WELLINGTON FINANCE COMMITTEE ADVISORY BOARD

Regular Meeting Agenda
August 19, 2024, 6:00 PM

Municipal Services Building, Centennial Conference Room
8225 3rd Street
Wellington, CO 80549

Please click the link below to join the webinar:
https://us06web.zoom.us/j/87941402276?pwd=bGtxREJ4ME5KeENrOG1vdFh4bUdZdz09
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A. CALL TO ORDER

1. Roll Call

B. PUBLIC INVITED TO BE HEARD

C. CONSENT AGENDA

1. May 20, 2024 Finance Committee Meeting Minutes

D. ACTION ITEMS /DISCUSSION ITEMS

1. Purchasing Policy Review and Discussion
   - Presentation: Nic Redavid, Finance Director/Treasurer

2. Utility Rate Background & Supplemental Information
   - Presentation: Nic Redavid, Finance Director/Treasurer

E. REPORTS

1. Report of Bills (June 2024) DRAFT
   - Presentation: Nic Redavid, Finance Director/Treasurer

2. Treasurer's Report (June 2024) DRAFT

- Presentation: Nic Redavid, Finance Director/Treasurer

F. ADJOURN

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

TOWN OF WELLINGTON

Finance Committee Meeting

Date: August 19, 2024
Subject: May 20, 2024 Finance Committee Meeting Minutes

BACKGROUND / DISCUSSION

May 20, 2024 Finance Committee Meeting Minutes

STAFF RECOMMENDATION

ATTACHMENTS

1. May 20, 2024 Finance Committee Meeting Minutes

FINANCE COMMITTEE
MINUTES
April 15, 2024

A. CALL TO ORDER

The Town of Wellington Finance Committee meeting was called to order by Vice Chair Jason Mellin on May 20, 2024 at 6:02 p.m. at the Town of Wellington. The meeting is being recorded and live streamed.

Attendance:
Christine Gaiter
Jason Mellin, Vice Chair
Nick Nudell absent
Sara Knaack
Pat Johnson, Secretary

Others in attendance:
Ed Cannon, Trustee Liaison
Patty Garcia, Town Administrator
Nic Redavid, Finance Director/Treasurer

Guests:
Jon Gaiter

B. PUBLIC INVITED TO BE HEARD

No public comment was heard.

C. CONSENT AGENDA

A motion to accept the amended minutes from the April 15, 2024 Finance Committee Meeting was made by Christine Gaiter and seconded by Sara Knaack. Motion passed.

D. ACTION ITEMS /DISCUSSION ITEMS

1. March 2024 Treasurer's Report (Nic Redavid)
   Questions:
   a. Page 12, 16 & 26 benefits are trending over budgeted amount
   b. Election expenses, page 10, not complete yet, would like to see April again once it is complete
   c. Pg 9 Wellington Senior Resource Center – Patti has asked Jenny for some explanation
   d. Pg 32, admin expenses should be moved
   e. Pg 61 online utility bill pay fees, cc fees seem high – clarified that they are merchant fees
   f. Pg 29 Box Elder Creek, CIP funds for 22 and 23 were not included in the March numbers, but are included now.
2. March 2024 Detailed Ledger Report (Nic Redavid)

E. REPORTS

1. Staff Communications
   a. Finance Director/Treasurer (Nic Redavid)
      i. Response to Questions from April 24, 2024 Finance Committee meeting
         - #1 was corrected- reclassified, but where did it go? Classified to WC in the General Fund. Nic will review and get back to the committee.

   ii. Recognition of 2022-2024 Finance Committee Member's Service (Nic Redavid)
   iii. Update on Audit: 2022 has begun, anticipated timeline 2-3 months, hopefully completed prior to the end of July. It is hoped that the 2023 audit will begin in September since the audit firm is not available in August
   iv. First quarter budget review is part of Trustee meeting next week
   v. Don Rhoad's time working with the Town will be completed at the end of May, but he will be on retainer for questions. He'll be back to help with the budget in the fall.
   vi. Nic is taking training through GFOA and other sources

2. Finance Committee Members Communications – no reports

3. Finance Committee Board Liaison Communication (Ed Cannon)
   a. Ed thanked Finance committee members for their participation
   b. The Town received the GFOA award for outstanding budget and staff and Finance committee are all to be thanked for their oversight
   c. Some of the Finance committee members have re-applied and some have not
   d. He'll be asking for the BOT to stagger membership on the Finance Committee
   e. Questions regarding the Finance Department
      i. Staffing for Finance Staff?
      ii. Does anyone serve in a deputy finance director role?
      iii. Any thoughts of changing the staffing?
   f. Budget for 2025, will Nic be publishing a calendar? Yes, the 2025 calendar is in draft.

F. ADJOURN

The meeting was adjourned at 6:32 PM.

Pat Johnson
Finance Committee Secretary

TOWN OF WELLINGTON

Finance Committee Meeting

Date: **August 19, 2024**
Subject: **Purchasing Policy - Follow-up Discussion**

- **Presentation: Nic Redavid, Finance Director/Treasurer**

BACKGROUND / DISCUSSION

The current purchasing policy went into effect 8/28/18 and was most recently revised 8/23/22. The Finance Department requests feedback and input from the Finance Committee to determine if a revision is warranted. A follow-up conversation was requested during the 7/15/24 worksession. The most recently approved version of the Purchasing Policy is attached.

STAFF RECOMMENDATION

ATTACHMENTS

1. Revised Purchasing Policy_Updated August 23 2022

Town of Wellington

Purchasing Policy

Effective – August 28, 2018

Revision – 4/13/2021

Most Recent Update – August 23, 2022

TABLE OF CONTENTS

INTRODUCTION

I. General

This Purchasing Policy is intended to ensure adequate and uniform control of the Town of Wellington's purchasing and payment activities. Principles and policies incorporated into this Policy are in accordance with Government Financial Officers Association best practices and applicable State of Colorado Law.

All parties involved in the negotiation, performance or administration of procurement and/or contracts for the Town shall act in good faith. All procurements should be made for the purpose of meeting the Town's current budget goals.

Information in this policy will be reviewed and updated by the Finance Department as necessary so that the maximum use and benefit may be derived in accordance with its intended purpose. Revisions to the purchasing criteria and bidding procedures will be presented to the Board of Trustees as deemed appropriate.

This Policy encompasses all purchasing activity conducted on behalf of the Town by Town staff. Any questions on any purchasing or payments situation should be directed to the Finance Department for assistance.

II. Goals and Objectives

The fundamental objective of this Purchasing Policy is to provide operating departments within the Town with the goods and services they need in the right quantity and quality, in a timely fashion, as efficiently as possible, and at the lowest overall cost.

Therefore, the goals of this Policy include:

A. A process streamlined enough to keep pace with new technology and procedures
B. Adequate controls which are not at the expense of efficiency
C. A minimum of paperwork
D. An emphasis on quality and results

III. Forms

All forms associated with this policy are located on the Town's website or available from the Finance Department.

GENERAL RESTRICTIONS AND GUIDELINES

I. General

All purchases shall be made in accordance with the policies prescribed in this Purchasing Policy. Any agreement made contrary to these policies shall not be binding to the Town.

II. Code of Conduct

A. Every person engaged in purchasing for the Town shall act to acquire materials and services at the lowest reasonable price, in the proper quality, to reliably accomplish the service intended.

B. Officials, employees, or agents of the Town shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, vendors, or potential contractors or vendors.

C. No official, employee, or agent of the Town shall participate in any purchasing decision which affects the individual's personal financial interest or the interest of the individual's immediate family or of any corporation, partnership, or association of which the individual is a partner, member, creditor, or stockholder.

D. No contractor, vendor, or potential contractor or vendor shall bribe, coerce, or attempt to bribe, coerce, or otherwise improperly influence an official, member, employee, or agent of the Town.

E. Officials, employees, or agents of the Town shall not attempt to circumvent the intent of these purchasing policies by placing multiple orders with a single vendor, or orders on consecutive days, or by other practices that avoid triggering a specific purchasing procedure.

F. Violations of these purchasing policies shall be examined first by the Town Administrator or the Finance Director, who shall determine appropriate action to be taken and shall report to the Board of Trustees.

III. General Provisions/Restrictions

A. No personal purchases may be made using the Town's funds. Purchasing venues provided within this policy may be utilized only in the interest of the Town.

B. Only Town employees, with supervisor's authorization, may purchase utilizing Town funds.

C. Purchases must be charged to the proper account, regardless of budget availability in the appropriate budget line item.

D. Employees are encouraged to obtain bids from Wellington merchants complying with the Town's Sales and Use Tax Code and who are qualified to provide the requested goods or services. When all award factors are deemed to be equal, the bid shall be awarded to the Wellington merchant.

E. For small purchases not requiring bids, when comparable products or reasonable alternatives are readily available from Wellington merchants complying with the Town's Sales and Use Tax Code, the purchase shall be made from the Wellington merchant.

F. Alcohol may not be purchased with Town funds unless the Town Administrator provides prior approval.

G. Sales tax is not to be charged on any purchase. The Town's tax-exempt numbers should be given to the vendor before the sale is completed. The Town's tax-exempt certificate is available from the Finance Department.

H. When purchases are within the Director or Division Manager's authority, any bid information shall be maintained by the purchasing Department. If additional authorization is required, any required bid information shall be attached to the documentation requiring approval (i.e. Purchase Order, check request).

I. No multi-year financing obligations (including rentals of equipment or space) may be committed without the review and concurrence of the Finance Director and the Town Administrator.

J. A SUMMARY OF PURCHASING CRITERIA table which will be reviewed and modified by the Board of Trustees regularly is included as part of this Purchasing Policy.

K. Requests to open merchant charge accounts will be authorized by the Department Head, the Finance Director and the Town Administrator. The process to open the accounts, including completing the credit application and vendor setup, will be administered by the Finance Department.

IV. Emergency Procurement

Notwithstanding any other provision of this policy, the Town Administrator or designee may make or authorize others to make emergency procurement when there exists a threat to public health, welfare, or safety under emergency conditions. A written determination of the basis for emergency and for the purchase or selection of the vendor or contractor shall be included with the purchase documentation (invoice, Purchase Order, check request).

V. Sole Source

A. Occasionally it is necessary to purchase supplies, services or construction items without going to bid, or that only one firm is in a better position to provide. Examples of potential sole source purchases/services include: state bid, engineering or other professional or consulting services, items for resale, matching existing equipment, custom items, paint, prime lumber (except for large quantities), new technology services or equipment, on site repairs (such as heating, air, plumbing, phone) and utilities.

B. Sole source purchases shall be subject to the dollar thresholds and signature authority and Board of Trustees' approval requirements contained in the Summary of Purchasing Criteria limitations. Written justification and approval for any sole source purchase shall be attached to the documentation submitted to the Finance Department (Purchase Order, contract, approved sole source form or invoice).

Guidelines:

- A sole source purchase is a method of acquisition. It is not to be used to avoid competition.
- A sole source justification is required for every purchase over the Direct Buy Limit ($10,000) unless the purchase is being made from an existing contract, the supplier is specifically named in the grant, or the purchase is being competitively solicited.
- Sole source justifications must be approved by a Procurement Services Buyer prior to an order being placed.
- Price cannot be used as a factor in determining if a sole source exists because it indicates the existence of a competitive marketplace.

Justification Criteria:

The following list of criteria may be used in determining if a single or sole source situation exists:

1. Only one manufacturer makes the item meeting salient specifications; that manufacturer only sells direct/exclusively through one regional/national representative;

2. Item required must be identical to equipment already in use by the end user, to ensure compatibility of equipment, and that item is only available from one source.

3. Collaborative project- Supplier is named where the identical equipment is required for compatibility and interoperability.

4. Maintenance or repair calls by the original equipment manufacturer (OEM) are required for a piece of equipment, and the manufacturer does not have multiple agents to perform these services.

5. Replacement or spare parts are required from the OEM, and the OEM does not have distributors for those parts.

6. Patented items or copyrighted materials, which are only available from the patent or copyright holder.

7. Unique expertise, background in recognized field of endeavor, the result of which may depend primarily on the individual's invention, imagination, or talent. Consultant has advanced or specialized knowledge, or expertise gained over an extensive period of time in a specialized field of experience.

Note: An item being a “sole brand” or a “sole manufacturer” does not automatically qualify to be a “sole source”. Many manufacturers sell their products through distributors. Therefore, even if a purchase is identified as a valid “sole brand” or “sole manufacturer”, the requester should verify whether the manufacturer has multiple distributors. If the manufacturer does have multiple distributors, competition should be sought among the distributors.

VI. Cooperative Purchasing

On approval of the Town Administrator or designee, the Town may join other governmental bodies, including but not limited to, the State of Colorado and other local governments in making cooperative purchases in the best interest of this Town, notwithstanding other provisions of this Policy.

VII. Negotiating Price

Unless specifically stated otherwise within a bid or RFP document, the Town Administrator, Director or designee may negotiate the price for any given product or service.

SUMMARY OF PURCHASING CRITERIA

Thresholds:

Purchasing Card (P-Card)	up to $1,000
Blanket Purchase Order	above $10,000
Purchase Requisition	If above individual P-Card limit

Signature Authority Guidelines:

Engineers	up to $5,000
Assistant Directors	up to $5,000
Division Managers	up to $5,000
Purchasing Agents	up to $5,000
Directors	up to $25,000
Town Administrator	up to $30,000

Bidding Thresholds:

Buyer's best judgment	$0 - $5,000
Two written quotes	$5,000.01 - $25,000
Three written quotes:	
Services or intangible/tangible property purchases	$25,000 and above
Capital improvements	$10,000.01 - $250,000
Sealed competitive bidding:	
Capital improvements	$250,000.01 and above

Board of Trustees approval is required for purchases and contract awards as follows:

Appropriated (budgeted) items above $30,000.

Non-Appropriated (non-budgeted) items above $10,000.

Purchases on Board approved contracts are exempt within the contract amount.

DEFINITIONS

Accounts Payable

The function in the Finance Department processing payments for the Town.

Allocation

Town of Wellington account number to be charged for the purchase.

Bid Package

Documentation prepared and distributed by the Town in the solicitation of bids.

Blanket Purchase Order

A blanket purchase order is a long-term agreement between an organization and a supplier to deliver goods or services with a set price on a recurring basis over a specified time period. Blanket purchase orders should be used:

- Blanket purchase orders should never be written for orders where the price is not guaranteed, the quality of the product is unreliable, or the vendor cannot be trusted.
- When quantities of the same goods or services are needed throughout a time period, typically one year.
- When unit cost can be well-defined and details can be specified.
- When a single vendor is capable of delivering throughout the length of the contract.
- When ordering in quantity facilitates more favorable contract terms, such as bulk discounts.
- When staggered deliveries minimize stocking risk and costs.
- When purchase price is above individual P-Card limits otherwise a purchase requisition is required.

Board of Trustees

The legislative and governing body of the Town.

Capital Improvement

A fixed public improvement, including, but not limited to: streets, alleys, sidewalks, water or wastewater facilities, flood control facilities, traffic control devices, street lighting, parks, public structures, and landscaping.

Capital Improvement Contract

A Town contract for Capital Improvements.

Change Order

A Change Purchase Order is a Purchase Order initiated directing a vendor or contractor to make a change to the original Purchase Order or Contract in either amount, delivery, scope or items purchased.

Construction

The process of building, altering, repairing, improving, or demolishing any public structure or building, or other public improvements of any kind to any public real property or within an appropriate easement.

Consulting Services

Services provided by individuals possessing specialized educational qualifications, practical expertise or professional certification, including but limited to Consulting Services where the final product is predominantly oral or written advice or information.

Cooperative Purchasing

Procurement conducted by, or on behalf of, more than one governmental body.

Department

A designated administrative or operating department of the Town. Departments currently include: Town Administration, Finance, Library, Planning, Public Works, Streets, Water, Sewer, Storm Drainage, Parks and Recreation.

Director

A Town Employee reporting to the Town Administrator with multiple function accountability and staff. Current Directors are Assistant Town Administrator, Public Works Director, Economic Development Director and Finance Director.

Division Manager

A Town Employee reporting to the Town Administrator with single function accountability and staff. Current Division Managers are the Town Planner, Economic Development Director and Director of the Library.

Emergency Conditions

A situation in which any department's operations may be severely hampered or a situation in which the preservation of life, health, safety or property may be at risk as determined by the Department Director, Finance Director and the Town Administrator.

Governmental Body

Any department, division, commission, council, board, bureau, committee, institution, legislative body, agency, government corporation, or other establishment of this Town.

Intangible Purchases

Non-physical items of value such as insurance, leases, securities or water rights.

Invitation for Bids

All documents, whether attached or incorporated by reference, utilized for soliciting bids.

Non-Capital Purchases

Services, supplies, and intangible property. Also includes tangible property under $5,000.

Professional Services

Services of a specialized nature, including, but not limited to: architecture, engineering, legal, accounting, surveying, land title services, environmental/scientific services, information technology, hiring screening process (drug testing, psych testing, etc.), equipment repair and maintenance, etc.

Purchase Order

A request to purchase goods or services typically provided to the vendor as a confirmation of the Town's commitment to purchase.

Purchase Requisition

The form used to initiate award of Purchase Order or any other type of Sub-award including but not limited to Leases, Construction Contracts, and Consulting Agreements.

Request for Proposals (RFP)

A process used to acquire supplies and services that involve the review of written proposals and the use of negotiations with the most qualified bidder(s). This process may also include the use of a Request for Information (RFI) as a preliminary step to the RFP process in an attempt to gather information and pre-qualify prospective bidders.

Services

The furnishing of labor, time, or effort not involving the delivery of specific end product other than management, reports, recommendations or repairs. No tangible product is provided.

Signature Authorization Summary

The list maintained by each Department and the Finance Department of Departmental designated staff authorized to approve Town expenditures. The Finance Department shall keep a current master list of each Department's Signature Authorization Summary. The list shall include the full signatures of each authorized individual and the amount of signature authorization granted to the individual.

Sole Source

Only one supplier (source), to the best of the requester's knowledge and belief, based upon thorough research, (i.e. conducting a market survey), is capable of delivering the required product or service. Similar types of goods and services may exist, but only one supplier, for reasons of expertise, and/or standardization, quality, compatibility with existing equipment, specifications, or availability, is the only source that is acceptable to meet a specific need.

Tangible Property

Personal property and materials, including without limitation supplies, equipment, vehicles, parts, printing and consumable supplies

Town

The Town of Wellington, Colorado, with a primary business location of 3735 Cleveland Avenue, P.O. Box 127, Wellington, CO 80549.

Town Administrator

The Town Administrator who serves as the chief executive officer of the Town.

Wellington Merchant

A business having a permanent physical location within the limits of the Town of Wellington.

SIGNATURE AUTHORIZATION POLICY

I. General

Signature authority is granted on an individual basis. All signature authority is approved by the Town Administrator after review and approval by the delegating Director or Division Manager and the Finance Director.

II. Procedures

A. A confirmed Signature Authorization shall be submitted to the Finance Department upon initial request.

B. The Finance Department shall be responsible for deleting signature authority for terminated employees. Should authority need to be added or modified, the applicable Department shall be responsible for notifying the Finance Department.

C. All changes and additions to the Signature Authorization must be submitted in writing and must include the following information:

Name of employee
Title
Authorization amount
Effective Date
Employee signature and initials
Signature of Employee delegating authorization

D. Unless signature authorization has been delegated, no employee shall sign on behalf of another otherwise authorized employee. Written notification of delegation must be sent to Finance by the delegating employee with amounts.

TRAVEL POLICY

I. General

This travel policy applies to all officials, employees or agents of the Town travel for Town-related business and mileage reimbursements.

II. Approval Required

Employees shall obtain approval for travel on Town business as follows:

A. Travel within Colorado with no overnight stay: For travel within the State of Colorado, but outside the Fort Collins Metro Area, not requiring an overnight stay, employees should obtain authorization from the employee's supervisor, whenever possible. Employees should utilize Purchasing Cards where possible for necessary purchases (excluding fuel and meals).

B. Travel within Colorado where overnight stay required: For travel requiring an overnight stay within the State of Colorado, Department Head authorization and a completed Travel Authorization Form is required in advance of travel. In the rare instance where it is not practical to complete the Travel Authorization Form in advance of travel, written approval is required (e.g. email or memo). A Travel Authorization Form shall be completed upon return from travel.

C. Travel outside the State of Colorado: For all out-of-state travel, Town Administrator approval and a completed Travel Authorization Form is required in advance of travel.

III. Travel Authorization Form

A. The purpose of the Travel Authorization Form is to estimate and accumulate the total cost of the trip.

B. The Travel Authorization Form shall be filled out completely, approved in accordance with the procedures established above, and turned in to the Finance Department. The form will be used to generate any reimbursement(s).

IV. Receipts

Receipts for purchases that require reimbursement should be turned into the Finance Department for approval, referencing the previously approved Travel Authorization Form.

V. Purchasing Card

A. Purchasing Cards should be used whenever possible and practical for lodging, airfare, ground transportation, and tolls, excluding meals and fuel.

B. For situations where use of the Purchasing Card was not practical or possible, allowable expenses paid by the traveler will be reimbursed.

C. For out-of-state travel, note that airlines, hotels, and other vendors may not honor the Town's tax-exempt status.

VI. Airfare

A. In all cases, but within reason, the most cost effective and efficient manner of travel should be sought. Direct flights shall be considered the standard, even though flights with connections and/or layovers are often less expensive. In general, the Town will reimburse the cost of one checked bag, however, employees are encouraged to utilize carry-on luggage whenever possible. Situations requiring more than one checked bag, including presentation materials require Director or Town Administrator approval.

B. For out-of-state travel where the employee requests and approval are obtained to use alternative transportation (including train or automobile), the Town may elect to reimburse the employee for only the most cost-effective method of travel. Exceptions require Finance Director or Town Administrator approval.

VII. Parking/Airport Parking/Airport Travel

In all cases, but within reason, costs for parking should be kept to a minimum.

A. Hotel Parking: Self-parking shall be utilized, if available. Valet parking is allowed if it is the only option available. Unless otherwise approved by the Director or Town Administrator the employee shall pay the difference for additional costs of covered parking or valet service when other options are readily available.

B. Airport Parking: Employees should use their P-card for economy parking fees.

C. Airport Travel: Airport shuttle is encouraged when possible.

VIII. Mileage Reimbursement

Amount per mile of mileage reimbursement is set at the current Internal Revenue Service's allowable rate per mile. Please contact the Finance Department for the current allowable rate or current rates are available at https://www.irs.gov/tax-professionals/standard-mileage-rates.

