



BOARD OF TRUSTEES
April 28, 2020
Meeting to be held electronically
SPECIAL MEETING CALLED BY THE BOARD AND THE MAYOR
Regular Meeting - 6:30 PM

This meeting will be held in accordance with Ordinance 8-2020. Sec. 2-2-85 (Virtual Meetings) of the Wellington Municipal Code, the Mayor has determined that a meeting in person would not be prudent because of the current COVID-19 Emergency. The meeting will be conducted electronically, board members may participate, and the public shall participate in the manner set forth

AGENDA

A. CALL TO ORDER

1. Join Zoom Meeting

<https://zoom.us/j/320850513>

Dial by your location

+1 346-248-7799

Meeting ID: 320 850 513

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

B. COMMUNITY PARTICIPATION

1. Public Comment

Community members have two ways to participate in the meeting:

1. Submit their questions ahead of time to the Deputy Town Clerk, sullivan@wellingtoncolorado.gov
2. Or use the comment box during the live video and staff will monitor the questions.

Individuals wishing to participate in Public Comments (nonagenda item) are requested to sign up on the chat. When you are recognized, state your name and address then speak to the Town Board of Trustees. Please limit comments to three (3) minutes.

2. Presentation

a. COVID-19 Update

- Guest Speaker: Tom Gonzales, Public Health Director for Larimer County

b. Wellington Main Streets Program - Quarterly Report

- Guest Speaker: Kallie Cooper, Executive Director, Wellington Main Streets Program

C. CONSENT AGENDA

1. Amended Special Board Meeting Minutes from March 26, 2020
2. Special Board Meeting Minutes from March 31, 2020
3. Board of Trustees Minutes from April 14, 2020
4. Work Session Summary for April 21, 2020

D. CHANGING BOARD MEMBERS

1. Oath of Office for Trustees

E. ACTION ITEMS

1. Resolution 10-2020- Officers, Boards and Commission Appointments 2020.
2. Resolution 11 -2020 - Appointing Mayor Pro Tem
3. Purchase Request: Crosswalk Safety Project
 - Staff Presentation: Vincent Gentry
4. Purchase Request: Dump Truck
 - Staff Presentation: Bob Gowing
5. Authorization of Capital Improvement Fund Allocation
 - Staff Presentation: Tyler Sexton
6. Resolution 13-2020 - Emergency Declaration

F. REPORTS

1. Town Attorney
2. Town Administrator
3. Staff Communications
 - a. Larimer County Sheriff's Office Report for March
 - b. Treasurer Report

4. Board

G. EXECUTIVE SESSION

1. Conferences with negotiators for the Board of Trustees as allowed pursuant to § 24-6-402(4) (e)(I), for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators relative to possible water acquisition.

H. ADJOURN

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

AGENDA ITEM SUMMARY SHEET

Wellington Town Trustee Meeting- April 28th, 2020

SUBJECT: Wellington Main Streets Program presentation to the Town Trustees and Mayor from Wellington Main Streets Program Executive Director Kallie Cooper

Summary:

The Wellington Main Streets Program provides quarterly updates to the Town Trustees regarding on-going projects, organizational updates, events, and future plans. **This update is for the months of February - April**

Item 1: Current projects

- *Murals:*
 - The “Greetings from Wellington” mural has started! This project will be completed by June 2020. The Main Streets Program will host a ribbon-cutting ceremony to celebrate the project and highlight the artists from Dynamic Image following the completion of the project.
 - We will be utilizing donated materials and services through Cottonwood Landscaping and BNSF Railroad to address landscaping options along the west-facing wall of the “Historic Train Depot” mural. The goal is the deter parking in front of the mural and improve the overall aesthetic. We will be installing “No Parking” signs in front of the mural in the next few weeks.
- *Annual Color*
 - Our seasonal flowers will be installed the week of May 11th-15th. We are excited about partnering with the Town of Wellington and our local businesses **that have donated \$2,100 this year** to add some life and color into the downtown. We appreciate your support and look forward to sharing the photos with all of you!
- *2020 DOLA Mini-Grant (Crosswalk Project)*
 - We received our purchase order for the 2020 Mini-grant funding on April 8th. This funding is to be directed towards the crosswalk project facilitated by the Town of Wellington to be completed no later than December 31st, 2020. **This grant is worth \$5,000.** Additional funds may still be available through the Main Streets Program pending the rescheduling of our fundraising events.
- *Downtown Beautification Projects – Downtown Banners and Outdoor Furniture*
 - A few of our downtown beautification projects that were planned for the Spring/Summer of 2020 may be delayed due to event cancellations. The fundraising from these events is intended to support these projects and they will hopefully happen later this year.
- *COVID-19 Promotion and Resource Efforts*
 - Kallie has been designated the Services and Support Branch Director for Businesses as part of the Incident Command System
 - Kallie has been collecting support links and funding resource information for small businesses and adding them to the web page www.wellingtonmainstreet.org/covid-19 that was created by Megan Larson with MRock Creative. Businesses have been directed to utilize this resource list and contact the Main Streets Program with any additional questions.
 - The Main Streets Program, in collaboration with the Wellington Area Chamber of Commerce, worked to install “Take Out and Curbside Pick-Up Available” signs outside all of our local restaurants as well as “Yes! We’re Open” signs on all businesses that are remaining partially or completely open during the covid-19 stay-at-home order. We have also been partnering to do “well-checks” on all our businesses individually to see how we can help them.
 - Through the month of April, we are hosting a “#WellingtonStrong Bingo” challenge to encourage residents to support local businesses by doing things like purchasing gift cards and ordering take-out or delivery from local restaurants

- We have published two articles highlighting business support options with North Forty News and are actively using social media outlets to encourage local business support and offering several ways for the community to be involved.
- We hosted a Facebook Live Front Porch Happy Hour at Soul Squared on March 27th to talk about our promotional efforts and how we are supporting businesses downtown.
- As of April 8th, the Chamber, Main Streets, and Town of Wellington were working together to collect funding-related resources and helping direct businesses to banks and lenders that are available to help them apply for the PPP and SBA Loans.
- The Town of Wellington, Chamber of Commerce, and the Main Street Program will be working on initiating a business webinar, including the Mayor, to answer questions from our business owners and continue offering support.
- The Larimer County Business Retention and Expansion Partnership issued a survey and we are encouraging businesses to fill this out as soon as possible. We are collecting this information to better serve our business community in our response and recovery efforts.
- As a result of these efforts, several of our downtown businesses are still functioning between 50-60% of their average sales.

Item 2: Events

- *The Wellington 0.5K Fun Run*: Due to COVID-19 safety concerns, the 0.5K Fun Run has been postponed. We are hoping to reschedule this event for late summer/early fall.
- *Wellington Brewfest*: The status of the Wellington Brewfest, scheduled for June 6th, 2020 is remaining fluid in light of COVID-19. As of now, breweries and sponsors are still moving forward with the project and the committee will continue to be flexible as we get closer to the event.
- *Well-O-Rama*: This event is scheduled for August 8th from 3:00 – 7:00 pm in Centennial Park. We will be hosting three bands as well as food trucks, vendors, beer garden, and activities for kids/families. **This event has already raised over \$5,000 in sponsorships and in-kind donations. Additionally, this event is the recipient of the Bohemian Foundation grant (\$2,500) and the Mishawaka Foundation Grant (\$500).** The Well-O-Rama planning committee will be researching the use of alternative funding resources and crowdfunding in order to raise the necessary funds to continue with this event. As with our other events, we will continue to be flexible as the coronavirus situation progresses over the next several months.
- *2020 Photo Contest*: In light of the coronavirus pandemic, the Town of Wellington, Wellington Chamber, and Main Streets Program will be discussing an alternative end date for this project. The goal was to have entries on display at the ED/Main Street office with voting taking place at the end of June. This timeline will need to be modified and we will have updates at a later date.

Item 3: Other:

- Tastemade and Realtor.com “Beyond the Block” Filming
 - Unfortunately, the crew from Tastemade had to postpone the filming of “Beyond the Block” in Wellington in March. They are still interested in filming the segment and hope to return this summer.
 - Thank you to all of the volunteers and Town staff that worked so hard to prepare for this! Let’s hope that we can still make this happen this year and promote our wonderful downtown!
- DDA Facilitation
 - The Main Street Program utilized DOLA contracting services to host a Strategic Planning Session / DDA Conversation on February 24th. Members of the Town staff and Board of Trustees were invited to attend a portion of the event and contribute to our long term visioning and conversation regarding the establishment of a DDA in Wellington.
 - Following this meeting is was the recommendation of the Main Streets Board that the Town Trustees issue a formal request to the MS Board President to move forward with providing the contract services to implement a DDA in Wellington. **These contract services are valued at roughly \$30-45K.**

Thank you for your ongoing support. We welcome your questions, concerns and comments! We would love to hear from the Trustees regarding what they would like to see from this program.





Board of Trustees Meeting

Date: April 28, 2020

Submitted By:

Subject: Amended Special Board Meeting Minutes from March 26, 2020

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Board of Trustee Minutes from March 26, 2020
2. Advanced Written Questions from Public to Clerk
3. Letter from Chamber Directors
4. Letter from Linda and John Knaack

BOARD OF TRUSTEES
March 26, 2020
LEEPER CENTER – 3800 WILSON AVE.

REGULAR MEETING – 6:30 PM

MINUTES

A. CALL TO ORDER

The Special Board Meeting was called to order at 6:30 p.m., 3-26-2020 conducted electronically per Ordinance 8-2020.

1. Pledge of Allegiance

2. Roll Call

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TRUSTEES PRESENT: JOHN JEROME, TIM WHITEHOUSE, JOHN EVANS, WYATT KNUTSON, DANIEL SATTTLER, TROY HAMMAN

TRUSTEES ABSENT:

PRESIDING: TROY HAMMAN, MAYOR

ALSO PRESENT: ED CANNON, TOWN ADMINISTRATOR
KELLY HOUGHTELING, ASSISTANT TOWN MANAGER
CYNTHIA SULLIVAN, DEPUTY CLERK
BRAD MARCH, TOWN ATTORNEY OFFICE

B. ACTION ITEMS

1. Personnel Issues Town Administrator Position

Mayor Hamman said The Board of Trustees as part of the Town Administrator's evaluation process received evaluations from Board members and staff. Those evaluations were reviewed by the Board in executive session on March 24, 2020 with the Town Administrator's consent. Concerns were voiced surrounding the administrator's performance. This meeting is to allow the opportunity for Board members to take action regarding the administrator's contract. He said a motion will be made and outlined public participation.

Mayor Hamman opened for public comment input. Ms. Houghteling said questions and had been submitted prior to the meeting and will be included with the minutes. Listed below are public questions and comments from the meeting.

Brian Robertson What issues and performance evaluation has led to this emergency removal? A- Mayor Hamman said the evaluations were discussed in executive session. A majority of the Board members feel an action needed to be taken.

Jon Gaiter

1. What are the charges against the town administrator? Mr. March stated that by statute there was a need for the Board to present charges and offer a hearing, but that Mr. Cannon had waived these rights in writing so long as the Board was willing to make the severance payment called for by the Administrator's contract.

2. How many times was the Town Administrator talked to about his failures in these areas, and was it verbal or written? Trustee Sattler said the Town Administrator is being terminated without cause there are no charges or written warnings. Colorado is a no cause state.

3. We are currently in the middle of a global pandemic and our Town Administrator is a key part of our town's response. Why can't the Board wait 2 months until the crisis stabilizes to take this action? What part of the town is at risk if he remains? Trustee Sattler said Chief Green has an incident command and he could better respond to risks and steps that if any that need to be taken. He said roll of the incident command would not change. Trustee Whitehouse said the impact would not be on the incident command, but with town administration. Trustee Jerome said this action is based on the Town Administrator's evaluation. Trustee Whitehouse did not feel there was much of an evaluation.

Rebekka Kinney

We are in the middle of a crisis. In the middle of a global crisis that is devastating our town and businesses: How could anyone be in support of leaving our community without an administrative leader during this time? This type of change will cast doubt for all our staff and residents. This cannot be trusted as driven for the well-being of our town when it will cause chaos and stress during a critical time. I recognize there are concerns. We can manage legitimate concerns through constructive mediation methods or improvement plans as we focus now on surviving this storm. Her concerns were that the citizens should have the right to know what the issues have been and that even Board members have not had ample time to review the material. Trustee Sattler said there were issues and frustrations with Mr. Cannon that should not be discussed with the public. The town is still working on the safety of the community. There was further discussion on this issue and how the town will move forward.

BL - (Beth)

Why isn't Mr. Cannon commenting and why is the Board not answering questions. Mr. March explained how the executive session works and that action cannot be taken in executive session, so a special meeting was scheduled. The Board has had a couple of days since the executive session to review all the evaluations. Mr. March said the contract does allow for the Board to terminate the contract for no cause if the Board loses confidence in the Town Administrator.

Brian Robertson

Which Board members terms are expiring and being filled with this election? Mr. March said there is a vacancy on the board, Trustee Sattler, and Trustee Evans.

Hanna –

Whether this firing affects the town or not. I'm concerned that the board is willing to fire someone publicly without providing a reason. Further, doing so within a regular meeting instead of waiting to put it on the next agenda. I understand you may not be required to provide a reason, but the lack of accountability is concerning.

Jon Slutsky read a statement from four directors of the Wellington Chamber of commerce. (see attached statement) Mr. March stated that there was no action taken at the meeting after the executive session. Mr. Slutsky said their comment is to allow Mr. Cannon to continue his duties.

Travis Stevens

When was Mr. Cannon's evaluation initially? Mr. March said the evaluation on March 24 was the second evaluation since Mr. Cannon was hired.

Jason

Is the evaluation available to the public? Mr. March said as a personnel matter it is not available to the public.

Melissa Kamm

Who makes the final decision? Are you holding a meeting for the townspeople to be involved? If so, we cannot make an educated decision without the proper information. If not, why bother having this meeting and have us involved? Mr. March legally the purpose of the meeting is so the Board can take an action. One of the obligations of the Board is to hire or fire the Town Administrator.

Jon and Linda Knaack

Why does this need to happen immediately and so fast? The perceptions give the appearance of secret and so close to election? Does the current board not believe the new elected board would make good decisions based on facts? Mayor Hamman said this Board wanted to make that decision.

Justin Williamson

The Board is going to remove the town manager two weeks prior to an election during an emergency meeting where public input is difficult, and comments cannot be heard well. Boards response to removing the town manager during crisis was that nothing will change. But the town will be running with only the assistant administrator during a time of crisis, when normally both the town administrator and assistant administrator is busy.

Kent Allen

How can the community be assured this is not politically motivated? This action at this time, prior to an election that could swing the decision is highly questionable.

Brian Robertson

North Forty News article cites a few concerns: He gave himself a 12% raise without trustee approval; did not follow purchasing policy when hiring a company to design the town's logo; and tried to shift funds to hire an assistant and made changes to the budget without trustees' approval. Are those the foundation for this immediate action?

Mayor Hamman closed the public comment and brought it back to the board for comments.

Trustee Sattler stated this was not a behind closed door conspiracy. He lost confidence in Mr. Cannon as a Town Administrator and leader.

Trustee Evans said this is the process that the Board follows to evaluate the Town Administrator.

Trustee Jerome said this has been a year in the coming and he also has lost confidence.

Trustee Whitehouse said at this moment with the current crisis it is not the right thing to do to remove the town administrator.

Mayor Hamman said there has been contention between Mr. Cannon and a few of the Board members. This has been happening over the past year and the board has tried to address concerns and they have been brought up in meetings. He disagrees with the timing of this action.

TRUSTEE John Jerome Moved, AND TRUSTEE Wyatt Knutson seconded to Immediately Terminate Ed Cannon's Contract. Motion Passed four to two.

2. Appointment to Fill Vacancy Town Officer(s)

Mr. Cannon expressed his gratitude for the last three years and of the wonderful opportunity to work for the town of Wellington. When he was hired there were a lot of changes being made. There was a new Mayor, the Finance Director resigned, and the dismissal of the previous Town Administrator was pending. There was an issue with taste and odor of the water and issues with the Boxelder Stormwater Authority. He was approached by the Board and Mayor to be progressive and the Business Community about problems working with the Town. He spoke about policies that were evaluated and put into place and functions that were brought in house instead of contracting the services out. He is proud of innovations made by staff. The partnership with businesses has become stronger and Economic development is moving forward. He respects the Board's decision based on the procedures. He expressed thanks for the opportunity to work with the community.

Mayor Hamman thanked Mr. Cannon for his service.

Mr. March said the next action is to appoint someone to serve as Interim Administrator/Clerk. Mr. March advised that he had been asked to speak with Kelly Houghteling, the current Deputy Administrator about serving as Interim Town Administrator/Clerk, that she has been recommended by Mr. Cannon and Had expressed a willingness to assume the position on an interim basis.

Gary Green said the Fire Protection District has full faith in the abilities of Ms. Houghteling.

Mr. Gaiter asked if the Board has had conversations with Ms. Houghteling to insure, she can take on this position as well as continue in with the job she is currently doing? Mr. March said he has had that discussion and she feels she can handle both positions. Mayor Hamman said the board has evaluated Ms. Houghteling and she is prepared and qualified.

Sgt. Rairdon said the Sheriff's office also is confident of Ms. Houghteling ability.

TRUSTEE JOHN EVANS MOVED, AND TRUSTEE JOHN JEROME SECONDED appointment of Kelly Houghteling to the position of Interim Town Administrator/Clerk. Motion passed unanimously.

C. ADJOURN

Seeing no further business, the Board adjourned at 7:32 p.m.

