5063	Transportation Grants Matching Funds		400,000				
211-80-5064	Main Street Alley North Paving		65,000				
TOTAL:		\$ 237,456	\$ 5,271,544	\$ 3,155,500	\$ 2,300,375	\$ 2,506,794	\$ 2,557,613
			\$ 5,509,000				

2025 Capital Projects Details | Street Fund

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

Project Title:	Pavement Condition Assessment
Duration:	2024-2025
Strategic Plan:	Grow responsibly: Proactively maintain and improve utilities, streets, and built environment.
Description:	The Pavement Condition Assessment will evaluate Wellington streets and provide conceptual long-range planning information to prioritize, schedule and budget on-going street maintenance and repair.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

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

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

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

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

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

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

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

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

2026-2029 Capital Projects Overview | Street Fund

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

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

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

Project Title:	Vehicle Replacement
Duration:	2026, 2028
Description:	The goal of the vehicle replacement plan is to remove older vehicles in poor condition from the Town's fleet and replace those with more reliable new vehicles. These are anticipated to cost approximately \$60,000 in 2024 with price increases in future years.

Capital Projects | Water Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4014	Wilson Wellhouses Improvements	30,000					
211-80-4019	Distribution System Masterplan		125,000				
211-80-4020	Buffalo Creek Booster Station				75,000		
211-80-4079	Reservoir Management Project			100,000			
211-80-5013	Automated Metering Infrastructure		990,000				
211-80-5032	Source Water Intake Facility Fencing		50,000				
	Water Treatment Plant Covered Equipment Storage				70,000		
211-80-5065	Water Treatment Plant Admin & Lab Expansion Design Alternatives		200,000				
	Water Treatment Plant Admin Building and Lab Expansion Construction			1,800,000			
	Water Oversizing Reimbursement Saddleback Subdivision			19,500	97,500	140,400	142,350
211-80-4022	Nano Plant Expansion	20,000					
	Skid Steer			120,000			
211-80-5066	Utilities Rate and Fee Update - Water		35,000				
	Source Water Redundancy - Engineering			200,000			
	Source Water Redundancy - Construction				2,500,000		
	Source Water Pump Station Automatic Transfer Switch			250,000			
	Electrical Equipment Replacement			100,000			
211-80-5069	Fluoride / Caustic Injection Automation		120,000				
	Legacy Valve Replacement			30,000			
	Distribution System Rehabilitation and Upgrades					500,000	600,000
	New Potable Water Tank						2,500,000
TOTAL:		\$ 50,000	\$ 1,520,000	\$ 2,619,500	\$ 2,742,500	\$ 640,400	\$ 3,242,350
			\$ 1,570,000				

2025 Capital Projects Details | Water Fund

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

Project Title:	Distribution System Masterplan
Duration:	2025
Strategic Plan:	Grow Responsibly
Description:	The current distribution masterplan is incomplete and was based on a modeling system that is no longer supported. The master plan includes a new distribution system model, identification of water main and/or pumping improvements, and alternative analysis.
Ongoing Operating Impacts:	This project has no new impacts on ongoing operations.

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

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

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

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

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

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

2026-2029 Capital Projects Overview | Water Fund

Project Title:	Buffalo Creek Booster Station
Duration:	2027
Description:	The Buffalo Creek Booster Station provides flow and pressure to the northwest area of town, such as Buffalo Creek and planned future developments. The station was not constructed with VFDs or adequate control systems, which impacts operation and consistent performance.

Project Title:	Reservoir Management Project
Duration:	2026
Description:	This project is the starting point for a Reservoir Management Program. With the new plant coming online in 2024, Staff is looking to operate the plant for more than a year to determine the best multi-barrier approach to treating and delivering the highest quality drinking water possible. Needs may include additional water quality testing, data collection, and/or in-situ chemical or physical treatment.

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

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

Capital Projects | Water Source Development
Five Year Summary

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

2025 Capital Projects Details | Water Source Development

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

Capital Projects | Sewer Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4061	Water Reclamation Facility Engineering	164,326	90,674				
211-80-4062	Collection System Improvements				500,000	500,000	500,000
211-80-4083	Water Reclamation Facility Construction	1,259,011	340,989				
211-80-4084	Water Reclamation Facility Risk & Resiliency Assessment and Emergency Response Plan			85,000			
211-80-4089	Viewpoint Lift Station	30,000	107,500	1,250,000			
211-80-4091	Sewer Oversizing Reimbursement Sage Meadows 1st Development Agreement			30,520	48,130		
	Sewer Oversizing Reimbursement Saddleback Development Agreement			2,400	12,000	17,280	17,520
211-80-5044	Roof Replacement for Existing Buildings	70,000	80,000	90,000			
211-80-5067	Utilities Rate and Fee Update - Sewer		35,000				
TOTAL:		\$ 1,523,337	\$ 654,163	\$ 1,457,920	\$ 560,130	\$ 517,280	\$ 517,520
		\$ 2,177,500					