IX. Per Diem

Meal Per Diem: A meal per diem is allowed for travel requiring an overnight stay. Contact the Finance Department or check online (https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup) to determine the rate allowable for the Town where you are traveling. The per diem amount should be pro-rated for partial travel days and meals provided by the seminar/conference (if applicable). If actual costs are more than the per diem amount, the employee is responsible for the additional amount. If actual costs are less than the per diem amount, the employee may keep the balance. No receipts are required when using per diem.

X. Compensation for Hours Worked

Contact Human Resources with any questions regarding compensation for hours worked during travel for non-exempt employees.

XI. Internet Connection Charges

If internet connectivity is needed for work related purposes while traveling and the hotel and/or conference charges for internet service, contact IT to check out a cellular USB stick if one is available. If necessary, the Town will cover the cost of any Internet connection charges incurred while traveling when the primary purpose of the connection is work related.

Travel Pre-Authorization Form

Employee Name: ____

Title: ______________________________ **Department:** ____________________

Departure Date: _____________________ **Return Date:** ____________________

Training Location: ____

Training Description: _______________________________________

Registration Fee: ____

Total Nights of Lodging: _______________ **Cost per Day:** ___________________

Total Days of Rental Car: ______________ **Cost per Day:** ___________________

Airfare Cost (Round Trip): ____________________________________

Ground Transportation Fee: ___________________________________

Parking Fee per Day: ___________________ **Total Days:** ____________________

Estimated Mileage (.58 per mile): ________ **Total Miles Round Trip:** __________

Estimated Amount for Tolls: ___________________________________

Estimated Per Diem Total (see Per Diem link on page 2): ____________________

Estimated Grand Total: _______________________________________

Employee Signature: ___________________________ **Date:** __________________

Manager Signature: ____________________________ **Date:** __________________

**Town Administrator Signature Required for all out of state travel.*

Town Administrator Signature: ____

Travel Pre-Authorization Form (Page 2)

Notes:
P-Cards are NOT allowed for gas/food purchases.
Each employee who has an overnight stay will receive per Diem.
Itemized receipts are needed. Please turn in all receipts with reimbursement form.
Mileage Rates: https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2019
Per Diem Rates: https://www.gsa.gov/travel/plan-book/per-diem-rates

Travel Reimbursement Form

Employee Name: ____

Title: __________________________ **Department:** _________________

Departure Date: __________________ **Return Date:** _________________

Training Location: ____

Training Description: ____

Total Mileage (.58 per mile): _______ **Total Miles Round Trip:** ____________

Total Amount for Tolls: ____

Did the Hotel/Conference provide meals? If so, please provide what dates and if it was breakfast/lunch/dinner. ___________________________________

____

____

Employee Signature: _______________________ **Date:** ________________

Manager Signature: ________________________ **Date:** ________________

Notes:

P-Cards/Travel Cards are NOT allowed for gas/food purchases.

Each employee who has an overnight stay will receive per Diem.

Mileage Rates: https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2019

Per Diem Rates: https://www.gsa.gov/travel/plan-book/per-diem-rates

Finance Department Only:

Total Mileage: __________

First Day Per Diem: __________ Last Day Per Diem: __________ Full Day Per Diem: __________

Total Reimbursement: __________

PURCHASING CARD POLICY

Overview

The Purchasing Card program is intended to streamline and simplify the Purchasing and Accounts Payable functions by eliminating waste and low value activities. The Purchasing Card is a tool that reduces transaction costs, facilitates timely acquisition of materials and supplies, automates data flow for accounting purposes and offers flexible controls to help ensure proper usage. Because the Town receives an annual rebate based on the dollar volume of purchases made through the Purchasing Card Program, P-Cards shall be used whenever possible and practical when procuring goods and services on behalf of the Town.

The Purchasing Card Program is designed as an alternative to a variety of processes including petty cash, check requests and low dollar purchase orders. The Purchasing Card Program is not intended to avoid or bypass appropriate procurement or payment procedures. Rather, the Program complements the existing processes available. The card is a credit card that is issued by First National Bank of Omaha (FNBO). Some minimal record keeping is essential to ensure the successful use of the Purchasing Card. This is not an extraordinary requirement; standard payment policies require retention of receipts, etc.

This Cardholder Guide provides information about the process, the types of purchases that can and cannot be made, records that must be maintained and reconciled for each cycle, and a variety of other program information.

You are committing public funds each time you use your Purchasing Card. This is a responsibility that should not be taken lightly. Remember that you are the person responsible for all charges made to the card which has been issued to you. Intentional misuse or fraudulent abuse may result in disciplinary action up to and including dismissal and legal action.

The card will have no impact on your personal credit rating. Although the card lists an individual's name, the card is issued to the Town of Wellington.

Obtaining A Card

After you have read this Cardholder Guide and understand the procedures outlined, you must sign the **Purchasing Card Program Cardholder Agreement Form.**

Only employees of the Town of Wellington are eligible to receive a Purchasing Card. Contractors or temporary employees are not eligible. The cardholder is responsible for the security of their card(s) and the transactions made against the card(s). Each user will be required to sign the Commercial Card Cardholder Agreement as part of the Commercial Card application. Employees must be authorized by the Supervisor and Director based upon both the need for a Purchasing Card and the signature limits. Authorization levels are documented and approved on the Signature Authorization Form.

When you receive your Purchasing Card, immediately sign the back of the card and always keep it in a secure place. Although each card is issued in your name, it is the property of the Town of Wellington and is only to be used for Town purchases as defined in this guide.

Commercial Card Restrictions

The Commercial Card is not to be used for personal purchases, alcohol, tobacco, or cash transactions such as money orders or cash advances. Each card has a monthly total limit which will deny further transactions in that month.

Under no circumstances should a transaction be split into two separate receipts to bypass this dollar limit. This amount is determined by your supervisor, the Finance Director and the Town Administrator. If for some reason it becomes necessary to increase the limit, a change form can be processed by the Program Administrator with written approval of your supervisor, the Finance Director and the Town Administrator.

The following P-Card uses are not authorized:

- Purchases over your signature authority limit. Dividing an order to satisfy this limit is not allowed.
- Fuel for personal vehicles. Reimbursement for mileage shall be made on the Travel Authorization Form at the current IRS reimbursement rate.
- Fuel for Town Vehicles. Fuel Cards are provided for fueling Town owned vehicles.
- Using another employee's P-Card. An employee may not use another employee's P-Card to make a purchase, regardless of whether or not they have been authorized to make P-Card purchases.

Using your Card

You must have a receipt of all items purchased.

If the purchase is via phone or fax, ask the supplier to include the receipt with the goods when the product is shipped to you or email the confirmation to you. **This receipt is the only original documentation**. Your name and "Card" must appear on the packing slip and external shipping label. The external shipping label must be to the Town of Wellington building – not your home. The supplier will require your Purchase Card number, expiration date and the "ship to" address. It is important that your name and "Card" appear on the invoice. Companies that are frequently used by the Town already have the Town of Wellington Accounts Payable Department in their contact information and will likely forward the invoice there. AP will forward to you – if your name and Card appear on the face of the invoice; if it does not, the department will have not the necessary information as to where to direct the invoice when it arrives.

<u>**It is required that you retain all receipts/packing slips for your purchases**</u>.

Tax

The Town purchasing policy states that Colorado sales tax should not be paid on purchases. Contact the Accounts Payable (AP) department if you have questions about which purchases are subject to tax. To assure that taxes are not applied to your purchases, state to the supplier/vendor that the Town of Wellington is tax-exempt. The tax I.D. number is embossed on the purchase card. A tax-exempt certificate, issued by the State of Colorado, can be obtained from the AP department for documentation if necessary. The card user is responsible for ensuring that sales tax in not applied. If sales tax is charged you agree to reimburse the Town for the cost of the sales tax within 10 calendar days. If reimbursement is not received, you agree by signing the Cardholder Agreement to a payroll reduction for the amount of the sales tax charged.

Reconciling Your Account

At a minimum of twice per month, the cardholder must log into the FNBO system to approve their transactions, provide an explanation of the purchase and assign an account code. A printout of the Transaction Summary page must be signed as proof of reconciliation. Then it must be attached to your receipts and sent to your supervisor for final approval. Each account must be reconciled and sent to your supervisor by the 10th of the subsequent month.

Resolving Errors and Disputes

In the case of an error, first contact the supplier and try to reach an agreement. Most disputes can be resolved between you and the supplier directly. If you are unable to reach an agreement with the supplier you may dispute the charge using FNBO's dispute form that is located on the Transaction Detail page. All disputes must be submitted within 30 days of the transaction date.

Paying the Bill

The Purchase Card is a Town payment arrangement. Account balances will be paid in full each month by a direct charge to the Town of Wellington bank account. Your purchases will be charged directly to the account code that you select during the reconciliation process.

Lost or Stolen Cards

The Purchase Card should be secured, just as you would secure your personal credit cards. If your card is lost or stolen, immediately contact FNBO at 1-800-819-4249 and then notify your Program Administrator.

Refusal of Card or Account

Should you be declined at the point of sale for any reason, please contact your Program Administrator.

Departmental Changes

If you resign your position, you are required to immediately return your card to Town Hall.

Purchase Card Audit Activity

Your card activity is subject to random audits. The random audits are to help ensure adherence to the Program's policies and procedures.

PURCHASING CARD PROGRAM
CARDHOLDER AGREEMENT

By participating in the Town of Wellington Purchasing Card Program as a Cardholder, you assume responsibilities pertaining to the operation and administration of the Purchasing Card Program. These responsibilities include but are not limited to the following:

1. The Town of Wellington Purchasing Card is to be used for Town of Wellington business expenditures only. The Purchasing Card may only be used under the parameters and procedures established for the Purchasing Card Program which are detailed in the Purchasing Card Policies and Procedures. The Town of Wellington Purchasing Card **may not** be used for any personal purchases or cash transactions.

2. The Purchasing Card will be issued in your name. By accepting the Card, you assume responsibility for the Card and will be responsible for all charges made with the Card. The Card is not transferable and may not be used by anyone other than you, the Cardholder.

3. The Town of Wellington Purchasing Card must be maintained with the highest level of security. If the Card is lost or stolen, or if you suspect the Card or Account Number has been compromised, you agree to immediately notify the bank and the Town of Wellington Purchasing Card Program Administrator.

4. All charges will be billed and paid directly by the Town of Wellington. While you are not responsible for making payments, you are responsible for the verification and reconciliation of all account activity. If you do not follow the procedures, your card and cardholder privileges will be revoked.

5. Cardholder Accounts are subject to periodic internal control review and audits designed to protect the interests of the Town of Wellington. By accepting the Card, you agree to comply with these reviews and audits.

6. Parameters and procedures related to the Purchasing Card Program may be updated or changed at any time. The Town of Wellington will promptly notify you of these changes.

You agree to surrender and cease use of the Card upon termination of employment. You may also be asked to surrender the Card at any time deemed necessary by the Town of Wellington. Misuse or fraudulent use of the Card may result in disciplinary actions and may be grounds for dismissal, civil and criminal legal action.

Employee Acknowledgement:

By signing below, I acknowledge that I have read both the Purchasing Policy and the Cardholder Agreement and agree to the terms and conditions of these documents. I certify that as a participating Cardholder of the Town of Wellington Purchasing Card Program, I understand and assume the responsibilities listed above.

___________________________	___________________________
Employee Signature	Title
___________________________	___________________________
Name (Print)	Date

PURCHASE ORDER POLICY

I. General

A Purchase Order is required to purchase goods or services of $10,000 or more. The term Purchase Order is used generically throughout this policy to include all service/maintenance agreements, construction agreements and any other types of agreements in excess of $10,000.

All Purchase Orders shall have all necessary approvals before the requested goods or services are received and Town funds obligated. The need for a Purchase Order may be waived only with the approval of the Finance Director or Town Administrator.

II. Objectives

The primary reasons for issuing a Purchase Order are as follows:

1) To facilitate prior approval for large dollar purchases
2) To ensure adequate funds and to encumber funds on the accounting system
3) To ensure adequate product specification for vendors
4) To facilitate vendor requirements.

III. Procedures

A. A Purchase Order over $10,000 is initiated by a Purchase Requisition. At the time of Capital Improvement Contract Award, or prior to the purchase of goods or services that total $10,000 or more, a Purchase Requisition must be completed, authorized and submitted to the Finance Department.

1. All Purchase Requisitions must include the following:
   a. Requisition Date
   b. Item to be purchased (including item #, quantity, description)
   c. Account number to be charged
   d. Amount - projected cost of purchase
   e. Authorized signature
   f. Informal or formal bid documentation should be attached to request over $10,000.

2. Should a vendor require a Purchase Order for an item less than $10,000 and purchase exceeds the P-card limit, a Purchase Requisition may be submitted, and a Purchase Order will be generated.

B. All purchase requisitions will be entered by the requesting department. Once the requisitions are approved, they are then delivered to the finance department and a purchase order will be generated.

C. Once the Purchase Requisition has been entered, a copy of the Purchase Order will be printed for the requester. Should additional copies be required, the Finance Department can print additional copies. The original purchase requisition containing adequate authorization shall be retained by the Finance Department for audit and internal control purposes.

D. If the Department needs to modify the original Purchase Order, a Change Purchase Order (Change Order) should be sent to the Finance Department. All Change Orders should reference the Purchase Order number which they are modifying. Once received by the Finance Department, the Purchase Order will be modified on the system.

1. If the Change Order does not modify the dollar amount of the purchase and does not significantly change the purpose of the original order, no additional authorization is required.

2. If the Change Order increases the dollar amount above the signature authority threshold of the original requester, additional authorization will be required.

3. Freight charges can be difficult to estimate, and actual shipping costs may exceed estimated amount on the purchase order. This would not cause additional authorization.

3. If the Change Order modifies the account number, no additional authorization is required if the original signer(s) had signature authority for the account to be charged.

4. If the Board of Trustees approved the original contract or Purchase Order and the Change Order, or the cumulative amount of multiple Change Orders the Board of Trustees shall approve the Change Order(s).

   a. If the nature of the Change Order is such that: the project involves infrastructure that cannot be put back into service otherwise, or that stopping the project awaiting Board of Trustees approval would cause significant cost increases, the Town Administrator may authorize the Change Order. Town Board of Trustees shall be informed no later than the next Trustee meeting.

E. <u>All invoices if mailed should be directed to:</u>

Town of Wellington
Attention: Accounts Payable
PO Box 127
Wellington, CO 80549

<u>E-mail</u>: APinvoices@wellingtoncolorado.gov

F. If, upon receipt of goods or services, the vendor provides an invoice for the item purchased, the requester or other receiving employee should sign the invoice, indicating receipt of goods or services, and return the invoice to Accounts Payable. No additional approvals are required at the time, only verification of receipt of goods.

G. If the invoice you are forwarding to Accounts Payable represents the final receipt on a Purchase Order, the signer should indicate final payment so any remaining balance on the Purchase Order may be unencumbered.

H. If the goods or services received are in different quantities or types from the Purchase Order, and additional goods or services are forthcoming, the balances of the Purchase Order will remain encumbered until indication of final receipt is forwarded to Accounts Payable.

Purchase Order Change Form

Purchase Order Number: ________________________ Original Purchase Order Date: ________

Original Purchase Order Total: ____________________ Requisition Number: _______________

Vendor Name: ____ Vendor Number: ___________

Department: ____

Reason for Change: ____

Type of Change (Please check one):

____ Change Account Number

Is this for all line items? Yes / No If no, specify line number: ____________________________

Original GL Number: ____

Revised GL Number: ____

____ Increase Purchase Order

Quantity: ______________________________________ Amount: ________________________

Line Numbers: ____

____ Cancel Purchase Order

Total Amount to be Cancelled: ____

____ Cancel Purchase Order Line(s)

Amount: ____________________________ Line Numbers: _____________________________

If this is a change to a contract, please indicate the Board Approval date: __________________

Employee Signature: _____________________________________ Date: __________________

Finance Approval: _______________________________________ Date: __________________

CHECK REQUEST

I. <u>General</u>

A Check Request is a non-Purchase Order payment that does not meet the criteria of the Purchasing Card. Checks will be issued during normal accounts payable schedules which are generally every two weeks. This time may be adjusted for holidays or other scheduling changes. Out of cycle check requests must meet the definition of emergency conditions because of the additional expense and workflow disruption to create out of cycle check runs.

<u>II.</u> <u>Procedures</u>

A. If the desired purchase is above individual's P-card limit, a purchase requisition is required.

B. Appropriate Bidding Procedures should be followed and <u>attached</u> to the check request as applicable.

C. The original vendor's invoice must be turned into Accounts Payable with the following information readily identified:

1. Purchase Order #
2. Vendor Number
3. Dollar Amount
4. Account Number
5. Description
6. Authorized By
7. Approval Date

D. There are certain vendors that the Town remits payment from statements rather than individual invoices. Examples are phone and utility companies, and hardware and parts stores. In these situations, invoices/receipts shall be forwarded to Accounts Payable within three business days of the purchase and shall include, at a minimum, the information required in Section II. C. 3-7 above.

E. Check requests should be submitted to Accounts Payable in sufficient time to allow payments to be made by vendor due dates. Any finance charges incurred from delinquent payments will be charged to the responsible Department.

DEBARMENT OR SUSPENSION

<u>I.</u> <u>General</u>

The Town Administrator is authorized to debar or suspend a vendor or contractor for cause.

<u>II.</u> <u>Guidelines</u>

A. No vendor or contractor shall be debarred or suspended until an opinion regarding the same has been obtained from the Town Attorney and until procedures recommended by the Town Attorney have been followed.

B. The period for debarment shall be determined by the Town Administrator on a case by case basis.

C. Reasons for debarment or suspension include but may not be limited to the following:

1. Commission of fraud or a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract or in the performance of such a contract or subcontract.

2. Conviction or indictment under a state or federal statute of embezzlement, theft, forgery, bribery, falsification, or destruction of records, or receiving stolen property.

3. Conviction or indictment under a state or federal antitrust statute.

4. Failure or default without good cause to perform in accordance with the terms of any contract or unsatisfactory performance of any contract.

5. Debarment, disqualification or suspension by another government entity for any reason.

<u>III.</u> Verification of SAM.gov Exclusion Status of Contractors

A. To protect the public interest, the Town ensures the integrity of programs by conducting business only with responsible persons.

B. Town staff shall check the Governmentwide System for Award Management Exclusions (SAM Exclusions) to determine whether a person is excluded. The General Services Administration (GSA) maintains the SAM Exclusions. When a Federal agency takes an action to exclude a person under the nonprocurement or procurement debarment and suspension system, the agency enters the information about the excluded person into the SAM Exclusions.

C. Town staff will verify on SAM.gov for the “Exclusion” status of all contractors and will keep a documented record of such findings.

COMPETITIVE BIDDING POLICY

I. General

Competitive bids (formal or informal) are required for dollar limit purchases identified in the Summary of Purchasing Criteria found on page 5 of this Purchasing Policy. All bid specifications shall seek to promote overall economy for the purposes intended and encourage competition in satisfying the Town's needs and shall not be unduly restrictive so as to limit competition.

Depending on the nature of the product or service, bids are not necessarily awarded based on price alone. In situations where the low bid is not accepted, a written description of the other factors considered and the basis for the award shall be included with the bid information.

For purchases within the Director's authorization, bid information shall be maintained by the Department. For purchases requiring additional authorization, a summary of the bid information shall be attached to the documentation requiring approval.

II. Bidder's List

Departments are encouraged, but not required, to maintain bidder's lists. Whenever possible, the Colorado State Price Agreement Listing (State Bid) should be consulted. All formal bids shall be advertised on the Town's web site, and vendors should be encouraged to subscribe to the notification service provided on the site. Public notice may also include publication in the Town's legal newspaper or a newspaper of general circulation.

III. Types of Bids

A. SOLICITATION OF QUOTE: A SOLICITATION is an informal quote obtained from a supplier or contractor in an informal manner (including verbally or electronically). For repetitive purchases, it is not necessary to obtain bids with each purchase. However, a bid process shall be conducted at least once every 2 years.

B. INVITATION FOR BID (IFB): An IFB is a solicitation of formal bids. A "formal" bid is a solicitation that may require advertising, bonds, and sealed bids. The Director or designee is responsible for the Bid Package and vendor eligibility. The specifications, delivery requirements, plans, drawings, and other items must be determined and finalized prior to the Bid Package being provided. Eligibility may be determined from a pre-qualification process, general advertising of project, or any other method deemed appropriate.

C. REQUESTS FOR PROPOSAL (RFP): An RFP is a solicitation for goods or services designed for an award based upon criteria other than price alone. It is most often used for items or services that are hard to quantify or describe because it allows the proposer to suggest the item or service that might best suit the Town's needs. Examples where an RFP may be appropriate include design services, professional services, janitorial services and specialized equipment purchases. The RFP should contain the following as a minimum: 1) the type of goods or scope of services and where appropriate detailed specifications; 2) the required time schedule; 3) general requirements; 4) conditions and provisions; 5) location, date and time for submittal of the proposal; 6) evaluation criteria to be used for selection and award; 7) reservation of the right to waive formalities or informalities, reject any or all bids, accept proposal deemed most advantageous to the best interest of the Town.

D. PRE-QUALIFICATION: The Department Head or designee may determine if a pre-qualification (RFQ – REQUEST FOR QUALIFICATION) process is appropriate and determine the criteria. Criteria may include but are not limited to the following: construction experience, experience specific to the work specified, construction track record, government experience, and financial stability. The Department Head and/or project manager will review the qualifications and information to determine the acceptability of responding bidders.

IV. Bid Evaluation

Bids shall be evaluated based on the requirements set forth in the Bid Package, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. The criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total for life cycle costs. The Bid Package sets forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set forth in the Bid Package.

VIII. Affirmative Contracting

The Town shall follow affirmative steps to assure that small, minority or women-owned business enterprises are used when possible, on grant-funded projects. These steps include the following. (2 CFR 200.321)

i. Place qualified small, minority and women-owned business enterprises on solicitation lists where solicitation lists exist for the needed goods or services;

ii. Assure that small, minority and women-owned business enterprises are solicited whenever they are potential sources;

iii. Divide or modify work requirements, when reasonable, into smaller tasks or quantities to permit maximum participation by small, minority and women-owned business enterprises;

iv. Establish delivery or performance schedules as appropriate, that will encourage participation by small, minority and women-owned business enterprise;

v. Use resources such as the Small Business Administration to conduct outreach; and

vi. Require the prime contractor, if subcontracts are used, to take similar affirmative steps to use small, minority or women-owned business enterprises (reference contracts).

<u>V.</u> <u>Award</u>

The contract shall be awarded with reasonable promptness to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the Bid Package, unless the Town Administrator or his designee shall determine that the public interest will be better served by accepting a different bid. When the award is not given to the lowest bidder, a complete statement of the reasons for placing the order with another bidder shall be made available to all bidders upon request.

