



**MEETING OF THE TOWN BOARD**  
**Town Board Room**  
**807 Mountain Avenue**  
**Town of Berthoud, Colorado**  
**Tuesday, July 22, 2025, 6:30 p.m.**

This is an IN-PERSON meeting at the location and time noted above.

**This meeting will be streamed live on YouTube. The live stream is accessible by visiting [www.berthoud.org/stream](http://www.berthoud.org/stream)**

The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.

1. Meeting Called To Order - Mayor William Karspeck
2. Pledge Of Allegiance - Mayor William Karspeck
3. Roll Call - Mayor William Karspeck
4. Citizen Participation
5. Scheduled Items And Estimated Time For Discussion

5.I. Consent Agenda

Introduction By: Christian Samora

Documents:

MEMO RE CONSENT AGENDA.PDF  
A. JULY 22, 2025 MEETING AGENDA.PDF  
B. JULY 8, 2025, MEETING MINUTES.PDF  
C. JULY 2025 BOARD REPORT.PDF  
D. BROADMEADOW ANNEXATION CONTINUANCE.PDF  
E. HOUSE OF NEIGHBORLY SERVICE UTILITY ASSISTANCE FUNDING REQUEST.PDF  
F. ADOPTION OF I CODES UPDATE.PDF  
G. ORDINANCE 1357 - EXTENSION OF WASTEWATER BOND REFUNDING AUTHORITY.PDF

- 5.II. Welcome - Newly Appointed Town Trustee Mark Brodie

Introduction By: Town Board

Documents:

[MEMO RE NEWLY APPOINTED TRUSTEE.PDF](#)

5.III. Larimer County Update By Commissioner Shaddock-McNally

Introduction By: Town Board

Documents:

[MEMO RE LARIMER COUNTY UPDATE.PDF](#)

5.IV. Farmstead 3rd Filing - Public Hearing

Introduction By: Tawn Hillenbrand

- a. Resolution 2025-13 - A Resolution of the Town of Berthoud Board of Trustees Approving a Neighborhood Master Plan for a Development known as the "Farmstead 3rd Filing" Development in the Town of Berthoud.
- b. Ordinance 1354 - An Ordinance amending the zoning map of the Town of Berthoud to rezone the Farmstead 3rd Filing Property previously Zoned to Planned Unit Development to Suburban Residential, Suburban Commercial, and Urban Residential Districts.

Documents:

[MEMO RE FARMSTEAD 3RD FILING NMP AND COZ.PDF](#)  
[01 TBT STAFF REPORT FARMSTEAD 3RD FILING NMP AND COZ.PDF](#)  
[01.2 TBT STAFF REPORT COMBINED ATTACHMENTS.PDF](#)  
[02 FARMSTEAD 3RD FILING NMP AND COZ\\_PC MINUTES.PDF](#)  
[03 FARMSTEAD 3RD FILING NMP RESOLUTION 2025-13.PDF](#)  
[04 FARMSTEAD 3RD FILING COZ ORDINANCE 1354.PDF](#)

5.V. 2024 Annual Presentation Of The Audited Financial Statements

Introduction By: Hinkle & Company

Documents:

[AUDIT 2024 FINAL COMMUNICATION LETTER.PDF](#)  
[AUDIT 2024 FINAL.PDF](#)

5.VI. Graffiti Art Program Request

Introduction By: Chris Kirk

5.VII. Short Term Rental Regulation Change - Introduction

Introduction By: Tawn Hillenbrand

- a. Ordinance 1356 - An Ordinance to Repeal and Replace



Berthoud Municipal Code Section 30-3-113 Regarding Short  
Term Rentals

Documents:

[MEMO RE SHORT TERM RENTAL REGULATIONS.PDF](#)  
[01 TBT ORDINANCE 1356 \(25\) STR.PDF](#)  
[02 APPENDIX A STR REGULATIONS REDLINE.PDF](#)  
[03 APPENDIX B STR REGULATIONS CLEAN.PDF](#)  
[04 PUBLIC NOTICE.PDF](#)  
[05 PUBLIC COMMENTS.PDF](#)

6. Elected Official Reports

1. Town Board - Tim Hardy, May Albrecht, Sean Murphy, Karl Ayers, Brett Wing, and Mark Brodie
2. Mayor - William Karspeck
3. Staff - Town Administrator, Attorney

7. Adjourn

*The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.*

# BOARD OF TRUSTEES INFORMATION



## ADMINISTRATION DEPARTMENT

|                              |                                                                                                          |
|------------------------------|----------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                                                     |
| <b>Agenda Title/Subject:</b> | <b>Consent Agenda</b>                                                                                    |
| <b>Type of Item:</b>         | <b>Regular Item</b>                                                                                      |
| <b>Purpose:</b>              | <b>The Consent Agenda contains routine items that can be approved with a single action by the Board.</b> |
| <b>Presented by:</b>         | <b>Christian Samora</b>                                                                                  |

### ATTACHMENTS:

- a) July 22, 2025, Meeting Agenda
- b) July 8, 2025, Meeting Minutes
- c) July 2025 Board Report
- d) Broadmeadow Annexation Continuance
- e) House of Neighborly Service Utility Assistance Funding Request
- f) Adoption of I-Codes – Update
- g) Ordinance 1357- Extension of Wastewater Bond Refunding Authority

### BACKGROUND:

The Consent Agenda is a group of routine matters to be acted on with a single motion and vote. The mayor will ask if any Board Member wishes to remove an item for separate discussion. Items removed from the consent agenda should be considered immediately following adoption of the amended Consent Agenda.

### UPDATE/NEXT STEPS:

Any updates or next steps for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

### FISCAL IMPACT AND FUND SOURCE:

Any fiscal information for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

### COMMUNITY TOUCHSTONES:

Any Community Touchstones for the items on the Consent Agenda will be articulated in the information sheet provided for each item on the Consent Agenda.

### RECOMMENDED ACTION(S):

**“Move to combine and approve the items on the Consent Agenda.”**

**Followed by a second and a vote.**



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*The Town Board may take action on any of the following agenda items as presented or modified prior to or during the meeting and items necessary or convenient to effectuate the agenda items.*

- I. REGULAR MEETING CALLED TO ORDER** – Mayor William Karspeck
- II. PLEDGE OF ALLEGIANCE** – Mayor William Karspeck
- III. ROLL CALL** – Mayor William Karspeck
- IV. CITIZEN PARTICIPATION**
- V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION**

- 1. Consent Agenda** **(Christian Samora) (5 Min)**  
*Consent Agenda items are considered to be routine by the Town Board and will be enacted with a single vote. There will be no separate discussion of these items. If discussion is deemed necessary, that item should be removed from the Consent Agenda and considered separately.*
  - a) July 22, 2025, Meeting Agenda
  - b) July 8, 2025, Meeting Minutes
  - c) July 2025 Board Report
  - d) Broadmeadow Annexation Continuance
  - e) House of Neighborly Service Utility Assistance Funding Request
  - f) Adoption of I-Codes – Update
  - g) Ordinance 1357 - Extension of Wastewater Bond Refunding Authority
- 2. Welcome – Newly Appointed Town Trustee Mark Brodie** **(Town Board) (5 Min)**
- 3. Larimer County Update by Commissioner Shaddock-McNally** **(Town Board) (15 Min)**
- 4. Farmstead 3<sup>rd</sup> Filing – Public Hearing** **(Tawn Hillenbrand) (60 Min)**
  - a. Resolution 2025-13 - A Resolution of the Town of Berthoud Board of Trustees Approving a Neighborhood Master Plan for a Development Known as the “Farmstead 3rd Filing” Development in the Town of Berthoud.
  - b. Ordinance 1354 - An Ordinance amending the zoning map of the Town of Berthoud to rezone the Farmstead 3rd Filing Property Previously Zoned to Planned Unit Development to Suburban Residential, Suburban Commercial, and Urban Residential Districts
- 5. Short Term Rental Regulation Change – Introduction** **(Tawn Hillenbrand) (15 Min)**
  - a. Ordinance 1356 - An Ordinance to Repeal and Replace Berthoud Municipal Code Section 30-3-113 Regarding Short Term Rentals

*July 22, 2025, Meeting Agenda*

*The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.*

- |                                                                    |                               |                 |
|--------------------------------------------------------------------|-------------------------------|-----------------|
| <b>6. 2024 Annual Presentation of Audited Financial Statements</b> | <b>(Hinkle &amp; Company)</b> | <b>(15 Min)</b> |
| <b>7. Graffiti Art Program Request</b>                             | <b>(Chris Kirk)</b>           | <b>(15 Min)</b> |

|                                     |                 |
|-------------------------------------|-----------------|
| <b>VI. ELECTED OFFICIAL REPORTS</b> | <b>(20 Min)</b> |
|-------------------------------------|-----------------|

1. Town Board – Tim Hardy, May Albrecht, Sean Murphy, Karl Ayers, Brett Wing, and Mark Brodie
2. Mayor – William Karspeck
3. Staff – Town Administrator, Attorney

**VII. ADJOURN**

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Town Clerk or Deputy Town Clerk

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William Karspeck, Mayor

*July 22, 2024, Meeting Agenda*

*The order of agenda items listed above is approximate and intended as a guideline for the Town Board. Individuals needing special accommodation may request assistance by contacting the Town Clerk 807 Mountain Avenue, Berthoud, Colorado 80513, 970-532-2643 at least 24 hours in advance.*



## **MEETING MINUTES OF THE TOWN BOARD**

**Town Board Room  
807 Mountain Avenue  
Town of Berthoud, Colorado  
Tuesday, July 8, 2025, 6:30 p.m.**

7/8/2025 - Minutes

1. Meeting Called To Order - Mayor William Karspeck

Mayor Karspeck called the meeting to order at 6:30 pm.

2. Pledge Of Allegiance - Mayor William Karspeck

Mayor Karspeck led the Pledge of Allegiance.

3. Roll Call - Mayor William Karspeck

The following Board members were present:

May Albrecht, Trustee  
Karl Ayers, Trustee  
Tim Hardy, Trustee  
Brett Wing, Trustee  
Sean Murphy, Mayor Pro-Tem  
Will Karspeck, Mayor

The following staff members were present:

Erin Smith, Town Attorney  
Chris Kirk, Town Administrator  
Christian Samora, Town Clerk  
Lexi Dovel, Deputy Town Clerk  
Anne Johnson, Community Development Director  
Ken Matthews, Director of Water Utilities  
Savana Dumler, Water & Wastewater Engineer

4. Citizen Participation

John Vancil spoke regarding traffic conditions and semi-trucks at 2nd St & Welch Ave.

Sarah Lincoln spoke regarding the upcoming Farmstead filing and how it relates to Newell Farm Park.

Mayor Karspeck acknowledged a citizen who was signed up to speak regarding a matter that is set for a future Public Hearing.

5. Scheduled Items And Estimated Time For Discussion

5.1. Consent Agenda

Items:

- a) July 8, 2025, Meeting Agenda
- b) June 10, 2025, Meeting Minutes
- c) May 2025 Financial Information
- d) Fee Schedule Amendment Regarding Non-Profit Events - Resolution 2025-14
- e) June 2025 Board Report

**Trustee Wing moved to combine and approve the items on the Consent Agenda. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.II. Town Board Vacancy Appointment

Clerk Samora gave an introduction on the Town Board Vacancy Appointment process.

The Town Board conducted an interview for applicant Mark Brodie.

**Trustee Ayers moved to appoint Mark Brodie to the Town Board of Trustees to serve for the remainder of the vacated term, which will expire in April of 2026. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.III. Broadmeadow Annexation Continuance - Public Hearing

Attorney Smith provided information on the Broadmeadow Annexation Continuance.

Mayor Karspeck opened the Public Hearing at 7:10 pm.

No one spoke during the Public Hearing.

Mayor Karspeck closed the Public Hearing at 9:02 pm.

**Trustee Ayers moved to approve the continuation request for the Broadmeadow Annexation, Neighborhood Master Plan and Zoning to a date certain from July 8, 2025 to July 22, 2025. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.IV. River Trails Annexation Continuance - Public Hearing

Community Development Director, Anne Johnson, provided information on the River Trails Annexation Continuance.

**Trustee Wing moved to approve the continuation request for the River Trails Annexation, Neighborhood Master Plan, Zoning, and Metro District Service Plan to a date certain from July 8, 2025 to August 26, 2025. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.V. Water Reclamation Facility Early Work Package And Guaranteed Max Price

Director of Water Utilities, Ken Matthews, and Water & Wastewater Engineer, Savana Dumler, provided information on the Water Reclamation Facility Early Work Package and Guaranteed Max Price.

Mayor Karspeck opened the item to public comment.

No one spoke during public comment.

**Trustee Wing moved to approve the Early Work Package to authorize immediate procurement of long-lead equipment, approve Change Order No. 02 to establish the Guaranteed Maximum Price for the Berthoud WRF Phase 1A project, and authorize the Town Administrator to execute the associated contract amendments and proceed with implementation of the project in accordance with the approved scope and schedule. Trustee Ayers seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.VI. Amendment Of Ordinance 847 Regarding Waiver Of Certain Fees

Community Development Director, Anne Johnson, gave a presentation on the Amendment of Ordinance 847 Regarding the Waiver of Certain Fees.

Mayor Karspeck opened the item to public comment.  
Tiffany Brodie spoke during public comment.

**Mayor Pro-Tem Murphy moved to approve Ordinance 1355, an ordinance of the Town Board of the Town of Berthoud to promote ownership for persons of lower income in the Town of Berthoud, Larimer and Weld Counties by expanding Ordinance 847. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.**

5.VII. Update Regarding Unplatted Parcel Between Hillsdale Sundivision 2nd-5th And Heritage Ridge Subdivision

Administrator Kirk provided an update regarding the unplatted parcel between Hillsdale Sundivision 2nd-5th and Heritage Ridge Subdivision.

6. Elected Official Reports

Trustee Wing:

Wing reported on the Town's 3rd of July event and the recent CML conference. Wing discussed re-using water from the Wastewater Treatment Plant. Wing inquired about the Farmstead master plan and Legacy Park metro districts.

Trustee Hardy:

Hardy reported on the recent CML conference and some of the topics discussed including AI, art districts, website accessibility, middle housing, and short-term rentals.

Trustee Albrecht:

Albrecht discussed having more public events for citizens to interact with first responders and Trustee members, as well as some ideas for the Sonoco building. Albrecht reported on the Berthoud Surveyor and the possibility of the Town acquiring the newspaper archives. Albrecht reported on the Newell Farm Park and on the Fire District tax. Albrecht inquired about improvements at the entrance to Town at I-25 and taking control of Highway 56 from CDOT.

Mayor Pro-Tem Murphy:

Murphy reported on discussions with CDOT regarding the intersection at 9th St and Mountain Ave. Murphy discussed Newell Farm Park and inquired about an update on the Sustainability Action Plan.

Mayor Karspeck:

Karspeck reported on the CML conference and the Town's 3rd of July event, as well as the tour of the Wastewater Treatment Plant.

Administrator Kirk:

Kirk reported on the upcoming National Night Out event and on the 3rd of July event.

7. Adjourn

The meeting was adjourned at 9:03 pm.

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Town Clerk or Deputy Town Clerk

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William Karspeck, Mayor

# Berthoud Board Update

July 2025



## August Events

### **AUGUST 2: DOWNTOWN BLOCK PARTY**

**PRESENTED BY THE DOWNTON BERTHOUD MERCHANT COLLABORATIVE**

**11:00 AM - 5:00 PM**

Businesses and organizations throughout Berthoud's historic downtown will offer a variety of entertainment, activity, and fun for everyone.

**Visit [DowntownBerthoud.org](https://DowntownBerthoud.org) for more information on this family-friendly event.**

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### **AUGUST 5: NATIONAL NIGHT OUT**

**Berthoud Town Park**

**3:00 PM - 6:00 PM**

The Town of Berthoud will host this impactful event at Town Park, in collaboration with the Larimer County Sheriff's Office (LCSO) and the Berthoud Fire Department.

**Visit [Berthoud.org/NNO](https://Berthoud.org/NNO) for more information.**

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### **AUGUST 9: TREE WALK WITH BRANDON**

**Pioneer Park**

**10:00 AM**

This engaging, educational series takes participants on a monthly walk through one of Berthoud's beautiful parks to explore the trees that help fill its canopy.

**Visit [Berthoud.org/Forestry](https://Berthoud.org/Forestry) for more information.**

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### **BERTHOUD MARKET**

**EVERY SATURDAY**

**Berthoud Town Park**

**9:00 AM - 1:00 PM**

This outdoor market featuring local vendors will be held at Berthoud Town Park every Saturday from June 14 until September 27.

**Visit [Berthoud.org/Market](https://Berthoud.org/Market) for more information.**



# FORESTRY / OPEN SPACE

Submitted By Paul Furnas, Town Forester

The Forestry and Open Space kept busy through the month of June keeping up with their seasonal responsibilities and some random jobs added in. Forestry staff wrapped up final repairs and checks on ornamental irrigation systems. They then moved onto pruning Town-owned trees that overhang roads and sidewalks to meet our clearance standards, overall 132 trees were pruned. Forestry completed random tasks like helping remulch the community garden fruit trees, mapping town irrigation on a new GIS map, summer chipper maintenance and repairing Main St backflows. Open Space kept up on mowing weeds, keeping on top of Bike Park open/closures, and helping spray weeds. Odd jobs Open Space tackled this month were weatherproofing the Reservoir bathroom back room, cleaning open space facilities of vandalism, helping install the Pioneer pond aerator and resurfacing trails with encroaching vegetation.



## Forestry:

Pruning park trees for clearance  
With all trees fully leafed out, it was time for Forestry staff to do their round of summer pruning to keep trees limbed up to 8ft above sidewalks and 14ft above roads on town owned trees. Some trees needed pruning to clear up Open Space mowing operations.







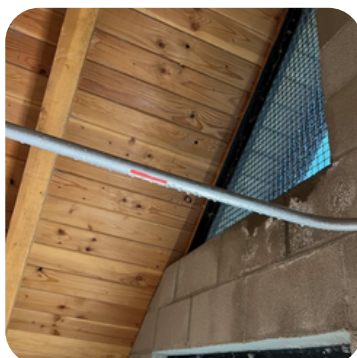
1 & 2) Open Space staff widened, added, and reestablished trails leading to sitting areas along Hillsdale Open Space, and the Neilson Greenway. 3) Forestry assisting Parks with Bein South netting repair after the nets weathered away. 4) Blades on the Forestry chipper were swapped out for new sharp ones for the summer work season. The chipper is put into maintenance mode to ensure safety during this kind of work.

#### Hillsdale Dock Repairs

Hillsdale dock repairs went under construction at the end of June to fix rising sections of the boardwalk that created tripping hazards for visitors. The contractor was able to bring the walking surface of the dock back down to the normal level in these raised areas. Before and after pictures will be available next month.



Open Space staff and Parks staff work together to install the aeration fountain in Pioneer Pond.



Reservoir Bathroom Weatherproofing:  
After an unusually wet spring, it became apparent that the back storage room at the Reservoir is not weatherproof, which could lead to problems with various electrical systems installed in there. Open Space staff collaborated to install panels on screens that had previously allowed water to enter the back room. This upgrade should allow the equipment in the back room to be protected from any type of weather.





# STREETS DEPARTMENT

Submitted By Brandon Keegan, Streets Supervisor

The month of June has been very busy. It started with Berthoud Days, where town staff used vehicles and barricades to block traffic from entering the parade route.

Throughout the month, we've been mowing, grading, and repairing potholes throughout town. We kicked off our painting season with a tactical urbanism painting project and the installation of thermoplastic crosswalks. Additionally, asphalt work, including crack sealing and slurry sealing, was completed in Serenity Ridge.



Serenity Ridge- The Streets crew inspected Tranquility Way during the last major storm and observed significant erosion. Later that week, we addressed the issue by backfilling the eroded area with road base and created a temporary swale to manage stormwater until long term drainage solutions are completed in the neighborhood.



Berthoud Parkway & Greenwood Drive- Streets crew installing thermoplastic crosswalk across Greenwood Drive

Welch Ave & 3rd Street- Streets crew repainting the tactical urbanism areas







Loveland Reservoir- The Streets crew assisted the water department by removing the concrete section by the gate and installing a gantry so the gate could be opened by a hoist.



County Road 7- After the last major storm streets crew is cleaning out the culverts to make sure water can flow properly



Mountain Avenue- Streets crew is installing pedestrian crossing signs in the center of the road to help motorists see pedestrians crossings



# RECREATION

Submitted By Amanda Gustafson, Director of Recreation | Cultural Services

## Operations, Memberships & Marketing

Marketing completed the Fall Activity Guide and collaborated with several companies to ensure it is ADA compliant. Although we are still deep in the sweaty summer months, registration for fall sports and events opened up on July 1<sup>st</sup> and is already filling up. The month of June had 101 new memberships purchased this month and 13,060 total check-in visits.

## Sports & Programs



Though it's not a traditional sport, our first season of Cornhole had 11 teams participate. Our other adult Pop-Up Tournaments were also very popular.

This year's Rockies Skills Challenge hit an all-time high in participants with over 30 competitors.



## Fitness

Fitness hosted the second of three runs in the Berthoud Run Series. The Firework Color Run featured both a 5k and a 1.6k options with five color stations. 150 runners signed up to run in the race.





## Aquatics

Summer is always a popular time of year at our pool. In June, we had 200 guests, a number of after-hour pool rentals, and prescheduled groups to keep us busy. For those who don't already know how to swim, our swim lessons continue to be popular. We held 55 classes in June, teaching 255 children and adults how to swim.



Our Aquatics team, along with Parks are still fine-tuning the maintenance needs of the splash pad. While the mature trees that fill Town Park are beautiful, the seed pods and pollen they drop present challenges to the operation of the splash pad. We have successfully be able to manage all operational issues and it is quickly becoming a very popular part of our town.



# COMMUNITY DEVELOPMENT

Submitted By Anne Johnson, Planning Director

## Building Division data for June 2025



### # New Residential

7 - June 2025

83 - Year to Date



### # New Commercial

2 - June 2025

11 - Year to Date



### Total Number of Permits

65 - June 2025



### Total Valuation

\$9,509,669.34 - June



## Engineering

Construction Site Inspections: 71

Town Projects Inspected: 52

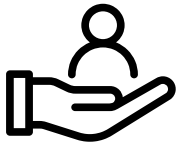
Response to Citizen Questions: 7

MS4 Inspections: 28

ROW Inspections: 19

## Planning

### Public Assistance

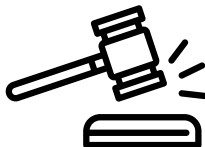


Walk-ins : 4

Emails : 3,640

Phone calls : 70

Site Visits : 7



# Pre-Application meetings: 5

# Public Hearings/Applications presented: 7

# Codes/Comp Plan Action Items in-process: 3

# Applications in Process: 25



# ADMINISTRATION

Submitted By Christian Samora, Town Clerk



## Passport Applications

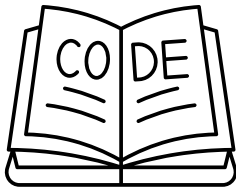
204 - Second Quarter  
538 - Year to Date  
917 - Total 2024



## Court Dockets

103 - Second Quarter  
169 - Year to Date  
224 - Total 2024

## Neighborhood Services



### Code Violations

107 - Second Quarter  
181 - Year to Date  
675 - Total 2024

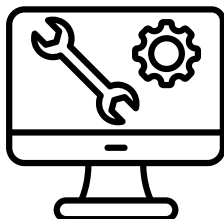
### Animal Control

192 - Second Quarter



## Open Record Requests

37 - Second Quarter  
88 - Year to Date  
226 - Total 2024



## IT Support Tickets

194 - Second Quarter  
396 - Year to Date  
686 - Total 2024



# PARKS / CEMETERY

Submitted By Sami Kouns, Parks Supervisor

## Parks/Cemetery

June was a whirlwind month full of adjustments to the weather and unexpected maintenance in various areas. Town Park was a hot spot for maintenance with the annual Berthoud Day event being hosted there. The park also features both a fire pit and a splash pad, so there is much to maintain. Moving from the Berthoud Day event to the 3rd of July event hosted by the Town of Berthoud, it was important to keep the Town looking its best for the thousands of people who would attend the fireworks show at the Waggener Farm Park. This includes, but was in no way limited to, irrigation, mowing, trash removal, facility maintenance, bathroom maintenance, and power washing sidewalks and buildings as necessary.



The Parks and Cemetery staff worked together to prep for the Berthoud Day event at Town Park. This required them to clean up the parking lot, blow off the entire park, mark out vendor booths, and take down a section of fencing separating the Town south ballfield from the east side of Town Park. Following the conclusion of the Berthoud Day event, this fencing was reinstalled.



1) We worked to troubleshoot the fire pit at Town Park. The fire pit was raised, protective heat-resistant ceramic wool was placed between the flame and the control box, and the steel campfire wood-like ornament was removed to try to control the amount of heat the fire pit was generating. 2) A pavilion rental schedule sheet was created to help inform the public when pavilions are reserved to increase public transparency and ideally reduce potential issues during reservation slots. 3) We worked with the Open Space team to install the fountain at Pioneer Pond. It assists with water agitation to reduce moss/algae buildup because this non-potable water is used to irrigate both the Pioneer Park side and the Fickel Farm Park side of the pond. 4) During Town Park construction, a resident's fence was damaged. The Parks Department replaced the corner pole and concreted it into the ground to provide the resident a solid frame to adhere new fence slats to.







Irrigation within the town parks was a big time commitment during the month of June. Irrigation audits were conducted to identify head breaks, line breaks, and valve issues. These issues were then addressed by various Parks Techs, serving as a learning opportunity and an opportunity for growth on the irrigation side of parks maintenance. Backflow testing also took place, followed by repairs to backflows that failed their initial test.



Irrigation and mowing go hand in hand. As parks are properly irrigated, they grow at a consistent rate which generally requires weekly mowing.

The Green Lawn Cemetery featured five burials during the month of June. This month also required various sections to be mowed multiple times a week to manage the grass growth. The above-ground pipes were moved on a bi-weekly schedule to help keep the upright sections as green as the in-ground irrigated flat sections.





# G.I.S. - CEMETERY

Submitted By Nathan Gabbard, GIS Analyst

Speaking of the Green Lawn Cemetery, one of the Town's oldest amenities is now accessible by computer.

There are over 5,000 plots containing the remains of people who have called Berthoud home since as early as 1870. The project took approximately a year to complete, as much of the available information was handwritten and had to be checked for errors, and added to the database manually.

With the completion of this project, family members and fans of Berthoud history can easily access the cemetery to search for where their loved ones are interred and see which plots are still available.

While the program is currently only accessible on a desktop computer, users can plug the latitude and longitude from the program into their phone and Google will take them to the plot location.

Greenlawn Cemetery facts:

- The first burials were Virginia Kerr in 1870, Mary Osborn in 1879, and Ida Cross in 1884.
- The oldest people were August Johnson, who died at age 106, and Amanda Waggener, who died at age 105.

**Visit [Berthoud.org/cemetery](http://Berthoud.org/cemetery) to check it out.**



# WATER / WASTEWATER

Submitted By Marie Mitchell, Administrative Tech / Water

## Chimney Hollow Reservoir Construction Tour

Water Utilities Resource Administrator, Alex Tennant attended a tour at the overlook of the new Chimney Hollow Reservoir. The dam is weeks away from completion when they can begin operational testing of the pipelines and valves before first fill begins in August. Why this matters? Berthoud owns 10 Windy Gap water rights which will be delivered through the C-BT system and Chimney Hollow Reservoir. Berthoud does not own storage capacity in Chimney Hollow for long-term storage, but the WG shares will be delivered through the reservoir.



The flushing of dead-end water mains and areas with taste and odor concerns are ongoing with the Water Utilities Operations staff. However, flushing efforts will be limited due to the peak water usage during the irrigation season.



Finished cleanup project of the Backwash Pond at the TOB WTP facility

Manhole Maintenance and Cleaning -QT-15D before cleaning



## Water Utility Operations:

### Locates

- 10 emergency locates
- 569 normal locates completed

### New Construction

- 24 meters installed
- 9 passed final inspections

### Billing/Service

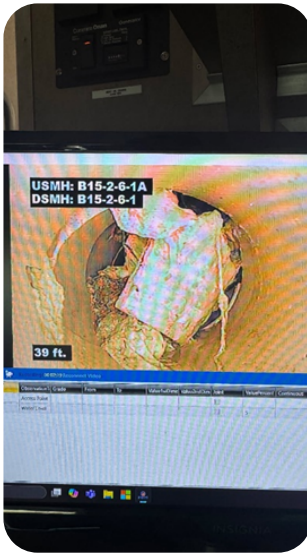
- 7 Billing work orders completed
- 9 BRAC concerns addressed
- 17 non-read repairs completed
- 45 shutoffs/ restorations completed





Water staff met with representatives from Public Works, Farmstead HOA, and Alpine Landscape to review the operation, ownership responsibilities, and emergency protocols for the newly installed non-potable irrigation system and associated cross-connection. Monthly meter readings were collected from available totalizers during routine reading operations.

Water Utility Operations staff responded to two sewer backup calls. Main lines were jetted to clear blockages, and necessary repairs were completed. The images below document the work performed.



Loveland Lake and Ditch Company (LLDC) - Outlet Gate Repair  
LLDC and Water Utilities staff utilized Midco Diving services to open Loveland Lake's outlet gate to provide water to shareholders and to Berthoud's non-potable systems until final repairs can be completed later this fall. Midco divers secured two 8" C-clamps to the outlet gate and rigged a chain hoist mechanism to a gantry crane to open the gate. Berthoud Streets Department assisted in assembling and positioning the crane above the well, while Water Utilities leveled and secured it in place. Water began flowing down the ditch on June 23rd.



1) The gantry crane 2) Berthoud Streets Department removing the 3,000 lb cement block 3) The original hand crank wheel



# Welcome



"Hey everyone, I'm Gordon, and I'm a recent graduate from CSU, a Colorado Native, and a world-class climber. I enjoy backpacking, running, cooking, hosting game nights, and scream singing in the car. Excited to be a part of the Parks Team!"



# TOWN BOARD INFORMATION

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## COMMUNITY DEVELOPMENT DEPARTMENT

|                              |                                                                                                                                                                                                |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                                                                                                                                           |
| <b>Agenda Title/Subject:</b> | <b>Continuance of the Broadmeadow Annexation<br/>from July 22, 2025 to September 9, 2025</b>                                                                                                   |
| <b>Type of Item:</b>         | <b>Consent Agenda</b>                                                                                                                                                                          |
| <b>Purpose:</b>              | <b>Consider a request to continue the Broadmeadow<br/>applications for Annexation, Neighborhood Master<br/>Plan, and Zoning, to a date certain from July 22,<br/>2025 to September 9, 2025</b> |
| <b>Presented by:</b>         | <b>Anne Johnson, Community Development Director</b>                                                                                                                                            |

**ATTACHMENTS:** There are no attachments.

### **BACKGROUND:**

The applicant, TTL Management, Inc. submitted a petition to annex approximately 63 acres of land generally located adjacent to Highway 287 and approximately 880 feet south of 42<sup>nd</sup> Street/State Highway 60. The Town Trustees determined the Petition was filed correctly at their meeting on May 27, 2025. The applicant has requested the continuance to address referral comments received during the first round of review. The Trustees approved the request to continue the application from July 8, 2025 to July 22, 2025 following more than 2 hours of leaving the public hearing portion of the request open. No public testimony was received.

### **UPDATE/NEXT STEPS**

Public notice of the hearing date will be provided in the paper as well as mailing. In the July 8, 2025 staff memo, staff indicated the public hearing would be requested to be continued from July 22, 2025 to September 9, 2025 at the applicant's request.

### **FISCAL IMPACT AND FUND SOURCE**

There is no fiscal impact to the Town in granting the continuance.

### **COMMUNITY TOUCHSTONES**

Continuing the land use application to a date certain allows staff and referral agencies adequate time to fully review the revised development plans, notify referral agencies and the public. These actions are reflective of the Town's Touchstones of sustainable development by allowing adequate review and adhering to the prescribed public process. If the applicant is not able to provide revised application materials in a timely manner to afford staff and referral agencies time for review, the hearing date will be continued again.

### **RECOMMENDED ACTION(S)**

Staff recommends approval of the continuance to September 9, 2025.



**From:** [Zell Cantrell](#)  
**To:** [Anne Johnson](#)  
**Cc:** [Troy Hazel](#); [Jonah Weiss](#)  
**Subject:** TTLC at Berthoud - Broadmeadow Annexation, Zoning, Neighborhood Master Plan  
**Date:** Monday, June 9, 2025 10:07:09 AM  
**Attachments:** [image001.png](#)  
**Importance:** High

---

Anne –

We are going to need some additional time in order to prepare a quality response to comments received in connection with the referenced applications for the Broadmeadow Development. With a better understanding of setbacks associated with the existing abandoned wells the NMP needs quite a bit of work. As discussed, please accept this email as our request and acceptance of a postponement from the currently scheduled hearing with the Town Board of Trustees on August 12 to September 9, 2025. Thank you in advance for your assistance in this matter. Please let us know if anything else is needed.

Zell O. Cantrell  
*Director of Entitlements, Colorado*



*We create attainable housing so that our children, and grandchildren, can live and prosper where we do.*

**1601 19<sup>th</sup> Street, Suite 550**  
**Denver, CO 80202**  
**C 303.437.4948**  
[thetruelifecompanies.com](http://thetruelifecompanies.com)

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# BOARD OF TRUSTEES INFORMATION



## ADMINISTRATION DEPARTMENT

|                              |                                                       |
|------------------------------|-------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                  |
| <b>Agenda Title/Subject:</b> | <b>House of Neighborly Service Utility Assistance</b> |
| <b>Type of Item:</b>         | <b>Consent Agenda</b>                                 |
| <b>Purpose:</b>              | <b>Request for Additional Funding</b>                 |
| <b>Presented by:</b>         | <b>Brian Dubois</b>                                   |

### ATTACHMENTS:

- HNS Request Letter

### BACKGROUND:

The Town staff has received a request from the House of Neighborly Services seeking an additional \$10,000 for the current utility payment assistance program. HNS has seen a significant rise in the number of residents seeking help due to increased utility costs. As a result, the current funding has depleted quicker than normal. The current funds are anticipated to run out by the end of August.

As a reminder, the current funds have come from the Town's allotted American Rescue Plan Act (ARPA) funds. This agreement allows HNS to apply the funds towards the utility bills of those in need to prevent shut-offs or any other interruptions for bills accrued over any three-month period. Utilities include Town supplied utilities such as water and wastewater, as well as private utilities like Xcel, Poudre Valley REA, and others that may affect livelihood. HNS will continue to provide the Town with reports once every quarter including amounts given and demographic info.

### UPDATE/NEXT STEPS:

- Town staff will complete remaining steps if approved by Town Board.

### FISCAL IMPACT AND FUND SOURCE:

Utility Funds will be included in the mid-year budget adjustment from the Water and Wastewater funds

### COMMUNITY TOUCHSTONES:

As the Board will recall, one of the touchstones is **Community Identity**. This opportunity to continue the partnership with a local organization to assist Berthoud residents with financial assistance.

### RECOMMENDED ACTION(S):

**Recommending the use of general funds should the Town Board approve request.**

**House of Neighborly Service**

PO Box 203

Berthoud CO 80513

[cwong@honservice.org](mailto:cwong@honservice.org)

970-342-2305

**Date:** June 12, 2025**To:**

The Honorable Board of Trustees

Town of Berthoud

807 Mountain Avenue

Berthoud, CO 80513

**Subject: Request for Additional Utility Fund Support**

Dear Members of the Board,

On behalf of Berthoud House of Neighborly Service, I would like to extend our sincere gratitude for your continued partnership and support in helping us serve the residents of Berthoud. Your commitment to the well-being of our community has made a meaningful difference in the lives of many.

We are writing to respectfully request an increase of \$10,000 to the utility assistance fund. Over the past several months, we have observed a significant rise in the number of residents seeking help due to increased utility costs. As a result, our current funding is being rapidly depleted, and we anticipate that we will exhaust our available resources by the end of August.

This additional funding would enable us to continue providing critical support to families and individuals facing financial hardship, ensuring that they can maintain access to essential utilities during the hottest months of the year.

We deeply value our collaboration with the Town of Berthoud and are committed to working together to meet the growing needs of our community. Thank you for considering this request, and please do not hesitate to reach out if you need any further information or documentation.

With appreciation,

**Cheryl Wong**Director of Communications and Development  
House of Neighborly Service



# TOWN BOARD INFORMATION



## COMMUNITY DEVELOPMENT DEPARTMENT

|                              |                                                                                                                                                  |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                                                                                             |
| <b>Agenda Title/Subject:</b> | <b>Information regarding upcoming adoption of the 2024 I-Codes (Chapter 11 of the Municipal Code)</b>                                            |
| <b>Type of Item:</b>         | <b>Regular Item</b>                                                                                                                              |
| <b>Purpose:</b>              | <b>Provide information requested by the Town Board on June 10, 2025 regarding the upcoming adoption of the 2024-International Building Codes</b> |
| <b>Presented by:</b>         | <b>Anne Johnson, Community Development Director<br/>Jon Gesick, President, Certified Building Official</b>                                       |

**ATTACHMENTS:** None

### **BACKGROUND:**

In February, 2023, the Town Board adopted the 2021 International Building Code, the International Residential Code and the International Property Maintenance Code with amendments.

The Town is proposing to adopt the 2024 version of all building Codes. The 2023 Electrical Code adopted last year and mandated by the State of Colorado will not change.

The Town Trustees were provided an overview of the proposed 2024 I-Codes on June 10, 2025. The Trustees requested additional information regarding the following four subjects:

1. Soils investigation requirements
2. Wildland – Urban Interface
3. Residential fire sprinklers in townhomes
4. Evaluation of the adoption of a water conservation code

### **UPDATE/NEXT STEPS:**

1. Soils investigation requirements.  
Section R401.4 of the 2024 IRC includes a modification related to soils investigations. The revision clarifies that seismic classification must be determined, and a seismic design category assigned, if it is Category C or greater.

While most areas in the Town of Berthoud are unlikely to meet this seismic threshold, local soils conditions are a known concern. Due to the variability and potential cost implications for homeowners, the Building Department currently requires a geotechnical (soils) investigation for all new construction. These investigations provide site-specific soil

classifications and recommendations. Structural engineers rely on these recommendations when designing foundations and other structural elements.

The Building Department continues to work with other Town departments to identify problematic soils areas and apply appropriate permit conditions to help mitigate risk and reduce negative impacts related to local geotechnical conditions.

2. Wildland-Urban Interface (WUI) Code.

The Building Department has contacted the Fire Department for their official comments on the proposed adoption of the WUI Code. The State of Colorado's Wildfire Resiliency Code Board formally adopted the WUI Code effective July 1, 2025. Local jurisdictions are required to adopt and implement the code accordingly. SAFEBuilt will continue to request input from the Fire Protection District.

3. Residential Fire Sprinklers in Townhomes.

The Building Department has requested the Fire Department's comments on the adoption of mandatory residential fire sprinkler systems in townhomes. SAFEBuilt will continue to request input from the Fire Protection District.

4. Water Conservation Code.

Town staff and the Building Department have reviewed the potential for adopting a Water Conservation Code applicable to new construction. It is recommended that any such code be adopted as **optional** rather than mandatory. This would allow builders and property owners to voluntarily follow water-saving best practices. This approach is advised due to the following considerations:

- The complexity of the water conservation code language
- Potential increases in construction costs
- Additional administrative effort required for enforcement

The Town is in the process of finalizing a Water Efficiency Plan and an outcome of this Plan will most likely be that an addendum to the Comprehensive Plan be made in early 2026 to include a Water Conservation – specific focus which is a requirement for all Comprehensive Plans prior to December 31, 2026.

The Town will be hosting a meeting with contractors and the building community in August to walk through the proposed changes so that they are informed prior to changes being implemented. Staff will present proposed changes in a public hearing this fall.

**FISCAL IMPACT AND FUND SOURCE:**

There is no financial impact to the Town in adopting the 2024 I-Codes for Building.

**COMMUNITY TOUCHSTONES:**

Consideration of this request does not negatively impact community touchstones.

**RECOMMENDED ACTION(S):**

No action is needed.

## **ORDINANCE NO. 1357**

AN EMERGENCY ORDINANCE OF THE TOWN OF BERTHOUD, COLORADO, ACTING BY AND THROUGH ITS WASTEWATER ENTERPRISE, REFRESHING AND EXTENDING DELEGATED AUTHORITY RELATED TO THE ISSUANCE AND SALE OF ITS WASTEWATER REVENUE REFUNDING BONDS; PROVIDING DETAILS IN CONNECTION WITH THE BONDS; AND DECLARING AN EMERGENCY.