Questions for Meeting 3/26/2020

Jon Gaiter

1. What are the charges against the town administrator?
2. What is the documentation to back up those charges?
3. How many times was the town administrator talked to about his failures in these areas, and was it verbal or written?
4. Did the board of trustees work with the town administrator on a plan to address the issues at any point?
5. We are currently in the middle of a global pandemic and our Town Administrator is a key part of our town's response. Why can't the board wait 2 months until the crisis stabilizes to take this action?

Rebekka Kinney

We are in the middle of crisis. In the middle of a global crisis that is devastating our town and businesses. How could anyone be in support of leaving our community without an administrative leader during this time? This type of change will cast doubt for all our staff and residents. This cannot be trusted as driven for the well-being of our town when it will cause chaos and stress during a critical time. I recognize there are concerns. We can manage legitimate concerns through constructive mediation methods or improvement plans as we focus now on surviving this storm.

I've been a volunteer for the town for years both as a concerned citizen and a planning commissioner, participating in many meetings with Ed. I have always been impressed with his wealth of knowledge and capability. He has gathered an incredible team that shares his passion for our wonderful town. He has had so many accomplishments and his goal is to strategically prepare Wellington for the future. He has an open door policy where anyone can come to him with concerns, questions, or guidance. This is not a time for politics and ulterior motives. This is a time to hunker down with our amazing staff and support the folks of Wellington.

Please pass this message along as best suited. The focus on this, instead of where it should be, has made me so very discouraged about our board and the vision, motivations, and direction of our town.

Julie Miller

- 1) How does removal of the current town administrator, Ed Cannon, help our community RIGHT NOW with the safety and health of our community? If there are concerns, they can be addressed after this crisis has subsided.
- 2) Why has this happened so quickly and in secrecy? It looks like the Board is railroading him out of a job.

3) Does the timing have to do with the upcoming elections of 3 potentially new Trustees and a lack of support to garner votes to dismiss the town administrator? The whole thing looks fishy and it looks like there is a personal agenda going on. It looks like the Board is being unethical - and maybe not operating in legal confines.?

Mayor Hamman and Trustees,

We are writing as Directors and Members of the Wellington Area Chamber of Commerce.

The Wellington Area Chamber of Commerce values our relationship with the Town of Wellington and the bright future that we see ahead. We have a great collaboration and enjoy the benefits of MOUs with both the TOW and the Wellington Mainstreet Program. We are positioned to grow and improve our town and our quality of life. This is in no small part the result of your work and dedication. For this reason, the proposed dismissal of our Town Administrator, Ed Cannon, is confusing as he has orchestrated and contributed to these collaborations and has helped you set the stage for the new chapter that Wellington is ready to write. We ask that you consider...

The manner that this dismissal is proceeding is perplexing to us. We question the wisdom of removing a well-respected and qualified Town Administrator in the middle of a health crisis the scope of which we have never experienced. Furthermore, it is disturbing that our Council could do this in its last meeting before an election that could unseat two of its trustees and will fill an open seat, and then, saddle the new Council with the job of searching for new candidates, interviewing them and then hiring a replacement for the very excellent administrator that we currently have. All while the new members will be learning how to be trustees and manage a community. Finally, how fair and just is it to do all of this virtually behind closed doors in a time of community crisis when this could easily wait until we are nearing normalcy. We understand that personnel matters are generally handled in a private setting, but this is different because it is being carried out in a public hearing and necessitates in-person public comment which cannot occur given our current health restrictions. Our townspeople and our businesses are in crisis, not our government. Why add to the atmosphere of uncertainty?

Absent criminal conduct on his part, we urge that this is not the time to remove our town administrator. We ask that you reverse the decision made on Tuesday and allow Ed Cannon to resume his duties as Town Administrator.

Jon Slutsky

Mary Council

Heidi Cross

Directors of the Wellington Area Chamber of Commerce

March 26, 2020

Dear Mr. Mayor and Board of Trustees,

We are writing this as a public comment/statement in concern with the motion to remove Mr. Ed Cannon from his position as Town Administrator.

Please reconsider the motion at this time?

I Linda, am a Wellington native and we are Mainstreet business owners, It VERY UNSETTLING that this decision was so abruptly proposed and is perceived as a secret/behind closed doors discussion. This is not what our town needs right now. This seems unnecessary and is taking away valuable time from our town administration right now during this time we as citizens and business' need them most.

This seems very irresponsible and extremely unethical. Timing also seems suspicious especially during an active election of 3 Town Trustee positions and during this Pandemic situation.

Has the ENTIRE board considered the ramifications to our town by letting a main town leader go at this fragile time? Has the board been responsible to take corrective action with Mr. Cannon as to the reasons he is being removed? WHY IS HE BEING REMOVED?

This is just not the right time!!

Respectfully,

Handwritten signature of Linda & John Knaack in black ink. The signature is written in a cursive style, with 'Linda' and 'John' clearly visible, followed by 'Knaack'.

4214 White Deer Ln

Wellington, CO 80549



Board of Trustees Meeting

Date: April 28, 2020
Submitted By: Cynthia Sullivan, Deputy Clerk
Subject: Special Board Meeting Minutes from March 31, 2020

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Draft Board Minutes for March 31, 2020
2. Letter from Jon Gaiter

BOARD OF TRUSTEES
March 31, 2020
LEEPER CENTER – 3800 WILSON AVE.

Special Meeting - 6:30 pm

MINUTES

A. CALL TO ORDER

The Special Board Meeting was called to order at 6:30 p.m., March 31, 2020 conducted electronically per Ordinance 8-2020.

1. Zoom Meeting
2. Pledge of Allegiance
3. Roll Call

TRUSTEES PRESENT: DANIEL SATTLER, TROY HAMMAN, WYATT KNUTSON,
JOHN JEROME, TIM WHITEHOUSE, JOHN EVANS

TRUSTEES ABSENT: NONE

PRESIDING: TROY HAMMAN MAYOR

ALSO PRESENT: KELLY HOUGHTELING, INTERIM TOWN ADMINISTRATOR
CYNTHIA SULLIVAN, DEPUTY CLERK
CODY BIRD, TOWN PLANNER
BRAD MARCH, TOWN ATTORNEY OFFICE

4. Amendments to Agenda
5. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment
Jon Gaiter, 8132 4th St, gave a statement (see attached)

Tony Lipscomb, Smoke Signal Way, said the City of Fort Collins has closed their parks. He has observed people allowing their children to play in the parks with no

observance to social distancing. Will the town be closing our town parks. Ms. Houghteling said this was discussed in the town staff meeting. Public works is monitoring the situation and a decision will be made tomorrow.

Melissa Whitehouse, 3922 Grant Ave., asked if the COVID-19 assistance will be available for all the businesses in town to provide high speed internet. Mayor Hamman said high speed internet is something the town could look into. As a small business owner, he has been looking at what business relief can be used for.

C. CONSENT AGENDA No items on the agenda.

D. ACTION ITEMS

1. Cancellation of April 7, 2020 Board of Trustees Meeting

Ms. Houghteling said that Board of Trustee meetings have been set up for every Tuesday. The cancellation is due to it being on election day and staff would need to be present for the elections process.

Mayor Hamman said if a special meeting was needed it could be scheduled for another day. Mr. Gaiter agreed with the cancellation to allow staff to focus on the election.

TRUSTEE JOHN JEROME MOVED, AND TRUSTEE JOHN EVANS
SECONDED to cancel the Special Board Meeting on April 7, 2020. Motion passed
unanimously.

2. COVID-19 Town Update

Ms. Houghteling gave an update on the current situation in the state, county and Wellington. She pointed out that there is limited testing availability in Larimer County. The County has issued a stay at home order until April 15, 2020. The town issued an emergency declaration until April 14, 2020. The Town's programs, and facilities, are closed to the public. She gave an update on the procedures and policies for utilities. planning and building and meetings. The Election is going forward since it is mail out ballot. Voters may drop off their ballots in the utility box in front of Town Hall. Finance is looking at our revenues and we are looking at what capital Improvement Projects (CIP) may need to be pushed out or cut. This will be brought to the board at a future meeting. Ms. Houghteling gave a list of resources for assistance or to volunteer. There is also a list of resources for small businesses.

Mayor Hamman mentioned the possibility of pushing out the emergency order to the end of April. Ms. Houghteling said staff is monitoring the situation and will inform the Board if an extension is needed.

3. Intersection Design at State Highway 1 and County Road 9 / County Road 62E

Mr. Bird said this item is for a funding request and a contract amendment. This is for a conceptual design for the intersection at County Road 9 and Highway 1 and County Road 62 E. The town is seeking conceptual option for the redesign of the intersections. The project will be funded by the Town, County, CDOT, the School District and future developments. The town has existing contracts with Logan Simpson Design Inc. for the comprehensive plan and with Felsburg, Holt and Ullevig (FHU) for the transportation master plan. There have been communications with both companies to modify the scope of their contract to include these designs. The increase in cost for the contract is estimated at \$70,000. This was not budgeted so a funding source still be needed. There likely will need to be a future amendment to the budget.

Trustee Jerome asked if Mr. March had reviewed the amendment to the contract and if so, was he comfortable with it. Mr. March said he had reviewed the amendment to the contract.

Trustee Jerome asked that funds not be taken by amending the budget, but to find another way to fund the project.

Trustee Whitehouse was concerned about taking money from the I-25 intersection and suggested taking money from the bike trail project since it is on hold.

Trustee Sattler said he would like the opportunity to review the CIP and the budget to see if there is any leeway in some projects. Ms. Houghteling said staff could have something ready by the April 14th meeting.

Trustees Knutson and Evans agreed with the need for a review.

Don Irwin, of 3490 Timberwolf Cir. said that both of these roads are outside of town. Why is the County not paying part of the study?

Mr. Bird explained that it is a priority for the town because these roads will eventually be part of the town. Once the town has figured out the proportion of the construction project that would be assessed for each of the entities, the town will request the funding contributions.

Mr. March asked if this needed to be approved tonight. Mr. Bird said staff would like the approval for the contract amendment, but the funding could wait until the next meeting.

Trustee Whitehouse asked for clarification on the amount for the contract amendment. Mr. Bird said it would be for \$70,000.

Mr. Gaiter was concerned about having to amend the budget. He said there might be money available from the land acquisition fund.

The Board asked that funding be discussed at the meeting on April 14, 2020.

TRUSTEE TIM WHITEHOUSE MOVED, AND TRUSTEE DANIEL SATTLER SECONDED to approve the contract amendment with Logan Simpson Design Inc. to included additional services for roadway conceptual design in an amount not to exceed \$70,000. Motion passed unanimously.

4. Interim Town Administrator/Clerk Employment Agreement

Mr. March said this is a standard contract used for past Town Administrators with the following changes.

- The salary proposed would be \$117,000.
- Retirement plan contribution were envisioned.
- In the event the interim administrator is not ultimately hired to the position of Town Administrator or the Board chooses someone else for that position – the board understands that Ms. Houghteling would like to retain her previous Deputy Administrator's position and the Board will take this into account in any new hiring.
- No severance package is included in the contract.
- Quarterly overview with the Board is called for by the contract.
- The contract was modified to require prior Board approval of educational development activities and costs is required by the contract.

TRUSTEE DANIEL SATTLER MOVED, AND TRUSTEE JOHN EVANS SECONDED to approve the Interim Town Administrator/Clerk's Employment Agreement with amendment for education. Motion passed unanimously.

E. REPORTS

1. Town Attorney

2. Town Administrator

Ms. Houghteling Interim Town Administrator thanked the unified command structure group for all the good work they are doing.

3. Staff Communications

4. Board

F. EXECUTIVE SESSION

G. ADJOURN

Seeing no further business, the Board adjourned at 7:22 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.

Mayor and Board of Trustees,

I have some concerns that I feel need to be shared with the Board of Trustees. The conduct of certain members of the Board of Trustees in the March 26th, 2020 meeting was incredibly concerning to both myself and other citizens of our town. In the course of public comment during the meeting, there were several legitimate concerns brought to the attention of the board of trustees. Certain members of the board chose to not address the concerns of these citizens. At the conclusion of the meeting, several citizens including myself felt that their concerns were completely ignored.

I would like to remind the board that the Wellington Municipal code Sec. 2-6-20 (a) states that **"The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people;"** not only that but it also **"that public officials and employees maintain a standard of conduct that will inspire public confidence in the integrity of the government."** I believe that the impression given at the March 26th, 2020 special meeting was that the board's agenda was more important than answering the citizens' questions before making their decision.

I would like to reiterate that my concern at this time is not with the board's decision, but the manner in which they interacted with the citizens. The Wellington Municipal Code Sec. 2-6-20 (b) states that **"The public judges its government by the way public officials and employees conduct themselves in the posts to which they are elected or appointed. The people have a right to expect that every public official and employee will conduct himself or herself in a manner that will tend to preserve public confidence in and respect for the government he or she represents."**

The code clearly states that the board is responsible to the people and should inspire confidence. The failure to answer most questions to the best of the board's ability during the special meeting undermines both of these. It is reasonable for citizens to expect more than the minimum from their elected officials.

I thank you for your consideration,

Jon Gaiter
8132 4th St.
Wellington, CO 80549



Board of Trustees Meeting

Date: April 28, 2020
Submitted By: Cynthia Sullivan, Deputy Clerk
Subject: Board of Trustees Minutes from April 14, 2020

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Draft Board of Trustees Minutes from April 14, 2020

BOARD OF TRUSTEES
April 14, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 pm

MINUTES

A. CALL TO ORDER

The Regular Board Meeting was called to order at 6:30 p.m., April 14, 2020 Meeting was held electronically per Ordinance 8-2020.

1. Zoom Meeting
2. Pledge of Allegiance
3. Roll Call

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

TRUSTEES ABSENT: TIM WHITEHOUSE

PRESIDING: TROY HAMMAN MAYOR

ALSO PRESENT: KELLY HOUGHTELING, INTERIM TOWN ADMINISTRATOR
CYNTHIA SULLIVAN, DEPUTY CLERK
CODY BIRD, TOWN PLANNER
BOB GOWING, PUBLIC WORKS DIRECTOR
MIKE CARRANO, WWTP SUPERINTENDENT
TYLER SEXTON, ASSISTANT FINANCE DIRECTOR
BRAD MARCH, TOWN ATTORNEY OFFICE

4. Amendments to Agenda
5. Conflict of Interest

B. COMMUNITY PARTICIPATION

1. Public Comment

Rebekka Kinney, of 3738 Harrison Ave., commented that the engagement session was very helpful.

Christie Cannon, of 6886 Meade St., suggested keeping the zoom meetings because they are easier to hear and to see the information.

C. CONSENT AGENDA

1. Special Board Meeting Minutes from March 17, 2020
2. Board of Trustee Minutes from March 24, 2020
3. Special Board Meeting Minutes from March 26, 2020

There was a comment by the Mayor added to the March 26, 2020 Minutes. It will be amended at the next meeting.

TRUSTEE WYATT KNUTSON MOVED, AND TRUSTEE JOHN EVANS SECONDED to approve the consent agenda. Motion passed unanimously.

D. ACTION ITEMS

1. COVID-19 Update

Ms. Houghteling reviewed the current situation from the State, County and Wellington. The next item will be to extend the emergency order to match the town's State and County partners. She reviewed what the town is currently doing regarding the following

Town facilities are still closed to the public, this includes Town Hall, Library, Senior Center, Recreation Office, all playgrounds, picnic areas, basketball courts, and dog park.

Recreation – Spring season cancelled. Delaying summer registration until late April. Offering virtual classes. Working on credits and refunds.

Utility billing will not disconnect service to customers until further notice.

Municipal court - suspended until May 6, 2020

Building inspection - SafeBuilt electronic plan review processes and video inspection services when possible and appropriate.

Comprehensive plan - Engaged Parks Advisory Board at 4/8/2020 virtual meeting and received great input on parks and trails components

Code enforcement - Not enforcing normal requirements regarding use of campers / RV's.

CAC Events - Fishing Derby moved to September. Fourth of July – continuing to monitor the situation.

Finance – Discussing revenue projections and CIP postponements tonight. FEMA Assistance Applicant.

Community Support through Wellington Resources, Community Volunteer Signup, and Wellington Food Bank has a donation box at Ridley's.

Business Support #WellingtonStrong and other resources for businesses. Check out NoCoRecovers.com.

Mayor Hamman said through working with other community leaders he has seen that the Wellington team has been doing more than most other communities. Thank You.

Christy Cannon, 6886 Meade St., commented on the positive feedback from the businesses on the cooperation between the Town, the Chamber of Commerce and the Main Streets Program.

2. Emergency Declaration Extension to April 26, 2020

Ms. Houghteling said the Mayor's emergency declaration expires today. This proposed action would to extend the deadline to April 26th in line with the State and County.

Mr. March said the 26th is on a Sunday and the next regular Town Board meeting is on the 28th. He suggested extending until that date, so the matter does not need to be considered at the meeting next week. Trustee Jerome said since our procedure is to have the Board approve the extension it would make sense to have it expire on that date. Trustee Sattler and Knutson agreed with the choice to extend to the 28th.

TRUSTEE JOHN JEROME MOVED, AND TRUSTEE DANIEL SATTLER SECONDED to extend the Emergency Declaration to April 28, 2020. Motion passed unanimously.

3. 2020 Revenue Overview and Budget Considerations

Ms. Houghteling said this is the first conversation about the budget and Capital Improvements Program (CIP) items. She said that Wellington is a little different than other communities because of lower dependence on sales tax revenue. She spoke about the uncertainties of regarding the severity of revenue decline and the length of recovery.

Mr. Sexton reviewed six areas of possible reduction in revenue and the percentage of reduction as follows. Sales Tax 10% less, Building Use Tax, Motor Vehicle Use Tax and Impact Fees 15% less and Interest Income 50% less. Trustee Sattler asked if internet sale tax was reviewed. Mr. Sexton said he has not seen a trend concerning internet sales tax. He said it will take about 3 months of returns to see how trends will impact revenues.