<u>VI.</u> <u>Cancellation of Invitation for Bids</u>

An invitation for bids or any other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation, when it is in the best interests of the Town. The reasons therefore shall be put in writing and made part of the contract file.

CAPITAL IMPROVEMENT CONTRACTS POLICY

<u>I.</u> <u>General</u>

The Capital Improvement Contracts Policy applies to any Capital Improvement Contract that the Town enters into. In general, the Town Administrator or the Mayor shall sign a contract for the Town (contractual authority) that obligates Town funds, although Directors or designees may sign contracts within their authorization limits. A Town Project Manager (or Town contact person) MUST be designated for each Capital Improvement project and specified within the contract. This individual will be accountable for all aspects of proper contract administration surrounding the construction in progress.

Refer also to the Competitive Bidding Policy for information on the bidding process.

Each Department and its personnel are responsible for the effective planning for its Capital Improvement projects.

<u>II.</u> <u>Contract Performance and Payment Bonds</u>

A. When a capital improvement contract is awarded, unless the Town Administrator or designee deems otherwise, the following bonds or security shall be delivered to the Town and shall become binding on the parties upon the execution of the contract:

1. <u>Bid security</u> in an amount equal to five (5) percent of the total amount of bid shall be required for all competitive sealed bidding for Capital Improvement Contracts. Bid security shall be a bond provided by a surety company authorized to do business in this state, or the equivalent in certified funds, or otherwise supplied in a form satisfactory to the Town.

   When the invitation for bid requires security, noncompliance requires that the bid be rejected.

2. A performance bond, satisfactory to the Town, executed by a surety company authorized to do business in this state, or otherwise secured in a manner satisfactory to the Town, in an amount equal to one hundred (100) percent of the price specified in the contract; and

3. A payment bond, satisfactory to the Town, executed by a surety company authorized to do business in this state, or otherwise secured in a manner satisfactory to the Town for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract, in an amount equal to one hundred (100) percent of the price specified in the contract.

B. Nothing in this section shall be construed to limit the authority of the Town to require a bond or other security in addition to the bonding requirements as stated above.

III. Retainage

The contract shall include provisions for retainage of contract sums as prescribed by state law and may include provisions for retainage in contracts not covered by state law.

IV. Damage or Delay

The Town may, by contract, require the contractor to waive, release, or extinguish its rights to recover costs or damages, or obtain an equitable adjustment for delays in performing such contract if such delay is caused, in whole or in part, by the acts or omissions of the Town or its agents. If the contract provides that, an extension of time for completion of the work is the contractor's remedy for such delay. Such clause is valid and enforceable, any provision of state law to the contrary notwithstanding.

V. Final Payment

The last payment on a Capital Improvement Contract, in an amount of ten thousand dollars ($10,000) or more, will not be made until at least ten days after notice of intention to pay is published at least twice in a newspaper of general circulation in the Town and after the Town has received a release of statements of claim or liens. Proof of publication should be submitted to Accounts Payable. Claims against the contract shall be filed as prescribed by state law.

INDEPENDENT CONTRACTOR POLICY

I. General

The Town's Director of Human Resources or designee shall make the determination whether an individual is an independent contractor, as compared to an employee, and shall approve any contract arrangements.

An individual is generally considered to be an independent contractor if the employer has the right to control or direct only the result of the work and not the means and methods of accomplishing it. Examples may include a software programmer, recreation instructor and electrician. Compare with the Internal Revenue Code Test (www.irs.gov/newsroom/understanding-employee-vs-contractor-designation).

The determination needs to be made on a case by case basis.

II. Procedures

The procedures outlined herein are set forth to assure conformity of the independent contractor policy. It is the responsibility of the Department and its personnel to comply with all provisions set forth with this independent contractor policy.

A. Steps in contracting with independent contractors include:

1. Identification of need.
2. Determination of status with Director of Human Resources.
3. Negotiation of contract.
4. Professional Service Agreement filed with Human Resources.
5. IRS Form W-9 filed with Accounts Payable.

B. Once the Director of Human Resources' approval to contract with an independent contractor is received, terms need to be negotiated with that contractor. Each independent contractor must be given a copy of the W-9 and must be made aware of the deadlines for payment processing through Accounts Payable.

C. A Professional Service Agreement must be completed, signed, and forwarded to Human Resources. Human Resources will obtain the Town Administrator's signature. The original is kept in a file in Accounts Payable, with a copy returned to the originating Department, who is responsible to provide the contractor with a copy. IRS Form W-9 must be completed, signed, and forwarded to Accounts Payable. Payment will not be processed unless the W-9 has been received.

D. The Professional Service Agreement is available in the Finance Department, and should not be modified, unless approved by the Town Administration or designee.

TOWN OF WELLINGTON

Finance Committee Meeting

Date: August 19, 2024
Subject: Utility Rate Background & Supplemental Information

- **Presentation: Nic Redavid, Finance Director/Treasurer**

BACKGROUND / DISCUSSION

Utility Rate Background & Supplemental Information presentation from the August 13, 2024, meeting of the Board of Trustees.

STAFF RECOMMENDATION

ATTACHMENTS

1. Utility Rate Background & Supplemental Information

Utility Rate Background & Supplemental Information

August 13, 2024

TOWN OF WELLINGTON

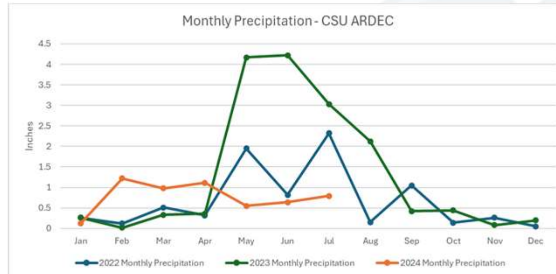
Wellington Utility Overview

- **The Town of Wellington maintains enterprise funds for water, wastewater and drainage**
  - Utilities function like a business/non-profit – expenditures must be paid by the revenues generated, per the amendment to the State Constitution (the "Amendment") as codified in Article X, Section 20
  - Revenue sources
    - Rates pay by current customers
    - Impact fees (capital investment fees) paid by developers and homebuilders
    - Loans and grants
    - Enterprise funds may only receive up to 10% of the revenue received in the fund from taxpayer transfers, through the General Fund, under the Taxpayer Bill of Rights (TABOR)
  - Expenditures
    - Operations and maintenance
    - Capital improvements
- **Financial health of the utilities is critical**
  - Fund balance policies, rigorous accounting practices, and continuous monitoring
  - Regular periodic rate and impact fee adjustments

TOWN OF WELLINGTON

Highest Singular Fund Expenses

- **Water Fund**
  - NPIC lease agreement cost increases
    - 640% increase in primary unit-cost from 2013 ($520/AF) to 2023 ($3,800/AF)
    - 2022 invoice - $2,675,000
    - 2023 invoice - $1,518,000
  - Water Treatment Plant Expansion SRF Loan
    - Closed May 1, 2019
    - Total loan amount - $24,800,000; Annual payment - $1,460,000
  - Total Water Fund non-capital expenditures
    - 2022 - $6,212,476
    - 2023 - $4,979,563



- **Wastewater Fund**
  - Water Treatment Plant Expansion SRF Loan
    - Closed May 1, 2022
    - Total loan amount - $48,500,000; Annual payment beginning 2024 - $2,340,000
  - Total Wastewater Fund non-capital expenditures
    - 2022 - $2,454,299
    - 2023 - $3,471,517

TOWN OF WELLINGTON

Residential Water & Wastewater Rates

Water Base Rates, Usage Rates, and Tiers

Year	Type	Base Rate Rate/Unit	Tier 1 0-3K gal	Tier 2 3-7K gal	Tier 3 7-20K gal	Tier 4 20K+ gal
2024	SF Residential	$52.20	$0.00	$12.29	$15.96	$22.72
	MF Residential	$32.50	$0.00	$7.43	$9.67	$13.77
2023	SF Residential	$49.71	$0.00	$11.70	$15.20	$21.64
	MF Residential	$30.95	$0.00	$7.08	$9.21	$13.11

Historical Water Base Rates, Usage Rates, and Tiers

Year	Base Rate	Tier 1 0-14K gal	Tier 2 15-29K gal	Tier 3 30K+ gal
2021	$66.00	$4.56	$5.70	$7.72
2020	$35.00	$4.56	$5.70	$7.72
2016 - 2020	$18.86	$3.65	$3.93	$4.94
2015	$18.23	$3.38	$3.64	$4.57
2014	$17.63	$3.16	$3.38	$4.27
2013	$14.50	$2.93	$3.17	$4.04
2011 - 2012	$13.94	$2.71	$2.93	$3.74
2006 - 2010	$19.13	$2.90	$3.48	$3.70
1992 - 2005	$16.50	$2.30	$2.75	$3.50

Wastewater Base and Usage Rates

Year	Base Rate	Usage Rate (per 1,000 gal)
2024	$14.65	$8.42
2023	$13.95	$8.02

Historical Wastewater Base and Usage Rates

Year	Base Rate (0-3K gal)	Usage Rate (4K+ gal)
2022	$31.00	$10.00
2016 - 2021	$20.63	$6.50
2015	$19.63	$6.25
2012 - 2014	$17.98	$5.30
2011	$15.63	$4.25
2007 - 2010	$13.61	$3.75

TOWN OF WELLINGTON

Residential Water & Wastewater Development Fees

Residential Capital Investment Fees			
Year	Type	Water $/Unit	Wastewater $/Unit
2024	0.75 inch Single-family	$10,959	$10,229
	Multi-family	$7,671	$7,160
2023	0.75 inch Single-family	$10,437	$9,742
	Multi-family	$7,306	$6,819
2021	Residential	$7,750	$9,700
2012-2020	Residential	$5,500	$7,500
2011	Residential	$5,500	$6,350

Raw Water Requirement		
Year	Single Family Indoor/Outdoor (acre-feet, AF)	Cash-in-lieu/AF
2023	0.5	$124,100.00
2021	0.58	$103,034.48
2020	0.58	$116,527.59
2017	0.5	$38,571.00

TOWN OF WELLINGTON

2022 Rate Study

- **Comprehensive Rate and Fee Study for Water and Wastewater Funds**
- **Primary purpose of rate study**
  - Ensure financial sustainability of the water and wastewater utilities
  - Ensure rates and fees recover costs proportionately across all customer classes
- **Engaged Resident Roundtable**
  - Identified values and principles used to develop rate structure
- **Study outcomes**
  - Updated water and wastewater rate structures across all customer classes
  - Updated water and wastewater capital investment fees
  - 5-yr financial plan for both utilities
  - Recommended 5% annual rate increases for 5 years
  - Recommended 4% annual rate increases for 5 years

TOWN OF WELLINGTON

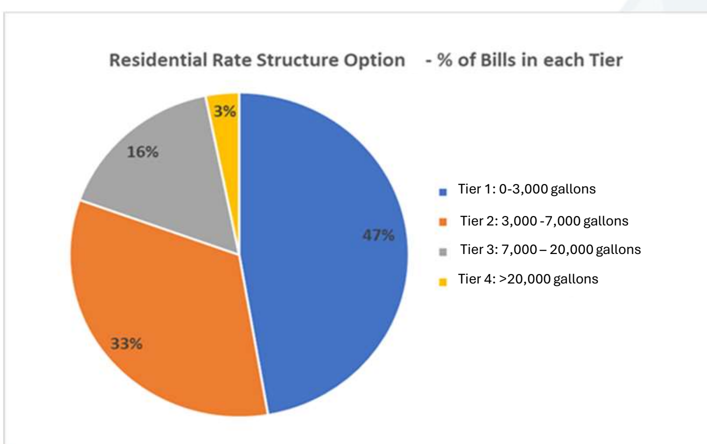
2022 Rate Study Approach

- **Industry standard methodologies**
  - American Water Works Association *Principles of Water Rates, Fees, and Charges M1* manual
  - *Water Environment Federation Manual of Practice 27*
- **Financial planning analysis**
  - What revenue is required to meet expenditures?
- **Cost of Service Analysis**
  - Is everyone paying their fair share?
- **Develop rate structure to align with pricing objectives**
  - Maintain revenue stability
  - Minimize customer impact – consistent pricing with planned increases
  - Essential water use pricing – provide basic need water volume at lowest possible cost
  - Proportionate cost recovery between customer classes – no subsidies between classes
  - Appropriate cost recovery between new and existing customers – development pays its own way

TOWN OF WELLINGTON

2022 Rate Study Approach

- **Rate Structure Changes took effect January 2023**
  - Updated rate tier volumes and pricing
  - Usage volume tiers based on residential bill analysis



TOWN OF WELLINGTON

2024 Residential Utility Rates (effective Jan. 2023, updated Jan. 2024)

• Water Base Rate (an equal amount for all customers of the same type):	$52.20
o Includes first 3,000 gallons of water consumed	
• Sewer Base Rate	$14.65
• Town of Wellington Storm Drainage	$5.00
• Boxelder Basin Regional Stormwater Authority (not retained by ToW)	$6.33
• Water Usage Rates (the cost for the utility provided):	
o Tier 1 – up to 3,000 gallons	Included in base rate
o Tier 2 – 3,001 to 7,000 gallons	$12.29 per 1,000 gallons
o Tier 3 – 7,001 to 20,000 gallons	$15.96 per 1,000 gallons
o Tier 4 – 20,001+ gallons	$22.72 per 1,000 gallons
• Sewer Usage Rate	$8.42 per 1,000 gallons

- Residential sewer usage volume based on Winter Quarter Average of water usage (January, February, and March, when irrigation is not taking place and usage is at its lowest point historically)
- Updates annually on April statements with a due date in May

TOWN OF WELLINGTON

Utility Billing

- **Utility statement cycle**
  - **20th to 25th of the month:** meter read typically takes place for all utility customers
  - **Last day of the month:** current month's statements generated
    - Charges accrue in 1,000-gallon increments (ex. 3,999 gallons used is charged for three 1,000-gallon units)
  - **20th of the month:** last day to request payment arrangements or to apply for a Hardship Utility Grant for current month's statement
  - **25th of the month:** due date for current month's statement
  - **26th of the month:** late fee ($5) assessed for failure to pay or make payment arrangements by the 20th of the month for current month' statement

- **Delinquency and service termination timeline**
  - **15th of the second month following statement generation:** delinquency and service termination (shut-off) notices are generated and sent via USPS for failure to pay previous month's statement due on the 25th of the prior month ($10 fee assessed)
  - **26th of the second month following statement generation:** service termination date for failure to pay or make payment arrangements for previous month's statement due on the 25th of the prior month ($75 fee assessed)

TOWN OF WELLINGTON

Residential Usage Trends

	1/31/2024		2/29/2024		3/31/2024		4/30/2024		5/31/2024		6/30/2024		7/31/2024	
Tier 1	2,023	50.2%	2,577	63.9%	2,608	65.1%	1,873	46.3%	1,869	46.4%	1,110	27.3%	1,367	33.5%
Tier 2	1,751	43.4%	1,339	33.2%	1,287	32.1%	1,814	44.9%	1,546	38.4%	1,184	29.1%	1,044	25.6%
Tier 3	249	6.2%	117	2.9%	111	2.8%	349	8.6%	595	14.8%	1,407	34.6%	1,394	34.2%
Tier 4	7	0.2%	2	0.0%	0	0.0%	6	0.1%	18	0.4%	362	8.9%	274	6.7%
TOTAL	4,030		4,035		4,006		4,042		4,028		4,063		4,079	
Average Use (1,000s)	4		3		3		4		5		9		9	
Average Utility (all) Bill	$129.57		$122.62		$123.26		$131.60		$140.80		$212.10		$197.55	
% monthly bills with Tier 2 (7K or less) usage	93.6%		97.1%		97.2%		91.2%		84.8%		56.5%		59.1%	

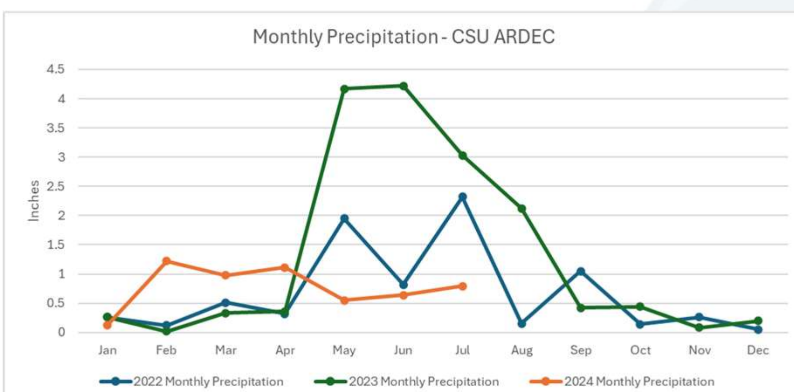
- **Reminder of modeled percentage of monthly statements in each tier from 2022 rate study:**
  - Tier 1 (up to 3,000): 47%
  - Tier 2 (3,001 – 7,000): 33%
  - Tier 3 (7,001 – 20,000): 16%
  - Tier 4 (20,001+): 3%

	2023 EOY Average		2024 YTD Average	
Tier 1	1,731	45.0%	1,918	47.5%
Tier 2	1,327	34.4%	1,424	35.2%
Tier 3	658	17.1%	603	14.9%
Tier 4	135	3.5%	96	2.4%
TOTAL	3,851		4,040	
Average Use (1,000s)	5		5	
Average Utility (all) Bill	$141.47		$151.07	
% monthly bills with Tier 2 (7K or less) usage	79.4%		82.7%	

TOWN OF WELLINGTON

Weather Impacts

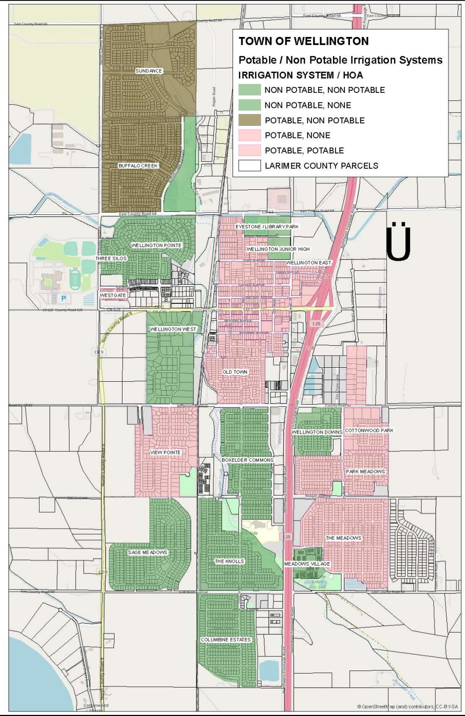
- **2023 – Many parts of Larimer County saw wettest year on record**
  - Many Wellington Utility customers irrigated far less than average in 2023, some not at all
  - Those customers did not experience the full impact of 2023 rate and tier changes last summer
- **2024 – Significantly drier and warmer summer than 2023**



TOWN OF WELLINGTON

Workorder Observations

- Number of workorders since June 2024 statements: 89 (as of 8/12/24)
  - Three confirmed continuous use leaks due to residential infrastructure failure; statement credits applied
- Most customer contact has come from residents using potable water for residential irrigation
  - Neighborhoods shown in brown and pink
- Neighborhoods in green have access to non-potable irrigation systems through existing agricultural wells located within the development
- Data logs from available smart meters have been helpful in identifying usage patterns
- Meters are functioning properly



TOWN OF WELLINGTON

Board and Town Staff Usage

	Stmt. Bal.	1000s gal.	Stmt. Bal.	1000s gal.	Stmt. Bal.	1000s gal.	
	5/31/2024		6/30/2024		7/31/2024		
Director Ex. 1	$124.15	4	$279.36	21	$176.84	15	including irrigation
Director Ex. 2	$296.24	16	$103.44	2	$103.44	2	May: running toilet (178 gal/hr) for 3.25 days; non-potable irrigation
Staff Ex. 1	$160.14	8	$919.66	45	$303.78	17	including irrigation
Staff Ex. 2	$140.31	6	$405.52	22	$264.32	14	including irrigation
Board Member Ex. 1	$232.40	12	$473.68	25	$655.44	33	including irrigation
Board Member Ex. 2	$136.44	5	$256.78	13	$256.78	13	including irrigation
Board Member Ex. 3	$119.60	5	$228.98	12	$223.98	12	including irrigation

- **Other usage examples seen from data logs:**
  - 100 to 700 gallons per hour in 2-to-4-hour timeframes, two times per week – 11,619 gallons for irrigation on 6/30/24 statement
  - 200 to 600 gallons per hour for two hours, twice a day, three times per week – 10,499 gallons for irrigation on 6/30/24 statement
  - 500 to 600 gallons per hour for three hours, daily usage – 39,986 gallons for irrigation on 7/31/24 statement

TOWN OF WELLINGTON

Previous Presentations to the Board of Trustees

- Rates for 2024 were approved at the BOT's Regular Meeting on November 28, 2023
  - Meeting packet: https://wellingtoncolorado.gov/Archive.aspx?ADID=837
  - Meeting minutes: https://wellingtoncolorado.gov/Archive.aspx?ADID=850
  - Meeting recording: https://youtu.be/dNF5aiA_eII?si=EYto7PGqsefoo7g8

- Rates for 2023 were approved at the BOT's Regular Meeting on November 8, 2022
  - Meeting packet: https://wellingtoncolorado.gov/Archive.aspx?ADID=582
  - Meeting minutes: https://wellingtoncolorado.gov/Archive.aspx?ADID=608

- The BOT hosted a work session regarding the 2022 utility rate study on Oct. 4, 2022
  - Meeting packet: https://wellingtoncolorado.gov/ArchiveCenter/ViewFile/Item/563
  - Meeting recording: https://youtu.be/rVa1y2d4joU?si=71npbIf1RfTwTvE7

TOWN OF WELLINGTON

Resources

- **Resource Central – "Slow the Flow" (irrigation audit)**
  - https://resourcecentral.org/sprinklers/
  - Residential, Commercial, and HOA customers in Wellington are eligible for a free irrigation evaluation from professional technicians

- **Town of Wellington – Hardship Utility Grant**
  - https://www.wellingtoncolorado.gov/496/Payment-Assistance
  - The Wellington Board of Trustees established the Hardship Utility Grant (HUG) to assist Wellington residents with up to $300 per year toward their household water bill

- **Discover Goodwill – 888-775-5327**
- **Catholic Charities Larimer County – 970-484-5010**
- **La Familia/The Family Center – 970-221-1615**
- **Neighbor to Neighbor – https://www.n2n.org/rent-assistance/**
- **Larimer County Human Services – https://www.larimer.org/humanservices**