WHEREAS, the Town of Berthoud, Colorado, is a statutory municipality of the State of Colorado, duly organized and operating under the constitution and laws of the State (unless otherwise indicated, capitalized terms used in this preamble shall have the meanings set forth in Section 1 of this Ordinance); and

WHEREAS, the Town is the owner and operator of a wastewater utility enterprise (the “Wastewater Enterprise”) consisting of a public wastewater system (the “Wastewater System”), which was established and has been and continues to be operated by the Town as a “water activity enterprise” within the meaning of the Water Activity Law (defined herein); and

WHEREAS, pursuant to Resolution No. 9-93, Resolution No. 7-94 and Resolution No. 11-94 of the Town, the Board of Trustees of the Town (the “Board”) has heretofore identified the sources of revenue for the fund comprising the Wastewater Enterprise as well as the identification of the appropriate expenditures from said fund comprising the Wastewater Enterprise and, pursuant to Ordinance No. 773-1997, the Town reaffirmed the establishment of the Wastewater Enterprise; and

WHEREAS, in calendar year 2023 the Wastewater Enterprise was, and in calendar year 2024 the Wastewater Enterprise continues to be operated as a government-owned business authorized to issue its own revenue bonds and receiving under 10% of annual revenue in grants from all State and local governments combined, and the Board hereby determines and reaffirms that the Wastewater Enterprise is an enterprise within the meaning of Article X, Section 20 of the Colorado Constitution; and

WHEREAS, the Board is acting hereunder as the governing body of the “Town of Berthoud Wastewater Enterprise” organized under the provisions of Title 37, Article 45.1, Colorado Revised Statutes (the “Water Activity Law”); and

WHEREAS, pursuant to Ordinance No. 1338 duly passed and adopted on May 14, 2024 (“Ordinance No. 1338”), the Board authorized the issuance of the Town’s Wastewater Revenue Refunding and Improvement Bonds, Series 2024 (the “Series 2024 Bonds” or the “Bonds”) for the purpose of refinancing certain outstanding bonds of the Town (unless otherwise indicated, capitalized terms used in this preamble shall have the meanings set forth in Section 1 of Ordinance No. 1338); and



WHEREAS, pursuant to Ordinance No. 1338, the Town Administrator (or in the Town Administrator's absence the Director of Finance and Human Resources), as the Sale Delegate thereunder, is delegated, for a period of one (1) year following the date of adoption of Ordinance No. 1338, authority to determine, within parameters, certain financial terms relating to the Bonds; and

WHEREAS, unfavorable interest rate market conditions that were beyond the Town's control prevented the sale, issuance and delivery of the Bonds prior to the expiration of the one-year delegation period; and

WHEREAS, the Board desires to refresh and extend to the Sale Delegate the authority to determine the final terms of the Bonds, as provided under Ordinance No. 1338 for a period of one year from the date of the adoption of this Ordinance.

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, COLORADO:

**Section 1. Extension of Delegated Authority.** Pursuant to the delegation of authority permitted pursuant to Section 4 of Ordinance No. 1338, the Town Administrator (or in the Town Administrator's absence the Director of Finance and Human Resources) is hereby delegated for a period of one year following the date of adoption of this Ordinance, the authority to determine the final terms of the Series 2024 Bonds (now to be known as the "Series 2025 Bonds") and certain other matters, within the express parameters set forth therein.

**Section 2. Reaffirmation of Ordinance No. 1338 and Direction to Take Action.** The authorization of the Series 2025 Bonds and all other terms of Ordinance No. 1338 are hereby reaffirmed. The Mayor, the Town Clerk and all other officers of the Town are hereby authorized and directed to execute all documents and certificates necessary or desirable to effectuate the issuance of the Bond and the refinancing contemplated by Ordinance No. 1338.

**Section 3. Ratification of Prior Action.** All actions heretofore taken (not inconsistent with the provisions of this Ordinance) by the Board or by the officers and employees of the Town directed toward the issuance of the Bonds for the purposes herein set forth in Ordinance No. 1338 are hereby ratified, approved and confirmed.

**Section 4. Headings.** The headings to the various sections and paragraphs to this Ordinance have been inserted solely for the convenience of the reader, are not a part of this Ordinance, and shall not be used in any manner to interpret this Ordinance.

**Section 5. Ordinance Irrepealable.** After any of the Bonds have been issued, this Ordinance and Ordinance No. 1338 shall constitute a contract between the Owners and the Town, and shall be and remain irrepealable until the Bonds and the interest accruing thereon shall have been fully paid, satisfied, and discharged, as herein provided.

**Section 6. Severability.** It is hereby expressly declared that all provisions hereof and their application are intended to be and are severable. In order to implement such intent, if any provision hereof or the application thereof is determined by a court or administrative body to be invalid or unenforceable, in whole or in part, such determination shall not affect, impair or invalidate any

other provision hereof or the application of the provision in question to any other situation; and if any provision hereof or the application thereof is determined by a court or administrative body to be valid or enforceable only if its application is limited, its application shall be limited as required to most fully implement its purpose.

**Section 7. Repealer.** All orders, bylaws, ordinances, and resolutions of the Town, or parts thereof, inconsistent or in conflict with this Ordinance, are hereby repealed to the extent only of such inconsistency or conflict.

**Section 8. Emergency Declaration; Recording and Authentication.** It is hereby found and determined by the Board that: (i) there exists an immediate need for the Refunding Project, in order to properly and safely serve the Town and its residents; and (ii) current interest rate conditions are favorable, allowing the Town to issue the Bonds at reasonable interest rates, and such rates may change at any time. As a result of the foregoing, the Board hereby declares that an emergency exists, and that this ordinance is necessary to the immediate preservation of the public health and safety, all in accordance with §31-16-105, C.R.S. This Ordinance shall be recorded in a book kept for that purpose, shall be authenticated by the signatures of the Mayor and the Town Clerk, and shall be published in accordance with law.

READ, PASSED AND ORDERED PUBLISHED at a meeting of the Board of Trustees of the Town of Berthoud, Colorado, this 22<sup>nd</sup> day of July, 2025.

TOWN OF BERTHOUD, COLORADO

ATTEST:

By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Town Clerk

# BOARD OF TRUSTEES INFORMATION

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## ADMINISTRATION DEPARTMENT

|                              |                                                           |
|------------------------------|-----------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                      |
| <b>Agenda Title/Subject:</b> | <b>Welcome – Newly Appointed Town Trustee Mark Brodie</b> |
| <b>Type of Item:</b>         | <b>Regular Item</b>                                       |
| <b>Purpose:</b>              | <b>To Welcome Mark Brodie to the Board of Trustees</b>    |
| <b>Presented by:</b>         | <b>Town Board</b>                                         |

### BACKGROUND:

This item is an opportunity for the Mayor and Trustees to welcome the newly appointed Town Trustee, Mark Brodie, to the Board of Trustees.

# BOARD OF TRUSTEES INFORMATION

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## ADMINISTRATION DEPARTMENT

|                              |                                                                        |
|------------------------------|------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                   |
| <b>Agenda Title/Subject:</b> | <b>Larimer County Update by Commissioner Shadduck-McNally</b>          |
| <b>Type of Item:</b>         | <b>Presentation</b>                                                    |
| <b>Purpose:</b>              | <b>Informational Presentation</b>                                      |
| <b>Presented by:</b>         | <b>Jody Shadduck-McNally, District III Larimer County Commissioner</b> |

### BACKGROUND:

This item is an informational presentation by Commissioner Shadduck-McNally.



# TOWN BOARD INFORMATION



## COMMUNITY DEVELOPMENT DEPARTMENT

|                              |                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Agenda Title/Subject:</b> | <b>Resolution 13 (Series 2025), a Resolution approving the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan, and Ordinance 1354, an Ordinance amending the zoning map of the Town of Berthoud to rezone the Farmstead 3<sup>rd</sup> Filing property currently zoned PUD - Planned Unit Development to SR - Suburban Residential, SC – Suburban Commercial, and UR – Urban Residential.</b> |
| <b>Type of Item:</b>         | <b>Public Hearing</b>                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Request:</b>              | <b>Request to accept the Neighborhood Master Plan for the Farmstead 3<sup>rd</sup> Filing property and to change the existing zoning to align the proposed development with the vision found in the 2021 Comprehensive Plan future land use map.</b>                                                                                                                                                |
| <b>Presented by:</b>         | <b>Tawn Hillenbrand, Planning Manager</b>                                                                                                                                                                                                                                                                                                                                                           |

### ATTACHMENTS:

- Staff Report with application materials
- Planning Commission Minutes (signed)
- Resolution 13 (Series 2025) and Ordinance 1354

### BACKGROUND:

The current request consists of four (4) undeveloped parcels. The four parcel total approximately 124-acres. Three of the subject parcels were annexed to the Town in 1997 while the fourth parcel was annexed in 1998. The four parcels were zoned PUD in April 2000.

The intent of the Neighborhood Master Plan and Rezone request, to rezone to SR - Suburban Residential, SC – Suburban Commercial, and UR – Urban Residential, is to align land uses with the vision and intent of the Comprehensive Plan and Future Land Use Map while also allowing the future development of the proposed residential and commercial lots. The Comprehensive Plan Future Land Use Map is not legislative in nature such as a zoning district boundary. The Future Land Use Map is a vision document to guide future development.

This is the second application for the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan and Rezone. The first application was withdrawn by the applicant on September 12, 2024, to allow the applicant time to address requested changes made by the school district, to the future school site location and to address neighbor concerns.

**UPDATE/NEXT STEPS:**

Tonight, the Town Board of Trustees will hear two requests of the applicant. The first will be the Neighborhood Master Plan. The purpose of the Neighborhood Master Plan is to conceptualize the overall character of a future subdivision inclusive of “zoning, transportation, pedestrian network, parks, open space, subdivision identity standards and other amenities.” The second request is the Change of Zone which should be a simple public hearing if the Neighborhood Master Plan is approved as the Change of Zone is simply a map illustrating zoning boundaries which conform to the Neighborhood Master Plan

The applicant will be required to record the Neighborhood Master Plan and Change of Zone if approved by the Town Board of Trustees. Following recording of the documents, the next step would be a Preliminary Plat which would be presented in a public hearing before both the Planning Commission and the Town Board of Trustees. The Preliminary Plat review phase includes review of the Construction Documents (80%), referral agency review, analysis of the utilities and infrastructure planned for the project, off-site and on-site improvements, for example. If approved, the final planning process step would be a public hearing before the Planning Commission for a Final Plat. The Final Plat phase includes review of the Construction Documents (100%), referral agency review, analysis of the utilities and infrastructure planned for the project, off-site and on-site improvements, for example. The Final Plat can encompass all or a portion of the project. Both the Preliminary and Final platting must adhere to the Neighborhood Master Plan.

Referral agencies such as the school district, fire protection district, utility and infrastructure providers, for example have reviewed the Neighborhood Master Plan and the Change of Zone applications. Referral agency comments at this phase are incorporated into the Staff Report and are used by the applicant when they are preparing their next land use application materials for review. Sanitary sewer and water main engineering designs, the need for water dedication, and school bus stop locations, if needed, for example are reviewed at the Preliminary Plat and Final Plat stages. The developer will provide Construction Documents with these next two phases of development, and these will be reviewed by the Town Engineer and supportive agencies.

**FISCAL IMPACT AND FUND SOURCE:**

There is no negative impact to the Town in consideration of this request to rezone the property in conformance with the 2021 Comprehensive Plan update. Public notice is funded through fees paid by the applicant. Development review is funded through fees paid by the applicant.

**COMMUNITY TOUCHSTONES:**

Consideration of this request does not negatively impact community touchstones and in fact is supportive of the 2021 Comprehensive Plan update. The applicant's request for Neighborhood Master Plan and Rezone illustrates a change to align the proposal with the vision of continued growth within the Town's utility service area. Suburban Residential, Suburban Commercial, and Urban Residential zoning classifications are proposed and align more closely with the Comprehensive Plan's vision for all three districts. Additional open space and park space coupled with greater diversity of housing types have been provided.

**RECOMMENDED ACTION(S):**

Planning Commission heard the request for approval for the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan and Rezone at their June 26, 2025, public meeting and voted unanimously to send their recommendation of approval to the Town Board of Trustees.



**Garden  
Spot of  
Colorado**

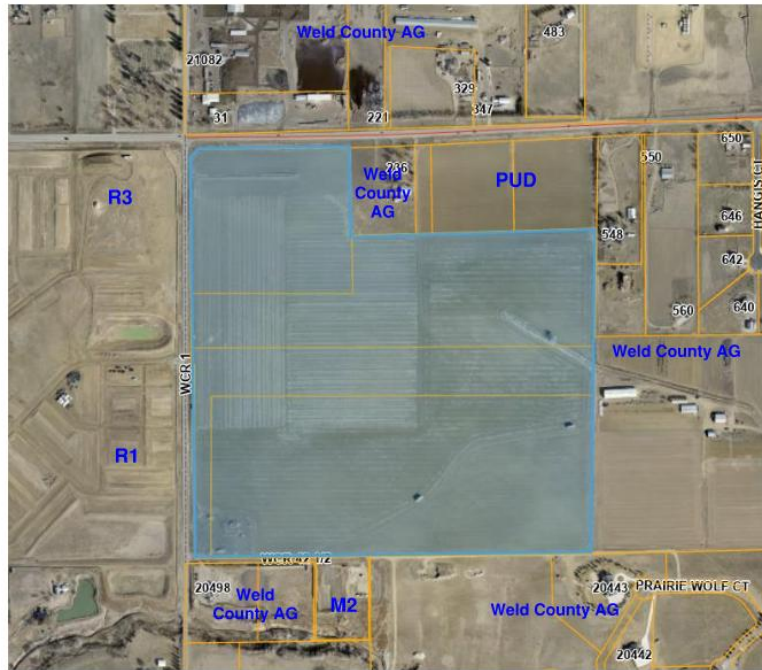
807 Mountain Avenue | PO Box 1229 | Berthoud, CO 80513 | O: 970.532.2643 | F: 970.532.0640 | [Berthoud.org](http://Berthoud.org)

## STAFF REPORT: FARMSTEAD 3<sup>rd</sup> FILING NEIGHBORHOOD MASTER PLAN AND REZONING

**DATE: July 22, 2025**

### GENERAL INFORMATION

|                                             |                                                                                                                                                                                                                                                                                                                                                                              |                        |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>Applicant:</b>                           | <b>Cathy Mathis – TB Group and Steve Schroyer – Schroyer Resources</b>                                                                                                                                                                                                                                                                                                       | <b>Size: 124 acres</b> |
| <b>Site Location:</b>                       | <p>This property is located at the southeast corner of Mountain Avenue (Highway 56) and Weld County Road 1. Parcel # 106119201003, #106119200076, #106119000064, and #106119000065<br/>Subject Property highlighted in blue.</p>                                                          |                        |
| <b>Applicant's Request:</b>                 | <p>The Applicant is requesting to rezone the subject property from PUD – Planned Unit Development to SR – Suburban Residential, SC – Suburban Commercial, and UR – Urban Residential, and Neighborhood Master Plan for a proposed development consisting of residential and commercial lots.</p>                                                                             |                        |
| <b>Surrounding Property Current Uses:</b>   | <p>North across Mountain Avenue: agriculture and residential<br/> North adjacent: undeveloped/agriculture and residential; undeveloped (Town property) to be developed with Newell Park<br/> West: undeveloped Farmstead 2<sup>nd</sup> and 4<sup>th</sup> Filings.<br/> South: Berthoud Gun Club and undeveloped (Town property)<br/> East: agriculture and residential</p> |                        |
| <b>Surrounding Property Current Zoning:</b> | <p>*see map next page</p>                                                                                                                                                                                                                                                                                                                                                    |                        |



|                                                                 | <b><u>PUD</u></b>             | <b><u>SC</u></b>                                                              | <b><u>SR</u></b>                                                           | <b><u>UR</u></b>                                                |
|-----------------------------------------------------------------|-------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>Max Density</b>                                              | Set at FDP                    | N/A                                                                           | N/A                                                                        | N/A                                                             |
| <b>Min. Lot Size</b>                                            | Set at FDP                    | 4,000 sq. ft.                                                                 | 2,500 sq. ft. (detached house)<br>1,600 sq. ft. (townhome)                 | 2,500 sq. ft. (urban residential)<br>1,600 sq. ft. (townhomes)  |
| <b>Min. Lot Width</b>                                           | Set at FDP                    | N/A                                                                           | 40-feet (detached house)<br>16-feet (townhomes)                            | 25-feet (urban residential)<br>16-feet (townhome)               |
| <b>Front Setback</b>                                            | Set at FDP                    | 50% of Building within 10-feet minimum                                        | 20-feet or 10-feet based on front loaded or rear loaded garage             | 8'-12' for urban residential, townhomes                         |
| <b>Side Setback</b>                                             | Set at FDP                    | 50% of the Building within 10-feet                                            | 5-feet; 10-feet (side corner)                                              | 5-feet (zero for attached lot line for townhome)                |
| <b>Rear Setback</b>                                             | Set at FDP                    | 10-feet                                                                       | 20-feet or 5-feet based on front loaded or rear loaded garage              | 5-feet with rear loaded garage for urban residential, townhomes |
| <b>Building Height:</b>                                         | Set at FDP                    | 40-feet                                                                       | 30-feet                                                                    | 30-feet for urban residential, townhomes                        |
| <b><i>SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS</i></b> |                               |                                                                               |                                                                            |                                                                 |
| <b><u>Adjacent Zoning</u></b>                                   |                               | <b><u>Adjacent Land Uses</u></b>                                              | <b><u>Setbacks for Adjacent Zoning/<br/>Buffer required if rezoned</u></b> |                                                                 |
| <b>North:</b>                                                   | <b>PUD and Weld County AG</b> | Single-family Residential/agriculture; PUD lots owned by the Town of Berthoud | N/A                                                                        |                                                                 |
| <b>South:</b>                                                   | <b>M2 and Weld County AG</b>  | Berthoud Gun Club and undeveloped                                             | N/A                                                                        |                                                                 |
| <b>East:</b>                                                    | <b>Weld County AG</b>         | Residential and agriculture                                                   | N/A                                                                        |                                                                 |
| <b>West:</b>                                                    | <b>R3 and R1</b>              | Undeveloped; future residential                                               | N/A                                                                        |                                                                 |



Proposal

The applicant is proposing the following two requests: Neighborhood Master Plan and Rezone from PUD – Planned Unit Development to SR – Suburban Residential, SC – Suburban Commercial, and UR – Urban Residential for the Farmstead 3<sup>rd</sup> Filing. The Neighborhood Master Plan shows commercial at the northwest corner transitioning to higher density residential lots for the remaining portion along Mountain Avenue, single-family alley loaded lots south along Weld County Road 1 as well as along the northeast corner, a future public-school site at the east-central property line, and lower density residential lots on the remaining portions of the site. The zoning map similarly shows SC – Suburban Commercial at the northwest corner, UR – Urban Residential along Weld County Road 1, and SR – Suburban Residential for the remaining portions of the site.

Background

The subject project is currently zoned PUD – Planned Unit Development. According to project records, three of the four parcels were annexed in 1997 while the fourth parcel was annexed in 1998. The parcels were zoned PUD in April 2000.

The subject parcels were included in the Farmstead 2<sup>nd</sup> Filing Neighborhood Master Plan (NMP) which was approved in 2021. The Farmstead 2<sup>nd</sup> Filing included the subject property as well as the land directly to the west across Weld County Road 1. At that time, in 2021, the properties to the west were rezoned as a matter of function and proximity to existing utilities. The intent was to rezone the parcels to the west of Weld County Road 1, what is now being referred to as Farmstead 3<sup>rd</sup> Filing, at a later date as development became more feasible. Four years later, the proposed Farmstead 3<sup>rd</sup> Filing is relatively consistent with the Farmstead 2<sup>nd</sup> Filing NMP approved in 2021. The overall total density has been reduced with the current proposal and modifications have been made to the proposed commercial areas.

Over the course of the last few years, the Town has phased out the PUD process and the PUD zone district is no longer a preferred zone district. The Town has strongly encouraged property owners with PUD zoned properties to transition their projects to a current zone district rather than continuing with the PUD-FDP process. By doing so, developers can alter their development plans to align more closely with the vision found in the most recent vision update to the Comprehensive Plan. The Comprehensive Plan’s future land use map is a guiding document and is not a set boundary such as the Zoning Map. Applicants for re-zoning provide information on how the intent of the Comprehensive Plan future land use map can be met by the rezoning request.

This is the second application for the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan and Rezone. The first application was withdrawn by the applicant on September 12, 2024, to allow the applicant time to address requested changes, made by the school district, to the future school site location and to address neighbor concerns.

Neighborhood Master Plan

The Neighborhood Master Plan is a conceptual design of the development, submitted with a rezoning or major subdivision application, that depicts the applicant’s vision for the overall development, including zoning, transportation, pedestrian network, parks, open space, subdivision identity standards and other amenities. The Neighborhood Master Plan is binding on a development, and all future platting/zoning actions must follow the approved plan or apply for an amendment of said plan. Section 30-6-106 of the municipal code states that a Neighborhood Master Plan must consist of the following required elements:

| 30-6-106(E) Required Elements                                                                                                                                                                                                                                                                                | Finding | Rationale                                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. <u>Traffic Plan</u> : The applicant shall provide a preliminary traffic plan that addresses the following elements:<br><div><div>i. The proposed street network connectivity to the existing road network, including all proposed access points.</div><div>ii. The location and layout of all</div></div> | Yes     | <div><div>i. The proposed development would connect to the existing road network via connections to Mountain Avenue (Highway 56) and Weld County Road 1.</div><div>ii. The project does not propose arterial or collector roads within the development. Local Roads are proposed throughout the site to</div></div> |

| <p>arterial and collector roads within the development. Local streets and alleys do not need to be depicted.</p> <p>iii. A preliminary traffic impact study prepared by a licensed traffic engineer which evaluates proposed access points, the existing street system, and any need for any road improvements (including off-site improvements) created by the proposed development.</p> |         | <p>iii. provide adequate traffic flow connecting primarily to Weld County Road 1. A preliminary traffic impact study/analysis was provided with the submittal. The Town Engineer reviewed the traffic impact study/analysis and found that the on-site and off-site impacts from the anticipated traffic will be mitigated, and such mitigation will be provided with the Preliminary Plat application</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 30-6-106(E) Required Elements                                                                                                                                                                                                                                                                                                                                                             | Finding | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p>2. <u>Open Space Plan</u>: The applicant shall provide a preliminary open space plan that addresses the following elements:</p> <p>i. Proposed open space distribution and location, including percentage of open space.</p> <p>ii. Compliance with 30-2-109(D)(4) open space elements.</p> <p>iii. Required buffer areas as per 30-2-109(C)(2)</p>                                    | Yes     | <p>i. An open space plan was provided as part of the Neighborhood Master Plan. Farmstead is a master-planned community and includes Farmstead 2<sup>nd</sup> Filing located on the west side of Weld County Road 1. Open Space was incorporated into the overall master plan to ensure development of a cohesive community, with amenities and open space strategically located to serve the neighborhoods. For the purposes of calculating open space requirements, Staff includes Farmstead 2<sup>nd</sup> Filing. Although the open space provided in Farmstead 3<sup>rd</sup> Filing is less than 10% (of total site area) at 5.1 acres or 4.1%, Farmstead 2<sup>nd</sup> Filing provided 17.8% or 16.9 acres. When combining the additional 7.39 acres in Farmstead 2<sup>nd</sup> Filing with the 5.1 acres of Farmstead 3<sup>rd</sup> Filing, the 10% requirement is met at 12.49 acres of open space for Farmstead 3<sup>rd</sup> Filing. In summation, Farmstead 3<sup>rd</sup> along with Farmstead 2<sup>nd</sup> Filing is meeting the open space requirement.</p> <p>ii. By code, the applicant would be required to provide three open space elements for the Farmstead 3<sup>rd</sup> Filing. The project provides one element, a Trailhead, with the remaining three elements having been fulfilled with the Farmstead 2<sup>nd</sup> Filing. See Master Planned Community information noted above.</p> <p>iii. There are no required buffer areas with this request.</p> |

| 30-6-106(E) Required Elements                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Finding | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. <u>Park(s) Plan:</u><br>i. Proposed park locations and types of parks as per Section 30-2-109(B)(2) and (3)<br>ii. Proposed park acreage as per Section 30-2-109(B)(2)                                                                                                                                                                                                                                                                                                       | Yes     | (i.-ii.) Parks are provided in accordance with 30-2-109(B)(2) and (3). A full list of how the project meets these requirements can be found on Sheet 2 and Sheet 3 of the NMP.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4. <u>Pedestrian Network:</u><br>i. Location of all trails within development, and connection to existing trail network.<br>ii. Connectivity of sidewalks to the existing pedestrian system, including any off-site sidewalk improvements.<br>iii. Depiction of any bike lanes or any other multi-modal features.                                                                                                                                                               | Yes     | i. Locations of all trails are depicted on the NMP. Connections are provided to the existing trail network, and additional trails are provided throughout the project, including a Planned Neighborhood and Planned Regional Trail as depicted in the Berthoud Trails Master Plan.<br>ii. Sidewalks will be constructed along the frontages of all properties and will then connect to the existing pedestrian system.<br>iii. Bike lanes are not proposed nor required along the Local Roads internal to the site. Bike lanes will be required along Weld County Road 1 and will be required as part of this development.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5. <u>Zoning:</u><br>i. The location of zoning boundaries shall be provided with the application and depicted on the Neighborhood Master Plan.<br>ii. The plan should show how lot diversity standards of Section 30-2-116(D)(1)(c), are met and create a mix of zoning which is harmonious with the surrounding area, and within the property itself.<br>iii. Density and lot diversity shall be distributed throughout the project and shall not be located in only one area. | Yes     | i. In addition to the Neighborhood Master Plan, this project also includes a rezoning request. The Neighborhood Master Plan identifies the project showing the proposed zoning changes.<br>ii. The proposed zoning districts will be consistent with the neighboring residential districts as well as proposed commercial districts to the west in Farmstead 2 <sup>nd</sup> Filing. The proposed Suburban Commercial (SC) district at the northwest corner adjacent to the Mountain Avenue and Weld County Road 1 intersection, is appropriate for the placement of commercial. The proposed Suburban Residential (SR) zoning district provides a transition from this intersection to the east and south. The Urban Residential (UR) district is proposed south of the commercial area and adjacent to Weld County Road 1. This provides opportunities for higher density residential along this road corridor and provides a transition to the proposed Suburban Residential to the east and the Weld County zoned AG-Agriculture beyond this development.<br>iii. Density and diversity are distributed throughout the residential portions of the project. |
| 6. <u>Overall Utility Plan:</u><br>i. A preliminary utility plan depicting the existing capacity of the utility                                                                                                                                                                                                                                                                                                                                                                 | Yes     | (i. – iv.) A preliminary utility plan has been provided showing the water line and sewer line connections capacity and demand, and where the lines would be                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

| <p>system for both the proposal and any potential future development.</p> <p>ii. Proposed connections to the existing utility system.</p> <p>iii. The location of any proposed or required lift stations.</p> <p>iv. Utility plans for the interior of the development (such as water and sewer service lines) are not required as part of this process.</p> |         | <p>located to verify the project can served by utilities. The project will connect to existing Town of Berthoud utilities through connections in Weld County Road 1 and from the property to the south. Baseline Engineering noted in their review of the preliminary utility plan that a proposed sanitary line needs to be upsized to accommodate the development. This requirement is noted as a condition of approval to be addressed at the Preliminary Plat submittal.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 30-6-106(E) Required Elements                                                                                                                                                                                                                                                                                                                                | Finding | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p>7. <u>Subdivision Identity Standards:</u></p> <p>i. The applicant shall provide compliance with subdivision identity standards found in Section 30-2-131.</p>                                                                                                                                                                                             | Yes     | <p>i. Code requires the proposed development to provide eight subdivision identity and place elements. The applicant has chosen to provide eight: trails (3 elements), entryway element (1 element), pollinator garden (1 element), alley-loaded streets (2 elements), and artwork (1 element).</p>                                                                                                                                                                              |



### Neighborhood Master Plan Review Criteria

Section 30-6-106(G) states that the town shall use the following criteria in addition to other applicable provisions of the code to evaluate the application.

| 30-6-106(E) Required Elements                                                                                                                                                                                                                         | Finding | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. The land use mix within the project conforms to Berthoud's Zoning District Map and Comprehensive Plan Preferred Land Use Map and furthers the goals and policies of the Comprehensive Plan.                                                        | Yes     | <p>The Preferred Land Use plan [future land use map] envisions this area as Suburban Business adjacent to Mountain Avenue (Hwy 56), Urban Residential for a portion directly below the Suburban Business and adjacent to Weld County Road 1, and Suburban Residential for the remainder of the site. The vision of the Future Land Use map suggests a transition from higher intensity uses along Mountain Avenue with lower intensity uses to the south. Additionally, the northwest corner of the property is located in the Mountain Avenue Overlay, specifically Berthoud East Character District. Appropriate transitions from residential neighborhoods to mixed-use or commercial development is desired in this area at the corner of Weld County Road 1 and Mountain Avenue.</p> <p>The proposed Farmstead 3<sup>rd</sup> Filing NMP provides an appropriate transition from higher intensity commercial at the northwest corner and townhomes along Mountain Avenue to single-family detached rear loaded lots along Weld County Road 1 transitioning back to townhomes along the southern property line. Moving east, into the site, a variety of single-family detached lot types are provided. The proposed development furthers the goals and policies of the Comprehensive Plan, specifically housing diversity and creating a strong community. The future land use map is a vision/guiding tool and is not legislative in nature such as zone district boundaries.</p> |
| 2. The Neighborhood Master plan represents a functional system of land use and is consistent with the rationale and criteria set forth in this Chapter, the Town Comprehensive Plan, and the Parks, Open Space and Recreation (PORT) Plan as amended. | Yes     | <p>The proposed plan is consistent with this criterion. The proposed transition from the higher intensity or higher density uses along both Mountain Avenue and Weld County Road 1, to lower density residential moving east-southeast across the site creates a functional system of land use that is consistent with Code and the Comprehensive Plan. The project will extend existing roadways to service the proposed lots allowing for a more connected neighborhood design. Additionally, the trail system proposed will allow connections throughout the project and into neighboring areas.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| 30-6-106(E) Required Elements                                                                                                                                                                                      | Finding    | Rationale                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>3. The preliminary traffic, open space, park utility and pedestrian design is adequate and functional given the existing and planned capacities of each system, and meets the standards found in this Code.</p> | <p>Yes</p> | <p>Plans were reviewed by Town staff as well as outside referral agencies. No deficient capacity issues were identified.</p> <p>Three roundabouts are near construction at the intersection of Weld County Road 1 and Mountain Avenue, Nebraska Avenue, and Tenderfoot Drive as part of the greater Farmstead development. These traffic amenities will assist in mitigating traffic concerns.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>4. Negative impacts on adjacent land uses have been identified and satisfactorily mitigated.</p>                                                                                                                | <p>Yes</p> | <p>Impacts to neighboring properties have been mitigated through multiple access points as to not create congested roadways, as well as placing the higher intensity uses (commercial) at the northwest corner adjacent to the Mountain Avenue and Weld County Road 1 intersection. A 42.3-foot open space buffer has been provided between the proposed townhomes lots at the north property line adjacent to Mountain Avenue and the Town's future park site to the east and an 18.3-foot open space buffer has been provided between the proposed single-family residential lots and the Town's future park site to the east. Additionally, single-family residential lots are proposed along the east and a portion of the north property line not adjacent to Mountain Avenue, where some existing agriculture and residential uses are located.</p> <p>A neighboring property owner, along the northern portion of the east property line, expressed concerns related to their existing Alpaca farm operations and the proposed development; specifically related to the health and wellbeing of their Alpaca. It is Staff's understanding that the applicant, LGI Homes, has taken steps to mitigate the neighboring property owners' concerns by creating an approx. 23-foot landscape buffer, including large trees, and privacy fencing along a portion of the east property line and providing alley loaded lots adjacent to a portion of the east property line to avoid adjoining residential backyards with the agricultural uses. In total the applicant is proposing an approximate 59-65 feet of total buffer from the back of any home abutting the existing agriculture use and the shared property line. It is Staff's belief that the applicant has made good faith effort to mitigate the adjacent property owner's concerns and impacts to the existing agriculture use. Correspondence between LGI Homes and the adjacent property owner is provided as an attachment to this report. Also included as an</p> |

|                                                                                                                                                                                                       |         | attachment is an exhibit reflecting the proposed buffering and alley loaded lot layout.                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 30-6-106(E) Required Elements                                                                                                                                                                         | Finding | Rationale                                                                                                                                                                                                                   |
| 5. There is a need or desirability within the community for the development and the development will help achieve a balance of land use and/or housing types within Berthoud according to town goals. | Yes     | The proposed project is consistent with the Future Land Use Map in the Comprehensive Plan. The proposed Neighborhood Master Plan provides a balance of single-family detached lots, townhomes, and limited commercial lots. |

### Rezoning

The subject project is currently zoned PUD – Planned Unit Development. According to project records, three of the four parcels were annexed in 1997 while the fourth parcel was annexed in 1998. The four parcels were zoned PUD in April 2000.

The subject parcels were included in the Farmstead 2<sup>nd</sup> Filing Neighborhood Master Plan (NMP) which was approved in 2021. At that time, in 2021, the properties to the west were rezoned as a matter of function and proximity to existing utilities. The intent was to rezone the parcels to the west of Weld County Road 1, what is now being referred to as Farmstead 3<sup>rd</sup> Filing, at a later date as development became more feasible. Four years later, the proposed Farmstead 3<sup>rd</sup> Filing is relatively consistent with the Farmstead 2<sup>nd</sup> Filing NMP approved in 2021.

As noted previously, over the course of the last few years, the Town has phased out the PUD process and the PUD zone district is no longer a preferred zone district. The Town has strongly encouraged property owners with PUD zoned properties to transition their projects to a current zone district rather than continuing with the PUD-FDP process. By doing so, developers can alter their development plans to align more closely with the vision found in the most recent vision update to the Comprehensive Plan.

The proposed commercial area would be focused in the SC – Suburban Commercial zoned area at the northwest corner of the site, while the residential uses would be focused in the SR – Suburban Residential and Urban Residential zoned areas. This request is consistent with the Future Land Use Map contained in the Comprehensive Plan.

Rezoning is addressed through an official zoning map amendment. Section 30-3-110(D) states for the purpose of establishing and maintaining sound stable and desirable development within the Town, the Zoning Map shall not be amended except when it addresses one or more of the criteria in the following table.

| 30-3-110(D) Zoning Map Amendment Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Finding | Rationale                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. To correct a manifest error in an ordinance establishing the zoning for a specific property; or</li> <li>2. To rezone an area or extend the boundary of an existing district because of changed or changing conditions in a particular area or in the Town generally; or</li> <li>3. The land to be rezoned was zoned in error and as presently zoned is inconsistent with the policies and goals of the Town Comprehensive Plan; or</li> </ol> | Yes     | <p>Staff finds that the proposed rezoning meets criteria</p> <p>2. The town has shifted away from Planned Unit Developments, and the proposed rezoning will help create more consistency between the project and what is intended in the Future Land Use map in the Comprehensive Plan.</p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p>4. The proposed rezoning is necessary to provide land for a community-related use that was not anticipated at the time of the adoption of the Town Comprehensive Plan, and the rezoning will be consistent with the policies and goals of the Comprehensive Plan; or</p> <p>5. The area requested for rezoning has changed or is changing to such a degree that it is in the public interest to encourage development or redevelopment of the area.</p> |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

## PUBLIC NOTICE AND COMMENT

Notice of the Town Board of Trustees Public Hearing has been mailed to property owners within 500 feet of the subject property June 9, 2025, a legal ad published June 8, 2025, and the property was posted as required by the Development Code by the applicant on June 9, 2025. As of the drafting of this staff report, staff has received one written public comment on the proposed request.

Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan and Rezone request application completed three (3) rounds of referral agency review in the following sequence:

- 1<sup>st</sup> submittal received Nov. 12, 2024 - staff and referral agency review letter sent to applicant on Dec. 31, 2025
- 2<sup>nd</sup> submittal received Mar. 3, 2025 - staff and referral agency review letter sent to applicant on Apr. 3, 2025
- 3<sup>rd</sup> submittal received Apr. 28, 2025 - final staff and referral agency review letter sent to applicant on May 20, 2025

## FINDINGS AND RECOMMENDATIONS

**Planning Commission heard the request for approval of the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan and Rezone at their June 26, 2025 public meeting and provide the following recommendations:**

### **Neighborhood Master Plan**

**Planning Commission voted unanimously to send their recommendation for approval of the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan to the Town Board of Trustees.**

### **Rezoning**

**Planning Commission voted unanimously to send their recommendation for approval of the Farmstead 3<sup>rd</sup> Filing Rezone request to rezone from PUD – Planned Unit Development to SR – Suburban Residential, SC – Suburban Commercial, and UR – Urban Residential to the Town Board of Trustees.**

## Attachments

1. Application forms
2. Project Narratives
3. Neighborhood Master Plan
4. Rezoning Map
5. Preliminary traffic memos
6. Correspondence provided by LGI Homes, between LGI Homes and adjacent property owner, regarding mitigating impacts on Alpaca farm
7. Exhibit for northeast corner showing buffer and alley loaded lot layout
8. Public Comment





Town of Berthoud  
807 Mountain Ave.  
P.O. Box 1229  
Berthoud, CO 80513  
970.532.2643

## DEVELOPMENT REVIEW APPLICATION

All required information must be provided before submittal will be accepted and deemed complete.  
To be complete, the application must include all items identified on the submittal checklist.  
Please complete both sides of application form.

|                                                                                       |                                                       |                                                           |
|---------------------------------------------------------------------------------------|-------------------------------------------------------|-----------------------------------------------------------|
| <b>Parcel Number(s):</b> 106119201003, 106119200076, 10611900064, 106119000065        |                                                       |                                                           |
| <b>Site Address:</b> N/a                                                              |                                                       |                                                           |
| <b>Project Name:</b> Farmstead Third Filing Neighborhood Master Plan and Rezone       |                                                       |                                                           |
| <b>Brief description of project:</b><br>NMP for 562 lots and 30K of commercial        |                                                       |                                                           |
| <b>APPLICATION TYPE (Check as appropriate):</b>                                       |                                                       |                                                           |
| <input type="checkbox"/> Annexation                                                   | <input type="checkbox"/> Preliminary Subdivision Plat | <input type="checkbox"/> Final Site Plan                  |
| <input checked="" type="checkbox"/> Rezoning                                          | <input type="checkbox"/> Final Subdivision Plat       | <input type="checkbox"/> PUD Amendment                    |
| <input type="checkbox"/> Concept Plan                                                 | <input type="checkbox"/> Plat Amendment               | <input type="checkbox"/> PUD Preliminary Development Plan |
| <input type="checkbox"/> Minor Subdivision                                            | <input type="checkbox"/> Oil and Gas                  | <input type="checkbox"/> PUD Final Development Plan       |
| <input type="checkbox"/> Special Use Review                                           | <input type="checkbox"/> ROW Vacation                 | <input checked="" type="checkbox"/> Other <u>NMP</u>      |
| <b>APPLICANT</b>                                                                      |                                                       |                                                           |
| Name: Cathy Mathis, TB Group                                                          |                                                       |                                                           |
| E-mail: cathy@tbgroup.us                                                              | Mailing Address: 444 Mountain Avenue                  |                                                           |
| Phone: 970.532.5891                                                                   | City/State/Zip: Berthoud CO 80513                     |                                                           |
| <b>CONTACT PERSON (will receive correspondence from Town Staff/Referral Agencies)</b> |                                                       |                                                           |
| Name: Steve Schroyer                                                                  |                                                       |                                                           |
| E-mail: steve@schroyerresources.com                                                   | Mailing Address:                                      |                                                           |
| Phone: steve@schroyerresources.com                                                    | City/State/Zip:                                       |                                                           |
| <b>OWNER(S) (If different than applicant)</b>                                         |                                                       |                                                           |
| Name: LGI Homes- Colorado LLC                                                         |                                                       |                                                           |
| E-mail: kacy.flemons@lgihomes.com                                                     | Mailing Address: 1450 Lake Robbins Dr., Suite 430     |                                                           |
| Phone: 720.563.7701                                                                   | City/State/Zip: 1450 Lake Robbins Dr., Suite 430      |                                                           |
| <b>CONSULTANT (Engineer, Surveyor, or Planner)</b>                                    |                                                       |                                                           |
| Name: Cathy Mathis, TBGroup                                                           |                                                       |                                                           |
| E-mail: cathy@tbgroup.us                                                              | Mailing Address: 444 Mountain Avenue                  |                                                           |
| Phone: 970.532.5891                                                                   | City/State/Zip: Berthoud CO 80513                     |                                                           |

| LAND USE INFORMATION                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                               |                                                                                       |                |                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------|----------------|
| <b>Existing Use:</b> Vacant                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                               |                                                                                       |                |                |
| <b>Proposed Use:</b> Residential & Commercial                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                               |                                                                                       |                |                |
| <b>Existing Zoning:</b> PUD                                                                                                                                                                                                                                                                                                                                            | <b>Adjacent zoning / land use:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                               |                                                                                       |                |                |
| <b>Proposed Zoning: (if applicable):</b>                                                                                                                                                                                                                                                                                                                               | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">East Side: Ag</td> <td style="width: 50%; padding: 5px;">North Side: Ag</td> </tr> <tr> <td style="width: 50%; padding: 5px;">West Side: R-3</td> <td style="width: 50%; padding: 5px;">South Side: Ag</td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | East Side: Ag                                                                                                                                                 | North Side: Ag                                                                        | West Side: R-3 | South Side: Ag |
| East Side: Ag                                                                                                                                                                                                                                                                                                                                                          | North Side: Ag                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                               |                                                                                       |                |                |
| West Side: R-3                                                                                                                                                                                                                                                                                                                                                         | South Side: Ag                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                               |                                                                                       |                |                |
| <b>Number of acres:</b> 126.3                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                               |                                                                                       |                |                |
| <b>Proposed Access:</b> County Line Rd.                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                               |                                                                                       |                |                |
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| <b>Water:</b> Town of Berthoud                                                                                                                                                                                                                                                                                                                                         | <b>Sewer:</b> Town of Berthoud                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                               |                                                                                       |                |                |
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| <input checked="" type="checkbox"/> Future Single Family<br><input type="checkbox"/> Duplex<br><input type="checkbox"/> Multi-family<br>(# of units:        )                                                                                                                                                                                                          | <input checked="" type="checkbox"/> Townhouse<br><input type="checkbox"/> Condominium                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                               |                                                                                       |                |                |

**Signatures are required for ALL Property Owners and the Applicant**

I hereby certify that I am the lawful owner of the parcel(s) of land that this application concerns and consent to the action. I hereby permit Town of Berthoud staff to enter upon the property for the purposes of inspection relating to the application. Building Permits will not be accepted while this application is in process.

Property Owner(s): Signed by:  
*Cathy Flemons*  
83C28E6137BD4AE... Date: 10/22/2024

Property Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

In submitting the application materials and signing this application agreement, I acknowledge and agree that the application is subject to the applicable processing and public hearing requirements set forth in the Development Code.

