



BOARD OF TRUSTEES
March 24, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 PM

AGENDA

A. CALL TO ORDER

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

B. COMMUNITY PARTICIPATION

1. **Public Comment** - Individuals wishing to participate in Public Comments (non-agenda item) are requested to sign up on the form provided on the podium. When you are recognized, step to the podium, state your name and address then speak to the Town Board of Trustees. Please limit comments to three (3) minutes.

C. CONSENT AGENDA

1. Board of Trustees Minutes for March 10, 2020

D. ACTION ITEMS

1. Ordinance 8- 2020 — Virtual Meetings
 - Staff Presentation: Kelly Houghteling, Deputy Town Administrator
2. COVID-19 Update
 - Staff Presentation: Ed Cannon, Town Administrator
3. Intersection Design at State Highway 1 and County Road 9 / County Road 62E
 - Staff Presentation: Cody Bird, Planning Director
4. Resolution 9-2020 - Concurring Emergency Declaration and Declaring an Emergency in the Town of Wellington, CO. Concurring with County and State Emergency actions and Calling Special Meetings.
 - Staff Presentation: Brad March, Town Attorney

5. Election Discussion

- Staff Presentation: Ed Cannon, Town Administrator

E. REPORTS

1. Town Attorney
2. Town Administrator
3. Treasurer Report
4. Staff Communications
5. Board

F. EXECUTIVE SESSION

1. Executive session, pursuant to §24-6-401(4) (f)(I) with the employee who is the subject of the session consenting to discussions occurring in executive session.

G. ADJOURN

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



Board of Trustees Meeting

Date: March 24, 2020

Submitted By: Cynthia Sullivan, Deputy Clerk

Subject: Board of Trustees Minutes for March 10, 2020

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Minutes from March 10, 2020

BOARD OF TRUSTEES
March 10, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 PM

A. CALL TO ORDER

1. Pledge of Allegiance

2. Roll Call

TRUSTEES

PRESENT: TROY HAMMAN, JOHN JEROME, DANIEL SATTLER, WYATT KNUTSON

TRUSTEES

ABSENT: JOHN EVANS AND TIM WHITEHOUSE

PRESIDING TROY HAMMAN, MAYOR

ALSO ED CANNON, TOWN ADMINISTRATOR

PRESENT: KELLY HOUGHTELING, ASSISTANT TOWN MANAGER

CYNTHIA SULLIVAN, DEPUTY CLERK

CODY BIRD, TOWN PLANNER

BOB GOWING, PUBLIC WORKS DIRECTOR

DAVE MYER, ENGINEER II

VINCE GENTRY, ENGINEER I

MIKE CARRANO, WWTP SUPERINTENDENT

MICHELLE VANCE, ECONOMIC DEVELOPMENT MANAGER

TYLER SEXTON, ASSISTANT FINANCE DIRECTOR

BRAD MARCH, TOWN ATTORNEY OFFICE

3. Amendments to Agenda

Item C 3 Resolution 6-2020 Adopting Temporary Beer Garden in Centennial Park for .5k race was taken off the consent agenda and placed following the Liquor License Review Board.

4. Conflict of Interest, None.

B. COMMUNITY PARTICIPATION

1. Public Comment

Jon Gaiter, 8132 Fourth Street, addressed a concern with the lights on the overpass.

He suggested a left-hand turn signal on north frontage road coming into town in the morning and after work. He also commented on speeding in neighborhoods.

Ashley Macdonald, 6835 Lee St. #6, asked how the election was changed from a polling place to a mail out ballot and what were the cost differences. Mayor Hamman said the discussion came up in a work session last year. Ms. Sullivan said the cost of the last polling place election was \$4,000 and this mail out election would be about \$15,000 the budget for the election is \$25,000. Ms. Macdonald asked who the designated election official and does that person have experience running a mailout election. Mr. Cannon said it is the Town Clerk. Since this is our first mailout ballot we do not have any experience.

C. CONSENT AGENDA

TRUSTEE DANIEL SATTLER, AND TRUSTEE WYATT KNUTSON to approve the Consent Agenda except for Resolution 6-2020. Motion Passed.

1. Board of Trustees Work Session Minutes from February 18, 2020
2. Board of Trustees Minutes from February 25, 2020

D. ACTION ITEMS

1. Resolution 7 - 2020 Appointing Election Judges

Trustee Jerome asked how the judges were selected. Ms. Sullivan said some have been judges at previous Wellington elections and some were recommended by the County Election Department.

Trustee Jerome asked if all the judges were Wellington residents. Ms. Sullivan said they all reside within Larimer County. They are not required to live within the town limits.

Mayor Hamman asked if they are certified. Ms. Sullivan said they have to take training before each election.

Trustee Sattler asked if all the judges would be used or are there alternates. Ms. Sullivan explained that there would be three judges at a time checking the envelopes against the voter registration list and to do signature verification of the ballots in the two weeks prior to election day and on election day there would be shifts of four judges to cover from 7:00 a.m. to 7:00 p.m. and all judges would be on site to do the tabulations after the poles close.

Trustee Jerome asked about the process for watchers. Ms. Houghteling explained that due to the nature of the information being processed, a watcher is required to file an oath. They are not allowed to examine the documents just to observe the process.

There were questions about who the ballots are sent to and how to ensure duplicate ballots are not cast. Ms. Houghteling explained that the County provides a list of registered voters, the envelope is checked against this list and the name is marked. Then the signature is verified against the State's registration list.

TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN JEROME to approve Resolution 7-2020 appointing Election Judges. Motion Passed.

2. Resolution 8 - 2020 Adopting the National Incident Management System (NIMS)

- Staff Presentation: Ed Cannon, Town Administrator

Mr. Cannon gave an overview of the National Incident Management System (NIMS) and the certification process. This system will help with emergency procedures, reporting and training.

Gary Green shared how the Fire Department utilized this system. They are already working on current issues.

Sgt. Rairdon explained how the Sheriff's office uses the system. He commented how this affects the Town regarding accessibility to emergency money.

Mr. Gaiter commented on the importance of the NIMS program and how it helps coordinate all those in the community who are certified.

Mr. Cannon updated the Board on the Corona virus and what is being done by the State, County and Local. He talked about the local effort to get information out to the public and weekly information available. Looking at contingency in the day to day running of the town and for ways to continue services without opening people to risk areas. Example "Goto meetings" so the Board can continue having meetings.

Trustee Jerome suggest the 100 series of NIMS for staff.

TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN JEROME to approve Resolution 8-2020 adopting the National Incident Management System. Motion Passed.

3. Contract - On-Call Survey Services

- Staff Presentation: Bob Gowing & Vince Gentry

Mr. Gowing & Mr. Gentry gave an overview of the contract as discussed in the last work session.

Mr. March suggested a change in the Limitation of Liability regarding the coverage.

TRUSTEE DANIEL SATTLER, AND TRUSTEE WYATT KNUTSON to authorize the execution of the contract with Northern Engineering in an amount not to exceed \$100,000 with the amendment per the attorney. Motion Passed.

4. Crosswalk Safety Update

Mr. Cannon gave an update on the purchase of flashing lights and street mounted signs. The Town would purchase the equipment and Colorado Department of Transportation (CDOT) would install the equipment. There would be four pairs of lights on Cleveland Avenue and a set at each school. The Fire Department requested additional lights that could be triggered remotely for emergency vehicles to enter Cleveland Ave. The emergency flashers are approximately \$7,000.000

and the Fire Department would be providing the funding.

There have been meetings with Main Streets Program, Schools, CDOT, Fire Department regarding the location and funding for the project. There are grants available.

Mr. Cannon gave the following options for funding the project. A budget amendment to use fund reserves, divert money from other street projects or do project in phases by doing some in 2020 and some in 2021.

Cali Cooper, Wellington Main Streets Program Director, spoke about the Safe Route to Schools Funding. She also said the funds they have available would need to be spent this year.

Mr. Gaiter commented on the need for this equipment and encouraged them to make it happen.

TRUSTEE JOHN JEROME, AND TRUSTEE WYATT KNUTSON to approve the purchase of all the crossing safety equipment in the amount of \$75,840.35 for the crosswalk project with no use of reserves. Motion Passed.

5. Receive & File - Colorado Department of Public Health and Environment Compliance Order on Consent

- Staff Presentation: Bob Gowing, Public Works Director

Mr. Gowing gave the history on the Whole Effluent Toxicity (WET) test problems and the process that has been taken to address the violation of the Colorado Department of Public Health and Environment (CDPHE) requirements. The CDPHE issued a compliance order on consent with a fine of \$20,000. He explained what a WET test is and what it means.

No action needed.

6. Plan of Administrative Organization

- Staff Presentation: Ed Cannon, Town Administrator

Mr. Cannon presented the organizational structure and pointed out the changes made.

Trustee Sattler asked how the search was going for a Finance Director. Mr. Cannon gave an update on the process and that a finals list should be available after April 2nd.

Mayor Hamman mentioned the way Fort Collins show their Board of Trustees and Mayor and suggested they be added. There was further discussion.

No action taken. Resolution would be on the next meeting agenda.

4. OTHER BOARDS

The Board opened the Liquor License Review Board at 8:11 p.m. Trustees Knutson, Jerome, Sattler and Mayor Hamman were present.

- Liquor License Review Board
 - a. Approval of Special Event Liquor License for .5k race.

Kallie Cooper, Wellington Main Streets Program Director, said the event will be on Saturday April 4th from 9:00 am. to 4:00 p.m. This will be the second year.

TRUSTEE John Jerome, AND TRUSTEE Wyatt Knutson to approve the special event liquor license for the .5k race. Motion Passed.

The Board went back into the Regular Board Meeting at 8:14 p.m.

Item removed from consent agenda.

Resolution 6-2020 Approving Temporary Beer Garden in Centennial Park for .5k race. TRUSTEE DANIEL SATTLER, AND TRUSTEE JOHN JEROME to approve Resolution 6-2020 - Temporary Beer Garden in Centennial Park for .5k race. Motion Passed.

5. REPORTS

- Town Attorney

Mr. March gave an update on the Housing Authority creation of a non-profit committee to handle funding. His concern was the role of the Board of Trustees with regard to appointing members to the non-profit committee.

Mr. March gave an update on Wellington Row Condo project.

- Town Administrator

- Staff Communications

Mr. Sexton said we are still waiting on the final draft of the rate study. Staff would like to push review to April work session so everyone would have a chance to review.

Mr. Myer said when they presented the draft report there were several questions that needed to be addressed. The technical memorandum answers the questions.