2025 Capital Projects Details | Sewer Fund

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

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

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

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

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

2026-2029 Capital Projects Overview | Sewer Fund

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

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

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

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

Capital Projects | Drainage Fund
Five Year Summary

GL	Project Name	Unexpended 2024 CIP	2025	2026	2027	2028	2029
211-80-4039	Storm Drain & Pan Replacement	21,933	8,067	31,500	33,075	34,729	36,465
211-80-4065	B-Dams Improvements		93,534	93,534	93,534	93,534	12,403
	Regional Drainage Improvements			450,000	2,110,000	1,570,000	1,350,000
211-80-5028	Outfall for Cleveland Ave Improvements		1,000,000	300,000			
211-80-5068	Utilities Rate and Fee Update - Drainage		35,000				
	Street Rehabilitation			90,000	94,500	99,225	104,186
	Stormwater Off-site Reimbursement - Saddleback			4,000	20,000	28,800	29,200
	Clark Reservoir Dredging						2,000,000
TOTAL:		\$ 21,933	\$ 1,136,601	\$ 969,034	\$ 2,351,109	\$ 1,826,288	\$ 3,532,254
		\$ 1,158,534					

2025 Capital Projects Details | Drainage Fund

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

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

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

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

2026-2029 Capital Projects Overview | Drainage Fund

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

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

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

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

Capital Projects | Park Fund
Five Year Summary

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

2025 Capital Projects Details | Park Fund

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

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

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

2026-2029 Capital Projects Overview | Park Fund

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

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

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

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

Project Title:	Recreation Truck
Duration:	2027
Description:	Replacement of aging recreation vehicle.

Project Title:	Wellville Pump
Duration:	2026
Description:	Replacement of irrigation well pump due to aging.



KPI

KEY PERFORMANCE INDICATORS

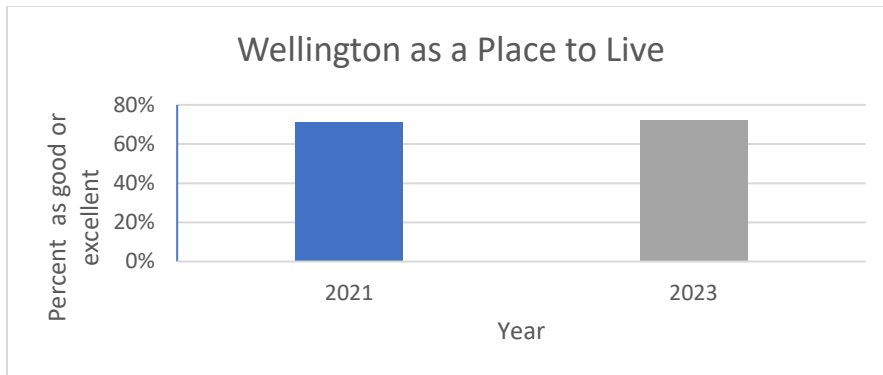


Key Performance Indicators (KPI)

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

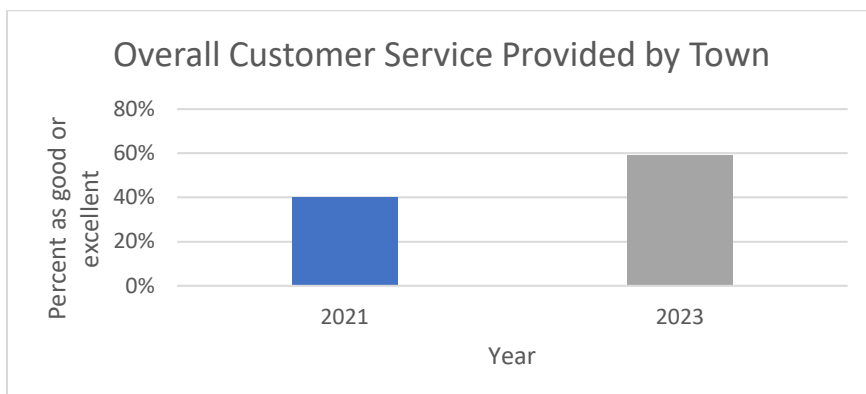
Wellington as a Place to Live

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



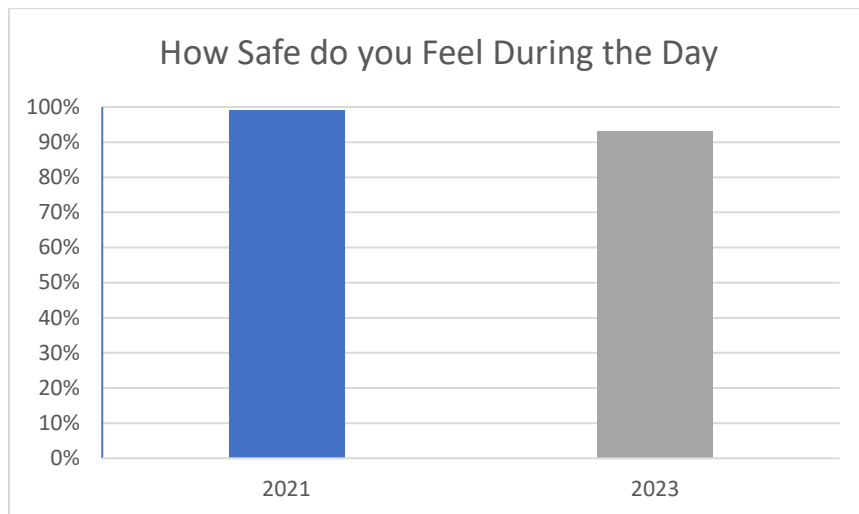
Overall Customer Service Provided by the Town