Rebekka Kinney, of 3738 Harrison, said TDS is providing free internet and that might impact sales tax revenue. Mr. March said TDS pays a franchise fee and questioned whether sales taxes were charged.

Mr. Sexton said staff had reviewed the budget regarding CIP and Operations for estimated savings of \$2,311,510. Mayor Hamman asked where those reductions came from. Mr. Sexton said he reviewed the projects with Mr. Gowing. There are projects that might be cut or pushed to next year.

Ms. Houghteling mentioned some projects that had not been budgeted for this year like the Crosswalk Safety Project and the Highway 1 and at CR9 intersection planning.

Jon Gaiter, 8132 4th St., had a question about increased costs associated with the interim Town Hall and the Comprehensive Plan. Mr. Bird said the original budget for the Comprehensive Plan was \$200,000 of which \$150,000 was paid in 2019 and \$45,798 rolled over into 2020. Ms. Houghteling said the \$87,000 for the interim Town Hall is shown to reflect that staff is still working on the project.

Ms. Kinney commented about the importance of Economic Development and getting businesses back on track.

Kallie Cooper, 3850 Hayfield St, said the Safe Routes to School Grant is still available and could be used for the Crosswalk Safety Project.

E. REPORTS

1. Town Attorney

2. Town Administrator

- Future Town Hall Community Workshop Results

Ms. Houghteling reviewed the results from the community meetings held for the Future Town Hall.

John Jerome asked if there would be a steering committee meeting scheduled. Ms. Houghteling said that would be the next phase of the project.

There was a discussion on the public input regarding location.

3. Staff Communications

Mr. Gowing updated the Board on the following: Wilson wells, Wastewater Treatment Plant Master Plan, Water Treatment Plant and B-Dams.

- Larimer County Sheriff's Report for February

4. Board

F. EXECUTIVE SESSION

G. ADJOURN

Seeing no further business, the Board adjourned at 7:40 pm.

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: April 28, 2020

Submitted By:

Subject: Work Session Summary for April 21, 2020

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Draft Special Board of Trustees Minutes for April 21, 2020

BOARD OF TRUSTEES
April 21, 2020
LEEPER CENTER – 3800 WILSON AVE.

Regular Meeting - 6:30 pm

MINUTES

A. ITEMS

The Regular Board Meeting was called to order at 6:30 p.m., April 21, 2020 Meeting was held electronically per Ordinance 8-2020.

1. Zoom Meeting
2. COVID-19 Update

Ms. Houghteling reviewed the current situation from the State, County and Wellington. She explained that the Town staff is abiding by the mandatory face covering for employees working in the office. Public works employees have been doing this for the last three weeks. She reviewed the Governor's step-down phasing program and gave examples of each phase. Phase one is Stay at Home, Phase two is Safer at Home and Phase three is Protect our Neighbors.

Ms. Houghteling reviewed the resources that are available through the website for individuals as well as businesses.

At the next meeting Tom Gonzales from the County Health Department will be a guest speaker.

There was discussion about the board and committee appointments at the next meeting. Mr. March said that the Mayor has been working on filling positions on the boards and committees and would like this to be part of the consent agenda because of the length of the action items on the agenda.

Jon Gaiter, of 8132 Fourth St, asked how the appointments could be on the consent agenda if they need to be approved by the new board members. Mr. March said staff is looking at two consent agenda.

Seeing on further business the board adjourned at 6:41p.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: April 28, 2020
Submitted By: Cynthia Sullivan, Deputy Clerk
Subject: Oath of Office for Trustees

EXECUTIVE SUMMARY

Process to seat the newly elected officials. Each official will take the oath of office as newly elected trustees.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

None



Board of Trustees Meeting

Date: April 28, 2020

Submitted By:

Subject: Resolution 10-2020- Officers, Boards and Commission Appointments 2020.

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Resolution 10-2020 Officers boards and commission appointments 2020 revised

TOWN OF WELLINGTON RESOLUTION NO. 10 - 2020

RESOLUTION APPOINTING CERTAIN TOWN POSITIONS OR BOARDS OR CONFIRMING AND APPROVING APPOINTMENT TO CERTAIN TOWN BOARDS.

Whereas, the voters of the Town of Wellington elected new Town Board members on April 7, 2020; and

Whereas, new Wellington Town Board members have properly taken the oath of office and are now serving as members of the Wellington Town board; and

Whereas, the Mayor of the Town of Wellington is charged by Article 2 of the Wellington Town Code with appointing members of various Town Boards and the Wellington Town Board is charged with confirming or approving the Mayoral appointments; and

Whereas the Mayor has appointed members to serve on various Town boards which the Mayor is entitled to appoint; and

Whereas, various board positions have previously been filled by appointment and terms are so noted below; and

Whereas, there are certain vacancies on town boards and the deputy clerk has requested that applications to serve on boards be filed and the time for applying for vacant positions has not yet expired or the applications have not be reviewed; and

Whereas, for positions listed as vacant the Town intends to make appointments within the next 90 days to fill vacancies.

NOW THEREFORE, the Town Board of the Town of Wellington, Colorado takes the following actions and makes or approves or confirms the following appointments to offices, boards, commissions and other positions:

- 1) **Board of Adjustments**, Town code at Sec. 2-11-20 provides that the Board of Adjustment shall consist of five (5) members and two (2) alternates appointed by the Board of Trustees with citizen appointments for three year terms . The following have been or are appointed to the Board of Adjustments:

Eric Wayker	-	Term 2023
Mike Steely,		Term 2023
Don Irwin,		Term 2021
Wyatt Knutson, Alternate 1 - Town board member		Balance of Trustee term
John Jerome, Alternate 2 - Town board member	~~~~~	Balance of Trustee term
Vacancy		
Vacancy		

- 2) **Community Activities Commission**, Town code at Sec. 2-7-20 provides that the Community Activities Commission shall consist of five to seven members, serving three year terms,

appointed by the Mayor and approved by the Board of Trustees. The following have been or are appointed to the Community Activities Commission:

Richard Bacon	Term 2021
Diana Freeman	Term 2021
Steve Sarno	Term 2022
Jon Gaiter Board of Trustee Liaison vacancy	Three years of Balance of Trustee term

- 3) **Parks Advisory Board**, Town code at Sec. 2-13-20 provides that the Parks Advisory Board shall consist of five to seven members, serving three year terms, appointed by the Mayor and approved by the Board of Trustees. The following have been or are appointed to the Community Activities Commission:

James Cox,	Term 2021
Eric Sartor, C	Term 2021
Lorilyn Bockelman	Term 2022
Kevan Brininger	Term 2022
John Jerome Board of Trustee Liaison	Balance of Trustee term
Vacancy	
Vacancy	

4) **Library Board**

The Wellington Town Board is appointed to serve as the Library board and is appointed by Sec. 2-9-20.

- 5) **Planning Commission**. Town code at Sec. 2-10-30 provides that The Planning Commission shall consist of seven (7) voting members appointed for 6 year terms :

The Mayor is a member

Four (4) members are appointed by the Board of Trustees and are citizens/residents of the Town

One (1) Trustee appointed by the Board of Trustees

One (1) Trustee selected by the Mayor

Member	Appointment Authority	Term Expires
Bert McCaffrey	Board of Trustees	Term 2024
Barry Friedrichs	Board of Trustees	Term 2024
Troy Hamman	Mayor	for balance of Mayor term
Tim Whitehouse	Trustee Appointed by Mayor	for balance of Trustee term
Rebekka Kenny -	Trustee Appointed by Board	for balance of Trustee term
Vacancy		
Vacancy		

6) Wellington Housing Authority

The Town code at Sec 2-7-20 and 30 provide for appointment of the Wellington Housing Authority consisting of five (5) persons appointed by the Mayor for five year terms with the consent of the Board of Trustees. . *Members of the Housing Authority shall be residents of the Town or residents of the surrounding community.* The following have been or are appointed to the Wellington Housing Authority:

Mishie Daknis	December 2021
Bob Novascone	December 2021
Sheri Lenz	December 2020
Ashley MacDonald	for balance of Trustee term
vacancy	
vacancy	

In 2019 the Wellington Housing Authority created a non-profit corporation, Wellington Community Housing. Article IV of the bylaws of Wellington Community Housing provide that a five person the board of directors made up of residents of the Town of Wellington shall be appointed to manage Wellington Community Housing, directors are to be appointed by the Wellington Town Board for one, two and three year terms.

The manager of the housing authority has advised that it was intended that Wellington Community Housing members would be the same as the members of the Wellington Housing Authority. Mishie is not longer a resident of the Town of Wellington and while she can serve as a member of the Wellington Housing Authority, the bylaws preclude her serving as a director of Wellington Community Housing:

The following are appointed to serve until April 1 of each of the following years, or until their successors are appointed by the Town Board, as directors of Wellington Community Housing:

Bob Novascone	2021
Ashley MacDonald	2023
Vacancy	2022
Vacancy	2022
Vacancy	2023

PASSED AND ADOPTED AT A REGULAR MEETING OF THE TOWN BOARD OF THE TOWN OF WELLINGTON, COLORADO, THIS 28th DAY OF APRIL 2020.

TOWN OF WELLINGTON, COLORADO

Troy Hamman, Mayor

ATTEST:

Kelly Houghteling, Interim Town Administrator/Clerk



Board of Trustees Meeting

Date: April 28, 2020

Submitted By:

Subject: Resolution 11 -2020 - Appointing Mayor Pro Tem

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Res 11- 2020 Mayor Pro Tem appointment 2018

**TOWN OF WELLINGTON
RESOLUTION NO.**

11-2020

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON
APPOINTING MAYOR PRO TEM UNTIL 2020 ELECTION**

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

WHEREAS, Section 2 of the Code provides for appointment of officers, including, as set forth at Sec. 2-2-30 the Mayor Pro Tem; and

WHEREAS, the Town Code at Section 2-3-30 provides that at its first meeting following each biennial election, the Board of Trustees shall choose one (1) of the Trustees as Mayor Pro Tem.

NOW, THEREFORE, BE IT RESOLVED THAT THE Board appoints _____ to serve as the Town’s Mayor Pro tem until removal, resignation or the next regular election in 2022.

PASSED AND ADOPTED AT A REGULAR MEETING OF THE TOWN BOARD
OF THE TOWN OF WELLINGTON, COLORADO, THIS 28th DAY OF APRIL 2020.

TOWN OF WELLINGTON, COLORADO

Troy Hamman, Mayor

ATTEST:

Kelly Houghteling, Interim Town Administrator/Clerk

Board of Trustees Meeting

Date: April 28, 2020
Submitted By: Vince Gentry, Engineer
Purchase Request: Crosswalk Safety Project
Subject:

- **Staff Presentation: Vincent Gentry**

EXECUTIVE SUMMARY

As directed by the Board of Trustees at the March 10th, 2020, meeting, town staff is moving forward with the Crosswalk Safety Project. This project is not in the 2020 budget and a separate agenda item will address appropriation for the project.

BACKGROUND / DISCUSSION

Town staff has prepared a cost outline of Crosswalk Safety project. The Town board had instructed staff to move forward with procurement of some of the safety equipment even though this is a non-budgeted project for the Town. Since that board meeting a few milestones have been reached.

Ten (10) R1-6a reboundable pedestrian crossing signs have already been purchased in the amount of \$3925. These have been received and will be deployed as follows:

Three (3) R1-6a reboundable pedestrian crossing signs will be installed within Town of Wellington rights-of-way by staff in May 2020. Those locations will be in the front of Rice elementary school, Eyestone elementary school and Wellington middle school.

Six (6) R1-6a reboundable pedestrian crossing signs to be installed within CDOT rights-of-way along State Highway 1. Those locations are the intersections of 5th street, 4th street and 3rd street. Town staff is currently preparing the materials to obtain a CDOT permit. Public Works staff will perform the construction, contingent on obtaining the CDOT permit. The remaining sign is being purchased as a spare.

The next milestone will be the purchase the TrafficCalm RRFBs. There are 2 variants of those based on the specific application. A summary of the proposed costs per intersection has been added as an attachment. The total cost will be **\$67,641**.

Wellington Main Streets program has secured a grant in the amount of **\$5,000** that they will contribute to this project. As this is grant funding, these funds will be in the form of a reimbursement.

Wellington Fire Protection District is currently considering additional features for the RRFB's. Staff obtained bids for those, which total **\$9,029**. In the event WFPD decides to not move forward with those, those features will be removed from the order. Therefore, the current request includes the funding for the WFPD purchase, but staff will not execute that portion of the purchase until WFPD decides to move forward.

STAFF RECOMMENDATION

Authorize staff to purchase all the remaining intersection safety improvement material in the not-to-exceed amount of \$75,144, with is the total cost plus 5% contingency.

ATTACHMENTS

1. RRFB and Signs per intersection
2. Safety Improvement Equipment

Intersection: State Highway 1 and 3rd Street			
Traffic Control Device Needed	Quantity	Unit Price	Total
TraffiCalm SA-FR 1184 Bases needed-2	1	\$ 6,965.00	\$ 6,965.00
TraffiCalm SA 328 RRFB Multiple Crosswalk Bases needed-4	1	\$ 11,822.00	\$ 11,822.00
TraffiCalm SA 328 RRFB Single Crosswalk Bases needed-2	0	\$ 6,840.00	\$ -
Old Castle Signal Base 18"x4'-8"	6	\$ 1,032.00	\$ 6,192.00
R1-6a Pedestrian Surface Mounted Sign	2	Purchased	Purchased
		Total per intersection	\$ 24,979.00

Intersection: State Highway 1 and 5th Street			
Traffic Control Device Needed	Quantity	Unit Price	Total
TraffiCalm SA-FR 1184 Bases needed-2	0	\$ 6,965.00	\$ -
TraffiCalm SA 328 RRFB Multiple Crosswalk Bases needed-4	1	\$ 11,822.00	\$ 11,822.00
TraffiCalm SA 328 RRFB Single Crosswalk Bases needed-2	0	\$ 6,840.00	\$ -
Old Castle Signal Base 18"x4'-8"	4	\$ 1,032.00	\$ 4,128.00
R1-6a Pedestrian Surface Mounted Sign	2	Purchased	Purchased
		Total per Intersection	\$ 15,950.00

Wellington Middle School			
Traffic Control Device Needed	Quantity	Unit Price	Total
TraffiCalm SA-FR 1184 Bases needed-2	0	\$ 6,965.00	\$ -
TraffiCalm SA 328 RRFB Multiple Crosswalk Bases needed-4	0	\$ 11,822.00	\$ -
TraffiCalm SA 328 RRFB Single Crosswalk Bases needed-2	1	\$ 6,840.00	\$ 6,840.00
Old Castle Signal Base 18"x4'-8"	2	\$ 1,032.00	\$ 2,064.00
R1-6a Pedestrian Surface Mounted Sign	1	Purchased	Purchased
		Total per Intersection	\$ 8,904.00

Rice Elementary School			
Traffic Control Device Needed	Quantity	Unit Price	Total
TraffiCalm SA-FR 1184 Bases needed-2	0	\$ 6,965.00	\$ -
TraffiCalm SA 328 RRFB Multiple Crosswalk Bases needed-4	0	\$ 11,822.00	\$ -
TraffiCalm SA 328 RRFB Single Crosswalk Bases needed-2	1	\$ 6,840.00	\$ 6,840.00
Old Castle Signal Base 18"x4'-8"	2	\$ 1,032.00	\$ 2,064.00
R1-6a Pedestrian Surface Mounted Sign	1	Purchased	Purchased
		Total per Intersection	\$ 8,904.00

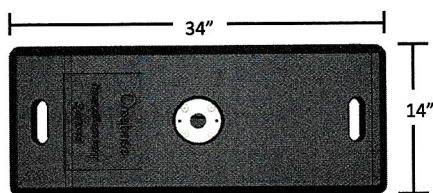
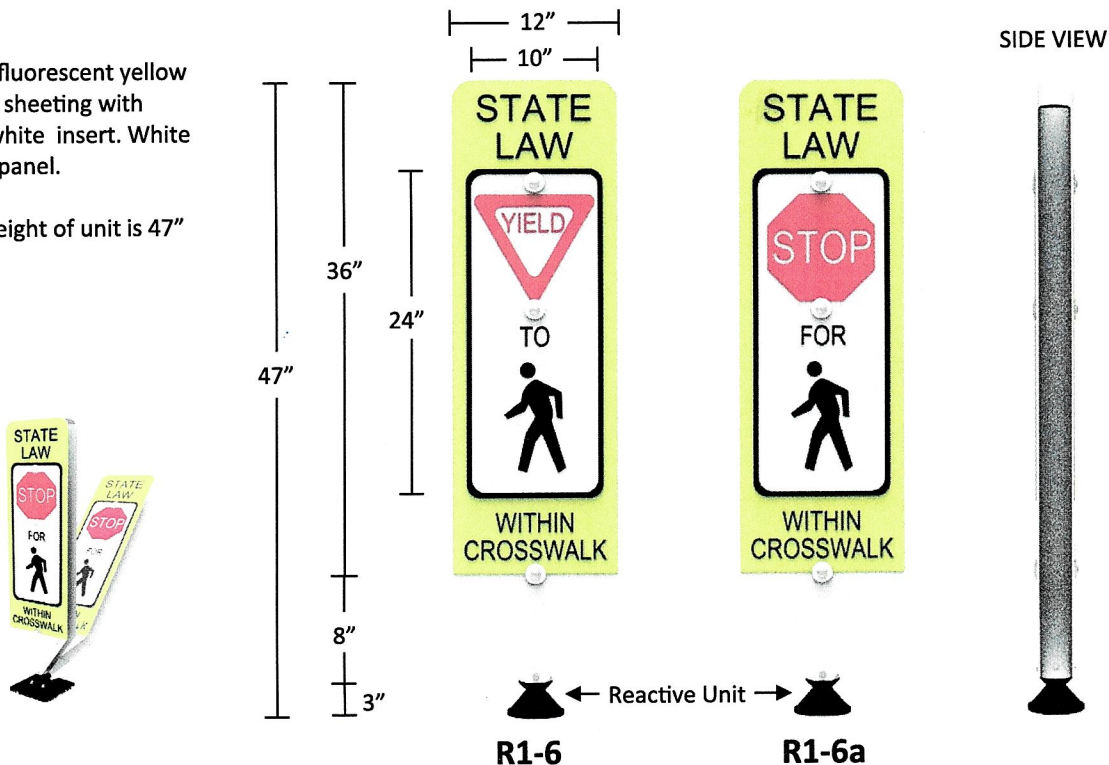
Eyestone Elementary School			
Traffic Control Device Needed	Quantity	Unit Price	Total
TraffiCalm SA-FR 1184 Bases needed-2	0	\$ 6,965.00	\$ -
TraffiCalm SA 328 RRFB Multiple Crosswalk Bases needed-4	0	\$ 11,822.00	\$ -
TraffiCalm SA 328 RRFB Single Crosswalk Bases needed-2	1	\$ 6,840.00	\$ 6,840.00
Old Castle Signal Base 18"x4'-8"	2	\$ 1,032.00	\$ 2,064.00
R1-6a Pedestrian Surface Mounted Sign	1	Purchased	Purchased
		Total per Intersection	\$ 8,904.00

In-Street Pedestrian Crosswalk Sign

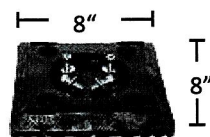
2009 MUTCD Standard

12"x 36" fluorescent yellow reflective sheeting with 10"x 24 white insert. White post and panel.