Mr. Cannon said staff wants to give the Board the technical memorandum so there is time to review before we have the meeting on the final report.

Mr. Bird mentioned that there is a Policy Council Meeting for the Regional Transportation Initiative. Thursday from 6:00 - 8:00 pm at the County Building.

- Board

Mayor Hamman mentioned the TA Evaluation form. He would like to have by next regular meeting. He felt this needed to be done by the current Board. There was a question about who would be doing the compiling and a concern about the staff being candid. Mayor Hamman said the staff evaluations are anonymous. He would compile the reports.

6. EXECUTIVE SESSION

7. ADJOURN

Seeing no further business, the Board adjourned at 8:30 p.m.

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



Board of Trustees Meeting

Date: March 24, 2020

Submitted By:

Ordinance 8- 2020 — Virtual Meetings

Subject:

- **Staff Presentation: Kelly Houghteling, Deputy Town Administrator**

EXECUTIVE SUMMARY

In the event of an emergency declaration, Ordinance 8-2020 allows for virtual board and commission meetings.

BACKGROUND / DISCUSSION

The public is still encouraged to participate in the public meeting and will be given the instructions on how to join a Zoom meeting by telephone or from their desktop.

Community members may submit their questions ahead of time to the Deputy Town Clerk or using the Q&A chat box during the Town Hall meeting.

STAFF RECOMMENDATION

Adopt Ordinance 8-2020.

ATTACHMENTS

1. Ord 8-2020 Virtual Meetings

Ordinance 8 - 2020

AN ORDINANCE OF THE TOWN OF WELLINGTON, COLORADO, ADDING A NEW SECTION TO WELLINGTON MUNICIPAL CODE PROVIDING FOR VIRTUAL MEETINGS IN THE EVENT OF A DECLARED EMERGENCY AND PROVIDING FOR ITS ADOPTION AS AN EMERGENCY ORDINANCE.

WHEREAS, the Board of Trustees finds that this ordinance is necessary and proper for the health, safety, and welfare of the Town of Wellington and the inhabitants thereof;

WHEREAS, this ordinance is not inconsistent with the laws of the State of Colorado; and

WHEREAS, given the current circumstances and pursuant to C.R.S. § 31- 16-105, it is hereby declared that an emergency exists, and that this ordinance is necessary for the immediate preservation of the public health, safety, and welfare.

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

Section 1:

The following is hereby added to the Municipal Code of the Wellington:

Sec. 2-2-85. Virtual Meetings.

- (a) In the event the Board of Trustees, or any other Board or Commission of the Town (as identified in this Chapter 2 of the Town Code), is unable to conduct its regular meeting at the day, hour, and place, including as fixed by Section 2-2-60 (Regular Meetings) or at a special meeting pursuant to Section 2-2-70, because meeting in-person would not be prudent due to a public health emergency or other unforeseen circumstances affecting the Town, meetings may be conducted by telephone, electronically, or by other means of communication so as to provide maximum participation.

Meetings of the Board of Trustees or other Town Boards or Commissions by telephone, electronically, or other means may be held subject to the following conditions:

- (1) All statutorily required notices under the open meeting act have been given,
- (2) The Town Administrator or the Mayor determines that meeting in person would not be prudent because of a public health emergency or other unforeseen circumstances affecting the Town;
- (3) All members of the Board of Trustees (or Board or Commission) can hear one another or otherwise communicate with one another and can hear or read all discussion, comment, and testimony in a manner designed to provide maximum notice and participation and the meeting link is established at least 10 minutes before the meeting is called to order or in the event of any recess before the meeting is called back to order. ;
- (4) At least one member for the Board of Trustees (or Board or Commission) or an officer appointed by the Board or Commission is present at the physical meeting location, unless the nature of the emergency makes attendance impractical or inadvisable as determined by the Mayor or Mayor Pro-Tem, in which case notice of such shall be given with the statutorily required meeting notice.

(5) Members of the public are able on a real time basis to hear or read all discussion, testimony and votes, and are able to participate in the meeting through public comment.

(6) All votes are conducted by roll call; and

(7) Minutes of the meeting conducted by telephone, electronically, or other means are taken and promptly recorded, and such records are open to public inspection; and

(b) In the event the Board of Trustees (or other Board or Commission) will conduct a virtual meeting pursuant to this Section, the Town Clerk shall provide public notice of the following:

(1) The declaration of emergency as a result of public health emergency or similar unforeseen circumstance:

(2) That a meeting will be conducted by telephone, electronically, or other means;

(3) The right of the public to monitor the meeting by telephone, electronically, or other means; and

(4) The means by which the public can monitor the meeting by telephone, electronically, or other means.

(c) The Town shall initiate the meeting by telephone, electronically, or other means not more than ten (10) minutes prior to the scheduled time of the meeting. Upon disconnection during a meeting, the Town Clerk shall make one attempt to re-initiate the connection.

Notwithstanding the foregoing, no quasi-judicial matters shall be considered at any virtual meeting convened under this section.

Section 2:

In accordance with C.R.S. § 31-16-105, the Board of Trustees hereby determines that this Ordinance is necessary for the immediate preservation of the public peace, health or safety. As an emergency ordinance, this Ordinance shall take effect upon adoption, shall be authenticated and shall be numbered and recorded in the official records of the Town as required by C.R.S. § 31-16-105.

Section 3:

If any provision of this ordinance or the application of it to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provisions or applications. The provisions of this ordinance are expressly declared to be severable.

INTRODUCED AND ADOPTED by the Board of Trustees of the Town of Wellington, Colorado, this 24th day of March 2020.

TOWN OF WELLINGTON, COLORADO

By: _____

Troy Hamman, Mayor

I, _____, certify and attest that Ordinance 8 -2020 was introduced and adopted by the Board of Trustees for the Town of Wellington at the regular meeting on the 24th day of March, 2020.

By: _____

Ed Cannon Town Administrator/ Clerk



Board of Trustees Meeting

Date: March 24, 2020

Submitted By:

COVID-19 Update

Subject:

- **Staff Presentation: Ed Cannon, Town Administrator**

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

None



Board of Trustees Meeting

Date: March 24, 2020
Submitted By: Cody Bird, Planning Director
Subject: Intersection Design at State Highway 1 and County Road 9 / County Road 62E

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

EXECUTIVE SUMMARY

The Town has been working with Poudre School District on annexing property to the Town for construction of a new high school and other future school facilities. Development of the site at the northwest corner of County Road 9 and County Road 62E has raised concerns for traffic safety at the intersections at the curve of State Highway 1. Funds are requested for the purpose of preparing and evaluating conceptual design options for improvements to these intersections that will provide safe and convenient transportation for all roadway users and pedestrians, and which will support the long range viability of traffic movements on these important transportation corridors.

BACKGROUND / DISCUSSION

The Town has contracted with Logan Simpson Design, Inc. to facilitate and prepare updates to the Town's Comprehensive Plan and Land Use Code update. The contract includes working with subconsultant Felsburg, Holt and Ullevig (FHU), a transportation engineering firm, to analyze the Town's transportation networks and to update the Town's transportation master plan.

Town staff has coordinated with Logan Simpson and FHU to prepare the attached contract amendment and scope of services to perform analysis of the roadway segments and intersections, prepare 3 conceptual design options and cost estimates for comparison, and prepare a funding plan to evaluate and make recommendations for funding responsibilities and funding opportunities.

FHU is a leading transportation engineering firm in Colorado and has the technical expertise and resources to conduct the proposed scope of work. An extension to the existing contract with Logan Simpson Design, Inc. allows the Town to obtain these specialized professional services in a timely manner without going through a lengthy RFP process. Including the additional services in the existing contract also represents a good value to the Town since FHU is already analyzing the Town's transportation network.

The attached scope of services includes a proposed fee of \$50,690. At the time of this agenda publication, there are minor details in the scope of work that are still being finalized. Some of the minor changes may result in adjustments to the final fee. Staff recommends that the contract amendment be approved in substantially the form presented in an amount not to exceed \$60,000. Approving the contract amendment in this manner will allow staff the ability to make final adjustments to the scope of work and adjust the contracted fees accordingly. Establishing an upper limit of \$60,000 ensures adequate funds can be budgeted and ensures staff does not exceed the Board's approved funding allocation.

The Town originally budgeted \$200,000 in the General Fund for the Comprehensive Plan and Land Use Code update. The proposed additional services would result in a total contract amount not to exceed \$260,000.

The proposed \$60,000 for this request is not budgeted in the Town's 2020 budget. The additional funds requested would need to be allocated by the Board, and may come from a couple of different sources. Town staff is presenting the following options for the Board's consideration of allocating the funds. A decision on where the funds would come from does not have to be made at this time, provided that the selected re-allocation of funds needs to be completed within the 2020 budget cycle and before funds are expended on these additional professional services.

Funding allocation options:

1. Allocate \$60,000 of additional funds from within the General Fund to the Comprehensive Plan and Land Use Code update.
2. Re-allocate funds set aside for the State Highway 1 and I-25 interchange design. \$333,333 is budgeted to be set aside for the I-25 interchange each budget year from 2020 to 2022. Funds from the I-25 interchange come from road impact fees. The State Highway 1 and County Road 9 / County Road 62E intersection design project is an eligible and appropriate use of revenues from road impact fees.
3. Re-allocate funds within the Streets Fund which may become available throughout the budget year resulting from project savings or from some projects being delayed to a later budget year.

Any of the above options selected will require action by the Board to allocate the necessary funds. An appropriate budget amendment resolution can be prepared based on guidance from the Board and will be presented to the Board for action at an upcoming meeting.

STAFF RECOMMENDATION

Approve a contract amendment with Logan Simpson Design, Inc. to include additional services for roadway conceptual design to the Comprehensive Plan and Land Use Code contract increasing the total amount of the contract to a not to exceed amount of \$260,000 and authorize the Mayor to execute the contract amendment.

ATTACHMENTS

1. Logan Simpson Contract Amendment
2. FHU Scope of Services and Fee



L O G A N S I M P S O N

MODIFICATION NO. 1 TO CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES

This Modification No. 1 to the Agreement dated 24 March 2020, by and between the Town of Wellington, Colorado, (Owner), and Logan Simpson Design Inc., an Arizona corporation, dba Logan Simpson (Consultant) for the Wellington Comprehensive Plan and Land Use Code Update (Project) is made as of the date last signed below.

Scope of Services:

The additional Scope of Services will be as set forth in the attachment "**Proposal for Professional Services SH 1-CR9-CR62E Intersection Improvements**". The existing contract amount will be increased \$50,690, from the original contract amount of \$200,000 to an adjusted contract amount total of \$250,690.