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



How Safe Do You Feel During the Day

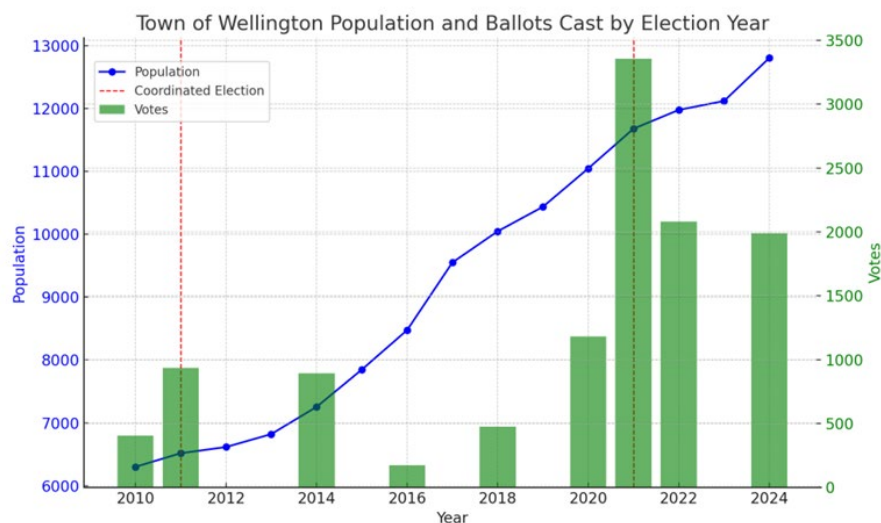
- **Description:** Public safety is often the top priority for local governments, as it ensures that all residents feel secure in their neighborhoods and the broader community. Providing strong safety-related services is crucial for maintaining a high quality of life for citizens.
- **Lead Department:**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



Voter Turnout

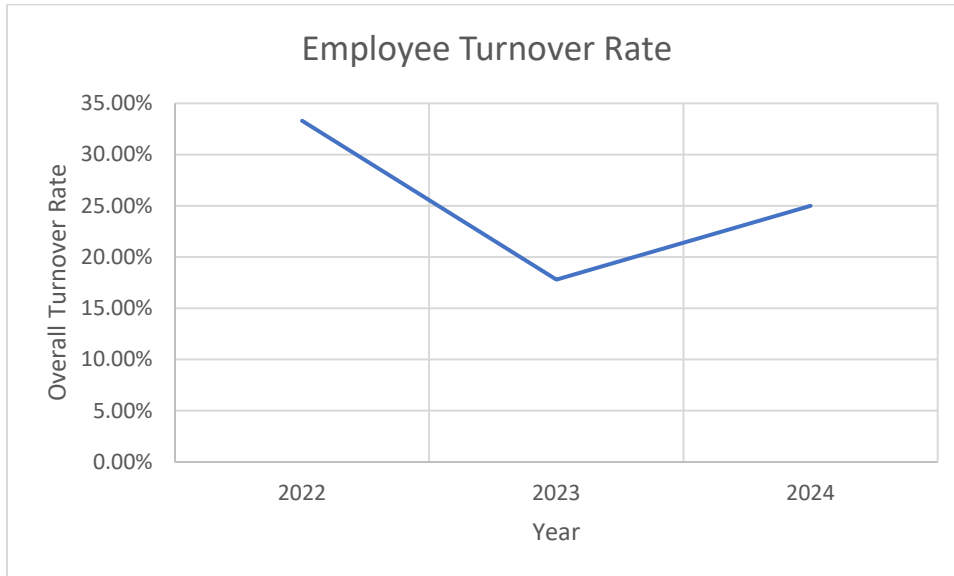
- **Description:** Reflects levels of civic engagement in the election process.
- **Lead Department:** Town Clerk's Office
- **Goal:** 50% of population

Wellington Elections (Last 14 Years)