Applicant: Cathy Mathis Date: 10.23.24

|                            |                     |              |
|----------------------------|---------------------|--------------|
| <b>FOR OFFICE USE ONLY</b> | <b>Received By:</b> | <b>Date:</b> |
|----------------------------|---------------------|--------------|



Town of Berthoud  
807 Mountain Ave.  
P.O. Box 1229  
Berthoud, CO 80513  
970.532.2643

## DEVELOPMENT REVIEW APPLICATION

All required information must be provided before submittal will be accepted and deemed complete.  
To be complete, the application must include all items identified on the submittal checklist.  
Please complete both sides of application form.

|                                                                                       |                                                       |                                                           |
|---------------------------------------------------------------------------------------|-------------------------------------------------------|-----------------------------------------------------------|
| <b>Parcel Number(s):</b> 106119201003, 106119200076, 10611900064, 106119000065        |                                                       |                                                           |
| <b>Site Address:</b> N/a                                                              |                                                       |                                                           |
| <b>Project Name:</b> Farmstead Third Filing Neighborhood Master Plan and Rezone       |                                                       |                                                           |
| <b>Brief description of project:</b><br>NMP for 562 lots and 30K of commercial        |                                                       |                                                           |
| <b>APPLICATION TYPE (Check as appropriate):</b>                                       |                                                       |                                                           |
| <input type="checkbox"/> Annexation                                                   | <input type="checkbox"/> Preliminary Subdivision Plat | <input type="checkbox"/> Final Site Plan                  |
| <input checked="" type="checkbox"/> Rezoning                                          | <input type="checkbox"/> Final Subdivision Plat       | <input type="checkbox"/> PUD Amendment                    |
| <input type="checkbox"/> Concept Plan                                                 | <input type="checkbox"/> Plat Amendment               | <input type="checkbox"/> PUD Preliminary Development Plan |
| <input type="checkbox"/> Minor Subdivision                                            | <input type="checkbox"/> Oil and Gas                  | <input type="checkbox"/> PUD Final Development Plan       |
| <input type="checkbox"/> Special Use Review                                           | <input type="checkbox"/> ROW Vacation                 | <input checked="" type="checkbox"/> Other <u>NMP</u>      |
| <b>APPLICANT</b>                                                                      |                                                       |                                                           |
| Name: Cathy Mathis, TB Group                                                          |                                                       |                                                           |
| E-mail: cathy@tbgroup.us                                                              | Mailing Address: 444 Mountain Avenue                  |                                                           |
| Phone: 970.532.5891                                                                   | City/State/Zip: Berthoud CO 80513                     |                                                           |
| <b>CONTACT PERSON (will receive correspondence from Town Staff/Referral Agencies)</b> |                                                       |                                                           |
| Name: Steve Schroyer                                                                  |                                                       |                                                           |
| E-mail: steve@schroyerresources.com                                                   | Mailing Address:                                      |                                                           |
| Phone: steve@schroyerresources.com                                                    | City/State/Zip:                                       |                                                           |
| <b>OWNER(S) (If different than applicant)</b>                                         |                                                       |                                                           |
| Name: LGI Homes- Colorado LLC                                                         |                                                       |                                                           |
| E-mail: kacy.flemons@lgihomes.com                                                     | Mailing Address: 1450 Lake Robbins Dr., Suite 430     |                                                           |
| Phone: 720.563.7701                                                                   | City/State/Zip: 1450 Lake Robbins Dr., Suite 430      |                                                           |
| <b>CONSULTANT (Engineer, Surveyor, or Planner)</b>                                    |                                                       |                                                           |
| Name: Cathy Mathis, TBGroup                                                           |                                                       |                                                           |
| E-mail: cathy@tbgroup.us                                                              | Mailing Address: 444 Mountain Avenue                  |                                                           |
| Phone: 970.532.5891                                                                   | City/State/Zip: Berthoud CO 80513                     |                                                           |

| LAND USE INFORMATION                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                   |  |                                                                                                                                                               |                                                                                       |                |                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------|----------------|
| <b>Existing Use:</b> Vacant<br><b>Proposed Use:</b> Residential & Commercial<br><b>Existing Zoning:</b> PUD<br><b>Proposed Zoning: (if applicable):</b><br><b>Number of acres:</b> 126.3<br><b>Proposed Access:</b> County Line Rd.                                                                                                                                    | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th colspan="2" style="text-align: center; padding: 5px;">Adjacent zoning / land use:</th> </tr> </thead> <tbody> <tr> <td style="width: 50%; padding: 5px;">East Side: Ag</td> <td style="width: 50%; padding: 5px;">North Side: Ag</td> </tr> <tr> <td style="padding: 5px;">West Side: R-3</td> <td style="padding: 5px;">South Side: Ag</td> </tr> </tbody> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Adjacent zoning / land use:                       |  | East Side: Ag                                                                                                                                                 | North Side: Ag                                                                        | West Side: R-3 | South Side: Ag |
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| Water: Town of Berthoud                                                                                                                                                                                                                                                                                                                                                | Sewer: Town of Berthoud                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                   |  |                                                                                                                                                               |                                                                                       |                |                |
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**Signatures are required for ALL Property Owners and the Applicant**

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Applicant: Cathy Mathis Date: 10.23.24

|                            |                     |              |
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|----------------------------|---------------------|--------------|



**Farmstead Third Filing Neighborhood Master Plan Design Rationale**  
**October 23, 2024**

General Description

The development proposed at Farmstead Third Filing includes residential, mixed-use, and commercial development. The submittal is for a Neighborhood Master Plan. The property is approximately 126 acres, and the entire site will be rezoned to have Suburban Residential, Urban Residential and Suburban Commercial zoning designations as recently adopted by the Town.

The Neighborhood Master Plan continues to utilize the same land uses as the Farmstead 2<sup>nd</sup> Filing. Residential uses include front loaded single family, alley loaded homes, and townhomes, as well as office and commercial uses.

Compliance with lot area size and lot diversity

The land use mix within the project complies with Berthoud’s new zone districts and comprehensive plan preferred land use map.

The Master Plan shows the following mix of housing types per Section 30-2-116:

|                      |            |            |
|----------------------|------------|------------|
| 60’ front load lots  | 145        | 26%        |
| 50’ front load lots  | 168        | 29%        |
| 40’ front load lots  | 52         | 9%         |
| 40’ rear loaded lots | 48         | 9%         |
| <u>Townhome lots</u> | <u>149</u> | <u>27%</u> |
| Total                | 562        | 100%       |

Compliance with open space elements

10% open space is required for the Neighborhood Master Plan. Farmstead Third Filing has approximately 4% open space (5.1 acres). With 562 total units, 5.62 acres of park space is required. 8.6 acres of park space is provided.

The park system is comprised of three (3) pocket parks located throughout the development. Each resident is located no further than 1,000 feet to a park and average around 500 feet to a park. Each park is linked to the residences by the interconnected open space system, which also connects to the larger neighborhood park within Farmstead 2<sup>nd</sup> Filing, just to the west.

The following Functional Open Space elements are proposed:

Trailhead

Greenway

Green Area

Plazas for commercial areas

The following Subdivision Identity Standards are provided:

Units provided: 562

Subdivision Identity Element Points: 8

The following is a list of site amenity elements:

- Trails (3 elements)
- Pocket Parks (2 elements)
- Commercial Grade Playground (1 element)
- Alley-loaded Streets (2 elements)
- 

*Description of how the development is connected to/ integrated with the surrounding area, how it responds to site features/constraints, and how it is consistent with the Code*

The development's central spines are the expansion of Nebraska Drive from the roundabout at County Line Road and then continuing to the east into the subdivision. The local street systems expand in a grid pattern, promoting connectivity throughout the site.

Pedestrian connectivity is achieved throughout the project. Trail connections are designed to provide seamless connections through the entire project. This trail system is designed to wind through and take its pedestrians to numerous project amenities, pocket parks and open spaces. The Neighborhood Master Plan also provides several intermediate connections linking residents through open space to pocket, neighborhood parks and community parks. The trail system allows residents to travel through the development with limited vehicular contact. Careful thought was made in this pedestrian pathway network. It is the goal of this development to encourage people to walk, ride bikes, jog while enjoying the open space feel of the community while minimizing exposure to vehicular traffic.

*Description of how the proposed development complies with the Town Comprehensive Plan*

The proposed development integrates the goals set out in the 2021 Town Comprehensive Plan in the following ways:

*Goal: Transportation Enhancements*

This plan provides a safe and efficient transportation network that accommodates pedestrians, vehicles and bicycles. It is planned as a pedestrian oriented and walkable community with

detached sidewalks, tree lawns, street trees and connections throughout the community, to adjacent neighborhoods and future commercial development.

*Goal: Housing Diversity*

This plan provides new residential product types to both the Farmstead subdivision and the overall Berthoud community which will support the varying needs of the community. Added diversity in product type will increase the choices of the residents who will be living here.

*Goal: Community Identity*

This plan provides a community that promotes high quality development. This development is pedestrian oriented and walkable with detached sidewalks, tree lawns and street trees. Future residents of this community will be able to walk to adjacent subdivisions, parks and future commercial. They will have access to significant open space as well as regional trails. Development will be aligned with the underlying character districts attributes.

*Goal: Infrastructure Improvement*

The proposed development is a logical extension of the Town of Berthoud public services without placing additional burdens on existing residents and businesses. There are nearby utilities and surrounding Berthoud streets. Infrastructure will be provided so as to meet the requirements of the Comprehensive Plan and/or the Land Use Code.

*Rationale of How Neighborhood Master Plan Correlates to Proposed Zone District*

Residential products will be defined as part of future entitlement packages and will be determined based on the underlying zoning.

*Water Dedication*

The water dedication for the project will be determined with future entitlement packages when specific lot plans have been established. The water is expected to be acquired through a cash-in-lieu transaction with the Town acquiring the water on behalf of the development.

*Stormwater*

The proposed drainage pattern will be consistent with existing drainage patterns. Stormwater throughout the site will be conveyed via storm pipes and swales to planned detention ponds. The general direction of proposed conveyance is from west to east.

## **The Farmstead Third Filing Rezone Narrative** **October 23, 2023**

### *General Description*

The development proposed at The Farmstead Third Filing includes residential, mixed-use, and commercial development. The submittal is for a Rezone. The property is approximately 126 acres, and the entire site will be rezoned to have Suburban Residential, Urban Residential and Suburban Commercial zoning designations as recently adopted by the Town.

The Third Filing continues to utilize the same land uses as the Farmstead Second Filing. Residential uses include front loaded single family, alley loaded homes, and townhomes, as well as office and commercial uses.

### **Written Statement Describing the Proposal and Addressing the Following Points:**

#### **I. Rationale for the proposed zoning:**

The intention is to provide zoning for the site that is current and more in line with the Town's new zone districts. This request is intended to make this property consistent with the overall vision for the development, resulting in a more positive impact on the Town of Berthoud.

#### **II. Present and future impacts on the existing adjacent zone districts, uses, and physical character of the surrounding area:**

Impacts on existing adjacent properties are anticipated to be minimal. The land to the south and east is in unincorporated Weld County. Farmstead Second Filing is to the west of County Line Road. The Farmstead development is consistent with the surrounding density and will establish the pattern of high-quality development for the area.

#### **III. Impact of the proposed zone on area accesses and traffic patterns:**

The traffic impact of the Farmstead Third Filing rezone will be minimal with the surrounding transportation system infrastructure already in place. An updated traffic memo will be submitted with the neighborhood master plan submittal, which will define what improvements need to be made to the surrounding roads. The main access to the development will be provided from County Line Road.

#### **IV. Availability of utilities for any potential development:**

**Sanitary Service:** Service for the project will be sanitary sewer, provided from the Town of Berthoud.

**Water Service:** Domestic water service for the project will be provided by the Town of Berthoud. On-site water mains will be looped through the development to provide domestic water service and fire flows.



Potable Water: Applicant has already purchased the required SFE's from the Town of Berthoud and the applicable SFE's reside in the Berthoud Water Bank.

Non-Potable Water: Applicant will purchase the required SFE's from the Town of Berthoud per the Non-Potable Irrigation Plan Farmstead Phase 1 Agreement Dated Nov. 29, 2017.

V: Present and future impacts on public facilities and services, including, but not limited to, fire, police, water, sanitation, roadways, parks, schools, and transit:

Impacts on public facilities and services are acknowledged. With any new development an increase in service calls for law enforcement and fire protection can be anticipated as well as an increase in traffic. This will be part of a HOA and the developer believes that by providing these facilities within the development, there will be minimal impact on existing Town facilities. Like all the other developments in the area, the residents will utilize the Town's parks and trail facilities.

VI. The relationship between the proposal and the Town Comprehensive Plan:

The proposed plan is consistent with the Town's 2021 Comprehensive Plan depiction of this area, defined as Urban Residential, Suburban Residential and Suburban Commercial.

VII. Public benefits arising from the proposal:

The public benefits achieved by this proposed rezoning are from the property taxes that the Town will incur. The development will have impacts on the Town but will be offset by the increase in property taxes and additional residents' spending money and increasing the Town's sales tax base.





AMENITY INFORMATION:

PARK STATISTICS:

PARK SPACE REQUIRED  
(965 UNITS) 5.66 ACRES

PARK SPACE PROVIDED 8.6 ACRES\*

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. COMMUNITY PARK AMENITIES IN THE FARMSTEAD SECOND FLING ARE TO COUNT TOWARDS TOTAL REQUIRED PARK AREA.

SUBDIVISION DENSITY & PLACE STANDARDS:

UNITS PROVIDED: 562

SUBDIVISION DENSITY ELEMENTS POINTS REQUIRED: 8

FARMSTEAD WAS DESIGNED AS A MASTER PLANNED COMMUNITY. SITE AMENITIES AND OPEN SPACE WERE INCORPORATED INTO THE OVERALL MASTER PLAN TO ENSURE DEVELOPMENT OF A COHESIVE COMMUNITY WITH OPEN SPACE STRATEGICALLY LOCATED TO SERVE THE NEIGHBORHOOD.

THE FOLLOWING IS A LIST OF SITE AMENITY ELEMENTS:

- TRAILS (THREE ELEMENTS)
- ENTRWAY (ONE ELEMENT)
- OPEN SPACE (ONE ELEMENT)
- ALLEY-LOADED STREETS (TWO ELEMENTS)
- ARTWORK (ONE ELEMENT)

OPEN SPACE CALCULATIONS:

TOTAL OPEN SPACE REQUIRED (10% OF SITE) = 12.6 AC (10.0%)

TOTAL OPEN SPACE PROVIDED = 10.2 AC (8.5%)

TOTAL SITE ACREAGE = 128.3 AC

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. OPEN SPACE IN THE FARMSTEAD SECOND FLING IS TO COUNT TOWARDS TOTAL REQUIRED OPEN SPACE AREA.

OPEN SPACE ELEMENTS

OPEN SPACE ELEMENTS: 3 ELEMENTS REQUIRED

OPEN SPACE ELEMENTS: 1 ELEMENT PROVIDED

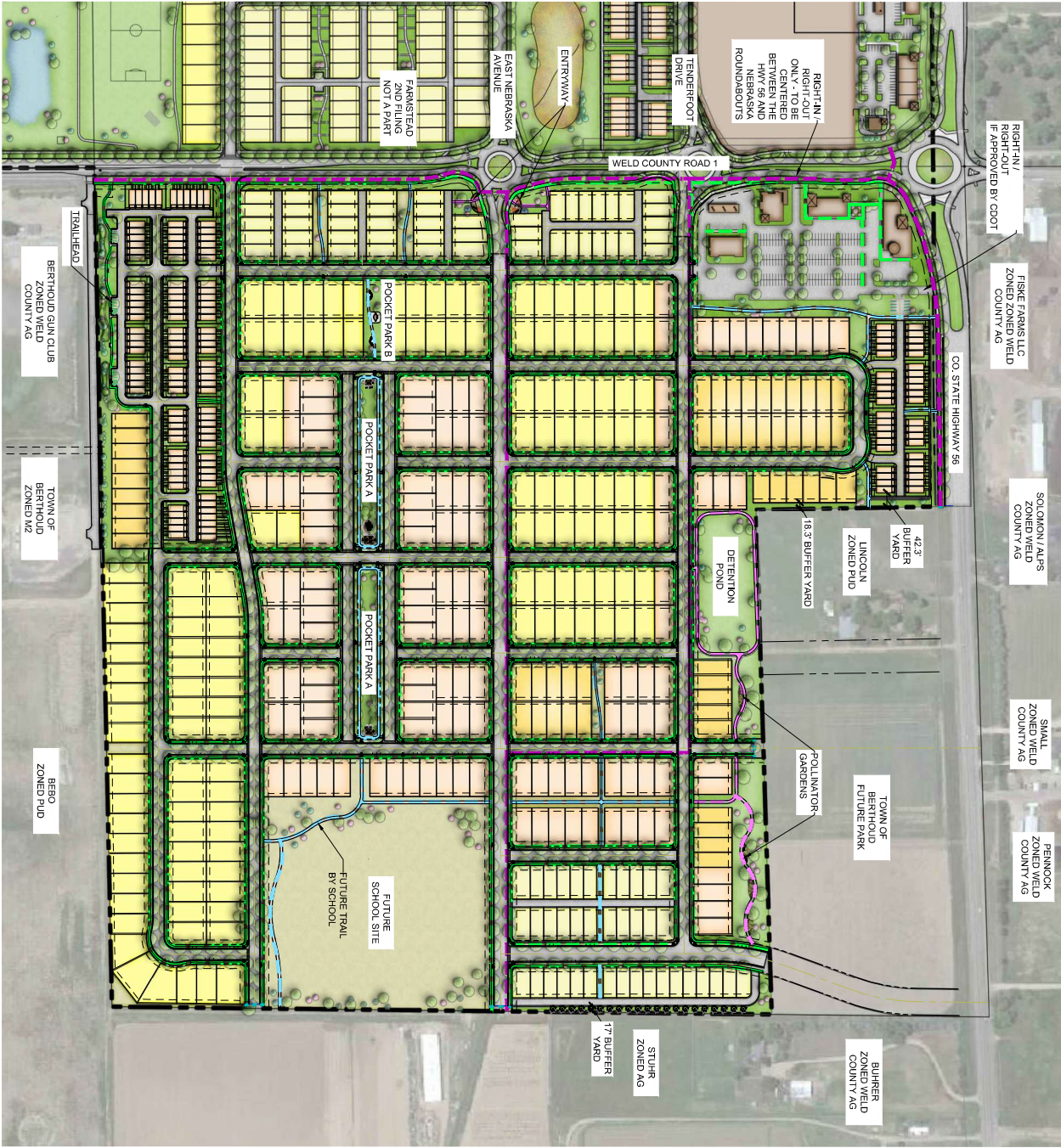
TRAIL HEAD ELEMENT: 1 ELEMENT

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. OPEN SPACE IN THE FARMSTEAD SECOND FLING IS TO COUNT TOWARDS TOTAL REQUIRED OPEN SPACE AREA.

WALKS/TRAILS SUMMARY

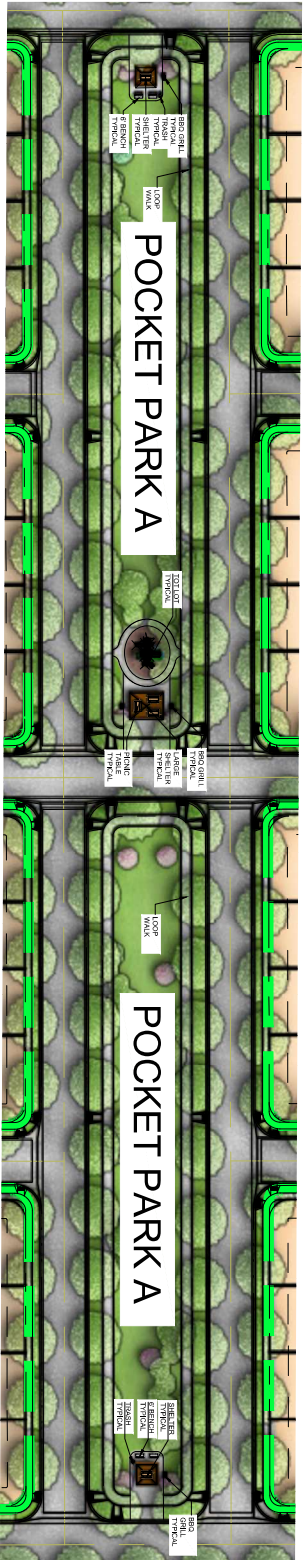
- 8' DETACHED CONCRETE SIDEWALK - +/- 33,946 feet
- 8' CONCRETE TRAIL CONNECTION TO ADJOINING DEVELOPMENTS - +/- 8,192 feet
- 8' SOFT SURFACE TRAIL - +/- 2,433 feet
- 6' PLANNED NEIGHBORHOOD TRAIL PER TRAILS MASTER PLAN - +/- 9,461 feet
- 10' PLANNED REGIONAL TRAIL PER TRAILS MASTER PLAN - +/- 1,000 feet

NOTE: TRAIL LOCATIONS ARE CONCEPTUAL. FINAL LOCATION TO BE DETERMINED AT PLAT.



POCKET PARK A

SCALE: 1" = 40'



POCKET PARK ELEMENTS:

- LIST A: ALL ELEMENTS REQUIRED

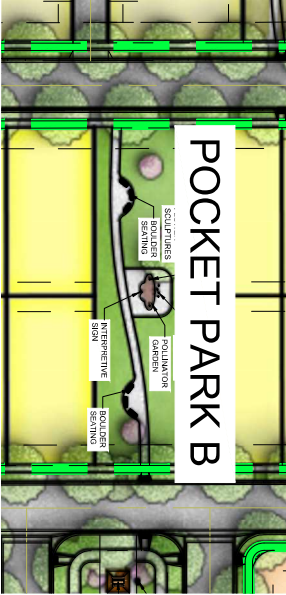
  - ELECTRICITY
  - IRRIGATION
  - SECURITY LIGHTING
  - TRASH RECEPTACLES (MIN. 2 PER AC)
  - WATER SERVICE
  - BIKE RACKS
  - LANDSCAPING
- LIST B: PRE-SELECTED COMPONENTS

  - GROUP PICNIC SHELTER (1)
  - MIN. 15,000 S.F. TURF PLAY AREA (COUNTED AS 1 PER 15,000 S.F.) (2)
  - MIN. 10,000 S.F. NATURAL AREA (1)
  - LOOP WALK
- LIST C: COMPONENTS OF CHOICE

  - SPORTS FIELD (HIGH)
  - BOCCIE BALL COURT (LOW)
  - HORSESHOE PITS (LOW)

POCKET PARK B

SCALE: 1" = 40'



POCKET PARK ELEMENTS:

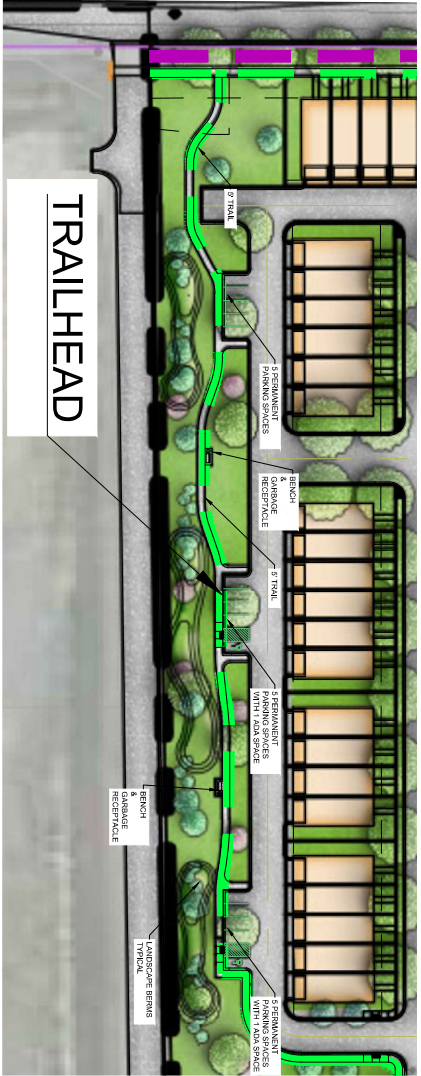
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  - IRRIGATION
  - SECURITY LIGHTING
  - TRASH RECEPTACLES (MIN. 2 PER AC)
  - WATER SERVICE
  - BIKE RACKS
  - LANDSCAPING
- CHOSEN COMPONENTS

  - BOULDER SEATING
  - POLLINATOR GARDEN
  - INTERPRETIVE SIGN
  - ART
  - MUSICAL CHIMES

TRAILHEAD

SCALE: 1" = 40'

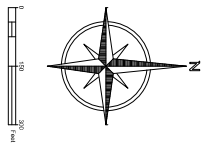




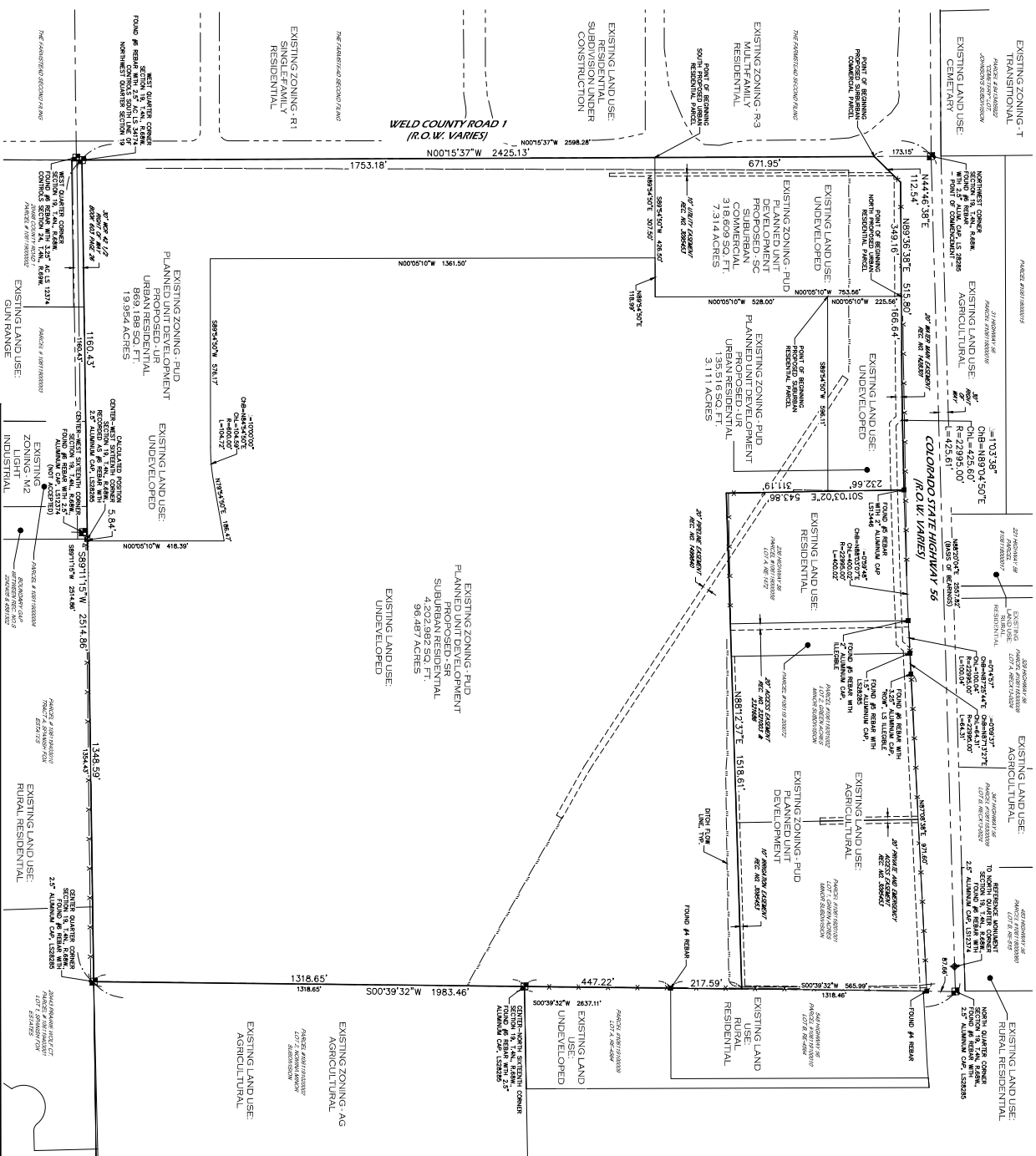




EXISTING ZONING - T  
TRANSITIONAL  
PARCEL # 241340522  
TOMBERRY LOT  
JOHNSON'S SUBDIVISION  
EXISTING LAND USE:  
CEMETARY



- |                                                                                   |                              |
|-----------------------------------------------------------------------------------|------------------------------|
|  | ADJUTANT CORNER AS DESCRIBED |
|  | REFERENCE MONUMENT           |
|  | ROUND MONUMENT AS DESCRIBED  |
|  | CALCULATED POSITION          |
|  | FENCE                        |
|  | FLOW LINE                    |
|  | BOUNDARY LINE                |
|  | EASEMENT LINE                |
|  | RIGHT-OF-WAY LINE            |
|  | SECTION LINE                 |
|  | PUD PLANNED UNIT DEVELOPMENT |
|  | SC SUBURBAN COMMERCIAL       |
|  | SR SUBURBAN RESIDENTIAL      |
|  | URBAN RESIDENTIAL            |



# PRELIMINARY

Steven Parks - On Behalf of Majestic Surveying, LLC  
Colorado Licensed Professional Land Surveyor #38348

**NOTICE**

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon. (12-501-105 C.R.S. 2012)



|                      |                              |            |      |
|----------------------|------------------------------|------------|------|
| PROJECT NO. 20241334 | PROJECT NAME: FARMSTEAD EAST | REVISIONS  | DATE |
|                      | REGION                       | REVISED BY | DATE |
| DATE: 05-24-2024     | CLIENT: SCHROFFER RESOURCES  | REVISED BY | DATE |
| DRAWN BY: AU         | FILE NAME: 20241332ONE       | REVISED BY | DATE |
| CHECKED BY: SP       |                              | REVISED BY | DATE |
| SCALE: 1"=100'       |                              | REVISED BY | DATE |

Attachment 5 - Traffic Memos

**DELICH ASSOCIATES** Traffic & Transportation Engineering  
2272 Glen Haven Drive Loveland, Colorado 80538  
Phone: (970) 669-2061



MEMORANDUM

**TO:** Luke Seeber, Berthoud Engineering Consultant  
Cathy Mathis, TB Group  
Steve Schroyer, Schroyer Resources

**FROM:** Matt Delich

**DATE:** October 25, 2024

**SUBJECT:** Farmstead 3<sup>rd</sup> Filing – Site Plan Change  
(File: 2408ME01)



The ***Farmstead Traffic Impact Study (TIS)***, dated March 2024 was submitted to the Town of Berthoud. With the Farmstead 3<sup>rd</sup> Filing, the location of the future school site has changed. Figure 1 shows the 3<sup>rd</sup> Filing portion of the former site plan from the cited TIS. Figure 2 shows the new site plan for the Farmstead 3<sup>rd</sup> Filing. As can be seen in Figure 2, the future school site has moved to be just south of East Nebraska Avenue. The former site plan from the cited TIS had 48 single family dwelling units in this area. The former location of the future school site now has 56 single family dwelling units. The relocation of the future school site and the additional eight dwelling units is not expected to significantly change the traffic forecasts at the study intersections along County Line Road. It is respectfully requested that no additional traffic analyses be required for this change.





SCALE: 1"=400'



FORMER SITE PLAN

Figure 1





SCALE: 1"=400'



## NEW SITE PLAN

Figure 2





**MEMORANDUM**

TO: Traci Shambo, Larimer County Engineering  
Tawn Hillenbrand/Luke Seeber, Town of Berthoud  
Cathy Mathis, TB Group  
Steve Schroyer, Schroyer Resources

FROM: Matt Delich 

DATE: January 7, 2025

SUBJECT: Farmstead 3<sup>rd</sup> Filing Traffic Impact Study – Response to Larimer County Engineering Comments (File: 2408ME02)

This memorandum addresses Larimer County Engineering staff [Traci Shambo] comments in a memorandum (attached) dated November 26, 2024. The comments refer to the **Farmstead Traffic Impact Study** (TIS), dated March 2024. The TIS was scoped with the Town of Berthoud and the study area was agreed upon. The study area included three intersections along SH56 and four intersections along County Line Road. The responses will be in the order of the bullet comments in the Larimer County Engineering memorandum.

- It is acknowledged that traffic volumes on County Line Road, south of the Farmstead property, will likely double by the long range (2045) future. However, most of the traffic growth on County Line Road, to the south of Farmstead, is due to the growth in background traffic. Neither LCR6C nor LCR4 directly extend west of the railroad tracks. The Farmstead site generated traffic to/from US287 will utilize SH56, through Berthoud, and via the FUTURE extension of Nebraska Avenue across the railroad tracks. Therefore, LCR6C and LCR4 will not carry Farmstead site generated traffic west to/from US287. The Farmstead site generated traffic will utilize County Line Road to go south to Ute Highway (SH66).
- Given the above response, there are 13 residential dwelling units along LCR6C and 7 residential dwelling units along LCR4. The daily volume count on LCR6C in 2020 was 160 for an average weekday. The daily volume count on LCR4 in 2020 was 160 for an average weekday. Even if some Farmstead site generated traffic would use either LCR6C or LCR4, it is not likely that the paving threshold for LCR6C and LCR4 will be met.

- The trip distribution on County Line Road, north of SH56, is five percent. There are some existing residences along County Line Road, north of SH56. It was assumed that the five percent of the Farmstead site generated traffic using County Line Road, north of SH56, would be to avoid travelling through Berthoud to go north. Instead, some Farmstead site generated traffic would use County Line Road to get to LCR10. This is consistent with the current traffic pattern for vehicles using County Line Road, north of SH56. The daily volume count on County Line Road, south of LCR10 in 2020 was 725 for an average weekday. The daily volume count on LCR10, west of County Line Road in 2020 was 750 for an average weekday. The daily volume count on County Line Road, north of LCR10 in 2018 was 210 for an average weekday. With the small Farmstead site generated traffic that might use County Line Road, north of LCR10, the paving threshold for County Line Road, north of LCR10 will not likely be met.

It is respectfully requested that no further traffic studies be required for the proposed Farmstead development. Do not hesitate to contact me if there are questions or if additional information is required.



## Larimer County Engineering Comments

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**From:** Traci Shambo <shambotl@co.larimer.co.us>  
**Sent:** Tuesday, November 26, 2024 9:32 AM  
**To:** Tawn Hillenbrand  
**Cc:** Anne Johnson; Rusty McDaniel; Peterson, Mark; Fraaken, Brian  
**Subject:** Re: Town of Berthoud Planning Referral Request - Farmstead 3rd Filing (New Application)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Tawn –

Thank you for the opportunity to comment on the Farmstead 3rd Filing shown below.

The County Engineering Department's primary concern is that the Traffic Impact Study dated March 2024 does not address off-site road impacts. We ask that the TIS, or future amendments to the TIS, include a discussion and analysis of the following comments:

- Based on the development trip distribution percentages in both the short and long range, the current ADT on County Line Road south of the development is likely to double. Drivers from this development going south will likely use CR 6C or CR 4 to go west to get on US 287. We would like the analysis to note any capacity issues of the County Roads & Intersections that are within the impact area.
- We also request that the TIS is required to determine if the paving threshold ( 400 ADTE) will be exceeded on CR 6C or CR4, which are both gravel roadways. It appears that the paving thresholds for CR 6C may be exceeded because of this development.
- Paving thresholds on County Line Roads to the north of the site could also be triggered. Depending on the trip distribution, County Line Road, north of CR10, has a gravel section as well as CR 12 west of County Line Road.

The County's Land Use Code stipulates that all developments must provide adequate public facilities to their development. County Staff is hopeful that the Town will look outside their Town boundaries at the transportation improvements that will be needed to accommodate future trips and their associated impacts to the roads in the unincorporated areas of the County. The County would also like to continue discussions with the Town of Berthoud on the maintenance impacts on off-site County Roads that are a result of increased ADTE from development within the Town of Berthoud.

Thank you,  
Traci Shambo

## Attachment 6 - Correspondence Provided by LGI\_Mitigating Impacts on Alpaca Farm

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**From:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>  
**Sent:** Tuesday, June 10, 2025 9:30 AM  
**To:** Tawn Hillenbrand; Anne Johnson; Luke Chwiedor; Chris Kirk; Town of Berthoud Building Department  
**Cc:** Kacy Flemons; Ryan Meitz; Steve Schroyer  
**Subject:** FW: Farmstead & Your Farm

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Berthoud Team-

As always I am forwarding the most recent correspondence with Kevin Buhrer for the staff file. As we've previously discussed with Tawn and Anne, his new list of requests falls far outside of his original concerns regarding density, neighborhood park space and green space sufficiency within our development and threats to Kevin's farm. Density, park space and green space within our development are matters that we worked closely with your team to Town code and ordinance and satisfy all requirements. As Tawn, Anne and I discussed last Wednesday 6/4/25, the only remaining matter that demanded resolution was ensuring our proximity isn't threatening Kevin's farm. While we remain of the opinion that our development would not in any way become a threat to the farm as it was previously laid out, we heeded Kevin's concerns when we met him on site on 4/16/25 and redesigned our site where it bordered his farm. Our concern now is that despite our best efforts, Kevin will not be possible to satisfy.

We continue to attempt to meet with Kevin in person, but in the event he chooses to make a public comment on the record later this month we will come prepared with our response (which I will offer personally), including the full list of everything that Kevin has ever asked of LGI Homes or its development team. Thank you!

RC

  
**Ryan Cohn**  
**VP of Land Acquisitions**

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)



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**From:** Ryan Cohn  
**Sent:** Tuesday, June 10, 2025 9:16 AM  
**To:** 'Kevin Buhrer' <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>



**Cc:** Kacy Flemons <kacy.flemons@lgihomes.com>; Ryan Meitz <ryan.meitz@lgihomes.com>

**Subject:** RE: Farmstead & Your Farm

Kevin-

Your concerns below about misunderstandings and miscommunication are why we always prefer to have these conversations face to face. Let us know when we can make that happen to close the circle, thank you

RC

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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Sent:** Monday, June 9, 2025 7:50 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

Ryan,

Your response contains several significant misrepresentations that need correction before we can have a productive in-person meeting. These aren't differences of opinion - they're factual inaccuracies that suggest either a fundamental misunderstanding of our previous conversations or a deliberate attempt to reframe them.

### **Addressing the "Moving Target" Characterization**

First, characterizing our requests as a "moving target" is inaccurate. During our in-person meeting, you explicitly asked us to review your initial proposal and provide additional feedback. That's exactly what we did. Responding to your specific design proposals with thoughtful suggestions isn't moving goalposts - it's the collaborative process you requested.

### **Correcting the Livestock Misrepresentation**

Second, your characterization of our livestock areas is completely wrong. We never stated that livestock would extend to the shared fence line. My orchard is clearly located in the southwest corner of my property, and Emily's parents' animals will be kept well away from the western edge. All livestock will have additional protective fencing between them and the community border - at our expense. Plants along the western edge serve critical functions for noise dampening, light screening, and habitat support, with no interference from livestock beyond chickens, which pose no threat to vegetation. To suggest otherwise indicates either a serious misunderstanding of our property layout or unfounded assumptions on your part.

### **Clarifying the Cash Payment Context**

Third, you've misrepresented my position on cash payments. I never said I was "uncomfortable" with them categorically. I specifically said I'd be uncomfortable starting there when better buffering was a viable option. Your current buffering plan, while an improvement, doesn't fully address our concerns - particularly on the north end where the density remains problematic. The educational partnership represents a different category entirely: shared community value creation, not compensation.

### **Addressing the Internet Issue**

Fourth, dismissing our internet concerns as "outside original comments" ignores the fact that these concerns arose directly from your specific design proposals. Line-of-sight interference from two-story homes wasn't relevant until you proposed two-story homes in locations that would block our signal. This is a direct consequence of your design choices.

### **Challenging the Development Timeline Argument**

Regarding timing: while the development was entitled in 2019, the specific design details we're discussing were not finalized then. Our requests relate to implementation choices that remain within your control - not the fundamental right to develop, which we've never contested. Your response suggests that because development was entitled in 2019, no consideration should be given to implementation details that affect neighbors. This is a false choice. The right to develop doesn't eliminate the opportunity - or community benefit - of thoughtful implementation. Many of our suggestions would actually enhance your project's marketability and community integration.

### **Setting Clear Boundaries**

I'm troubled by your characterization of this as us feeling "entitled to compensation." We're proposing partnerships that create shared value. Your previous mention during our in-person meeting of fiduciary obligations to shareholders suggests your priority is maximizing returns over community integration. That's your right, but let's be honest about the framework we're operating within.

You've also misunderstood the distinction between controlled access (like shared alley use) and uncontrolled connectivity. Our livestock safety concerns were about unsecured boundaries, not managed access arrangements. These are fundamentally different issues that can coexist.

### **Moving Forward**

I'm still willing to meet in person, but only if we can have an honest conversation based on accurate representations of our previous discussions. If you prefer to proceed solely based on minimum legal requirements, that's your choice, but don't expect our support in public forums when you're unwilling to engage constructively on reasonable community enhancement opportunities.

Our participation in public processes will be based on what we believe serves the community's interests, not on whether we reach private agreements. However, I still believe there's potential for solutions that benefit everyone - if we can move past misrepresentations and focus on actual possibilities.

For our in-person meeting, I suggest we focus on the feasible elements: finalizing fence specifications, discussing the practical aspects of utility coordination, and exploring which aspects of landscape buffering might work for both parties. Let's identify what we can accomplish rather than debating what we cannot.

Best regards,

Kevin

On behalf of the properties at 548 and 554

Kevin Buhrer

On Mon, Jun 9, 2025 at 10:03 AM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

No problem Kevin, we will respond here in writing but we really should plan to have an in person meeting to continue this conversation and finalize our plans prior to the Planning Commission meeting later this month. In our experience it's easier to find common ground discussing things over a table rather than over an email chain. Please see below **RED BOLD itemized responses**.