Terms and Conditions:

All other Terms and Conditions of the Agreement remain the same and are incorporated herein.

FOR THE OWNER:

Town of Wellington, Colorado

FOR THE CONSULTANT:

Logan Simpson Design Inc.
An Arizona corporation

Name: Troy Hamman
Title: Mayor

Name: Bruce Meighen, AICP
Title: Principal

Date: _____

Date: _____

ATTEST:

Name: Ed Cannon
Title: Town Administrator/Clerk

Date: _____

March 13, 2020

Mr. Cody Bird
Town Planner
Town of Wellington
PO Box 127
Wellington, CO 80549-0127

**Reference: Proposal for Professional Services
 SH I-CR9-CR62E Intersection Improvements**

Dear Mr. Bird:

Based on our previous discussions with you, we have prepared this proposal to advance intersection improvements at the SH I-CR9-CR62E intersection. We understand that the intent of the work is to identify the improvements needed at the intersection and the associated costs, develop a phasing plan to provide a configuration that is acceptable to CDOT and Larimer County for the high school opening in 2022, and prepare a funding plan to determine funding responsibilities and funding opportunities for the ultimate improvements at the intersection.

This proposal outlines the required tasks and fee to conduct a traffic analysis and safety assessment; alternative analysis and conceptual design for three alternatives to reach a preferred alternative; develop a phasing and funding plan; and document our findings in a summary report. We will use the information provided by the Town to conduct our design. We will coordinate with the Town, Larimer County and CDOT during this project. We have developed the scope of work and fee estimate detailed below to complete the requested work.

I. Scope of Work

- A. Project Management, Coordination and Meetings – Coordinate with the Town; one kickoff meeting at the start of the project and one progress meeting to discuss the three intersection concepts and select a preferred alternative at the Town with three representatives from FHU including preparation, attendance, and documentation; and progress reports. Ideally both the kickoff meeting and the progress meeting will include CDOT and Larimer County staff in addition to Wellington staff.
- B. Data Collection – Review necessary files, High School Traffic Impact Study (TIS), other relevant data, comments on the previous roundabout layout, obtain available crash data, and other supporting information from the Town and clarify any questions.
- C. Traffic Analysis and Safety Assessment – Conduct traffic analysis and safety assessment.
 - Using existing and projected traffic information from the High School TIS, traffic analysis including level of service and operations will be conducted using Synchro software for the three intersection alternatives for screening purposes.
 - Using existing crash data for the existing subject intersection and the flanking intersections to the east and to the south and using the Vision Zero Suite software, a safety analysis will be conducted for the three intersection alternatives for screening purposes.
 - This information will be compiled into a single draft traffic memorandum and finalized based on agency comments.

D. Alternative Intersection Design – Prepare alternative concepts for the subject intersection.

- Prepare conceptual design for three (3) concepts (one of which would build on the roundabout design previously prepared). These concepts will be horizontal depictions only for just the SH 1-CR9-CR62E intersection. No geotechnical, survey, drainage, or structural tasks are included with these concepts.
- Develop rough cost estimates for comparison purposes based on available data and CDOT unit costs.
- Identify pros and cons for each alternative summarized in a technical memorandum.
- Refine preferred alternative and technical memorandum based on agency comments.

E. Phasing and Funding Plan

- Prepare a phasing plan on how to construct the intersection improvements in the interim and for final configurations including cost estimates. The interim phase would identify what improvements could be done by 2022 to address the immediate needs.
- Prepare a funding plan that identifies the proportionate share of funds for the High School and other entities including the Town and future developers (anticipated to be based on traffic generation) and identifies other funding opportunities to pursue for completion of the ultimate intersection configuration.

F. Summary Report – Compile the traffic memorandum, the alternative intersection design technical memorandum and refined concept, the phasing plan, and the funding plan into one overall draft summary report and submit draft to the Town for review and address comments. Send revised draft to the Town, Larimer County, and CDOT for review and comment. Finalize report based on comments.

II. Fee Proposal

We propose to conduct this work on a time and materials basis. In such an agreement, we are compensated for our services at our standard hourly 2020 billing rates as provided in the original contract and our direct expenses are reimbursed at 1.1 times cost (attached).

At these rates, we estimate that the above scope of work can be completed for a total budget of \$50,690 with Tasks A through F itemized as follows:

Task	Budget
A. Project Management, Coordination, & Meetings	\$ 9,600
B. Data Collection	\$ 2,230
C. Traffic Analysis and Safety Assessment	\$ 9,220
D. Alternative Intersection Design	\$13,520
E. Phasing and Funding Plans	\$10,200
F. Summary Report	\$ 5,420
Other Direct Costs (travel, printing)	\$ 500
TOTAL	\$50,690

March 13, 2020
Mr. Cody Bird
Page 3

We will not exceed this amount without your prior approval. Any changes in scope of work will be billed as additional services at the same hourly rates. If the conditions of this proposal are acceptable, we will work with you to execute an Agreement. We are ready to begin work upon a signed Agreement and Notice to Proceed. If you have any questions, please do not hesitate to call.

Thank you again for allowing us to offer our services.

Respectfully,

FELSBURG HOLT & ULLEVIG



Jenny Young, PE, AICP
Principal



Michelle Stevens, PE, MBA
Principal

Attachment

2020 Rate Sheet

The following hourly billing rates apply to all “Time and Materials” contracts.

Staff Rates

Principal III	\$270
Principal II	\$240
Principal I	\$220
Associate	\$210
Sr. Bridge Engineer	\$195
Bridge Engineer V	\$175
Bridge Engineer IV	\$155
Bridge Engineer III	\$130
Bridge Engineer II	\$115
Bridge Engineer I	\$110
Sr. Engineer	\$195
Engineer V	\$175
Engineer IV	\$155
Engineer III	\$130
Engineer II	\$115
Engineer I	\$105
Sr. Environmental Scientist/Planner	\$190
Environmental Scientist/Planner V	\$175
Environmental Scientist/Planner IV	\$155
Environmental Scientist/Planner III	\$130
Environmental Scientist/Planner II	\$115
Environmental Scientist/Planner I	\$105
GIS Manager	\$190
GIS Specialist V	\$170
GIS Specialist IV	\$155
GIS Specialist III	\$130
GIS Specialist II	\$115
GIS Specialist I	\$105
Sr. Transportation Planner	\$190
Transportation Planner V	\$170
Transportation Planner IV	\$155
Transportation Planner III	\$130
Transportation Planner II	\$115
Transportation Planner I	\$105
Lead ITS Specialist	\$200
CADD Manager	\$190
Sr. Bridge Designer	\$185
Lead Designer	\$180
Sr. Designer/Project Technician	\$160
Designer V/Project Technician V	\$145
Designer IV/Project Technician IV	\$135
Designer III/Project Technician III	\$115
Designer II/Project Technician II	\$100
Designer I/Project Technician I	\$90

Sr. Construction Technician	\$140
Construction Technician V	\$130
Construction Technician IV	\$115
Construction Technician III	\$100
Construction Technician II	\$90
Construction Technician I	\$75
Intern I	\$55
Graphic Design Manager	\$150
Graphic Design Specialist V	\$140
Graphic Design Specialist IV	\$135
Graphic Design Specialist III	\$120
Graphic Design Specialist II	\$105
Graphic Design Specialist I	\$90
Marketing Manager	\$150
Marketing Specialist	\$115
Systems Administrator	\$120
Sr. Administrative Assistant	\$115
Administrative	\$90

Other Direct Costs

Plots

Bond	\$0.31/sq ft
------------	--------------

Prints

Black and White	\$0.12/print
Color	\$0.19/print

Presentation Boards

Bond Foam Core Mounted	\$1.51/sq ft
------------------------------	--------------

Travel

Mileage	\$0.575/Mile
(or current allowable Federal rate)	
Truck (Construction)	\$45.00/day
Parking	Actual Costs
Lodging/Airfare	Actual Costs

Other Miscellaneous Costs

Courier/Postage	Actual Costs
Per Diem	Actual Costs
Subconsultants/Vendors	Actual Costs

Other direct costs are reimbursed at a rate of 1.1 times the rates above and/or actual costs.



Board of Trustees Meeting

Date: March 24, 2020
Submitted By: Brad March, Town Attorney
Subject: Resolution 9-2020 - Concurring Emergency Declaration and Declaring an Emergency in the Town of Wellington, CO. Concurring with County and State Emergency actions and Calling Special Meetings.

- Staff Presentation: Brad March, Town Attorney

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Emergency Declaration
2. Res 9-2020



**EMERGENCY DECLARATION DECLARING LOCAL DISASTER EMERGENCY
THROUGH APRIL 14, 2020**

WHEREAS, the Novel Coronavirus 2019 (COVID-19) pandemic has been declared to create as state of emergency/state of disaster by the President of the United States, Colorado's Governor and the Chairman of the Larimer County Commissioners; and

WHEREAS, the Mayor of Wellington as principal executive officer of the Town is authorized to declare a local disaster pursuant to §24-33.5-709, C.R.S.; and

WHEREAS, an Emergency Declaration allows the Town of Wellington to be able to take proactive measures and to activate Comprehensive Emergency Management Plan(s) (CEMP) to better respond to the impacts of the COVID-19 pandemic; and

WHEREAS, the public health and safety of the Town of Wellington, Colorado requires that the impacts of COVID-19 be rapidly addressed nationally and on state and local levels including to avoid widespread health and economic impacts.

**NOW, THEREFORE, BE IT RESOLVED THAT, IN KEEPING WITH FEDERAL
STATE AND COUNTY DECLARATIONS,**

1. A local emergency is hereby declared on the Town of Wellington, Colorado to be in effect for a period which extends through April 14, 2020 as provided for by § 24-33.5-709(1);
2. For such Tuesdays at which Board of Trustees meetings have not already been scheduled, Special meetings of the Wellington Board of Trustees are called for each Tuesday through May 20, 2020, at 6:30 p.m. at the Leeper Center in Wellington, Colorado, or other designated location including virtual meetings, to allow the Town Board to take such action as may be required, including action to address preparedness to address the COVID-19 virus and to allow the Board to evaluate extending the date of this emergency declaration as the Board of Trustees determines appropriate.
3. As required by § 24-33.5-709(1); True copies of this Resolution shall be given prompt and general publicity and shall be filed promptly with the county clerk and recorder, Clerk of the Town, and other authorized record-keeping agencies as may be appropriate, including the office of emergency management.

Executed this 18 day of March 2020.