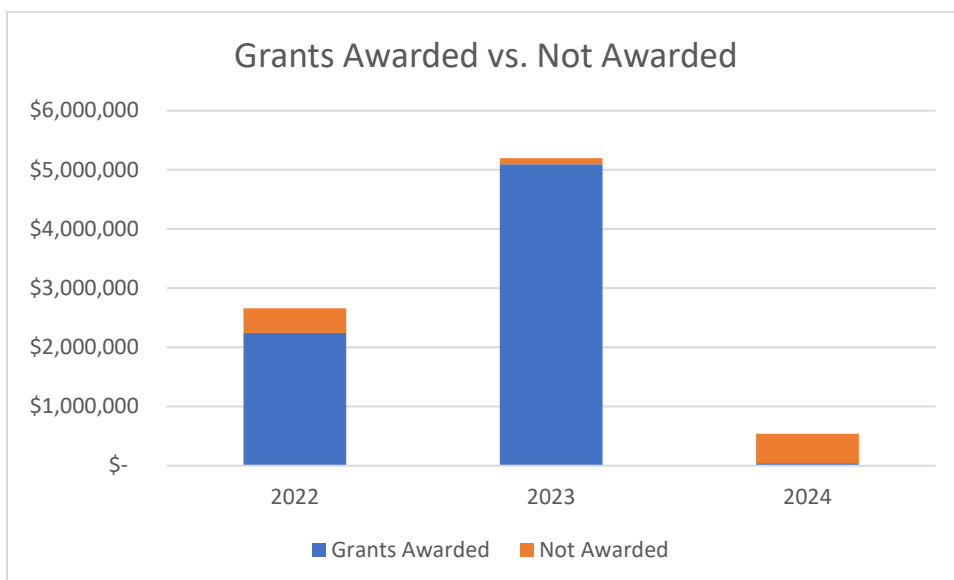
Employee Turnover Rate

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



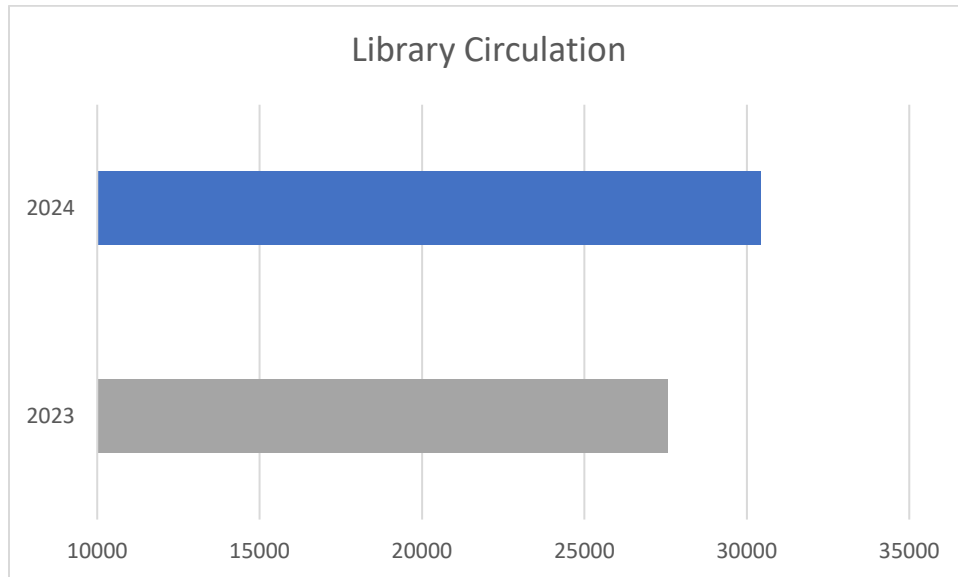
Grants Award

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



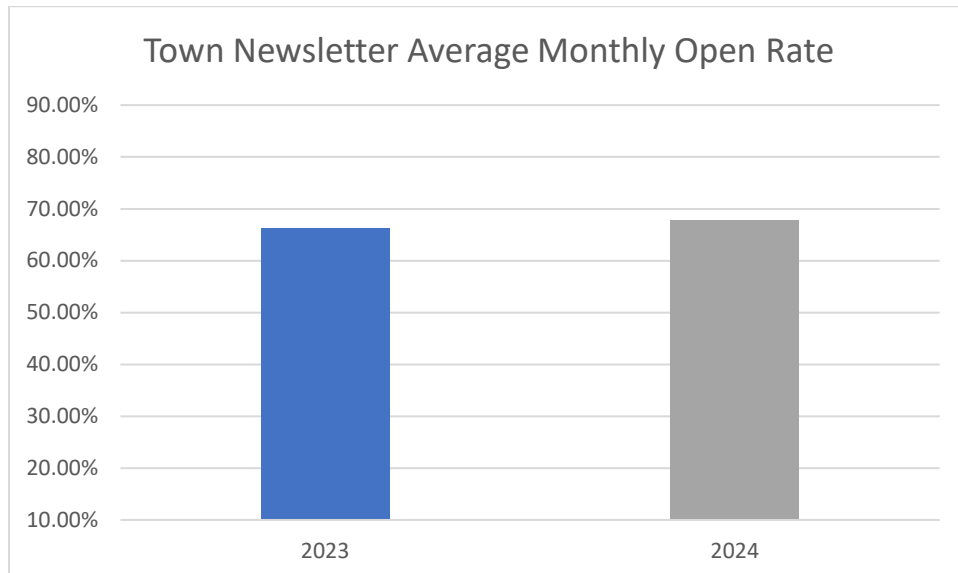
Library Circulation

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



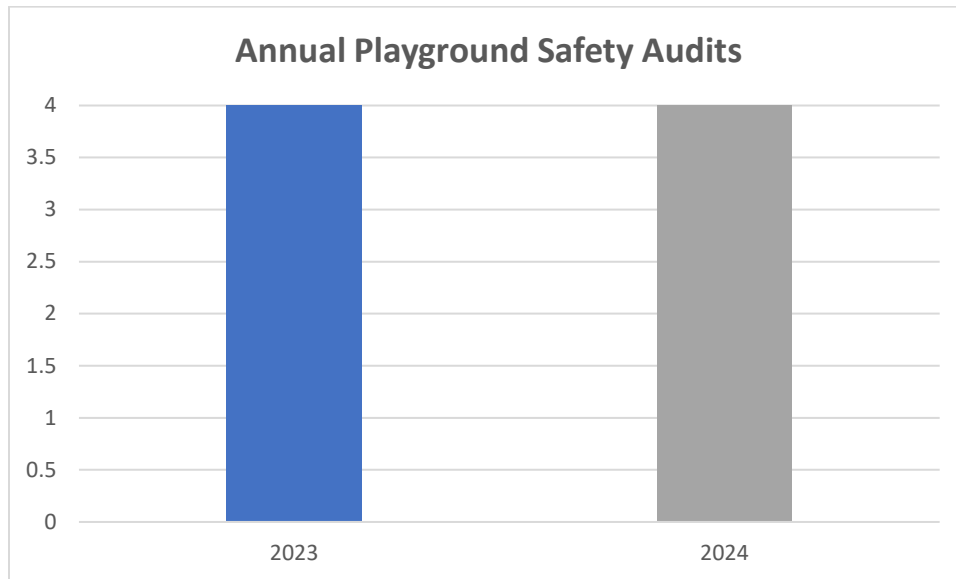
Town Newsletter Average Monthly Open Rate