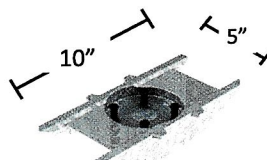
Overall height of unit is 47"



One Base® Portable Quick Release Base



**Surface Mount:
Fixed Base**



Recessed, Low Profile Snow-Plowable Base

BASE OPTIONS

This product can be used with the One Base® Portable Quick Release Base, Surface Mount Fixed Base, or Recessed, Low Profile Snow-Plowable Base

SPECIFICATIONS

- Post and panel are constructed of flexible polyethylene plastic that is resistant to: ultraviolet light, ozone, and hydrocarbons.
- Unit has an anti-twist reactive spring assembly that rebounds to upright when struck.
- NCHRP-350 Approved
- Weight: 12 pounds without base

RECOMMENDED USES

- Ideal for delineating crosswalks to reduce the risk of injury, death, and property damage.
- Take care to avoid creating a trip hazard when using any sign in a crosswalk. Ensure that sign bases are outside the crosswalk area.

SignAlert™ RRFB



Human Interface

Installers will easily make all configurations through TC Connect™, a WiFi connection platform developed by TrafficCalm that requires NO Internet Connection! With any browser enabled device, the Installer can easily log in and select from multiple options and settings including Flash Duration, LED Brightness and Dimming Control. The available Traffic Data can also be retrieved.

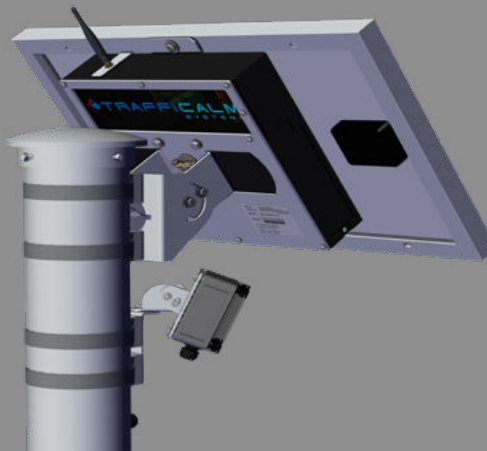
Durability and Reliability

Roadside signage and the like, attract all forms of vandalism. Through our multi-string LED Configuration design and permanently sealed electronics, the SA328 will maintain MUTCD standards for brightness even if 1 or 2 vertical LED strings are damaged through vandalism.

Power Sources

SOLAR: Utilizing a 20 watt panel, or up to a 60 watt upgrade, the collected power from these efficient panels is stored in a standard 12Ah Absorbent Glass Matt (AGM) Battery; a proven cost effective solution.

AC: Integrated AC inverter provides direct connection to 120-220VAC.



Warranty

5-Year Warranty - Excluding Batteries



WiFi
Connection
made Easy
through TC
Connect™

*Compatible with most
Push-Button Systems*



Features

P2C Controller and Collaborators

- Permanently and Environmentally Sealed Electronics
- Compact and lightweight aluminum enclosure
- Weight: under 30 lbs including battery
- Mounted behind solar panels

Solar

- 20W Solar Panel with up to 60 Watt available
- MPPT Solar Collection

Visual

- MUTCD and FHWA Compliant
- 80 Amber LEDs for Redundancy and Uniform Light Distribution
- Side-mounted LEDs for pedestrian side visual confirmation
- Exceeds SAE J595 Class 1 Intensity
- Auto Dimming
- Meets SAE J578 for chromaticity

Battery

- 12 AH Absorbent Glass Mat (AGM)
- Accessible Batteries, easily replaceable in Field
- Lighter weight for ease of handling

Human Interface (HMI) TC Connect™

- WiFi Connectivity - No Internet Connection required
- Configurable Flash Duration
- Automatic Unique Channel Selection
- Wirelessly configures all devices on network
- Traffic Data Recording / Reporting

RRFB Physical Construction

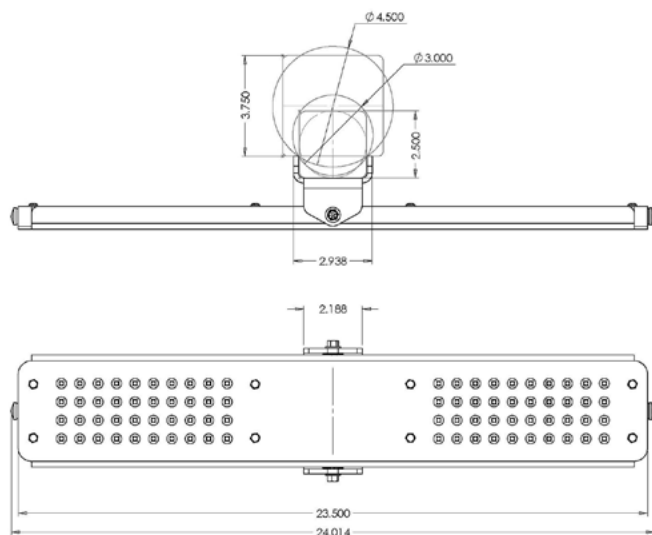
- Each of the 80 LEDs have built-in 15 degree UV resistant lens
- Mounting brackets provide for back-to-back mounting
- Horizontal aiming adjustment
- Dimensions: 24"W x 4.183"H x .85"D (60.96 x 10.63 x 2.16 cm)

Performance

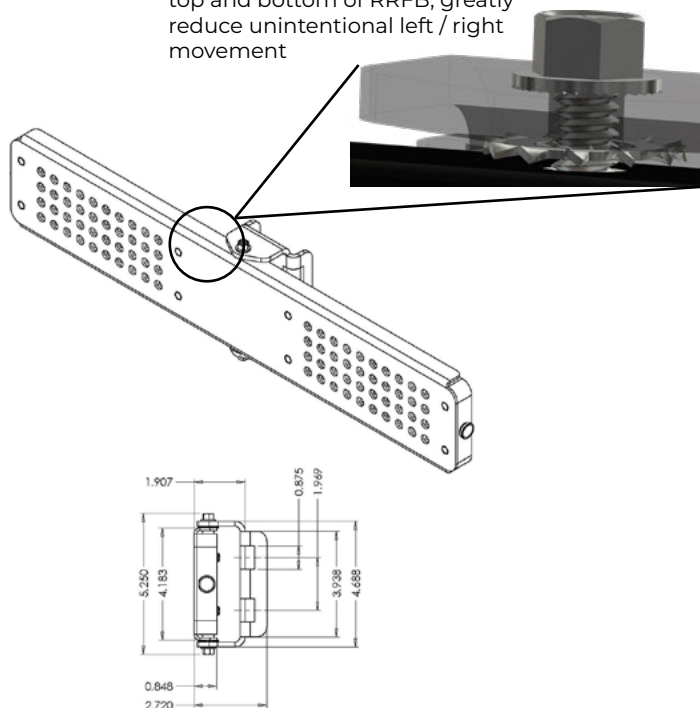
- Rated for 800, 30 second activations per day with 2 hours sunlight for continuous operation
- 12 AH ~5.5 days of 800, 30 second activations without solar panel.
- Wireless activation within 100 mS
- Wireless range of 2000'

RELEASED: 20190108

Dimensions



Anti-Rotational Star Washers at top and bottom of RRFB, greatly reduce unintentional left / right movement



Distributed By



SA-FR 1184

Traffic Control Begins Before Deployment

Working to Improve Unabated Deployment

SA-FR 1184 is a sign enhancement device utilized by Fire Stations to engage and forewarn drivers prior to the First Responders call-to-action and departure for an emergency response. The device initiates an immediate activation of LED enhanced flashers permanently mounted and networked together on Fixed Warning Signs at or near the ingress/egress to the Fire Station.

The activated system prompts an immediate roadside alert with a visible "Motorist Call to Action" to Yield during First Responder deployment and return to the Fire Station.



SA-FR 1184 Activation Options Available:

- Portable Remote
- Wall-Mounted Activator
- 24/7 Flashing

- ◆ SA-FR operates within a Wireless Network
- ◆ Easy Installation
- ◆ Remote Connectivity
- ◆ TC Connect WiFi Compatible
- ◆ 20W, 30W, 50W and 60W Solar Available
- ◆ A/C Option Available
- ◆ Retrofit existing signs and infrastructure
- ◆ Warning Signs available
- ◆ Flasher Rings and Flash Rates are MUTCD Compliant
- ◆ Flasher Ring Confirmation LED located on Remote and Wall Mounted Activator.



Distributed By:



Board of Trustees Meeting

Date: April 28, 2020
Submitted By: Jim Miller, Bob Gowing, Public Works Director
Purchase Request: Dump Truck
Subject:

- **Staff Presentation: Bob Gowing**

EXECUTIVE SUMMARY

A request is being made to purchase two used dump trucks at an auction or private sale by the Public Works Director or Town Administrator, in the not-to-exceed amount of \$159,000.

BACKGROUND / DISCUSSION

In the 2020 CIP budget, there is a new midrange dump truck budgeted for \$159,000. Since the budget was adopted, the existing 1998 Volvo tandem dump truck has experienced a failure of the retarder (located in the transmission). The estimated repair cost is \$5,500-\$10,000 and this truck has steadily decreased in reliability over the years. The reliability of this truck is an important factor in the Town's ability to clear streets in a snow event.

As previously discussed with the Board, staff proposes to honor the existing budget by purchasing a used mid-range dump truck. Staff has been monitoring various auction sites and believes it may also be possible to replace the existing Volvo within the approved budget. The current used truck market appears to be buyer friendly. If successful, the Town will acquire two much-needed newer, better functioning trucks and sell the existing truck.

In order to purchase a used truck at auction, a quick turnaround and funding in-hand is required. Therefore, staff is requesting authorization to purchase a maximum of two used trucks in an amount not-to-exceed the currently budgeted amount of \$159,000.

It is hoped that approval of this request will allow for purchase of a used midrange truck and a used tandem axle truck in time for next winter's snow season, while taking advantage of the current used truck market.

Financial Considerations

Funding for this equipment is included in the 2020 CIP budget totaling \$159,000 as described below:

G/L No. 211-80-5007 (Street Fund)

STAFF RECOMMENDATION

Authorize staff to purchase a maximum of two used dump trucks in the not-to-exceed amount of \$159,000.

ATTACHMENTS



None

Board of Trustees Meeting

Date: April 28, 2020
Submitted By: Vince Gentry, Engineer, Tyler Sexton, Finance Director
Subject: Authorization of Capital Improvement Fund Allocation

- **Staff Presentation:** Tyler Sexton

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

- On March 10, 2020 Board of Trustees approved the purchase of all crossing safety equipment in the amount of \$75,840.35 contingent the funding does not come from fund reserves.
- On March 24, 2020 Cody Bird, Planning Director presented options to ensure funding for the additional costs for intersection design at State Highway 1 and County Road 9/ County Road 62E. This was moved to March 31st requesting additional funding options.

STAFF RECOMMENDATION

Authorize transfer of funds from Down Town Master Plan Project and Economic Development Study to fund Design at State Highway 1 and County Road 9/ County Road 62E and Crosswalk Safety Project.

ATTACHMENTS

1. CIP Adjustments

2020 Capital Improvement Plan Summary

	Priority	Program/ Project	Budget	Potential Adjustment	Balance Notes
General Fund	3	Downtown Master Plan	\$75,000	-\$75,000	\$0 Planned for 4th Quarter, provided that Comprehensive Plan proceeds to appropriate point.
	4	Property Acquisition	\$350,000	-\$83,300	\$266,700 Funding for property acquisitions as needed, none are currently identified
	2	Comprehensive Plan/Land Use Update	\$150,000	\$45,798	\$195,798 Need budget amendment. Rollover funding for contracted work.
	2	Town Hall	\$770,000	-\$192,500	\$577,500 Includes budget for potential land acquisition (\$750k) and space needs assessment
	4	Economic Development Study	\$80,000	-\$80,000	\$0 Delay to future year after comp plan completion
	4	Recreation Center Feasibility Study	\$50,000	-\$50,000	\$0 Delay to future year after comp plan completion
	5	EV Charging Station	\$15,000	-\$15,000	\$0 Private sector showing interest in project.
	2	Highway 1 @ LCR9 Intersection Planning	\$0	\$70,000	\$70,000 Need to identify funding source. Budget amendment needed?
	2	Tract F	\$0	TBD	TBD Reimbursement for developer - may not be needed until 2021
	2	Interim Town Hall/6th Street Building	\$0	\$87,000	\$87,000 Current tenant finish cost is \$86,947.50; rounded up to \$87k. Board discussion needed.
	1	Utility Rate Study	\$0		TBD Need budget amendment. Rollover funding for contracted work.
Streets Fund	4	Old Town Street Repairs	\$449,440	-\$449,440	\$0 Includes budget in other funds if needed.
	3	Newer Subdivision Seal Coat	\$67,416	-\$3,371	\$64,045
	1	I-25 Interchange at Cleveland 30% Design Funding Set Aside	\$333,333		\$333,333 Budget for 1/3 of conceptual total cost in 2020; need to fine tune cost estimate.
	4	Pavement Study	\$40,000	-\$40,000	\$0 CIP funding planned for 2022; project delay does not impact construction schedule.
	2	Midrange Dump Truck	\$159,000		\$159,000 Purchase of 1 or 2 used trucks; subject to availability. Existing 1998 Volvo transmission needs \$10,000 repair.
	2	Crosswalk Safety Project	\$0	\$75,000	\$75,000 Need to identify equipment sources. Project includes equipment for all 6 intersections.
Water Fund	1	Water Plant Expansion Construction and Construction Management	\$13,730,780		\$13,730,780 Construction delayed by CMAR; Jacobs hired to revisit project goals.
	1	Emergency Power for Main Water Treatment Plant	\$212,000		\$212,000 Also includes electric work for quick connect
	4	Tank Coating	\$20,000	-\$20,000	\$0
	2	Redundancy for Pumps to Water Tower Storage	\$50,000		\$50,000 Backup pump
	1	Wilson Well Improvements	\$480,000		\$480,000
	4	Bulk Water Dispenser	\$60,000	-\$60,000	\$0 Pending business plan and Board direction
	2	3 Chemical Chlorine Dioxide	\$160,000		\$160,000
	3	Improved Carbon Feed System	\$70,000		\$70,000
	4	Fire Hydrant Replacement	\$60,000	-\$60,000	\$0
	3	Distribution System Master Plan	\$125,000		\$125,000
	4	Buffalo Creek Booster Station Upgrade	\$40,000	-\$40,000	\$0 Sundance Metro District required to make improvements; probably combine with Town project.
	3	Distribution System Rehabilitation Project	\$200,000	-\$200,000	\$0
	1	Nano Plant Expansion	\$47,513		\$47,513
	2	Back-Up MGD Pump	\$60,000		\$60,000 Backup 40 HP raw water pump - purchase and have on hand
	2	Bulk NaOH and Antiscalant	\$30,000		\$30,000 Nano/RO plant upgrade
	1	Clearwell HS Pump Upgrade	\$25,000		\$25,000 Rebuild high service pump number 2
	2	Water Source Development	\$3,046,126	-\$456,919	\$2,589,207 Budget for water purchases as available
	4	Pot Hole Machine	\$50,000	-\$50,000	\$0 Propose canceling; function can be provided by future vector purchase.
	1	Membranes for Nano	\$56,589		\$56,589
water Fund	3	WWTP Pumps	\$16,674		\$16,674
	2	Clarifier Rehabilitation Project	\$523,062	-\$100,000	\$423,062
	4	WWTP Driveway Paving	\$135,000	-\$135,000	\$0
	1	WWTP Masterplan	\$185,000		\$185,000
	4	WWTP Shed at Effluent Outfall	\$8,000	-\$8,000	\$0
	2	WWTP Clarifier 3&4 rehabilitation project	\$110,000		\$110,000
	4	Manhole Rehabilitation	\$80,000	-\$80,000	\$0 Funding programed for manhole rehabilitation as needed