TOWN OF WELLINGTON

Utility Billing Contact Information

utilities@wellingtoncolorado.gov

970.568.3381

7:30 a.m. – 5 p.m. Monday – Thursday
8 a.m. – noon Friday

TOWN OF WELLINGTON

Finance Committee Meeting

Date: August 19, 2024
Subject: Report of Bills (June 2024) DRAFT

BACKGROUND / DISCUSSION

Report of Bills (June 2024) DRAFT

STAFF RECOMMENDATION

ATTACHMENTS

1. Report of Bills (June 2024) DRAFT

Report Criteria:
Report type: GL detail
Check.Voided = no

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60583									
06/24	06/06/2024	60583	13710	ALL COPY PRODUCTS, INC.	36683088	201-17-5947	1,032.41	1,032.41	Agreement 110-1331874-000: Sharp MX-3070N & MX-3570N Copiers
Total 60583:								1,032.41	
60584									
06/24	06/06/2024	60584	13266	AMAZON	17PY-R19X-	205-34-5433	79.98	79.98	ANTENNA ADAPTOR FOR WRF
06/24	06/06/2024	60584	13266	AMAZON	1HLQ-M3K1-	201-49-5370	78.20	78.20	COPY PAPER
06/24	06/06/2024	60584	13266	AMAZON	1K6Y-FRCJ-	201-34-5363	249.85	249.85	ROOTER FOR WRF
06/24	06/06/2024	60584	13266	AMAZON	1RLC-TQTW	201-34-5233	32.00	32.00	TAIL LIGHT REPLACEMENT
06/24	06/06/2024	60584	13266	AMAZON	1YGF-QH3G	205-34-5433	62.28	62.28	STEEL SPRING OIL SEAL
Total 60584:								502.31	
60585									
06/24	06/06/2024	60585	14195	BAKER TILLY US, LLP	BT2828880	201-14-5356	25,184.72	25,184.72	FINANCE-PROFESSIONAL SERVICES DON RHOADES
Total 60585:								25,184.72	
60586									
06/24	06/06/2024	60586	12264	CASELLE, INC.	130352	201-17-5579	4,875.00	4,875.00	COURT MANAGEMENT TRAINING & SETUP
Total 60586:								4,875.00	
60587									
06/24	06/06/2024	60587	13681	CINTAS	8406861189	210-34-5941	7.15	7.15	SERVICE ACKNOWLEDGMENT-OFFICE, BY CABINET AND OTHER
Total 60587:								7.15	
60588									
06/24	06/06/2024	60588	14245	COUNTY OF LARIMER	06062024	201-13-5934	6,453.87	6,453.87	TRANSFER OPIOD FUNDS TO LC per WELLINGTON RESOLUTION
Total 60588:								6,453.87	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60589									
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31963	210-34-5366	173.00	173.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31964	210-34-5366	1,094.00	1,094.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31965	210-34-5366	720.00	720.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31966	210-34-5366	1,372.00	1,372.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31967	210-34-5366	1,564.00	1,564.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31968	210-34-5366	5,400.00	5,400.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31969	210-34-5366	1,007.50	1,007.50	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31970	210-34-5366	1,335.00	1,335.00	LAWN CARE ROUND 1
06/24	06/06/2024	60589	11729	COURTESY LAWN & TREE CAR	31971	210-34-5366	4,242.50	4,242.50	LAWN CARE ROUND 1
Total 60589:								16,908.00	
60590									
06/24	06/06/2024	60590	13460	CTL THOMPSON, INC.	706930	211-80-4083	220.00	220.00	TESTING SERVICES FOR WATER RECLAMATION FACILITY EXPANSION
06/24	06/06/2024	60590	13460	CTL THOMPSON, INC.	707262	211-80-4010	3,353.00	3,353.00	TESTING SERVICES FOR WATER TREATMENT PLANT EXP
Total 60590:								3,573.00	
60591									
06/24	06/06/2024	60591	14206	DITESCO LLC	2024-192	211-80-5030	3,892.18	3,892.18	TREATED WATER STORAGE TANKS IMPROVEMENTS
Total 60591:								3,892.18	
60592									
06/24	06/06/2024	60592	14106	Ericka Scott	38150524	201-49-5369	1,100.00	1,100.00	CLEANING 3815 HARRSION MAY 2024
06/24	06/06/2024	60592	14106	Ericka Scott	LIBKEEP052	201-49-5369	1,260.00	1,260.00	Cleaning serviceS LIBRARY/LEEPER MAY 2024
06/24	06/06/2024	60592	14106	Ericka Scott	TWNHALL05	201-49-5369	1,100.00	1,100.00	Cleaning serviceS TOWN HALL MAY 2024
Total 60592:								3,460.00	
60593									
06/24	06/06/2024	60593	13268	FIRST ADVANTAGE LNS OCC. H	2503752405	201-34-5380	146.58	146.58	DRUG AND ALCOHOL TESTING
Total 60593:								146.58	
60594									
06/24	06/06/2024	60594	14225	GANNETT MEDIA CORP	0006470026	201-15-5331	83.50	83.50	LEGAL NOTICE AND ORDINANCE

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60594:								83.50	
60595									
06/24	06/06/2024	60595	13598	GFOA	3152977	201-14-5380	85.00	85.00	TRAINING GOVERNMENTAL ACCOUNTING FOR ACCOUNTING
Total 60595:								85.00	
60596									
06/24	06/06/2024	60596	13574	INFOMAPTION INC.	24023	210-34-5942	3,840.00	3,840.00	GIS DEVELOOPMENT INV
Total 60596:								3,840.00	
60597									
06/24	06/06/2024	60597	14051	KRISTIN NORDECK BROWN, P	06062024	201-13-5352	405.00	405.00	Legal Services- MARIJUANA LICENSING AUTHORITY
Total 60597:								405.00	
60598									
06/24	06/06/2024	60598	322	L.C. SALES TAX ADMINISTRATO	060620241	201-00-2210	7,370.97	7,370.97	Building Permit Tax MAY 2024
06/24	06/06/2024	60598	322	L.C. SALES TAX ADMINISTRATO	060620241	201-02-3430	245.70-	245.70-	Less 3 1/3 VEDOR FEE
Total 60598:								7,125.27	
60599									
06/24	06/06/2024	60599	13847	Lewan Technology	XIN27707	201-17-5357	6,440.00	6,440.00	JON ACKERMAN- IT-
06/24	06/06/2024	60599	13847	Lewan Technology	XIN28369	201-17-5579	3,747.00	3,747.00	Cloud / MANAGED LICENSING AND RMM / MANAGED IFRASTRUCUTE AND
Total 60599:								10,187.00	
60600									
06/24	06/06/2024	60600	14075	LOVELAND STEAM LAUNDRY	0044598	201-34-5372	17.85	17.85	LAUNDRY SERVICE
06/24	06/06/2024	60600	14075	LOVELAND STEAM LAUNDRY	0044989	201-34-5372	15.00	15.00	LAUNDRY SERVICE
Total 60600:								32.85	
60601									
06/24	06/06/2024	60601	13094	NORTHERN COLORADO LANDS	1066	201-18-5355	200.00	200.00	MOWING ABATEMENT 3267 WILD WEST LANE
06/24	06/06/2024	60601	13094	NORTHERN COLORADO LANDS	1067	201-18-5355	600.00	600.00	MOWING ABATEMENT 7440 5TH ST

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60601:								800.00	
60602									
06/24	06/06/2024	60602	13528	NORTHERN COLORADO SPOR	10987	210-51-5166	40.00	40.00	GAME FEE BASEBALL 05/31/24
Total 60602:								40.00	
60603									
06/24	06/06/2024	60603	14232	POUDRE LEGAL ADVISORS LLC	57	201-13-5352	4,097.00	4,097.00	ADMINSTRATION ATTORNEY FEES
06/24	06/06/2024	60603	14232	POUDRE LEGAL ADVISORS LLC	57	201-11-5352	1,734.00	1,734.00	BOARD MATTERS ATTORNEY FEES
06/24	06/06/2024	60603	14232	POUDRE LEGAL ADVISORS LLC	57	201-12-5359	1,059.00	1,059.00	DOCKET ATTORNEY FEES
06/24	06/06/2024	60603	14232	POUDRE LEGAL ADVISORS LLC	57	201-18-5355	255.00	255.00	SAGE FARMS-ATTORNEY FEES
Total 60603:								7,145.00	
60604									
06/24	06/06/2024	60604	14098	REPUBLIC SERVICES INC.	0642-000935	201-49-5398	644.67	644.67	TRASH & RECYCLING
06/24	06/06/2024	60604	14098	REPUBLIC SERVICES INC.	0642-000939	210-34-5365	1,963.48	1,963.48	TRASH & RECYCLING PARKS
Total 60604:								2,608.15	
60605									
06/24	06/06/2024	60605	13971	ROCKY MOUNTAIN BOTTLED W	06062024	201-34-5941	11.00	11.00	PW ADMIN SERVICE
Total 60605:								11.00	
60606									
06/24	06/20/2024	60606	114	SAFEBUILT COLORADO, LLC	410516	201-18-5350	12,885.13	12,885.13	MAY 2024 PERMIT
Total 60606:								12,885.13	
60607									
06/24	06/06/2024	60607	13816	SMART DOCUMENT MANAGEM	329301	201-15-5356	27.00	27.00	ShreddiNG ROUTE- OUTSIDE FC AND FUEL AND TEMP ASSESSMENT
Total 60607:								27.00	
60608									
06/24	06/06/2024	60608	14266	SYSTEMS TECHNOLOGY GRO	14213	201-55-5579	395.00	395.00	READSQUARED READING PROGRAM SUBSCRIPTION

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60608:								395.00	
60610									
06/24	06/13/2024	60610	4	AIRGAS USA, LLC	9500852218	210-34-5256	353.03	353.03	SPLASHPAD REPAIR
Total 60610:								353.03	
60611									
06/24	06/13/2024	60611	13266	AMAZON	1W9W-X11C-	201-49-5370	57.97	57.97	COFFEE MUGS AND FORKS
06/24	06/13/2024	60611	13266	AMAZON	1W9W-X11C-	201-13-5214	46.05	46.05	KEYBOARD AND MOUSE
06/24	06/13/2024	60611	13266	AMAZON	1X7M-WLQH	201-49-5370	189.66	189.66	PAPER TOWELS, COFFEE, TRASH BAGS
Total 60611:								293.68	
60613									
06/24	06/13/2024	60613	11256	BEST RENTAL	328564	210-34-5533	502.25	502.25	trencher for PARK MEADOWS
Total 60613:								502.25	
60614									
06/24	06/13/2024	60614	13434	BUSINESS CARD FACTORY OF	63579	201-14-5214	172.59	172.59	BUSINESS CARDS FOR EMPLOYEES
06/24	06/13/2024	60614	13434	BUSINESS CARD FACTORY OF	63608	201-11-5214	172.17	172.17	BUSINESS CARDS FOR TRUSTEES
Total 60614:								344.76	
60615									
06/24	06/13/2024	60615	13681	CINTAS	5213877354	205-34-5941	26.44	26.44	SERVICE ACKNOWLEDGMENT-OFFICE, BY CABINET AND OTHER
06/24	06/13/2024	60615	13681	CINTAS	5213877382	204-34-5941	13.16	13.16	SAFETY KIT CHECK AND REFILL
Total 60615:								39.60	
60616									
06/24	06/13/2024	60616	13448	COLORADO ANALYTICAL LAB	240603086	205-34-5554	27.00	27.00	WASTEWATER TESTING
Total 60616:								27.00	
60617									
06/24	06/13/2024	60617	143	CPS DISTRIBUTORS	0016016657-	210-34-5237	1,256.30	1,256.30	IRRIGATION REPAIRS

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60617:								1,256.30	
60618									
06/24	06/13/2024	60618	14260	DUAL STAR ACADEMY OF DAN	06132024	201-55-5337	200.00	200.00	PERFORMANCE PUPPETS AND THINGS ON STRINGS
Total 60618:								200.00	
60619									
06/24	06/13/2024	60619	13624	E-470	06132024	205-34-5554	14.20	14.20	FLEET TOLL
06/24	06/13/2024	60619	13624	E-470	6132024	205-34-5554	18.40	18.40	FLEET TOLL WAY
Total 60619:								32.60	
60620									
06/24	06/13/2024	60620	13591	Employers Council	0000507408	201-16-5583	1,176.00	1,176.00	BACKGROUND CHECKS
Total 60620:								1,176.00	
60623									
06/24	06/13/2024	60623	13702	GENERAL AIR SERVICE AND S	6413334-1	204-34-5221	6,325.16	6,325.16	Chemicals
Total 60623:								6,325.16	
60624									
06/24	06/13/2024	60624	232	GRAINGER	9136357788	204-34-5422	13.24	13.24	WIRE BRUSHES FOR CLEANING HYDRANT CAPS
Total 60624:								13.24	
60625									
06/24	06/13/2024	60625	14041	HENSEL PHELPS CONSTRUCTI	NO.007	211-80-5030	171,634.43	171,634.43	TREATED WATER STORAGE TANKS IMPROVEMENTS
Total 60625:								171,634.43	
60626									
06/24	06/13/2024	60626	13579	J-U-B ENGINEERS	01733440	211-80-5022	23,124.00	23,124.00	CLEVELAND AVENUE IMPROVEMENTS
Total 60626:								23,124.00	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60628									
06/24	06/13/2024	60628	14075	LOVELAND STEAM LAUNDRY	0045449	201-34-5372	15.30	15.30	WRF UNIFROM CLEANING
	Total 60628:							15.30	
60629									
06/24	06/13/2024	60629	14082	LUMEN	688232270	201-17-5384	1,950.59	1,950.59	SERVICE
	Total 60629:							1,950.59	
60630									
06/24	06/13/2024	60630	12953	Frank Parts CO	189878	201-34-5233	63.12	63.12	parts
06/24	06/13/2024	60630	12953	Frank Parts CO	189904	201-34-5233	62.68	62.68	parts
	Total 60630:							125.80	
60631									
06/24	06/13/2024	60631	14210	NOCO HUMANE	1141	201-18-5374	1,641.17	1,641.17	2024 ANIMAL CONTROL SERVICES
	Total 60631:							1,641.17	
60632									
06/24	06/13/2024	60632	13094	NORTHERN COLORADO LANDS	1068	201-18-5355	125.00	125.00	RE-IMBURSABLE SERVICES
	Total 60632:							125.00	
60633									
06/24	06/13/2024	60633	13528	NORTHERN COLORADO SPOR	11006	210-51-5166	660.00	660.00	GAME FEE 6/4-6/7 BASEBALL AND SOFTBALL
	Total 60633:							660.00	
60634									
06/24	06/13/2024	60634	13803	PERFECT PITCH BATTING CAG	202117	210-51-5183	4,100.00	4,100.00	Batting cage REPAIR
06/24	06/13/2024	60634	13803	PERFECT PITCH BATTING CAG	202118	210-51-5183	6,055.00	6,055.00	EMEREGENCY REPAIR BATTING CAGES
	Total 60634:							10,155.00	
60635									
06/24	06/13/2024	60635	428	PITNEY BOWES BANK INC PUR	1025492247	201-14-5311	77.40	77.40	METER REFILL

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60635:								77.40	
60636									
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513591322	204-34-5533	5.00	5.00	EQUIOPMENT RENTAL FOR CHEMICAL STORAGE
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513591365	204-34-5533	5.00	5.00	EQUIOPMENT RENTAL FOR CHEMICAL STORAGE
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513591400	204-34-5533	5.00	5.00	EQUIOPMENT RENTAL FOR CHEMICAL STORAGE
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513591443	204-34-5533	5.00	5.00	EQUIOPMENT RENTAL FOR CHEMICAL STORAGE
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513665359	204-34-5227	1,166.35	1,166.35	PLANT UTILIITIES
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513702124	204-34-5533	5.00	5.00	EQUIOPMENT RENTAL FOR CHEMICAL STORAGE
06/24	06/13/2024	60636	13843	POLAR GAS INC	1513703308	205-34-5533	5.00	5.00	LIFT STATION EQUIPMENT RENTAL FEE
Total 60636:								1,196.35	
60637									
06/24	06/13/2024	60637	10328	PVS DX, INC	737001805-2	204-34-5221	1,142.65	1,142.65	ChEMICALS DISINFECTION
Total 60637:								1,142.65	
60638									
06/24	06/13/2024	60638	13840	Quantum Pump & Controls LLC	11999	205-34-5356	690.00	690.00	Viewpoint Lift PUMP INSTALL
Total 60638:								690.00	
60640									
06/24	06/13/2024	60640	14213	TRIVENT SAFETY CONSULTING	TN-6233	201-34-5380	560.00	560.00	TRAFFIC FLAGGER
06/24	06/13/2024	60640	14213	TRIVENT SAFETY CONSULTING	TN-6233	204-34-5380	120.00	120.00	TRAFFIC FLAGGER
06/24	06/13/2024	60640	14213	TRIVENT SAFETY CONSULTING	TN-6233	205-34-5380	120.00	120.00	TRAFFIC FLAGGER
Total 60640:								800.00	
60641									
06/24	06/13/2024	60641	547	UNCC	224051606	204-34-5434	52.24	52.24	LINE LOCATES
06/24	06/13/2024	60641	547	UNCC	224051606	205-34-5434	52.25	52.25	LINE LOCATES
Total 60641:								104.49	
60642									
06/24	06/13/2024	60642	554	UNIVAR	52133486	204-34-5221	2,591.68	2,591.68	CHEMICALS PH CONTROL

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
06/24	06/13/2024	60642	554	UNIVAR	52133488	204-34-5221	2,591.68	2,591.68	CHEMICALS PH CONTROL
06/24	06/13/2024	60642	554	UNIVAR	99233142	204-34-5221	6,928.50	6,928.50	CHEMICAL PH CONTROL
06/24	06/13/2024	60642	554	UNIVAR	99233143	204-34-5221	10,360.76	10,360.76	DE-CHLOR NEW PLANT
06/24	06/13/2024	60642	554	UNIVAR	99233144	204-34-5221	6,909.90	6,909.90	PH CONTROL MATERIAL
06/24	06/13/2024	60642	554	UNIVAR	99233154	204-34-5221	2,145.00	2,145.00	CHEMICALS DISINFECTION MATERIAL FOR NEW TREATMENT PLANT
Total 60642:								31,527.52	
60643									
06/24	06/13/2024	60643	553	USA BLUE BOOK	INV0029358	204-34-5434	1,294.58	1,294.58	HYDRANT DIFUSERS FOR FLUSHING
Total 60643:								1,294.58	
60644									
06/24	06/13/2024	60644	13738	WELD CNTY DEPT PUBLIC HEA	E240264	204-34-5334	279.50	279.50	ColifROM AND E COLI TESTING
Total 60644:								279.50	
60645									
06/24	06/18/2024	60645	13841	ENGINEERING INC	56706	211-80-5022	5,108.90	5,108.90	CLEVELAND AVENUE SURVEY
Total 60645:								5,108.90	
60646									
06/24	06/20/2024	60646	571	TOWN OF WELLINGTON	06192024	201-11-5952	300.00	300.00	HUG Grant
Total 60646:								300.00	
60647									
06/24	06/20/2024	60647	571	TOWN OF WELLINGTON	06192024.1	201-11-5952	170.02	170.02	HUG Grant
Total 60647:								170.02	
60648									
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-932995	201-34-5233	162.49	162.49	Parts
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-932999	201-34-5233	26.55	26.55	Parts
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-933029	201-34-5233	12.99	12.99	PARTS
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-933063	201-34-5233	379.70	379.70	BRAKE PADS, PAINTER ROTOR
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-933623	205-34-5233	23.29	23.29	Parts

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
06/24	06/20/2024	60648	10291	ADVANCED AUTO PARTS	2203-933806	201-34-5233	54.57	54.57	Parts
	Total 60648:							659.59	
60649									
06/24	06/20/2024	60649	14269	ALISON COPE	06202024	201-55-5337	300.00	300.00	PERFORMANCE 45 MINUTES ON 7/13/2024
	Total 60649:							300.00	
60650									
06/24	06/20/2024	60650	13266	AMAZON	11WV-CCPM	201-34-5363	121.99	121.99	KEYBOARD REPLACEMENT
06/24	06/20/2024	60650	13266	AMAZON	19HC-71K4-	201-34-5941	111.28	111.28	WRF PAPER TOWELS, DISINFECTENT, COFFEE
06/24	06/20/2024	60650	13266	AMAZON	1M63-4LX9-4	201-49-5370	39.99	39.99	CORK BOARD
06/24	06/20/2024	60650	13266	AMAZON	1TLQ-LNGL-	201-34-5363	28.92	28.92	PHONE CASE AND PROTECTOR R&M
	Total 60650:							302.18	
60651									
06/24	06/20/2024	60651	11256	BEST RENTAL	328793	210-34-5533	190.40	190.40	trencher for PARK MEADOWS
	Total 60651:							190.40	
60652									
06/24	06/20/2024	60652	13251	BOBCAT OF THE ROCKIES	15278705	203-34-5426	348.00	348.00	BUCKET FOR MULCH
	Total 60652:							348.00	
60653									
06/24	06/20/2024	60653	13382	BUFFALO CREEK SUBDIVISION	1112257183	210-34-5341	667.43	667.43	TOWN PORITON OF XCEL FOR BUFFALO CREEK
	Total 60653:							667.43	
60654									
06/24	06/20/2024	60654	14048	C & W TRUCK AND TRAILER PA	01NV056575	201-34-5233	197.88	197.88	LIGHT
06/24	06/20/2024	60654	14048	C & W TRUCK AND TRAILER PA	01NV056786	201-34-5233	371.91	371.91	PARTS
	Total 60654:							569.79	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60655									
06/24	06/20/2024	60655	12264	CASELLE, INC.	133734	201-17-5579	1,708.00	1,708.00	COURT MANAGEMENT SUPPORT 6/1-12-31-2024
	Total 60655:							1,708.00	
60656									
06/24	06/20/2024	60656	13656	CEM SALES & SERVICE, INC.	163507	211-80-5039	1,108.95	1,108.95	SPLASH PAD CHEMICAL ROOM UPGRADES
	Total 60656:							1,108.95	
60657									
06/24	06/20/2024	60657	14040	CIRSA	241458	201-14-5510	39,163.77	39,163.77	2024 QUARTERLY CONTRIBUTION
	Total 60657:							39,163.77	
60658									
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240603072	205-34-5554	339.00	339.00	WASTEWATER TESTING
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240603103	204-34-5334	416.00	416.00	DRINKING WATER TOTAL CU/PB-CDH
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240603105	204-34-5334	224.00	224.00	DRINKING WATER TOTAL CU/PB-CDH
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240603112	204-34-5334	416.00	416.00	DRINKING WATER- TOTAL CU/PB-CDH
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240603131	204-34-5334	224.00	224.00	DRINKING WATER-TOTAL CU/PB- CDH
06/24	06/20/2024	60658	13448	COLORADO ANALYTICAL LAB	240610042	205-34-5554	27.00	27.00	WASTEWATER E-COLI
	Total 60658:							1,646.00	
60659									
06/24	06/20/2024	60659	143	CPS DISTRIBUTORS	0016016657-	210-34-5237	552.48	552.48	IRRIGATION UPGRADES
06/24	06/20/2024	60659	143	CPS DISTRIBUTORS	0016170403-	210-34-5237	695.92	695.92	IRRIGATION UPGRADES
	Total 60659:							1,248.40	
60660									
06/24	06/20/2024	60660	12664	E-Z POUR READY MIX	14470	203-34-5424	245.00	245.00	CONCRETE RD 60
	Total 60660:							245.00	
60661									
06/24	06/20/2024	60661	13598	GFOA	3097258	201-14-5380	1,197.00	1,197.00	ACCOUNTING ACADEMY CLASS REGISTRATION
06/24	06/20/2024	60661	13598	GFOA	3154036	201-14-5380	315.00	315.00	INTERACTIVE LMS TRAINING