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



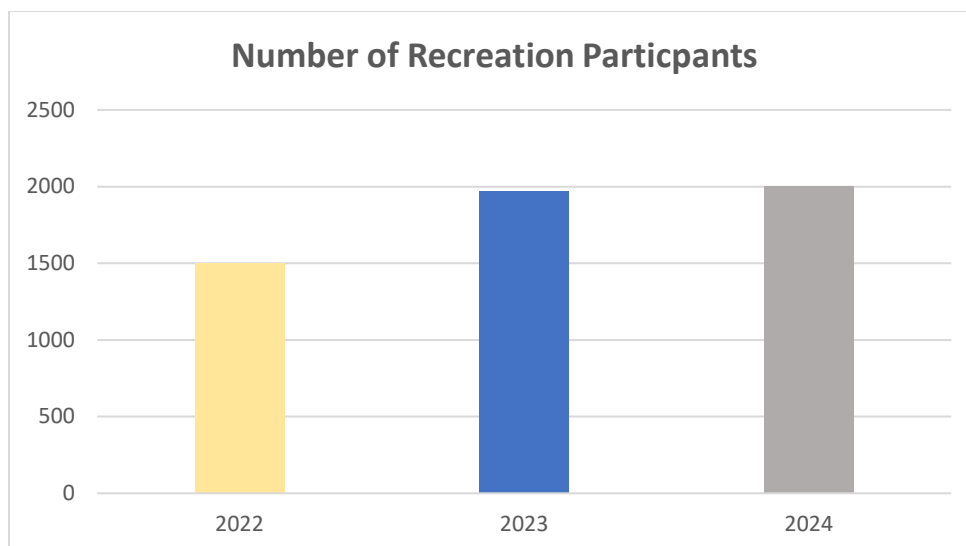
Annual Playground Safety Audits

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



Number of Recreation Participants

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





DEBT SERVICE



Debt Service

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

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

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

Project: Water Treatment Plant Expansion

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

Project: Water Reclamation Facility Expansion

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

Project: Water Reclamation Facility Expansion

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

Project: Wellington Community Park

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

Summary of Outstanding Debt

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

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

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



FINANCIAL POLICIES



Financial Policies

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

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

To view all financial policies, see [Chapter 4 of the Municipal Code](#).

Adopted Fund Balance Policy: December 13, 2022

Purpose

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

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

Minimum Level of Unassigned Fund Balance

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

General Fund and Special Revenue Funds (Streets, Parks, and Conservation Trust funds)

The Town of Wellington, at a minimum, will maintain unrestricted budgetary fund balance of no less than four month (33%) of regular operating expenditures or 110% of debt service whichever is greater.

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

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

Adopted Fund Balance Policy

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

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

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

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

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

Colorado Revised Statutes

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



STRATEGIC PLAN DRAFT



Town of Wellington 2025 - 2029 Strategic Plan Progress

Grow Responsibly

Goal 1	Proactively maintain and improve utilities, streets, and built environment.
Goal 2	Improve housing diversity.
Goal 3	Advance cohesive and holistic new developments.
Goal 4	Reinforce and align plans for corridors and jurisdiction boundaries.
Goal 5	Explore financing options for development.

Goal	Project/Operation	Project Update Detail	Status
Proactively maintain and improve utilities, streets, and built environment.	Cleveland Ave. Construction Project	Working through 60% design phase	In Progress
Proactively maintain and improve utilities, streets, and built environment.	Storm Drain & Pan Replacement.	On-going program to re-construct failed storm drainage pans.	In Progress
Proactively maintain and improve utilities, streets, and built environment.	ADA Community Improvements	ADA Improvements underway at Wellville ponds trail and Centennial Park	In Progress
Proactively maintain and improve utilities, streets, and built environment.	Pavement Preventive Maintenance	Explore financing options for development.	In Progress
Proactively maintain and improve utilities, streets, and built environment.	Pavement Condition Assessment	Explore financing options for development.	Not started
Proactively maintain and improve utilities, streets, and built environment.	Viewpoint Lift Station	Improvements needed at the lift station to increase capacity, operational efficiency, and reliability. Project partially funded by a grant award in the amount of \$608,000.	In Progress
Proactively maintain and improve utilities, streets, and built environment.	Complete water treatment plant on time and under budget	Project on track to meet goal.	Completed
Proactively maintain and improve utilities, streets, and built environment.	Complete wastewater treatment plants on time and on budget	Project on track to meet goal.	In Progress

Improve housing diversity.	Conducting Housing Needs Assessment	Survey open for community feedback	In Progress
Advance cohesive and holistic new developments.	TBD	TBD	TBD
Reinforce and align plans for corridors and jurisdiction boundaries.	TBD	TBD	TBD
Explore financing options for development.	Utilities Rate and Fee Update	Three year update to the 2022 Utility Rate and Fee Study, funded between Water, Wastewater, and Drainage Funds.	Not started
Explore financing options for development.	Seek grant funding for the design of SH1/I-25 Interchange	Applied for the Reconnecting Communities Program through the U.S. Department of Transportation.	Completed
Explore financing options for development.	Construct Armed Forces Memorial at WCP - Parks, Public Works, and Rec/PROST	Construction Planning and Searching for Funding. Volunteer rendering of site plan is complete. PROST is working on helping secure Architectural plans and cost for project.	In Progress

Cultivate Community Spaces

Goal 1	Align needs and vision for community spaces.
Goal 2	Explore creating a community center.
Goal 3	Retain, revitalize, and invest in meeting and gathering spaces.
Goal 4	Increase revenues for town facilities.