Waste	2	WWTP Clarifier Repairs (Tobrow)	\$36,000		\$36,000	Tobrows for clarifiers 3 and 4
	1	Lift Station - Safety Upgrade	\$30,000		\$30,000	
	1	WWTP Blower/Digester Project	\$63,500		\$63,500	
	4	Old Town Street Rehab	\$56,180	-\$56,180	\$0	Funding programmed for potential collection system repairs and/or upgrades in areas of work.
	3	1000 Gallon Pressure Tank	\$15,000		\$15,000	
	2	Backup Generator - Lift Station	\$135,000		\$135,000	Existing generator is functional, but in need of replacement.
Drainage	3	Storm Drain & Pan Replacements	\$30,000		\$30,000	
	3	Master Storm Water Plan	\$127,200		\$127,200	
	1	B-Dams Improvements	\$0	TBD	TBD	
Parks Fund	4	Parks Master Plan Update	\$40,000	-\$40,000	\$0	Delay to future year
	5	Trail Easement acquisition	\$50,000	-\$50,000	\$0	Current alignment is no longer feasible
	5	Phase 1 Trail Construction Cleveland to Washington	\$40,000	-\$40,000	\$0	Current alignment is no longer feasible
	4	WCP Ballfield Covers	\$40,000		\$40,000	
	3	Parks - NPIC Lateral Improvements at BNSF Crossing	\$34,000		\$34,000	
	4	Pedestrian Access over Windsor Ditch	\$80,000	-\$80,000	\$0	Project on hold
	4	Equipment Shed at Wellington Community Park	\$14,000	-\$14,000	\$0	Shed for storage of parks mowers relocated to Hayes shop site.
	3	Pave Existing Trails	\$20,000		\$20,000	Performed with in-house staff.
	4	Town Automobile	\$60,000	-\$60,000	\$0	Vehicles, ordered deliver pending
	4	Vehicle Replacement	\$60,000	-\$31,337	\$28,663	One truck ordered and received, second truck in process.
TOTAL			\$23,050,813	-\$2,292,249	\$20,758,564	



Board of Trustees Meeting

Date: April 28, 2020

Submitted By:

Subject: Resolution 13-2020 - Emergency Declaration

EXECUTIVE SUMMARY

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Res 13, 2020 - Emergency declaration

RESOLUTION 13, 2020**RESOLUTION EXTENDING EMERGENCY DECLARATION DECLARING LOCAL DISASTER
EMERGENCY**

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: and

WHEREAS, the Mayor has declared continuing emergencies; and

WHEREAS, the Wellington Town Board has approved extensions of the emergency declarations though April 28, 2020; and

WHEREAS, uncertainties remain surrounding the steps to be taken to confront the emergency situation but, over the week of April 20th Colorado's Governor, the Colorado Department of Public Health and Environment (CDPHE), the Larimer County Commissioners and the Larimer County Health Department have all continued to agree that normalcy has not returned and the safety measures, albeit at a cautiously reduced level should remain in place; and

**NOW, THEREFORE THE MAYOR HAS CONTINUED THE DECLARED COVID-19
EMERGENCY AND THE WELLINGTON TOWN BOARD CONCURS IN THE
EXTENSION OF THE EMERGENCY AND IT IS THEREFORE RESOLVED AND
DECLARED:**

1. The Mayor and Town Board of Trustees confirms, determines, and declares as provided for by § 24-33.5-709(1).that a local state of emergency continues to exist in the Town of Wellington, Colorado including as a result of the threats of widespread or severe damage, injury or loss of life or property resulting from COVID-19.

2. The proclaimed emergency declaration shall remain in effect within the Town of Wellington until the earlier of the time that either the Mayor or Town Board of Trustees determine that the local emergency no longer exists.

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,

Administrator/Clerk of the Town, and other authorized record-keeping agencies as may be appropriate, including the State's office of Emergency Management.

The extension of prior emergency declarations is proclaimed and resolved by the Mayor of Wellington and the Wellington Town Board of Trustees and is dated effective the 28th day of April, 2020.

Town of Wellington, Colorado

By: _____
Troy Hamman, Mayor

Attest:

Kelly Houghteling, Interim Town Administrator/Clerk

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.



LARIMER COUNTY SHERIFF'S OFFICE

Justin E. Smith, Sheriff

One Agency

One Mission

Public Safety

April 22, 2020

Town of Wellington
Attn: Kelly Houghteling, Interim Town Administrator
PO Box 127
Wellington, Colorado 80549

Dear Ms. Houghteling:

Monthly from January through December 2020, the Larimer County Sheriff's Office will provide 342 hours of supervisor time, 1,026 hours of general patrol service, 85 hours of investigating services, 171 hours of desk deputy time, and 171 hours of school resource services per month within the corporate limits of the Town. The supervisor time and general patrol service hours are provided by deputies assigned to the Town.

During the month of **March 2020**, non-assigned deputies spent a total of **194.32** hours in Wellington responding to calls, patrolling, and making contacts in the town.

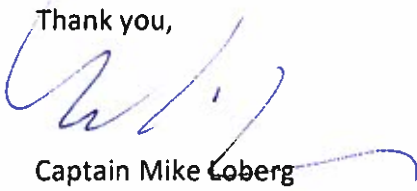
During the month of **March 2020** there were **6.00** hours worked by Investigations.

During the month of **March 2020** there were **105.0** hours worked by Northern Colorado Drug Task Force.

Of Note: Changes due to COVID-19. The Desk Deputy is working remotely handling phone reports. Deputies are spending time checking on Ridley's, Bomgaars, and other essential businesses and limiting in person contact with citizens.

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

Thank you,



Captain Mike Loberg
Patrol Division
(970) 498-5103
Attachments

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

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

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



LARIMER COUNTY SHERIFF'S OFFICE

Wellington Calls for Service and Patrol Time Report

(For Non-Wellington Officers)

3/1/2020 to 3/31/2020

****This report will not calculate time prior to April 1, 2014****

***Officers excluded from the report data: 9S8, 9Z43, 9E87, 9E5, 9E3, 9E27, 9E2, 9E50, 9E7, 9X106, 9E31

Wellington Time:

Time on Calls and Patrolling (minutes/Hours) - Non-Wellington Units - 3/1/2020 to 3/31/2020

		Total Minutes Hours	Call/Contact Time	Patrol Time
Total	Minutes	11,659.00	8,569.00	3,090.00
	Hours	194.32	142.82	51.50
March	Minutes	11,659.00	8,569.00	3,090.00
2020	Hours	194.32	142.82	51.50

Call/Contact Time: Time spent on dispatched or self initiated calls and person or vehicle contacts.

Patrol Time: Time spent patrolling in the Town when not on a specific call or contact.



Larimer County Sheriff's Office

Investigator Hours by Town\Squad\Officer

Date Range: 3/1/2020 to 3/31/2020

	Total
Total	6.00
Wellington	6.00
LIPE	6.00
L08002	0.00
L96023	6.00
LIPR	0.00
L05002	0.00
L17029	0.00

Wellington Monthly Report

March 2020

Larimer County Sheriff's Office

Christine Harpel
Senior Administrative Assistant

4/13/2020

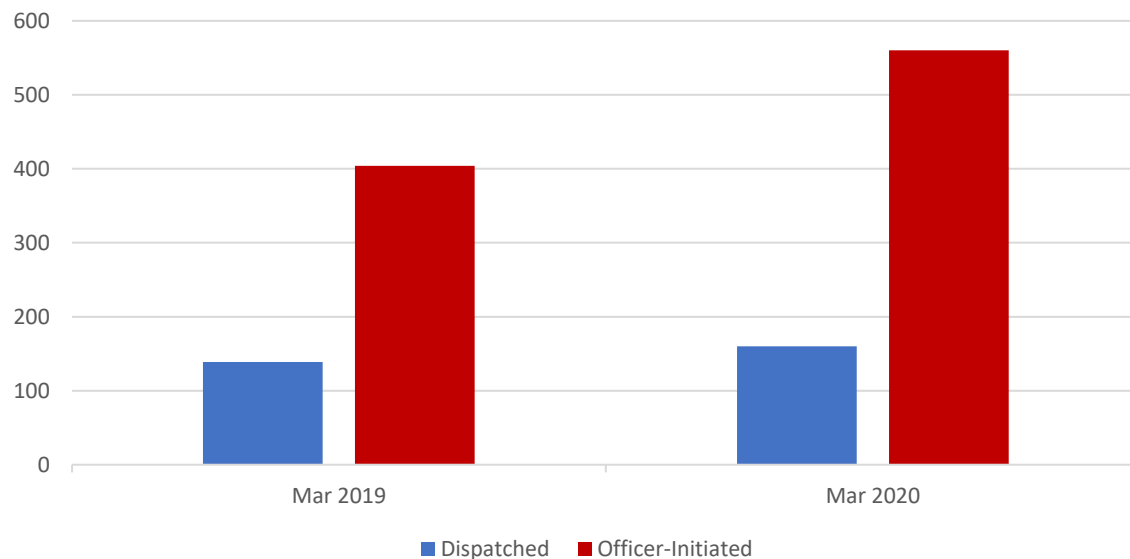
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March 2020 Totals

Dispatched / Officer-Initiated Activity

Dispatched Calls	160
Officer Initiated	560
Mar 2020 Total	720

Dispatched vs Officer-Initiated Activity



➤ Dispatched calls were Up 21 or 15% from Mar 2019

➤ Officer-Initiated Activity was Up 156 or 39% from Mar 2019

	Mar 2019	Mar 2020
Dispatched Calls	139	160
	26%	22%
Officer Initiated	404	560
	74%	78%
Total	543	720

➤ 22% were Dispatched Calls

➤ 78% was Officer-Initiated Activity

March 2020 Calls for Service

Calls for Service Comparison

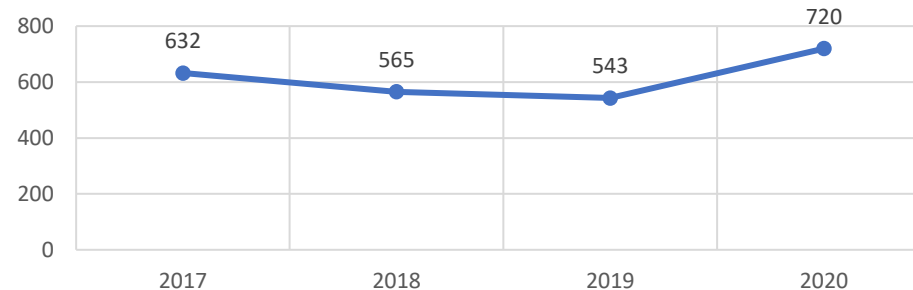
Call Types A-M								Call Types N-Z						
Call Type	2017	2018	2019	Avg 17-19	2020	% Change 3-Yr Avg to 2020		Call Type	2017	2018	2019	Avg 17-19	2020	% Change 3-Yr Avg to 2020
Alarm Calls	4	10	2	5.33	7	31%		Neighbor Problems	1	0	2	1.00	5	400%
Alcohol Calls	0	2	1	1.00	0	-100%		Noise\Party Complaint	3	5	4	4.00	6	50%
Animal Calls	0	11	7	6.00	12	100%		Pedestrian Contact/Subject St	2	7	2	3.67	1	-73%
Assault	3	2	3	2.67	3	13%		Private Tow	2	3	4	3.00	1	-67%
Assist Other Agency (Fire/Med)	17	14	16	15.67	12	-23%		REDDI Report	3	1	4	2.67	2	-25%
Bar Checks	0	1	0	0.33	0	-100%		School Check	32	15	7	18.00	0	-100%
Burglary	3	1	1	1.67	2	20%		Sex assault	2	0	1	1.00	0	-100%
Child abuse	0	0	1	0.33	1	200%		Sex Offender Check	0	0	1	0.33	1	200%
Citizen Assist	31	34	14	26.33	15	-43%		Suicide	1	0	1	0.67	0	-100%
Civil	13	7	17	12.33	9	-27%		Suicide Att/Threat	2	0	1	1.00	5	400%
Criminal Mischief	5	2	1	2.67	3	13%		Suspicious Circumstances	30	20	21	23.67	26	10%
Death Investigation	1	0	1	0.67	1	50%		Theft	6	3	7	5.33	8	50%
Disturbance	1	6	3	3.33	12	260%		Traffic Problem	14	4	7	8.33	11	32%
Drug case	1	4	0	1.67	1	-40%		Traffic Stop	52	95	105	84.00	94	12%
DUI Arrest	2	1	2	1.67	1	-40%		Trespass	3	0	0	1.00	1	0%
Extra Checks & Business Check	300	216	216	244.00	385	58%		Vehicle Theft	3	3	0	2.00	1	-50%
Family Problems	4	10	7	7.00	3	-57%		Vehicle Trespass	1	3	3	2.33	2	-14%
Fire Ban	1	0	0	0.33	0	-100%		VIN Check	7	6	14	9.00	2	-78%
Follow up	50	28	22	33.33	39	17%		Warrant Attempt/Arrest	0	3	7	3.33	3	-10%
Found property	0	2	1	1.00	2	100%		Weapon Related	0	0	0	0.00	1	N/C
Fraud	2	2	5	3.00	4	33%		Welfare Check	9	8	12	9.67	9	-7%
Harassment	3	13	4	6.67	3	-55%		Unspecified	5	6	5	5.33	14	163%
Juvenile Problem	6	3	2	3.67	1	-73%		TOTALS	632	565	543	580.00	720	24%
Lost Property	3	2	1	2.00	0	-100%		% Change 3-Yr Avg to 2020 = N/C because value cannot divide by 0						
Missing Person (Child/Adult)	0	2	3	1.67	2	20%		Calls for Service UP 177 or 33% from Mar 2019						
Motor Vehicle Accident	4	8	4	5.33	3	-44%		Mar 2020 calls UP 24% from Mar 2017-2019 Average						
Municipal Code Violation	0	2	1	1.00	6	500%								

March 2020 Call Categories

Crime Type Averages / Trends

Property Crimes						Disorder/Other Crimes					
Call Type	2017	2018	2019	Avg 17-19	2020	Call Type	2017	2018	2019	Avg 17-19	2020
Burglary	3	1	1	1.67	2	Alcohol Calls	0	2	1	1	0
Theft	6	3	7	5.33	8	Animal Calls	0	11	7	6	12
Vehicle Theft	3	3	0	2	1	Criminal Mischief	5	2	1	2.67	3
Vehicle Trespass	1	3	3	2.33	2	Disturbance	1	6	3	3.33	12
Property Crimes Totals	13	10	11	11.33	13	Drug case	1	4	0	1.67	1
						Family Problems	4	10	7	7	3
Persons Crimes						Harassment	3	13	4	6.67	3
Call Type	2017	2018	2019	Avg 17-19	2020	Juvenile Problem	6	3	2	3.67	1
Assault	3	2	3	2.67	3	Noise\Party Complaint	3	5	4	4	6
Missing Person (Child/Adult)	0	2	3	1.67	2	Suspicious Circumstances	30	20	21	23.67	26
Robbery	0	0	0	0	0	Trespass	3	0	0	1	1
Sex assault	2	0	1	1	0	Disorder Crimes Totals	56	76	50	51	68
Weapon Related (menacing,	0	0	0	0	1	Red numbers indicate a DECREASE in crime from Feb 2017-2019 Average					
Persons Crimes Totals	5	4	7	5.33	6	Yellow backgrounds indicate an INCREASE in crime from Feb 2017-2019 Average					

March 2017-2020 Totals



March 2020 Traffic

Traffic Citations	3/19	3/20
Traffic Citations Issued	14	3
Traffic Verbal Warnings	63	63
Traffic Written Warnings	4	4

- Citations Down 11 or 79%
- Verbal Warnings Even
- Written Warnings Even

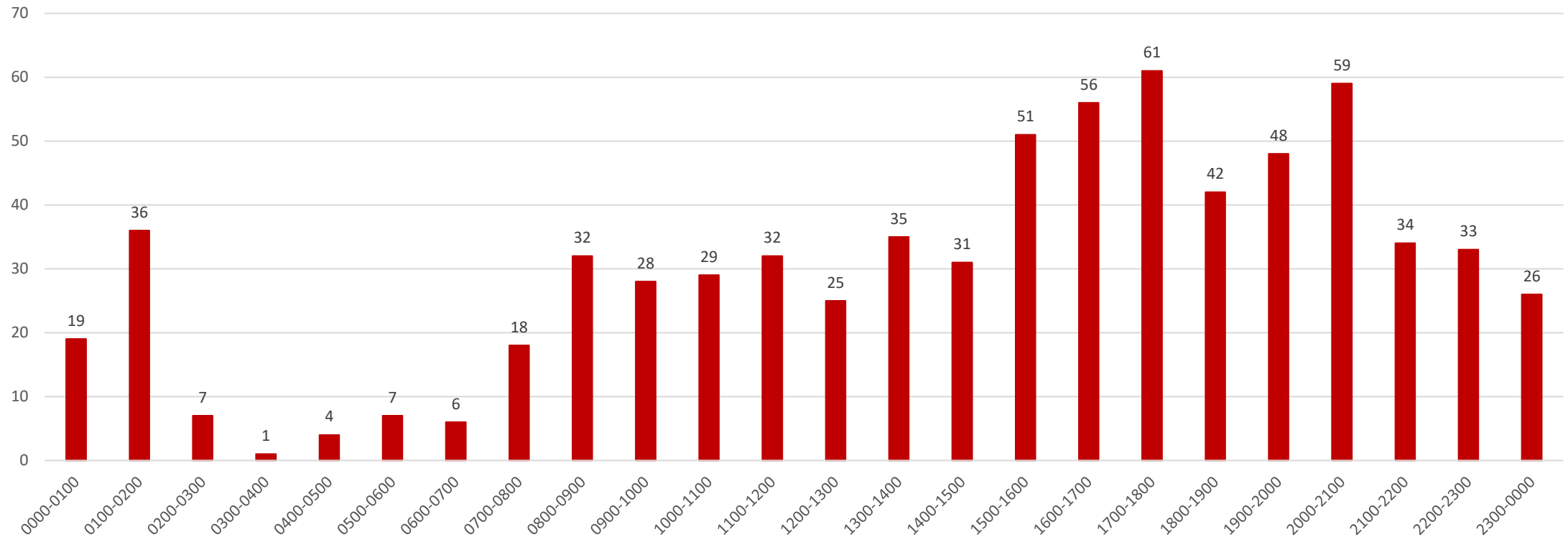
Call Type	3/19	3/20
Traffic Stop	105	94
Motor Vehicle Accident	4	3
DUI Arrest	2	1
Traffic Problem	7	11
REDDI Report	4	2