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60661:								1,512.00	
60662									
06/24	06/20/2024	60662	14268	GRAVES CONSULTING,LLC	1475	201-16-5356	5,412.00	5,412.00	COMPENSATION STUDY
Total 60662:								5,412.00	
60663									
06/24	06/20/2024	60663	14240	GUIRY'S INC	11980/G	203-34-5240	1,054.74	1,054.74	PAINTS
Total 60663:								1,054.74	
60664									
06/24	06/20/2024	60664	13846	JACOBS ENGINEERING C/O BA	NO. 51	211-80-4061	53,064.50	53,064.50	WWTP EXPANSION DESIGN
Total 60664:								53,064.50	
60665									
06/24	06/20/2024	60665	314	LARIMER COUNTY SOLID WAS	2131498	201-49-5398	103.92	103.92	tOWN CLEAN UP
Total 60665:								103.92	
60666									
06/24	06/20/2024	60666	13847	Lewan Technology	XIN23128	201-17-5579	978.72	978.72	MONTHLY MICROSOFT 365 BUSINESS STANDARD
Total 60666:								978.72	
60667									
06/24	06/20/2024	60667	14075	LOVELAND STEAM LAUNDRY	0045916	201-34-5372	15.00	15.00	WRF UNIFORM LAUNDRY
Total 60667:								15.00	
60668									
06/24	06/20/2024	60668	358	MGS INCORPORATED	245011	201-34-5233	62.80	62.80	PARTS
Total 60668:								62.80	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60669									
06/24	06/20/2024	60669	13343	MOTION & FLOW CONTROL PR	9076181	211-80-4015	196.32	196.32	BULK WATER CIP FOR 2023
	Total 60669:							196.32	
60670									
06/24	06/20/2024	60670	13965	NORTHWEST PARKWAY	14373559	205-34-5554	39.85	39.85	TOLL FOR LICENSE PLATE CO-DMG410
	Total 60670:							39.85	
60671									
06/24	06/20/2024	60671	10328	PVS DX, INC	DE73000480	204-34-5221	50.00	50.00	Chlorine CHEMICAL
	Total 60671:							50.00	
60672									
06/24	06/20/2024	60672	13840	Quantum Pump & Controls LLC	11998	205-34-5231	24,920.00	24,920.00	Viewpoint Lift PUMP INSTALL
	Total 60672:							24,920.00	
60673									
06/24	06/20/2024	60673	13122	SEACREST GROUP	524248.B	205-34-5554	2,476.00	2,476.00	CHRONIC BIOMONITORING
	Total 60673:							2,476.00	
60674									
06/24	06/20/2024	60674	12164	SOPER PEST CONTROL	12609	201-34-5456	4,400.00	4,400.00	MOSQUITO CONTROL STORM DRAINS AND PONDS
	Total 60674:							4,400.00	
60675									
06/24	06/20/2024	60675	12380	TDS	06202024	201-17-5384	292.45	292.45	3815 HARRISON AVE PW INTERNET
	Total 60675:							292.45	
60676									
06/24	06/20/2024	60676	553	USA BLUE BOOK	INV0039285	204-34-5233	864.71	864.71	MOTOR R&M WATER TREATMENT

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60676:								864.71	
60677									
06/24	06/20/2024	60677	14119	Williams Scotsman, INC	9020614193	204-34-5433	1,402.46	1,402.46	WATER PLANT OFFICE
06/24	06/20/2024	60677	14119	Williams Scotsman, INC	9021064442	204-34-5433	1,403.29	1,403.29	WATER PLANT OFFICE
06/24	06/20/2024	60677	14119	Williams Scotsman, INC	9021107174	205-34-5433	123.22	123.22	FURNITURE PACKAGE
Total 60677:								2,928.97	
60678									
06/24	06/27/2024	60678	14036	ABSOLUTE GRAPHICS, INC	32994	210-51-5372	1,205.88	1,205.88	LOGO FOR APPAREL
Total 60678:								1,205.88	
60679									
06/24	06/27/2024	60679	13266	AMAZON	14RV-CJR1-	201-49-5367	345.97	345.97	DUAL SECURITY INDOOR CAMERAS
Total 60679:								345.97	
60680									
06/24	06/27/2024	60680	14270	ARTNOCO LLC	G702-G703	210-34-5512	12,249.00	12,249.00	CIRSA HAIL CLAIM- ROOFING TOWN BUILDINGS
06/24	06/27/2024	60680	14270	ARTNOCO LLC	G702-G703	204-34-5512	24,796.00	24,796.00	CIRSA HAIL CLAIM- ROOFING TOWN BUILDINGS
06/24	06/27/2024	60680	14270	ARTNOCO LLC	G702-G703	205-34-5512	2,643.00	2,643.00	CIRSA HAIL CLAIM- ROOFING TOWN BUILDINGS
06/24	06/27/2024	60680	14270	ARTNOCO LLC	G702-G703	201-34-5512	26,128.00	26,128.00	CIRSA HAIL CLAIM- ROOFING TOWN BUILDINGS
06/24	06/27/2024	60680	14270	ARTNOCO LLC	G702-G703	211-80-4014	4,554.00	4,554.00	CIRSA HAIL CLAIM- ROOFING TOWN BUILDINGS
Total 60680:								70,370.00	
60681									
06/24	06/27/2024	60681	13434	BUSINESS CARD FACTORY OF	63838	201-14-5214	25.21	25.21	NAME TAG SET UP & PRINT WITH MAGNET
Total 60681:								25.21	
60682									
06/24	06/27/2024	60682	13670	COLORADO PARKS & RECREAT	3456	210-51-5380	1,247.00	1,247.00	ANNUAL CONFERENCE FOR STAFF
06/24	06/27/2024	60682	13670	COLORADO PARKS & RECREAT	3456	210-34-5380	469.00	469.00	ANNUAL CONFERENCE FOR STAFF

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 60682:								1,716.00	
60683									
06/24	06/27/2024	60683	14262	LEONARDO TAFOYA JR	1039	201-11-5192	457.60	457.60	4TH OF JLY CAR SHOW SHIRT
Total 60683:								457.60	
60684									
06/24	06/27/2024	60684	13528	NORTHERN COLORADO SPOR	11026	210-51-5166	870.00	870.00	GAME FEE JUNE 10-14 BASEBALL, SOFTBALL, SOCCER
06/24	06/27/2024	60684	13528	NORTHERN COLORADO SPOR	11048	210-51-5166	770.00	770.00	GAME FEE JUNE 17-21 BASEBALL, SOFTABALL, SOCCER
Total 60684:								1,640.00	
60685									
06/24	06/27/2024	60685	428	PITNEY BOWES BANK INC PUR	1025492248	201-14-5311	51.63	51.63	STANDARD SLA-EQUIPMENT SERVICE AGREEMENT
Total 60685:								51.63	
60686									
06/24	06/27/2024	60686	13881	ROBERT B SAUSAMAN III	KEN24-03	210-34-5942	582.75	582.75	SKATE PARK CONCRETE
Total 60686:								582.75	
60687									
06/24	06/27/2024	60687	13501	ROCKFAN ENTERTAINMENT	4417	201-11-5192	3,449.00	3,449.00	4TH OF JULY DEPOSIT FOR STAGE/PRODUCTION
Total 60687:								3,449.00	
60688									
06/24	06/27/2024	60688	14239	SEACHANGE PRINTING & MAR	42916	201-15-5414	19,399.54	19,399.54	2024 ELECTION BALLOT PRINTING,MAILING AND TRACKING
Total 60688:								19,399.54	
60689									
06/24	06/27/2024	60689	14102	THE F.A. BARTLETT TREE EXPE	41742774-0	210-34-5252	1,650.00	1,650.00	TREE INVENTORY
Total 60689:								1,650.00	

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
60690									
06/24	06/27/2024	60690	14138	WESTWATER RESEARCH LLC	1029	204-34-5356	1,770.00	1,770.00	ON CALL SUPPORT
Total 60690:								1,770.00	
5005169									
06/24	06/13/2024	5005169	13984	AMILIA CONSULTING U.S.A INC	1558799.1	210-51-5168	980.54	980.54	Monthly Services
Total 5005169:								980.54	
5005173									
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	210-34-5231	1,150.15	1,150.15	
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	201-34-5231	1,410.43	1,410.43	
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	204-34-5231	723.52	723.52	
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	205-34-5231	230.28	230.28	
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	201-13-5933	436.81	436.81	
06/24	06/24/2024	5005173	13491	WEX BANK	97420660	201-18-5231	38.76	38.76	
Total 5005173:								3,989.95	
5005174									
06/24	06/21/2024	5005174	13991	MOLTZ CONSTRUCTION, INC	PAY REQUE	211-80-4083	2,030,271.66	2,030,271.66	WWTP EXPANSION Construction
Total 5005174:								2,030,271.66	
5005175									
06/24	06/24/2024	5005175	14001	SIMPLIFILE	ACH 6.24.24	201-18-5331	15.25	15.25	Land Use Registration Memorandum
Total 5005175:								15.25	
5005178									
06/24	06/28/2024	5005178	13894	BOKF, NATIONAL ASSOCIATION	08/1/24	201-14-5640	250.00	250.00	SEMI ANNUAL PAYING AGENT FEE
Total 5005178:								250.00	
5005181									
06/24	06/03/2024	5005181	12840	RISE BROADBAND	JUNE2024A	204-34-5384	107.28	107.28	WTP INTERNET
06/24	06/03/2024	5005181	12840	RISE BROADBAND	JUNE2024A	205-34-5384	137.28	137.28	Internet for WRF

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
	Total 5005181:							244.56	
5005182									
06/24	06/10/2024	5005182	12380	TDS	JUNE2024A	201-17-5384	172.95	172.95	3800 WILSON AVE INTERNET
06/24	06/10/2024	5005182	12380	TDS	JUNE2024A	201-17-5384	44.95	44.95	INTERNET SERVICE
06/24	06/10/2024	5005182	12380	TDS	JUNE2024A	201-17-5384	149.95	149.95	INTERNET SERVICE
06/24	06/10/2024	5005182	12380	TDS	JUNE2024A	201-17-5384	279.90	279.90	4006 HAYES AVE INTERNET
	Total 5005182:							647.75	
5005183									
06/24	06/04/2024	5005183	551	CENTURYLINK	JUNE2024A	204-34-5345	69.56	69.56	JUNE2024ACH
06/24	06/04/2024	5005183	551	CENTURYLINK	JUNE2024A	201-17-5345	145.89	145.89	TELEPHONE SERVICES
06/24	06/04/2024	5005183	551	CENTURYLINK	JUNE2024A	201-17-5345	84.08	84.08	TELEPHONE SERVICES
	Total 5005183:							299.53	
5005184									
06/24	06/03/2024	5005184	14082	LUMEN	JUNE2024A	201-17-5384	712.87	712.87	IP AND DATA SERVICES
	Total 5005184:							712.87	
5005185									
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	203-34-5341	53.66	53.66	6744 NE FRONTAGE RD
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	204-34-5341	750.74	750.74	8890 BUFFALO CREEK WELLHOUSE
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	210-51-5185	2,421.13	2,421.13	BATTING CAGE ELECTRICITY
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	205-34-5341	15,477.99	15,477.99	6172 NE FRONTAGE ROAD SEWER PUMP
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	201-49-5341	25.85	25.85	3804 Cleveland Ave
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	210-34-5341	13.34	13.34	3705 Ronald Reagan
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	204-34-5341	1,398.49	1,398.49	PUMP HOUSE 4000 WILSON AVE
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	203-34-5341	1,289.48	1,289.48	8130 3RD ST
06/24	06/06/2024	5005185	439	XCEL ENERGY	JUNEACH20	203-34-5341	12,555.73	12,555.73	STREET LIGHTS
	Total 5005185:							33,986.41	
5005186									
06/24	06/04/2024	5005186	13769	Jive Communications Inc	JUNE2024A	201-17-5345	959.97	959.97	CONNECT BUNDLE PRO

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 5005186:								959.97	
5005187									
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	30.49	30.49	3735 CLEVELAND AVE.
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	37.91	37.91	3749 HARRISON AVE
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	49.67	49.67	3804 Cleveland Ave
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	210-34-5344	63.79	63.79	8700 3RD
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	65.17	65.17	TOWN OF WELLINGTON
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	123.33	123.33	4006 Hayes Ave
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	146.07	146.07	4021 Grant Ave.
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	201-49-5344	163.45	163.45	Wellington Comm Bldg
06/24	06/24/2024	5005187	1	Black Hills Energy	JUNE2024A	205-34-5344	436.68	436.68	6190 NE Frontage Rd
Total 5005187:								1,116.56	
5005188									
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	210-34-5341	24.78	24.78	Wellington Jr. High
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	207-34-5341	45.08	45.08	3500 GW Bush Ave
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	203-34-5341	46.10	46.10	CLEVELAND AVE
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	204-34-5341	85.87	85.87	7250 Kit Fox Dr. Viewpointe
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	203-34-5341	308.33	308.33	Wellington HIGH SCHOOL
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	203-34-5341	620.90	620.90	Sage Meadows Street Lights
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	204-34-5341	1,342.46	1,342.46	10691 N CO RD 11
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	204-34-5341	2,238.75	2,238.75	10691 N CO RD 11
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	204-34-5341	2,415.04	2,415.04	CO RD 11 & 68
06/24	06/13/2024	5005188	433	POUDRE VALLEY REA	JUNEACH20	204-34-5341	2,238.75	2,238.75	10691 N CO RD 11
Total 5005188:								9,366.06	
5005204									
06/24	06/03/2024	5005204	14046	STANDARD INSURANCE COMP	JUNE2024A	201-00-2523	1,749.57	1,749.57	LONG TERM DISABILITY
Total 5005204:								1,749.57	
5005206									
06/24	06/26/2024	5005206	439	XCEL ENERGY	JUNE2024A	205-34-5341	68.55	68.55	6172 NE FRONTAGE ROAD SEWER PUMP

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
Total 5005206:								68.55	
5005207									
06/24	06/25/2024	5005207	13867		JUNE2024	201-00-2516	8,741.00	8,741.00	JUNE ACH
Total 5005207:								8,741.00	
5005208									
06/24	06/12/2024	5005208	13592	ALLSTATE	JUNE2024A	201-00-2520	548.97	548.97	PREMIUMS
Total 5005208:								548.97	
5005209									
06/24	06/28/2024	5005209	13320	VERIZON WIRELESS	JUNE2024A	201-17-5345	3,004.33	3,004.33	Cell Phone BillS
Total 5005209:								3,004.33	
5005210									
06/24	06/30/2024	5005210	14077	AMILIA TECHNOLOGIES USA IN	1560318	210-51-5168	816.26	816.26	Monthly Subscription, ect
Total 5005210:								816.26	
6142024									
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	204-34-5380	30.00	30.00	THIS WAS AN ONLINE TRAINING COURSE FOR THE COLLECTIONS 4 CERT
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5233	116.47	116.47	PARTS FOR KENWORTH
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	204-34-5233	115.00	115.00	PERISTALTIC PUMP PARTS (TUBE FOR FLUORIDE)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5142	6.50	6.50	RECREATION LAUNDRY- LOST RECEIPT
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5214	15.59	15.59	SRP PRIZE-SLIME
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5941	55.47	55.47	BUSINESS CARDS FOR SAFETY & FLEET EMPLOYEE JEREMY B
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5162	24.95	24.95	WASHERS AND SCREWS FOR BASEBALL
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5214	9.34	9.34	WPL MULTIPLE EVENT SUPPLY/RAFFLES
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5951	332.50	332.50	BOT EMBROIDERY FOR APPAREL ORDER
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	204-34-5380	85.00	85.00	THIS WAS AN 85.00 CHARGE FROM THE STATE OF COLORADO CDPHE FO
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5192	48.00	48.00	TOWN CLEAN UP DEBRIS DROP OFF
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	49.60	49.60	DVDS-PARTIAL ORDR-ORIGIN, GDZILL, LNGGM
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5233	26.34	26.34	QUICK CONNECT FITTING FOR HOTSY SPRAY GUN.
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5223	39.96	39.96	DEVICE CHARGING CABLES
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-34-5941	26.99	26.99	SAFETY VEST

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-16-5949	395.00	395.00	ADVERTISING FOR PLANNER I-III
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5190	9.48	9.48	SOAP FOR WASHING CLEANING PADS AND PINNIES
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5192	52.89	52.89	JUNE 8 TOWN CLEAN UP: BREAKFAST FOR VOLUNTEERS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5380	400.00	400.00	CML ANNUAL CONFERENCE_WIEGAND
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	204-34-5370	125.00	125.00	JACOB BOOTS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5192	25.07	25.07	JUNE 8 TOWN CLEAN UP: DRINKS FOR VOLUNTEERS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	19.96-	19.96-	DVD REFUND-DUPLICATE
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	5.00-	5.00-	DVD PRICE MATCH-OLDOAK
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5337	20.88	20.88	WIRE-JEWELRY CLASS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5433	15.69	15.69	ADDITIONAL SUPPORT CLAMP FOR STARLINK ANTENNA.
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5337	19.98	19.98	BEADS-JEWELRY CLASS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5363	34.90	34.90	R&M PHONE CASE FOR BRANDON K
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5372	182.00	182.00	SPLIT - NEW EMPLOYEE WTF JACOB B EMBROIDERY/SCREEN PRINT (25.2
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-16-5948	78.00	78.00	SPLIT - NEW ADMIN STAFF NICK & JERRY EMBROIDERY/SCREEN PRINT (1
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5370	90.00	90.00	SPLIT - HIGH VIS HATS EMBROIDERY (12.51%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5372	369.64	369.64	SPLIT - NEW EMPLOYEE T-SHIRTS SCREEN PRINT TO HAVE ON HAND (51.
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	19.96-	19.96-	DVD RETURN-DUPLICATE
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	203-34-5370	330.47	330.47	SAFETY WORK BOOT ALLOWANCE FOR JIM M
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	34.15	34.15	DVDS-OLDOAK, LSTSOULZ
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5214	227.30	227.30	COPY/CARDSTOCK PAPER
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5380	18.23	18.23	CDL RENEWAL FOR POSITION
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5181	7.98-	7.98-	REFUND FOR ITEM NOT DELIVERED
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5347	13.99	13.99	SRP FELT BOARD
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5900	15.35	15.35	SRP BOOK
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-34-5254	43.55	43.55	CLEANER FOR THE PARKS BATHROOMS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5347	17.99	17.99	FELT BOARD- SRP THEME
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5140	20.00	20.00	SOCCER COACH TRAININGS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5370	767.77	767.77	CHARGING STATIONS FOR GAS MONITORS AND TUBING FOR GAS METEF
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-14-5311	13.60	13.60	ROBUSCHI OIL SAMPLES
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5347	53.98	53.98	SRP-SENSORY PATH
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-13-5496	59.99	59.99	RENEWAL ADOBE
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-18-5233	125.07	125.07	SPLIT - FLEET MONITORING (20%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5233	125.07	125.07	SPLIT - FLEET MONITORING (20%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	204-34-5233	125.07	125.07	SPLIT - FLEET MONITORING (20%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5233	125.07	125.07	SPLIT - FLEET MONITORING (20%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-34-5233	125.07	125.07	SPLIT - FLEET MONITORING (20%)
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5941	15.89	15.89	DESK LINERS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5433	42.46	42.46	CLAMPS AND CORDGRIPS TO INSTALL STARLINK ANTENNA TO CURRENT
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5900	5.97	5.97	BK FOR STRYTIME

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5233	44.26	44.26	PARTS FOR TRUCK
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	210-51-5183	23.70	23.70	NEW CASH BOX FOR BATTING CAGES
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-14-5380	161.95	161.95	CASELLE TRAINING IN UTAH FLIGHTS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5384	140.00	140.00	MONTHLY INTERNET SERVICE CHARGE
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-11-5192	274.40-	274.40-	REFUND FOR RENTAL NO LONGER NEEDED
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5900	32.59	32.59	STARWARS BKS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5901	159.98	159.98	CHAIRS
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5214	67.95	67.95	RECEIPT PRINTER PAPER
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-34-5372	181.42	181.42	NEW EMPLOYEE PW UNIFORM APPAREL
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	205-34-5241	2.84	2.84	FUSE FOR CP 700
06/24	06/14/2024	6142024	13269	FIRST NATIONAL BANK OMAHA	06142024	201-55-5792	36.94	36.94	DVDS-KF PANDA, DRINKWTR
Total 6142024:								5,630.61	
50051732									
06/24	06/01/2024	50051732	12896	FIRST NATIONAL BANK	PAYMENT D	210-90-5632	832.31	832.31	Park Loan Interest Payment
06/24	06/01/2024	50051732	12896	FIRST NATIONAL BANK	PAYMENT D	210-90-5630	21,622.68	21,622.68	Park Loan Payment
Total 50051732:								22,454.99	
Grand Totals:								2,749,439.90	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-00-2000	.00	.00	.00
201-00-2000	565.02	216,972.97-	216,407.95-
201-00-2210	7,370.97	.00	7,370.97
201-00-2516	8,741.00	.00	8,741.00
201-00-2520	548.97	.00	548.97
201-00-2523	1,749.57	.00	1,749.57
201-02-3430	.00	245.70-	245.70-
201-11-5192	4,032.56	274.40-	3,758.16
201-11-5214	172.17	.00	172.17
201-11-5352	1,734.00	.00	1,734.00
201-11-5380	400.00	.00	400.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
201-11-5951	332.50	.00	332.50
201-11-5952	470.02	.00	470.02
201-12-5359	1,059.00	.00	1,059.00
201-13-5214	46.05	.00	46.05
201-13-5352	4,502.00	.00	4,502.00
201-13-5496	59.99	.00	59.99
201-13-5933	436.81	.00	436.81
201-13-5934	6,453.87	.00	6,453.87
201-14-5214	197.80	.00	197.80
201-14-5311	142.63	.00	142.63
201-14-5356	25,184.72	.00	25,184.72
201-14-5380	1,758.95	.00	1,758.95
201-14-5510	39,163.77	.00	39,163.77
201-14-5640	250.00	.00	250.00
201-15-5331	83.50	.00	83.50
201-15-5356	27.00	.00	27.00
201-15-5414	19,399.54	.00	19,399.54
201-16-5356	5,412.00	.00	5,412.00
201-16-5583	1,176.00	.00	1,176.00
201-16-5948	78.00	.00	78.00
201-16-5949	395.00	.00	395.00
201-17-5345	4,194.27	.00	4,194.27
201-17-5357	6,440.00	.00	6,440.00
201-17-5384	3,603.66	.00	3,603.66
201-17-5579	11,308.72	.00	11,308.72
201-17-5947	1,032.41	.00	1,032.41
201-18-5231	38.76	.00	38.76
201-18-5233	125.07	.00	125.07
201-18-5331	15.25	.00	15.25
201-18-5350	12,885.13	.00	12,885.13
201-18-5355	1,180.00	.00	1,180.00
201-18-5374	1,641.17	.00	1,641.17
201-34-5231	1,410.43	.00	1,410.43
201-34-5233	1,712.49	.00	1,712.49
201-34-5363	435.66	.00	435.66
201-34-5370	90.00	.00	90.00
201-34-5372	796.21	.00	796.21
201-34-5380	724.81	.00	724.81
201-34-5456	4,400.00	.00	4,400.00
201-34-5512	26,128.00	.00	26,128.00