You have given us a bit of a moving target here, and we are happy to grant you everything we previously offered in terms of spacing, landscape buffering and fencing as those addressed concerns that you shared with us face to face. This new set of requests however falls outside of your stated concerns in your written correspondence with the Town, your public comments last September or your meeting earlier this spring with us in person. In fact, some of the new requests are contrary to and directly conflict with your original stated concerns, such as ensuring that there is no connectivity whatsoever between our sites that might allow homeowners, their children or their pets to wander onto your property and disturb your livestock or crops (most specifically to avoid a scenario where you might be within your rights to shoot to wound or to kill one of Farmstead's homeowners' pets, as you stated was a real concern when we met on site). You also told us when we met in person that you were not comfortable with cash payments and were more concerned with your quiet enjoyment of your homestead and ability to farm in peace, which is why we worked so hard to directly address your concerns through the previously offered remedies. Adding a request for cash payment on top of those remedies is a bridge too far, as is asking us to choose not to build on four (or any) of our planned residential lots.

It's important to note that our site has been predestined for dense residential since 2019, before you became its neighbor in 2020 or LGI Homes became involved in its development in 2023. Farmstead Filings 1, 2, and 3 were entitled by Edwards Development and were all approved by the Town of Berthoud in late 2019, compared to you purchasing your farm in March 2020 and your in-laws' purchasing their homestead after that in December. Based on that timing, it seems unreasonable that you would want to materially inhibit our development plans or would feel entitled to some form of compensation in order for us to proceed. We want to be a good neighbor, but we also want to be clear that what we have offered already is beyond any requirements enforced by the Town of Berthoud or anything within the Town's development code or zoning ordinance. Given how hard LGI is working here in an attempt to find middle ground with your family and you, and given the scenic route that we have taken to the most recent list of requests below, we must politely decline any of your additional requests.

Again, we are happy to provide everything that we have previously offered and we hope you agree that what we have offered is more than fair. LGI Homes would like your support or silence in the upcoming Planning Commission and Town Board of Trustees meetings, but what we have offered to date should satisfy your concerns and we are confident that the Town will agree if this matter is discussed again on the record. Thank you for your understanding and continued communication, let us know when we may meet in person again to finalize a plan.

RC

  
**Ryan Cohn**  
VP of Land Acquisitions  
M: 248-752-1696  
[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)  
[www.lgihomes.com](http://www.lgihomes.com)



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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>  
**Sent:** Friday, June 6, 2025 9:55 AM  
**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>  
**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>  
**Subject:** Re: Farmstead & Your Farm

*(Sending again. Kacy and Ryan were inadvertently dropped)*

Hi Ryan,

Thanks for the quick response.

I want to clarify that our recent letter builds directly on concerns and proposals that have been raised consistently throughout this process, both publicly and in writing. In particular, I'd refer you to the **formal comment letter we submitted to the Town of Berthoud on May 22, 2023**, which is attached here for your reference. That document outlines a broad set of concerns—including green space removal, proximity of dense housing to agricultural land, threats to livestock, chemical use, drainage, and the need for substantial buffers—and also proposes many of the same solutions we're



still advocating for now: expanded open space, community gardens, and a more thoughtful edge treatment that respects the agricultural context.

As you know, the development plans have changed considerably over time, including the removal of the school site and green space that once served as a buffer. Our recent requests are a direct and reasonable response to those changes. Where the plan has moved closer to our property line, we've responded with adjusted proposals intended to mitigate that impact in constructive, forward-looking ways. **These are not new concerns—they are evolving solutions to a shifting plan.**

Regarding your question about how to proceed: I'd prefer that we continue the conversation in writing before any meeting is scheduled. Written replies allow us to avoid ambiguity, ensure each point is addressed, and keep a clear record of what's been raised. I've found that this helps everyone stay aligned and avoids the risk of missed or forgotten details.

Looking forward to your responses on the items we outlined.

Best,

Kevin

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Thu, Jun 5, 2025 at 10:49 AM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

Hi Kevin-

This is a big list of asks, much of which falls outside the scope of your public comments last year regarding concerns for the wellbeing and safety of your livestock. Would you like us to reply in writing here or shall we sit down in person next week to discuss?

RC



# Ryan Cohn

VP of Land Acquisitions

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)



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**From:** Kevin Buhner <[kevin.buhner@gmail.com](mailto:kevin.buhner@gmail.com)>

**Sent:** Monday, June 2, 2025 2:23 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

Hi Ryan,

Thank you for your detailed proposal and for the ongoing collaboration on the design along our shared boundary. We truly appreciate the inclusion of alley-loaded homes, reduced rear-facing windows, and the landscaped and fenced buffer. These are clear signs of an honest effort to address our concerns and we acknowledge that good faith.

That said, we're writing to formally respond with a few refinements and additional proposals that reflect the priorities of both properties we represent — ourselves and Emily's parents — and our interest in fostering a high-quality, context-sensitive outcome for all parties.

## 1. Refinements and Requests Based on Previous Conversations

These are modest additions or clarifications that align with discussions to date or address practical concerns:

1. **Internet Access Continuity:** We currently receive wireless internet from Rise Broadband, which relies on line-of-sight. The proposed development — including two-story homes and a new school — will likely interfere with that signal. Since your development will be serviced by cable or fiber, we are requesting that those services be extended to both of our properties to ensure we do not lose reliable internet access. **Farmstead will be served for telecommunications by Lumen**

(formerly CenturyLink) and Comcast. We do not pay these providers to install service lines and provide service to our homeowners; we reach out to telecommunication providers to coordinate when our dry utility trenches will be prepared for them to install and we coordinate their access to the site for said installation. We recommend reaching out to Comcast (800.934.6489) or Lumen (800.536.3273) to see if they can provide connectivity for your farm and your in-laws' home. This must be your responsibility, as our infrastructure plan regarding dry utilities does not have a feasible connection point to your and your in-laws' 2 parcels, and this request falls outside your original concerns regarding neighborhood park space, green space, threats to your farm, or density concerns. Additionally, providing utility easements between our site would create potential connectivity if the line ever needed to be dug up for maintenance or replacement purposes, and LGI is very concerned with any connectivity that might lead to any potential scenario that leads to livestock, homeowners' or homeowners' pets' injury or death.

2. **Fence Continuity and Customization:** We request that fencing continue farther north beyond the current development edge due to the possibility of a future roadway and for visual consistency. We also request that Emily's parents be given the option to choose between the proposed privacy or semi-privacy fencing styles. **We do not own the land north of our development along your property boundary and therefore cannot build additional fencing north as requested. Regarding fencing along your in-laws' shared boundary, if they would like to install a specific style or type of fence that is their right, but it must also be their responsibility. Their home site has almost zero landscaping upon it currently, and we need to stay focused together on alleviating concerns as they relate to the proximity of residential density to the farm's rural agricultural use. The fence specifications we provided are what we intend to build, which as a reminder was made "semi-private" with spacing for air flow per your specific request to ensure that our development doesn't hamper crop growth. For those reasons we must decline both of these requests.**
3. **Planting on Our Side of the Fence:** During past conversations, Kacy indicated a willingness to help fund planting on our side of the fence. We would like to formally request that support now, as substantial plantings will be required to create a lasting buffer and provide additional ecological support. Additionally, we request that trees be added to the **northernmost open space** to provide both habitat value and visual transition. **You are fully within your rights to plant whatever you see fit on your side of the fence, but you told us when we met on site that you intended for all or most of the land on both your and your in-laws' parcels directly abutting our shared property line was earmarked for future livestock pen/roaming space (this was part of your reasoning for the request for exceptionally spaced buffering between our properties). Given that prospective use, plantings here do not seem like an efficient use of resources nor does it do anything to address your original concerns, therefore we must decline this request.**
4. **Alley Access Easements:** We are requesting formal access easements for both 548 and 554 to use the alleyway. This improves property access and fosters a more integrated relationship with the surrounding neighborhood. **When we met in person your primary concern was buffering your farm and livestock from neighbors intentionally or unintentionally entering your property, including noting that if a dog found its way onto the property you would be within your rights to shoot it. We cannot permit any interconnectivity where your livestock might be endangered or where you might be in a position to wound or kill one of our customers' pets. Additionally, the right of way closest to your site will be a private alley that will be owned and maintained in perpetuity by the community's homeowners association which will be funded by dues paid by homeowners using those private alleys; if you were to connect to it your in-laws and you both would be required to pay up-front commitments for that HOA maintained alley as well as participating in paying HOA monthly dues as it relates to your use of their facilities. For those reasons we must decline this request.**

## 2. Expanded Open Space and Community Garden Integration

We are requesting that the **northernmost portion of the property adjacent to 548** — currently planned for two home sites — be instead reserved as **permanent, undeveloped open space** as an expansion to the currently allocated space. This dedicated area would provide a meaningful visual and ecological buffer and help honor the site's agricultural legacy. **LGI declines this request as well as any other requests herein that would materially affect our business model of building and selling homes for profit.**

Immediately south of that open space, we propose that a **community-oriented garden or xeric demonstration garden** be developed in lieu of the next two planned home sites. This would:

1. Create a public-facing educational amenity tied to Berthoud's "Garden Spot" identity
2. Reinforce your own development branding under the name "The Farmstead"
3. Create a more meaningful and gradual transition from agricultural land to dense residential use

These are not just compromises — they are opportunities to *build community character* and *add long-term value*.

## 3. Direct Funding Request for Educational Infrastructure at Fibonacci Farm

We are also requesting that **LGI Homes provide direct funding or sponsorship** for the development of **educational infrastructure and demonstration gardens at Fibonacci Farm**. This goes beyond a community garden and leverages our existing momentum to create a unique educational resource for Berthoud and the surrounding area.

1. **Fibonacci Farm** is an active homestead and working alpaca farm, already engaged in regenerative agriculture, permaculture, and habitat restoration.
2. I am deeply committed to education — and our site has been intentionally shaped with learning in mind. My wife, Emily, is a former high school math teacher, and our alpacas are named after figures in science and mathematics.
3. Our name — *Fibonacci Farm* — reflects our intent to operate as a living, learning landscape.

We are seeking funding, sponsorship, or development support that would allow us to construct a **flexible outdoor classroom, interpretive signage, and supporting infrastructure** for an educational garden and programming space. We believe this partnership would serve as a powerful story of collaboration between farmland and neighborhood — and one that can be shared proudly by LGI in **marketing, community relations, and town communications**. **When we met on site together and broached the topic of cash payments in lieu of satisfying some or all of your concerns you said that cash payments of this nature made you uncomfortable, and given what we have already offered you to address what we believed was your entire list of concerns at the time, LGI declines this request.**

## 4. A Final Note on Context and Compromise

From the beginning, we advocated for significant separation between our properties and the proposed homes — an approach that would have required eliminating all lots along our shared edge. We ultimately



accepted the idea of 13 homes as a difficult but constructive compromise. In light of that, we hope the requests outlined above — many of which offer shared community value — will be seen as both fair and forward-thinking.

Thank you again for your time, collaboration, and commitment to working through this process. We look forward to continuing the conversation.

Warm regards,

**Kevin**

On behalf of the properties at 548 and 554

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Thu, May 29, 2025 at 2:46 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

It's always an adventure waiting on vendors like surveyors to do the work they're instructed to do, welcome to the exciting world of land development!

Regarding Item 5 comment below: we are unable to relocate the walking path, as Town of Berthou requires all trail system components line up linearly with one another. Relocating this one path would require redesigning the entire site to maintain the town's design requirements which is not economically feasible.

For your comment on Item 3a below, can you please show us on the exhibit we provided what additional measurements you are seeking? Handwritten and scanned is fine.

Keep us posted on when we can meet, thanks

RC

<image003.png>

**Ryan Cohn**

**VP of Land Acquisitions**

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

<image004.png>

<image005.png>

<image006.png>

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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Sent:** Thursday, May 29, 2025 1:23 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

Hi Ryan,

I was actually in the process of reaching out to you.

The surveyor didn't mark the northeast corner until Wednesday morning (possibly late Tuesday), so I've only just begun reviewing everything with that new information.

A few additional notes:

1. **Item 3a**, I had requested measurements not only down to where the alley meets the road but also to "*some of the northernmost lots*". Those measurements don't appear to be included in the updated exhibit.

2. **Item 4**, I just wanted to confirm the right-of-way was conceptual. I appreciate the clarification you provided and understand that final alignment is an issue outside of your scope.
3. **Item 5**, I think there may have been a misunderstanding. I wasn't raising any concern about the walking path itself—just wondering if its placement could be adjusted slightly to improve the view from Emily's parents' home, assuming the location was flexible.

If the surveyor had been out before the holiday weekend, I likely would have sent a more complete response by now. As it stands, I have a few other matters that require attention first, so a more detailed follow-up will likely come on Monday.

As far as scheduling a meeting for next week: Thursday won't work, and while Friday is a possibility, I'm not yet able to confirm availability. Let's hold off on scheduling for now.

Regards,

Kevin

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Thu, May 29, 2025 at 12:34 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

Hey Kevin-

Following up on below and attached sent 1 week ago today. Can we meet in person next Thursday or Friday after 11am either day to resolve?

RC

<image003.png>

# Ryan Cohn

VP of Land Acquisitions

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

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<image005.png>

<image006.png>

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**From:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Sent:** Thursday, May 22, 2025 11:56 AM

**To:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** RE: Farmstead & Your Farm

Hi Kevin-

Thanks for being patient while we responded to your questions and updated our exhibit. See below comments in **BOLD RED** and attached. Please review and let's plan to get together in person in the next 2 weeks when your family's collective schedule allows. Thanks call me with any quick questions as you review if needed.

Thank you,

RC

<image003.png>

# Ryan Cohn

VP of Land Acquisitions



M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

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<image005.png>

<image006.png>

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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Sent:** Monday, May 12, 2025 1:17 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

Hello Ryan,

Thank you for sending over the proposal and exhibit. I appreciate the thoughtfulness that has gone into it so far. I'm in the process of reviewing everything and plan to provide a full response later this week or early next week, depending in part on the questions below.

In the meantime, I'd appreciate your input on the following items:

**1. NE Property Corner:**

Would it be possible to have someone mark the northeast corner of the property? When we walked the property line, I mentioned I had a general sense of its location, but I now believe there may be a +/- 20 ft uncertainty. **Our surveyor is planning to stake this Friday (tomorrow).**

**1. Overlay Accuracy:**

How confident are you in the alignment and scaling of the overlay on the exhibit? Based on my familiarity with the property and visible reference points, there appear to be a few inconsistencies. I'd like to better understand whether those are due to misalignment or scaling errors. **Per our engineer, the boundary linework was created by the project**

surveyor, the aerial background is georectified to the survey but may have a margin of error of several feet. Staking the site should resolve these concerns but let's circle back after staking is completed if necessary

**1. Additional Exhibit Measurements:**

Would it be possible to receive an updated exhibit that includes additional reference distances?

1. (3a) From the northern property line down to where the alley meets the road, as well as to some of the northernmost lots. **Added, see attached**
2. (3b) From the western edge of my property to the road. **Added, see attached**

**1. Right-of-Way and Road Termination:**

The overlay shows what appears to be a right-of-way, but the road currently ends within the development. Do you have any further information regarding its potential continuation to the highway, or on the intended alignment? Any commentary would be appreciated. **The alignment of the offsite ROW is conceptual and TBD by that development, but we are showing it connecting to Hwy 56 west of the Buhrer property. This potential requirement is being driven by the Town; we recommend you reach out to the Town staff to discuss further. LGI and our development team are unable to negotiate on this based on their guidance.**

**1. Path Placement Between Houses 11 and 12:**

There appears to be a pedestrian path between houses 11 and 12 (counting from the north). Is there a specific reason for its current placement? If the location is flexible, I wonder if it might be shifted a few lots north to better align with a viewing angle from Emily's parents' home. I haven't spoken with them about this idea, but if the placement is largely arbitrary, a slight adjustment might be well received. **The trail/path alignment needs to line up in a tract that allows it to run east-west in order to have a consistent and connected trail system per the Town's requirements. Moving this north would not be feasible, but this shouldn't be something that affects your or your animals' quiet enjoyment of your property as it does not approach our shared boundary.**

Items 1 through 3 are part of a broader effort on my end to visualize the final layout. I plan to stake out a few distances and would like to cross-reference those with accurate measurements. Having a corner marked and updated exhibits would be very helpful.

I'll respond more fully as soon as I can, but your answers to the above will help determine the timing.

Regards,

Kevin

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Fri, May 9, 2025 at 3:40 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

Hey Kevin-

I hope that big rain we just had was good for you all on the farm! We spent a lot of time considering your concerns and are happy to present what we hope your entire family will agree is a fair proposal. Here is what we are able to offer you (as shown on the first attached PDF):

1. Large trees intermittently placed along our shared perimeter
2. Privacy fencing with spacing to allow airflow as requested along the farm's shared perimeter (see the lower right hand of the first attachment's fence design concept)
3. Per your and our discussion the last time we met, we went with rear alley-loaded homes closest to our shared boundary so that we could have a rear alley between you and the homes, and so that your animals wouldn't be spooked by anyone playing in their homes' outdoor spaces which will now be on the opposite/west side of this row of homes
  1. Note: we were not able to design these homes as single-story; with alley load product it is nearly impossible to get enough livable square footage on 1 floor and a garage, however we have minimized the rear-facing windows on the 4 home types we are planning here. See attached, 2 of the 4 have only 1 rear facing window while the two slightly larger home types have only 2
  2. Rear alley loading homes enclosed outdoor space in their "front" yards, which will be on the west side of the homes facing away from you and separated by the homes themselves... which means no barking dogs jumping fences or kids eyeballing your animals
1. Approximately **59-65 feet of total buffer** from the back of any home abutting your farm and Emily's parents' homestead's shared boundary (this is as much as we can offer without losing lots)
  1. The treed and fenced buffer landscaping shall be about 15.6-23.2 feet in width

2. The rear alley will be 24 feet of right of way
  3. The rear setbacks from the lot lines to the rear elevation of the homes abutting your property line are 20 feet
1. NOTE: the topmost/northmost home in this configuration sits on a slightly shorter rear setback, however the landscape buffer lining up with this home and lot here is 23.2 feet wide to provide for a 58.92 foot total buffering

Regarding buffering: After meeting with you we worked with the Town staff to understand what is required by their development code in terms of buffering between agricultural and residential uses. Currently, no such buffering requirements exist between residential and agricultural land in Berthoud... but that doesn't mean we aren't still interested in being good neighbors. As we discussed in person a few weeks ago, 100 or more feet of buffering is not economically feasible on this site. That size buffer would mean losing an entire row of home sites, which would be prohibitively expensive in terms of lost revenue. That said, if you can get comfortable with the rear alley (which Emily and you seemed open to when we met in person) and flipping the homeowners' yards away from you, this plan would provide considerably more benefit to you than a simple 30 foot buffer from the homes' backyards that was proposed in previous conversations before Kacy and I became directly involved. We hope you agree that these creative solutions are an acceptable compromise.

We understand what changes and development growth can mean for neighbors and adjacent uses, and we understand that you're not getting everything you want in what we are proposing above. Even so, we hope you can see how seriously we are taking working together with you. Towns are meant to grow, and LGI Homes loves being part of that growth and putting rooftops over American families' heads as first time homeowners. Thank you for working with us to accomplish that goal. Please take some time reviewing what we've shared here internally and let us know when we can return for a follow up in person meeting to finalize. I will plan to check in toward the end of next week if we haven't already connected.

Thank you!

RC

<image003.png>

**Ryan Cohn**



## VP of Land Acquisitions

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

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<image006.png>

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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Sent:** Sunday, April 13, 2025 11:31 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

Confirmed: 3pm Wednesday, April 16th, 2025 at my farm. I'm sure you have the address, but I've included it below for convenience.

548 E State Hwy 56

Berthoud, CO 80513

--Kevin

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Fri, Apr 11, 2025 at 3:38 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

3pm next Wednesday works, LGI team only will attend without our fee developers joining. Selfishly I'd like to meet the alpacas, I haven't hung out with any spitters since I left Michigan.

If acceptable let's plan to meet at your farm, walk the boundary together, and we can wrap up conversations either back at your place or head to the brewery together if it suits our collective schedule.

Sound good? Thanks Kevin

RC

<image003.png>

**Ryan Cohn**

**VP of Land Acquisitions**

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

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<image006.png>

On Apr 11, 2025, at 3:02 PM, Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)> wrote:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Ryan,

Thanks for the prompt follow-up.

The meeting will need to be in Berthoud—I work from home and prefer to keep it local. City Star Brewing is a neutral spot that works well, unless you'd prefer to meet an alpaca or feel that walking the shared border would be more productive.

We can aim for Wednesday afternoon. City Star opens at 3pm.

I'd prefer Steve sit this one out.

–Kevin

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Fri, Apr 11, 2025 at 2:26 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

Kevin- We get it. Let's start by sitting down and discussing your list of wants and work backwards from there. You tell me if you think it's better for Steve to accompany or sit this one out, totally your call.

Next week we can meet:

1. Tuesday 4/15 after 2pm
2. Wednesday 4/16 after 2pm
3. Thursday 4/17 after 11:30am
4. Friday 4/18 before 2pm

We can meet you near KPMG's downtown Denver office, near your home or wherever's mutually convenient. Thank you

RC

<image003.png>

**Ryan Cohn**

**VP of Land Acquisitions**

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

[www.lgihomes.com](http://www.lgihomes.com)

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<image005.png>

<image006.png>

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**From:** Kevin Buhrer <[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)>

**Sent:** Friday, April 11, 2025 2:12 PM

**To:** Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)>

**Cc:** Kacy Flemons <[kacy.flemons@lgihomes.com](mailto:kacy.flemons@lgihomes.com)>; Ryan Meitz <[ryan.meitz@lgihomes.com](mailto:ryan.meitz@lgihomes.com)>

**Subject:** Re: Farmstead & Your Farm

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Ryan,

Thank you for reaching out and for your willingness to have a face-to-face conversation.

I'm open to meeting next week to revisit the development plans and discuss where things stand. I want to be candid from the outset that prior discussions—particularly



with your representative, Steve Schroyer—were unproductive. Despite some concessions related to fencing and limited tree plantings, the proposals ultimately failed to address the most fundamental issue: the proximity of high-density housing to working agricultural land. Without a meaningful buffer, the potential for long-term conflict between land uses remains high.

Given the development is called “The Farmstead” and the town has expressed an interest in preserving its agricultural character, the lack of consideration for adjacent agricultural operations like mine feels counter to both the name and spirit of the project.

That said, I am willing to hear what has changed and whether there is a genuine opportunity to find a mutually respectful path forward. Please let me know your availability for next week and I’ll do my best to accommodate.

Regards,

Kevin Buhrer

Kevin Buhrer

(928) 380-2781

[kevin.buhrer@gmail.com](mailto:kevin.buhrer@gmail.com)

On Fri, Apr 11, 2025 at 1:23 PM Ryan Cohn <[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)> wrote:

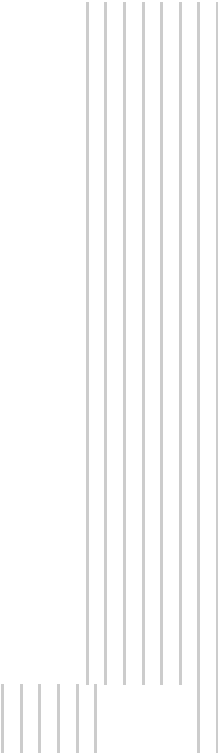
Hi Kevin-

My name is Ryan Cohn, I’m the Vice President of Land Acquisitions and lead the land development team in Colorado for LGI Homes. As you’re well aware, we are planning to develop the site directly west of your farm.

We’re disappointed that our team and we have been unable to come to an agreement about development plans that sets us up to be good neighbors and we’d like to come meet you to see what we can resolve together. Are you available next week for us to come meet you somewhere convenient to talk face to face?

Thanks! Contacts info below.

RC



<image003.png>

**Ryan Cohn**

**VP of Land Acquisitions**

M: 248-752-1696

[ryan.cohn@lgihomes.com](mailto:ryan.cohn@lgihomes.com)

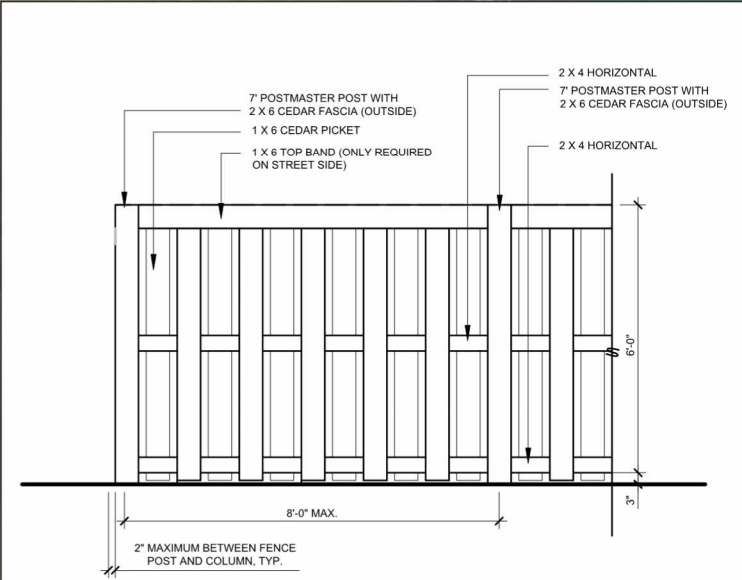
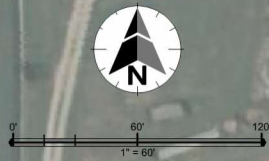
[www.lgihomes.com](http://www.lgihomes.com)

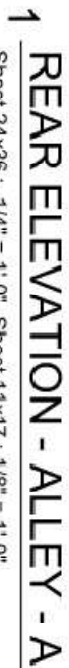
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Attachment 7 - Exhibit for Northeast Corner\_Mitigating Impacts



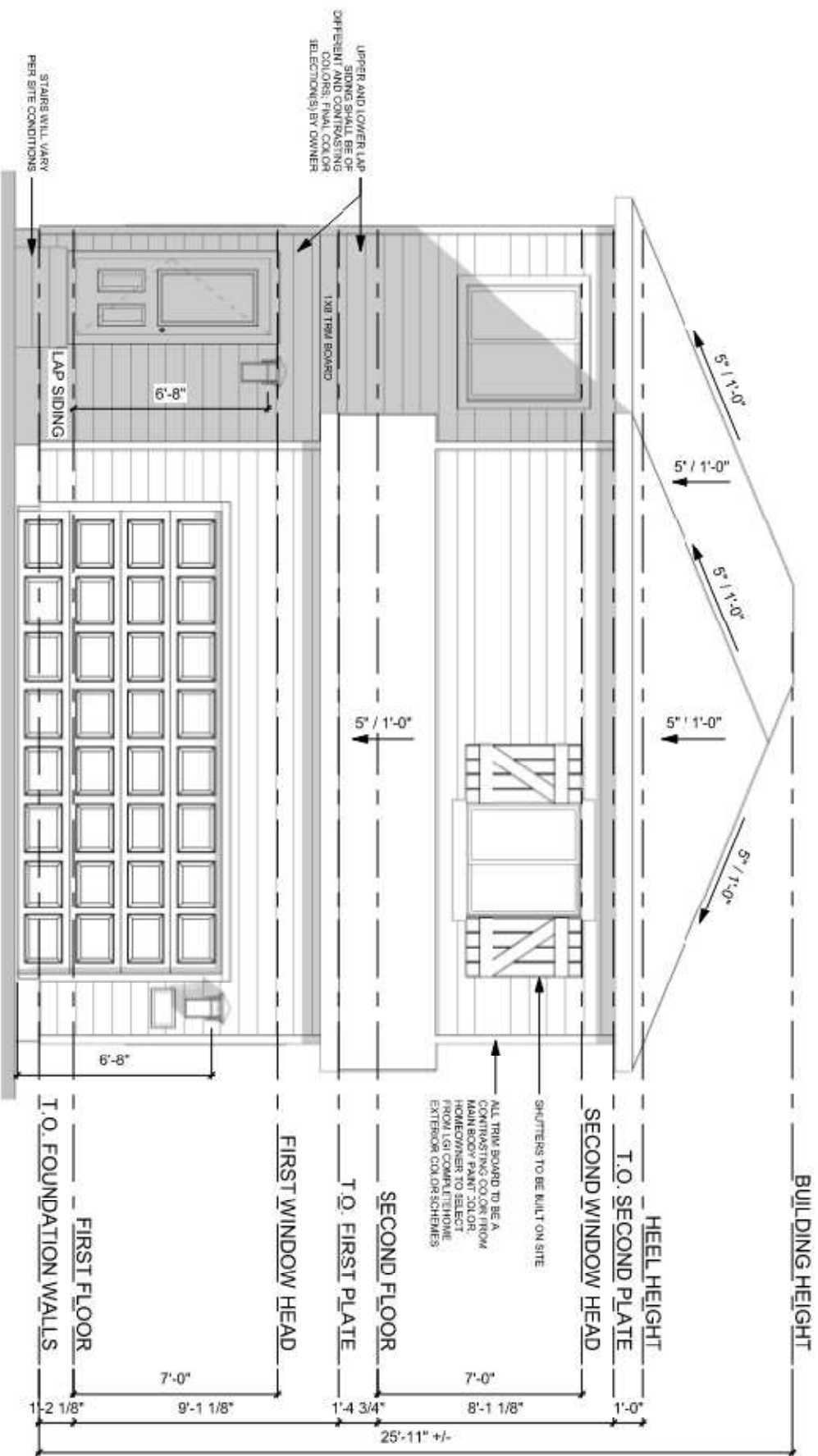


Sheet 24x36 : 1/4" = 1'-0" Sheet 11x17 : 1/8" = 1'-0"





## 1/4" = 1'-0"



# 1 REAR ELEVATION - ALLEY - A

Sheet 24X36 : 1/4" = 1'-0" Sheet 11X17 : 1/8" = 1'-0"



1/4" = 1'-0"

## Attachment 8 - Public Comment

---

**From:** Sarah Lincoln <sarahinthesummer@gmail.com>  
**Sent:** Wednesday, July 2, 2025 3:31 PM  
**To:** William Karspeck; Sean Murphy; May Albrecht; May Albrecht; Tim Hardy; Karl Ayers; Lauren Roth; Anna Murphy; Chris Kirk; Keith Knoll; Tawn Hillenbrand  
**Cc:** Butch Hause  
**Subject:** Newell Farm Park and Farmstead  
**Attachments:** Newell Farm Conceptual Master Plan - Mar2019.pdf  
**Categories:** Neighbor Comment

**Mayor Karspeck, Board of Trustees, PORT Members, & Town Staff,**

**The purpose of this email is to place Newell Farm Park back on the radar screen.** It was understandably put on the backburner over the past couple of years while the PORT and Town Staff did great work on Town Park, the Waggener Arboretum, the Parks & Rec survey, etc. But **due to Farmstead development activities, Newell Farm Park needs to be brought back to the forefront.** I provide details below.

**Last Thursday (June 26<sup>th</sup>), the Planning Commission reviewed the revised Master Plan for the Farmstead 3<sup>rd</sup> filing** which modifies the build-out of the neighborhood south and west of Newell Farm Park. When Butch and I read the materials, we saw no mention of the Park, so we attended the meeting to see how Town Staff chose to address this. **We were surprised that no mention of Newell Farm Park was made in any presentation!**

As a result, we decided to provide public comment. **Below is the subset of concerns we were able to outline in 3-4 minutes.** The entire list of concerns is larger, of course.

1. **Water** – We explained that **the Park is a working Farm at the moment, needing water from the nearby McIntyre Ditch headgate, and that non-potable water will likely be used to irrigate the Park in the future.** The Barley on the east field of the Park was irrigated earlier this spring, but **currently irrigation is impossible** because the grade of the ground between the Farm's concrete ditch and the McIntyre headgate has changed. While irrigation for this year is complete, this irrigation issue **needs to be fixed going forward.**
2. **Use** – We then expounded that the **original vision of the Park was as a musical venue like the Loveland Lagoon (see attached)** that could accommodate summer concerts as well as festivals. We clarified that a 500-seat amphitheater already exists in the farmhouse backyard and a larger amphitheater that would seat 2000-3000 people was talked about for the southwest field. Since this would demand more parking than the Park could accommodate, parking would overflow into the Farmstead neighborhood. **The Farmstead Master Plan needs to allow for the possibility of large musical events as well as street parking.**
3. **Use** – To preserve the full-range mountain view corridor which is treasured by anyone who visits the Farm, the Edwards (who previously owned Farmstead) agreed to **height-restrict some houses within the southwest view corridor to single story.** And they placed a retention pond south of the large amphitheater. The promised retention is still on the Master Plan, but the height restrictions need to be preserved in the plan as well.
4. **Access** – Since this is a Town Park, it will be accessed by folks from Town in addition to the surrounding neighborhood. **How cars, bikes, and pedestrians get into and out of the Park needs to be**

**planned for**, especially in light of the fact that CDOT at one point threatened to limit the Highway 56 access to a right-right turn and the Park access points haven't been planned yet.

**All this to say that it's "go time" for Newell Farm Park, at least relative to Farmstead. In light of this, we would like to request that the Park be re-addressed soon so that the top concerns can be taken into account in the revised Farmstead Master Plan before this plan is approved.** If we want professional help with the Park Concept Plan, we recommend engaging Roger Sherman from BHA Design as he created the original amphitheater master plan (attached) and he knows the land well, so he'd be able to fast-track a new design.

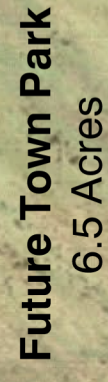
Butch and I will provide public comment at the July 8<sup>th</sup> Board meeting to follow up on this email. **Feel free to text or call me at 303-907-7235 with any questions** or comments. **If you would like to visit the Farm, we'd be happy to show you around.**

Thank you for all the hard work you do. With your support, we look forward to making Newell Farm Park a Town jewel.

Sarah (& Butch)



N County Line Road 1  
1000 Feet



Prepared By:  
BHA Design Inc.



*March, 2019*

*Berthoud, Colorado*





**Garden  
Spot of  
Colorado**

**Town of Berthoud Planning Commission  
Town Hall  
Board Room  
807 Mountain Avenue, Berthoud, CO 80513  
June 26, 2025 at 6:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:05 p.m.
2. Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair  
Mark Brodie, Commissioner  
David Pond, Commissioner  
Stacy Sigman, Commissioner  
Marc Hofmans, Commissioner

The following Planning Commission members were absent:

Abigail Smith, Vice Chair  
Nick Semedallas, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director  
Tawn Hillenbrand, Planning Manager  
Bella Manzo, Planner  
Lakin Dickson, Planning Intern  
Justin Williamson, Sergeant

4. Approval of Minutes from June 12, 2025 were moved for approval by Commissioner Brodie and a second to the motion was made by Commissioner Sigman.
5. An Action Plan Update to the Comprehension Plan was presented by Community Development Director Anne Johnson. The presentation began at 6:12 p.m. and ended at 6:22 p.m.
6. An Action Plan Update to the Housing Diversity Plan was presented by Community Development Director Anne Johnson. The presentation began at 6:24 p.m. and ended at 6:32 p.m.
7. Public Hearing: A Public Hearing to consider a request for a Neighborhood Master Plan and Change of Zone known as Farmstead 3<sup>rd</sup> Filing, located at the southeast corner of Weld County Road 1 and Highway 56.
  - a. Planning Manager Tawn Hillenbrand provided a staff presentation at 6:44 p.m.
  - b. The applicant was represented by Steven Schroyer and they provided a presentation at

6:57 p.m.

- c. Public testimony was opened at 7:20 p.m. and closed at 7:38 p.m. The following members of the public provided testimony: Kevin Buhrer, Emily Stuhr, Mackenzie Daley, Sarah Lincoln, Butch Hause, Melissa Town.
- d. Applicant Steven Schroyer responded to from 7:40 p.m. to 7:54 p.m.
- e. Planning Commissioners deliberated and discussed the Criteria of Approval for the proposed Neighborhood Master Plan. Discussion opened at 7:56 p.m. and closed at 8:12 p.m.
- f. Commissioner Pond moved to send a recommendation of approval to the Town Trustees of the Farmstead 3<sup>rd</sup> Filing Neighborhood Master Plan request as proposed. A second to this motion was made by Commissioner Hofmans.
- g. Planning Commissioners deliberated and discussed the Criteria of Approval for the proposed Change of Zone. Discussion opened at 8:13 p.m. and closed at 8:17 p.m.
- h. Commissioner Pond moved to send a recommendation of approval to the Town Trustees of the Farmstead 3<sup>rd</sup> Filing Change of Zone request from PUD – Planned Unit Development to SR – Suburban Residential, SC -Suburban Commercial, and UR -Urban Residential as proposed. A second to this motion was made by Commissioner Hofmans.
- i. The public hearing closed at 8:17 p.m.

8. Report by Staff:

- a. The next scheduled Planning Commission will be on July 10, with one Land Use Hearing confirmed and one additional Land Use Hearing possible. There will also be presentations on updates to the Short Term Rentals code and Mountain Avenue Overlay. There will not be a Planning Commission meeting on July 24, 2025.

9. Adjourn

The meeting was adjourned by Motion of Commissioner Sigman and seconded by Commissioner Pond at 8:24 p.m.



Chairperson



Secretary

## Public Testimony - Presented at meeting

Good evening. My name is Kevin Buhrer. I'm a veteran with a service-connected disability, and I moved to Berthoud for its peaceful, rural character. I intentionally chose my property with the understanding that it would be buffered by a school. That school has since been relocated, and the current proposal now places high-density housing along the northeastern edge.

To the Town and developer's credit, they've addressed some of my concerns—particularly around animal safety—by incorporating alley-loaded homes and fencing. But in my written comments from May 2023, I also raised concerns about the density along the eastern edge, where it meets existing rural properties. Those concerns remain unresolved.

My home, along with those of neighboring properties, reflects a rural residential character. The Berthoud Comprehensive Plan acknowledges this, specifically calling for “generous spacing” between homes in rural residential zones. The current layout fails to honor that guidance.

I'm asking the Commission to consider removing—or relocating—the four northernmost homes along the eastern border. This adjustment would create a more appropriate transition and resolve one of my primary concerns with the current plan. It would reduce the total unit count from 546 to 542 if removed, but I am not opposed to the developer incorporating those units elsewhere, such as on the western edge of the site. The concern is not the number of homes—it's their placement at the rural interface.

I've spoken with the Town Planning Manager and understand that the Commission can approve the plan with amendments, as long as they don't require fundamental changes to infrastructure. This is a minor adjustment in layout—but a major one in terms of long-term compatibility and livability.

It's also worth noting that in nearby municipalities, this wouldn't even be a debate. Many require 50-foot vegetated buffers and housing setbacks of 100 feet or more from the property line where suburban development meets rural land. This plan falls far short of that. Berthoud has an opportunity to set a thoughtful example by ensuring a smoother transition between incompatible land uses—without undermining the developer's overall goals.

I understand not everyone will agree with my position, and that's okay. I'm not here to create conflict—I'm here to represent a valid perspective on land use compatibility and rural character that I hope the Commission takes seriously.

I'm asking for a modest, policy-aligned change that requires no major redesign and sets a positive precedent for how Berthoud balances growth with rural integrity.

Thank you for your time and consideration.



# Lack of Transition Between Rural and High-Density Zones

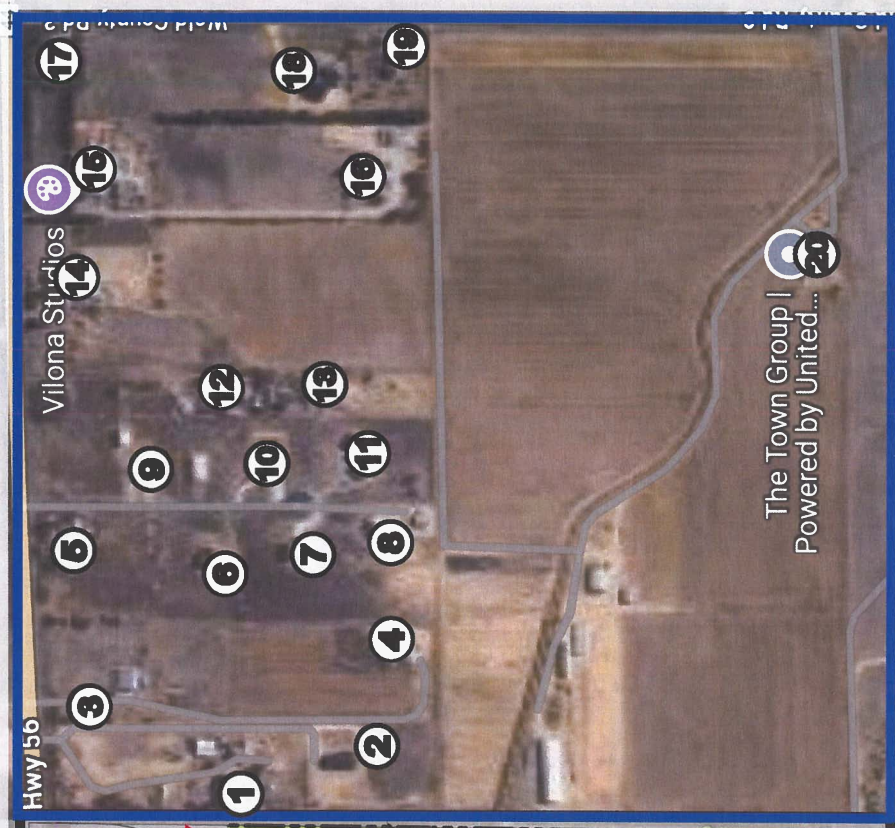
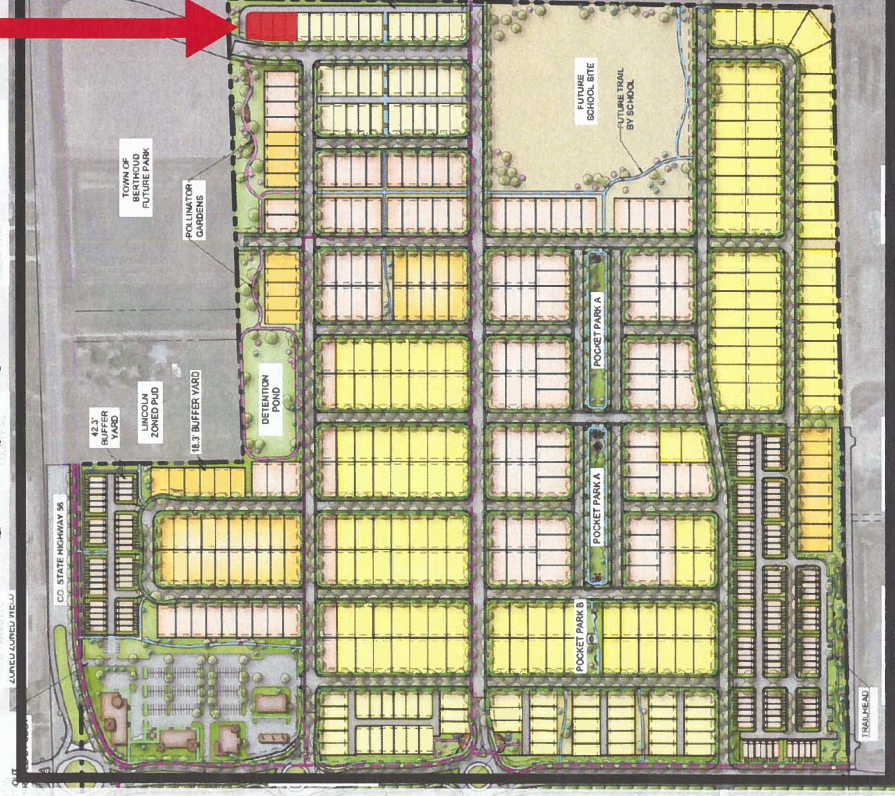
4 lots  
of concern

Farmstead Phase III

① Buhrer residence

546 Units

20 Residences



Area approximately equal





RESOLUTION NUMBER 13

(SERIES 2025)

A RESOLUTION OF THE TOWN OF BERTHOUD BOARD OF TRUSTEES APPROVING A NEIGHBORHOOD MASTER PLAN FOR A DEVELOPMENT KNOWN AS THE “FARMSTEAD 3<sup>rd</sup> FILING” DEVELOPMENT IN THE TOWN OF BERTHOUD.