- Traffic Stops Down 11 or 10%
- MV Accidents Down 1
- DUI Arrests Down 1
- Traffic Problems Up 4 or 57%
- REDDI Reports Down 2

March 2020

Call Totals by Hour

Busiest Hours
1700-1800 (61)
2000-2100 (59)

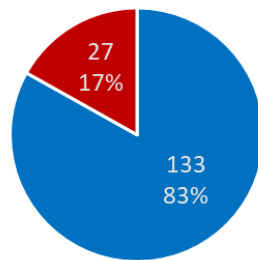


←→ 25 Calls between 0200-0700

March 2020

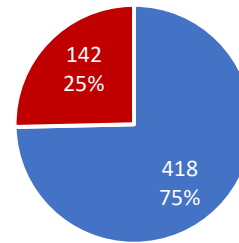
Wellington/Non-Wellington Units

Dispatched



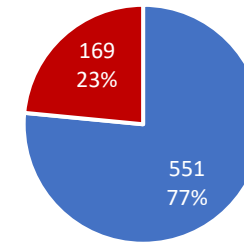
■ Wellington ■ Non-Wellington

Officer-Initiated



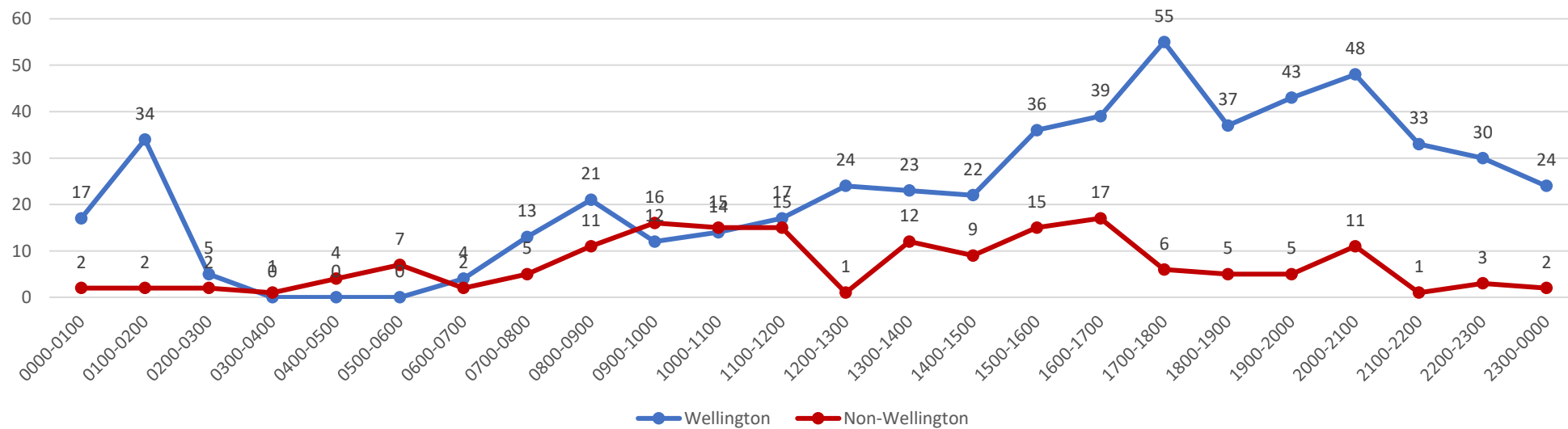
■ Wellington ■ Non-Wellington

Total Calls



■ Wellington ■ Non-Wellington

Wellington/Non-Wellington Calls by Hour



March 2020

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

Average Response Time (All Units)		
High		0
Medium		10.40
Low		15.99
Avg. Response Time		14.49

Average Time on Calls (All Wellington Calls)			
High			0
Medium			14.65
Low			29.59
Avg. Time			25.57

Treasurer Financial Report – March 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)

	3/31/2020 ACTUAL	12/31/2020 BUDGET	3/31/2020 YTD	YTD % Change
Revenues				
Taxes and Impact Fees	936,020	3,609,779	1,231,471	34%
Licenses and Permits	73,433	501,560	183,954	37%
Intergovernmental	870	3,690	1,242	34%
Charges for Services	8,363	101,927	20,112	20%
Fines and Forfeitures	1,716	11,719	2,777	24%
Earnings and Investments	7,371	179,161	27,528	15%
Miscellaneous	434	14,695	6,278	43%
Total Revenue	1,028,207	4,422,531	1,473,362	33%
Transfers In				
General Fund	201,764	2,421,173	605,293	25%
Total Transfers In	201,764	2,421,173	605,293	25%
Expenditures				
Current:				
General Government	197,606	2,535,579	561,081	22%
Public Safety	6,873	1,466,817	31,008	2%
Public Works	87,067	1,514,049	238,800	16%
Parks and Recreation	30,635	90,910	31,875	35%
Economic Development	11,763	261,910	49,816	19%
Library	14,634	203,340	43,009	21%
Capital Outlay	13,010	1,541,000	279,571	18%
Total Expenditures	361,588	7,613,605	1,235,161	16%
Excess of Revenue over Expenditures	868,383	(769,901)	843,494	
Fund Balance at Beg (Estimated)	5,551,060	5,551,060	5,551,060	
Fund Balance at End (Estimated)	6,419,443	4,781,159	6,394,554	134%

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

(All figures Unaudited)	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Taxes and Impact Fees	303,959	1,977,305	495,093	25%
Licenses and Permits	4,050	1,800	16,700	928%
Earnings and Investments	2,167	21,906	7,343	34%
Miscellaneous	14	2,000	220	11%
Total Revenue	310,190	2,003,011	519,356	26%
Expenditures				
Current:				
Public Works	33,175	337,842	41,733	12%
Capital Outlay	9,554	1,064,189	9,554	1%
Total Expenditures	42,729	1,402,031	51,288	4%
Transfers Out				
Transfer to General Fund	42,245	506,938	126,734	25%
Total Transfers Out	42,245	506,938	126,734	25%
Excess of Revenue over				
Expenditures	225,217	94,042	341,334	
Fund Balance at Beg (Estimated)	1,445,059	1,445,059	1,445,059	
Fund Balance at End (Estimated)	1,670,276	1,539,101	1,786,393	116%

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

(All figures Unaudited)	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Taxes and Impact Fees	191,662	1,337,037	395,310	30%
Charges for Services	9,387	109,599	21,025	19%
Earnings and Investments	2,678	35,000	8,953	26%
Miscellaneous	-	-	-	0%
Total Revenue	203,727	1,481,636	425,289	29%
Transfers In				
Conservation Trust	-	200,000	-	0%
Total Transfers In	-	200,000	-	0%
Expenditures				
Current:				
Parks and Recreation	42,923	1,014,679	222,085	22%
Capital Outlay	9,554	333,000	32,210	10%
Debt Service:				
Principal	19,721	225,881	58,673	26%
Interest	2,734	43,579	8,692	20%
Total Expenditures	74,932	1,617,139	321,660	20%
Transfers Out				
Transfer to General Fund	27,847	334,162	83,540	25%
Total Transfers Out	27,847	334,162	83,540	25%
Excess of Revenue over				
Expenditures	100,948	(269,665)	20,089	
Fund Balance at Beg (Estimated)	2,484,872	2,484,872	2,484,872	
Fund Balance at End (Estimated)	2,585,820	2,215,207	2,504,961	113%

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

(All figures Unaudited)	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Revenues				
Intergovernmental	24,272	92,000	24,272	26%
Earnings and Investments	751	9,500	2,547	27%
Total Revenue	25,023	101,500	26,819	26%
Transfers Out				
Transfer to Park Fund	-	-	-	0%
Total Transfers Out	-	-	-	0%
Excess of Revenue over				
Expenditures	25,023	101,500	26,819	
Fund Balance at Beg (Estimated)	479,190	479,190	479,190	
Fund Balance at End (Estimated)	504,213	580,690	506,009	87%

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

(All figures Unaudited)	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	124,901	2,097,382	390,755	19%
Miscellaneous	-	-	-	0%
Total Operating Revenue	124,901	2,097,382	390,755	19%
Operating Expenses				
Administrative	75,723	908,674	227,168	25%
Operating	63,081	2,226,170	153,852	7%
Depreciation	-	-	-	0%
Total Operating Expenses	138,804	3,134,844	381,020	12%
Operating Income (Loss)	(13,902)	(1,037,462)	9,735	-1%
Non - Operating Revenues (Expenses)				
Property Taxes and Impact Fees	49,853	85,593	51,560	60%
Earnings on Investments	-	371,046	52,369	14%
Interest Expense	-	(480,306)	(35,884)	7%
Other Non-Operating Revenue	-	-	-	0%
Total Non-Operating Revenues (Expenses)	-	(109,260)	16,485	-15%
Income (Loss) Before Transfers & Contributions	(13,902)	(1,146,722)	26,220	
Capital Contributions	952,371	4,466,601	1,578,356	35%
Changes in Net Position	938,468	3,319,879	1,604,576	48%
Net Position Beg (Estimated)	35,744,566	35,744,566	35,744,566	100%
Net Position End (Estimated)	36,683,034	39,064,445	37,349,142	96%
Fund Balance Beg (Estimated)*	18,032,137	18,032,137	18,032,137	
Change**	862,788	(2,615,922)	940,216	
Fund Balance End (Estimated)	18,894,925	15,416,215	18,972,353	

*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)				
	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	114,827	1,327,389	340,405	26%
Total Operating Revenue	114,827	1,327,389	340,405	26%
Operating Expenses				
Administrative	46,110	553,319	138,330	25%
Operating	55,247	783,772	133,828	17%
Depreciation	-	-	-	0%
Total Operating Expenses	101,357	1,337,091	272,157	20%
Operating Income (Loss)	13,470	(9,702)	68,248	-703%
Non - Operating Revenues (Expenses)				
Earnings on Investments	33,663	163,386	61,672	38%
Interest Expense	-	(133,521)	(8,905)	7%
Other Non-Operating Revenue	-	-	-	0%
Total Non-Operating Revenues (Expenses)	33,663	29,865	52,766	177%
Income (Loss) Before Transfers & Contributions	47,132	20,163	121,014	
Capital Contributions	307,500	1,944,000	585,000	30%
Changes in Net Position	354,632	1,964,163	706,014	36%
Net Position Beg (Estimated)	21,901,894	21,901,894	21,901,894	100%
Net Position End (Estimated)	22,256,526	23,866,057	22,607,908	95%
Fund Balance Beg (Estimated)	10,057,413	10,057,413	10,057,413	
Change*	352,125	224,008	555,646	
Fund Balance End (Estimated)	10,409,538	10,281,421	10,613,059	

*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)	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Operating Revenues				
Charges for Services	52,137	589,002	149,306	25%
Total Operating Revenue	52,137	589,002	149,306	25%
Operating Expenses				
Administrative	9,840	118,080	29,520	25%
Operating	2,064	275,708	3,955	1%
Depreciation	-	-	-	0%
Total Operating Expenses	11,904	393,788	33,475	9%
Operating Income (Loss)	40,233	195,214	115,831	59%
Non - Operating Revenues (Expenses)				
Property Taxes and Impact Fees	38,564	97,286	76,005	78%
Earnings on Investments	1,185	20,558	4,015	20%
Total Non-Operating Revenues (Expenses)	39,749	117,844	80,020	68%
Income (Loss) Before Transfers & Contributions	79,982	313,058	195,851	
Capital Contributions	-	-	-	0%
Changes in Net Position	79,982	313,058	195,851	63%
Net Position Beg (Estimated)	3,913,099	3,913,099	3,913,099	100%
Net Position End (Estimated)	3,993,081	4,226,157	4,108,950	97%
Fund Balance Beg (Estimated)	1,026,448	1,026,448	1,026,448	
Change*	91,643	(303,241)	37,074	
Fund Balance End (Estimated)	1,118,091	723,207	1,063,522	

*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)

	3/31/2020 ACTUAL	12/31/2020 BUDGET	3/31/2020 YTD	YTD % Change
Transfers				
Transfers In	182,851	23,050,813	558,093	2%
Total Transfers In	182,851	23,050,813	558,093	2%
Capital Projects				
Down Town Master Plan	-	75,000	-	0%
Property Acquisition	-	350,000	266,562	76%
Comprehensive Plan/Land Use Update	13,010	150,000	13,010	9%
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 Subdivision 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	51,329	13,730,780	51,329	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	73,009	480,000	125,012	26%
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	2,671	200,000	2,671	1%
Nano Plant Expansion	-	47,513	-	0%
Back-Up MGD Pump	-	60,000	-	0%
Bulk NaOH and Antiscalant	-	30,000	-	0%
Clearwell HS Pump Upgrade	-	25,000	-	0%
Water Source Development	-	3,046,126	5,580	0%
WWTP Pumps	-	16,674	-	0%
Clarifier Rehabilitation Project	2,508	523,062	3,252	1%
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	11,661	127,200	11,661	9%
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	-	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	28,663	60,000	28,663	48%
Pot Hole Machine	-	50,000	-	0%

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

(All figures Unaudited)

	3/31/2020	12/31/2020	3/31/2020	YTD
	ACTUAL	BUDGET	YTD	% Change
Membranes for Nano	-	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	182,851	23,050,813	558,093	2%
Changes in Net Position	-	-	-	0%
Fund Balance End (Estimated)	-	-	-	0%

Town of Wellington
Checks Paid
03-15-2020 to 04-15-2020

Date	Payee	Description	Amount
4/12/2020	BUFFALO CREEK SUBDIVISION AT WELLINGTON	WCP Irrigation Electricity	175.68
4/12/2020	CINTAS CORPORATION	UNIFORM SPLIT	98.16
4/12/2020	COLORADO ANALYTICAL LAB	2020 Blanket PO WWTP Testing	175.00
4/12/2020	COLORADOAN	Publication of Ordinance	18.78
4/12/2020	COMPENSATION STUDIO LLC	Invoice #3 -April 1, 2020	938.05
4/12/2020	DPC INDUSTRIES, INC	2020 Blanket PO for WWTP Chemicals	2,756.25
4/12/2020	ELWOOD STAFFING SERVICES, INC	Temp Services	4,048.65
4/12/2020	E-Z POUR READY MIX	Distribution System Rehab	1,711.00
4/12/2020	GOLF & SPORT SOLUTIONS	Infield mix and delivery -- Blanket Purchase Order	7,052.82
4/12/2020	HACH CO.	2020 Blanket PO for WTP Chemicals	3,991.55
4/12/2020	HOA OF WELLINGTON SOUTH	HOA Assessment for the Year	135.00
4/12/2020	INGRAM LIBRARY SERVICES	LIBRARY BOOKS	815.30
4/12/2020	INTERSTATES CONSTRUCTION SRVCS	Installation of Sensors & Strobe Lights at Splash Pad	2,746.61
4/12/2020	KACY GRAPHICS	BLANKET PO FOR CONTRACT WORK	1,995.00
4/12/2020	L.C. SALES TAX ADMINISTRATOR	Less 3 1/3% Vendor Fee	31,691.09
4/12/2020	LEWAN & ASSOCIATES, INC.	IT services	2,378.33
4/12/2020	MARCH & OLIVE, LLC	GENERAL BUSINESS	10,257.00
4/12/2020	MIDWEST TAPE	MULTI-MEDIA	39.99
4/12/2020	POLYDYNE INC.	2020 Blanket PO for WWTP Chemicals	5,522.76
4/12/2020	SEACREST GROUP	2020 Blanket WTP WET Testing	2,233.00
4/12/2020	TIMBERLINE ELECTRIC & CONTROL CORP.	Wilson Wells Instrumentation & Controls	42,484.00
4/12/2020	UNCC	Sewer Line Locate	154.96
4/12/2020	UNITED MAILING	BLANKET PO FOR 2020 UTILITY BILLING	2,351.45
4/12/2020	WAGNER RENTS	Rehab Excavator Rental	1,340.15
4/12/2020	WELLINGTON FIRE PROTECTION DIS	Less 5% Vendor Fee	11,248.00
4/12/2020	WELLINGTON-COLORADO MAIN STREET PROGRAM	2ND QUARTER FUNDING	21,250.00
4/12/2020	WEX BANK	SENIOR BUS	2,966.34
4/12/2020	Check on Demand	AMANDA MARTIN	60.00
4/12/2020	Check on Demand	SARA MUSCADIN	75.00
4/12/2020	Check on Demand	SHANOLE STEIN	55.00
4/2/2020	BASIC BENEFITS LLC	MAR 2020 MONTHLY COBRA FEE	52.00
4/2/2020	BLACK HILLS ENERGY	Utilities	3,912.56
4/2/2020	FIRST NATIONAL BANK OMAHA	EDS CONF HOTEL	510.02
4/2/2020	GALLEGOS SANITATION	TOILET SERVICE	1,440.00
4/2/2020	HealthEZ	Health Insurance Premiums	36,759.61
4/2/2020	PINNACOL ASSURANCE	POLICY 4221077-INSTALLMENT	5,952.00
4/2/2020	TDS	Internet at 4006 Hayes Ave	95.90
4/2/2020	XCEL ENERGY	Utility Bills	12,072.31
3/29/2020	ABLAO LAW LLC	2020 MUNICIPAL COURT BLANKET PO	750.00
3/29/2020	ALL COPY PRODUCTS, INC.	COPIER USAGE	773.14
3/29/2020	BENNETT PREMIUM LIGHTING	Truck Rental for Christmas Light Removal on Cleveland	720.00
3/29/2020	BOXELDER BASIN REGIONAL STORMWATER AUTH	Stormwater Commercial Utility Bill	891.00
3/29/2020	CINTAS	2020 Blanket PO for WTP First Aid Restock	286.05
3/29/2020	CITY OF FORT COLLINS	Ice Buster for Snow Incident	1,854.75
3/29/2020	COLORADO ANALYTICAL LAB	2020 Blanket PO WWTP Testing	3,583.00
3/29/2020	COLORADO SAFETY ASSOCIATION	Safety Audit of Facilities	4,999.00
3/29/2020	DANA KEPNER	Water Line PVCParts	2,671.00
3/29/2020	DPC INDUSTRIES, INC	2020 Blanket PO for WWTP Chemicals	918.75
3/29/2020	ELWOOD STAFFING SERVICES, INC	Invoice 2317283. Baird - \$597.38; Yarbrough - \$918.00	1,515.38
3/29/2020	FARNSWORTH GROUP, INC.	Clarifier Rehab Project	2,507.75
3/29/2020	HUMANE SOCIETY	February License Fees	13.00
3/29/2020	INGRAM LIBRARY SERVICES	BOOKS	903.45
3/29/2020	JACOBS ENGINEERING C/O BANK OF AMERICA	WTP Independent Review	51,329.46
3/29/2020	KATHLEEN J. BAILEY	OCTOBER CLEANING	1,060.00
3/29/2020	L.C. SALES TAX ADMINISTRATOR	Less 3 1/3% Vendor Fee	20,510.04
3/29/2020	LARIMER COUNTY FITD SERVICES	February 2020 FITD billing	603.00
3/29/2020	LOGAN SIMPSON DESIGN INC	Professional Services for 12/14/2019-2/14/2020	13,009.98
3/29/2020	MCDONALD FARMS ENTERPRISES, INC.	2020 Blanket PO for WWTP Sludge Removal	1,226.00
3/29/2020	MIDWEST TAPE	AUDIO BOOKS	551.86
3/29/2020	NORTHERN COLORADO SPORTS OFFICIALS	Blanket PO-Official Fees	205.00
3/29/2020	POLAR GAS INC	2020 Blanket PO WTP Utility	1,137.41