GL Account	Debit	Credit	Proof
201-34-5941	193.64	.00	193.64
201-49-5341	25.85	.00	25.85
201-49-5344	616.09	.00	616.09
201-49-5367	345.97	.00	345.97
201-49-5369	3,460.00	.00	3,460.00
201-49-5370	365.82	.00	365.82
201-49-5398	748.59	.00	748.59
201-55-5214	320.18	.00	320.18
201-55-5337	540.86	.00	540.86
201-55-5347	85.96	.00	85.96
201-55-5579	395.00	.00	395.00
201-55-5792	120.69	44.92-	75.77
201-55-5900	53.91	.00	53.91
201-55-5901	159.98	.00	159.98
203-00-2000	.00	16,852.41-	16,852.41-
203-34-5240	1,054.74	.00	1,054.74
203-34-5341	14,874.20	.00	14,874.20
203-34-5370	330.47	.00	330.47
203-34-5424	245.00	.00	245.00
203-34-5426	348.00	.00	348.00
204-00-2000	.00	85,376.39-	85,376.39-
204-34-5221	39,045.33	.00	39,045.33
204-34-5227	1,166.35	.00	1,166.35
204-34-5231	723.52	.00	723.52
204-34-5233	1,104.78	.00	1,104.78
204-34-5334	1,559.50	.00	1,559.50
204-34-5341	10,470.10	.00	10,470.10
204-34-5345	69.56	.00	69.56
204-34-5356	1,770.00	.00	1,770.00
204-34-5370	125.00	.00	125.00
204-34-5380	235.00	.00	235.00
204-34-5384	107.28	.00	107.28
204-34-5422	13.24	.00	13.24
204-34-5433	2,805.75	.00	2,805.75
204-34-5434	1,346.82	.00	1,346.82
204-34-5512	24,796.00	.00	24,796.00
204-34-5533	25.00	.00	25.00
204-34-5941	13.16	.00	13.16
205-00-2000	.00	49,157.86-	49,157.86-
205-34-5231	25,150.28	.00	25,150.28

GL Account	Debit	Credit	Proof
205-34-5233	174.70	.00	174.70
205-34-5241	2.84	.00	2.84
205-34-5341	15,546.54	.00	15,546.54
205-34-5344	436.68	.00	436.68
205-34-5356	690.00	.00	690.00
205-34-5370	767.77	.00	767.77
205-34-5380	120.00	.00	120.00
205-34-5384	277.28	.00	277.28
205-34-5433	323.63	.00	323.63
205-34-5434	52.25	.00	52.25
205-34-5512	2,643.00	.00	2,643.00
205-34-5533	5.00	.00	5.00
205-34-5554	2,941.45	.00	2,941.45
205-34-5941	26.44	.00	26.44
207-00-2000	.00	45.08-	45.08-
207-34-5341	45.08	.00	45.08
210-00-2000	7.98	85,080.25-	85,072.27-
210-34-5231	1,150.15	.00	1,150.15
210-34-5233	125.07	.00	125.07
210-34-5237	2,504.70	.00	2,504.70
210-34-5252	1,650.00	.00	1,650.00
210-34-5254	43.55	.00	43.55
210-34-5256	353.03	.00	353.03
210-34-5341	705.55	.00	705.55
210-34-5344	63.79	.00	63.79
210-34-5365	1,963.48	.00	1,963.48
210-34-5366	16,908.00	.00	16,908.00
210-34-5380	469.00	.00	469.00
210-34-5512	12,249.00	.00	12,249.00
210-34-5533	692.65	.00	692.65
210-34-5941	34.14	.00	34.14
210-34-5942	4,422.75	.00	4,422.75
210-51-5140	20.00	.00	20.00
210-51-5142	6.50	.00	6.50
210-51-5162	24.95	.00	24.95
210-51-5166	2,340.00	.00	2,340.00
210-51-5168	1,796.80	.00	1,796.80
210-51-5181	.00	7.98-	7.98-
210-51-5183	10,178.70	.00	10,178.70
210-51-5185	2,421.13	.00	2,421.13

GL Account	Debit	Credit	Proof
210-51-5190	9.48	.00	9.48
210-51-5223	39.96	.00	39.96
210-51-5372	1,205.88	.00	1,205.88
210-51-5380	1,247.00	.00	1,247.00
210-90-5630	21,622.68	.00	21,622.68
210-90-5632	832.31	.00	832.31
211-00-2000	.00	2,296,527.94-	2,296,527.94-
211-80-4010	3,353.00	.00	3,353.00
211-80-4014	4,554.00	.00	4,554.00
211-80-4015	196.32	.00	196.32
211-80-4061	53,064.50	.00	53,064.50
211-80-4083	2,030,491.66	.00	2,030,491.66
211-80-5022	28,232.90	.00	28,232.90
211-80-5030	175,526.61	.00	175,526.61
211-80-5039	1,108.95	.00	1,108.95
Grand Totals:	2,750,585.90	2,750,585.90-	.00

Dated: ______________________________

Mayor: ______________________________

City Council: ______________________________

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City Recorder: ______________________________

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof

Report Criteria:

Report type: GL detail

Check.Voided = no

Finance Committee Meeting

Date: August 19, 2024
Subject: Treasurer's Report (June 2024) DRAFT

BACKGROUND / DISCUSSION

Treasurer's Report (June 2024) DRAFT

STAFF RECOMMENDATION

ATTACHMENTS

1. Treasurer's Report (June 2024) DRAFT

TOWN OF WELLINGTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAX REVENUE					
201-01-3110	PROPERTY TAXES	.00	.00	2,086,000.00	2,086,000.00	.0
201-01-3130	SALES TAX	190,589.26	1,220,809.73	2,774,000.00	1,553,190.27	44.0
201-01-3135	SEVERANCE TAX	.00	.00	108,000.00	108,000.00	.0
201-01-3140	USE TAX - BUILDING MATERIALS	27,280.01	114,738.09	461,152.00	346,413.91	24.9
[redacted]						
	TOTAL TAX REVENUE	231,393.88	1,376,498.12	5,436,152.00	4,059,653.88	25.3
	BUILDING PERMITS					
201-02-3155	TOWN PLAN REVIEW FEES	1,330.00	6,815.00	55,356.00	48,541.00	12.3
201-02-3430	COUNTY TAX VENDORS FEE	242.49	1,019.90	3,933.00	2,913.10	25.9
201-02-3435	FIRE DEPT. VENDOR FEE	.00	.00	2,358.00	2,358.00	.0
201-02-3450	BLDG. ADMIN. FEE	1,851.78	8,153.41	43,265.00	35,111.59	18.9
201-02-3462	BLDG. INSPECTION FEES	21,995.17	92,645.77	326,924.00	234,278.23	28.3
	TOTAL BUILDING PERMITS	25,419.44	108,634.08	431,836.00	323,201.92	25.2
	FRANCHISE FEES					
201-03-3160	FRANCHISE FEE-ELECTRICITY	32,319.12	86,900.55	193,000.00	106,099.45	45.0
201-03-3170	FRANCHISE FEE-NATURAL GAS	1,666.67	10,000.02	17,000.00	6,999.98	58.8
201-03-3180	FRANCHISE FEE-TELEPHONE	.00	26,373.91	.00	(26,373.91)	.0
201-03-3190	FRANCHISE FEE-CABLE TELEVISION	.00	.00	25,000.00	25,000.00	.0
	TOTAL FRANCHISE FEES	33,985.79	123,274.48	235,000.00	111,725.52	52.5
	LICENSES & PERMITS					
201-04-3210	LIQUOR LICENSE	.00	1,826.25	.00	(1,826.25)	.0
201-04-3220	CONTRACTOR LICENSE	700.00	14,050.00	19,000.00	4,950.00	74.0
	TOTAL LICENSES & PERMITS	700.00	15,876.25	19,000.00	3,123.75	83.6
	FEES FOR SERVICE					
201-05-3420	LAND USE FEES	340.00	4,662.00	81,500.00	76,838.00	5.7
201-05-3460	GENERAL CHARGES FOR SERVICES	.00	10,125.00	.00	(10,125.00)	.0
201-05-3510	COMMUNITY CENTER USER FEES	325.00	1,475.00	3,000.00	1,525.00	49.2
201-05-3520	WEED / REFUSE REMOVAL	971.25	971.25	.00	(971.25)	.0
	TOTAL FEES FOR SERVICE	1,636.25	17,233.25	84,500.00	67,266.75	20.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FINES & PENALTIES					
201-06-3550	COURT FINES & COSTS	2,220.27	10,698.27	20,000.00	9,301.73	53.5
201-06-3555	LCSO ADMINISTRATIVE FEES	100.00	560.00	1,500.00	940.00	37.3
	TOTAL FINES & PENALTIES	2,320.27	11,258.27	21,500.00	10,241.73	52.4
	CEMETERY REVENUES					
201-07-3470	CEMETERY-GRAVE OPENINGS	1,600.00	5,400.00	.00	(5,400.00)	.0
201-07-3480	CEMETERY-PERPETUAL CARE	450.00	2,100.00	.00	(2,100.00)	.0
201-07-3490	CEMETERY-SALE OF LOTS	2,200.00	8,650.00	9,500.00	850.00	91.1
	TOTAL CEMETERY REVENUES	4,250.00	16,150.00	9,500.00	(6,650.00)	170.0
	MISCELLANEOUS REVENUE					
201-08-3350	GRANTS	.00	.00	52,500.00	52,500.00	.0
201-08-3351	GRANTS - JULY 4TH CELEBRATION	1,500.00	1,500.00	.00	(1,500.00)	.0
201-08-3354	GRANTS - LIBRARY	.00	7,921.00	.00	(7,921.00)	.0
201-08-3355	INVESTMENT EARNINGS - LIBRARY	.00	10,479.27	22,000.00	11,520.73	47.6
201-08-3373	LIBRARY CONTRIB./FINES/MISC.	410.00	6,997.66	3,500.00	(3,497.66)	199.9
201-08-3610	INVESTMENT EARNINGS-GENERAL	.00	168,730.60	356,000.00	187,269.40	47.4
201-08-3630	CAR SHOW REVENUE	540.00	540.00	.00	(540.00)	.0
201-08-3690	MISCELLANEOUS REVENUE	15.00	6,545.13	5,000.00	(1,545.13)	130.9
201-08-3910	SALE OF ASSETS	.00	78.01	.00	(78.01)	.0
	TOTAL MISCELLANEOUS REVENUE	2,465.00	202,791.67	439,000.00	236,208.33	46.2
	TOTAL FUND REVENUE	302,170.63	1,871,716.12	6,676,488.00	4,804,771.88	28.0

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LEGISLATIVE					
201-11-5100	WAGES & SALARIES	200.00	400.00	.00	(400.00)	.0
201-11-5102	BENEFITS	70.65	423.90	910.00	486.10	46.6
201-11-5107	ELECTED OFFICIAL COMPENSATION	700.00	5,000.00	10,800.00	5,800.00	46.3
201-11-5192	COMMUNITY EVENTS	7,567.40	54,046.47	98,820.00	44,773.53	54.7
201-11-5214	OFFICE SUPPLIES	300.68	346.62	700.00	353.38	49.5
201-11-5321	PRINTING SERVICES	.00	203.00	.00	(203.00)	.0
201-11-5335	DUES & SUBSCRIPTIONS	.00	5,220.00	5,114.00	(106.00)	102.1
201-11-5352	MUNICIPAL LEGAL SERVICES	3,060.00	23,919.00	40,000.00	16,081.00	59.8
201-11-5363	R&M COMPUTER/OFFICE EQUIPMENT	.00	1,263.85	4,000.00	2,736.15	31.6
201-11-5380	PROFESSIONAL DEVELOPMENT	907.53	2,961.96	4,550.00	1,588.04	65.1
201-11-5951	BOARD DISCRETIONARY FUND	.00	10,000.00	30,000.00	20,000.00	33.3
201-11-5952	HARDSHIP UTILITY GRANT	470.02	2,570.02	12,000.00	9,429.98	21.4
	TOTAL LEGISLATIVE	13,276.28	106,354.82	206,894.00	100,539.18	51.4
	JUDICIAL					
201-12-5109	MAGISTRATE	750.00	3,000.00	9,000.00	6,000.00	33.3
201-12-5214	OFFICE SUPPLIES	.00	86.90	500.00	413.10	17.4
201-12-5359	PROSECUTING ATTORNEY	1,052.00	6,060.00	12,000.00	5,940.00	50.5
201-12-5380	PROFESSIONAL DEVELOPMENT	.00	672.18	1,500.00	827.82	44.8
201-12-5394	JURY FEES	.00	.00	1,000.00	1,000.00	.0
201-12-5498	COURT APPOINTED COUNSEL	.00	.00	1,000.00	1,000.00	.0
201-12-5499	TRANSLATOR FEES	.00	225.00	500.00	275.00	45.0
	TOTAL JUDICIAL	1,802.00	10,044.08	25,500.00	15,455.92	39.4
	ADMINISTRATION					
201-13-5100	WAGES & SALARIES	21,484.47	245,505.95	582,960.79	337,454.84	42.1
201-13-5102	BENEFITS	5,822.20	62,476.13	125,904.17	63,428.04	49.6
201-13-5214	OFFICE SUPPLIES	46.05	90.05	1,500.00	1,409.95	6.0
201-13-5335	DUES & SUBSCRIPTION	25.99	2,066.33	8,500.00	6,433.67	24.3
201-13-5352	LEGAL SERVICES	4,155.00	22,879.37	65,000.00	42,120.63	35.2
201-13-5356	PROFESSIONAL FEES	.00	147.51	30,000.00	29,852.49	.5
201-13-5363	R&M COMPUTER/OFFICE EQUIPMENT	1,525.81	1,550.02	7,000.00	5,449.98	22.1
201-13-5380	PROFESSIONAL DEVELOPMENT	65.91	1,728.10	10,500.00	8,771.90	16.5
201-13-5496	COMMUNICATIONS DIVISION	59.99	4,125.91	16,460.00	12,334.09	25.1
201-13-5933	WELLINGTON SENIOR RESOURCE CEN	376.69	10,156.67	10,900.00	743.33	93.2
201-13-5934	OPIOID SETTLEMENT REDIRECTION	6,453.87	6,453.87	.00	(6,453.87)	.0
	TOTAL ADMINISTRATION	40,015.98	357,179.91	858,724.96	501,545.05	41.6

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FINANCE					
201-14-5100	WAGES & SALARIES	12,386.03	106,458.96	282,244.80	175,785.84	37.7
201-14-5102	BENEFITS	4,200.05	34,967.99	69,935.92	34,967.93	50.0
201-14-5214	OFFICE SUPPLIES	197.80	370.56	1,000.00	629.44	37.1
201-14-5311	POSTAGE	161.11	2,738.10	1,800.00	(938.10)	152.1
201-14-5335	DUES AND SUBSCRIPTIONS	30.00	395.00	2,000.00	1,605.00	19.8
201-14-5353	ACCOUNTING & AUDITING	.00	12,000.00	68,300.00	56,300.00	17.6
201-14-5356	PROFESSIONAL SERVICES	724.50	78,307.88	90,000.00	11,692.12	87.0
201-14-5363	R&M COMPUTER/OFFICE EQUIP	.00	314.75	2,000.00	1,685.25	15.7
201-14-5380	PROFESSIONAL DEVELOPMENT	884.90	2,081.90	8,500.00	6,418.10	24.5
201-14-5381	MILEAGE REIMBURSEMENT	.00	.00	200.00	200.00	.0
201-14-5510	INSURANCE & BONDS	39,163.77	121,259.09	158,655.10	37,396.01	76.4
201-14-5640	PAYING AGENT FEES	250.00	500.00	500.00	.00	100.0
201-14-5950	DOCUMENT SHREDDING	25.00	25.00	200.00	175.00	12.5
201-14-5960	OVER/SHORT	303.40	(3,031.60)	.00	3,031.60	.0
	TOTAL FINANCE	58,326.56	356,387.63	685,335.82	328,948.19	52.0
	TOWN CLERK					
201-15-5100	WAGES & SALARIES	6,989.61	85,477.98	183,380.00	97,902.02	46.6
201-15-5102	BENEFITS	3,034.01	23,907.70	38,657.52	14,749.82	61.8
201-15-5214	OFFICE SUPPLIES	.00	235.18	1,500.00	1,264.82	15.7
201-15-5331	PUBLISHING & LEGAL NOTICES	.00	497.89	4,500.00	4,002.11	11.1
201-15-5335	DUES & SUBSCRIPTIONS	.00	.00	826.00	826.00	.0
201-15-5356	PROFESSIONAL SERVICES	24.00	676.00	4,000.00	3,324.00	16.9
201-15-5363	R&M COMPUTER/OFFICE EQUIP.	.00	254.94	3,500.00	3,245.06	7.3
201-15-5380	PROFESSIONAL DEVELOPMENT	.00	.00	4,000.00	4,000.00	.0
201-15-5414	ELECTION EXPENSES	19,399.54	27,701.08	32,000.00	4,298.92	86.6
201-15-5530	CODE REVIEW & UPDATE	.00	.00	5,000.00	5,000.00	.0
	TOTAL TOWN CLERK	29,447.16	138,750.77	277,363.52	138,612.75	50.0

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	HUMAN RESOURCES					
201-16-5100	WAGES & SALARIES	7,665.36	86,877.68	198,906.80	112,029.12	43.7
201-16-5102	BENEFITS	2,584.60	27,963.70	48,008.29	20,044.59	58.3
201-16-5103	TEMPORARY EMPLOYMENT SERVICES	.00	.00	10,000.00	10,000.00	.0
201-16-5214	OFFICE SUPPLIES	.00	68.50	500.00	431.50	13.7
201-16-5226	EXECUTIVE SEARCH	.00	.00	29,000.00	29,000.00	.0
201-16-5335	DUES & SUBSCRIPTIONS	.00	8,144.00	8,000.00	(144.00)	101.8
201-16-5356	PROFESSIONAL FEES	5,412.00	5,912.00	21,000.00	15,088.00	28.2
201-16-5363	R&M COMPUTER/OFFICE EQUIP.	.00	79.97	1,500.00	1,420.03	5.3
201-16-5380	PROFESSIONAL DEVELOPMENT	.00	.00	7,000.00	7,000.00	.0
201-16-5580	EMPLOYEE DRUG TESTING	119.18	345.43	2,000.00	1,654.57	17.3
201-16-5582	EMPLOYEE RELATIONS	.00	2,332.67	20,000.00	17,667.33	11.7
201-16-5583	BACKGROUND CHECK	57.00	2,157.50	2,500.00	342.50	86.3
201-16-5948	EMPLOYEE APPAREL	78.00	579.64	1,500.00	920.36	38.6
201-16-5949	EMPLOYEE ADVERTISING	395.00	694.06	1,000.00	305.94	69.4
	TOTAL HUMAN RESOURCES	16,311.14	135,155.15	350,915.09	215,759.94	38.5
	INFORMATION TECHNOLOGY					
201-17-5100	WAGES & SALARIES	.00	.00	75,000.00	75,000.00	.0
201-17-5102	BENEFITS	.00	.00	19,839.36	19,839.36	.0
201-17-5214	OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.0
201-17-5345	TELEPHONE SERVICES	4,194.27	25,018.14	51,480.00	26,461.86	48.6
201-17-5357	PROFESSIONAL FEES	5,893.75	35,563.75	60,000.00	24,436.25	59.3
201-17-5363	R&M COMPUTER/OFFICE EQUIP.	.00	.00	7,500.00	7,500.00	.0
201-17-5380	PROFESSIONAL DEVELOPMENT	.00	.00	750.00	750.00	.0
201-17-5381	MILEAGE REIMBURSEMENT	.00	.00	50.00	50.00	.0
201-17-5384	INTERNET SERVICES	1,360.62	16,041.63	50,000.00	33,958.37	32.1
201-17-5579	SOFTWARE LICENSE/SUPPORT	8,300.12	48,516.48	180,800.00	132,283.52	26.8
201-17-5585	WEBSITE MAINTENANCE	.00	1,950.40	15,480.00	13,529.60	12.6
201-17-5947	COPIER EXPENSE	.00	4,350.29	10,000.00	5,649.71	43.5
	TOTAL INFORMATION TECHNOLOGY	19,748.76	131,440.69	471,899.36	340,458.67	27.9