Goal	Project/Operation	Project Update Detail	Status
Align needs & vision for community spaces.	Parks Masterplan & Community Center Feasibility Study	Included in 2025 Budget.	Not started
Explore creating a community center.	Parks Masterplan & Community Center Feasibility Study	First step will be creating RFP to bid out project and seek DOLA Administrative Grant Funding.	Not started
Retain, revitalize & invest in meeting and gathering spaces.	Replace soft trails	Included in 2025 Budget.	Not started
Increase revenues for town facilities.	TBD	TBD	TBD

Foster Economic Vibrancy

Goal 1	Retain and expand current local businesses.
Goal 2	Recruit new businesses.
Goal 3	Identify funding opportunities for economic development.
Goal 4	Align and develop visions related to economic development.

Goal	Project/Operation	Project Update Detail	Status
Retain and expand current local businesses	Launch Shop Local Marketing Campaign with Main Street	Will go to BOT for DOLA Mini Grant Approval in Dec. 2024	In Progress
Recruit new businesses	TBD	TBD	TBD
Identify funding opportunities for economic development	TBD	TBD	TBD
Align and develop visions related to economic development	Hosting joint work session with Chamber and Main Street in January 2025	Will reach out to outside agencies once new board are selected.	In Progress

Ensure Strong Town Operations

Goal 1	Communicate strategically to community audiences.
Goal 2	Invest in, retain, and hire skilled staff.
Goal 3	Cultivate effective staff and trustee interactions.
Goal 4	Ensure safety and security, including emergency response.
Goal 5	Improve physical spaces and systems for staff efficiency and collaboration.
Goal 6	Leverage and expand external relationships.

Goal	Project/Operation	Project Update Detail	Status
Communicate strategically to community audiences.	Launch Town Podcast in 2025.	Equipment purchased.	In Progress
Invest in, retain, & hire skilled staff.	Parks vehicle replacement	New vehicle to be used by Parks/Rec Ops. Supervisor as well as Parks and Recreation Staff	Not Started
Cultivate effective staff & trustee interactions.			

Ensure safety & security, such as emergency response.	Source Water Intake Facility Fencing	The Town needs to secure the property purchased from NPIC around the Source Water Intake Station. This project will include an improved access gate.	Not Started
Ensure safety & security, such as emergency response.	B-Dam Improvements	Wellington's cost share of flood early warning system, emergency response plan, and ongoing maintenance for the B-Dams. Included in the 2025 Budget.	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Wilson Wellhouse Improvements	Variety of infrastructure improvements to address the well system, safety concerns, access hatches, fencing etc.	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Water Treatment Plant Admin and Lab Expansion Design Alternatives	Planning and preliminary design of Plant Administration building and lab expansion. The design has been moved up to 2025.	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Nano Plant Expansion	Continued improvements to safety, process, and automation	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Fluoride / Caustic Injection Automation	Current pH control and fluoride injection are manual operations. This project will upgrade both systems to be flow controlled and SCADA managed.	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Air Conditioner Recharge System	New fleet shop equipment to create cost saving by bringing this maintenance function in house.	Not Started
Improve physical spaces & systems for staff efficiency & collaboration.	Street Striping Equipment	New truck mounted pavement striping equipment to replace existing striper and enable more efficient production.	Not Started
Leverage & expand external relationships.	TBD	TBD	TBD



GLOSSARY

Glossary

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

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

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

ASSETS: Property owned that is regarded as having value.

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

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

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

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

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

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

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

DEBT: A financial obligation resulting from borrowed money.

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

DEPARTMENT: Major unit of organization in the town.

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

DIVISION: Sub-unit of a department.

DOLA: Department of Local Affairs.

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

EOY: End-of-Year

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

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

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

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

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

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

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

GIS: Geographic information system.

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

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

IT: Information technology.

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

LCISO: Larimer County Sheriff's Office.

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

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

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

WAGES & SALARIES: Salaries, wages for staff.

WTP: Water Treatment Plant

PROJECTION: Estimation of future revenues and/or expenditures.

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

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

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

R&M: Repairs and maintenance.

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

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

SRF: State Revolving Fund Loan

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

TRANSFERS: Amounts transferred from one fund to another.



BUDGET ADOPTION



TOWN OF WELLINGTON, COLORADO

RESOLUTION NO. 60-2024

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

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

WHEREAS, the Town Administrator has submitted proposed expenditures and revenues on October 4, 2024, a proposed budget on October 11, 2024, and updates on October 22, 2024, and November 12, 2024, to this governing body for its consideration; and

WHEREAS, the proposed budget was presented to the public on October 15, 2024, October 22, 2024, and November 12, 2024, and to the Wellington Finance Committee Advisory Board on November 18, 2024; and

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

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

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

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

	Estimated revenue and funds available	Estimated expenditures
General Fund	\$16,683,388	\$9,830,746
Street Fund	6,727,523	1,515,585
Water Fund	21,465,640	6,896,167

Sewer Fund	6,577,533	4,582,841
Drainage Fund	2,354,390	707,351
Park Fund	3,851,421	2,056,423
Trust Funds	1,668,176	
Operating Funds	59,328,071	25,589,112
Capital Projects Fund	13,382,534	13,382,534
TOTAL	\$72,710,605	\$38,971,646

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

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

TOWN OF WELLINGTON, COLORADO

By: _____

Calar Chaussee, Mayor

ATTEST:

Hannah Hill, Town Clerk



TOWN OF WELLINGTON, COLORADO

RESOLUTION NO. 61-2024

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

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

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

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

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

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

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

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

TOWN OF WELLINGTON, COLORADO

By: 

Calar Chaussee, Mayor

ATTEST:


Hannah Hill, Town Clerk



CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Larimer County, Colorado.