WHEREAS, the property under consideration is known as the “Farmstead 3<sup>rd</sup> Filing” development; and

WHEREAS, the Town of Berthoud (“Town”) approved Ordinances 850 on April 11, 2000, which approved the Zoning of the Farmstead 3<sup>rd</sup> Filing property to Planned Unit Development; and

WHEREAS, the applicant has reviewed the 2021 Comprehensive Plan and seeks to incorporate the Town’s new zoning classifications and conform to the land development vision outlined in the 2021 Comprehensive Plan at the request of staff; and

WHEREAS, the Neighborhood Master Plan attached herein as Exhibit A has been reviewed by referral agencies to ensure the proposed development does not present a burden on service provision; and

WHEREAS, notice was properly posted in the manner required by law and a public hearing was conducted on June 26, 2025, before the Berthoud Planning Commission; and

WHEREAS, after the public hearing, the Berthoud Planning Commission made a unanimous recommendation to the Town Board of Trustees to approve the Neighborhood Master Plan as presented.

WHEREAS, notice was properly posted in a manner required by law and a public hearing was conducted on July 22, 2025, before the Board of Trustees as required by law and which public hearing incorporated the testimony of citizens which were allowed to speak during “Citizen Participation” during the Board of Trustees meeting held July 22, 2025, and which testimony the applicant confirmed it had reviewed; and

WHEREAS, based on the testimony and evidence presented at the public hearing and that given July 22, 2025, the Board of Trustees determines and finds that compliance with the Neighborhood Master Plan review criteria as provided in Section 30-6-106.G of the Berthoud Municipal Code has been demonstrated.

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

Section 1. NMP Approval. The Neighborhood Master Plan is hereby approved. The Preliminary Plat shall be submitted in accordance with the Neighborhood Master Plan and the processing shall follow the Land Use Code.

Section 2. Interpretation: This Resolution shall be interpreted and construed to effectuate its general purpose.

Section 3. Effective Date: The provisions of this Resolution shall take effect upon adoption.

APPROVED AND ADOPTED this 22<sup>nd</sup> day of July 2025.

TOWN OF BERTHOUD

By \_\_\_\_\_  
William Karspeck, Mayor

ATTEST:

By: \_\_\_\_\_  
Christian Samora, Town Clerk

ONE OR LESS (+/-), AND MAY BE SUBJECT TO EASEMENTS AND RIGHTS-OF-WAY NOW ON RECORD OR EXISTING.

LOT 3, GREEN ACRES MINOR SUBDIVISION, COUNTY OF WELD, STATE OF COLORADO

PARCELS 2, LOT B, RECORDED EXEMPTION NO. 1061-192 REG. 1472, RECORDED FEBRUARY 8, 1993 UNDER RECEIPTION NO. 2231003, LOCATED IN THE NW ¼ OF SECTION 19, TOWNSHIP 4 NORTH, RANGE 68 WEST OF THE 10TH P.M., PLATTED PARCEL CONVERTED BY DEED RECORDED DECEMBER 30, 2002 UNDER RECEIPTION NO. 3018041, AND ALSO EXCEPTING 1/4th PARCEL PLATTED AS GREEN ACRES MINOR SUBDIVISION, RECORDED AUGUST 14, 2003 UNDER RECEIPTION NO. 3089453, COUNTY OF WELD, STATE OF COLORADO.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS (NOT A PART OF SAID TITLE COMMITMENT),

CONSIDERING THE WESTERLY LINE OF THE NORTHWEST QUARTER OF SECTION NINETEEN (19), TOWNSHIP FOUR (4) NORTH, RANGE SIXTY-EIGHT (68) WEST OF THE SIXTH (6) PRINCIPAL MERIDIAN, COUNTY OF WELD, STATE OF COLORADO, WITH THE WEST QUARTER CORNER OF SAID SECTION 19, BEING MONUMENTED BY A 2.5" ALUMINUM CAP ON A REBAR STAMPED "S 123742" IN A MONUMENT BOX, AND THE NORTHWEST CORNER OF SAID SECTION 19, BEING MONUMENTED BY A 2.5" ALUMINUM CAP ON A REBAR STAMPED "S 282825" IN A MONUMENT BOX AS BEARING NORTH 00°05'10" WEST AND WITH ALL BEARINGS CONTAINED HEREIN RELATIVE THERETO.

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 19, THENCE ALONG THE SOUTHERLY LINE OF THE NORTHWEST QUARTER OF SAID SECTION 19 TO THE EASTERLY RIGHT-OF-WAY OF NORTH WEID COUNTY LINE ROAD 1, ALSO KNOWN AS SOUTH LARNER COUNTY LINE ROAD 13, NORTH 89.95555 EAST 30.00 FEET ALSO BEING THE POINT OF BEGINNING;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, LINE NORTH 07.05151 WEST 1.83000 FEET TO A CORNER MARKED BY A 4" IRON PIPE 10 FEET DEEP, BEING THE CORNER OF SAID SECTION 19, THENCE WITH YELLOW PLASTIC CAP BEARING IS 32444, ALSO BEING THE POINT OF BEGINNING OF SPECIAL WARRANTY DEED RECORDED UNDER WEID COUNTY CLERK A RECORDER RECEPTION NUMBER 794897.

THENCE ALONG THE NORTHERLY BOUNDARY OF SAID DEED SOUTH 89°55'50" EAST 20.00 FEET TO A #4 REBAR WITH AN ILLEGIBLE YELLOW PLASTIC CAP, ALSO BEING THE SOUTHWEST CORNER OF LOT 3, GREEN ACRES, RECORDED UNDER WELD COUNTY CLERK & RECORDER RECEPTION NUMBER 3093453.

THEENCE ALONG THE EASTELY RIGHT-OF-WAY OF COUNTY LINE ROAD 1, ALSO BEING THE WESTERLY LINE OF SAID LOT 3, NORTH 00°05'10" WEST 860.98 FEET TO A #4 REBAR WITH YELLOW PLASTIC CAP BEARING "LS 3244".

THEENCE DEPARTING SAID RIGHT-OF-WAY LINE AND CONTINUING ALONG THE SOUTHERLY RIGHT-OF-WAY OF E. STATE HIGHWAY 56, ALSO BEING THE NORTH-WESTERLY LINE OF SAID LOT 3 NORTH 44° 47'50" WEST 42.41 FEET TO A #4 REBAR WITH YELLOW PLASTIC CAP BEARING L.S. 32444".

THENCE CONTINUING ALONG SAID RIGHT-OF-WAY LINE, ALSO BEING THE NORTHERLY LINE OF SAID LOT 3 NORTH 89°30'54" WEST 515.17 FEET TO A 46 REBAR WITH 2" ALUMINUM CAP STAMPED "LS 1346";

THENCE ALONG A CURVE CONCAVE TO THE NORTH 425.77 FEET, SAID CURVE HAVING A RADIUS OF 20412.46 FEET, A CENTRAL ANGLE OF 1°11'42", AND THOSE CHORD BEARS NORTH 89°43'45" EAST 255.78 FEET TO THE NORTHWEST CORNER OF EXEMPTION LOT A BE 106°11°52.8" W472. ALSO BEING THE NORTHWEST CORNER OF SAID LOT 3;

THENCE SOUTH 01°02'05" EAST 544.11 FEET ALONG THE EASTERLY LINE OF SAID LOT 3 TO A #4 REBAR WITH YELLOW PLASTIC CAP BEARING LS 32444;

THENCE DEPARTING SAID EASTERLY LINE AND CONTINUING ALONG THE SOUTHERLY LINE OF LOT 10 OF RECORDED EXEMPTION 1061-19-2-RE 1412 RECORDED UNDER WELD COUNTY RECEPTION NUMBER 2321003 NORTH 88-12'0" EAST 399.98 FEET TO A #5 REBAR WITH 2" ALUMINUM CAP TAPPED LS 13446.

HENCE ALONG THE SOUTHERLY LINE OF THE EXCEPTED PARCEL DESCRIBED IN BOOK 1603  
AGE .096 NORTH 88°18'39" EAST 100.12 FEET TO A #6 REBAR WITH AN ILLEGIBLE 1.5" ALUMINUM  
AP. ALSO BEING THE SOUTHWEST CORNER OF LOT 2, GREEN ACRES, RECORDED UNDER WELD  
COUNTY RECEPTION NUMBER 3095453.

HENCE ALONG THE SOUTHEASTLY LINE OF SAID LOT 2 NORTH 88°10'49" EAST 599.18 FEET TO A #5 EBAR WITH AN ILLEGIBLE 1.5" ALUMINUM CAP, ALSO BEING THE SOUTHEAST CORNER OF SAID CT 2 AND THE SOUTHWEST CORNER OF LOT 1, GREEN ACRES RECORDED UNDER WELD COUNTY RECEPTION NUMBER 3095453.

HENCE CONTINUING ALONG SAID EASTERLY LINE SOUTH 00°39'27" WEST 664.77 FEET TO THE

ENTER NORTH-SIXTEENTH CORNER OF SAID SECTION 19, BEING MONUMENTED BY A 2.5" LUMINUM CAP ON A #6 REBAR STAMPED "LS 20225, 2002".

HENCE DEPARTING SAID EASTERLY LINE AND DEVIATING FROM THE ACCEPTED SOUTHERLY LINE OF THE NORTHWEST QUARTER OF SAID SECTION 19, AND CONTINUING ALONG THE PRESENT NORTHERLY LINE OF SPANISH GO STATES PUDF-18-0007 RECORDED UNDER YELD

COUNTY RECEPTION NUMBER 4581302, SOUTH 89°23'43" WEST 1354.13 FEET;  
HENCE ALONG THE WESTERLY LINE OF SAID SPANISH FOX ESTATES PLAT SOUTH 00°05'51"  
EAST 5.24 FEET TO A POINT ON THE SOUTHERLY LINE OF THE NORTHWEST QUARTER OF SAID  
SECTION 19;

HENCE DEPARTING SAID WESTERLY LINE SOUTH 89°00'18" WEST 21.30' ALONG THE ACCEPTED OUTRULY LINE OF THE NORTHWEST QUARTER OF SECTION 19 TO THE CENTER WEST INTERSECTING CORNER OF SAID SECTION 19, BEING MONUMENTED BY A 2.5" ALUMINUM CAP ON A #4 EBAR STAMPED "LS 123/4".

HENCE CONTINUING ALONG SAID SOUTHERLY LINE SOUTH 88°58'53" WEST 1117.01 FEET TO THE  
CINT OF BEGINNING.

HE ABOVE-DESCRIBED PARCEL OF LAND CONTAINS 5.471,817 SQUARE FEET OR 125.62 ACRES.

SINGLE FAMILY DETACHED, FRONT LOAD (60' X 110')..... 142

|                                                                                     |                                                      |     |
|-------------------------------------------------------------------------------------|------------------------------------------------------|-----|
|  | SINGLE FAMILY DETACHED, FRONT LOAD (60' x 110')..... | 133 |
|  | SINGLE FAMILY DETACHED, FRONT LOAD (40' x 110')..... | 54  |
|  | SINGLE FAMILY DETACHED, REAR LOAD (40' x 110').....  | 87  |
|  | TOWNHOMES (20' x 110').....                          | 148 |

TOTAL ACREAGE ~126.3 ACRES

|                                |             |
|--------------------------------|-------------|
| ROW/PRIVATE DRIVE/PARKING      | ~22.3 ACRES |
| % OF SITE AS ROW/DRIVE/PARKING | 18.0%       |
| OPEN SPACE & PARK ACREAGE      | ~13.3 ACRES |
| % OF SITE AS OPEN SPACE        | 10.5%       |
| FUTURE SCHOOL SITE ACREAGE     | ~9.9 ACRES  |
| % OF SITE AS FUTURE SCHOOL     | 7.8%        |

EXISTING ROAD NETWORK INCLUDING ALL ACCESS POINTS

2. UNLESS OTHERWISE NOTED ON THE PLAN, ALL STREETS ARE LOCAL STREETS AND/OR ALLEYS.

1. PROPOSED LOT COUNT AND LOT SIZES ARE CONCEPTUAL AND MAY CHANGE AT TIME OF PLAT, DEPENDING ON MARKET

2. RESIDENTIAL PRODUCT TYPES DEFINED ARE CONCEPTUAL AND MAY BE ADJUSTED AT LATER DATES. PER THE MUNICIPAL CODE, AN MINIMUM OF FOUR (4) PRODUCT TYPES WILL BE INCLUDED IN THE SUBDIVISION. RESIDENTIAL PRODUCT TYPES COULD INCLUDE, BUT ARE NOT LIMITED TO: SINGLE FAMILY DETACHED, TOWNHOMES DUPLEXES, APARTMENTS AND/OR OTHER RESIDENTIAL PRODUCT TYPES AS SPECIFIED IN THE MUNICIPAL CODE. PER ZONE DISTRICT.

Approved by the Town of Belvidere, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

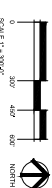
The foregoing map is approved for filing and accepted by the Town of Berthoud, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

Town Clerk

Approved by the Planning Commission on the 10th of  
 Berthoud, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

Town of Berthoud, Colorado  
Final Approval

SHEET 2 - OPEN SPACE CIRCULATION & PARKS





AMENITY INFORMATION:

PARK STATISTICS:

PARK SPACE REQUIRED  
(965 UNITS) 5.66 ACRES

PARK SPACE PROVIDED 8.6 ACRES\*

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. COMMUNITY PARK AMENITIES IN THE FARMSTEAD SECOND FLING ARE TO COUNT TOWARDS TOTAL REQUIRED PARK AREA.

SUBDIVISION DENSITY & PLACE STANDARDS:

UNITS PROVIDED: 562

SUBDIVISION DENSITY ELEMENTS POINTS REQUIRED: 8

FARMSTEAD WAS DESIGNED AS A MASTER PLANNED COMMUNITY. SITE AMENITIES AND OPEN SPACE WERE INCORPORATED INTO THE OVERALL MASTER PLAN TO ENSURE DEVELOPMENT OF A COHESIVE COMMUNITY WITH OPEN SPACE STRATEGICALLY LOCATED TO SERVE THE NEIGHBORHOOD.

THE FOLLOWING IS A LIST OF SITE AMENITY ELEMENTS:

- TRAILS (THREE ELEMENTS)
- ENTRWAY (ONE ELEMENT)
- OPEN SPACE (ONE ELEMENT)
- ALLEY-LOADED STREETS (TWO ELEMENTS)
- ARTWORK (ONE ELEMENT)

OPEN SPACE CALCULATIONS:

TOTAL OPEN SPACE REQUIRED (10% OF SITE) = 12.6 AC (10.0%)

TOTAL OPEN SPACE PROVIDED = 10.2 AC (8.9%)

TOTAL SITE ACREAGE = 128.3 AC

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. OPEN SPACE IN THE FARMSTEAD SECOND FLING IS TO COUNT TOWARDS TOTAL REQUIRED OPEN SPACE AREA.

OPEN SPACE ELEMENTS

OPEN SPACE ELEMENTS: 3 ELEMENTS REQUIRED

OPEN SPACE ELEMENTS: 1 ELEMENT PROVIDED

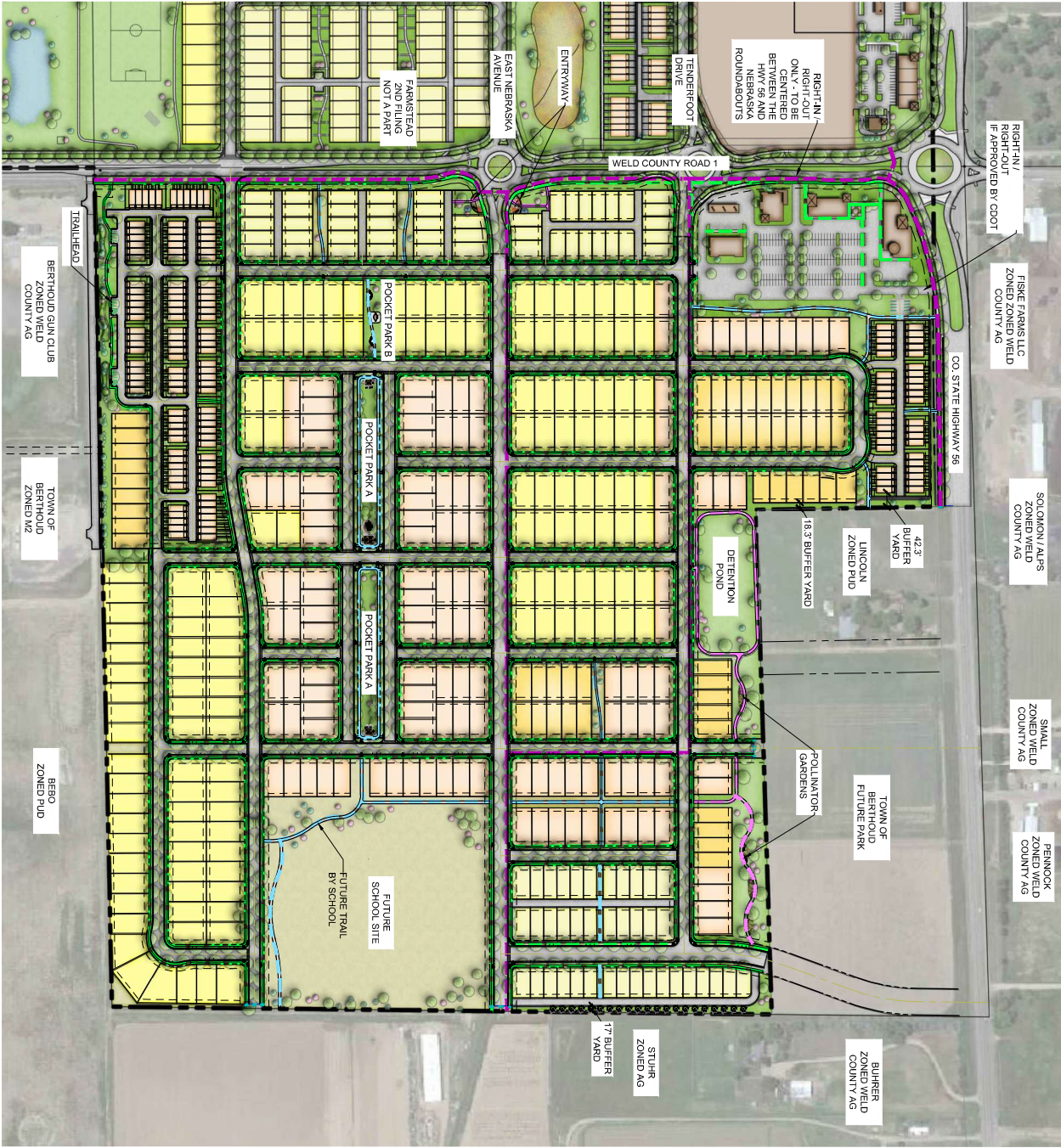
TRAIL HEAD ELEMENT: 1 ELEMENT

NOTE: THE FARMSTEAD IS A MASTER-PLANNED COMMUNITY. OPEN SPACE IN THE FARMSTEAD SECOND FLING IS TO COUNT TOWARDS TOTAL REQUIRED OPEN SPACE AREA.

WALKS/TRAILS SUMMARY

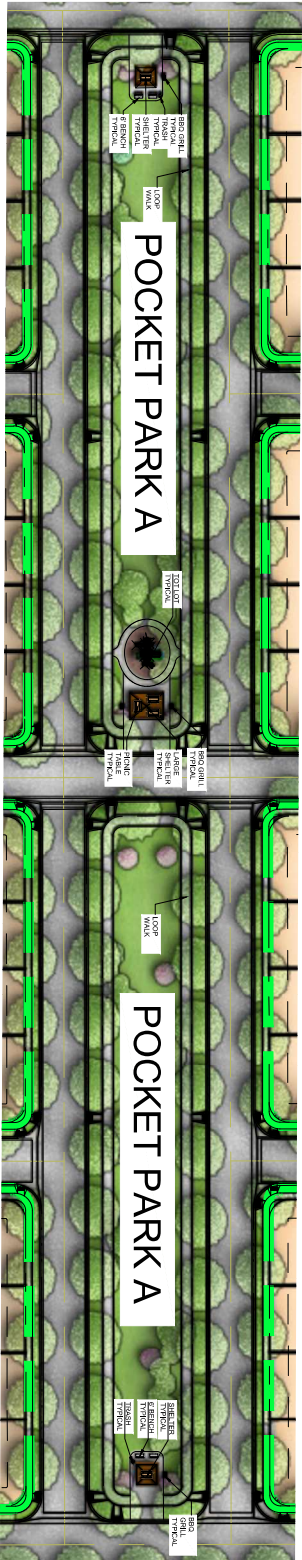
- 8' DETACHED CONCRETE SIDEWALK - +/- 33,946 feet
- 8' CONCRETE TRAIL CONNECTION TO ADJOINING DEVELOPMENTS - +/- 8,192 feet
- 8' SOFT SURFACE TRAIL - +/- 2,433 feet
- 8' PLANNED NEIGHBORHOOD TRAIL PER TRAILS MASTER PLAN - +/- 9,461 feet
- 10' PLANNED REGIONAL TRAIL PER TRAILS MASTER PLAN - +/- 1,000 feet

NOTE: TRAIL LOCATIONS ARE CONCEPTUAL. FINAL LOCATION TO BE DETERMINED AT PLAT.



POCKET PARK A

SCALE: 1" = 40'



POCKET PARK ELEMENTS:

- LIST A: ALL ELEMENTS REQUIRED

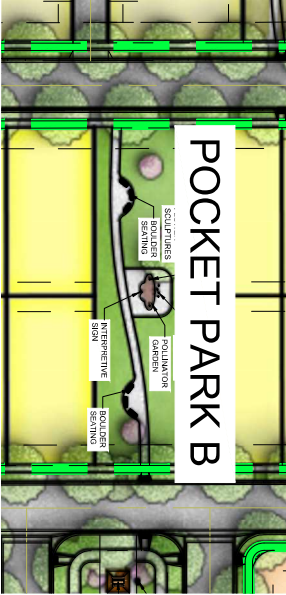
  - ELECTRICITY
  - IRRIGATION
  - SECURITY LIGHTING
  - TRASH RECEPTACLES (MIN. 2 PER AC)
  - WATER SERVICE
  - BIKE RACKS
  - LANDSCAPING
- LIST B: PRE-SELECTED COMPONENTS

  - GROUP PICNIC SHELTER (1)
  - 2 INDIVIDUAL SHELTERS W/ ONE PICNIC TABLE EACH (1)
  - MIN. 15,000 S.F. TURF PLAY AREA (COUNTED AS 1 PER 15,000 S.F.) (2)
  - MIN. 10,000 S.F. NATURAL AREA (1)
  - LOOP WALK
- LIST C: COMPONENTS OF CHOICE

  - SPORTS FIELD (HIGH)
  - BOCCIE BALL COURT (LOW)
  - HORSESHOE PITS (LOW)

POCKET PARK B

SCALE: 1" = 40'



POCKET PARK ELEMENTS:

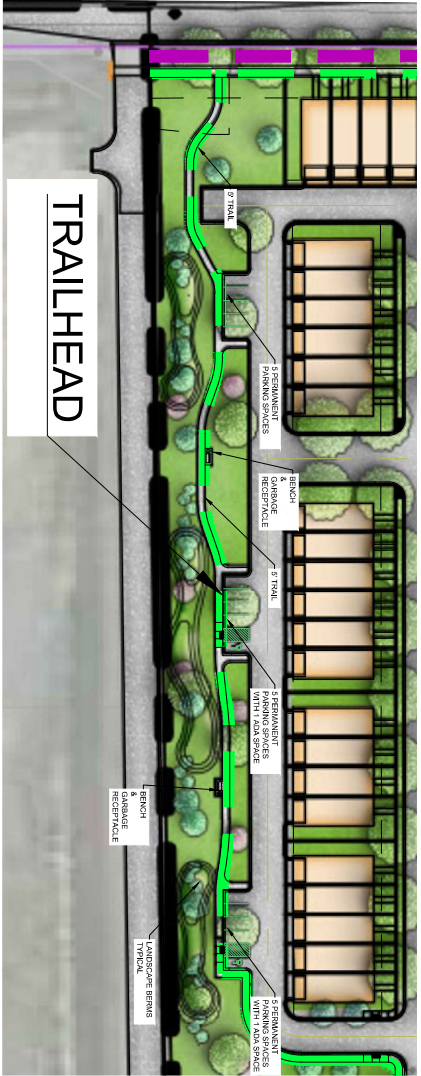
- LIST A: ALL ELEMENTS REQUIRED

  - ELECTRICITY
  - IRRIGATION
  - SECURITY LIGHTING
  - TRASH RECEPTACLES (MIN. 2 PER AC)
  - WATER SERVICE
  - BIKE RACKS
  - LANDSCAPING
- CHOSEN COMPONENTS

  - BOULDER SEATING
  - POLYNATOR GARDEN
  - INTERPRETIVE SIGN
  - ART
  - MUSICAL CHIMES

TRAILHEAD

SCALE: 1" = 40'





## **ORDINANCE NO. 1354**

### **AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF BERTHOUD TO REZONE THE FARMSTEAD 3<sup>RD</sup> FILING PROPERTY PREVIOUSLY ZONED TO PLANNED UNIT DEVELOPMENT TO SUBURBAN RESIDENTIAL, SUBURBAN COMMERCIAL, AND URBAN RESIDENTIAL DISTRICTS**

WHEREAS, the property under consideration is known as the “Farmstead 3<sup>rd</sup> Filing” development and was zoned to Planned Unit Development by Ordinances 850 in 2000 by the Town of Berthoud; and

WHEREAS, the applicant has reviewed the 2021 Comprehensive Plan and seeks to incorporate the Town’s new zoning classifications and conform to the land development vision outlined in the 2021 Comprehensive Plan at the request of staff; and

WHEREAS, the Planning Commission considered the request to rezone the property at their public hearing on June 26, 2025, and moved to forward their approval of the request to the Town Board of Trustees; and

WHEREAS, notice was properly posted in the manner required by law and a public hearing was conducted on July 22, 2025, before the Board of Trustees as required by law; and

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

Section 1. Map Revision: The official zoning map of the Town of Berthoud shall be amended hereinafter and which property is commonly known as the “Farmstead 3<sup>rd</sup> Filing” development as described in Exhibit A, shall be rezoned from Planned Unit Development to Suburban Residential (SR), Suburban Commercial (SC), and Urban Residential (UR) as illustrated in Exhibit B.

Section 2. Interpretation: This Ordinance shall be so interpreted and construed to effectuate its general purpose.

Section 3. Publication: The Town Clerk shall certify to the passage of this Ordinance and cause its contents to be published and shall cause the appropriate change to be made to the official Berthoud Zoning District Map.

Section 4. Effective Date: The provisions of this Ordinance shall take effect thirty days after publication as required by law.

INTRODUCED, READ, ADOPTED, APPROVED, AND ORDERED PUBLISHED IN FULL on this 22<sup>nd</sup> day of July 2025.

TOWN OF BERTHOUD

By \_\_\_\_\_  
William Karspeck, Mayor

ATTEST:

By: \_\_\_\_\_  
Christian Samora, Town Clerk



## **EXHIBIT A: LEGAL DESCRIPTION**

### **PARCEL 1:**

LOT 3, GREEN ACRES MINOR SUBDIVISION, COUNTY OF WELD, STATE OF COLORADO.

### **PARCEL 2:**

LOT B, RECORDED EXEMPTION NO. 1061-19-2 RE 1472, RECORDED FEBRUARY 8, 1993 UNDER RECEPTION NO. 2321003, LOCATED IN THE NW 1/4 OF SECTION 19, TOWNSHIP 4 NORTH, RANGE 68 WEST OF THE 6TH P.M.,

EXCEPTING THEREFROM THAT PARCEL CONVEYED BY DEED RECORDED DECEMBER 26, 2002 UNDER RECEPTION NO. 3018041,

AND ALSO EXCEPTING THAT PARCEL PLATTED AS GREEN ACRES MINOR SUBDIVISION, RECORDED AUGUST 14, 2003 UNDER RECEPTION NO. 3095453, COUNTY OF WELD, STATE OF COLORADO.

### **BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

Considering the Westerly line of the Northwest Quarter of Section Nineteen (19) Township Four (4) North, Range Sixty-eight (68) West of the Sixth (6) Principal Meridian, County of Weld, State of Colorado, with the West Quarter Corner of said Section 19, being monumented by a 3.25" Aluminum Cap on a #6 Rebar stamped "LS 12374" in a monument box, and the Northwest Corner of said Section 19, being monumented by a 2.5" Aluminum Cap on a #6 Rebar stamped "LS 28285" in a monument box as bearing North 00°05'10" West and with all bearings contained herein relative thereto:

COMMENCING at the West Quarter Corner of said Section 19, THENCE along the Southerly line of the Northwest Quarter of said Section 19 to the Easterly right-of-way of North Weld County Line Road 1, also known as South Larimer County Line Road 13, North 88°58'53" East 30.00 feet also being the POINT OF BEGINNING;

THENCE along said Easterly right-of-way line North 00°05'10" West 1630.80 feet to a #4 Rebar with Yellow Plastic Cap stamped LS 32444, also being the Northwest Corner of Special Warranty Deed recorded under Weld County Clerk & Recorder Reception Number 4794857;

THENCE along the Northerly boundary of said deed South 89°55'50" East 20.00 feet to a #4 Rebar with an illegible Yellow Plastic Cap, also being the Southwest Corner of Lot 3, Green Acres, recorded under Weld County Clerk & Recorder Reception Number 3095453;

THENCE along the Easterly right-of-way of County Line Road 1, also being the Westerly line of said Lot 3, North  $00^{\circ}05'10''$  West 860.98 feet to a #4 Rebar with Yellow Plastic Cap stamped "LS 32444";

THENCE departing said right-of-way line and continuing along the Southerly right-of-way of E. State Highway 56, also being the Northwesterly line of said Lot 3, North  $44^{\circ}47'56''$  East 42.41 feet to a #4 Rebar with Yellow Plastic Cap stamped "LS 32444";

THENCE continuing along said right-of-way line, also being the Northerly line of said Lot 3 North  $89^{\circ}36'54''$  East 515.71 feet to a #5 Rebar with 2" Aluminum Cap stamped "LS 13446";

THENCE along a curve concave to the North 425.77 feet, said curve having a radius of 20412.46 feet, a central angle of  $1^{\circ}11'42''$ , and whose chord bears North  $89^{\circ}02'47''$  East 425.76 feet to the Northwest Corner of Exception Lot A RE 1061-19-2-RE 1472, also being the Northeast corner of said Lot 3;

THENCE South  $01^{\circ}02'05''$  East 544.11 feet along the Easterly line of said Lot 3 to a #4 Rebar with Yellow Plastic Cap stamped LS 32444;

THENCE departing said Easterly line and continuing along the Southerly line of Lot A of Recorded Exemption 1061-19-2-RE 1472 recorded under Weld County Reception Number 2321003 North  $88^{\circ}12'10''$  East 399.98 feet to a #5 Rebar with 2" Aluminum Cap stamped LS 13446;

THENCE along the Southerly line of the excepted parcel described in Book 1609 Page 496 North  $88^{\circ}18'58''$  East 100.12 feet to a #5 Rebar with an illegible 1.5" Aluminum Cap, also being the Southwest Corner of Lot 2, Green Acres, recorded under Weld County Reception Number 3095453;

THENCE along the Southerly line of said Lot 2 North  $88^{\circ}10'49''$  East 509.18 feet to a #5 Rebar with an illegible 1.5" Aluminum Cap, also being the Southeast Corner of said Lot 2 and the Southwest Corner of Lot 1, Green Acres recorded under Weld County Reception Number 3095453;

THENCE along the Southerly line of said Lot 1 North  $88^{\circ}13'28''$  East 509.31 feet to a #4 Rebar with Yellow Plastic Cap stamped LS 32444, also being the Southeast Corner of said Lot 1 and a point on the Easterly line of the Northwest Quarter of Section 19;

THENCE continuing along said Easterly line South  $00^{\circ}39'27''$  West 664.77 feet to the Center North Sixteenth Corner of said Section 19, being monumented by a 2.5" Aluminum Cap on a #6 Rebar stamped "LS 28285, 2002";

THENCE continuing along said Easterly line South  $00^{\circ}39'47''$  West 1327.42 feet to the accepted Center Quarter Corner of said Section 19, being monumented by a #6 Rebar with no cap;

THENCE departing said Easterly line and deviating from the accepted Southerly line of the Northwest Quarter of said Section 19, and continuing along the apparent Northerly line of Spanish Fox Estates PUDF18-0007 recorded under Weld County Reception Number 4581302, South  $89^{\circ}23'43''$  West 1354.13 feet;

THENCE along the Westerly line of said Spanish Fox Estates Plat South  $00^{\circ}05'51''$  West 9.24 feet to a point on the Southerly line of the Northwest Quarter of said Section 19;

THENCE departing said Westerly line South  $89^{\circ}00'16''$  West 21.30' along the accepted Southerly line of the Northwest Quarter of Section 19 to the Center West Sixteenth Corner of said Section 19, being monumented by a 2.5" Aluminum Cap on a #6 Rebar stamped "LS 12374";

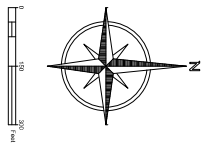
THENCE continuing along said Southerly line South  $88^{\circ}58'53''$  West 1117.01 feet to the POINT OF BEGINNING.

The above-described parcel of land contains 5,471,817 square feet or 125.62 acres, more or less ( $\pm$ ), and may be subject to easements and rights-of-way now on record or existing.

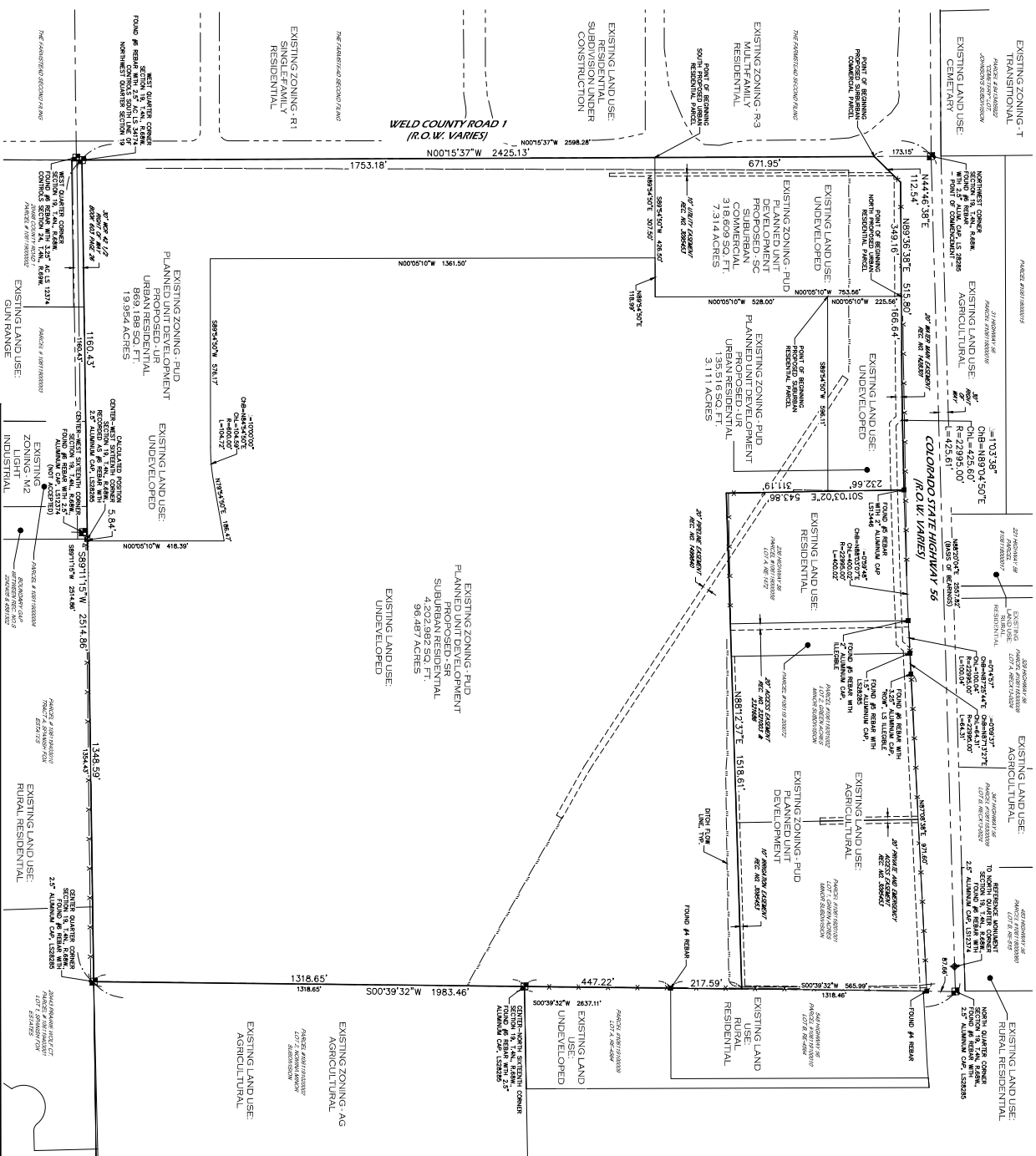




EXISTING ZONING - T  
TRANSITIONAL  
PARCEL # 241340522  
TOMBERRY LOT,  
JOHNSON'S SUBDIVISION



- |                                                                                   |                              |
|-----------------------------------------------------------------------------------|------------------------------|
|  | ADJUTANT CORNER AS DESCRIBED |
|  | REFERENCE MONUMENT           |
|  | TOBN MONUMENT AS DESCRIBED   |
|  | CALCULATED POSITION          |
|  | FENCE                        |
|  | FLOW LINE                    |
|  | BOUNDARY LINE                |
|  | EASEMENT LINE                |
|  | RIGHT-OF-WAY LINE            |
|  | SECTION LINE                 |
|  | PUD PLANNED UNIT DEVELOPMENT |
|  | SC SUBURBAN COMMERCIAL       |
|  | SR SUBURBAN RESIDENTIAL      |
|  | UR URBAN RESIDENTIAL         |



Steven Parks - On Behalf of Majestic Surveying, LLC  
Colorado Licensed Professional Land Surveyor #38348

**NOTICE**

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover said defect. In no event may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown herein. (1-2601-05 C.R.S. 2012)



|                      |                                       |                               |            |
|----------------------|---------------------------------------|-------------------------------|------------|
| PROJECT NO. 20241334 | PROJECT NAME: FARNSHED EAST<br>REZONE | REVISIONS                     | DATE       |
| DATE: 05-24-2024     | CLIENT: SCHROFFER RESOURCES           | REVISIONS: 20<br>REVISION: 10 | 05-23-2024 |
| DRAWN BY: AU         | FILE NAME: 20241332ONE                |                               |            |
| CHECKED BY: BP       |                                       |                               |            |
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SHEET 2 OF 2



Honorable Mayor and Members of the Board of Trustees  
Town of Berthoud, Colorado  
Berthoud, Colorado

We have audited the financial statements of the Town of Berthoud, Colorado (the Town) as of and for the year ended December 31, 2024 and have issued our report thereon dated June 9, 2025. Professional standards require that we provide you with the following information related to our audit.

### **Our Responsibility under Generally Accepted Auditing Standards**

As communicated in our engagement letter dated October 6, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Town solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We applied certain limited procedures to the required supplementary information (RSI). However, we did not audit the RSI and do not express an opinion or provide any assurance on the RSI. With respect to the supplementary information accompanying the financial statements, we performed procedures to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing the information has not changed from the prior year, and the information is appropriate and complete in relation to our audit of the financial statements.

#### Office Locations:

Colorado Springs, CO  
Denver, CO  
Frisco, CO  
Tulsa, OK

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Suite 400  
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Colorado 80110  
TEL: 303.796.1000  
FAX: 303.796.1001  
[www.HinkleCPAs.com](http://www.HinkleCPAs.com)

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

### **Significant Accounting Policies**

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Town is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the significant estimates in determining that they are reasonable in relation to the financial statements as a whole.