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PLANNING AND ZONING					
201-18-5100	WAGES & SALARIES	21,589.52	262,167.36	656,543.97	394,376.61	39.9
201-18-5102	BENEFITS	6,001.07	72,521.48	130,024.05	57,502.57	55.8
201-18-5214	OFFICE SUPPLIES	.00	2,686.70	3,500.00	813.30	76.8
201-18-5231	FUEL, OIL, GREASE	82.94	300.65	6,500.00	6,199.35	4.6
201-18-5233	VEHICLE R&M	125.07	219.27	3,000.00	2,780.73	7.3
201-18-5331	RECORDING & LEGAL PUBLISHING	15.25	122.79	2,500.00	2,377.21	4.9
201-18-5335	DUES & SUBSCRIPTIONS	.00	45.00	2,157.50	2,112.50	2.1
201-18-5350	BUILDING INSP. FEE REMITTANCE	12,998.16	54,808.76	300,000.00	245,191.24	18.3
201-18-5355	REIMBURSABLE SERVICES	1,460.00	2,440.00	30,000.00	27,560.00	8.1
201-18-5356	PROFESSIONAL SERVICES	433.00	1,225.35	30,000.00	28,774.65	4.1
201-18-5363	R&M COMPUTER/OFFICE EQUIP	1,792.40	1,792.40	4,150.00	2,357.60	43.2
201-18-5370	SAFETY SUPPLIES & EQUIPMENT	.00	.00	270.00	270.00	.0
201-18-5372	UNIFORMS	.00	.00	375.00	375.00	.0
201-18-5374	HUMANE SOCIETY HOLDING CHARGES	1,641.17	9,847.02	19,694.00	9,846.98	50.0
201-18-5375	PROTECTIVE INSP. EQUIPMENT	.00	.00	200.00	200.00	.0
201-18-5380	PROFESSIONAL DEVELOPMENT	.00	1,566.20	8,242.43	6,676.23	19.0
	TOTAL PLANNING AND ZONING	46,138.58	409,742.98	1,197,156.95	787,413.97	34.2
	LAW ENFORCEMENT					
201-21-5364	LCSO CONTRACT	.00	494,905.03	1,979,620.00	1,484,714.97	25.0
	TOTAL LAW ENFORCEMENT	.00	494,905.03	1,979,620.00	1,484,714.97	25.0
	PUBLIC WORKS					
201-34-5100	WAGES & SALARIES	29,921.57	346,553.83	858,465.72	511,911.89	40.4
201-34-5102	BENEFITS	7,814.87	88,739.97	154,966.64	66,226.67	57.3
201-34-5231	FUEL, OIL & GREASE	2,215.53	14,252.30	24,000.00	9,747.70	59.4
201-34-5233	R&M- MACHINERY & EQUIP. PARTS	2,281.90	28,846.28	40,000.00	11,153.72	72.1
201-34-5241	SHOP SUPPLIES	.00	105.57	2,000.00	1,894.43	5.3
201-34-5329	HOA FEES	.00	.00	1,000.00	1,000.00	.0
201-34-5335	DUES & SUBSCRIPTIONS	.00	200.00	4,500.00	4,300.00	4.4
201-34-5356	PROFESSIONAL SERVICES	.00	.00	40,000.00	40,000.00	.0
201-34-5363	R&M COMPUTER/OFFICE EQUIP.	5,315.35	8,137.30	7,500.00	(637.30)	108.5
201-34-5370	SAFETY WORKWEAR & EQUIPMENT	90.00	1,943.01	1,400.00	(543.01)	138.8
201-34-5372	UNIFORMS	793.36	18,390.70	15,000.00	(3,390.70)	122.6
201-34-5380	PROFESSIONAL DEVELOPMENT	1,442.23	3,444.53	15,310.00	11,865.47	22.5
201-34-5422	SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
201-34-5456	MOSQUITO CONTROL	.00	5,137.69	25,300.00	20,162.31	20.3
201-34-5512	INSURANCE-PROPERTY RELATED	26,128.00	26,128.00	31,969.00	5,841.00	81.7
201-34-5533	EQUIPMENT RENTAL	.00	259.08	.00	(259.08)	.0
201-34-5579	SOFTWARE SUBSCRIPTIONS	.00	5,658.79	15,000.00	9,341.21	37.7
201-34-5941	PW OFFICE SUPPLIES	189.24	5,377.06	10,000.00	4,622.94	53.8
201-34-5947	COPIER EXPENSE	.00	1,361.93	3,500.00	2,138.07	38.9
	TOTAL PUBLIC WORKS	76,192.05	554,536.04	1,250,911.36	696,375.32	44.3

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CEMETERY					
201-42-5382	GROUNDS MAINTENANCE SERVICE	.00	57.39	5,000.00	4,942.61	1.2
201-42-5423	SAND & GRAVEL & ROAD BASE	.00	1,947.52	5,000.00	3,052.48	39.0
	TOTAL CEMETERY	.00	2,004.91	10,000.00	7,995.09	20.1
	GEN. USE BLDGS. & COM. CENTERS					
201-49-5341	ELECTRICITY	25.85	782.84	2,100.00	1,317.16	37.3
201-49-5342	WATER	.00	.00	4,000.00	4,000.00	.0
201-49-5343	SEWER	.00	.00	2,000.00	2,000.00	.0
201-49-5344	NATURAL GAS - HEAT	616.09	5,703.70	30,000.00	24,296.30	19.0
201-49-5346	STORM DRAINAGE	.00	.00	3,000.00	3,000.00	.0
201-49-5367	R&M SERV./SUPPLIES - BUILDINGS	4,309.67	24,494.52	40,000.00	15,505.48	61.2
201-49-5369	JANITORIAL SERVICE	3,930.00	21,542.00	45,000.00	23,458.00	47.9
201-49-5370	GENERAL BUILDING SUPPLIES	287.62	1,897.85	11,700.00	9,802.15	16.2
201-49-5398	TRASH	1,563.29	5,343.85	11,225.00	5,881.15	47.6
	TOTAL GEN. USE BLDGS. & COM. CENTERS	10,732.52	59,764.76	149,025.00	89,260.24	40.1
	ECONOMIC DEVELOPMENT					
201-51-5154	ECONOMIC DEVELOPMENT	.00	.00	10,500.00	10,500.00	.0
201-51-5214	OFFICE SUPPLIES	25.00	88.57	400.00	311.43	22.1
201-51-5379	PROFESSIONAL DEVELOPMENT	.00	2,021.15	3,800.00	1,778.85	53.2
201-51-5401	MARKETING SERVICES	.00	.00	1,000.00	1,000.00	.0
	TOTAL ECONOMIC DEVELOPMENT	25.00	2,109.72	15,700.00	13,590.28	13.4

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LIBRARY					
201-55-5100	WAGES & SALARIES	11,297.33	135,849.05	334,555.89	198,706.84	40.6
201-55-5101	SEASONAL	939.78	10,276.29	20,000.00	9,723.71	51.4
201-55-5102	BENEFITS	2,712.71	31,172.25	60,447.25	29,275.00	51.6
201-55-5214	OFFICE SUPPLIES	953.08	4,178.15	9,000.00	4,821.85	46.4
201-55-5311	POSTAGE	.00	.00	200.00	200.00	.0
201-55-5321	PRINTING SERVICES	.00	.00	1,000.00	1,000.00	.0
201-55-5331	PUBLISHING & LEGAL NOTICES	.00	.00	700.00	700.00	.0
201-55-5333	DUES	.00	.00	200.00	200.00	.0
201-55-5337	PROGRAMS	2,092.43	4,122.74	6,000.00	1,877.26	68.7
201-55-5347	STORY TIME SUPPLIES	85.96	85.96	500.00	414.04	17.2
201-55-5363	R&M COMPUTER/OFFICE EQUIP.	.00	753.32	750.00	(3.32)	100.4
201-55-5380	PROFESSIONAL DEVELOPMENT	.00	.00	1,600.00	1,600.00	.0
201-55-5384	INTERNET SERVICE	.00	.00	2,000.00	2,000.00	.0
201-55-5387	SPECIAL EVENT SUPPLIES	.00	349.98	375.00	25.02	93.3
201-55-5579	SOFTWARE LICENSE/SUPPORT	29.99	6,427.84	8,500.00	2,072.16	75.6
201-55-5792	MULTI MEDIA	250.25	1,578.34	3,500.00	1,921.66	45.1
201-55-5793	E-BOOKS - SUBSCRIPTION/MISC.	.00	.00	5,500.00	5,500.00	.0
201-55-5900	LIBRARY BOOKS	94.64	12,636.44	18,000.00	5,363.56	70.2
201-55-5901	LIBRARY SHELVING & FURNISHINGS	159.98	1,119.86	2,000.00	880.14	56.0
201-55-5902	COURIER SERVICE	.00	.00	2,500.00	2,500.00	.0
201-55-5903	GRANTS PROGRAM EXPENDITURES	5,079.80	5,079.80	11,000.00	5,920.20	46.2
	TOTAL LIBRARY	23,695.95	213,630.02	488,328.14	274,698.12	43.8
	TOTAL FUND EXPENDITURES	335,711.98	2,972,006.51	7,967,374.20	4,995,367.69	37.3
	NET REVENUE OVER EXPENDITURES	(33,541.35)	(1,100,290.39)	(1,290,886.20)	(190,595.81)	(85.2)

TOWN OF WELLINGTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TAX REVENUE					
203-01-3130	SALES TAX	52,399.90	335,644.85	762,850.00	427,205.15	44.0
203-01-3315	MOTOR VEHICLE USE TAX	78,664.46	423,051.13	990,900.00	567,848.87	42.7
203-01-3335	HIGHWAY USERS TAX	31,637.41	179,310.47	399,600.00	220,289.53	44.9
	TOTAL TAX REVENUE	162,701.77	938,006.45	2,153,350.00	1,215,343.55	43.6
	LICENSES & PERMITS					
203-04-3343	STREET CUT PERMITS	150.00	350.00	.00	(350.00)	.0
203-04-3350	DEVELOPER ROAD FEE ESCROW	1,800.00	7,800.00	.00	(7,800.00)	.0
203-04-3376	BP ROAD IMPACT FEE	3,300.00	14,300.00	85,000.00	70,700.00	16.8
	TOTAL LICENSES & PERMITS	5,250.00	22,450.00	85,000.00	62,550.00	26.4
	MISCELLANEOUS REVENUE					
203-08-3350	GRANTS	.00	.00	850,000.00	850,000.00	.0
203-08-3610	INVESTMENT EARNINGS	.00	43,298.63	53,000.00	9,701.37	81.7
203-08-3910	SALE OF ASSETS	.00	211.00	1,000.00	789.00	21.1
	TOTAL MISCELLANEOUS REVENUE	.00	43,509.63	904,000.00	860,490.37	4.8
	TOTAL FUND REVENUE	167,951.77	1,003,966.08	3,142,350.00	2,138,383.92	32.0

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

STREET FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATING					
203-34-5100	WAGES & SALARIES	17,253.11	198,216.49	469,215.20	270,998.71	42.2
203-34-5102	BENEFITS	7,628.32	84,338.52	126,706.33	42,367.81	66.6
203-34-5110	ON-CALL STIPEND	200.00	4,400.00	10,400.00	6,000.00	42.3
203-34-5233	R&M- MACHINERY & EQUIP. PARTS	.00	(1,286.50)	.00	1,286.50	.0
203-34-5240	STREET PAINT, SIGNS, & PARTS	3,506.56	14,083.66	45,000.00	30,916.34	31.3
203-34-5241	SHOP SUPPLIES	.00	1,583.82	.00	(1,583.82)	.0
203-34-5341	ELECTRICITY FOR STREET LIGHTS	14,874.20	92,306.91	210,000.00	117,693.09	44.0
203-34-5342	WATER	.00	.00	6,000.00	6,000.00	.0
203-34-5370	SAFETY WORKWEAR & EQUIPMENT	330.47	1,945.86	5,000.00	3,054.14	38.9
203-34-5397	WEED CONTROL	.00	.00	6,000.00	6,000.00	.0
203-34-5422	SMALL TOOLS	9.99	625.85	4,000.00	3,374.15	15.7
203-34-5423	SAND & GRAVEL & ROADBASE	.00	585.00	.00	(585.00)	.0
203-34-5424	STREET CONSTRUCTION MATERIAL	898.31	8,542.43	10,000.00	1,457.57	85.4
203-34-5426	WEATHER RESPONSE MANAGEMENT	4,348.00	4,348.00	8,000.00	3,652.00	54.4
203-34-5427	SNOW MANAGEMENT MATERIALS	.00	64.95	30,000.00	29,935.05	.2
203-34-5428	STREET MAINTENANCE	.00	.00	35,000.00	35,000.00	.0
203-34-5453	R&M SUPPLIES - STREET SWEEPER	.00	137.39	.00	(137.39)	.0
203-34-5512	INSURANCE-PROPERTY RELATED	.00	(12,325.00)	.00	12,325.00	.0
203-34-5533	EQUIPMENT RENTAL	.00	1,005.25	3,000.00	1,994.75	33.5
203-34-5941	SAFETY & FIRST AID KITS	123.43	2,339.03	2,000.00	(339.03)	117.0
	TOTAL OPERATING	49,172.39	400,911.66	970,321.53	569,409.87	41.3
	TOTAL FUND EXPENDITURES	49,172.39	400,911.66	970,321.53	569,409.87	41.3
	NET REVENUE OVER EXPENDITURES	118,779.38	603,054.42	2,172,028.47	1,568,974.05	27.8

TOWN OF WELLINGTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CONTRIBUTED CAPITAL					
204-02-3444	BP RAW WATER FEE	93,075.00	240,754.00	310,250.00	69,496.00	77.6
204-02-3446	TAP FEES	32,877.00	142,467.00	550,410.00	407,943.00	25.9
	TOTAL CONTRIBUTED CAPITAL	125,952.00	383,221.00	860,660.00	477,439.00	44.5
	OPERATING REVENUE					
204-03-3441	WATER SALES	689,464.76	2,266,393.74	5,350,482.00	3,084,088.26	42.4
204-03-3442	SHUT-OFF/RECON./LATE/NSF/TRANS	6,535.00	26,406.04	25,553.00	(853.04)	103.3
204-03-3445	RAW WATER LEASES	11,160.00	11,160.00	.00	(11,160.00)	.0
204-03-3447	BULK WATER SALES	3,015.67	12,899.56	25,477.00	12,577.44	50.6
	TOTAL OPERATING REVENUE	710,175.43	2,316,859.34	5,401,512.00	3,084,652.66	42.9
	NON-OPERATING REVENUE					
204-04-3610	INVESTMENT EARNINGS	.00	341,953.68	652,000.00	310,046.32	52.5
204-04-3650	LOAN PROCEEDS	.00	6,193,596.36	2,598,641.00	(3,594,955.36)	238.3
204-04-3690	MISCELLANEOUS REVENUE	200.47	200.47	.00	(200.47)	.0
204-04-3910	SALE OF ASSETS	.00	762.00	.00	(762.00)	.0
	TOTAL NON-OPERATING REVENUE	200.47	6,536,512.51	3,250,641.00	(3,285,871.51)	201.1
204-09-3380	TRANS IN FROM GENERAL FUND	.00	.00	691,000.00	691,000.00	.0
	TOTAL SOURCE 09	.00	.00	691,000.00	691,000.00	.0
	TOTAL FUND REVENUE	836,327.90	9,236,592.85	10,203,813.00	967,220.15	90.5

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATING					
204-34-5100	WAGES & SALARIES	19,751.81	202,884.91	538,368.56	335,483.65	37.7
204-34-5102	BENEFITS	9,219.78	87,001.59	149,474.31	62,472.72	58.2
204-34-5110	ON-CALL STIPEND	500.00	5,300.00	15,600.00	10,300.00	34.0
204-34-5221	CHEMICALS	11,546.39	111,821.21	350,000.00	238,178.79	32.0
204-34-5227	PLANT UTILITIES	.00	17,212.57	40,000.00	22,787.43	43.0
204-34-5229	PERMIT AND PROGRAM FEES	.00	.00	3,000.00	3,000.00	.0
204-34-5231	FUEL, OIL & GREASE	284.69	2,201.54	10,500.00	8,298.46	21.0
204-34-5233	R&M- MACHINERY & EQUIP. PARTS	315.91	8,147.53	10,000.00	1,852.47	81.5
204-34-5241	SHOP SUPPLIES	33.48	171.47	2,500.00	2,328.53	6.9
204-34-5321	UTILITY BILLING PRINTING	.00	12,215.63	20,308.00	8,092.37	60.2
204-34-5334	WATER TESTING	4,170.00	15,057.09	87,000.00	71,942.91	17.3
204-34-5339	ON-LINE UTILITY BILL PAY-FEES	2,499.43	15,235.37	28,500.00	13,264.63	53.5
204-34-5341	ELECTRICITY	10,470.10	41,992.09	97,500.00	55,507.91	43.1
204-34-5345	TELEPHONE SERVICE	69.56	415.26	700.00	284.74	59.3
204-34-5352	WATER RESOURCE LEGAL SERVICES	3,438.00	5,641.00	25,000.00	19,359.00	22.6
204-34-5353	WATER EFFICIENCY PROGRAM	.00	4,343.00	15,000.00	10,657.00	29.0
204-34-5356	PROFESSIONAL SERVICES	1,770.00	8,229.81	40,000.00	31,770.19	20.6
204-34-5363	R&M COMPUTER EQUIPMENT	6,195.02	6,195.02	2,500.00	(3,695.02)	247.8
204-34-5370	SAFETY WORKWEAR & EQUIPMENT	321.05	5,005.83	28,000.00	22,994.17	17.9
204-34-5380	PROFESSIONAL DEVELOPMENT	1,484.11	2,544.11	11,500.00	8,955.89	22.1
204-34-5384	INTERNET SERVICE	107.28	640.68	19,000.00	18,359.32	3.4
204-34-5422	SMALL TOOLS	199.99	1,086.42	9,500.00	8,413.58	11.4
204-34-5423	CONSTRUCTION MATERIAL	.00	.00	3,000.00	3,000.00	.0
204-34-5430	DISTRIBUTION SYS EMR REPAIR	.00	.00	15,000.00	15,000.00	.0
204-34-5433	R&M PLANT	2,636.23	15,237.72	100,000.00	84,762.28	15.2
204-34-5434	R&M DISTRIBUTION	4,491.58	12,004.31	80,000.00	67,995.69	15.0
204-34-5437	R&M SCADA	.00	4,882.50	25,000.00	20,117.50	19.5
204-34-5440	SLUDGE REMOVAL	.00	.00	125,000.00	125,000.00	.0
204-34-5455	LAB SUPPLIES	12.98	6,275.86	14,500.00	8,224.14	43.3
204-34-5512	INSURANCE-PROPERTY RELATED	36,626.00	36,626.00	25,649.00	(10,977.00)	142.8
204-34-5533	EQUIPMENT RENTAL	.00	25.00	2,500.00	2,475.00	1.0
204-34-5579	SOFTWARE SUBSCRIPTIONS	3,580.00	3,580.00	20,500.00	16,920.00	17.5
204-34-5593	NPIC WATER LEASE AGREEMENT	.00	9,683.10	3,035,000.00	3,025,316.90	.3
204-34-5597	RAW WATER FEES AND ASSESSMENTS	.00	15,123.00	30,000.00	14,877.00	50.4
204-34-5903	WATER METERS - NEW HOMES	.00	20,000.00	20,000.00	.00	100.0
204-34-5941	SAFETY & FIRST AID KITS	102.92	353.74	3,250.00	2,896.26	10.9
204-34-5969	LAB EQUIPMENT	.00	1,870.41	20,000.00	18,129.59	9.4
	TOTAL OPERATING	119,826.31	679,003.77	5,023,349.87	4,344,346.10	13.5
	DEBT SERVICE					
204-90-5630	2019 SRF LOAN D19AX116-PRINCIP	.00	545,989.00	1,091,978.00	545,989.00	50.0
204-90-5631	2019 SRF LOAN D19AX116-INTER.	.00	186,358.12	372,716.24	186,358.12	50.0
	TOTAL DEBT SERVICE	.00	732,347.12	1,464,694.24	732,347.12	50.0

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	119,826.31	1,411,350.89	6,488,044.11	5,076,693.22	21.8
NET REVENUE OVER EXPENDITURES	716,501.59	7,825,241.96	3,715,768.89	(4,109,473.07)	210.6

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CONTRIBUTED CAPITAL					
205-02-3350	DEVELOPER SEWER FEE ESCROW	2,289.00	9,919.00	.00	(9,919.00)	.0
205-02-3446	TAP FEES	28,398.00	133,287.00	511,455.00	378,168.00	26.1
	TOTAL CONTRIBUTED CAPITAL	30,687.00	143,206.00	511,455.00	368,249.00	28.0
	OPERATING REVENUE					
205-03-3445	SEWER USER FEES	196,439.55	1,146,936.15	2,637,019.00	1,490,082.85	43.5
	TOTAL OPERATING REVENUE	196,439.55	1,146,936.15	2,637,019.00	1,490,082.85	43.5
	NON-OPERATING REVENUE					
205-04-3610	INVESTMENT EARNINGS	.00	160,283.62	377,000.00	216,716.38	42.5
205-04-3650	BOND/LOAN PROCEEDS	2,030,271.66	9,869,107.38	17,365,002.00	7,495,894.62	56.8
205-04-3675	INTERGOVERNMENTAL GRANTS/LOANS	.00	.00	60,000.00	60,000.00	.0
	TOTAL NON-OPERATING REVENUE	2,030,271.66	10,029,391.00	17,802,002.00	7,772,611.00	56.3
205-09-3380	TRANS IN FROM GENERAL FUND	.00	.00	358,000.00	358,000.00	.0
	TOTAL SOURCE 09	.00	.00	358,000.00	358,000.00	.0
	TOTAL FUND REVENUE	2,257,398.21	11,319,533.15	21,308,476.00	9,988,942.85	53.1