On behalf of the Town of Wellington,
 (taxing entity)^A
the Board of Trustees,
 (governing body)^B
of the Town of Wellington,
 (local government)^C

Hereby officially certifies the following mills
 to be levied against the taxing entity's GROSS \$ 169,796,325
 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation
 (AV) different than the GROSS AV due to a Tax
 Increment Financing (TIF) Area^F the tax levies must be \$ 169,796,325
 calculated using the NET AV. The taxing entity's total
 property tax revenue will be derived from the mill levy
 multiplied against the NET assessed valuation of: (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
**USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED
 BY ASSESSOR NO LATER THAN DECEMBER 10**

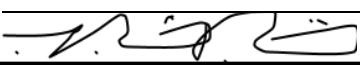
Submitted: 12/9/2024 for budget/fiscal year 2024.
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)**LEVY²****REVENUE²**

1. General Operating Expenses ^H	<u>12.439</u> mills	\$ <u>2,112,096</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < 0 >
SUBTOTAL FOR GENERAL OPERATING:	<u>12.439</u> mills	\$ <u>2,112,096</u>
3. General Obligation Bonds and Interest ^J	_____ mills	\$ 0
4. Contractual Obligations ^K	_____ mills	\$ 0
5. Capital Expenditures ^L	_____ mills	\$ 0
6. Refunds/Abatements ^M	_____ mills	\$ 0
7. Other ^N (specify): _____	_____ mills	\$ 0
	_____ mills	\$ 0

TOTAL: [Sum of General Operating
Subtotal and Lines 3 to 7]

12.439 mills \$ 2,112,096

Contact person: Nic Redavid Phone: (970) 568-3381
 Signed:  Title: Finance Director

Survey Question: Does the taxing entity have voter approval to adjust the general operating levy to account for changes to assessment rates? ☐ Yes ☒ No

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

¹ If the *taxing entity's* boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

CERTIFICATION OF TAX LEVIES, continued

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

1. Purpose of Issue: _____
 Series: _____
 Date of Issue: _____
 Coupon Rate: _____
 Maturity Date: _____
 Levy: _____
 Revenue: _____

2. Purpose of Issue: _____
 Series: _____
 Date of Issue: _____
 Coupon Rate: _____
 Maturity Date: _____
 Levy: _____
 Revenue: _____

CONTRACTS^K:

3. Purpose of Contract: _____
 Title: _____
 Date: _____
 Principal Amount: _____
 Maturity Date: _____
 Levy: _____
 Revenue: _____

4. Purpose of Contract: _____
 Title: _____
 Date: _____
 Principal Amount: _____
 Maturity Date: _____
 Levy: _____
 Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

Notes:

^A **Taxing Entity**—A jurisdiction authorized by law to impose ad valorem property taxes on taxable property located within its territorial limits (please see notes B, C, and H below). For purposes of the DLG 70 only, a *taxing entity* is also a geographic area formerly located within a *taxing entity*'s boundaries for which the county assessor certifies a valuation for assessment and which is responsible for payment of its share until retirement of financial obligations incurred by the *taxing entity* when the area was part of the *taxing entity*. For example: an area of excluded property formerly within a special district with outstanding general obligation debt at the time of the exclusion or the area located within the former boundaries of a dissolved district whose outstanding general obligation debt service is administered by another local government^C.

^B **Governing Body**—The board of county commissioners, the city council, the board of trustees, the board of directors, or the board of any other entity that is responsible for the certification of the *taxing entity*'s mill levy. For example: the board of county commissioners is the governing board ex officio of a county public improvement district (PID); the board of a water and sanitation district constitutes ex officio the board of directors of the water subdistrict.

^C **Local Government** - For purposes of this line on Page 1 of the DLG 70, the *local government* is the political subdivision under whose authority and within whose boundaries the *taxing entity* was created. The *local government* is authorized to levy property taxes on behalf of the *taxing entity*. For example, for the purposes of this form:

1. a municipality is both the *local government* and the *taxing entity* when levying its own levy for its entire jurisdiction;
2. a city is the *local government* when levying a tax on behalf of a business improvement district (BID) *taxing entity* which it created and whose city council is the BID board;
3. a fire district is the *local government* if it created a subdistrict, the *taxing entity*, on whose behalf the fire district levies property taxes.
4. a town is the *local government* when it provides the service for a dissolved water district and the town board serves as the board of a dissolved water district, the *taxing entity*, for the purpose of certifying a levy for the annual debt service on outstanding obligations.

^D **GROSS Assessed Value** - There will be a difference between gross assessed valuation and net assessed valuation reported by the county assessor only if there is a "tax increment financing" entity (see below), such as a downtown development authority or an urban renewal authority, within the boundaries of the *taxing entity*. The board of county commissioners certifies each *taxing entity*'s total mills upon the *taxing entity*'s *Gross Assessed Value* found on Line 2 of Form DLG 57.

^E **Certification of Valuation by County Assessor, Form DLG 57** - The county assessor(s) uses this form (or one similar) to provide valuation for assessment information to a *taxing entity*. The county assessor must provide this certification no later than August 25th each year and may amend it, one time, prior to December 10th. Each entity must use the **FINAL** valuation provided by assessor when certifying a tax levy.