### **Corrected and Uncorrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. We proposed no uncorrected adjustments to the financial statements as a result of our audit procedures.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. We proposed no adjustments to the financial statements as a result of our audit procedures.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.



**Difficulties Encountered in Performing the Audit**

We encountered no difficulties dealing with management during the audit process.

**Representations Requested from Management**

We have requested certain written representations from management, which are included in a letter dated June 9, 2025.

**Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

**Other Audit Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and the responses were not a condition to our retention.

**Conclusion**

This report is intended solely for the information and use of the Board of Trustees and management of the Town of Berthoud, Colorado and is not intended to be, and should not be, used by anyone other than these specified parties.

*Hick & Company, PC*

Englewood, Colorado  
June 9, 2025





**Town of Berthoud, Colorado**

**Financial Statements**  
with Independent Auditor's Report

**December 31, 2024**



# Town of Berthoud, Colorado

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# Town of Berthoud, Colorado

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**HINKLE &  
COMPANY**  
Strategic <sup>PC</sup>  
Business Advisors

## Independent Auditor's Report

Honorable Mayor and Members of the Board of Trustees  
Town of Berthoud, Colorado  
Berthoud, Colorado

### Report on the Audit of the Financial Statements

#### Opinions

We have audited the accompanying financial statements of the business-type activities and each major fund of the Town of Berthoud, Colorado (the Town) as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Town, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the Town as of December 31, 2024, and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### Office Locations:

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### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The supplementary information and the local highway finance report listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling the information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Hick & Company, PC*

Englewood, Colorado  
June 9, 2025



**Town of Berthoud, Colorado**  
Management's Discussion and Analysis  
December 31, 2024

As the Management Team of the Town of Berthoud, we offer readers of the Town's financial statements this narrative overview of the financial activities of the Town of Berthoud for the year ending December 31, 2024. The Management Discussion and Analysis serves as an overall summary of the financial position of the Town through 2024.

Hinkle & Company, a firm of licensed, certified public accountants, has audited the Town's financial statements. The goal of the independent audit is to provide reasonable assurance that the financial statements of the Town for the fiscal year ending December 31, 2024, are free of material misstatement. The audit involves examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. The auditor's report is presented at the end of the management discussion.

#### Financial Highlights

- The Town's net position is comprised of:
  - Net fund balances beginning 2024 \$131,287,042
  - Net revenues for 2024 \$ 54,460,897
  - Net expenditures for 2024 \$ 47,083,254
  - Net fund balance end of 2024 \$138,664,685
- The Town's net financial position increased by 5.619% in 2024.
- The Town's General Fund ending balance increased by \$1,912,963 in 2024 which as increase of 7.8% from 2023.
- The primary sources of revenue for the Town are sales and property taxes, intergovernmental funding, impact fees, and charges for services.
- The Town continues to maintain a strong financial position.

**Town of Berthoud, Colorado**  
Management's Discussion and Analysis  
December 31, 2024

Statement of Net Position

- The statement of net position presents information that includes all the Town's assets and liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as useful indicators of whether the financial position of the Town as a whole is improving or deteriorating. Evaluation of the overall health of the Town would extend to other non-financial factors such as diversification of taxpayer base of the condition of Town infrastructure, in addition to the financial information.

- Statement of Net Position:

|                                                        | Governmental<br>Activities | Business-Type<br>Activities | Totals                |
|--------------------------------------------------------|----------------------------|-----------------------------|-----------------------|
| <b>Assets</b>                                          |                            |                             |                       |
| Cash and Investments                                   | \$ 54,044,012              | \$ 83,030,513               | \$ 137,074,525        |
| Accounts Receivable                                    | 1,038,768                  | 820,337                     | 1,859,105             |
| Taxes Receivable                                       | 924,355                    | -                           | 924,355               |
| Property Taxes Receivable                              | 2,747,616                  | -                           | 2,747,616             |
| Restricted Cash                                        | 10,587                     | 4,367                       | 14,954                |
| Prepaid Expenses                                       | 10,459                     | -                           | 10,459                |
| Capital Assets, <i>Not Being Depreciated</i>           | 20,048,892                 | 51,960,810                  | 72,009,702            |
| Capital Assets, <i>Net of Accumulated Depreciation</i> | 58,838,649                 | 27,139,865                  | 85,978,514            |
| <b>Total Assets</b>                                    | <b>137,663,338</b>         | <b>162,955,892</b>          | <b>300,619,230</b>    |
| <b>Liabilities</b>                                     |                            |                             |                       |
| Accounts Payable                                       | 266,323                    | 199,519                     | 465,842               |
| Accrued Liabilities                                    | 269,868                    | 11,738                      | 281,606               |
| Accrued Interest Payable                               | 65,833                     | 77,917                      | 143,750               |
| Noncurrent Liabilities                                 |                            |                             |                       |
| Due Within One Year                                    | 432,056                    | 672,666                     | 1,104,722             |
| Due in More Than One Year                              | 21,366,602                 | 6,515,495                   | 27,882,097            |
| <b>Total Liabilities</b>                               | <b>22,400,682</b>          | <b>7,477,335</b>            | <b>29,878,017</b>     |
| <b>Deferred Inflows of Resources</b>                   |                            |                             |                       |
| Deferred Property Taxes                                | 3,186,609                  | -                           | 3,186,609             |
| <b>Deferred Inflows of Resources</b>                   | <b>3,186,609</b>           | <b>-</b>                    | <b>3,186,609</b>      |
| <b>Net Positions</b>                                   |                            |                             |                       |
| Net Investment in Capital Assets                       | 60,057,541                 | 71,940,441                  | 131,997,982           |
| Restricted for:                                        |                            |                             |                       |
| Debt Service                                           | -                          | 7,238,151                   | 7,238,151             |
| Street Paving and Maintenance                          | 6,174,834                  | -                           | 6,174,834             |
| Open Space and Parks                                   | 1,378,910                  | -                           | 1,378,910             |
| Emergencies                                            | 515,000                    | -                           | 515,000               |
| Unrestricted                                           | 43,949,762                 | 76,299,965                  | 120,249,727           |
| <b>Total Net Position</b>                              | <b>\$ 112,076,047</b>      | <b>\$ 155,478,557</b>       | <b>\$ 267,554,604</b> |



# Town of Berthoud, Colorado

## Management's Discussion and Analysis

### December 31, 2024

#### Statement of Activities

- The statement of activities report how the Town's net position changed during the most recent fiscal year. All revenues earned and expenses incurred during the year are included regardless of when cash is received or paid.
- Statement of Activities:

| Functions/Programs                                           | Expenses             | Program Revenues     |                                    |                                  | Net (Expense) Revenue and Change in Net Position |                          |                       |
|--------------------------------------------------------------|----------------------|----------------------|------------------------------------|----------------------------------|--------------------------------------------------|--------------------------|-----------------------|
|                                                              |                      | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities                          | Business-type Activities | Totals                |
| <b>Primary Government</b>                                    |                      |                      |                                    |                                  |                                                  |                          |                       |
| <i>Governmental Activities</i>                               |                      |                      |                                    |                                  |                                                  |                          |                       |
| General Government                                           | \$ 3,588,513         | \$ 1,194,901         | \$ -                               | \$ -                             | \$ (2,393,612)                                   | \$ -                     | \$ (2,393,612)        |
| Public Safety                                                | 2,686,319            | 37,360               | -                                  | -                                | (2,648,959)                                      | -                        | (2,648,959)           |
| Public Works                                                 | 3,329,202            | 719,660              | 572,866                            | -                                | (2,036,676)                                      | -                        | (2,036,676)           |
| Parks and Recreation                                         | 5,593,329            | 3,173,738            | 570,946                            | -                                | (1,848,645)                                      | -                        | (1,848,645)           |
| Planning                                                     | 1,355,147            | 1,366,706            | -                                  | -                                | 11,559                                           | -                        | 11,559                |
| Transportation                                               | 258,574              | 73,919               | (350,000)                          | -                                | (534,655)                                        | -                        | (534,655)             |
| Interest and Fiscal Charges                                  | 723,279              | -                    | -                                  | -                                | (723,279)                                        | -                        | (723,279)             |
| <b>Total Governmental Activities</b>                         | <b>17,534,363</b>    | <b>6,566,284</b>     | <b>793,812</b>                     | <b>-</b>                         | <b>(10,174,267)</b>                              | <b>-</b>                 | <b>(10,174,267)</b>   |
| <i>Business-Type Activities</i>                              |                      |                      |                                    |                                  |                                                  |                          |                       |
| Water Utility                                                | 3,430,856            | 4,675,962            | -                                  | 4,297,195                        | -                                                | 5,542,301                | 5,542,301             |
| Wastewater Utility                                           | 3,064,588            | 4,171,620            | -                                  | 1,433,982                        | -                                                | 2,541,014                | 2,541,014             |
| Storm Water Utility                                          | 41,313               | 1,103,339            | -                                  | 350,000                          | -                                                | 1,412,026                | 1,412,026             |
| <b>Total Business-Type</b>                                   | <b>6,536,757</b>     | <b>9,950,921</b>     | <b>-</b>                           | <b>6,081,177</b>                 | <b>-</b>                                         | <b>9,495,341</b>         | <b>9,495,341</b>      |
| <b>Total Primary Government</b>                              | <b>\$ 24,071,120</b> | <b>\$ 16,517,205</b> | <b>\$ 793,812</b>                  | <b>\$ 6,081,177</b>              | <b>(10,174,267)</b>                              | <b>9,495,341</b>         | <b>(678,926)</b>      |
| <b>General Revenues</b>                                      |                      |                      |                                    |                                  |                                                  |                          |                       |
| Property Taxes                                               |                      |                      |                                    |                                  | 2,732,339                                        | -                        | 2,732,339             |
| Specific Ownership Taxes                                     |                      |                      |                                    |                                  | 309,938                                          | -                        | 309,938               |
| Sales and Use Taxes                                          |                      |                      |                                    |                                  | 14,131,960                                       | -                        | 14,131,960            |
| Occupation Taxes                                             |                      |                      |                                    |                                  | 7,952                                            | -                        | 7,952                 |
| Franchise Taxes                                              |                      |                      |                                    |                                  | 109,830                                          | -                        | 109,830               |
| Lodging Taxes                                                |                      |                      |                                    |                                  | 167                                              | -                        | 167                   |
| Grants and Contributions not Restricted to Specific Programs |                      |                      |                                    |                                  | 103,263                                          | -                        | 103,263               |
| Investment Income                                            |                      |                      |                                    |                                  | 2,614,869                                        | 3,962,200                | 6,577,069             |
| Miscellaneous                                                |                      |                      |                                    |                                  | 183,203                                          | -                        | 183,203               |
| <b>Transfers</b>                                             |                      |                      |                                    |                                  | <b>336,000</b>                                   | <b>(336,000)</b>         | <b>-</b>              |
| <b>Total General Revenues and Transfers</b>                  |                      |                      |                                    |                                  | <b>20,529,521</b>                                | <b>3,626,200</b>         | <b>24,155,721</b>     |
| <b>Change in Net Position</b>                                |                      |                      |                                    |                                  | <b>10,355,254</b>                                | <b>13,121,541</b>        | <b>23,476,795</b>     |
| <b>Net Position, Beginning of Year</b>                       |                      |                      |                                    |                                  | <b>101,720,793</b>                               | <b>142,357,016</b>       | <b>244,077,809</b>    |
| <b>Net Position, End of Year</b>                             |                      |                      |                                    |                                  | <b>\$ 112,076,047</b>                            | <b>\$ 155,478,557</b>    | <b>\$ 267,554,604</b> |

**Town of Berthoud, Colorado**  
Management's Discussion and Analysis  
December 31, 2024

**Fund Description:**

- A fund is a group of related accounts used to maintain control over resources segregated for specific activities, objectives, or restrictions. The Town of Berthoud uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.
- Governmental funds are reported in the fund financial statements and encompass the same functions reported as governmental activities in the government-wide financial statements. The focus of the governmental fund, however, is very different. They report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They show the reader whether there are more or fewer financial resources available at the end of the fiscal year that can be spent in the near future to finance government programs and objectives.
- Business type funds, also known as enterprise funds, incorporate funds that charge fees to cover the cost of the operations and improvements. These would include the water, wastewater, and stormwater funds.
- Capital assets include items such as infrastructure, parks, buildings, vehicles, equipment, land, and water rights.
- Debt
  - The Town has one outstanding bond, associated with the wastewater fund. The balance of the bond at fiscal year end was \$6,790,000.
  - The Town has one Certificate of Participation, associated with the Recreation Center. The balance of the COP at fiscal year end was \$18,830,000.

**Basis of Accounting**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned, and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**Town of Berthoud, Colorado**  
Management's Discussion and Analysis  
December 31, 2024

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current year or soon enough thereafter to pay liabilities for the current year. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the current year.

Taxes, intergovernmental revenues, and interest associated with the current year are considered to be susceptible to accrual and so have been recognized as revenues of the current year. All other revenues are considered measurable and available only when cash is received by the Town.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

## **Basic Financial Statements**



**Town of Berthoud, Colorado**  
**Statement of Net Position**  
**December 31, 2024**

|                                                        | Governmental<br>Activities | Business-Type<br>Activities | Totals                    |
|--------------------------------------------------------|----------------------------|-----------------------------|---------------------------|
| <b>Assets</b>                                          |                            |                             |                           |
| Cash and Investments                                   | \$ 54,044,012              | \$ 83,030,513               | \$ 137,074,525            |
| Accounts Receivable                                    | 1,038,768                  | 820,337                     | 1,859,105                 |
| Taxes Receivable                                       | 924,355                    | -                           | 924,355                   |
| Property Taxes Receivable                              | 2,747,616                  | -                           | 2,747,616                 |
| Restricted Cash                                        | 10,587                     | 4,367                       | 14,954                    |
| Prepaid Expenses                                       | 10,459                     | -                           | 10,459                    |
| Capital Assets, <i>Not Being Depreciated</i>           | 20,048,892                 | 51,960,810                  | 72,009,702                |
| Capital Assets, <i>Net of Accumulated Depreciation</i> | 58,838,649                 | 27,139,865                  | 85,978,514                |
| <br>Total Assets                                       | <br><u>137,663,338</u>     | <br><u>162,955,892</u>      | <br><u>300,619,230</u>    |
| <b>Liabilities</b>                                     |                            |                             |                           |
| Accounts Payable                                       | 266,323                    | 199,519                     | 465,842                   |
| Accrued Liabilities                                    | 269,868                    | 11,738                      | 281,606                   |
| Accrued Interest Payable                               | 65,833                     | 77,917                      | 143,750                   |
| Noncurrent Liabilities                                 |                            |                             |                           |
| Due Within One Year                                    | 432,056                    | 672,666                     | 1,104,722                 |
| Due in More Than One Year                              | 21,366,602                 | 6,515,495                   | 27,882,097                |
| <br>Total Liabilities                                  | <br><u>22,400,682</u>      | <br><u>7,477,335</u>        | <br><u>29,878,017</u>     |
| <b>Deferred Inflows of Resources</b>                   |                            |                             |                           |
| Deferred Property Taxes                                | 3,186,609                  | -                           | 3,186,609                 |
| <br>Deferred Inflows of Resources                      | <br><u>3,186,609</u>       | <br><u>-</u>                | <br><u>3,186,609</u>      |
| <b>Net Positions</b>                                   |                            |                             |                           |
| Net Investment in Capital Assets                       | 60,057,541                 | 71,940,441                  | 131,997,982               |
| Restricted for:                                        |                            |                             |                           |
| Debt Service                                           | -                          | 7,238,151                   | 7,238,151                 |
| Street Paving and Maintenance                          | 6,174,834                  | -                           | 6,174,834                 |
| Open Space and Parks                                   | 1,378,910                  | -                           | 1,378,910                 |
| Emergencies                                            | 515,000                    | -                           | 515,000                   |
| Unrestricted                                           | 43,949,762                 | 76,299,965                  | 120,249,727               |
| <br>Total Net Position                                 | <br><u>\$ 112,076,047</u>  | <br><u>\$ 155,478,557</u>   | <br><u>\$ 267,554,604</u> |

**Town of Berthoud, Colorado**  
**Statement of Activities**  
**For the Year Ended December 31, 2024**

|                                                              |               | Program Revenues     |                                    |                                  | Net (Expense) Revenue and Change in Net Position |                          |                |
|--------------------------------------------------------------|---------------|----------------------|------------------------------------|----------------------------------|--------------------------------------------------|--------------------------|----------------|
| Functions/Programs                                           | Expenses      | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities                          | Business-type Activities | Totals         |
| <b>Primary Government</b>                                    |               |                      |                                    |                                  |                                                  |                          |                |
| <i>Governmental Activities</i>                               |               |                      |                                    |                                  |                                                  |                          |                |
| General Government                                           | \$ 3,588,513  | \$ 1,194,901         | \$ -                               | \$ -                             | \$ (2,393,612)                                   | \$ -                     | \$ (2,393,612) |
| Public Safety                                                | 2,686,319     | 37,360               | -                                  | -                                | (2,648,959)                                      | -                        | (2,648,959)    |
| Public Works                                                 | 3,329,202     | 719,660              | 572,866                            | -                                | (2,036,676)                                      | -                        | (2,036,676)    |
| Parks and Recreation                                         | 5,593,329     | 3,173,738            | 570,946                            | -                                | (1,848,645)                                      | -                        | (1,848,645)    |
| Planning                                                     | 1,355,147     | 1,366,706            | -                                  | -                                | 11,559                                           | -                        | 11,559         |
| Transportation                                               | 258,574       | 73,919               | (350,000)                          | -                                | (534,655)                                        | -                        | (534,655)      |
| Interest and Fiscal Charges                                  | 723,279       | -                    | -                                  | -                                | (723,279)                                        | -                        | (723,279)      |
| Total Governmental Activities                                | 17,534,363    | 6,566,284            | 793,812                            | -                                | (10,174,267)                                     | -                        | (10,174,267)   |
| <i>Business-Type Activities</i>                              |               |                      |                                    |                                  |                                                  |                          |                |
| Water Utility                                                | 3,430,856     | 4,675,962            | -                                  | 4,297,195                        | -                                                | 5,542,301                | 5,542,301      |
| Wastewater Utility                                           | 3,064,588     | 4,171,620            | -                                  | 1,433,982                        | -                                                | 2,541,014                | 2,541,014      |
| Storm Water Utility                                          | 41,313        | 1,103,339            | -                                  | 350,000                          | -                                                | 1,412,026                | 1,412,026      |
| Total Business-Type                                          | 6,536,757     | 9,950,921            | -                                  | 6,081,177                        | -                                                | 9,495,341                | 9,495,341      |
| Total Primary Government                                     | \$ 24,071,120 | \$ 16,517,205        | \$ 793,812                         | \$ 6,081,177                     | (10,174,267)                                     | 9,495,341                | (678,926)      |
| <b>General Revenues</b>                                      |               |                      |                                    |                                  |                                                  |                          |                |
| Property Taxes                                               |               |                      |                                    |                                  | 2,732,339                                        | -                        | 2,732,339      |
| Specific Ownership Taxes                                     |               |                      |                                    |                                  | 309,938                                          | -                        | 309,938        |
| Sales and Use Taxes                                          |               |                      |                                    |                                  | 14,131,960                                       | -                        | 14,131,960     |
| Occupation Taxes                                             |               |                      |                                    |                                  | 7,952                                            | -                        | 7,952          |
| Franchise Taxes                                              |               |                      |                                    |                                  | 109,830                                          | -                        | 109,830        |
| Lodging Taxes                                                |               |                      |                                    |                                  | 167                                              | -                        | 167            |
| Grants and Contributions not Restricted to Specific Programs |               |                      |                                    |                                  | 103,263                                          | -                        | 103,263        |
| Investment Income                                            |               |                      |                                    |                                  | 2,614,869                                        | 3,962,200                | 6,577,069      |
| Miscellaneous                                                |               |                      |                                    |                                  | 183,203                                          | -                        | 183,203        |
| <b>Transfers</b>                                             |               |                      |                                    |                                  | 336,000                                          | (336,000)                | -              |
| Total General Revenues and Transfers                         |               |                      |                                    |                                  | 20,529,521                                       | 3,626,200                | 24,155,721     |
| <b>Change in Net Position</b>                                |               |                      |                                    |                                  | 10,355,254                                       | 13,121,541               | 23,476,795     |
| <b>Net Position, Beginning of Year</b>                       |               |                      |                                    |                                  | 101,720,793                                      | 142,357,016              | 244,077,809    |
| <b>Net Position, End of Year</b>                             |               |                      |                                    |                                  | \$ 112,076,047                                   | \$ 155,478,557           | \$ 267,554,604 |

See Notes to the Financial Statements.

**Town of Berthoud, Colorado**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2024**

|                                                                               | General              | 1% Sales Tax        | Park<br>Development | 2019 1%<br>Sales Tax | Nonmajor<br>Governmental<br>Funds | Totals               |
|-------------------------------------------------------------------------------|----------------------|---------------------|---------------------|----------------------|-----------------------------------|----------------------|
| <b>Assets</b>                                                                 |                      |                     |                     |                      |                                   |                      |
| Cash and Investments                                                          | \$ 26,251,306        | \$ 4,205,018        | \$ 2,340,957        | \$ 7,240,171         | \$ 14,017,147                     | \$ 54,054,599        |
| Accounts Receivable                                                           | 982,835              | -                   | -                   | -                    | 55,933                            | 1,038,768            |
| Taxes Receivable                                                              | -                    | 425,291             | -                   | 425,291              | 73,773                            | 924,355              |
| Property Taxes Receivable                                                     | 2,747,616            | -                   | -                   | -                    | -                                 | 2,747,616            |
| Prepaid Expenditures                                                          | 10,459               | -                   | -                   | -                    | -                                 | 10,459               |
| <b>Total Assets</b>                                                           | <b>\$ 29,992,216</b> | <b>\$ 4,630,309</b> | <b>\$ 2,340,957</b> | <b>\$ 7,665,462</b>  | <b>\$ 14,146,853</b>              | <b>\$ 58,775,797</b> |
| <b>Liabilities</b>                                                            |                      |                     |                     |                      |                                   |                      |
| Accounts Payable                                                              | \$ 176,351           | \$ 29,471           | \$ -                | \$ 30,541            | \$ 29,960                         | \$ 266,323           |
| Accrued Liabilities                                                           | 234,810              | -                   | -                   | 23,053               | 12,005                            | 269,868              |
| <b>Total Liabilities</b>                                                      | <b>411,161</b>       | <b>29,471</b>       | <b>-</b>            | <b>53,594</b>        | <b>41,965</b>                     | <b>536,191</b>       |
| <b>Deferred Inflows of Resources</b>                                          |                      |                     |                     |                      |                                   |                      |
| Deferred Property Taxes                                                       | 3,186,609            | -                   | -                   | -                    | -                                 | 3,186,609            |
| <b>Deferred Inflows of Resources</b>                                          | <b>3,186,609</b>     | <b>-</b>            | <b>-</b>            | <b>-</b>             | <b>-</b>                          | <b>3,186,609</b>     |
| <b>Fund Balances</b>                                                          |                      |                     |                     |                      |                                   |                      |
| Nonspendable                                                                  |                      |                     |                     |                      |                                   |                      |
| Prepaid Expenditures                                                          | 10,459               | -                   | -                   | -                    | -                                 | 10,459               |
| Restricted for:                                                               |                      |                     |                     |                      |                                   |                      |
| Street Paving and Maintenance                                                 | -                    | 4,600,838           | -                   | -                    | 1,573,996                         | 6,174,834            |
| Open Space and Parks                                                          | -                    | -                   | -                   | -                    | 1,378,910                         | 1,378,910            |
| Emergencies                                                                   | 515,000              | -                   | -                   | -                    | -                                 | 515,000              |
| Committed to:                                                                 |                      |                     |                     |                      |                                   |                      |
| Capital Improvements                                                          | -                    | -                   | 2,340,957           | 7,611,868            | 4,267,035                         | 14,219,860           |
| Assigned to:                                                                  |                      |                     |                     |                      |                                   |                      |
| Cemetery                                                                      | -                    | -                   | -                   | -                    | 188,064                           | 188,064              |
| Transportation                                                                | -                    | -                   | -                   | -                    | 1,573,996                         | 1,573,996            |
| Unrestricted, Unassigned                                                      | 25,868,987           | -                   | -                   | -                    | 5,122,887                         | 30,991,874           |
| <b>Total Fund Balances</b>                                                    | <b>26,394,446</b>    | <b>4,600,838</b>    | <b>2,340,957</b>    | <b>7,611,868</b>     | <b>14,104,888</b>                 | <b>55,052,997</b>    |
| <b>Total Liabilities, Deferred Inflows<br/>of Resources and Fund Balances</b> | <b>\$ 29,992,216</b> | <b>\$ 4,630,309</b> | <b>\$ 2,340,957</b> | <b>\$ 7,665,462</b>  | <b>\$ 14,146,853</b>              | <b>\$ 58,775,797</b> |

**Town of Berthoud, Colorado**  
Reconciliation of the Balance Sheet of Governmental Funds  
to the Statement of Net Position  
December 31, 2024

**Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:**

|                                                                                                                                             |                       |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| Total Fund Balances of Governmental Funds                                                                                                   | \$ 55,052,997         |
| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.          | 78,887,541            |
| Long-term liabilities and related items are not due and payable in the current year and, therefore, are not reported in governmental funds: |                       |
| Certificate of Participation                                                                                                                | (18,830,000)          |
| Certificate of Participation Premium                                                                                                        | (2,598,107)           |
| Accrued Interest Payable                                                                                                                    | (65,833)              |
| Compensated Absences Payable                                                                                                                | <u>(370,551)</u>      |
| Total Net Position of Governmental Activities                                                                                               | \$ <u>112,076,047</u> |



**Town of Berthoud, Colorado**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2024**

|                                                         | General              | 1% Sales Tax        | Park<br>Development | 2019 1%<br>Sales Tax | Nonmajor<br>Governmental<br>Funds | Totals               |
|---------------------------------------------------------|----------------------|---------------------|---------------------|----------------------|-----------------------------------|----------------------|
| <b>Revenues</b>                                         |                      |                     |                     |                      |                                   |                      |
| Taxes                                                   | \$ 9,959,110         | \$ 3,336,788        | \$ -                | \$ 3,365,161         | \$ 631,127                        | \$ 17,292,186        |
| Licenses and Permits                                    | 167,942              | -                   | -                   | -                    | -                                 | 167,942              |
| Intergovernmental                                       | 676,129              | -                   | -                   | -                    | 220,946                           | 897,075              |
| Charges for Services                                    | 2,325,187            | -                   | 909,174             | 1,887,216            | 1,239,405                         | 6,360,982            |
| Fines and Forfeitures                                   | 37,360               | -                   | -                   | -                    | -                                 | 37,360               |
| Investment Income                                       | 1,170,707            | 247,680             | 109,127             | 420,190              | 667,165                           | 2,614,869            |
| Miscellaneous                                           | 150,946              | -                   | -                   | -                    | 32,257                            | 183,203              |
| <b>Total Revenues</b>                                   | <b>14,487,381</b>    | <b>3,584,468</b>    | <b>1,018,301</b>    | <b>5,672,567</b>     | <b>2,790,900</b>                  | <b>27,553,617</b>    |
| <b>Expenditures</b>                                     |                      |                     |                     |                      |                                   |                      |
| Current                                                 |                      |                     |                     |                      |                                   |                      |
| General Government                                      | 3,068,130            | -                   | -                   | 26,389               | 7,500                             | 3,102,019            |
| Public Safety                                           | 2,657,029            | -                   | -                   | -                    | -                                 | 2,657,029            |
| Public Works                                            | 1,415,106            | -                   | -                   | -                    | -                                 | 1,415,106            |
| Parks and Recreation                                    | 1,326,679            | 724                 | 715,594             | 2,238,190            | 1,293,979                         | 5,575,166            |
| Planning                                                | 1,355,147            | -                   | -                   | -                    | -                                 | 1,355,147            |
| Transportation                                          | -                    | -                   | -                   | -                    | 258,574                           | 258,574              |
| Contributions                                           | 53,252               | -                   | -                   | -                    | -                                 | 53,252               |
| Capital Outlay                                          | 6,416,665            | 3,181,692           | 50,925              | 36,291               | 804,841                           | 10,490,414           |
| Debt Service                                            |                      |                     |                     |                      |                                   |                      |
| Principal                                               | -                    | -                   | -                   | 370,000              | -                                 | 370,000              |
| Interest and Fees                                       | -                    | -                   | -                   | 768,000              | -                                 | 768,000              |
| <b>Total Expenditures</b>                               | <b>16,292,008</b>    | <b>3,182,416</b>    | <b>766,519</b>      | <b>3,438,870</b>     | <b>2,364,894</b>                  | <b>26,044,707</b>    |
| <b>Excess of Revenues Over<br/>(Under) Expenditures</b> | <b>(1,804,627)</b>   | <b>402,052</b>      | <b>251,782</b>      | <b>2,233,697</b>     | <b>426,006</b>                    | <b>1,508,910</b>     |
| <b>Other Financing Sources (Uses)</b>                   |                      |                     |                     |                      |                                   |                      |
| Proceeds From Loan                                      | -                    | -                   | -                   | -                    | -                                 | -                    |
| Transfers In                                            | 4,857,590            | 620,000             | -                   | -                    | 870,000                           | 6,347,590            |
| Transfers Out                                           | (1,140,000)          | (1,700,000)         | -                   | (3,000,000)          | (171,590)                         | (6,011,590)          |
| <b>Total Other Financing Sources (Uses)</b>             | <b>3,717,590</b>     | <b>(1,080,000)</b>  | <b>-</b>            | <b>(3,000,000)</b>   | <b>698,410</b>                    | <b>336,000</b>       |
| <b>Net Change in Fund Balances</b>                      | <b>1,912,963</b>     | <b>(677,948)</b>    | <b>251,782</b>      | <b>(766,303)</b>     | <b>1,124,416</b>                  | <b>1,844,910</b>     |
| <b>Fund Balances, Beginning of Year</b>                 | <b>24,481,483</b>    | <b>5,278,786</b>    | <b>2,089,175</b>    | <b>8,378,171</b>     | <b>12,980,472</b>                 | <b>53,208,087</b>    |
| <b>Fund Balances, End of Year</b>                       | <b>\$ 26,394,446</b> | <b>\$ 4,600,838</b> | <b>\$ 2,340,957</b> | <b>\$ 7,611,868</b>  | <b>\$ 14,104,888</b>              | <b>\$ 55,052,997</b> |

See Notes to the Financial Statements.

**Town of Berthoud, Colorado**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in**  
**Fund Balances of Governmental Funds to the Statement of Activities**  
**Governmental Funds**  
**For the Year Ended December 31, 2024**

**Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:**

|                                                                                                                                                                                                                                                                                                                                  |                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Net Change in Fund Balances of Governmental Funds                                                                                                                                                                                                                                                                                | \$ 1,844,910         |
| Capital outlays to purchase or construct capital assets are reported in governmental funds as expenditures. However, for governmental activities those costs are capitalized in the statement of net position and are allocated over their estimated useful lives as annual depreciation expense in the statement of activities. |                      |
| Capital Outlay                                                                                                                                                                                                                                                                                                                   | 11,072,527           |
| Depreciation Expense                                                                                                                                                                                                                                                                                                             | (2,928,932)          |
| Repayments of debt principal are expenditures in governmental funds, but the repayments reduce long-term liabilities in the statement of net position and do not affect the statement of activities.                                                                                                                             |                      |
| COP Payment                                                                                                                                                                                                                                                                                                                      | 370,000              |
| Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position and does not affect the statement of activities. This is the net effect of these differences in the treatment of long-term debt and related items.                    |                      |
| Amortization of COP Premiums                                                                                                                                                                                                                                                                                                     | 48,887               |
| Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.                                                                                                                                              |                      |
| Accrued Interest Payable                                                                                                                                                                                                                                                                                                         | (4,166)              |
| Compensated Absences Payable                                                                                                                                                                                                                                                                                                     | (47,972)             |
| Change in Net Position of Governmental Activities                                                                                                                                                                                                                                                                                | \$ <u>10,355,254</u> |

**Town of Berthoud, Colorado**  
**Statement of Net Position**  
**Proprietary Funds**  
**December 31, 2024**

|                                                        | Water          | Wastewater    | Storm Water  | Totals         |
|--------------------------------------------------------|----------------|---------------|--------------|----------------|
| <b>Assets</b>                                          |                |               |              |                |
| <i>Current Assets</i>                                  |                |               |              |                |
| Cash and Investments                                   | \$ 47,092,081  | \$ 27,195,240 | \$ 8,743,192 | \$ 83,030,513  |
| Accounts Receivable                                    | 371,796        | 382,746       | 65,795       | 820,337        |
| Restricted Cash                                        | 1,322          | 3,045         | -            | 4,367          |
| Total Current Assets                                   | 47,465,199     | 27,581,031    | 8,808,987    | 83,855,217     |
| <i>Noncurrent Assets</i>                               |                |               |              |                |
| Capital Assets, <i>Not Being Depreciated</i>           | 50,065,552     | 1,830,788     | 64,470       | 51,960,810     |
| Capital Assets, <i>Net of Accumulated Depreciation</i> | 11,807,338     | 14,270,401    | 1,062,126    | 27,139,865     |
| Total Noncurrent Assets                                | 61,872,890     | 16,101,189    | 1,126,596    | 79,100,675     |
| Total Assets                                           | 109,338,089    | 43,682,220    | 9,935,583    | 162,955,892    |
| <b>Liabilities</b>                                     |                |               |              |                |
| <i>Current Liabilities</i>                             |                |               |              |                |
| Accounts Payable                                       | 38,787         | 158,896       | 1,836        | 199,519        |
| Accrued Liabilities                                    | 9,020          | 2,718         | -            | 11,738         |
| Accrued Interest Payable                               | 10,336         | 67,581        | -            | 77,917         |
| Current Portion of Noncurrent Liabilities              |                |               |              |                |
| Note Payable                                           | 57,666         | -             | -            | 57,666         |
| Bonds Payable                                          | -              | 615,000       | -            | 615,000        |
| Total Current Liabilities                              | 115,809        | 844,195       | 1,836        | 961,840        |
| <i>Noncurrent Liabilities</i>                          |                |               |              |                |
| Compensated Absences                                   | 9,309          | 9,309         | 9,309        | 27,927         |
| Note Payable                                           | 187,068        | -             | -            | 187,068        |
| Bonds Payable                                          | -              | 6,300,500     | -            | 6,300,500      |
| Total Noncurrent Liabilities                           | 196,377        | 6,309,809     | 9,309        | 6,515,495      |
| Total Liabilities                                      | 312,186        | 7,154,004     | 11,145       | 7,477,335      |
| <b>Net Position</b>                                    |                |               |              |                |
| Net Investment in Capital Assets                       | 61,046,044     | 7,410,901     | 1,062,126    | 69,519,071     |
| Restricted for Debt Service                            | 255,070        | 6,983,081     | -            | 7,238,151      |
| Unrestricted                                           | 47,724,789     | 22,134,234    | 8,862,312    | 78,721,335     |
| Total Net Position                                     | \$ 109,025,903 | \$ 36,528,216 | \$ 9,924,438 | \$ 155,478,557 |

**Town of Berthoud, Colorado**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**Proprietary Funds**  
**For the Year Ended December 31, 2024**

|                                                              | Water                 | Wastewater           | (Nonmajor)<br>Storm Water | Totals                |
|--------------------------------------------------------------|-----------------------|----------------------|---------------------------|-----------------------|
| <b>Operating Revenues</b>                                    |                       |                      |                           |                       |
| Charges for Services                                         | \$ 4,675,962          | \$ 4,171,620         | \$ 1,103,339              | \$ 9,950,921          |
| Total Operating Revenues                                     | <u>4,675,962</u>      | <u>4,171,620</u>     | <u>1,103,339</u>          | <u>9,950,921</u>      |
| <b>Operating Expenses</b>                                    |                       |                      |                           |                       |
| Operations and Maintenance                                   | 2,825,114             | 1,903,520            | (69,227)                  | 4,659,407             |
| Depreciation                                                 | <u>595,932</u>        | <u>862,312</u>       | <u>110,540</u>            | <u>1,568,784</u>      |
| Total Operating Expenses                                     | <u>3,421,046</u>      | <u>2,765,832</u>     | <u>41,313</u>             | <u>6,228,191</u>      |
| <b>Net Operating Income</b>                                  | <u>1,254,916</u>      | <u>1,405,788</u>     | <u>1,062,026</u>          | <u>3,722,730</u>      |
| <b>Nonoperating Revenues (Expenses)</b>                      |                       |                      |                           |                       |
| Investment Income                                            | 2,284,423             | 1,292,954            | 384,823                   | 3,962,200             |
| Debt Interest and Fiscal Charges                             | <u>(9,810)</u>        | <u>(298,756)</u>     | <u>-</u>                  | <u>(308,566)</u>      |
| Total Nonoperating Revenues (Expenses)                       | <u>2,274,613</u>      | <u>994,198</u>       | <u>384,823</u>            | <u>3,653,634</u>      |
| <b>Net Income Before Capital Contributions and Transfers</b> | <u>3,529,529</u>      | <u>2,399,986</u>     | <u>1,446,849</u>          | <u>7,376,364</u>      |
| <b>Capital Contributions and Transfers</b>                   |                       |                      |                           |                       |
| Water Dedication Fees                                        | 2,640,040             | -                    | -                         | 2,640,040             |
| System Investment Fees                                       | 1,657,155             | 1,433,982            | 350,000                   | 3,441,137             |
| Transfers In                                                 | 511,996               | 585,000              | -                         | 1,096,996             |
| Transfers Out                                                | <u>(732,496)</u>      | <u>(690,000)</u>     | <u>(10,500)</u>           | <u>(1,432,996)</u>    |
| <b>Change in Net Position</b>                                | 7,606,224             | 3,728,968            | 1,786,349                 | 13,121,541            |
| <b>Net Position, Beginning of Year</b>                       | <u>101,419,679</u>    | <u>32,799,248</u>    | <u>8,138,089</u>          | <u>142,357,016</u>    |
| <b>Net Position, End of Year</b>                             | <u>\$ 109,025,903</u> | <u>\$ 36,528,216</u> | <u>\$ 9,924,438</u>       | <u>\$ 155,478,557</u> |



**Town of Berthoud, Colorado**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended December 31, 2024**

|                                                                                                      | Water                       | Wastewater                  | Storm Water                | Totals                      |
|------------------------------------------------------------------------------------------------------|-----------------------------|-----------------------------|----------------------------|-----------------------------|
| <b>Cash Flows From Operating Activities</b>                                                          |                             |                             |                            |                             |
| Cash Received from Customers                                                                         | \$ 4,450,539                | \$ 4,106,354                | \$ 1,096,975               | \$ 9,653,868                |
| Cash Payments to Employees                                                                           | (470,966)                   | (176,209)                   | 1,655                      | (645,520)                   |
| Cash Payments to Vendors and Suppliers                                                               | (3,144,564)                 | (1,916,546)                 | 71,911                     | (4,989,199)                 |
| Net Cash Provided by Operating Activities                                                            | <u>835,009</u>              | <u>2,013,599</u>            | <u>1,170,541</u>           | <u>4,019,149</u>            |
| <b>Cash Flows From Noncapital Financing Activities</b>                                               |                             |                             |                            |                             |
| Transfers to Other Funds                                                                             | (220,500)                   | (105,000)                   | (10,500)                   | (336,000)                   |
| Net Cash Used in Noncapital Financing Activities                                                     | <u>(220,500)</u>            | <u>(105,000)</u>            | <u>(10,500)</u>            | <u>(336,000)</u>            |
| <b>Cash Flows From Capital and Related Financing Activities</b>                                      |                             |                             |                            |                             |
| Purchases of Capital Assets                                                                          | (6,122,387)                 | (1,311,517)                 | (64,470)                   | (7,498,374)                 |
| Water Dedication Fees Received                                                                       | 2,640,040                   | -                           | -                          | 2,640,040                   |
| System Investment Fees Received                                                                      | 1,657,155                   | 1,433,982                   | 350,000                    | 3,441,137                   |
| Debt Principal Payments                                                                              | (55,449)                    | (600,688)                   | -                          | (656,137)                   |
| Debt Interest Payments                                                                               | (12,008)                    | (304,662)                   | -                          | (316,670)                   |
| Net Cash Provided by (Used in) Capital and Related Financing Activities                              | <u>(1,892,649)</u>          | <u>(782,885)</u>            | <u>285,530</u>             | <u>(2,390,004)</u>          |
| <b>Cash Flows From Investing Activities</b>                                                          |                             |                             |                            |                             |
| Interest Received                                                                                    | <u>2,284,423</u>            | <u>1,292,954</u>            | <u>384,823</u>             | <u>3,962,200</u>            |
| <b>Net Increase in Cash</b>                                                                          | 1,006,283                   | 2,418,668                   | 1,830,394                  | 5,255,345                   |
| <b>Cash, Beginning of Year</b>                                                                       | <u>46,087,120</u>           | <u>24,779,617</u>           | <u>6,912,798</u>           | <u>77,779,535</u>           |
| <b>Cash, End of Year</b>                                                                             | <u><u>\$ 47,093,403</u></u> | <u><u>\$ 27,198,285</u></u> | <u><u>\$ 8,743,192</u></u> | <u><u>\$ 83,034,880</u></u> |
| <b>Reconciliation of Net Operating Income to Net Cash Provided by (Used in) Operating Activities</b> |                             |                             |                            |                             |
| Net Operating Income                                                                                 | \$ 1,254,916                | \$ 1,405,788                | \$ 1,062,026               | \$ 3,722,730                |
| Adjustments to Reconcile Net Operating Income to Net Cash Provided by (Used in) Operating Activities |                             |                             |                            |                             |
| Depreciation                                                                                         | 595,932                     | 862,312                     | 110,540                    | 1,568,784                   |
| Changes in Assets and Liabilities                                                                    |                             |                             |                            |                             |
| Accounts Receivable                                                                                  | (225,423)                   | (65,266)                    | (6,364)                    | (297,053)                   |
| Accounts Payable                                                                                     | (801,863)                   | (194,456)                   | 1,836                      | (994,483)                   |
| Accrued Liabilities                                                                                  | 8,944                       | 2,718                       | -                          | 11,662                      |
| Compensated Absences Payable                                                                         | <u>2,503</u>                | <u>2,503</u>                | <u>2,503</u>               | <u>7,509</u>                |
| Net Cash Provided by (Used in) Operating Activities                                                  | <u><u>\$ 835,009</u></u>    | <u><u>\$ 2,013,599</u></u>  | <u><u>\$ 1,170,541</u></u> | <u><u>\$ 4,019,149</u></u>  |

See Notes to the Financial Statements.