3/29/2020 POUDRE SCHOOL DISTRICT	BLANKET PO -- Gym Rental feels/Poudre School District	2,817.00
3/29/2020 Quantum Pump and Controls LLC	Wilson Wells Piping-50% DOWN PAYMENT	45,596.61
3/29/2020 SAFEUILT COLORADO, LLC	February Permit Activity	36,734.38
3/29/2020 VERIZON WIRELESS	TOWN CELL PHONES	1,604.09
3/29/2020 WELLINGTON FIRE PROTECTION DIS	Less 5% Vendor Fee	25,308.00
3/29/2020 WOODARD & CURRAN INC	Rate Study	5,799.56
3/26/2020 ALLSTATE	March Premiums	431.01
3/26/2020 CENTURYLINK	Internet Expense	212.73
3/26/2020 FIRST NATIONAL BANK	Park Loan Payment	22,454.99
3/26/2020 FIRST NATIONAL BANK OMAHA	Lunch Meetings	218.80
3/26/2020 GALLEGOS SANITATION	TOILET SERVICE	1,440.00
3/26/2020 GUARDIAN	Town Insurance Premiums March	10,353.26
3/26/2020 HEALTHIEST YOU	March Insurance Premiums	551.00
3/26/2020 Jive Communications Inc	Phone System	703.24
3/26/2020 PITNEY BOWES INC.	NEW POSTAGE MACHINE	2,941.26
3/26/2020 POUDRE VALLEY REA	Town Utility Bills	4,985.81
3/26/2020 RISE BROADBAND	WIRELESS INTERNET SERVICE	208.76
3/26/2020 TDS	Internet Expense	269.85
3/26/2020 XCEL ENERGY	Town Utility Bills	24,498.59

Total

\$ 520,707.28

Town of Wellington
P Card Purchases
02/14/20 to 03/12/2020

Date	Description	Amount	Vendor
3/12/2020	CLEANING SUPPLIES	72.38	AMAZON.COM*W25D32PA3
3/12/2020	OFFICE SUPPLIES	43.95	OFFICE DEPOT #2737
3/12/2020	Return	(5.69)	BOMGAARS #69 WELLINGTO
3/12/2020	UNIFORM PANTS	175.92	DUNGAREES LLC
3/12/2020	SPLIT - STREETS DRILL BIT (39.03%)	6.49	BOMGAARS #69 WELLINGTO
3/12/2020	SPLIT - STREETS FASTENERS (60.97%)	10.14	BOMGAARS #69 WELLINGTO
3/12/2020	SMALL TOOLS TO COMPLETE MANHOLE REHAB PROJECT	30.98	BOMGAARS #69 WELLINGTO
3/12/2020	PUBLIC WORKS SUPPLIES AND LOCKS.	32.95	BOMGAARS #69 WELLINGTO
3/12/2020	SECURITY FOR WILSON WELLHOUSES.	27.75	BOMGAARS #69 WELLINGTO
3/12/2020	PARKS SHOP SUPPLIES WD-40 SPRAY	5.99	BOMGAARS #69 WELLINGTO
3/12/2020	BOOK ENDS FOR BOOK SHELVES	43.96	AMAZON.COM*9U5KD2G03
3/12/2020	SHELVING FOR OFFICE	302.05	THE HOME DEPOT 1544
3/11/2020	LIBRARY JOURNAL MAGAZINE	157.99	LIL*LIBRARY JOURNALS
3/11/2020	TOWN TABLE COVER	411.33	KD KANOPY
3/11/2020	VOLUNTEER SOFTWARE	99.99	SIGNUP.COM
3/11/2020	FLEET VEHICLE NEW LOGO DECALS	700.00	PAYPAL *DYNAMICIMAG
3/11/2020	Supplies	279.83	AMAZON
3/11/2020	SPLIT - PW COFFEE & GENERAL OFFICE SUPPLIES (53.27%)	319.02	AMAZON
3/11/2020	COVID 19 CLEANING SUPPLIES & BAGS	436.15	EON OFFICE PRODUCTS
3/11/2020	PARKS DOG WASTE BAGS	252.20	AMAZON.COM*PC6IC7TY3
3/11/2020	"A" WASTE WATER CERTIFICATION RENEWAL.	85.00	COLORADO CWP
3/11/2020	CHLORINE PIGTAILS	684.90	USA BLUE BOOK
3/11/2020	N95 PRE FILTERS	171.84	AMZN MKTP US*IN1N41R43
3/11/2020	"A" WATER TEST SITTING FEE	100.00	ABC-NV
3/11/2020	Supplies	123.20	BOMGAARS #69 WELLINGTO
3/11/2020	SNOW PLOW TERMINAL CLEANER & GREASE	83.19	O J WATSON CO INC
3/11/2020	MANHOLE REHAB PROJECT	816.00	OLDCASTLE PRECAST
3/11/2020	PAINTING SUPPLIES FOR WTP.	85.73	BOMGAARS #69 WELLINGTO
3/11/2020	PARKS MOWERS R&M	257.76	DAN S SMALL ENGINE
3/11/2020	BACK UP TAIL LIGHT REPLACEMENT FOR STREET SWEEPER	2.49	NAPA PARTS HEILBRUNS
3/11/2020	RELIEF VALVE REBUILD KIT.	196.73	AMZN MKTP US*015RE9A83
3/11/2020	PRICE ADJUSTMENT ON PREVIOUS PURCHASE	(75.00)	4 RIVERS EQUIPMENT
3/10/2020	ORGANIC/ACID VAPOR CARTRIDGES	115.92	AMZN MKTP US*UZ96M3NV3
3/10/2020	TH SUPPLIES	177.17	AMAZON.COM*5S10B20U3
3/10/2020	TH PAPER TOWELS	47.98	AMAZON.COM*2O3KY6UO3
3/10/2020	TH PAPER TOWELS	23.99	AMAZON.COM*IM54F0N93
3/10/2020	INJURED WORKER POSTERS FOR ALL TOWN BUILDINGS	323.15	FEDEX OFFIC48600004861
3/10/2020	CERTIFICATION RENEWAL	85.00	COLORADO CWP
3/10/2020	TONER FOR RECEPTION PRINTER	36.99	AMZN MKTP US*6Z5PP4NB3
3/10/2020	PAYROLL/PURCHASING PRINTER-CARMEN	199.98	AMZN MKTP US*VA0MV3FZ3
3/10/2020	CLEANING SUPPLIES FOR CORONA VIRUS	99.13	TARGET 00024034
3/10/2020	STREETS FLEET VEHICLE SEAT COVERS & PHONE CONNECTOR	64.98	BOMGAARS #69 WELLINGTO
3/10/2020	BOOKS FROM GRANT MONEY	368.21	THE PENWORTHY COMPANY
3/10/2020	COVID 19 PW CLEANING SUPPLIES & SANITIZER	61.05	FAMILY DOLLAR #9016
3/10/2020	COVID 19 PW CLEANING SUPPLIES & SANITIZER	51.31	BOMGAARS #69 WELLINGTO
3/10/2020	Supplies	14.68	BOMGAARS #69 WELLINGTO
3/10/2020	CLASS B WATER EXAM FEE	100.00	ABC-NV
3/10/2020	WORK PANTS(UNIFORMS	299.94	AMAZON.COM*307MK5S53
3/10/2020	CWP CERT TEST FEE	50.00	COLORADO CWP
3/10/2020	ENVELOPES	29.52	EON OFFICE PRODUCTS
3/10/2020	STREETS SHOP SUPPLIES TAPE & ROPE	39.97	BOMGAARS #69 WELLINGTO
3/10/2020	TREE TRIMMING SAW KIT	279.99	BOMGAARS #69 WELLINGTO
3/10/2020	LYSOL SPRAY/WIPES FOR CORONA VIRUS	442.80	LOWES #02697*
3/10/2020	SUPPLIES FOR PAINTING CLASS	14.00	DOLLAR TREE
3/10/2020	CONCRETE TROWEL AND 1-1/2" PVC CAP FOR PRETREATMENT	27.11	THE HOME DEPOT #1544
3/10/2020	TU5300 CLEANER UNIT	856.77	HACH COMPANY

3/9/2020 D WATER TEST	100.00 ABC-NV
3/9/2020 PIPE CEMENT	11.74 KELLY SUPPLY CO FORT C
3/9/2020 HYDRAULIC OIL FILTER FOR STREETS HEAVY EQUIPMENT	56.14 WICKHAM TRACTOR -FORT
3/9/2020 RULER-KELLY	4.19 AMAZON.COM*T160R7QY3 A
3/9/2020 LUNCH MEETING - STATE DEMOGRAPHER	25.00 CREW NC
3/9/2020 WWTP LAUNDRY SERVICE FOR UNIFORMS	108.95 LOVELAND STEAM LAUNDRY
3/6/2020 SOFTWARE	52.99 ADOBE CREATIVE CLOUD
3/6/2020 KEY BLANKS, FUSES	13.96 BOMGAARS #69 WELLINGTO
3/6/2020 HYDRAULIC OIL FILTERS FOR STREETS EQUIPMENT	112.38 WICKHAM TRACTOR -FORT
3/6/2020 HYDRAULIC HOSE FOR FLEET VEHICLE HOOD	47.87 PARKER STORE MCCOY SAL
3/6/2020 KUBOTA OIL FILTERS RETURN	(40.04) WICKHAM TRACTOR -FORT
3/6/2020 FINANCE/BLANKET PO STAMP	16.99 EON OFFICE PRODUCTS
3/6/2020 FLEET DIAGNOSTIC GPS FOR STREETS	108.96 BOMGAARS #69 WELLINGTO
3/6/2020 FLEET DIAGNOSTIC GPS FOR STREETS	108.96 BOMGAARS #69 WELLINGTO
3/6/2020 FLEET DIAGNOSTIC GPS FOR STREETS	108.96 BOMGAARS #69 WELLINGTO
3/6/2020 FLEET DIAGNOSTIC GPS FOR STREETS	108.97 BOMGAARS #69 WELLINGTO
3/6/2020 WWTP SAMPLE TESTING	149.00 COLORADO ANALYTICAL
3/6/2020 SAND & STONE GRAVEL BASE	179.69 MMM TAFT SAND & GRAVEL
3/5/2020 DVDS FOR COLLECTION	67.93 AMAZON.COM*SE3B061J3
3/5/2020 CLEANING SUPPLIES	42.11 AMZN MKTP US*A20P03WG3
3/5/2020 CHEMICAL SAMPLING DROP OFF IN DENVER TOLL FEE	45.10 E 470 EXPRESS TOLLS
3/5/2020 FLOC BASIN MOTOR	350.04 GRAINGER
3/5/2020 PARKS SHOP TOOLS	250.15 BOMGAARS #69 WELLINGTO
3/5/2020 CLEANING/OFFICE SUPPLIES	141.73 EON OFFICE PRODUCTS
3/5/2020 ZIP TIES FOR REC DEPARTMENT; HANGING REGISTRATION BANNERS.	17.07 BOMGAARS #69 WELLINGTO
3/5/2020 CWP EXAM FEE.	100.00 ABC-NV
3/5/2020 RAS/WAS WATERLINE PROJECT	23.98 AMZN MKTP US*FW29W6FJ3
3/5/2020 RAS/WAS WATERLINE PROJECT	11.10 AMZN MKTP US*BQ86B11R3
3/5/2020 WATER TREATMENT OPERATOR C TESTING.	100.00 ABC-NV
3/5/2020 NUTS AND BOLTS FOR RAIN GAUGE.	1.80 BOMGAARS #69 WELLINGTO
3/5/2020 WTP SUPERINTENDENT CANDIDATE TRAVEL EXPENSES	686.20 UNITED AIRLINES
3/5/2020 RERAN EMPLOYEE ACA REPORT DUE TO SS # ERROR	4.27 YEARLI.COM
3/4/2020 OFFICE BILL FOR ALL EMPLOYEES	720.00 MSFT * E0100AE7LS
3/4/2020 OFFICE FOR ALL EMPLOYEES	196.72 MSFT * E0100AE6CD
3/4/2020 BATTERIES & TRASH BAGS FOR PW ADMIN OFFICE	42.24 AMAZON.COM*AM9X06PX3
3/4/2020 ICSC CONFERENCE	680.00 ICSC-NY
3/4/2020 PW ADMIN PDF SOFTWARE RENEWAL	179.88 ADOBE *800-833-6687
3/4/2020 WTP LAB SAMPLING WATER	23.59 DS SERVICES STANDARD C
3/4/2020 PLANT EYEWASH	40.74 BOMGAARS #69 WELLINGTO
3/4/2020 NIPPLES, COUPLINGS, VALVES FOR EYEWASH STATION	95.45 BOMGAARS #69 WELLINGTO
3/4/2020 COUPLINGS FOR EYEWASH STATION	32.34 BOMGAARS #69 WELLINGTO
3/4/2020 STREETS FLEET VEHICLE BRAKE FLUID	6.99 NAPA PARTS HEILBRUNS
3/4/2020 PARKS GATOR NUT REPLACEMENT	3.60 4 RIVERS EQUIPMENT
3/4/2020 SHOVELS FOR ASPHALT & SAFETY CONES FOR STREETS SHOP	395.73 HD SUPPLY WHITE CAP #0
3/4/2020 STREETS SHOP STENCILS FOR ROAD CONES	12.97 BOMGAARS #69 WELLINGTO
3/4/2020 BACKGROUND CHECKS FOR BASEBALL COACHES AND REC LEADERS.	55.50 ACTIVE SCREENING/PROTE
3/4/2020 SEWER LINE R&M	547.00 DANA KEPNER COMPANY
3/4/2020 MANHOLE REHAB PROJECT	200.00 OLDCASTLE PRECAST
3/4/2020 RAS/WAS WATERLINE PROJECT PARTS	66.90 GRAINGER
3/4/2020 WTP Interview	130.00 GREEN RIDE CO INC
3/4/2020 Refund	(38.06) GALLS
3/3/2020 TH COFFEE MAKER	169.99 AMAZON.COM*R45BU5I83
3/3/2020 TH WATER FOR GUESTS	3.98 LOWES #02697*
3/3/2020 ACTIVATED SLUDGE COURSE	150.00 TECHNICAL LEARNING CON
3/3/2020 TOILET PAPER	117.92 AMAZON.COM*2Y7E87PQ3 A
3/3/2020 WTP COFFEE	43.99 AMZN MKTP US*A10CN9WJ3
3/3/2020 SPLIT - REC FLEET VEHICLE BATTERY REPLACEMENT (50%)	125.95 BOMGAARS #69 WELLINGTO
3/3/2020 SPLIT - WTP VEHICLE BATTERY REPLACEMENT (50%)	125.95 BOMGAARS #69 WELLINGTO
3/3/2020 TH SUGAR PACKETS	11.99 AMZN MKTP US*4C2FK90J3
3/3/2020 TH SWEETENER PACKETS	10.99 AMZN MKTP US*WP1AE3AL3
3/3/2020 PAINT SUPPLIES, SPRAY PAINT, AND CLEANING SUPPLIES FOR WTP.	86.38 BOMGAARS #69 WELLINGTO