Town of Wellington, Colorado

By

Troy Hamman, Mayor

Part 7. EMERGENCY MANAGEMENT, § 24-33.5-709, C.R.S.. Local disaster emergencies

(1) A local disaster may be declared only by the principal executive officer of a political subdivision. It shall not be continued or renewed for a period in excess of seven days except by or with the consent of the governing board of the political subdivision. Any order or proclamation declaring, continuing, or terminating a local disaster emergency shall be given prompt and general publicity and shall be filed promptly with the county clerk and recorder, city clerk, or other authorized record-keeping agency and with the office of emergency management.



(2) The effect of a declaration of a local disaster emergency is to activate the response and recovery aspects of any and all applicable local and interjurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance under such plans.

RESOLUTION 9- 2020

RESOLUTION CONCURRING EMERGENCY DECLARATION AND DECLARING AN EMERGENCY IN THE TOWN OF WELLINGTON, CO, CONCURRING WITH COUNTY AND STATE EMERGENCY ACTIONS AND CALLING SPECIAL MEETINGS

WHEREAS, the President of the United States (Proclamation March 13, 2020), Colorado's Governor (Gov. Exec order 2020-3); , the Larimer County Commissioners and the Mayor of Wellington have issued numerous orders and directives declaring a state of emergency due to the presence of coronavirus disease 2019 (COVID-19), and,

WHEREAS, current orders and directives impact the Town of Wellington, including by limiting most mass gatherings to no more than ten (10) people (CDPHE Public Health Order 20-23)¹; suspending dine-in service at restaurants and bars for 30 days (CDPHE Public Health Order 20-22 and updated order closing bars, restaurants, theaters, gymnasiums, casinos ,nonessential personal services facilities ,and horse track and off-track betting facilities); suspending medical, dental, or veterinary voluntary or elective surgeries and procedures (Gov order (Gov. Exec order 2020-9) and suspending public and private schools (Gov. Exec order 2020-7); and,

WHEREAS, the Mayor of the Town of Wellington, CO has for all weeks that regular Town Board meetings are not otherwise called, called weekly meetings for each Tuesday through May 20, 2020, at 6:30 p.m. at the Leeper Center in Wellington, Colorado, to allow the Town Board to take such action as my be required, including action to address preparedness to address the COVID-19 virus and to allow the Board to evaluate extending the date of this emergency declaration as the Town Board determines appropriate; and,

WHEREAS, the Wellington Town Board recognizes that the citizens and employees of the Town of Wellington are at risk as a result of COVID-19; and,

WHEREAS, the Town Board of the Town of Wellington recognizes the dramatic emergency gripping the Nation, the State and the Town;

NOW THEREFORE, the Wellington Town Board resolves and declares as follows:

The Town Board of the Town of Wellington consents to the extension of the emergency declaration of the Mayor through April 14, 2020, and declares an emergency through the same date, including as provided for by § 24-33.5-709(1) and directs the Town staff to take all action as may be necessary to comply with all Federal, State and County COVID-19 directives and orders, including future orders, and instructs staff to keep the Board apprised of developments, and

¹ See also, Larimer County Health and Environment First Amended Public Health Order 3/17/20

Unless cancelled by the Mayor, the Wellington Town Board shall hold special or regular meetings each Tuesday through May 19, 2020, at 6:30 p.m. at the Leeper Center in Wellington, Colorado, to allow the Town Board to take such action as may be required, including to address COVID-19 issues and to allow the Board to evaluate extending the date of this emergency declaration as the Town Board determines appropriate.

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON THIS ____ DAY OF MARCH, 2020, AND ORDERED TO BECOME EFFECTIVE IMMEDIATELY.

ATTEST:

Troy Hamman , Mayor

Part 7. EMERGENCY MANAGEMENT, § 24-33.5-709, C.R.S.. Local disaster emergencies

(1) A local disaster may be declared only by the principal executive officer of a political subdivision. It shall not be continued or renewed for a period in excess of seven days except by or with the consent of the governing board of the political subdivision. Any order or proclamation declaring, continuing, or terminating a local disaster emergency shall be given prompt and general publicity and shall be filed promptly with the county clerk and recorder, city clerk, or other authorized record-keeping agency and with the office of emergency management.



Board of Trustees Meeting

Date: March 24, 2020

Submitted By:

Election Discussion

Subject:

- **Staff Presentation: Ed Cannon, Town Administrator**

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

None

Treasurer Financial Report – February 2020



TOWN OF
WELLINGTON

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
General Fund

The new monthly Town's Treasurer Report uses the existing monthly financial report prepared by the Finance Department and provides a budget comparison based on the annual total budget amount for the revenues, expenditures, and the monthly amount.

(All figures Unaudited)

	2/29/2020 ACTUAL	12/31/2020 BUDGET	2/29/2020 YTD	YTD % Change
Revenues				
Taxes and Impact Fees	269,039	3,609,779	544,382	15%
Licenses and Permits	51,175	501,560	110,520	22%
Intergovernmental	372	3,690	888	24%
Charges for Services	6,501	101,927	11,749	12%
Fines and Forfeitures	694	11,719	1,061	9%
Earnings and Investments	8,836	179,161	20,157	11%
Miscellaneous	12	14,695	5,844	40%
Total Revenue	336,630	4,422,531	694,602	16%
Transfers In				
General Fund	201,764	2,421,173	403,529	17%
Total Transfers In	201,764	2,421,173	403,529	17%
Expenditures				
Current:				
General Government	154,941	2,535,579	361,943	14%
Public Safety	5,831	1,466,817	10,465	1%
Public Works	97,061	1,514,049	183,879	12%
Parks and Recreation	4,332	90,910	4,499	5%
Economic Development	12,860	261,910	41,487	16%
Library	13,528	203,340	34,118	17%
Capital Outlay	(1)	1,541,000	266,562	17%
Total Expenditures	288,554	7,613,605	902,952	12%
Excess of Revenue over Expenditures	249,840	(769,901)	195,178	
Fund Balance at Beg (Estimated)	5,551,060	5,551,060	5,551,060	
Fund Balance at End (Estimated)	5,800,900	4,781,159	5,746,238	120%

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Streets Fund

(All figures Unaudited)	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Taxes and Impact Fees	156,884	1,977,305	291,198	15%
Licenses and Permits	7,200	1,800	12,650	703%
Earnings and Investments	2,440	21,906	5,175	24%
Miscellaneous	-	2,000	206	10%
Total Revenue	166,523	2,003,011	309,230	15%
Expenditures				
Current:				
Public Works	5,526	337,842	28,656	8%
Capital Outlay	-	1,064,189	-	0%
Total Expenditures	5,526	1,402,031	28,656	2%
Transfers Out				
Transfer to General Fund	42,245	506,938	84,490	17%
Total Transfers Out	42,245	506,938	84,490	17%
Excess of Revenue over				
Expenditures	118,753	94,042	196,084	
Fund Balance at Beg (Estimated)	1,445,059	1,445,059	1,445,059	
Fund Balance at End (Estimated)	1,563,812	1,539,101	1,641,143	107%

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Parks Fund

(All figures Unaudited)				
	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Taxes and Impact Fees	96,676	1,337,037	230,972	17%
Charges for Services	6,972	109,599	11,638	11%
Earnings and Investments	2,989	35,000	6,275	18%
Miscellaneous	-	-	-	0%
Total Revenue	106,637	1,481,636	248,885	17%
Transfers In				
Conservation Trust	-	200,000	-	0%
Total Transfers In	-	200,000	-	0%
Expenditures				
Current:				
Parks and Recreation	49,196	1,014,679	187,997	19%
Capital Outlay	22,656	333,000	22,656	7%
Debt Service:				
Principal	19,495	225,881	38,952	17%
Interest	2,960	43,579	5,958	14%
Total Expenditures	94,307	1,617,139	255,563	16%
Transfers Out				
Transfer to General Fund	27,847	334,162	55,694	17%
Total Transfers Out	27,847	334,162	55,694	17%
Excess of Revenue over				
Expenditures	(15,516)	(269,665)	(62,371)	
Fund Balance at Beg (Estimated)	2,484,872	2,484,872	2,484,872	
Fund Balance at End (Estimated)	2,469,356	2,215,207	2,422,501	109%

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Conservation Trust Fund

(All figures Unaudited)				
	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Intergovernmental	-	92,000	-	0%
Earnings and Investments	847	9,500	1,796	19%
Total Revenue	847	101,500	1,796	2%
Transfers Out				
Transfer to Park Fund	-	-	-	0%
Total Transfers Out	-	-	-	0%
Excess of Revenue over				
Expenditures	847	101,500	1,796	
Fund Balance at Beg (Estimated)	479,190	479,190	479,190	
Fund Balance at End (Estimated)	480,037	580,690	480,986	83%

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Water Fund

(All figures Unaudited)	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	131,110	2,097,382	265,854	13%
Miscellaneous	-	-	-	0%
Total Operating Revenue	131,110	2,097,382	265,854	13%
Operating Expenses				
Administrative	75,723	908,674	151,446	17%
Operating	61,124	2,226,170	99,840	4%
Depreciation	-	-	-	0%
Total Operating Expenses	136,847	3,134,844	251,286	8%
Operating Income (Loss)	(5,737)	(1,037,462)	14,568	-1%
Non - Operating Revenues (Expenses)				
Property Taxes and Impact Fees	1,707	85,593	1,707	2%
Earnings on Investments	24,689	371,046	52,369	14%
Interest Expense	-	(480,306)	(228,798)	48%
Other Non-Operating Revenue	-	-	-	0%
Total Non-Operating Revenues (Expenses)	24,689	(109,260)	(176,429)	161%
Income (Loss) Before Transfers & Contributions	18,952	(1,146,722)	(161,861)	
Capital Contributions	299,184	4,466,601	625,986	14%
Changes in Net Position	318,135	3,319,879	464,124	14%
Net Position Beg (Estimated)	35,744,566	35,744,566	35,744,566	100%
Net Position End (Estimated)	36,062,701	39,064,445	36,208,690	93%
Fund Balance Beg (Estimated)*	18,032,137	18,032,137	18,032,137	
Change**	232,854	(2,615,922)	(124,556)	
Fund Balance End (Estimated)	18,264,991	15,416,215	17,907,581	

*Fund Balance is broken out into two categories:

Tap Fees \$7,875,998

Raw Water Fees \$10,156,139

**Adds in non cash items and loan principal payments

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Sewer Fund

(All figures Unaudited)	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	113,860	1,327,389	225,578	17%
Total Operating Revenue	113,860	1,327,389	225,578	17%
Operating Expenses				
Administrative	46,110	553,319	92,220	17%
Operating	59,876	783,772	99,348	13%
Depreciation	-	-	-	0%
Total Operating Expenses	105,986	1,337,091	191,568	14%
Operating Income (Loss)	7,874	(9,702)	34,010	-351%
Non - Operating Revenues (Expenses)				
Earnings on Investments	13,205	163,386	28,009	17%
Interest Expense	-	(133,521)	(53,431)	40%
Other Non-Operating Revenue	-	-	-	0%
Total Non-Operating Revenues (Expenses)	13,205	29,865	(25,422)	-85%
Income (Loss) Before Transfers & Contributions	21,079	20,163	8,588	
Capital Contributions	135,000	1,944,000	277,500	14%
Changes in Net Position	156,079	1,964,163	286,088	15%
Net Position Beg (Estimated)	21,901,894	21,901,894	21,901,894	100%
Net Position End (Estimated)	22,057,973	23,866,057	22,187,982	93%
Fund Balance Beg (Estimated)	10,057,413	10,057,413	10,057,413	
Change*	155,335	224,008	138,228	
Fund Balance End (Estimated)	10,212,748	10,281,421	10,195,641	

*Adds in non cash items and loan principal payments

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Storm Drainage Fund

(All figures Unaudited)				
	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	50,766	589,002	97,168	16%
Total Operating Revenue	50,766	589,002	97,168	16%
Operating Expenses				
Administrative	9,840	118,080	19,680	17%
Operating	1,201	275,708	1,891	1%
Depreciation	-	-	-	0%
Total Operating Expenses	11,041	393,788	21,571	5%
Operating Income (Loss)	39,725	195,214	75,598	39%
Non - Operating Revenues (Expenses)				
Property Taxes and Impact Fees	16,442	97,286	38,579	40%
Earnings on Investments	1,334	20,558	2,830	14%
Total Non-Operating Revenues (Expenses)	17,776	117,844	41,409	35%
Income (Loss) Before Transfers & Contributions	57,501	313,058	117,006	
Capital Contributions	-	-	-	0%
Changes in Net Position	57,501	313,058	117,006	37%
Net Position Beg (Estimated)	3,913,099	3,913,099	3,913,099	100%
Net Position End (Estimated)	3,970,600	4,226,157	4,030,105	95%
Fund Balance Beg (Estimated)	1,026,448	1,026,448	1,026,448	
Change*	57,501	(303,241)	(30,109)	
Fund Balance End (Estimated)	1,083,949	723,207	996,339	

*Adds in non cash items and loan principal payments

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Capital Projects Fund

(All figures Unaudited)	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Transfers				
Transfers In	108,680	23,050,813	375,242	2%
Total Transfers In	108,680	23,050,813	375,242	2%
Capital Projects				
Down Town Master Plan	-	75,000	-	0%
Property Acquisition	-	350,000	266,562	76%
Comprehensive Plan/Land Use Update	-	150,000	-	0%
Town Hall Space Needs Assessment	-	770,000	-	0%
Economic Development Study	-	80,000	-	0%
Recreation Center feasibility study	-	50,000	-	0%
Old Town Street Repairs	-	449,440	-	0%
Newer Subdivison Seal Coat	-	67,416	-	0%
I-25 Interchange at Cleveland 30% Design	-	333,333	-	0%
Pavement Study	-	40,000	-	0%
Water Plant Expansion Construction and Construction Management	-	13,730,780	-	0%
Emergency Power for Main Water Treatment Plant	-	212,000	-	0%
Tank Coating	-	20,000	-	0%
Redundancy for Pumps to Water Tower Storage	-	50,000	-	0%
Wilson Well Improvements	52,003	480,000	52,003	11%
Bulk Water Dispenser	-	60,000	-	0%
3 Chemical Chlorine Dioxide	-	160,000	-	0%
Improved Carbon Feed System	-	70,000	-	0%
Fire Hydrant Replacement	-	60,000	-	0%
Distribution System Master Plan	-	125,000	-	0%
Buffalo Creek Booster Station Upgrade	-	40,000	-	0%
Distribution System Rehabilitation Project	-	200,000	-	0%
Nano Plant Expansion	-	47,513	-	0%
Back-Up MGD Pump	-	60,000	-	0%
Bulk NaOH and Antiscalant	-	30,000	-	0%
Clearwell HS Pump Upgrage	-	25,000	-	0%
Water Source Development	5,580	3,046,126	5,580	0%
WWTP Pumps	-	16,674	-	0%
Clarifier Rehabilitaion Project	744	523,062	744	0%
WWTP Driveway Paving	-	135,000	-	0%
WWTP Masterplan	-	185,000	-	0%
WWTP Shed at Effluent Outfall	-	8,000	-	0%
WWTP Clarifier 3&4 rehabilitation project	-	110,000	-	0%
Manhole Rehab	-	80,000	-	0%
WWTP Clarifier Repairs (Tobrow)	-	36,000	-	0%
Lift Station - Safety Upgrade	-	30,000	-	0%
WWTP Blower/Digester Project	-	63,500	-	0%
Old Town Street Rehab	-	56,180	-	0%
Storm Drain & Pan Replacements	-	30,000	-	0%
Master Storm Water Plan	-	127,200	-	0%
Parks Master Plan Update	-	40,000	-	0%
Trail Easement acquisition	-	50,000	-	0%
Phase 1 Trail Construction Cleveland to Washington	-	40,000	-	0%
WCP Ballfield Covers	-	40,000	-	0%
Parks - NPIC Lateral Improvements at BNSF Crossing	22,656	34,000	22,656	67%
Pedestrian Access over Windsor Ditch	-	80,000	-	0%
Equipment Shed at Wellington Community Park	-	14,000	-	0%
Pave Existing Trails	-	20,000	-	0%
Town Automobile	-	60,000	-	0%
Vehicle Replacement	-	60,000	-	0%
Pot Hole Machine	-	50,000	-	0%

Town of Wellington
Statement of Revenues, Expenditures and Changes in Fund Balance
Capital Projects Fund

(All figures Unaudited)	2/29/2020	12/31/2020	2/29/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Membranes for Nano	27,698	56,589	27,698	49%
1000 Gallon Pressure Tank	-	15,000	-	0%
Backup Generator - Lift Station	-	135,000	-	0%
EV Charging Station	-	15,000	-	0%
Midrange Dump Truck	-	159,000	-	0%
Total Capital Expenses	108,681	23,050,813	375,242	2%
Changes in Net Position	-	-	-	0%
Fund Balance End (Estimated)	-	-	-	0%

Town of Wellington
Checks Paid
02/15/2020 to 03/15/2020

Date	Payee	Description	Amount
2/27/2020	FIRST NATIONAL BANK OMAHA	P Card Purchases 01-01-2020 to 01-15-2020	6,763.18
3/10/2020	FIRST NATIONAL BANK OMAHA	P Card Purchases 01-15-2020 to 02-13-2020	40,631.97
2/26/2020	AQUAQUOTE LLC	WTP Membrane Replacement for Nano Filtration	27,698.00
2/26/2020	BENNETT PREMIUM LIGHTING	Holiday Light & Decor Removal	450.00
2/26/2020	BUFFALO CREEK SUBDIVISION AT WELLINGTON	Buffalo Creek Pump House Electricity	181.57
2/26/2020	BUSINESS CARD FACTORY OF COLORADO	Election Ballots and Envelopes	8,824.40
2/26/2020	CINTAS	2020 Blanket PO for WWTP First Aid Restock	89.20
2/26/2020	CIVICPLUS	WENSITE& SSL CERTIFICATE ANNUAL FEE	5,074.81
2/26/2020	CLEAN SLATE DUSTLESS BLASTING LLC	Emergency Cleaning of Galvanized Bracket at WWTP	150.00
2/26/2020	COLORADO ANALYTICAL LAB	2020 Blanket PO WWTP Testing	1,303.00
2/26/2020	COLORADOAN	STATEMENT CREDITS	1,031.99
2/26/2020	DANA KEPNER	Water Tap for Service Lines	2,800.00
2/26/2020	DPC INDUSTRIES, INC	2020 Blanket PO for WWTP Chemicals	918.75
2/26/2020	DYNAMIC IMAGE	New Recreation Dept registration banners.	1,225.00
2/26/2020	EMPLOYERS COUNCIL SERVICES, INC.	Employers Council Annual Dues: march 1, 2020- February 28, 2021	6,401.64
2/26/2020	EON OFFICE	2020 UB ENVELOPES BLANKET PO	402.50
2/26/2020	FARNSWORTH GROUP, INC.	Clarifier Rehab Project	744.00
2/26/2020	FINISH LINE AWARDS	AWARDS FOR MAYOR NIGHT	38.00
2/26/2020	FOOTHILLS FIRE EXTINGUISHER SERVICE	Fire Extinguisher R&M for Fleet Vehicles	1,560.00
2/26/2020	GOJO SPORTS	Adult softballs.	6,591.00
2/26/2020	HUMANE SOCIETY	January License Fees	39.00
2/26/2020	KACY GRAPHICS	BLANKET PO FOR CONTRACT WORK	1,815.00
2/26/2020	MARCH & OLIVE, LLC	GENERAL BUSINESS	5,645.50
2/26/2020	MCDONALD FARMS ENTERPRISES, INC.	2020 Blanket PO for WWTP Sludge Removal	1,226.00
2/26/2020	NORTH FRONT RANGE WATER QUALITY PLANNING	2020 Membership Dues	1,241.00
2/26/2020	NORTH Poudre IRRIGATION	2020 SHARE ASSESSMENT (31)	5,580.00
2/26/2020	NORTHERN COLORADO SPORTS OFFICIALS	Blanket PO-Official Fees	310.00
2/26/2020	POUDRE SCHOOL DISTRICT	BLANKET PO -- Gym Rental feels/Poudre School District	1,026.00
2/26/2020	QUALITY WELL AND PUMP, LLC	Wilson Wells Improvements	49,439.66
2/26/2020	RICHARD BACON	REIMB FOR CHAMBER BUCKS	100.00
2/26/2020	SAFEUILT COLORADO, LLC	January Permit Activity	38,042.11
2/26/2020	SAFEWARE, INC.	Security Strobe Light Housings	2,953.12
2/26/2020	SEACREST GROUP	2020 Blanket WTP WET Testing	2,233.00
2/26/2020	TEAM PETROLEUM	2020 Blanket for WWTP Diesel Fuel	849.19
2/26/2020	TREE TOP INC.	Tree Purning & Thining for Parks	9,900.00
2/26/2020	TROPHY CREATIVE LLC	PW Annual Uniforms	9,716.45
2/26/2020	UNITED MAILING	BLANKET PO FOR 2020 UTILITY BILLING	2,864.96
2/26/2020	VERIZON WIRELESS	TOWN CELL PHONES	1,634.38
2/26/2020	WELLINGTON VETERINARY CLINIC	Boarding 2/3/2020 Invoice #136259	204.00
3/11/2020	ABLAW LAW LLC	2020 MUNICIPAL COURT BLANKET PO	750.00
3/11/2020	AIR COMFORT, INC.	Exhaust Vent for WTP Heaters	4,534.02
3/11/2020	BOXELDER BASIN REGIONAL STORMWATER AUTH	2019 RESIDENTIAL SYSTEM DEVELOPMENT FEES	389,722.69
3/11/2020	BRYAN EHRlich	2020 80% DEPOSIT FOR 7/4 PYRO-MUSICAL	29,600.00
3/11/2020	CHEER CENTRAL INC	Cheer Central Suns Instructor fees, Jan/Feb 2020	260.00
3/11/2020	CHEMTRADE CHEMICALS US LLC	2020 Blanket PO for WTP Chemicals	5,291.93
3/11/2020	COLORADO ANALYTICAL LAB	2020 Blanket PO WWTP Testing	350.00
3/11/2020	COMPENSATION STUDIO LLC	Invoice #2: March 1, 2020 \$1531.80	1,531.80
3/11/2020	DELLENBACH MOTORS	New Fleet Vehicle	28,663.00
3/11/2020	DPC INDUSTRIES, INC	2020 Blanket PO for WTP Chemicals	3,466.73
3/11/2020	ELWOOD STAFFING SERVICES, INC	Invoice: 2293854. Baird - 627.75; Yarbrough - 918.00.	3,470.51
3/11/2020	GOVCONNECTION, INC.	Invoices: 57356900, and 57359919	910.34
3/11/2020	HARCROS CHEMICALS INC	2020 Blanket PO for WTP Chemicals	679.25
3/11/2020	HARRELL'S, INC.	Impact XP field marking paint for 2020.	2,880.00
3/11/2020	JACOBS ENGINEERING C/O BANK OF AMERICA	WWTP Master Plan	11,661.11
3/11/2020	KELLY L. CARROLL	Boxing FightCamp Instructor fees, Jan/Feb 2020	400.00
3/11/2020	L.C. SALES TAX ADMINISTRATOR	Less 3 1/3% Vendor Fee	24,853.15
3/11/2020	LC UNDERGROUND WATER USERS ASSOCIATION	Pumping Fees - 400 Shares	1,983.00
3/11/2020	MCDONALD FARMS ENTERPRISES, INC.	2020 Blanket PO for WWTP Sludge Removal	2,416.00
3/11/2020	MUNICIPAL TREATMENT EQUIP. INC	PH Probes for Depolox 3 Plus Meters	820.36
3/11/2020	NORTHERN COLORADO SPORTS OFFICIALS	BLANKET PO -- NCSO monthly administration fees	1,035.00
3/11/2020	PATRICK REEVES	REIMB FOR SKATE PARK	168.79
3/11/2020	Quantum Pump and Controls LLC	Wilson Wells VFD	27,412.29
3/11/2020	RH WATER & WASTEWATER, INC	WTP Monthly Monitoring	700.00