# **Town of Berthoud, Colorado**

## **Notes to Financial Statements**

**December 31, 2024**

### **Note 1: Summary of Significant Accounting Policies**

The financial statements of the Town of Berthoud, Colorado (the Town) have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Town's accounting policies are described below.

#### **Reporting Entity**

The financial reporting entity consists of the Town, organizations for which the Town is financially accountable and organizations that raise and hold economic resources for the direct benefit of the Town. All funds, organizations, institutions, agencies, departments, and offices that are not legally separate are part of the Town. Legally separate organizations for which the Town is financially accountable are considered part of the reporting entity. Financial accountability exists if the Town appoints a voting majority of the organization's governing board and is able to impose its will on the organization, or if there is a potential for the organization to provide benefits to, or impose financial burdens on, the Town.

Based on the application of this criteria, the Town does not include additional organizations in its reporting entity.

#### **Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. Exceptions to this general rule are charges for interfund services that are reasonably equivalent to the services provided. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of the given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*. Internally dedicated resources are reported as general revenues rather than as program revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual funds are reported as separate columns in the fund financial statements.

# Town of Berthoud, Colorado

## Notes to Financial Statements

December 31, 2024

### Note 1: Summary of Significant Accounting Policies (Continued)

#### **Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collected within the current year or soon enough thereafter to pay liabilities of the current year. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current year.

Taxes, intergovernmental revenues, and interest associated with the current year are considered to be susceptible to accrual and so have been recognized as revenues of the current year. All other revenues are considered measurable and available only when cash is received by the Town.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a fund's principal ongoing operations. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for a specific use, it is the Town's practice to use restricted resources first, then unrestricted resources as they are needed.

In the fund financial statements, the Town reports the following major governmental funds:

The *General Fund* is the Town's primary operating fund. It accounts for all financial resources of the Town, except those accounted for in another fund.

The *1% Sales Tax Fund* accounts for 1% sales and use tax restricted by election to maintain streets, purchase land and construct a recreation center, purchase open space, and operate and maintain the Berthoud Public Library and the Berthoud Area Transportation System.

The *Park Development Fund* accounts for park development investment fee collected from development in the Town.

# Town of Berthoud, Colorado

## Notes to Financial Statements

December 31, 2024

### Note 1: Summary of Significant Accounting Policies (Continued)

#### **Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

(Continued)

The *2019 1% Sales Tax Fund* accounts for 1% sales and use tax restricted by election to use solely for parks and recreation purposes including, finance recreation improvements, funding parks and recreation.

In addition, the Town reports the following major proprietary funds:

The *Water Fund* accounts for the financial activities associated with the provision of water services to the Town residents.

The *Wastewater Fund* accounts for the financial activities associated with the operation and maintenance of the sewer system.

#### **Assets, Liabilities and Net Position/Fund Balances**

*Cash Equivalents* - For purposes of the statement of cash flows, cash equivalents include investment with original maturities of three months or less.

*Receivables* - Receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

*Prepaid Expenses* - Certain payments to vendors reflect costs applicable to future years and are reported as prepaid expenses using the consumption method.

*Capital Assets* - Capital assets, which include land, buildings, utility systems, equipment, and all infrastructure owned by the Town, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and the proprietary funds in the fund financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the acquisition value on the date of donation. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives.

|                                     |               |
|-------------------------------------|---------------|
| Buildings, Improvements and Plants  | 10 - 50 years |
| Collection and Distribution Systems | 5 - 50 years  |
| Infrastructure                      | 15 - 40 years |
| Vehicles and Equipment              | 5 - 20 years  |

*Deferred Inflows of Resources* - Property taxes earned but are levied for a subsequent year are reported as deferred inflows of resources in the financial statements.



## Town of Berthoud, Colorado

### Notes to Financial Statements

December 31, 2024

#### Note 1: Summary of Significant Accounting Policies (Continued)

##### **Assets, Liabilities and Net Position/Fund Balances** (Continued)

*Compensated Absences* - Employees of the Town are allowed to accumulate unused vacation and sick leave up to a maximum based on years of service. Upon termination of employment from the Town, employees with at least ten years of service will be paid for one-third of their accumulated sick leave up to a maximum of 320 hours, and for all accumulated vacation leave up to a maximum of 240 hours, at their current pay rate.

A liability for these compensated absences is reported when earned in the proprietary funds and when due in the governmental funds. A long-term liability has been reported in the government-wide financial statement for the accrued compensated absences.

*Long-Term Debt* - In the government-wide financial statements and the proprietary funds in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities. Debt premiums, discounts and accounting losses resulting from debt refunding's are deferred and amortized over the life of the debt using the straight-line method. In the governmental fund financial statements, the face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses.

Debt issuance costs, whether or not withheld from the debt proceeds, are reported as current expenses or expenditures.

*Net Position/Fund Balances* - In the government-wide and fund financial statements, net position and fund balances are restricted when constraints placed on the use of resources are externally imposed. In the fund financial statements, governmental funds report committed fund balances when the Board of Trustees approves an ordinance that places constraints on the use of resources for a specific purpose. Assigned fund balances arise from an informal action of the Board of Trustees.

The Town has not established a formal policy for its use of restricted and unrestricted fund balances. However, if both restricted and unrestricted fund balances are available for a specific purpose, the Town uses restricted fund balances first, followed by committed, assigned, and unassigned balances.

##### **Property Taxes**

Property taxes attach as an enforceable lien on property on January 1, are levied the following December, and collected in the subsequent calendar year. Taxes are payable in full on April 30 or in two installments on February 28 and June 15. The County Treasurer's Office collects property taxes and remits to the Town on a monthly basis. Since property tax revenues are collected in arrears during the succeeding year, receivables and corresponding deferred inflows of resources are reported at year end.

## Town of Berthoud, Colorado

### Notes to Financial Statements

December 31, 2024

#### Note 1: Summary of Significant Accounting Policies (Continued)

##### **Subsequent Event**

We have evaluated subsequent events through June 9, 2025. The date the financial statements were available to be issued.

#### Note 2: Cash and Investments

A summary of cash at December 31, 2024, follows:

|             | Total                 |
|-------------|-----------------------|
| Petty Cash  | \$ 1,200              |
| Deposits    | 128,187,979           |
| Investments | 8,900,300             |
| Total       | <u>\$ 137,089,479</u> |

Cash is reported in the financial statements as follows:

|                 | Total                 |
|-----------------|-----------------------|
| Cash            | \$ 137,074,525        |
| Restricted Cash | 14,954                |
| Total           | <u>\$ 137,089,479</u> |

##### **Cash Deposits**

The Colorado Public Deposit Protection Act (PDPA) requires all local government entities to deposit cash in eligible public depositories. Eligibility is determined by State regulations. Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. The PDPA allows the financial institution to create a single collateral pool for all public funds held. The pool is to be maintained by another institution or held in trust for all uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits. At December 31, 2024, the Town had bank deposits of \$129,913,196 collateralized with securities held by the financial institution's agent but not in the Town's name.

##### **Investments**

The Town is required to comply with State statutes which specify investment instruments meeting defined rating, maturity, and concentration risk criteria in which the Town may invest, which include the following. State statutes do not address custodial risk.

- Obligations of the United States and certain U.S. Agency securities
- Certain international agency securities

## Town of Berthoud, Colorado

### Notes to Financial Statements

December 31, 2024

#### **Note 2: Cash and Investments (Continued)**

##### **Investments** (Continued)

- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain banks
- Commercial paper
- Local government investment pools
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts (GICs)

*Interest Rate Risk* - State statutes generally limit the maturity of investment securities to five years from the date of purchase unless the governing board authorizes the investment for a period in excess of five years.

*Credit Risk* - State statutes limit certain investments to those with specified ratings from nationally recognized statistical rating organizations, depending on the type of investment.

*Concentration of Credit Risk* - State statutes do not limit the amount the Town may invest in one issuer of investment securities, except for corporate securities.

*Local Government Investment Pools* - At December 31, 2024, the Town had \$8,900,300 invested in the Colorado Surplus Asset Fund Trust (CSAFE). The pool is an investment vehicle established for local government entities in Colorado to pool surplus funds. The Colorado Division of Securities administers and enforces the requirements of creating and operating the pools. The pools operate in conformity with the Securities and Exchange Commission's Rule 2a-7. The pool is measured at the net asset value per share, with each share valued at \$1. The pool is rated AAAM by Standard and Poor's. Investments of the pool are limited to those allowed by State statutes. A designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. The custodian's internal records identify the investments owned by the participating governments.

##### **Restricted Cash and Investments**

At December 31, 2024, the Town reported restricted cash of \$1,322 and \$3,045 in the Water and Wastewater Funds, respectively. The restricted cash represents contributions from developers for the construction of water and wastewater infrastructure along Interstate 25.

At December 31, 2024, the Town reported restricted cash of \$7,240,171 in its 2019 1% Sales Tax fund. The restricted cash represents cash restricted to usage related to the Town's Certificate of Participation to construct a recreation center and associated park and trail improvements.

**Town of Berthoud, Colorado**  
Notes to Financial Statements  
December 31, 2024

**Note 3: Capital Assets**

Capital asset activity for the year ended December 31, 2024, is summarized below.

|                                                       | Balance<br>12/31/23 | Additions    | Transfers   | Deletions | Balance<br>12/31/24 |
|-------------------------------------------------------|---------------------|--------------|-------------|-----------|---------------------|
| <b>Governmental Activities</b>                        |                     |              |             |           |                     |
| Capital Assets, <i>Not Being Depreciated</i>          |                     |              |             |           |                     |
| Land                                                  | \$ 9,152,391        | \$ 500,000   | \$ -        | \$ -      | \$ 9,652,391        |
| Construction in Progress                              | 9,691,593           | 10,151,281   | (9,446,373) | -         | 10,396,501          |
| Total Capital Assets, <i>Not Being Depreciated</i>    | 18,843,984          | 10,651,281   | (9,446,373) | -         | 20,048,892          |
| Capital Assets, <i>Being Depreciated</i>              |                     |              |             |           |                     |
| Buildings and Improvements                            | 42,066,372          | -            | 5,539,187   | -         | 47,605,559          |
| Infrastructure                                        | 19,015,737          | 20,148       | 3,907,186   | -         | 22,943,071          |
| Vehicles and Equipment                                | 5,271,792           | 401,098      | -           | (197,053) | 5,475,837           |
| Total Capital Assets, <i>Being Depreciated</i>        | 66,353,901          | 421,246      | 9,446,373   | (197,053) | 76,024,467          |
| Less Accumulated Depreciation                         |                     |              |             |           |                     |
| Buildings and Improvements                            | (4,455,649)         | (1,687,616)  | -           | -         | (6,143,265)         |
| Infrastructure                                        | (6,038,871)         | (789,065)    | -           | -         | (6,827,936)         |
| Vehicles and Equipment                                | (3,959,419)         | (452,251)    | -           | 197,053   | (4,214,617)         |
| Total Accumulated Depreciation                        | (14,453,939)        | (2,928,932)  | -           | 197,053   | (17,185,818)        |
| Total Capital Assets, <i>Being Depreciated, net</i>   | 51,899,962          | (2,507,686)  | 9,446,373   | -         | 58,838,649          |
| Governmental Activities Capital Assets, <i>net</i>    | \$ 70,743,946       | \$ 8,143,595 | \$ -        | \$ -      | \$ 78,887,541       |
| <b>Business-Type Activities</b>                       |                     |              |             |           |                     |
| Capital Assets, <i>Not Being Depreciated</i>          |                     |              |             |           |                     |
| Land                                                  | \$ 2,437,542        | \$ -         | \$ -        | \$ -      | \$ 2,437,542        |
| Water Rights                                          | 40,149,141          | 5,905,985    | -           | -         | 46,055,126          |
| Drainage System                                       | 1,046,772           | -            | -           | -         | 1,046,772           |
| Construction in Progress                              | 973,732             | 1,505,839    | (58,201)    | -         | 2,421,370           |
| Total Capital Assets, <i>Not Being Depreciated</i>    | 44,607,187          | 7,411,824    | (58,201)    | -         | 51,960,810          |
| Capital Assets, <i>Being Depreciated</i>              |                     |              |             |           |                     |
| Buildings and Plants                                  | 28,210,700          | -            | 58,201      | -         | 28,268,901          |
| Collection and Distribution Systems                   | 20,351,148          | 53,788       | -           | -         | 20,404,936          |
| Drainage Systems                                      | 2,211,087           | -            | -           | -         | 2,211,087           |
| Equipment                                             | 2,102,276           | 32,762       | -           | (4,052)   | 2,130,986           |
| Total Capital Assets, <i>Being Depreciated</i>        | 52,875,211          | 86,550       | 58,201      | (4,052)   | 53,015,910          |
| Less Accumulated Depreciation                         |                     |              |             |           |                     |
| Buildings and Plants                                  | (12,271,399)        | (746,637)    | -           | -         | (13,018,036)        |
| Collection and Distribution Systems                   | (9,058,530)         | (670,307)    | -           | -         | (9,728,837)         |
| Drainage Systems                                      | (1,337,765)         | (61,229)     | -           | -         | (1,398,994)         |
| Equipment                                             | (1,643,619)         | (90,611)     | -           | 4,052     | (1,730,178)         |
| Total Accumulated Depreciation                        | (24,311,313)        | (1,568,784)  | -           | 4,052     | (25,876,045)        |
| Total Capital Assets, <i>Being Depreciated, net</i>   | 28,563,898          | (1,482,234)  | 58,201      | -         | 27,139,865          |
| Business - Type Activities Capital Assets, <i>net</i> | \$ 73,171,085       | \$ 5,929,590 | \$ -        | \$ -      | \$ 79,100,675       |

**Town of Berthoud, Colorado**  
Notes to Financial Statements  
December 31, 2024

**Note 3: Capital Assets (Continued)**

Depreciation expense was charged to programs of the Town as follows:

| <b>Governmental Activities</b> | Total        |
|--------------------------------|--------------|
| General Government             | \$ 292,893   |
| Public Safety                  | 29,290       |
| Public Works                   | 1,933,095    |
| Parks and Recreation           | 673,654      |
|                                | <hr/>        |
| Total                          | \$ 2,928,932 |

**Note 4: Long-Term Debt**

**Governmental Activities**

Following is a summary of long-term debt transactions of the governmental activities for the year ended December 31, 2024:

|                                   | Balance<br>12/31/23 | Additions  | Payments     | Balance<br>12/31/24 | Due Within<br>One Year |
|-----------------------------------|---------------------|------------|--------------|---------------------|------------------------|
| 2020 Certificate of Participation | \$ 19,200,000       | -          | \$ (370,000) | \$ 18,830,000       | \$ 395,000             |
| 2020 COP Premium                  | 2,646,994           | -          | (48,887)     | 2,598,107           | -                      |
| Compensated Absences              | 322,579             | 370,551    | (322,579)    | 370,551             | 37,056                 |
|                                   | <hr/>               | <hr/>      | <hr/>        | <hr/>               | <hr/>                  |
| Total                             | \$ 22,169,573       | \$ 370,551 | \$ (741,466) | \$ 21,798,658       | \$ 432,056             |

During 2020, the Town entered \$20,715,000 Certificate of Participation to construct recreation center and associated park and trail improvements. Interest payments are due semi-annually on May 15 and November 15, with interest accruing at rate of 4%. Principal payments are due annually on November 15, through 2049.

Annual debt service requirements for the outstanding Certificate of Participation at December 31, 2024, were as follows:

| Year Ended December 31, | Principal     | Interest      | Total         |
|-------------------------|---------------|---------------|---------------|
| 2025                    | \$ 395,000    | \$ 753,200    | \$ 1,148,200  |
| 2026                    | 415,000       | 737,400       | 1,152,400     |
| 2027                    | 435,000       | 720,800       | 1,155,800     |
| 2028                    | 460,000       | 703,400       | 1,163,400     |
| 2029                    | 485,000       | 685,000       | 1,170,000     |
| 2030-2034               | 2,820,000     | 3,113,400     | 5,933,400     |
| 2035-2039               | 3,590,000     | 2,227,400     | 5,817,400     |
| 2040-2044               | 4,540,000     | 1,699,800     | 6,239,800     |
| 2045-2049               | 5,690,000     | 703,000       | 6,393,000     |
| 2050                    | -             | -             | -             |
| Total                   | \$ 18,830,000 | \$ 11,343,400 | \$ 30,173,400 |

Compensated absences are expected to be liquidated primarily with revenues of the General and Berthoud Area Transportation Funds.



**Town of Berthoud, Colorado**  
Notes to Financial Statements  
December 31, 2024

**Note 4: Long-Term Debt (Continued)**

**Business-Type Activities**

Following are the changes in long-term debt of the business-type activities for the year ended December 31, 2024:

|                                 | Balance<br>12/31/23 | Additions | Payments     | Balance<br>12/31/24 | Due Within<br>One Year |
|---------------------------------|---------------------|-----------|--------------|---------------------|------------------------|
| 2012 Wastewater Refunding Bonds | \$ 7,375,000        | \$ -      | \$ (585,000) | \$ 6,790,000        | \$ 615,000             |
| Premium                         | 141,188             | -         | (15,688)     | 125,500             | -                      |
| Note Payable                    | 300,183             | -         | (55,449)     | 244,734             | 57,666                 |
| Compensated Absences            | 20,418              | 7,509     | -            | 27,927              | -                      |
| Total                           | \$ 7,836,789        | \$ 7,509  | \$ (656,137) | \$ 7,188,161        | \$ 672,666             |

During 2012, the Town issued \$9,485,000 Wastewater Revenue Refunding and Improvement Bonds to refund the outstanding 2002 and 2004 Colorado Water Resources and Power Development Authority loans and to finance the expansion and upgrade of the wastewater treatment plant. Interest payments are due semi-annually on October 15 and April 15, with interest accruing at rates ranging from 3% to 5%. Principal payments are due annually on October 15, through 2032.

Annual debt service requirements for the outstanding bonds at December 31, 2024, were as follows.

| Year Ended December 31, | Principal    | Interest     | Total        |
|-------------------------|--------------|--------------|--------------|
| 2025                    | \$ 615,000   | \$ 291,100   | \$ 906,100   |
| 2026                    | 650,000      | 260,350      | 910,350      |
| 2027                    | 685,000      | 227,850      | 912,850      |
| 2028                    | 715,000      | 193,600      | 908,600      |
| 2029                    | 745,000      | 165,000      | 910,000      |
| 2030-2032               | 3,380,000    | 311,400      | 3,691,400    |
| Total                   | \$ 6,790,000 | \$ 1,449,300 | \$ 8,239,300 |

During 2013, the Town entered into an agreement to purchase water rights as part of a contract to buy and sell real estate with a local property owner. The purchase of the water rights will be financed by the seller. Principal and interest payments are due annually each April 1, through 2028, with interest accruing at 4% per annum.

**Town of Berthoud, Colorado**  
Notes to Financial Statements  
December 31, 2024

**Note 4: Long-Term Debt (Continued)**

**Business-Type Activities** (Continued)

Following is a summary of debt service requirements under the agreement.

| Year Ended December 31, | Principal  | Interest  | Total      |
|-------------------------|------------|-----------|------------|
| 2025                    | \$ 57,666  | \$ 9,789  | \$ 67,455  |
| 2026                    | 59,973     | 7,483     | 67,456     |
| 2027                    | 62,372     | 5,084     | 67,456     |
| 2028                    | 64,723     | 2,589     | 67,312     |
| Total                   | \$ 244,734 | \$ 24,945 | \$ 269,679 |

**Note 5: Interfund Transactions**

Interfund transfers for the year ended December 31, 2024, were comprised of the following:

| Transfers In                      | Transfers Out          | Amount       |
|-----------------------------------|------------------------|--------------|
| General Fund                      | 1% Sales Tax Fund      | \$ 1,500,000 |
| General Fund                      | 2019 1% Sales Tax Fund | 3,000,000    |
| General Fund                      | Road Impact Fund       | 21,590       |
| General Fund                      | Water Fund             | 105,000      |
| General Fund                      | Storm Water Fund       | 10,500       |
| General Fund                      | Wastewater Fund        | 220,500      |
| 1% Sales Tax Fund                 | General Fund           | 620,000      |
| Conservation Trust Fund           | General Fund           | 500,000      |
| Larimer County Open Space Fund    | 1% Sales Tax Fund      | 150,000      |
| Larimer County Open Space Fund    | Park Dedication Fund   | 150,000      |
| Cemetery Fund                     | General Fund           | 20,000       |
| Berthoud Area Transportation Fund | 1% Sales Tax Fund      | 50,000       |
| Total                             |                        | \$ 6,347,590 |

The Road Impact, Water, Wastewater, Storm Water, and Berthoud Area Transportation Funds reimbursed the General Fund for services provided, including administration, payroll, and billing. The Open Space Fund, 1% sales Tax Fund, Park Development Fund, and Larimer County Open Space Fund are for contribution of Recreation Center Project. 1% Sales Tax Fund contributed to the maintenance and operations of the Berthoud Area Transportation System as allowed by the election that authorized the 1% sales tax. Transfers from the General Fund to the Conservation Trust Fund were used for tools and pond maintenance. General Fund transferred to Cemetery Fund to cover expenses.

## **Town of Berthoud, Colorado**

### **Notes to Financial Statements**

**December 31, 2024**

#### **Note 6: Risk Management**

##### **Public Entity Risk Pool**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. For these risks of loss, the Town participates in the Colorado Intergovernmental Risk Sharing Agency (CIRSA), a separate and independent governmental and legal entity formed by intergovernmental agreement by member municipalities pursuant to the provisions of 24-10-115.5, Colorado Revised Statutes, and the Colorado Constitution, Article XIV, Section 18(2).

The purposes of CIRSA are to provide members with defined liability, property, and workers compensation coverages and to assist members to prevent and reduce losses and injuries to municipal property and to persons or property which might result in claims being made against members of CIRSA, their employees and officers.

It is the intent of the members of CIRSA to create an entity in perpetuity which will administer and use funds contributed by the members to defend and indemnify, in accordance with the bylaws, any member of CIRSA against stated liability of loss, to the limit of the financial resources of CIRSA. It is also the intent of the members to have CIRSA provide continuing stability and availability of needed coverages at reasonable costs. All income and assets of CIRSA shall be at all times dedicated to the exclusive benefit of its members.

#### **Note 7: Retirement Commitments**

##### **Defined Contribution Money Purchase Pension Plan**

The Town contributes to a single-employer defined contribution money purchase pension plan on behalf of its employees. The Plan is administered by the International City/County Management Association (ICMA). All employees are eligible to participate in the Plan after one full year of employment. The Town is required to contribute 5% of each participating employee's compensation. No employee contributions are required. Employees become vested in the Town's contributions at 20% annually after one year of employment. Participants become fully vested after five years of service. The contribution requirements of the Town and eligible employees are established and may be amended by the Board of Trustees.

For the year ended December 31, 2024, the Town contributed \$194,496 to the Plan, equal to the required contributions. All Plan assets are held and managed by ICMA.

#### **Note 8: Commitments and Contingencies**

##### **Litigation**

The Town is from time to time involved in various threatened and pending litigation. However, the outcome of this litigation cannot be determined at this time.

## **Town of Berthoud, Colorado**

### **Notes to Financial Statements**

**December 31, 2024**

#### **Note 8: Commitments and Contingencies (Continued)**

##### **TABOR Amendment**

In November 1992, Colorado voters passed the TABOR Amendment to the State Constitution which limits state and local government taxing powers and imposes spending limitations. The Town is subject to the TABOR Amendment. Fiscal year 1992 provides the basis for limits in future years, to which may be applied allowable increases for inflation and property valuation. Revenue received in excess of the limitations may be required to be refunded unless the Town's electorate vote to retain the revenue. The TABOR Amendment is subject to many interpretations, but the Town believes it is in substantial compliance with the Amendment.

In November 1994, voters permitted the Town, without increasing or adding any taxes of any kind, to collect, retain or expend revenues generated from all sources during 1994 and each subsequent year for trails, parks, and open space, storm water facilities and drainage, street, curb and sidewalk construction, repair and maintenance, police services, and for other basic municipal services and lawful purposes, without limitation.

The Town has established an emergency reserve, representing 3% of qualifying expenditures, as required by the Amendment. At December 31, 2024, the emergency reserve was reported as restricted fund balance in the General Fund, in the amount of \$515,000.

## **Required Supplementary Information**



**Town of Berthoud, Colorado**  
**Budgetary Comparison Schedule**  
**General Fund**  
**For the Year Ended December 31, 2024**

| <b>Revenues</b>                            | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>        | <b>Variance<br/>Positive<br/>(Negative)</b> |
|--------------------------------------------|----------------------------|-------------------------|----------------------|---------------------------------------------|
| <b>Taxes</b>                               |                            |                         |                      |                                             |
| Property Taxes                             | \$ 2,650,000               | \$ 2,650,000            | \$ 2,732,339         | \$ 82,339                                   |
| Specific Ownership Taxes                   | 380,000                    | 380,000                 | 309,938              | (70,062)                                    |
| Sales and Use Taxes                        | 5,647,500                  | 5,647,500               | 6,798,884            | 1,151,384                                   |
| Occupation Taxes                           | 10,000                     | 10,000                  | 7,952                | (2,048)                                     |
| Franchise Taxes                            | 90,000                     | 90,000                  | 109,830              | 19,830                                      |
| Lodging Taxes                              | 600                        | 600                     | 167                  | (433)                                       |
| <b>Total Taxes</b>                         | <b>8,778,100</b>           | <b>8,778,100</b>        | <b>9,959,110</b>     | <b>1,181,010</b>                            |
| <b>Licenses and Permits</b>                |                            |                         |                      |                                             |
| Passports                                  | 70,000                     | 70,000                  | 49,077               | (20,923)                                    |
| Liquor Licenses                            | 100,000                    | 100,000                 | 103,083              | 3,083                                       |
| Medical Marijuana Licenses                 | 12,000                     | 12,000                  | 13,912               | 1,912                                       |
| Animal Licenses                            | 1,800                      | 1,800                   | 1,870                | 70                                          |
| <b>Total Licenses and Permits</b>          | <b>183,800</b>             | <b>183,800</b>          | <b>167,942</b>       | <b>(15,858)</b>                             |
| <b>Intergovernmental</b>                   |                            |                         |                      |                                             |
| Highway Users Taxes                        | -                          | -                       | -                    | -                                           |
| Severance Taxes                            | -                          | -                       | -                    | -                                           |
| Road and Bridge Fees                       | -                          | -                       | -                    | -                                           |
| Cigarette Taxes                            | -                          | -                       | -                    | -                                           |
| Grants                                     | 577,000                    | 577,000                 | 654,503              | 77,503                                      |
| Utility Road Cut Permit                    | 15,000                     | 15,000                  | 21,626               | 6,626                                       |
| <b>Total Intergovernmental</b>             | <b>592,000</b>             | <b>592,000</b>          | <b>676,129</b>       | <b>84,129</b>                               |
| <b>Charges for Services</b>                |                            |                         |                      |                                             |
| Development Review Fees & Application Fees | 4,000                      | 4,000                   | 55,804               | 51,804                                      |
| Building and Plan Check Fees               | 800,000                    | 1,450,000               | 1,310,902            | (139,098)                                   |
| Recreation Fees                            | 160,000                    | 160,000                 | 169,245              | 9,245                                       |
| Municipal Fees                             | 600,000                    | 600,000                 | 633,289              | 33,289                                      |
| Other Charges for Services                 | 101,800                    | 101,800                 | 155,947              | 54,147                                      |
| <b>Total Charges for Services</b>          | <b>1,665,800</b>           | <b>2,315,800</b>        | <b>2,325,187</b>     | <b>9,387</b>                                |
| <b>Fines and Forfeitures</b>               | <b>21,000</b>              | <b>21,000</b>           | <b>37,360</b>        | <b>16,360</b>                               |
| <b>Investment Income</b>                   | <b>500,000</b>             | <b>500,000</b>          | <b>1,170,707</b>     | <b>670,707</b>                              |
| <b>Miscellaneous</b>                       | <b>61,984</b>              | <b>61,984</b>           | <b>150,946</b>       | <b>88,962</b>                               |
| <b>Total Revenues</b>                      | <b>\$ 11,802,684</b>       | <b>\$ 12,452,684</b>    | <b>\$ 14,487,381</b> | <b>\$ 2,034,697</b>                         |

(Continued)

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 General Fund  
 For the Year Ended December 31, 2024  
 (Continued)

|                                                             | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|-------------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Expenditures</b>                                         |                    |                   |                   |                                    |
| Current                                                     |                    |                   |                   |                                    |
| General Government                                          | \$ 3,540,687       | \$ 3,619,687      | \$ 3,068,130      | \$ 551,557                         |
| Public Safety                                               | 2,773,373          | 2,813,373         | 2,657,029         | 156,344                            |
| Public Works                                                | 1,624,510          | 6,016,310         | 1,415,106         | 4,601,204                          |
| Parks and Recreation                                        | 1,618,025          | 1,618,025         | 1,326,679         | 291,346                            |
| Planning                                                    | 1,083,968          | 1,593,968         | 1,355,147         | 238,821                            |
| Transportation                                              | -                  | -                 | -                 | -                                  |
| Contributions                                               | 60,400             | 60,400            | 53,252            | 7,148                              |
| Capital Outlay                                              | 282,500            | 6,565,800         | 6,416,665         | 149,135                            |
| Emergency Reserves                                          | 364,829            | -                 | -                 | -                                  |
| <br>Total Expenditures                                      | <br>11,348,292     | <br>22,287,563    | <br>16,292,008    | <br>5,995,555                      |
| <br><b>Excess of Revenues Over<br/>(Under) Expenditures</b> | <br>454,392        | <br>(9,834,879)   | <br>(1,804,627)   | <br>8,030,252                      |
| <br><b>Other Financing Sources (Uses)</b>                   |                    |                   |                   |                                    |
| Transfers In                                                | 358,298            | 4,858,298         | 4,857,590         | (708)                              |
| Transfers Out                                               | (520,000)          | (1,150,000)       | (1,140,000)       | 10,000                             |
| <br>Total Other Financing Sources (Uses)                    | <br>(161,702)      | <br>3,708,298     | <br>3,717,590     | <br>9,292                          |
| <br><b>Net Change in Fund Balance</b>                       | <br>292,690        | <br>(6,126,581)   | <br>1,912,963     | <br>8,039,544                      |
| <br><b>Fund Balance, Beginning of Year</b>                  | <br>15,529,472     | <br>24,481,483    | <br>24,481,483    | <br>-                              |
| <br><b>Fund Balance, End of Year</b>                        | <br>\$ 15,822,162  | <br>\$ 18,354,902 | <br>\$ 26,394,446 | <br>\$ 8,039,544                   |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 1% Sales Tax Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                      |                     |                     |                     |                                    |
| Sales Tax                                            | \$ 2,753,750        | \$ 2,753,750        | \$ 3,336,788        | \$ 583,038                         |
| Sales Tax Building                                   | -                   | -                   | -                   | -                                  |
| Investment Income                                    | 8,400               | 8,400               | 247,680             | 239,280                            |
|                                                      | <u>2,762,150</u>    | <u>2,762,150</u>    | <u>3,584,468</u>    | <u>822,318</u>                     |
| <b>Total Revenues</b>                                |                     |                     |                     |                                    |
| <b>Expenditures</b>                                  |                     |                     |                     |                                    |
| Park and Recreation                                  | -                   | -                   | 724                 | (724)                              |
| Capital Outlay                                       | 2,600,000           | 3,670,000           | 3,181,692           | 488,308                            |
| Emergency Reserves                                   | 82,865              | -                   | -                   | -                                  |
|                                                      | <u>2,682,865</u>    | <u>3,670,000</u>    | <u>3,182,416</u>    | <u>487,584</u>                     |
| <b>Total Expenditures</b>                            |                     |                     |                     |                                    |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | 79,285              | (907,850)           | 402,052             | 1,309,902                          |
| <b>Other Financing Sources (Uses)</b>                |                     |                     |                     |                                    |
| Transfers In                                         | -                   | 620,000             | 620,000             | -                                  |
| Transfers Out                                        | (205,000)           | (1,705,000)         | (1,700,000)         | 5,000                              |
|                                                      | <u>(125,715)</u>    | <u>(1,992,850)</u>  | <u>(677,948)</u>    | <u>1,314,902</u>                   |
| <b>Net Changes in Fund Balance</b>                   |                     |                     |                     |                                    |
| <b>Fund Balance, Beginning of Year</b>               | 2,482,325           | 5,278,786           | 5,278,786           | -                                  |
|                                                      | <u>2,482,325</u>    | <u>5,278,786</u>    | <u>5,278,786</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | \$ <u>2,356,610</u> | \$ <u>3,285,936</u> | \$ <u>4,600,838</u> | \$ <u>1,314,902</u>                |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Park Development Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                      |                     |                     |                     |                                    |
| Charges for Services                                 | \$ 961,000          | \$ 961,000          | \$ 909,174          | \$ (51,826)                        |
| Investment Income                                    | <u>5,250</u>        | <u>5,250</u>        | <u>109,127</u>      | <u>103,877</u>                     |
| Total Revenues                                       | <u>966,250</u>      | <u>966,250</u>      | <u>1,018,301</u>    | <u>52,051</u>                      |
| <b>Expenditures</b>                                  |                     |                     |                     |                                    |
| Parks and Recreation                                 | 30,000              | 850,000             | 715,594             | 134,406                            |
| Capital Outlay                                       | 150,000             | 725,000             | 50,925              | 674,075                            |
| Emergency Reserves                                   | <u>28,988</u>       | <u>-</u>            | <u>-</u>            | <u>-</u>                           |
| Total Expenditures                                   | <u>208,988</u>      | <u>1,575,000</u>    | <u>766,519</u>      | <u>808,481</u>                     |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | 757,262             | (608,750)           | 251,782             | 860,532                            |
| <b>Fund Balance, Beginning of Year</b>               | <u>1,136,560</u>    | <u>2,089,175</u>    | <u>2,089,175</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 1,893,822</u> | <u>\$ 1,480,425</u> | <u>\$ 2,340,957</u> | <u>\$ 860,532</u>                  |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 2019 1% Sales Tax Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                      |                     |                     |                     |                                    |
| Sales Tax                                            | \$ 2,753,750        | \$ 2,753,750        | \$ 3,365,161        | \$ 611,411                         |
| Charges for Services                                 | 1,559,300           | 1,559,300           | 1,887,216           | 327,916                            |
| Intergovernmental                                    | -                   | -                   | -                   | -                                  |
| Investment Income                                    | 50,000              | 50,000              | 420,190             | 370,190                            |
| <b>Total Revenues</b>                                | <u>4,363,050</u>    | <u>4,363,050</u>    | <u>5,672,567</u>    | <u>1,309,517</u>                   |
| <b>Expenditures</b>                                  |                     |                     |                     |                                    |
| Parks and Recreation                                 | 2,493,888           | 2,609,888           | 2,264,579           | 345,309                            |
| Capital Outlay                                       | -                   | 77,000              | 36,291              | 40,709                             |
| Emergency Reserve                                    | 130,892             | -                   | -                   | -                                  |
| Debt Service                                         |                     |                     |                     |                                    |
| Principal                                            | 1,138,000           | 1,138,000           | 370,000             | 768,000                            |
| Interest and Fees                                    | -                   | -                   | 768,000             | (768,000)                          |
| <b>Total Expenditures</b>                            | <u>3,762,780</u>    | <u>3,824,888</u>    | <u>3,438,870</u>    | <u>386,018</u>                     |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | 600,270             | 538,162             | 2,233,697           | 1,695,535                          |
| <b>Other Financing Sources (Uses)</b>                |                     |                     |                     |                                    |
| Transfers Out                                        | -                   | (3,000,000)         | (3,000,000)         | -                                  |
| <b>Net Changes in Fund Balance</b>                   | 600,270             | (2,461,838)         | (766,303)           | 1,695,535                          |
| <b>Fund Balance, Beginning of Year</b>               | <u>3,738,433</u>    | <u>8,378,171</u>    | <u>8,378,171</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 4,338,703</u> | <u>\$ 5,916,333</u> | <u>\$ 7,611,868</u> | <u>\$ 1,695,535</u>                |



**Town of Berthoud, Colorado**  
Notes to Required Supplementary Information  
December 31, 2024

**Note 1: Stewardship, Compliance and Accountability**

**Budgets and Budgetary Accounting**

Budgets are adopted for all funds of the Town in accordance with State statutes. Budgets for the governmental funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgetary comparisons for the enterprise funds are presented on a non-GAAP budgetary basis. Capital outlay and debt principal are budgeted as expenditures, but depreciation is not budgeted.

The Town follows these procedures to establish the budgetary information reflected in the financial statements:

- Management submits to the Board of Trustees a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
- Public hearings are conducted to obtain taxpayer comments.
- Prior to December 31, the budget is legally adopted through passage of a resolution.
- Town management is authorized to transfer budgeted amounts between departments within any fund. However, revisions that alter the total expenditures of any fund must be approved by the Board of Trustees. State statutes stipulate that expenditures may not exceed budget appropriations at the fund level.
- All appropriations lapse at year end.

## **Supplementary Information**

**Town of Berthoud, Colorado**  
Combining Balance Sheet  
Nonmajor Governmental Funds  
December 31, 2024

|                                              | Public<br>Facility  | Park<br>Dedication | Conservation<br>Trust | Larimer<br>County<br>Open Space | Cemetery          | Berthoud<br>Area<br>Transportation | Recreation<br>MJ Tax | Road<br>Impact      | Totals               |
|----------------------------------------------|---------------------|--------------------|-----------------------|---------------------------------|-------------------|------------------------------------|----------------------|---------------------|----------------------|
| <b>Assets</b>                                |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Cash                                         | \$ 3,380,216        | \$ 886,819         | \$ 595,539            | \$ 746,502                      | \$ 189,488        | \$ 214,007                         | \$ 1,307,693         | \$ 6,696,883        | \$ 14,017,147        |
| Accounts Receivable                          | -                   | -                  | -                     | -                               | -                 | -                                  | 55,933               | -                   | 55,933               |
| Taxes Receivables                            | -                   | -                  | -                     | 73,773                          | -                 | -                                  | -                    | -                   | 73,773               |
| Total Assets                                 | <u>\$ 3,380,216</u> | <u>\$ 886,819</u>  | <u>\$ 595,539</u>     | <u>\$ 820,275</u>               | <u>\$ 189,488</u> | <u>\$ 214,007</u>                  | <u>\$ 1,363,626</u>  | <u>\$ 6,696,883</u> | <u>\$ 14,146,853</u> |
| <b>Liabilities</b>                           |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Accounts Payable                             | \$ -                | \$ -               | \$ 27,099             | \$ 2,630                        | \$ 192            | \$ 39                              | \$ -                 | \$ -                | \$ 29,960            |
| Accrued Liabilities                          | -                   | -                  | 7,175                 | -                               | 1,232             | 3,598                              | -                    | -                   | 12,005               |
| Total Liabilities                            | <u>-</u>            | <u>-</u>           | <u>34,274</u>         | <u>2,630</u>                    | <u>1,424</u>      | <u>3,637</u>                       | <u>-</u>             | <u>-</u>            | <u>41,965</u>        |
| <b>Fund Balances</b>                         |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Restricted for Street Paving and Maintenance | -                   | -                  | -                     | -                               | -                 | -                                  | -                    | 6,696,883           | 6,696,883            |
| Restricted for Open Space and Parks          | -                   | -                  | 561,265               | 817,645                         | -                 | -                                  | -                    | -                   | 1,378,910            |
| Committed to Capital Improvements            | 3,380,216           | 886,819            | -                     | -                               | -                 | -                                  | -                    | -                   | 4,267,035            |
| Assigned to Cemetery                         | -                   | -                  | -                     | -                               | 188,064           | -                                  | -                    | -                   | 188,064              |
| Assigned to Transportation                   | -                   | -                  | -                     | -                               | -                 | 210,370                            | 1,363,626            | -                   | 1,573,996            |
| Total Fund Balances                          | <u>3,380,216</u>    | <u>886,819</u>     | <u>561,265</u>        | <u>817,645</u>                  | <u>188,064</u>    | <u>210,370</u>                     | <u>1,363,626</u>     | <u>6,696,883</u>    | <u>14,104,888</u>    |
| Total Liabilities and Fund Balances          | <u>\$ 3,380,216</u> | <u>\$ 886,819</u>  | <u>\$ 595,539</u>     | <u>\$ 820,275</u>               | <u>\$ 189,488</u> | <u>\$ 214,007</u>                  | <u>\$ 1,363,626</u>  | <u>\$ 6,696,883</u> | <u>\$ 14,146,853</u> |

**Town of Berthoud, Colorado**  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
Nonmajor Governmental Funds  
For the Year Ended December 31, 2024

|                                                         | Public<br>Facility  | Park<br>Dedication | Conservation<br>Trust | Larimer<br>County<br>Open Space | Cemetery          | Berthoud<br>Area<br>Transportation | Recreation<br>MJ Tax | Road<br>Impact      | Totals               |
|---------------------------------------------------------|---------------------|--------------------|-----------------------|---------------------------------|-------------------|------------------------------------|----------------------|---------------------|----------------------|
| <b>Revenues</b>                                         |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Taxes                                                   | \$ -                | \$ -               | \$ -                  | \$ -                            | \$ -              | \$ -                               | \$ 631,127           | \$ -                | \$ 631,127           |
| Intergovernmental                                       | -                   | -                  | 142,087               | 428,859                         | -                 | -                                  | -                    | (350,000)           | 220,946              |
| Charges for Services                                    | 193,019             | 227,294            | -                     | -                               | 25,513            | 73,919                             | -                    | 719,660             | 1,239,405            |
| Investment Income                                       | 162,531             | 45,364             | 30,552                | 27,265                          | 9,674             | 12,277                             | 58,796               | 320,706             | 667,165              |
| Miscellaneous                                           | -                   | -                  | 1,240                 | -                               | 27,415            | 3,602                              | -                    | -                   | 32,257               |
| <b>Total Revenues</b>                                   | <b>355,550</b>      | <b>272,658</b>     | <b>173,879</b>        | <b>456,124</b>                  | <b>62,602</b>     | <b>89,798</b>                      | <b>689,923</b>       | <b>690,366</b>      | <b>2,790,900</b>     |
| <b>Expenditures</b>                                     |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Current                                                 |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| General Government                                      | -                   | -                  | -                     | -                               | -                 | -                                  | 7,500                | -                   | 7,500                |
| Public Works                                            | -                   | -                  | -                     | -                               | -                 | -                                  | -                    | -                   | -                    |
| Parks and Recreation                                    | 39,840              | 3,070              | 523,473               | 557,425                         | 100,068           | 103                                | 70,000               | -                   | 1,293,979            |
| Transportation                                          | -                   | -                  | -                     | -                               | -                 | 258,574                            | -                    | -                   | 258,574              |
| Capital Outlay                                          | 91,543              | -                  | 175,454               | 133,458                         | -                 | -                                  | 360,955              | 43,431              | 804,841              |
| <b>Total Expenditures</b>                               | <b>131,383</b>      | <b>3,070</b>       | <b>698,927</b>        | <b>690,883</b>                  | <b>100,068</b>    | <b>258,677</b>                     | <b>438,455</b>       | <b>43,431</b>       | <b>2,364,894</b>     |
| <b>Excess of Revenues Over<br/>(Under) Expenditures</b> | <b>224,167</b>      | <b>269,588</b>     | <b>(525,048)</b>      | <b>(234,759)</b>                | <b>(37,466)</b>   | <b>(168,879)</b>                   | <b>251,468</b>       | <b>646,935</b>      | <b>426,006</b>       |
| <b>Other Financing Sources (Uses)</b>                   |                     |                    |                       |                                 |                   |                                    |                      |                     |                      |
| Transfers In                                            | -                   | -                  | 500,000               | 300,000                         | 20,000            | 50,000                             | -                    | -                   | 870,000              |
| Transfers Out                                           | -                   | (150,000)          | -                     | -                               | -                 | -                                  | -                    | (21,590)            | (171,590)            |
| <b>Total Other Financing Sources (Uses)</b>             | <b>-</b>            | <b>(150,000)</b>   | <b>500,000</b>        | <b>300,000</b>                  | <b>20,000</b>     | <b>50,000</b>                      | <b>-</b>             | <b>(21,590)</b>     | <b>698,410</b>       |
| <b>Net Change in Fund Balances</b>                      | <b>224,167</b>      | <b>119,588</b>     | <b>(25,048)</b>       | <b>65,241</b>                   | <b>(17,466)</b>   | <b>(118,879)</b>                   | <b>251,468</b>       | <b>625,345</b>      | <b>1,124,416</b>     |
| <b>Fund Balances, Beginning of Year</b>                 | <b>3,156,049</b>    | <b>767,231</b>     | <b>586,313</b>        | <b>752,404</b>                  | <b>205,530</b>    | <b>329,249</b>                     | <b>1,112,158</b>     | <b>6,071,538</b>    | <b>12,980,472</b>    |
| <b>Fund Balances, End of Year</b>                       | <b>\$ 3,380,216</b> | <b>\$ 886,819</b>  | <b>\$ 561,265</b>     | <b>\$ 817,645</b>               | <b>\$ 188,064</b> | <b>\$ 210,370</b>                  | <b>\$ 1,363,626</b>  | <b>\$ 6,696,883</b> | <b>\$ 14,104,888</b> |

See Accompanying Independent Auditor's Report.