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATING					
205-34-5100	WAGES & SALARIES	17,814.11	211,039.26	471,037.01	259,997.75	44.8
205-34-5102	BENEFITS	7,384.59	80,329.65	138,956.90	58,627.25	57.8
205-34-5110	ON-CALL STIPEND	500.00	5,600.00	15,600.00	10,000.00	35.9
205-34-5221	CHEMICALS	.00	3,841.00	60,000.00	56,159.00	6.4
205-34-5228	PERMIT AND PROGRAM FEES	1,272.48	1,272.48	5,000.00	3,727.52	25.5
205-34-5231	FUEL, OIL & GREASE	215.76	2,087.75	10,000.00	7,912.25	20.9
205-34-5233	R&M- MACHINERY & EQUIP. PARTS	548.23	8,440.52	30,000.00	21,559.48	28.1
205-34-5241	SHOP SUPPLIES	37.31	765.30	1,500.00	734.70	51.0
205-34-5321	UTILITY BILLING PRINTING	.00	8,719.27	14,464.00	5,744.73	60.3
205-34-5339	ON-LINE UTILITY BILL PAY FEES	1,780.15	10,851.05	20,400.00	9,548.95	53.2
205-34-5341	ELECTRICITY	15,546.54	102,905.44	226,700.00	123,794.56	45.4
205-34-5342	WATER	.00	.00	2,000.00	2,000.00	.0
205-34-5344	NATURAL GAS	436.68	5,070.51	16,000.00	10,929.49	31.7
205-34-5356	PROFESSIONAL SERVICES	.00	4,983.13	20,000.00	15,016.87	24.9
205-34-5363	R&M COMPUTER EQUIPMENT	1,136.07	1,136.07	5,000.00	3,863.93	22.7
205-34-5370	SAFETY WORKWEAR & EQUIPMENT	767.77	10,255.11	10,000.00	(255.11)	102.6
205-34-5380	PROFESSIONAL DEVELOPMENT	943.11	4,244.51	11,500.00	7,255.49	36.9
205-34-5384	INTERNET SERVICE	358.22	3,945.00	19,000.00	15,055.00	20.8
205-34-5422	SMALL TOOLS	.00	1,693.44	7,500.00	5,806.56	22.6
205-34-5423	CONSTRUCTION MATERIAL	.00	.00	3,000.00	3,000.00	.0
205-34-5431	R&M PUMPS	690.00	4,857.83	25,000.00	20,142.17	19.4
205-34-5432	R&M SCADA	1,114.50	6,067.50	25,000.00	18,932.50	24.3
205-34-5433	R&M PLANT	1,735.36	16,295.15	65,000.00	48,704.85	25.1
205-34-5434	R&M COLLECTIONS	66.44	6,400.23	15,000.00	8,599.77	42.7
205-34-5440	SLUDGE DISPOSAL	2,052.00	21,204.00	55,000.00	33,796.00	38.6
205-34-5455	LAB SUPPLIES	.00	1,644.65	6,500.00	4,855.35	25.3
205-34-5512	INSURANCE-PROPERTY RELATED	2,643.00	3,487.84	7,603.00	4,115.16	45.9
205-34-5533	EQUIPMENT RENTAL	.00	5.00	2,500.00	2,495.00	.2
205-34-5554	SEWER TESTING	4,272.65	15,054.25	45,000.00	29,945.75	33.5
205-34-5579	SOFTWARE SUBSCRIPTIONS & SUPP.	12,409.00	12,813.00	45,000.00	32,187.00	28.5
205-34-5941	SAFETY & FIRST AID KITS	83.40	572.74	3,000.00	2,427.26	19.1
205-34-5969	LAB EQUIPMENT	.00	25.90	7,000.00	6,974.10	.4
	TOTAL OPERATING	73,807.37	555,607.58	1,389,260.91	833,653.33	40.0
	DEBT SERVICE					
205-90-5618	2022 LOAN W22AX116 - PRINCIPAL	.00	468,472.00	936,944.00	468,472.00	50.0
205-90-5619	2022 LOAN W22AX116 - INTEREST	.00	702,615.02	1,405,230.00	702,614.98	50.0
205-90-5621	2022 GPR LOAN PRINCIPAL	.00	40,825.99	81,958.18	41,132.19	49.8
205-90-5622	2022 GPR LOAN INTEREST	.00	22,146.37	43,986.54	21,840.17	50.4
	TOTAL DEBT SERVICE	.00	1,234,059.38	2,468,118.72	1,234,059.34	50.0
	TOTAL FUND EXPENDITURES	73,807.37	1,789,666.96	3,857,379.63	2,067,712.67	46.4
	NET REVENUE OVER EXPENDITURES	2,183,590.84	9,529,866.19	17,451,096.37	7,921,230.18	54.6

DRAINAGE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CONTRIBUTED CAPITAL					
207-02-3451	TOW STRM DRN BP IMPACT	1,200.00	5,200.00	20,000.00	14,800.00	26.0
207-02-3453	AUTH STORM DRN BP IMPACT	1,320.00	5,720.00	22,000.00	16,280.00	26.0
	TOTAL CONTRIBUTED CAPITAL	2,520.00	10,920.00	42,000.00	31,080.00	26.0
	OPERATING REVENUE					
207-03-3449	TOW STORM DRAIN UTILITY FEES	23,360.95	137,743.45	270,400.00	132,656.55	50.9
207-03-3452	AUTH STORM DRAIN UTILITY FEES	35,435.03	209,315.01	403,322.00	194,006.99	51.9
	TOTAL OPERATING REVENUE	58,795.98	347,058.46	673,722.00	326,663.54	51.5
	MISCELLANEOUS REVENUE					
207-08-3364	GRANT	.00	.00	646,000.00	646,000.00	.0
207-08-3610	INVESTMENT EARNINGS	.00	23,674.43	45,300.00	21,625.57	52.3
207-08-3690	MISCELLANEOUS REVENUE	.00	20.10	.00	(20.10)	.0
	TOTAL MISCELLANEOUS REVENUE	.00	23,694.53	691,300.00	667,605.47	3.4
	TOTAL FUND REVENUE	61,315.98	381,672.99	1,407,022.00	1,025,349.01	27.1

DRAINAGE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATING					
207-34-5231	FUEL, OIL & GREASE	.00	1,043.87	2,000.00	956.13	52.2
207-34-5321	UTILITY BILLING PRINTING SERV.	.00	3,018.27	5,228.00	2,209.73	57.7
207-34-5339	ON-LINE UTILITY BILL PAY-FEE	643.43	3,922.09	7,500.00	3,577.91	52.3
207-34-5341	ELECTRICITY	45.08	250.85	750.00	499.15	33.5
207-34-5356	PROFESSIONAL SERVICES	.00	.00	20,000.00	20,000.00	.0
207-34-5522	AUTHORITY UTILITIES PAYMENTS	.00	414,973.45	411,468.00	(3,505.45)	100.9
207-34-5524	AUTHORITY IMPACT FEES	.00	66,627.93	36,107.00	(30,520.93)	184.5
207-34-5533	EQUIPMENT RENTAL	.00	1,295.59	1,000.00	(295.59)	129.6
	TOTAL OPERATING	688.51	491,132.05	484,053.00	(7,079.05)	101.5
	TOTAL FUND EXPENDITURES	688.51	491,132.05	484,053.00	(7,079.05)	101.5
	NET REVENUE OVER EXPENDITURES	60,627.47	(109,459.06)	922,969.00	1,032,428.06	(11.9)

TOWN OF WELLINGTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

CONSERVATION TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MISCELLANEOUS REVENUE					
209-08-3610	INVESTMENT EARNINGS	.00	15,512.16	.00	(15,512.16)	.0
	TOTAL MISCELLANEOUS REVENUE	.00	15,512.16	.00	(15,512.16)	.0
	TOTAL FUND REVENUE	.00	15,512.16	.00	(15,512.16)	.0
	NET REVENUE OVER EXPENDITURES	.00	15,512.16	.00	(15,512.16)	.0

PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	TAX REVENUE					
210-01-3130	SALES TAX	42,880.44	274,668.49	624,150.00	349,481.51	44.0
210-01-3315	MOTOR VEHICLE USE TAX	16,112.00	86,649.04	218,500.00	131,850.96	39.7
210-01-3700	OPEN SPACE SALES TAX	33,110.47	197,118.23	422,300.00	225,181.77	46.7
	TOTAL TAX REVENUE	92,102.91	558,435.76	1,264,950.00	706,514.24	44.2
	BUILDING PERMITS					
210-02-3381	TRAIL IMPACT FEE	1,350.00	5,850.00	22,500.00	16,650.00	26.0
210-02-3620	BP PARK IMPACT FEE	3,000.00	13,000.00	50,000.00	37,000.00	26.0
	TOTAL BUILDING PERMITS	4,350.00	18,850.00	72,500.00	53,650.00	26.0
	RECREATION PROGRAM FEES					
210-05-3174	FIELD RENTALS	2,860.00	3,002.00	.00	(3,002.00)	.0
210-05-3175	RECREATION FEES	144.00	1,525.00	63,800.00	62,275.00	2.4
210-05-3177	BATTING CAGES FEES/SALES	1,082.00	1,082.00	.00	(1,082.00)	.0
	TOTAL RECREATION PROGRAM FEES	4,086.00	5,609.00	63,800.00	58,191.00	8.8
	MISCELLANEOUS REVENUE					
210-08-3610	INVESTMENT EARNINGS	.00	62,107.70	116,700.00	54,592.30	53.2
210-08-3623	CASH-IN-LIEU OF PUBLIC LANDS	.00	87,500.00	.00	(87,500.00)	.0
210-08-3910	SALE OF ASSETS	.00	1,734.85	.00	(1,734.85)	.0
	TOTAL MISCELLANEOUS REVENUE	.00	151,342.55	116,700.00	(34,642.55)	129.7
	TOTAL FUND REVENUE	100,538.91	734,237.31	1,517,950.00	783,712.69	48.4

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OPERATING					
210-34-5100	WAGES & SALARIES	8,489.83	101,020.26	269,764.28	168,744.02	37.5
210-34-5101	SEASONALS	.00	7,037.00	33,000.00	25,963.00	21.3
210-34-5102	BENEFITS	4,395.79	35,409.22	54,485.21	19,075.99	65.0
210-34-5110	ON-CALL STIPEND	200.00	2,600.00	5,200.00	2,600.00	50.0
210-34-5111	VANDALISM	.00	53.48	1,000.00	946.52	5.4
210-34-5112	HORTICULTURE	.00	1,888.56	5,000.00	3,111.44	37.8
210-34-5221	POND CHEMICALS	.00	.00	5,200.00	5,200.00	.0
210-34-5231	FUEL, OIL & GREASE	1,695.09	5,731.27	6,200.00	468.73	92.4
210-34-5233	R&M- MACHINERY & EQUIP. PARTS	984.44	10,678.12	18,500.00	7,821.88	57.7
210-34-5237	IRRIG. SYS. SUPPLIES/REPAIRS	16,004.28	33,424.40	40,000.00	6,575.60	83.6
210-34-5239	WELLS & WELL HOUSES	.00	.00	11,000.00	11,000.00	.0
210-34-5241	SHOP SUPPLIES	.00	1,544.01	2,300.00	755.99	67.1
210-34-5252	TREE REPLACEMENT & TRIMMING	5,110.00	14,894.50	36,000.00	21,105.50	41.4
210-34-5253	TREE SPRAYING	.00	5,790.00	30,300.00	24,510.00	19.1
210-34-5254	PARKS PLAYGROUND & GENERAL R&M	2,445.34	17,446.62	35,000.00	17,553.38	49.9
210-34-5256	SPLASH PAD CHEMICALS	392.15	392.15	1,100.00	707.85	35.7
210-34-5341	IRRIGATION ELECTRICITY	705.55	1,339.98	8,900.00	7,560.02	15.1
210-34-5342	WATER	.00	.00	38,000.00	38,000.00	.0
210-34-5343	SEWER	.00	.00	1,600.00	1,600.00	.0
210-34-5344	NATURAL GAS	63.79	377.29	2,000.00	1,622.71	18.9
210-34-5346	STORM DRAINAGE	.00	.00	2,800.00	2,800.00	.0
210-34-5356	PROFESSIONAL SERVICES	.00	981.55	3,500.00	2,518.45	28.0
210-34-5365	TOILET RENTAL	1,941.94	11,187.49	20,000.00	8,812.51	55.9
210-34-5366	SERVICES - PARKS & LAWN CARE	.00	33,836.00	82,000.00	48,164.00	41.3
210-34-5370	SAFETY WORKWEAR & EQUIPMENT	.00	665.14	1,600.00	934.86	41.6
210-34-5372	UNIFORMS	.00	233.99	2,750.00	2,516.01	8.5
210-34-5380	PROFESSIONAL DEVELOPMENT	469.00	2,093.00	5,000.00	2,907.00	41.9
210-34-5397	WEED CONTROL	.00	.00	250.00	250.00	.0
210-34-5422	SMALL TOOLS	752.91	3,450.34	4,650.00	1,199.66	74.2
210-34-5423	SAND, GRAVEL, MULCH	.00	11,392.41	13,000.00	1,607.59	87.6
210-34-5512	INSURANCE-PROPERTY RELATED	12,249.00	12,249.00	25,757.00	13,508.00	47.6
210-34-5533	EQUIPMENT RENTAL	964.35	964.35	3,000.00	2,035.65	32.2
210-34-5562	COUNTY CLERK FEES	.00	.00	7,000.00	7,000.00	.0
210-34-5941	SAFETY SUPPLIES & EQUIPMENT	1,970.09	2,665.68	10,000.00	7,334.32	26.7
210-34-5942	MINOR PARK IMPROVEMENTS	4,378.30	4,512.50	65,000.00	60,487.50	6.9
	TOTAL OPERATING	63,211.85	323,858.31	850,856.49	526,998.18	38.1

PARK FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	RECREATION					
210-51-5100	WAGES & SALARIES	11,987.16	105,184.55	241,941.52	136,756.97	43.5
210-51-5101	SEASONALS	5,736.97	34,323.19	91,000.00	56,676.81	37.7
210-51-5102	BENEFITS	4,437.30	40,762.01	62,038.61	21,276.60	65.7
210-51-5110	ON-CALL STIPEND	200.00	1,800.00	5,200.00	3,400.00	34.6
210-51-5130	START SMART BASEBALL	.00	.00	800.00	800.00	.0
210-51-5131	START SMART BASKETBALL	.00	.00	640.00	640.00	.0
210-51-5132	START SMART FLAG FOOTBALL	.00	.00	960.00	960.00	.0
210-51-5133	START SMART SOCCER	.00	.00	1,800.00	1,800.00	.0
210-51-5135	YOUTH SPORTS APPAREL	.00	4,088.56	5,100.00	1,011.44	80.2
210-51-5140	YOUTH SOCCER	20.00	919.37	4,470.00	3,550.63	20.6
210-51-5142	YOUTH FOOTBALL	6.50	683.91	1,500.00	816.09	45.6
210-51-5144	YOUTH BASEBALL	394.20	1,027.81	12,850.00	11,822.19	8.0
210-51-5145	YOUTH SOFTBALL	.00	1,702.17	2,900.00	1,197.83	58.7
210-51-5146	YOUTH BASKETBALL	.00	.00	1,025.00	1,025.00	.0
210-51-5148	YOUTH VOLLEYBALL	36.80	130.29	1,800.00	1,669.71	7.2
210-51-5149	YOUTH TENNIS	.00	.00	500.00	500.00	.0
210-51-5157	ADULT BASKETBALL	.00	.00	800.00	800.00	.0
210-51-5158	ADULT KICKBALL	.00	.00	500.00	500.00	.0
210-51-5161	ADULT TENNIS	.00	.00	500.00	500.00	.0
210-51-5162	ADULT SOFTBALL	263.13	1,768.35	5,950.00	4,181.65	29.7
210-51-5164	ADULT VOLLEYBALL	.00	.00	1,350.00	1,350.00	.0
210-51-5165	NCSO REFEREES ADMIN FEE	.00	4,375.00	8,000.00	3,625.00	54.7
210-51-5166	INSTRUCTOR/OFFICIAL FEES	3,020.00	9,931.00	32,000.00	22,069.00	31.0
210-51-5168	COMPUTER EQUIP./SOFTWARE	2,693.00	10,054.50	21,000.00	10,945.50	47.9
210-51-5181	REC. PROG. SUPPLIES/EXP.	329.50	5,641.17	16,000.00	10,358.83	35.3
210-51-5183	BATTING CAGES - MAINT. & OPER.	10,178.70	10,278.70	11,000.00	721.30	93.4
210-51-5185	BALL FIELD/CAGE ELECTRICITY	2,421.13	7,838.55	15,000.00	7,161.45	52.3
210-51-5186	INFIELD MIX	.00	.00	13,500.00	13,500.00	.0
210-51-5190	YOGA CLASSES	9.48	135.84	500.00	364.16	27.2
210-51-5223	OPERATING SUPPLIES	39.96	688.84	3,100.00	2,411.16	22.2
210-51-5335	DUES & SUBSCRIPTIONS	.00	2,590.00	1,800.00	(790.00)	143.9
210-51-5372	STAFF UNIFORMS	1,205.88	2,438.47	2,750.00	311.53	88.7
210-51-5380	PROFESSIONAL DEVELOPMENT	1,247.00	1,455.00	5,000.00	3,545.00	29.1
210-51-5392	GYM RENTAL	.00	4,239.00	15,000.00	10,761.00	28.3
210-51-5401	MARKETING SERVICES	.00	675.52	15,000.00	14,324.48	4.5
	TOTAL RECREATION	44,226.71	252,731.80	603,275.13	350,543.33	41.9
	DEBT SERVICE					
210-90-5630	WCP - PRINCIPAL	21,622.68	129,182.11	252,000.00	122,817.89	51.3
210-90-5632	WCP - INTEREST	832.31	5,547.83	17,460.00	11,912.17	31.8
	TOTAL DEBT SERVICE	22,454.99	134,729.94	269,460.00	134,730.06	50.0
	TOTAL FUND EXPENDITURES	129,893.55	711,320.05	1,723,591.62	1,012,271.57	41.3

PARK FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(29,354.64)	22,917.26	(205,641.62)	(228,558.88)	11.1

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CAPITAL EXPENDITURES					
211-80-4006	OLD TOWN STREET REPAIRS	.00	.00	530,250.00	530,250.00	.0
211-80-4007	NEWER SUBDIVISON SEAL COAT	.00	.00	188,445.00	188,445.00	.0
211-80-4009	PAVEMENT STUDY	.00	.00	75,000.00	75,000.00	.0
211-80-4010	WATER PLANT EXPANSION CONSTRUC	36,990.61	6,736,719.12	15,109,347.00	8,372,627.88	44.6
211-80-4014	WILSON WELL IMPROVEMENTS	4,554.00	4,554.00	60,000.00	55,446.00	7.6
211-80-4015	BULK WATER DISPENSER	(393.49)	8,817.81	16,890.00	8,072.19	52.2
211-80-4022	NANO PLANT EXPANSION	.00	.00	20,000.00	20,000.00	.0
211-80-4038	OLD TOWN STREET REPAIR	.00	.00	69,615.00	69,615.00	.0
211-80-4039	STORM DRAIN & PAN REPLACEMENTS	.00	.00	38,933.00	38,933.00	.0
211-80-4054	TRACT F	.00	985.59	75,000.00	74,014.41	1.3
211-80-4061	WWTP EXPANSION DESIGN	.00	354,185.52	944,326.00	590,140.48	37.5
211-80-4065	B-DAMS IMPROVEMENT	.00	113,534.00	113,534.00	.00	100.0
211-80-4068	REPLACE SOFT TRAILS	.00	.00	20,000.00	20,000.00	.0
211-80-4083	WWTP EXPANSION CONSTRUCTION	2,032,149.66	6,131,213.85	19,759,011.00	13,627,797.15	31.0
211-80-4089	VIEWPOINT LIFT STATION UPGRADE	.00	2,498.24	60,000.00	57,501.76	4.2
211-80-4091	SEWER OVER - SIZING REIM	.00	.00	30,520.00	30,520.00	.0
211-80-5001	VEHICLE REPLACEMENT	.00	28,937.50	28,937.50	.00	100.0
211-80-5022	CLEVELAND AVE IMPROVEMENTS	10,217.80	49,449.70	1,174,000.00	1,124,550.30	4.2
211-80-5024	TRANSPORTATION MASTER PLAN	.00	.00	160,000.00	160,000.00	.0
211-80-5025	ROAD REIMBURSEMENT-RR	.00	.00	208,800.00	208,800.00	.0
211-80-5027	BOX ELDER CREEK	2,335.50	19,885.00	30,845.00	10,960.00	64.5
211-80-5028	OUTFALL FOR CLEVELAND AVE IMP	.00	.00	646,000.00	646,000.00	.0
211-80-5030	2 MG TANK COATING	177,196.98	644,778.59	1,205,112.00	560,333.41	53.5
211-80-5032	PRE-TREATMENT FACILITY - SECUR	.00	.00	115,000.00	115,000.00	.0
211-80-5035	WATER SOURCE DEV PLAN	.00	.00	200,000.00	200,000.00	.0
211-80-5036	WATER PURCHASES	.00	.00	2,500,000.00	2,500,000.00	.0
211-80-5038	ADA COMMUNITY IMPROVEMENTS	(1,199.00)	.00	.00	.00	.0
211-80-5039	SPLASHPAD CHEMIICAL ROOM UPGRA	3,508.71	4,330.92	35,000.00	30,669.08	12.4
211-80-5041	SCADA TELEMETRY SYSTEM UPGRADE	.00	.00	40,000.00	40,000.00	.0
211-80-5042	PLC UPGRADES	.00	.00	105,000.00	105,000.00	.0
211-80-5043	ORBAL SYSTEM REHABILITATION	.00	.00	831,600.00	831,600.00	.0
211-80-5044	ROOF REPLACE FOR EXISTING BLDG	.00	.00	70,000.00	70,000.00	.0
211-80-5045	GATOR WITH PLOW	.00	.00	35,000.00	35,000.00	.0
211-80-5046	VEHICLE REPLACEMENT	.00	59,767.00	60,000.00	233.00	99.6
211-80-5047	SNOW MATERIAL STORAGE FACILITY	.00	.00	48,000.00	48,000.00	.0
211-80-5048	LIQUID DE-ICING EQUIPMENT	.00	15,475.75	18,000.00	2,524.25	86.0
211-80-5049	SHOP AIR CONDITIONER	.00	4,554.00	6,500.00	1,946.00	70.1
211-80-5050	ELEVATOR IN MUNI BLDG	.00	.00	85,000.00	85,000.00	.0
211-80-5051	HOUSING NEEDS	.00	.00	70,000.00	70,000.00	.0
211-80-5052	ADA COMMUNITY IMPROVEMENTS	1,199.00	3,341.00	20,000.00	16,659.00	16.7
211-80-5053	WCP POURED IN PLACE BORDER REP	.00	.00	10,000.00	10,000.00	.0
211-80-5054	PARK MEADOWS SOLAR	.00	.00	15,000.00	15,000.00	.0
211-80-5055	ADA FISHING PIER	.00	.00	50,000.00	50,000.00	.0
211-80-5056	USED GROUNDMASTER MOWER	.00	.00	80,000.00	80,000.00	.0
	TOTAL CAPITAL EXPENDITURES	2,266,559.77	14,183,027.59	44,958,665.50	30,775,637.91	31.6
	TOTAL FUND EXPENDITURES	2,266,559.77	14,183,027.59	44,958,665.50	30,775,637.91	31.6

TOWN OF WELLINGTON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	(2,266,559.77)	(14,183,027.59)	(44,958,665.50)	(30,775,637.91)	(31.6)

TOWN OF WELLINGTON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2024

LIBRARY TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	BUILDING PERMITS					
255-02-3372	LIBRARY IMPACT FEES	750.00	3,250.00	.00	(3,250.00)	.0
	TOTAL BUILDING PERMITS	750.00	3,250.00	.00	(3,250.00)	.0
	TOTAL FUND REVENUE	750.00	3,250.00	.00	(3,250.00)	.0
	NET REVENUE OVER EXPENDITURES	750.00	3,250.00	.00	(3,250.00)	.0