3/11/2020	STANEK CONSTRUCTORS INC	Clarifier Rehab Project	56,525.00
3/11/2020	TROPHY CREATIVE LLC	PW Coat Embroidery for Uniforms	140.61
3/11/2020	UNCC	Line Locate	195.19
3/11/2020	UNITED MAILING	BLANKET PO FOR 2020 UTILITY BILLING	1,765.42
3/11/2020	UTILITY TECHNICAL SERVICES	LD-12 Water Leak Detector	35,730.00
3/11/2020	WEX BANK	SENIOR BUS	2,619.00
Total			888,233.57

Town of Wellington
P Card Purchases Report
01/15/2020 to 02/13/2020

Date	Description	Amount	Vendor
1/15/2020	WALL CALENDAR FOR SCHEDULING MARKETING.	37.61	EON
1/15/2020	ANCHORS & DOOR PULLS FOR PW SHOP CABINETS & STORAGE AREA	31.61	BOMGAARS
1/15/2020	PW ANNUAL UNIFORM COATS	119.99	AMAZON
1/15/2020	CERTIFICATION EXAM PRE REQ	25.00	CO CWP
1/15/2020	PUMPS FOR FLASH MIXER SCM	104.96	LOWES
1/15/2020	HR REQUIRED DRIVER RECORD	9.97	CO DRIVER
1/15/2020	SPLIT - REPAIR BRACKETS FOR BROKEN LEGS ON THE COMMUNITY TABLE AT THE LIBRARY (18.17%)	12.67	SPLIT
1/15/2020	SPLIT - TOOLS TO REPAIR BRACKETS OF THE BROKEN LEGS (81.83%)	57.06	SPLIT
1/15/2020	STAPLE GUN & STAPLES TO STAPLE DOWN CORDS AT LIBRARY WORKSTATIONS	21.48	BOMGAARS
1/15/2020	ANNUAL SAFETY BOOT ALLOWANCE	145.00	BROWNS SHOE
1/16/2020	PRINTING	137.98	BUS CARD
1/16/2020	CLASS	30.00	FRONT RANGE
1/16/2020	AWWA TRAINING	120.00	RM SECTION
1/16/2020	PVC FITTINGS AND PARTS	4.31	BOMGAARS
1/16/2020	WILLY SHORT SCHOOL	575.00	RMWEA
1/16/2020	SAFETY WORKWEAR ANNUAL BOOT ALLOWANCE	199.98	JAX
1/16/2020	FASTENERS FOR TOWN HALL FLAG POLE REPAIR	20.87	BOMGAARS
1/16/2020	SAFETY WORKGLOVES	19.95	BOMGAARS
1/16/2020	BUSINESS LICENSE ENVELOPES	141.68	AMZN
1/16/2020	ANNUAL SAFETY WORKBOOT ALLOWANCE	200.00	JAX
1/16/2020	ANNUAL PW WORKBOOT ALLOWANCE	200.00	JAX
1/16/2020	GENERATOR TO RUN THE SEWER CAMERA EQUIPMENT	996.38	GRAINGER
1/16/2020	SONY DIGITAL CAMERA, CASE AND SANDISK	110.32	GALLS
1/16/2020	ELECTRICAL OUTLET AND PLUG FOR LIFT STATION REPAIR.	7.08	BOMGAARS
1/16/2020	OFFICE SUPPLIES	213.86	OFFICE DEPOT
1/16/2020	PUMPS AND TUBING	141.92	Home Depot
1/16/2020	HOTEL FOR CMJA CONFERENCE	199.00	SONNENALP
1/16/2020	LOCK REPLACEMENT FOR PW SHOP SIDE ENTRY DOOR	164.88	LOCK SAFE
1/17/2020	ANNUAL UNIFORM PANT ALLOWANCE	299.94	AMAZON
1/17/2020	CLASS	40.00	FRONT RANGE
1/17/2020	ROLLERS, BRUSHES, BUCKETS	66.21	BOMGAARS
1/17/2020	TIRE REPAIR FOR FLEET VEHICLE	16.00	PV COOP
1/17/2020	WASTEWATER "C" EXAM APPLICATION FEE	50.00	CO CWP
1/17/2020	SPLIT - SMALL TOOLS TO REPAIR STREET SIGNS (86.67%)	142.97	SPLIT
1/17/2020	SPLIT - SHOP SUPPLIES - TAPE (13.33%)	21.98	SPLIT
1/17/2020	UPS BATTERY BACKUP FOR BRYAN'S COMPUTER.	105.60	EON
1/17/2020	EXTERNAL DISK DRIVE FOR OFFICE.	48.49	AMZN
1/17/2020	LOCK REPLACEMENT FOR RECREATION DEPT SOUTH DOOR	123.00	F&C DOOR
1/17/2020	ELECTRICAL METER.	809.99	AMAZON
1/17/2020	CONFERENCE ROOM ORGANIZER FOR PW ADMIN	14.35	FAM DOLLAR
1/17/2020	MICRO FILTER ATLAS COMPRESSOR SERVICE CALL	846.75	BLACKHAWK
1/21/2020	ANIMAL CONTROL POLE	81.49	AMZN
1/21/2020	TH BUILDING SUPPLIES	370.47	EON
1/21/2020	PW ANNUAL UNIFORM COAT RETURN	(259.98)	AMAZON
1/21/2020	PW ANNUAL UNIFORM COAT RETURN	(129.99)	AMAZON
1/21/2020	PAINT SUPPLIES, SANDING DISKS, TOOL ORGANIZER	292.77	BOMGAARS
1/21/2020	SHOP WELDERS CONNECTOR FOR STREETS	36.30	GENERAL AIR
1/21/2020	ANNUAL UNIFORM PANT ALLOWANCE	177.96	JAX
1/21/2020	ANNUAL UNIFORM PANT ALLOWANCE	125.50	Kohls
1/21/2020	ANNUAL SAFETY BOOT ALLOWANCE	119.99	DICK'S
1/21/2020	LIGHT BULB REPLACEMENT AT CDOT SHOP	13.99	BOMGAARS
1/21/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSTIC (25%)	108.96	SPLIT
1/21/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSTIC (25%)	108.96	SPLIT
1/21/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSTIC (25%)	108.96	SPLIT
1/21/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSTIC (25%)	108.97	SPLIT
1/21/2020	NEW GPS DIAGNOSTIC UNITS FOR NEW FLEET VEHICLES	90.69	NETWORK
1/21/2020	WWTP SAMPLE TESTING	26.00	CO ANALYTICAL
1/21/2020	PARKING FOR DIRECTOR STAFF RETREAT	4.00	CIVIC CENTER
1/22/2020	R&M OFFICE CHAIRS FOR WWTP	217.26	AMAZON
1/22/2020	PW ANNUAL UNIFORM COAT	129.99	AMAZON
1/22/2020	R&M DESK CHAIRS FOR WWTP	119.99	AMZN
1/22/2020	FILE FRAME FOR CABINET AT WWTP	7.57	AMAZON
1/22/2020	PROTECTIVE EQUIPMENT	48.82	AMZN