^F **TIF Area**—A downtown development authority (DDA) or urban renewal authority (URA), may form plan areas that use "tax increment financing" to derive revenue from increases in assessed valuation (gross minus net, Form DLG 57 Line 3) attributed to the activities/improvements within the plan area. The DDA or URA receives the differential revenue of each overlapping *taxing entity*'s mill levy applied against the *taxing entity*'s gross assessed value after subtracting the *taxing entity*'s revenues derived from its mill levy applied against the net assessed value.

^G **NET Assessed Value**—The total taxable assessed valuation from which the *taxing entity* will derive revenues for its uses. It is found on Line 4 of Form DLG 57. **Please Note:** A downtown development authority (DDA) may be both a *taxing entity* and have also created its own *TIF area* and/or have a URA *TIF Area* within the DDA's boundaries. As a result DDAs may both receive operating revenue from their levy applied to their certified *NET assessed value* and also receive TIF revenue generated by any *tax entity* levies overlapping the DDA's *TIF Area*, including the DDA's own operating levy.

^H General Operating Expenses (DLG 70 Page 1 Line 1)—The levy and accompanying revenue reported on Line 1 is for general operations and includes, in aggregate, all levies for and revenues raised by a *taxing entity* for purposes not lawfully exempted and detailed in Lines 3 through 7 on Page 1 of the DLG 70. For example: a fire pension levy is included in general operating expenses, unless the pension is voter-approved, if voter-approved, use Line 7 (Other).

^I Temporary Tax Credit for Operations (DLG 70 Page 1 Line 2)—The Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction of 39-1-111.5, C.R.S. may be applied to the *taxing entity*'s levy for general operations to effect refunds. Temporary Tax Credits (TTCs) are not applicable to other types of levies (non-general operations) certified on this form because these levies are adjusted from year to year as specified by the provisions of any contract or schedule of payments established for the payment of any obligation incurred by the *taxing entity* per 29-1-301(1.7), C.R.S., or they are certified as authorized at election per 29-1-302(2)(b), C.R.S.

^J General Obligation Bonds and Interest (DLG 70 Page 1 Line 3)—Enter on this line the total levy required to pay the annual debt service of all general obligation bonds. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments. Title 32, Article 1 Special districts and subdistricts must complete Page 2 of the DLG 70.

^K Contractual Obligation (DLG 70 Page 1 Line 4)—If repayment of a contractual obligation with property tax has been approved at election and it is not a general obligation bond (shown on Line 3), the mill levy is entered on this line. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments.

^L Capital Expenditures (DLG 70 Page 1 Line 5)—These revenues are not subject to the statutory property tax revenue limit if they are approved by counties and municipalities through public hearings pursuant to 29-1-301(1.2) C.R.S. and for special districts through approval from the Division of Local Government pursuant to 29-1-302(1.5) C.R.S. or for any *taxing entity* if approved at election. Only levies approved by these methods should be entered on Line 5.

^M Refunds/Abatements (DLG 70 Page 1 Line 6)—The county assessor reports on the *Certification of Valuation* (DLG 57 Line 11) the amount of revenue from property tax that the local government did not receive in the prior year because taxpayers were given refunds for taxes they had paid or they were given abatements for taxes originally charged to them due to errors made in their property valuation. The local government was due the tax revenue and would have collected it through an adjusted mill levy if the valuation errors had not occurred. Since the government was due the revenue, it may levy, in the subsequent year, a mill to collect the refund/abatement revenue. An abatement/refund mill levy may generate revenues up to, but not exceeding, the refund/abatement amount from Form DLG 57 Line 11.

1. Please Note: Pursuant to Article X, Section 3 of the Colorado Constitution, if the *taxing entity* is in more than one county, as with all levies, the abatement levy must be uniform throughout the entity's boundaries and certified the same to each county. To calculate the abatement/refund levy for a *taxing entity* that is located in more than one county, first total the abatement/refund amounts reported by each county assessor, then divide by the *taxing entity*'s total net assessed value, then multiply by 1,000 and round down to the nearest three decimals to prevent levying for more revenue than was abated/refunded. This results in an abatement/refund mill levy that will be uniformly certified to all of the counties in which the *taxing entity* is located even though the abatement/refund did not occur in all the counties.

^N Other (DLG 70 Page 1 Line 7)—Report other levies and revenue not subject to 29-1-301 C.R.S. that were not reported above. For example: a levy for the purposes of television relay or translator facilities as specified in sections 29-7-101, 29-7-102, and 29-7-105 and 32-1-1005 (1) (a), C.R.S.; a voter-approved fire pension levy; a levy for special purposes such as developmental disabilities, open space, etc.

TOWN OF WELLINGTON, COLORADO

ORDINANCE NO. 13-2024

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

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

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

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

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

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

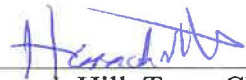
	Current Operating Expenses	Capital Improvement Projects	Debt Service	TOTAL
General Fund	\$9,830,746	\$207,500		\$10,038,246
Street Fund	1,515,585	5,509,000		7,024,585
Water Fund	5,434,150	4,070,000	1,462,016	10,966,167
Sewer Fund	2,113,192	2,177,500	2,469,649	6,760,341
Drainage Fund	707,351	1,158,534		1,865,885
Park Fund	1,786,923	260,000	269,500	2,316,423
TOTAL				\$38,971,646

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

TOWN OF WELLINGTON, COLORADO

By: 
Calar Chaussee, Mayor

ATTEST:


Hannah Hill, Town Clerk