3/3/2020 WILSON WELLS REHAB SUPPLIES	82.12 THE HOME DEPOT 1544
3/3/2020 ANNUAL MEMBERSHIP FEE FOR YEARLI 1094 AND 1095 PROCESSING	99.00 YEARLI.COM
3/3/2020 1094 AND 1095 MANDATORY IRS FILING	311.71 YEARLI.COM
3/2/2020 TRIFOLD PAPER TOWELS, GLOVE HOLDERS	135.65 AMZN MKTP US*NT2Y90893
3/2/2020 WTP SUGAR	21.61 AMAZON.COM*3739U8AJ3
3/2/2020 TENT PANEL	537.31 KD KANOPY
3/2/2020 SUPPLIES	23.05 RIDLEY'S 1136
3/2/2020 EYE WASH STATION	201.37 GRAINGER
3/2/2020 APPLICATION FEE FOR "A" WATER	50.00 COLORADO CWP
3/2/2020 "A" WATER TREATMENT PRACTICE EXAM	19.21 PAYPAL *AWWA
3/2/2020 STREETS FLEET VEHICLE OIL	20.14 NAPA PARTS HEILBRUNS
3/2/2020 PARKS FLEET VEHICLE TIRE VALVE	2.68 NAPA PARTS HEILBRUNS
3/2/2020 WTP NATURAL GAS	860.64 POLAR GAS INC
3/2/2020 TH KITCHEN SUPPLIES	165.82 AMZN MKTP US*7L4CO6SU3
3/2/2020 TH KITCHEN SUPPLIES	85.49 WALMART.COM
3/2/2020 TH DINNERWARE SET	69.98 AMZN MKTP US*UA60U5RB3
3/2/2020 TH SILVERWARE	29.99 AMZN MKTP US*DZ98U8XW3
3/2/2020 3 HOLE PUNCH-CARMEN	21.22 AMAZON.COM*OA59A9643 A
3/2/2020 TH SILVERWARE TRAY	7.98 AMAZON.COM*Y40IS3423 A
3/2/2020 SCISSORS-CARMEN	6.48 AMAZON.COM*T30316A83 A
3/2/2020 WIRELESS MOUSE REPLACEMENT	19.22 AMAZON.COM*LX3SY8GW3 A
3/2/2020 SUPPLIES FOR PUBLIC WORKS.	59.26 RIDLEY'S 1136
3/2/2020 POSTAGE FOR PACKAGES.	9.65 USPS PO 0795220339
3/2/2020 COPY OF KEYS FOR PUBLIC WORKS.	1.99 BOMGAARS #69 WELLINGTO
3/2/2020 PARTS FOR A FLUIDIZATION GUAGE FOR FILTER PROGRAM	176.79 THE HOME DEPOT #1544
3/2/2020 COACH CERTIFICATION FOR JEFF STORY -- YOUTH BASEBALL.	20.00 NTL ALLY FOR YTH SPORT
3/2/2020 WILSON WELLS REHAB SUPPLIES	340.24 THE HOME DEPOT 1544
2/28/2020 EVENT SUPPLIES	403.84 PARTY CITY 1002
2/28/2020 RECREATION OUTREACH TENT	797.34 KD KANOPY
2/28/2020 MIC	94.98 GUITAR CENTER #426
2/28/2020 B WATER EXAM	100.00 ABC-NV
2/28/2020 TEST APPLICATION FEE	50.00 COLORADO CWP
2/28/2020 VACUUM LAB TESTS	559.10 AMAZON.COM*7725Z0XB3 A
2/28/2020 CONDUIT HANGERS, FASTENERS	32.05 BOMGAARS #69 WELLINGTO
2/28/2020 WWTP FLEET VEHICLE OIL FILTER & STARTER REPAIR PARTS	852.88 4 RIVERS EQUIPMENT
2/28/2020 MANHOLE REPAIR SUPPLIES ACROSS TOWN	944.00 OLDCASTLE PRECAST
2/28/2020 STREETS SHOP TOOLS R&M	127.43 BOMGAARS #69 WELLINGTO
2/28/2020 SHOP SUPPLIES FOR STREETS	4.37 BOMGAARS #69 WELLINGTO
2/28/2020 ALUMINUM TOOL BOX FOR PARKS FLEET VEHICLE	815.99 HD SUPPLY WHITE CAP #0
2/28/2020 J BOXES FOR CL2 SENSORS WTP AND SPLASHPAD	216.72 SAFEWARE-MOTO
2/28/2020 UTILITY LINE LOCATE SUPPLIES FOR STREETS	57.10 THE HOME DEPOT #1544
2/28/2020 FACILITY RENTAL FEES	130.00 THE EDGE SPORTS CENTER
2/28/2020 Supplies	176.35 THE HOME DEPOT #1544
2/27/2020 TH SHARPIES	18.05 AMAZON.COM*KN7LY1BD3
2/27/2020 TOWN OUTREACH TENT	797.34 KD KANOPY
2/27/2020 RELAY WTP	196.03 BILLTRUST REXEL
2/27/2020 PAINTING TOOLS	17.48 BOMGAARS #69 WELLINGTO
2/27/2020 PICTURE HANGERS	5.67 BOMGAARS #69 WELLINGTO
2/27/2020 CLEANING/OFFICE SUPPLIES	109.61 EON OFFICE PRODUCTS
2/27/2020 AP & HR PRINTER TONER	71.78 AMZN MKTP US*WT2TO2G83
2/27/2020 TH SHREDDING SERVICES	20.00 IN *SMART DOCUMENT MAN
2/27/2020 ROUND POINT SHOVEL FOR SHOP TOOLS	105.90 GRAINGER
2/27/2020 SAFETY VEST	27.49 BOMGAARS #69 WELLINGTO
2/27/2020 REPAIR & CALIBRATION OF METER EQUIPMENT	55.00 BOMGAARS #69 WELLINGTO
2/27/2020 PLASTIC AIR FITTINGS FOR LAB TEST	9.26 BOMGAARS #69 WELLINGTO
2/27/2020 2- SNAP RING	7.58 BOMGAARS #69 WELLINGTO
2/27/2020 TAX REFUND: GALLS	(6.37) GALLS
2/27/2020 ICSC CONFERENCE	364.80 UNITED AIRLINES
2/27/2020 5 GALLONS INTERIOR PAINT	94.58 THE HOME DEPOT 1552
2/27/2020 PAINT AND CABINET HARDWARE FOR WTP.	63.98 THE HOME DEPOT #1544
2/26/2020 ICSC CONFERENCE	577.44 EXPEDIA 71007380630026

2/26/2020 TOWN OUTREACH TENT	26.00 EXPEDIA 71007380174573
2/26/2020 WTP SAFETY MAT	179.49 AMAZON.COM*U06UG31U3
2/26/2020 ENTRY MATS FOR WTP	61.08 AMAZON.COM*4R0CF4C63
2/26/2020 PAINTING SUPPLIES	32.76 BOMGAARS #69 WELLINGTO
2/26/2020 WTP FLEET VEHICLE R&M CAP	14.54 NAPA PARTS HEILBRUNS
2/26/2020 WTP FLEET VEHICLE OIL FILTER	10.92 NAPA PARTS HEILBRUNS
2/26/2020 PAINTING TOOLS AND SUPPLIES	17.83 BOMGAARS #69 WELLINGTO
2/26/2020 PARKS SAFETY EYEWEAR FOR TREE TRIMMING	9.99 BOMGAARS #69 WELLINGTO
2/26/2020 TAX REIMBURSEMENT FOR PREVIOUS PURCHASE	(2.11) BOMGAARS #69 WELLINGTO
2/26/2020 KNEE SAFETY BOOT FOR ASSISTING WTP TANKS	26.99 BOMGAARS #69 WELLINGTO
2/26/2020 CERTIFICATION RENEWAL	85.00 COLORADO CWP
2/26/2020 CERTIFICATION RENEWAL	85.00 COLORADO CWP
2/26/2020 EXPRESS TOLL FEES	29.50 E 470 EXPRESS TOLLS
2/26/2020 CUTTING WHEEL FOR STREETS SHOP GRINDER	7.49 BOMGAARS #69 WELLINGTO
2/26/2020 AMMONIA TEST KITS AND SAMPLE FILTERS.	482.74 USA BLUE BOOK
2/26/2020 REFRESHMENTS FOR CANDIDATE WORK SHOP	59.52 RIDLEY'S 1136
2/25/2020 DVDS FOR COLLECTION	184.75 AMAZON.COM*686DV4MF3
2/25/2020 TH BAGS, TP, HAND SOAP	127.80 AMZN MKTP US*BW83M81A3
2/25/2020 TH OFFICE SUPPLIES	127.31 AMZN MKTP US*L18QQ7613
2/25/2020 TH PAPER TOWELS	23.99 AMAZON.COM*J71MI3003
2/25/2020 TH BATHROOM PAPER TOWELS	21.00 AMZN MKTP US*WS2GG13E3
2/25/2020 NEW MICROSOFT USER	12.50 MSFT * E0100AAV5C
2/25/2020 WTP SAFETY MAT	248.21 AMAZON.COM*800P58FI3
2/25/2020 DOCUMENTS	9.32 SCRIBD INC
2/25/2020 TH KLEENEX	28.49 AMZN MKTP US*PA11M89W3
2/25/2020 Safety Boots	184.95 AMAZON.COM*7LSA017L3 A
2/25/2020 PAID PARKING - FULL DAY	15.00 SQ *STAR PARK, LLC
2/25/2020 HEATER FOR PRETREATMENT	619.24 GRAINGER
2/25/2020 GEAR PULLER, HEATER, BRASSO	156.92 BOMGAARS #69 WELLINGTO
2/25/2020 PARKS R&M MULCH BLADE	142.73 DAN S SMALL ENGINE
2/25/2020 FACILITY RENTAL FEE FOR INTERMEDIATE BASEBALL TRYOUTS.	260.00 THE EDGE SPORTS CENTER
2/25/2020 FIRST PLACE BALLS FOR ADULT COED VOLLEYBALL.	150.00 GO JO SPORTS
2/25/2020 MICHELLE VANCE NAME PLATE FOR PARKS ADVISORY BOARD.	12.50 EON OFFICE PRODUCTS
2/25/2020 TH COPY PAPER & ADHESIVE NOTES	80.82 EON OFFICE PRODUCTS
2/25/2020 BINDERS-KELLY, FILE FOLDERS-CARMEN	60.48 STAPLES DIRECT
2/25/2020 PENS-CYNTHIA	9.41 AMZN MKTP US*XX9SZ8X13
2/25/2020 PARKING FOR EHLERS PRESENTATION	15.00 SQ *STAR PARK, LLC
2/25/2020 POSTAGE. PACKAGE TO INFOMAPTIONS	1.60 USPS PO 0795220339
2/25/2020 FASTENERS FOR LIBRARY CENSUS BANNERS ACROSS TOWN	16.69 BOMGAARS #69 WELLINGTO
2/25/2020 LIGHT BULB REPAIR IN SENIOR CENTER	43.94 THE HOME DEPOT #1544
2/24/2020 TRADE SHOW	15.00 FORT COLLINS AREA CHAM
2/24/2020 NEW LOGO DECALS FOR FLEET VEHICLES	700.00 PAYPAL *DYNAMICIMAG
2/24/2020 PLANT PAINT SUPPLIES	86.26 BOMGAARS #69 WELLINGTO
2/24/2020 SPRAY PAINT, SCREWS	29.35 BOMGAARS #69 WELLINGTO
2/24/2020 STREETS SHOP NUTS & BOLTS	78.28 ROYAL SUPPLY
2/24/2020 INTERNET POWER POINT DC ADAPTER.	68.75 AMZ*THESIGNALGROUPL
2/24/2020 BINDERS	22.99 OFFICE DEPOT #2737
2/24/2020 ABANDONED VEHICLE TAGS	237.00 CITIZEN PRINTING
2/21/2020 ORGANIZATIONAL SUPPLIES FOR PW ADMIN OFFICE	39.32 AMAZON.COM*FC8370K43 A
2/21/2020 CENSUS BANNERS	252.00 PAYPAL *DYNAMICIMAG
2/21/2020 CENSUS POSTCARDS	151.79 BUSINESS CARD FACTORY
2/21/2020 CENSUS POSTERS	35.62 BUSINESS CARD FACTORY
2/21/2020 CENSUS POSTERS	17.18 BUSINESS CARD FACTORY
2/21/2020 PW ADMIN OFFICE COPY PAPER	34.99 EON OFFICE PRODUCTS
2/21/2020 SPLIT - POWER WASHER, HOSE (87.07%)	464.98 BOMGAARS #69 WELLINGTO
2/21/2020 SPLIT - PAINTING SUPPLIES (12.93%)	69.08 BOMGAARS #69 WELLINGTO
2/21/2020 AMERICAN FLAG	69.82 GRAINGER
2/21/2020 WASTEWATER OPERATOR "C" EXAM	100.00 ABC-NV
2/21/2020 SALT PELLETS FOR WATER SOFTENER	14.07 BOMGAARS #69 WELLINGTO
2/21/2020 ELECTRICAL TAPE	2.49 BOMGAARS #69 WELLINGTO
2/21/2020 PAINT	67.48 BOMGAARS #69 WELLINGTO

2/21/2020 2020 BUDGET BOOKS
 2/21/2020 WATER TREATMENT OPERATOR "D" EXAMINATION APPLICATION FEE.
 2/21/2020 ANNUAL SAFETY BOOT ALLOWANCE
 2/21/2020 RAIN GAUGE ADAPTERS.
 2/21/2020 PW ADMIN OFFICE WATER FOR MEETINGS
 2/21/2020 PAINT AND PAINTING SUPPLIES FOR WTP
 2/20/2020 AD
 2/20/2020 WINDSHIELD WIPER FLUID, TOWELS
 2/20/2020 UNIFORM PANTS
 2/20/2020 ANNUAL UNIFORM PANT ALLOWANCE
 2/20/2020 CANDIDATE WORKSHOP PLANNING MEETING
 2/20/2020 CANDIDATE WORKSHOP PLANNING MEETING
 2/20/2020 CANDIDATE WORKSHOP PLANNING MEETING
 2/20/2020 CERTIFICATION TESTING APPLICATION FEE.
 2/20/2020 MEMBERSHIP DUES
 2/20/2020 YOUNG ADULT/CHILDREN'S BOOKS FROM GRANT MONEY
 2/19/2020 MEMBERSHIP DUES
 2/19/2020 TH LYSOL WIPES
 2/19/2020 PIPE WRAP, FEMALE ADAPTERS
 2/19/2020 CLOTHING ALLOWANCE.
 2/19/2020 AP POST-IT TABS
 2/19/2020 PAINTING SUPPLIES FOR WTP.
 2/19/2020 BOOKS FROM GRANT MONEY
 2/18/2020 ANNUAL SAFETY BOOT ALLOWANCE
 2/18/2020 NATURAL GAS
 2/18/2020 TH LYSOL SPRAY
 2/18/2020 LIBRARY HVAC R&M PART
 2/18/2020 LIBRARY HVAC R&M PART
 2/18/2020 BOLTS & PULLS FOR STREETS FLEET VEHICLE
 2/18/2020 TAX REFUND
 2/18/2020 TAX REFUND
 2/14/2020 PW UNIFORM COAT
 2/14/2020 PW UNIFORM COAT
 2/14/2020 BULBS, FASTNERS, KNIFES, BOLTS
 2/14/2020 TORQUE WRENCH, SOCKETS
 2/14/2020 YEARLY FEE FOR STAFF SCHEDULING APPLICATION.
 2/14/2020 WILSON WELLS PUMPHOUSE WORK LIGHT FOR CLEAN UP AND PREP WORK
 2/14/2020 WELLINGTON PUMP HOUSE SUPPLIES FOR CLEANUP & PAINT PREP
 2/14/2020 RAIN GAUGE MTS.
 2/14/2020 SPLIT - SMALL TOOL SET FOR STREETS (50%)
 2/14/2020 SPLIT - LOCK REPAIR AT RECREATION OFFICE (50%)

705.34 BUSINESS CARD FACTORY
 50.00 COLORADO CWP
 130.00 JAX OUTDOOR GEAR
 29.96 AMZN MKTP US*BR5NH9SX3
 3.00 FAMILY DOLLAR #9016
 185.29 THE HOME DEPOT #1544
 1,045.00 NORTH FORTY NEWS LLC
 14.02 NAPA PARTS HEILBRUNS
 196.94 DUNGAREES LLC
 315.00 SCHEELS JOHNSTOWN
 56.87 SQ *AVUNCULAR BOB'S T-
 52.76 SQ *AVUNCULAR BOB'S T-
 (52.76) SQ *AVUNCULAR BOB'S T-
 50.00 COLORADO CWP
 50.00 AMERICAN ASSOC OF CODE
 981.03 CAPSTONE
 40.00 ELGL NETWORK
 11.52 AMAZON.COM*594I97YX3
 19.65 BOMGAARS #69 WELLINGTO
 99.95 SIERRA WEB-INTERNET
 6.95 AMAZON.COM*SH0X639E3
 25.56 BOMGAARS #69 WELLINGTO
 520.48 THE PENWORTHY COMPANY
 200.00 RED WING SHOES #419
 1,012.88 POLAR GAS INC
 5.11 LOAF N JUG #0846
 (36.30) GENERAL AIR SERVICE &
 35.00 GENERAL AIR SERVICE &
 13.52 BOMGAARS #69 WELLINGTO
 (8.13) AMZN MKTP US
 (4.76) AMZN MKTP US
 99.97 AMZN MKTP US*PH1U85QY3
 99.99 AMAZON.COM*E88YZ3P83 A
 148.22 BOMGAARS #69 WELLINGTO
 139.96 BOMGAARS #69 WELLINGTO
 100.00 WHENTOWORK INC
 29.99 BOMGAARS #69 WELLINGTO
 47.28 BOMGAARS #69 WELLINGTO
 53.88 AMZN MKTP US*X905F4XW3
 27.47 BOMGAARS #69 WELLINGTO
 27.47 BOMGAARS #69 WELLINGTO

Total

\$ 41,140.10