1/22/2020	PW ANNUAL UNIFORM COAT PURCHASE	479.96	AMAZON
1/22/2020	PW ANNUAL UNIFORM COAT	129.99	AMAZON
1/22/2020	COFFEE & DIVIDER TABS FOR WWTP	58.78	AMAZON
1/22/2020	3 RING BINDERS FOR WWTP	13.56	AMAZON
1/22/2020	CREAMER, SUGAR, AND COFFEE FOR WWTP	59.05	AMAZON
1/22/2020	HR REQUIRED DRIVER RECORD	9.97	CO DRIVER
1/22/2020	BUNNY COSTUME DEPOSIT	55.00	LIFE OF PARTY
1/22/2020	PRINTING	37.57	BUS CARD FAC
1/22/2020	JEANS BOUGHT WITH MY JEAN ALLOWANCE	399.84	DUNGAREES
1/22/2020	WORKBENCH WTP	736.44	Home Depot
1/23/2020	CLASS	45.00	ECONOMIC DEV
1/23/2020	CCCMA ANNUAL MEMBER DUES	75.00	CCCMA
1/23/2020	PW UNIFORM PANT ALLOWANCE INCORRECT SIZING RETURN	(199.96)	AMAZON
1/23/2020	VACUUM FOR PW SHOP OFFICE, HANDSOAP FOR WWTP, & TRASH BAGS	117.82	AMAZON
1/23/2020	PRINTER INK R&M FOR WTP	55.89	AMAZON
1/23/2020	PW ANNUAL UNIFORM SHIRTS BIG & TALL FOR VINCE GENTRY	49.99	AMZN
1/23/2020	HANDSOAP FOR STREETS SHOP	10.05	AMAZON
1/23/2020	BRANDONS MUCK BOOTS	129.99	BOMGAARS
1/23/2020	SUMP PUMP	469.00	FERGUSON
1/23/2020	FLOOR SQUEEGEE'S, HANDLES	67.96	BOMGAARS
1/23/2020	SPLIT - OPEN ENDED WRENCHES (41.31%)	15.73	SPLIT
1/23/2020	SPLIT - PVC PIPING AND FITTINGS (58.69%)	22.35	SPLIT
1/23/2020	OIL CHANGING STREETS SHOP SUPPLIES	17.16	NAPA
1/23/2020	BOOTS, HEADLAMPS, BATTERIES	230.95	BOMGAARS
1/23/2020	SYRINGE TO APPLY APOXY TO SIGN REPAIR	3.99	BOMGAARS
1/23/2020	HOLE SAW TO REMOVE OLD WOOD IN PUMP HOUSE	11.19	BOMGAARS
1/23/2020	PUMPHOUSE PIPE REPAIR	238.58	FERGUSON
1/23/2020	TOLL ROAD FEE'S	26.55	E 470
1/23/2020	TAX REFUND ON PREVIOUS ORDER.	(5.55)	SIERRA
1/24/2020	ANNUAL DUES	250.00	ECONOMIC DEV
1/24/2020	CLASS	30.00	FRONT RANGE
1/24/2020	PW ANNUAL UNIFORM PANTS FOR DJ JONES	179.97	AMAZON
1/24/2020	4" PIPING	80.00	DANA KEPNER
1/24/2020	MANUALS	9.32	SCRIBD
1/24/2020	SAFETY GOGGLES & FACE SHIELDS R&M	51.56	BOMGAARS
1/24/2020	BUNGEE CORDS FOR HOLDING TRASH ON TRAILER FOR PARKS	11.58	BOMGAARS
1/24/2020	PRINTER CARTRIDGES FOR OFFICE PRINTER.	193.52	EON
1/24/2020	CODE ENFORCEMENT BUSINESS CARDS	73.50	BUS CARD FAC
1/24/2020	SHOP SUPPLIES FOR PARKS	45.98	BOMGAARS
1/24/2020	R&M SEWAGE PUMP FOR WTP PUMP HOUSE	469.00	FERGUSON
1/24/2020	BUSINESS LUNCH WITH JACOBS' TEAM	61.00	LOCALITY
1/27/2020	PACKAGE RETURN FOR WTP & STAMPS FOR PW ADMIN BUILDING	30.39	USPS
1/27/2020	STAFF SCHEDULING APPLICATION.	100.00	WHENTOWORK
1/27/2020	AMERICAN WATER WORKS ASSOCIATION TRAINING EVENT IN LOVELAND	120.00	RM SECTION
1/27/2020	WELDING SUPPLIES FOR REPAIR OF STREETS POLES	135.90	BOMGAARS
1/28/2020	AMAZON REFUND FOR PRODUCT (EXTERNAL HARD DRIVE) NOT DELIVERED.	(48.49)	AMZN
1/28/2020	PW ANNUAL UNIFORM BIG & TALL SHIRTS & JACKET FOR MITCH MULLINEX	219.97	AMAZON
1/28/2020	CARD STOCK & DOOR DRAFT BLOCKER & HOLE PUNCH FOR PW ADMIN OFFICE BUILDING	55.98	AMZN
1/28/2020	TOILET PAPER FOR STREETS SHOP & RECEIPT POUCH FOR P-CARD RECEIPTS	29.50	AMZN
1/28/2020	TRIFOLD HAND TOWELS FOR PW ADMIN OFFICE	23.99	AMAZON
1/28/2020	PW ANNUAL UNIFORM SHIRTS FOR MITCH MULLINEX	89.98	AMAZON
1/28/2020	VERTICAL ROLL FILING SYSTEM FOR PLOT PLANS AT WWTP	54.99	AMAZON
1/28/2020	COFFEE POT, FILTERS, PLANNER	158.55	Walmart
1/28/2020	DVDS FOR COLLECTION	149.86	AMAZON
1/28/2020	ANNUAL MARKETING CONTRACT	378.00	EIG
1/28/2020	PW ANNUAL PANT ALLOWANCE REPLACEMENT FOR BRANDON DETWEILER	149.97	AMZN
1/28/2020	PW ADMIN OFFICE FILE FOLDERS & PAPER FOR PRESENTATIONS	76.25	EON
1/28/2020	LABORATORY GLASSWARE	585.75	USA BB
1/28/2020	PAINT SUPPLIES, BRUSH, LINERS	22.44	BOMGAARS
1/28/2020	8100 TEST CARBOY	83.79	NALCO
1/28/2020	OFFICE SUPPLIES	45.40	EON
1/28/2020	STAFF SCHEDULING APPLICATION - REFUND.	(100.00)	WHENTOWORK
1/28/2020	YOUTH VOLLEYBALL COACH CERTIFICATION -- FAITH STELZER.	20.00	NTL ALLY
1/28/2020	FINANCE TRAINING LUNCH	32.54	SANTIAGOS
1/28/2020	FLOOR PAINT AND HARDNER	175.28	DIAMOND VOGEL
1/29/2020	R&M STREET SIGN POSTS & BASES	732.00	NOCO TRAFFIC
1/29/2020	PUBLIC WORKS SUPPLIES.	106.69	RIDLEY'S
1/29/2020	CDOT SHOP SHOPLIGHT	12.99	BOMGAARS

1/29/2020	REPLACEMENT BOLT FOR AIR COMPRESSOR	2.97	PV COOP
1/29/2020	COLLECTIONS 2 TEST.	100.00	ABC-NV
1/29/2020	ANNUAL MEMBERSHIP RENEWAL	195.00	INTERNATIONAL
1/30/2020	PLANT 115V RECEPTICLES	525.40	INTERSTATES
1/30/2020	CLEANING & OFFICE SUPPLIES	116.20	EON
1/30/2020	DRILL BITS TO REMOVE PLAYScape IN CENTENNIAL	37.96	HARBOR FREIGHT
1/30/2020	WTP SUPERINTENDENT CANDIDATE LUNCHEON	90.42	WELL GRILL
1/30/2020	GLOVES	258.00	LOUS GLOVES
1/30/2020	"A" WATER TREATMENT APPLICATION FEE	50.00	CO CWP
1/31/2020	PERMANENT MARKERS & HIGHLIGHTERS	14.77	AMAZON
1/31/2020	COLORADO PARKS AND RECREATION MEMBERSHIP FEES FOR MICHELLE VANCE.	103.00	CO PARKS
1/31/2020	COLORADO PARKS AND RECREATION ASSOCIATION ANNUAL DUES FOR BRYAN, JERRY, AND JIM M	290.00	CO PARKS
1/31/2020	PARKS PRUNING HAND TOOLS AND POLE SAW BLADE R&M	266.59	MAC
1/31/2020	ADAPTOR POWER CORD FOR PARKS EQUIPMENT R&M	149.99	BOMGAARS
1/31/2020	CLEANING & OFFICE SUPPLIES	37.37	EON
1/31/2020	REPLACEMENT OVERHEAD LIGHT FOR FLEET VEHICLE	188.28	OJ WATSON
1/31/2020	ICC CLASSES	412.00	CO CHAPTER
1/31/2020	WELDING WIRE FOR THE STREETS WELDER	15.99	BOMGAARS
2/3/2020	TAX & PRICE ADJUSTMENT FROM 1/14/2020 TRANSACTION OF SAFETY BOOTS	(36.46)	JAX
2/3/2020	CONSOLE DUTY PHONE HOLDER FOR DUTY FLEET VEHICLE	13.49	NAPA
2/3/2020	WTP REPAIR OF CARBON DIOXIDE LINE WITH BRACKET	38.67	GENERAL AIR
2/3/2020	SPLIT - SMALL NEEDLE NOSE PLIERS R&M (42.85%)	17.99	SPLIT
2/3/2020	SPLIT - REPLACEMENT EXENSTION CORD FOR STREETS SHOP (57.15%)	23.99	SPLIT
2/3/2020	FINANCE LAPTOP BAG (TYLER)	33.99	AMZN
2/3/2020	WWTP TRASH SERVICES	150.00	GSI
2/3/2020	WTP PROPANE	476.71	POLAR GAS
2/3/2020	TRASH SERVICES	490.00	GSI
2/3/2020	TH SUPPLIES	367.05	EON
2/3/2020	PW PANT ALLOWANCE RETURN FOR BRANDON DETWEILER (WTP)	(174.02)	AMZN
2/3/2020	LAB CHEMICALS	468.91	HACH
2/3/2020	SPLIT - SAFETY WORKSHOE ALLOWANCE (30.68%)	111.19	SPLIT
2/3/2020	SPLIT - PANT UNIFORM ALLOWANCE (69.32%)	251.26	SPLIT
2/3/2020	SHOP SUPPLIES FOR STREETS	57.14	GRAINGER
2/3/2020	CONSTRUCTION/LUMBER FOR STORAGE SHELVES AT RECREATION OFFICE.	92.70	Home Depot
2/3/2020	CERTIFIED YOUTH SPORTS ADMINISTRATOR CERTIFICATION RENEWAL FEES FOR BRYAN CRITCHFIELD.	70.00	NTL ALLY
2/3/2020	CERTIFIED YOUTH SPORTS ADMINISTRATOR CERTIFICATION RENEWAL FEES FOR BRYAN CRITCHFIELD.	30.00	NTL ALLY
2/3/2020	WTP PROPANE	527.61	POLAR GAS
2/3/2020	TOILET SERVICES	800.00	GSI
2/4/2020	ADVERTISING	17.04	FACEBK
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	247.21	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	247.21	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	247.21	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	247.22	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	142.25	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	142.25	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	142.25	SPLIT
2/4/2020	SPLIT - FLEET VEHICLE SAFETY FIRST AID KITS & EYEWASH KITS (25%)	142.25	SPLIT
2/4/2020	PW SHOP NITRILE GLOVES	127.68	AMAZON
2/4/2020	FLOOR WAX & WET MOPS FOR APPLICATION FOR SENIOR CENTER	245.53	GRAINGER
2/4/2020	FLOOR STRIPPING SOLUTION & HARDWARE FOR SENIOR CENTER FLOORS	86.50	GRAINGER
2/4/2020	SHOP SUPPLIES TO EXECUTE THE FLOOR WAXING	84.97	BOMGAARS
2/4/2020	FLOOR STRIPPING PAD FOR SENIOR CENTER FLOORS	41.28	GRAINGER
2/4/2020	UTILITY BILLING CALCULATOR	104.50	AMZN
2/5/2020	SCADA REMOTE ACCESS SOFTWARE PER MIKE CARRANO	349.99	LOGMEIN
2/5/2020	STREETS SMALL BENCH VISE TOOL	54.99	BOMGAARS
2/5/2020	BACKGROUND CHECKS FOR YOUTH VOLLEYBALL COACHES AND STAFF.	442.00	ACTIVE
2/5/2020	SPLIT - PW PARKS SHOP SUPPLIES (77.47%)	27.48	SPLIT
2/5/2020	SPLIT - SNOW PLOW R&M UTILITY NOZZLE (22.53%)	7.99	SPLIT
2/5/2020	REPLACEMENT OIL FILTER & DE-ICER FOR STREETS FLEET VEHICLE	12.16	NAPA
2/5/2020	PAINT SUPPLIES, SCRAPER, KNIFES	77.91	BOMGAARS
2/5/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSITIC (25%)	108.96	SPLIT
2/5/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSITIC (25%)	108.96	SPLIT
2/5/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSITIC (25%)	108.96	SPLIT
2/5/2020	SPLIT - FLEET VEHICLE GPS/DIAGNOSITIC (25%)	108.97	SPLIT
2/5/2020	CONSTANT CONTACT MARKETING	650.00	PAYPAL
2/6/2020	NEW PARKS FLEET VEHICLE SNOWBRUSH, SCRAPER, & ALL WEATHER FLOOR MATS	47.47	BOMGAARS
2/6/2020	SPLIT - DVDS FOR COLLECTION (81.61%)	66.34	SPLIT
2/6/2020	SPLIT - HEARS - STORYTIME CRAFT (18.39%)	14.95	SPLIT

2/6/2020	ROMAC SADDLE FOR C900, 3/4" CORP STOP, CC BRASS SADDLE	513.00	DANA KEP
2/6/2020	DISTILLED WATER FOR WTP SAMPLING IN THE LAB	11.89	DS SERV
2/6/2020	WTP CERTIFICATION GUIDE BOOKS	86.44	AMAZON
2/6/2020	WTP CERTIFICATION GUIDE BOOKS	156.90	AMAZON
2/6/2020	LAPTOP FOR BOB GOWING	970.95	COSTCO
2/6/2020	SOFTWARE	52.99	ADOBE
2/6/2020	ADVANCED WASTE WATER TREATMENT SCHOOL.	525.00	RMWEA
2/6/2020	ACTIVATED SLUDGE CLASS	525.00	RMWEA
2/6/2020	LUNCH WITH WATER TREATMENT PLANT SUPERINTENDENT CANDIDATE, KYLE.	88.56	WELL GRILL
2/6/2020	SCANS OF MYLARS	14.00	ULRICH
2/6/2020	PPE-VEST FOR HIGHWAY WORK	45.48	HD SUPPLY
2/6/2020	METER PIT 24" & 72" KEYS	215.00	DANA KEP
2/7/2020	PAID CHECKS REPORT FOR DEC.	218.00	NORTH FORTY
2/7/2020	RECREATION OFFICE R&M RESTROOM CEILING VENT	17.36	Home Depot
2/7/2020	STREETS FLEET VEHICLE WIPERS R&M	31.60	NAPA
2/7/2020	PRINTER INK CARTRIDGES	65.08	AMAZON
2/7/2020	AIR FRESHENER FOR REC OFFICE AND BATHROOM.	10.26	EON
2/7/2020	GORILLA TAPE FOR PARKS SHOP SUPPLIES	5.99	BOMGAARS
2/7/2020	6" C900	106.40	DANA KEP
2/7/2020	6" END CAPS	116.42	DANA KEP
2/7/2020	SPLIT - FLEET VEHICLE R&M (14.2%)	6.78	SPLIT
2/7/2020	SPLIT - SMALL HAND TOOLS FOR PARKS (31.57%)	15.07	SPLIT
2/7/2020	SPLIT - SHOP SUPPLIES (54.22%)	25.88	SPLIT
2/7/2020	WWTP SAMPLING DROP OFF TOLL FEE	9.30	E 470
2/7/2020	NITRILE SAFETY GLOVES.	172.00	LOUS GLOVES
2/10/2020	PAID CHECK REPORT NOV.	218.00	NORTH FORTY
2/10/2020	ADOBE SOFTWARE	179.88	ACROBAT
2/10/2020	SAFETY WORKBOOT ALLOWANCE	114.99	BOMGAARS
2/10/2020	SPLIT - OVERALLS (63.56%)	59.88	SPLIT
2/10/2020	SPLIT - PAINTING SUPPLIES (36.44%)	34.33	SPLIT
2/10/2020	ADOBE	179.88	ADOBE
2/11/2020	ACTION NOW SEMINAR	120.00	RM SECTION
2/11/2020	CEMENT FOR FLOOR REPAIR/PATCHING AT WILSON WELLS PUMP HOUSE	40.80	Home Depot
2/11/2020	MOUNT & BALANCE FOR STREETS FLEET VEHICLE TIRE	90.06	BIG DEAL
2/11/2020	LOCKING CASH BOXES FOR RECREATION OFFICE (BRYAN AND JERRY).	54.92	EON
2/11/2020	RECREATION STAFF APPAREL AND ATHLETIC BALL HAND PUMPS.	612.50	GO JO
2/11/2020	DVD FOR COLLECTION	13.90	AMAZON
2/11/2020	SPLIT - MACHINE SCREW/NUTS (17.06%)	5.96	SPLIT
2/11/2020	SPLIT - UTILITY KNIVES (82.94%)	28.98	SPLIT
2/11/2020	SPLIT - SHOP SUPPLIES (29.57%)	15.99	SPLIT
2/11/2020	SPLIT - SAFETY EYEWEAR FOR PARKS (16.63%)	8.99	SPLIT
2/11/2020	SPLIT - PARKS TOOLS (53.8%)	29.09	SPLIT
2/11/2020	SPLIT - BOOTS (90.22%)	169.99	SPLIT
2/11/2020	SPLIT - BOLTS, WASHERS, HINGES (9.78%)	18.43	SPLIT
2/11/2020	SAFETY WORKBOOT ANNUAL ALLOWANCE	180.00	REI
2/11/2020	PW UNIFORM COAT	139.94	AMZN
2/11/2020	PW UNIFORM COAT	119.99	AMAZON
2/11/2020	PW UNIFORM COATS	239.98	AMAZON
2/11/2020	CCCMA CONFERENCE HOTEL	232.20	GLWD SPRINGS
2/11/2020	CCCMA CONFERENCE HOTEL	338.48	GLWD SPRINGS
2/11/2020	MATERIALS TO REPAIR PARKS FENCING	123.06	Home Depot
2/12/2020	MEMBERSHIP DUES	45.00	CACEO
2/12/2020	WILSON WELLS BUILDING PATCHING & SURFACING	648.30	SHERWIN
2/12/2020	2020 PLANNER	12.15	AMAZON
2/12/2020	HR BOOK SHELF	38.83	AMAZON
2/12/2020	HR SCANNER & STAPLER	110.48	AMZN
2/12/2020	CELL PHONE CASE FOR MIKE CARRANO'S WORK PHONE	29.95	AMAZON
2/12/2020	PORTABLE PROJECTOR FOR MEETINGS	66.48	AMZN
2/12/2020	SUPPLIES	22.97	Home Depot
2/12/2020	PRINTER SUPPLIES	429.98	OFFICE DEPOT
2/12/2020	WILSON WELLS PUMP HOUSE HALOGEN BULBS & SUPPLY CONTAINERS	33.66	BOMGAARS
2/13/2020	RAIN GAUGES FOR MP.	497.15	FORESTRY
2/13/2020	TABLE FOR THE LAB	50.99	Walmart
2/13/2020	HEATERS FOR WILSON WELLS CIP PROJECT PAINT PREP	31.98	BOMGAARS
2/13/2020	CONFINED SPACE AIR BAG ATTACHMENT	476.97	GRAINGER
2/13/2020	MONTHLY TAB FILE GUIDES	11.55	AMAZON
2/13/2020	2020 CAMCA MEMBERSHIP	22.00	CAMCA
2/13/2020	APPLE INTERFACE DEVICE	79.00	AMAZON

2/13/2020	CLEANING/OFFICE SUPPLIES	103.45	EON
2/13/2020	PARKS R&M SKAG BLADE	71.85	DANS
2/13/2020	PARKS EQUIPMENT BLADE R&M	124.80	4 RIVERS
2/13/2020	VERTICAL ROLL COMPARTMENT FOR STORAGE AT WWTP	(54.99)	AMAZON
2/13/2020	WWTP VERTICAL FILE STORAGE & PHONE CASE FOR WORK PHONE	86.88	AMZN
2/13/2020	NEW LOGOS FOR FLEET VEHICLE	350.00	DYNAMICIMAG
2/13/2020	OFFICE SUPPLIES	75.02	EON
2/13/2020	SAFETY GLOVES	18.99	BOMGAARS

Total		38,677.16	
-------	--	-----------	--