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Public Facility Fund  
 For the Year Ended December 31, 2024

|                                        | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|----------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                        |                     |                     |                     |                                    |
| Charges for Services                   | \$ 205,500          | \$ 205,500          | \$ 193,019          | \$ (12,481)                        |
| Investment Income                      | <u>100,000</u>      | <u>100,000</u>      | <u>162,531</u>      | <u>62,531</u>                      |
| Total Revenues                         | <u>305,500</u>      | <u>305,500</u>      | <u>355,550</u>      | <u>50,050</u>                      |
| <b>Expenditures</b>                    |                     |                     |                     |                                    |
| Parks and Recreation                   | -                   | 341,000             | 39,840              | 301,160                            |
| Capital Outlay                         | 155,000             | 188,900             | 91,543              | 97,357                             |
| Emergency Reserves                     | <u>9,163</u>        | <u>-</u>            | <u>-</u>            | <u>-</u>                           |
| Total Expenditures                     | <u>164,163</u>      | <u>529,900</u>      | <u>131,383</u>      | <u>398,517</u>                     |
| <b>Net Change in Fund Balance</b>      | 141,337             | (224,400)           | 224,167             | 448,567                            |
| <b>Fund Balance, Beginning of Year</b> | <u>2,831,075</u>    | <u>3,156,049</u>    | <u>3,156,049</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>       | <u>\$ 2,972,412</u> | <u>\$ 2,931,649</u> | <u>\$ 3,380,216</u> | <u>\$ 448,567</u>                  |



**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Park Dedication Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Revenues</b>                                      |                    |                   |                   |                                    |
| Park Dedication Fees                                 | \$ 240,250         | \$ 240,250        | \$ 227,294        | \$ (12,956)                        |
| Investment Income                                    | <u>25,000</u>      | <u>25,000</u>     | <u>45,364</u>     | <u>20,364</u>                      |
| Total Revenues                                       | <u>265,250</u>     | <u>265,250</u>    | <u>272,658</u>    | <u>7,408</u>                       |
| <b>Expenditures</b>                                  |                    |                   |                   |                                    |
| Parks and Recreation                                 | -                  | 6,000             | 3,070             | 2,930                              |
| Capital Outlay                                       | -                  | -                 | -                 | -                                  |
| Emergency Reserves                                   | <u>7,958</u>       | <u>-</u>          | <u>-</u>          | <u>-</u>                           |
| Total Expenditures                                   | <u>7,958</u>       | <u>6,000</u>      | <u>3,070</u>      | <u>2,930</u>                       |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | 257,292            | 259,250           | 269,588           | 10,338                             |
| <b>Other Financing Sources (Uses)</b>                |                    |                   |                   |                                    |
| Transfers In                                         | -                  | -                 | -                 | -                                  |
| Transfers Out                                        | <u>(150,000)</u>   | <u>(150,000)</u>  | <u>(150,000)</u>  | <u>-</u>                           |
| <b>Net Change in Fund Balance</b>                    | 107,292            | 109,250           | 119,588           | 10,338                             |
| <b>Fund Balance, Beginning of Year</b>               | <u>732,740</u>     | <u>767,231</u>    | <u>767,231</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 840,032</u>  | <u>\$ 876,481</u> | <u>\$ 886,819</u> | <u>\$ 10,338</u>                   |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Conservation Trust Fund  
 For the Year Ended December 31, 2024

|                                                         | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|---------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Revenues</b>                                         |                    |                   |                   |                                    |
| Intergovernmental                                       | \$ 120,000         | \$ 120,000        | \$ 142,087        | \$ 22,087                          |
| Investment Income                                       | 15,000             | 15,000            | 30,552            | 15,552                             |
| Miscellaneous                                           | <u>-</u>           | <u>-</u>          | <u>1,240</u>      | <u>1,240</u>                       |
| Total Revenues                                          | <u>135,000</u>     | <u>135,000</u>    | <u>173,879</u>    | <u>38,879</u>                      |
| <b>Expenditures</b>                                     |                    |                   |                   |                                    |
| Parks and Recreation                                    | 608,947            | 654,847           | 523,473           | 131,374                            |
| Capital Outlay                                          | 15,000             | 450,000           | 175,454           | 274,546                            |
| Emergency Reserve                                       | <u>19,050</u>      | <u>-</u>          | <u>-</u>          | <u>-</u>                           |
| Total Expenditures                                      | <u>642,997</u>     | <u>1,104,847</u>  | <u>698,927</u>    | <u>405,920</u>                     |
| <b>Excess of Revenues Over<br/>(Under) Expenditures</b> | (507,997)          | (969,847)         | (525,048)         | 444,799                            |
| <b>Other Financing Sources (Uses)</b>                   |                    |                   |                   |                                    |
| Transfers In                                            | <u>500,000</u>     | <u>500,000</u>    | <u>500,000</u>    | <u>-</u>                           |
| <b>Net Change in Fund Balance</b>                       | (7,997)            | (469,847)         | (25,048)          | 444,799                            |
| <b>Fund Balance, Beginning of Year</b>                  | <u>448,925</u>     | <u>586,313</u>    | <u>586,313</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                        | <u>\$ 440,928</u>  | <u>\$ 116,466</u> | <u>\$ 561,265</u> | <u>\$ 444,799</u>                  |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Larimer County Open Space Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Revenues</b>                                      |                    |                   |                   |                                    |
| Intergovernmental                                    | \$ 220,000         | \$ 220,000        | \$ 428,859        | \$ 208,859                         |
| Investment Income                                    | <u>45,000</u>      | <u>45,000</u>     | <u>27,265</u>     | <u>(17,735)</u>                    |
| Total Revenues                                       | <u>265,000</u>     | <u>265,000</u>    | <u>456,124</u>    | <u>191,124</u>                     |
| <b>Expenditures</b>                                  |                    |                   |                   |                                    |
| Parks and Recreation                                 | 373,060            | 484,060           | 557,425           | (73,365)                           |
| Capital Outlay                                       | 100,000            | 160,000           | 133,458           | 26,542                             |
| Emergency Reserves                                   | <u>16,950</u>      | <u>-</u>          | <u>-</u>          | <u>-</u>                           |
| Total Expenditures                                   | <u>490,010</u>     | <u>644,060</u>    | <u>690,883</u>    | <u>(46,823)</u>                    |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | (225,010)          | (379,060)         | (234,759)         | 144,301                            |
| <b>Other Financing Sources (Uses)</b>                |                    |                   |                   |                                    |
| Transfers In                                         | <u>300,000</u>     | <u>300,000</u>    | <u>300,000</u>    | <u>-</u>                           |
| <b>Net Changes in Fund Balance</b>                   | 74,990             | (79,060)          | 65,241            | 144,301                            |
| <b>Fund Balance, Beginning of Year</b>               | <u>246,332</u>     | <u>752,404</u>    | <u>752,404</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 321,322</u>  | <u>\$ 673,344</u> | <u>\$ 817,645</u> | <u>\$ 144,301</u>                  |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Cemetery Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Revenues</b>                                      |                    |                   |                   |                                    |
| Charges for Services                                 | \$ 50,000          | \$ 50,000         | \$ 52,928         | \$ 2,928                           |
| Investment Income                                    | <u>7,000</u>       | <u>7,000</u>      | <u>9,674</u>      | <u>2,674</u>                       |
| Total Revenues                                       | <u>57,000</u>      | <u>57,000</u>     | <u>62,602</u>     | <u>5,602</u>                       |
| <b>Expenditures</b>                                  |                    |                   |                   |                                    |
| General Government                                   | -                  | -                 | -                 | -                                  |
| Parks and Recreation                                 | 134,244            | 134,244           | 100,068           | 34,176                             |
| Emergency Reserve                                    | <u>2,310</u>       | <u>-</u>          | <u>-</u>          | <u>-</u>                           |
| Total Expenditures                                   | <u>136,554</u>     | <u>134,244</u>    | <u>100,068</u>    | <u>34,176</u>                      |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | (79,554)           | (77,244)          | (37,466)          | 39,778                             |
| <b>Other Financing Sources (Uses)</b>                |                    |                   |                   |                                    |
| Transfers In                                         | <u>20,000</u>      | <u>20,000</u>     | <u>20,000</u>     | <u>-</u>                           |
| <b>Net Change in Fund Balance</b>                    | (59,554)           | (57,244)          | (17,466)          | 39,778                             |
| <b>Fund Balance, Beginning of Year</b>               | <u>151,089</u>     | <u>205,530</u>    | <u>205,530</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 91,535</u>   | <u>\$ 148,286</u> | <u>\$ 188,064</u> | <u>\$ 39,778</u>                   |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Berthoud Area Transportation Fund  
 For the Year Ended December 31, 2024

|                                                         | Original<br>Budget | Final<br>Budget   | Actual            | Variance<br>Positive<br>(Negative) |
|---------------------------------------------------------|--------------------|-------------------|-------------------|------------------------------------|
| <b>Revenues</b>                                         |                    |                   |                   |                                    |
| Charges for Services                                    | \$ 15,000          | \$ 15,000         | \$ 73,919         | \$ 58,919                          |
| Investment Income                                       | 15,000             | 15,000            | 12,277            | (2,723)                            |
| Miscellaneous                                           | <u>2,500</u>       | <u>2,500</u>      | <u>3,602</u>      | <u>1,102</u>                       |
| Total Revenues                                          | <u>32,500</u>      | <u>32,500</u>     | <u>89,798</u>     | <u>57,298</u>                      |
| <b>Expenditures</b>                                     |                    |                   |                   |                                    |
| Transportation                                          | 281,327            | 295,327           | 258,677           | 36,650                             |
| Emergency Reserves                                      | <u>2,473</u>       | <u>-</u>          | <u>-</u>          | <u>-</u>                           |
| Total Expenditures                                      | <u>283,800</u>     | <u>295,327</u>    | <u>258,677</u>    | <u>36,650</u>                      |
| <b>Excess of Revenues Over<br/>(Under) Expenditures</b> | <u>(251,300)</u>   | <u>(262,827)</u>  | <u>(168,879)</u>  | <u>93,948</u>                      |
| <b>Other Financing Sources (Uses)</b>                   |                    |                   |                   |                                    |
| Transfers In                                            | <u>50,000</u>      | <u>50,000</u>     | <u>50,000</u>     | <u>-</u>                           |
| Total Other Financing Sources (Uses)                    | <u>50,000</u>      | <u>50,000</u>     | <u>50,000</u>     | <u>-</u>                           |
| <b>Net Change in Fund Balance</b>                       | (201,300)          | (212,827)         | (118,879)         | 93,948                             |
| <b>Fund Balance, Beginning of Year</b>                  | <u>286,553</u>     | <u>329,249</u>    | <u>329,249</u>    | <u>-</u>                           |
| <b>Fund Balance, End of Year</b>                        | <u>\$ 85,253</u>   | <u>\$ 116,422</u> | <u>\$ 210,370</u> | <u>\$ 93,948</u>                   |



**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Recreation MJ Tax Fund  
 For the Year Ended December 31, 2024

|                                        | Original<br>Budget | Final<br>Budget   | Actual              | Variance<br>Positive<br>(Negative) |
|----------------------------------------|--------------------|-------------------|---------------------|------------------------------------|
| <b>Revenues</b>                        |                    |                   |                     |                                    |
| Sales Tax                              | \$ 500,000         | \$ 500,000        | \$ 631,127          | \$ 131,127                         |
| Investment Income                      | <u>50,000</u>      | <u>50,000</u>     | <u>58,796</u>       | <u>8,796</u>                       |
| Total Revenues                         | <u>550,000</u>     | <u>550,000</u>    | <u>689,923</u>      | <u>139,923</u>                     |
| <b>Expenditures</b>                    |                    |                   |                     |                                    |
| General Government                     | 25,000             | 25,000            | 7,500               | 17,500                             |
| Parks and Recreation                   | 100,000            | 100,000           | 70,000              | 30,000                             |
| Capital Outlay                         | 435,000            | 540,000           | 360,955             | 179,045                            |
| Emergency Reserve                      | <u>16,500</u>      | <u>-</u>          | <u>-</u>            | <u>-</u>                           |
| Total Expenditures                     | <u>576,500</u>     | <u>665,000</u>    | <u>438,455</u>      | <u>226,545</u>                     |
| <b>Net Change in Fund Balance</b>      | <u>(26,500)</u>    | <u>(115,000)</u>  | <u>251,468</u>      | <u>366,468</u>                     |
| <b>Fund Balance, Beginning of Year</b> | <u>655,742</u>     | <u>1,112,159</u>  | <u>1,112,158</u>    | <u>(1)</u>                         |
| <b>Fund Balance, End of Year</b>       | <u>\$ 629,242</u>  | <u>\$ 997,159</u> | <u>\$ 1,363,626</u> | <u>\$ 366,467</u>                  |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Road Impact Fund  
 For the Year Ended December 31, 2024

|                                                      | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                      |                     |                     |                     |                                    |
| Charges for Services                                 | \$ 743,250          | \$ 743,250          | \$ 719,660          | \$ (23,590)                        |
| Intergovernmental                                    | -                   | -                   | (350,000)           | (350,000)                          |
| Investment Income                                    | 150,000             | 150,000             | 320,706             | 170,706                            |
| Total Revenues                                       | 893,250             | 893,250             | 690,366             | (202,884)                          |
| <b>Expenditures</b>                                  |                     |                     |                     |                                    |
| General Government                                   | -                   | 6,000               | -                   | 6,000                              |
| Capital Outlay                                       | 4,530,000           | 4,805,000           | 43,431              | 4,761,569                          |
| Emergency Reserve                                    | 26,798              | -                   | -                   | -                                  |
| Total Expenditures                                   | 4,556,798           | 4,811,000           | 43,431              | 4,767,569                          |
| <b>Excess Revenues Over<br/>(Under) Expenditures</b> | (3,663,548)         | (3,917,750)         | 646,935             | 4,564,685                          |
| <b>Other Financing Sources (Uses)</b>                |                     |                     |                     |                                    |
| Transfers Out                                        | (22,298)            | (22,298)            | (21,590)            | 708                                |
| <b>Net Change in Fund Balance</b>                    | (3,685,846)         | (3,940,048)         | 625,345             | 4,565,393                          |
| <b>Fund Balance, Beginning of Year</b>               | 5,472,302           | 6,071,539           | 6,071,538           | (1)                                |
| <b>Fund Balance, End of Year</b>                     | <u>\$ 1,786,456</u> | <u>\$ 2,131,491</u> | <u>\$ 6,696,883</u> | <u>\$ 4,565,392</u>                |

**Town of Berthoud, Colorado**  
**Budgetary Comparison Schedule**  
**Water Fund**  
**For the Year Ended December 31, 2024**

|                                                | Original<br>Budget    | Final<br>Budget       | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------|-----------------------|-----------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                |                       |                       |                     |                                    |
| Charges for Services                           | \$ 3,949,250          | \$ 3,949,250          | \$ 4,675,962        | \$ 726,712                         |
| Water Dedication Fees                          | 2,500,000             | 2,500,000             | 2,640,040           | 140,040                            |
| System Investment Fees                         | 1,582,500             | 1,582,500             | 1,657,155           | 74,655                             |
| Investment Income                              | 1,035,020             | 1,035,020             | 2,284,423           | 1,249,403                          |
| Transfers In                                   | 439,384               | 439,384               | 511,996             | 72,612                             |
| Total Revenues                                 | 9,506,154             | 9,506,154             | 11,769,576          | 2,263,422                          |
| <b>Expenditures</b>                            |                       |                       |                     |                                    |
| Operations and Maintenance                     | 10,910,449            | 16,184,449            | 2,825,114           | 13,359,335                         |
| Capital Outlay                                 | -                     | -                     | 6,122,387           | (6,122,387)                        |
| Debt Principal                                 | -                     | -                     | 55,449              | (55,449)                           |
| Debt Interest and Fiscal Charges               | 67,640                | 67,640                | 9,810               | 57,830                             |
| Transfers Out                                  | 659,884               | 659,884               | 732,496             | (72,612)                           |
| Total Expenditures                             | 11,637,973            | 16,911,973            | 9,745,256           | 7,166,717                          |
| <b>Change in Net Position, Budgetary Basis</b> | <u>\$ (2,131,819)</u> | <u>\$ (7,405,819)</u> | 2,024,320           | <u>\$ 9,430,139</u>                |
| Adjustments to GAAP Basis                      |                       |                       |                     |                                    |
| Depreciation                                   |                       |                       | (595,932)           |                                    |
| Capital Outlay                                 |                       |                       | 6,122,387           |                                    |
| Debt Principal                                 |                       |                       | 55,449              |                                    |
| <b>Change in Net Position, GAAP Basis</b>      |                       |                       | <u>\$ 7,606,224</u> |                                    |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Wastewater Fund  
 For the Year Ended December 31, 2024

|                                                | Original<br>Budget    | Final<br>Budget       | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------|-----------------------|-----------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                |                       |                       |                     |                                    |
| Charges for Services                           | \$ 3,240,500          | \$ 3,240,500          | \$ 4,171,620        | \$ 931,120                         |
| System Investment Fees                         | 1,375,000             | 1,375,000             | 1,433,982           | 58,982                             |
| Investment Income                              | <u>700,030</u>        | <u>700,030</u>        | <u>1,292,954</u>    | <u>592,924</u>                     |
| Total Revenues                                 | <u>5,315,530</u>      | <u>5,315,530</u>      | <u>6,898,556</u>    | <u>1,583,026</u>                   |
| <b>Expenditures</b>                            |                       |                       |                     |                                    |
| Operations and Maintenance                     | 6,674,248             | 7,294,248             | 1,903,520           | 5,390,728                          |
| Capital Outlay                                 | -                     | -                     | 1,311,517           | (1,311,517)                        |
| Debt Principal                                 | -                     | -                     | 600,688             | (600,688)                          |
| Debt Interest and Fiscal Charges               | 953,768               | 953,768               | 298,756             | 655,012                            |
| Transfers Out                                  | <u>105,000</u>        | <u>105,000</u>        | <u>105,000</u>      | <u>-</u>                           |
| Total Expenditures                             | <u>7,733,016</u>      | <u>8,353,016</u>      | <u>4,219,481</u>    | <u>4,133,535</u>                   |
| <b>Change in Net Position, Budgetary Basis</b> | <u>\$ (2,417,486)</u> | <u>\$ (3,037,486)</u> | <u>2,679,075</u>    | <u>\$ 5,716,561</u>                |
| Adjustments to GAAP Basis                      |                       |                       |                     |                                    |
| Depreciation                                   |                       |                       | (862,312)           |                                    |
| Capital Outlay                                 |                       |                       | 1,311,517           |                                    |
| Debt Principal                                 |                       |                       | <u>600,688</u>      |                                    |
| <b>Change in Net Position, GAAP Basis</b>      |                       |                       | <u>\$ 3,728,968</u> |                                    |

**Town of Berthoud, Colorado**  
 Budgetary Comparison Schedule  
 Storm Water Fund  
 For the Year Ended December 31, 2024

|                                                | Original<br>Budget  | Final<br>Budget     | Actual              | Variance<br>Positive<br>(Negative) |
|------------------------------------------------|---------------------|---------------------|---------------------|------------------------------------|
| <b>Revenues</b>                                |                     |                     |                     |                                    |
| Charges for Services                           | \$ 858,000          | \$ 858,000          | \$ 1,103,339        | \$ 245,339                         |
| Investment Income                              | 220,000             | 220,000             | 384,823             | 164,823                            |
| System Investment Fees                         | <u>-</u>            | <u>-</u>            | <u>350,000</u>      | <u>350,000</u>                     |
| Total Revenues                                 | <u>1,078,000</u>    | <u>1,078,000</u>    | <u>1,838,162</u>    | <u>760,162</u>                     |
| <b>Expenditures</b>                            |                     |                     |                     |                                    |
| Operations and Maintenance                     | 1,827,810           | 2,012,810           | (69,228)            | 2,082,038                          |
| Capital Outlay                                 | -                   | -                   | 204,449             | (204,449)                          |
| Transfers Out                                  | <u>10,500</u>       | <u>10,500</u>       | <u>10,500</u>       | <u>-</u>                           |
| Total Expenditures                             | <u>1,838,310</u>    | <u>2,023,310</u>    | <u>145,721</u>      | <u>1,877,589</u>                   |
| <b>Change in Net Position, Budgetary Basis</b> | <u>\$ (760,310)</u> | <u>\$ (945,310)</u> | <u>1,692,441</u>    | <u>\$ 2,637,751</u>                |
| Adjustments to GAAP Basis                      |                     |                     |                     |                                    |
| Depreciation                                   |                     |                     | (110,541)           |                                    |
| Capital Outlay                                 |                     |                     | <u>204,449</u>      |                                    |
| <b>Change in Net Position, GAAP Basis</b>      |                     |                     | <u>\$ 1,786,349</u> |                                    |



## **Compliance Section**

|                                                                  |  |                                      |
|------------------------------------------------------------------|--|--------------------------------------|
| <b>LOCAL HIGHWAY FINANCE REPORT</b>                              |  | STATE:<br><b>COLORADO</b>            |
|                                                                  |  | YEAR ENDING (mm/yy):<br><b>12/24</b> |
|                                                                  |  |                                      |
| This Information From The Records Of:<br><b>Town of Berthoud</b> |  | Prepared By:<br><b>Cindy Leach</b>   |

**I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE**

| ITEM                                         | A. Local Motor-Fuel Taxes | B. Local Motor-Vehicle Taxes | C. Receipts from State Highway-User Taxes | D. Receipts from Federal Highway Administration |
|----------------------------------------------|---------------------------|------------------------------|-------------------------------------------|-------------------------------------------------|
| 1. Total receipts available                  |                           |                              |                                           |                                                 |
| 2. Minus amount used for collection expenses |                           |                              |                                           |                                                 |
| 3. Minus amount used for nonhighway purposes |                           |                              |                                           |                                                 |
| 4. Minus amount used for mass transit        |                           |                              |                                           |                                                 |
| 5. Remainder used for highway purposes       |                           |                              |                                           |                                                 |

**II. RECEIPTS FOR ROAD AND STREET PURPOSES**

| ITEM                                                        | AMOUNT          |
|-------------------------------------------------------------|-----------------|
| <b>A. Receipts from local sources:</b>                      |                 |
| 1. Local highway-user taxes                                 |                 |
| a. Motor Fuel (from Item I.A.5.)                            |                 |
| b. Motor Vehicle (from Item I.B.5.)                         |                 |
| c. Total (a.+b.)                                            |                 |
| 2. General fund appropriations                              | \$ 963,161.92   |
| 3. Other local imposts (from page 2)                        | \$ 2,070,685.49 |
| 4. Miscellaneous local receipts (from page 2)               | \$ 320,705.39   |
| 5. Transfers from toll facilities                           |                 |
| 6. Proceeds of sale of bonds and notes:                     |                 |
| a. Bonds - Original Issues                                  |                 |
| b. Bonds - Refunding Issues                                 |                 |
| c. Notes                                                    |                 |
| d. Total (a. + b. + c.)                                     | \$ -            |
| 7. Total (1 through 6)                                      | \$ 3,354,552.80 |
| <b>B. Private Contributions</b>                             |                 |
| <b>C. Receipts from State government</b><br>(from page 2)   | \$ 634,914.01   |
| <b>D. Receipts from Federal Government</b><br>(from page 2) | \$ -            |
| <b>E. Total receipts (A.7 + B + C + D)</b>                  | \$ 3,989,466.81 |

**III. EXPENDITURES FOR ROAD AND STREET PURPOSES**

| ITEM                                             | AMOUNT          |
|--------------------------------------------------|-----------------|
| <b>A. Local highway expenditures:</b>            |                 |
| 1. Capital outlay (from page 2)                  | \$ 1,916,286.69 |
| 2. Maintenance:                                  | \$ 39,608.21    |
| 3. Road and street services:                     |                 |
| a. Traffic control operations                    | \$ 39,603.15    |
| b. Snow and ice removal                          | \$ 48,875.34    |
| c. Other                                         | \$ 106,996.15   |
| d. Total (a. through c.)                         | \$ 195,474.64   |
| 4. General administration & miscellaneous        | \$ 603,811.27   |
| 5. Highway law enforcement and safety            | \$ 1,234,286.00 |
| 6. Total (1 through 5)                           | \$ 3,989,466.81 |
| <b>B. Debt service on local obligations:</b>     |                 |
| 1. Bonds:                                        |                 |
| a. Interest                                      |                 |
| b. Redemption                                    |                 |
| c. Total (a. + b.)                               | \$ -            |
| 2. Notes:                                        |                 |
| a. Interest                                      |                 |
| b. Redemption                                    |                 |
| c. Total (a. + b.)                               | \$ -            |
| 3. Total (1.c + 2.c)                             | \$ -            |
| <b>C. Payments to State for highways</b>         |                 |
| <b>D. Payments to toll facilities</b>            |                 |
| <b>E. Total expenditures (A.6 + B.3 + C + D)</b> | \$ 3,989,466.81 |

**IV. LOCAL HIGHWAY DEBT STATUS**

(Show all entries at par)

|                              | Opening Debt | Amount Issued | Redemptions | Closing Debt |
|------------------------------|--------------|---------------|-------------|--------------|
| <b>A. Bonds (Total)</b>      |              |               |             | \$ -         |
| 1. Bonds (Refunding Portion) |              |               |             | \$ -         |
| <b>B. Notes (Total)</b>      |              |               |             | \$ -         |

**V. LOCAL ROAD AND STREET FUND BALANCE (RECEIPTS AND DISBURSEMENTS ONLY)**

|  | A. Beginning Balance | B. Total Receipts | C. Total Disbursements | D. Ending Balance | E. Reconciliation |
|--|----------------------|-------------------|------------------------|-------------------|-------------------|
|  |                      | \$ 3,989,466.81   | \$ 3,989,466.81        |                   | \$ -              |

Notes and Comments:

|                                                         |                                         |                                            |                 |
|---------------------------------------------------------|-----------------------------------------|--------------------------------------------|-----------------|
| LOCAL HIGHWAY FINANCE REPORT                            |                                         | STATE:<br>COLORADO                         |                 |
|                                                         |                                         | YEAR ENDING (mm/yy):<br>12/24              |                 |
| II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL      |                                         |                                            |                 |
| ITEM                                                    | AMOUNT                                  | ITEM                                       | AMOUNT          |
| <b>A.3. Other local imposts:</b>                        |                                         | <b>A.4. Miscellaneous local receipts:</b>  |                 |
| a. Property Taxes and Assessments                       | \$ -                                    | a. Interest on investments                 | \$ 320,705.39   |
| b. Other local imposts:                                 |                                         | b. Traffic Fines & Penalties               |                 |
| 1. Sales Taxes                                          | \$ 1,916,286.69                         | c. Parking Garage Fees                     |                 |
| 2. Infrastructure & Impact Fees                         |                                         | d. Parking Meter Fees                      |                 |
| 3. Liens                                                |                                         | e. Sale of Surplus Property                |                 |
| 4. Licenses                                             |                                         | f. Charges for Services                    |                 |
| 5. Specific Ownership &/or Other                        | \$ 154,398.80                           | g. Other Misc. Receipts                    |                 |
| 6. Total (1. through 5.)                                | \$ 2,070,685.49                         | h. Other                                   |                 |
| c. Total (a. + b.)                                      | \$ 2,070,685.49                         | i. Total (a. through h.)                   | \$ 320,705.39   |
| (Carry forward to page 1)                               |                                         | (Carry forward to page 1)                  |                 |
| ITEM                                                    | AMOUNT                                  | ITEM                                       | AMOUNT          |
| <b>C. Receipts from State Government</b>                |                                         | <b>D. Receipts from Federal Government</b> |                 |
| 1. Highway-user taxes (from Item I.C.5.)                | \$ 479,374.90                           | 1. FHWA (from Item I.D.5.)                 |                 |
| 2. State general funds                                  |                                         | 2. Other Federal agencies:                 |                 |
| 3. Other State funds:                                   |                                         | a. Forest Service                          |                 |
| a. State bond proceeds                                  |                                         | b. FEMA                                    |                 |
| b. Project Match                                        |                                         | c. HUD                                     |                 |
| c. Motor Vehicle Registrations                          | \$ 155,539.11                           | d. Federal Transit Administration          |                 |
| d. DOLA Grant                                           |                                         | e. U.S. Corps of Engineers                 |                 |
| e. Other                                                |                                         | f. Other Federal ARPA                      |                 |
| f. Total (a. through e.)                                | \$ 155,539.11                           | g. Total (a. through f.)                   | \$ -            |
| 4. Total (1. + 2. + 3.f)                                | \$ 634,914.01                           | 3. Total (1. + 2.g)                        | \$ -            |
| (Carry forward to page 1)                               |                                         | (Carry forward to page 1)                  |                 |
| III. EXPENDITURES FOR ROAD AND STREET PURPOSES - DETAIL |                                         |                                            |                 |
|                                                         | ON NATIONAL<br>HIGHWAY<br>SYSTEM<br>(a) | OFF NATIONAL<br>HIGHWAY<br>SYSTEM<br>(b)   | TOTAL<br>(c)    |
| <b>A.1. Capital outlay:</b>                             |                                         |                                            |                 |
| a. Right-Of-Way Costs                                   |                                         |                                            | \$ -            |
| b. Engineering Costs                                    |                                         |                                            | \$ -            |
| c. Construction:                                        |                                         |                                            |                 |
| (1). New Facilities                                     |                                         |                                            | \$ -            |
| (2). Capacity Improvements                              |                                         |                                            | \$ -            |
| (3). System Preservation                                |                                         | \$ 1,916,286.69                            | \$ 1,916,286.69 |
| (4). System Enhancement And Operation                   |                                         |                                            | \$ -            |
| (5). Total Construction (1)+(2)+(3)+(4)                 | \$ -                                    | \$ 1,916,286.69                            | \$ 1,916,286.69 |
| d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.4)     | \$ -                                    | \$ 1,916,286.69                            | \$ 1,916,286.69 |
| (Carry forward to page 1)                               |                                         |                                            |                 |
| Notes and Comments:                                     |                                         |                                            |                 |

# BOARD OF TRUSTEES INFORMATION



## COMMUNITY DEVELOPMENT DEPARTMENT

|                              |                                                                                                                                                                                                               |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>         | <b>July 22, 2025</b>                                                                                                                                                                                          |
| <b>Agenda Title/Subject:</b> | <b>Ordinance 1356 (Series 2025) Public Hearing to present proposed amendments to the Short-term Rental regulations amending Chapter 30, Section 3 (Use-Specific Standards) of the Berthoud Municipal Code</b> |
| <b>Type of Item:</b>         | <b>Public Hearing</b>                                                                                                                                                                                         |
| <b>Purpose:</b>              | <b>Recommendation from the Planning Commission to repeal and replace Section 30-3-113, Short-term Rental regulations of Chapter 30 of the Berthoud Municipal Code</b>                                         |
| <b>Presented by:</b>         | <b>Tawn Hillenbrand, Planning Manager</b>                                                                                                                                                                     |

### NOTE:

Planning Commission heard two proposed Code amendments. The first is the Short-term Rental proposal as will be presented to the Town Board of Trustees on July 22, 2025. The second is a proposal to incorporate two of the Mountain Avenue Overlay District's into one district. The Planning Commission voted to further study the Mountain Avenue Overlay District proposal and removed this item from the Ordinance being presented on July 22, 2025. Both Code amendments were advertised and only one is moving forward at this time.

### ATTACHMENTS:

- Ordinance 1356 (Series 2025)
- Appendix A: Code Amendments in redline format, Section 3, Short-term Rental Regulations
- Appendix B: Code Amendments in clean format, Section 3, Short-term Rental Regulations
- Public Notice
- Public Comment

### SHORT-TERM RENTAL REGULATIONS BACKGROUND:

The Town Board of Trustees adopted Short-term Rental regulations, Ordinance 1342 (Series 2024), on August 13, 2024. The regulations went into effect one month later on September 23, 2024. The process to develop the Short-term Rental regulations included a community questionnaire, special interest group discussions, extensive research regarding industry best practices, and multiple work sessions with the Town Board of Trustees. Staff produced a first draft of regulations following a work session in November 2023, a second draft following a work session in January 2024, and a final draft following a work session in March 2024. Each draft incorporated both community and Town Board of Trustees feedback.

As part of the work sessions, extensive discussion was made regarding separation requirements between approved short-term rentals as a mechanism to manage the saturation of short-term rentals in neighborhood environments. Through the research process Staff found that this was a common practice in some communities within Colorado to manage saturation. While a separation requirement could help manage the number of approved short-term rentals in a neighborhood, the requirement could also create challenges. After evaluation and consideration of differing separation distances, the Planning Commission and Town Board moved to adopt a 200-foot separation requirement between approved short-term rentals.

Since implementing the regulations in September 2024, the Town has received consistent feedback from one (1) community member opposing the separation requirement and requesting its removal. In total, the Town has received twelve (12) short-term rental applications. Of the twelve (12) short-term rental applications, eight (8) have been approved and four (4) have been denied due to not meeting the current separation requirement. The four (4) that have been denied are all located in the same neighborhood, Heron Lakes Townhomes. No other short-term rental applications elsewhere in the Town have been denied due to not meeting the separation requirement.

Based upon this one community member's feedback and direction from the Town Board, the current 200-foot separation requirement is being proposed for removal from the Short-term Rental regulations. A redline format of the Short-term Rental regulations, reflecting this one change, are attached to this report. No other changes to the short-term rental regulations are proposed.

#### **UPDATE/NEXT STEPS:**

The Planning Commission heard the Code Amendments and is recommending denial of the proposed amendment to the Short-term Rental regulations to the Town Board of Trustee's introduction hearing on July 22, 2025 and at the public hearing on August 12, 2025.

#### **FISCAL IMPACT AND FUND SOURCE:**

There is no negative fiscal impact to the Town in amending the Town Development Code, Chapter 30 of the Municipal Code to amend the Short-term Rental Regulations.

#### **COMMUNITY TOUCHSTONES:**

Consideration of the amendment request does not negatively impact community touchstones. Consideration of approval of the request does provide support for enhancing community identity, provides support to strengthen the Town's sustainability and resiliency goals and affords the community with a transparent set of standards to know what the expectations are for establishing and maintaining a short-term rental in the Town of Berthoud.

#### **RECOMMENDED ACTION(S):**

Planning Commission recommends the Town Board of Trustees deny the proposed Code amendment to the Short-term Rental regulations.



**TOWN OF BERTHOUD ORDINANCE  
NUMBER 1356 (2025)**

**AN ORDINANCE TO REPEAL AND REPLACE BERTHOUD MUNICIPAL CODE SECTION  
30-3-113 REGARDING SHORT TERM RENTALS**

**WHEREAS**, the Town of Berthoud is a municipal corporation possessing all powers granted to a statutory town by Title 31 of the Colorado Revised Statutes; and

**WHEREAS**, the Town amends the Municipal Code when necessary for clarification and to keep current with best management practices as well as the changing nature of the community; and

**WHEREAS**, the Town implemented Ordinance 1342 on August 13, 2024 establishing the use of Short-term Rentals in Town and staff has since evaluated the buffer requirement; and

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

Section 1. The attached Exhibit A contains a new Section 30-3-113 regarding Short-term Rentals has been approved. Section 30-3-113 shall be repealed and replaced in it's entirety reflective of Exhibit A.

Section 2. Interpretation: This Ordinance shall be so interpreted and construed to effectuate its general purpose.

Section 3. Effective Date: The provisions of this Ordinance shall take effect thirty (30) days following the date of public hearing to adopt Ordinance 1356 (2025).

[INTENTIONALLY LEFT BLANK]

INTRODUCED, READ, AND APPROVED on first reading this 22<sup>nd</sup> day of July, 2025.

**TOWN OF BERTHOUD**

By \_\_\_\_\_  
**William Karspeck, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Christian Samora, Town Clerk**

INTRODUCED, READ, ADOPTED, AND APPROVED on second reading this 12<sup>th</sup> day  
of August, 2025.

**TOWN OF BERTHOUD**

By \_\_\_\_\_  
**William Karspeck, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Christian Samora, Town Clerk**

## Ordinance 1356 (2025) Appendix A

### Section 3: Use-Specific Standards

#### 30-3-113 – Short-term Rentals

- A. Purpose. The purpose of these regulations is to allow short-term rentals through a licensing process within the regulatory boundaries of the Town. These regulations are to assist in protecting the health, safety, and welfare of property owners, neighbors, and occupants.
- B. Applicability. These regulations apply to all uses meeting the definition of short-term rental. Private covenants running with the land may restrict or prohibit short-term rentals; it is the responsibility of the property owner, not the Town, to ensure compliance with restrictive covenants.
- C. License Required. No person shall rent a principal dwelling as a short-term rental as defined in this Chapter to a transient guest(s) without first obtaining a short-term rental business license issued by the Town and complying with any conditions or restrictions thereof. A short-term rental business license may be issued by the Town Administrator, or Designee, upon finding that the requirements of this Section (30-3-113) are met.
  - 1. The short-term rental business license shall be valid for one year and is subject to annual license renewal as prescribed by the Town. Failure to complete the license renewal shall be cause for revocation of the license approval and may subject the short-term rental to the limitations of the cap.
  - 2. In determining whether to renew a short-term rental business license, the Town Administrator, or Designee, will consider the history of any violations of the short-term rental business license and any documented complaints from nearby property owners or lessees.
  - 3. The short-term rental business license is not transferable to any person upon sale or other transfer of ownership of the property nor is a short-term rental business license transferable from one property to another without first receiving written approval from the Town.
  - 4. A property owner shall obtain no more than two (2) short-term rental business licenses in the Town at any given time.
  - 5. A copy of the business license shall be prominently displayed within the short-term rental unit (such as next to the front entrance).
  - 6. The short-term rental business license number shall be included in all advertisements with any lodging or booking agency or website designed to find customers.
- D. General Standards.
  - 1. The maximum number of short-term rentals in the Town shall not exceed fifty (50). An application for a new short-term rental shall be processed on a first-come-first-served basis. No applications for a short-term rental will be accepted if the maximum number has been met
  - ~~2. A short-term rental must be a minimum of 200 feet from another short-term rental. This distance is measured from center of principal dwelling to center of principal dwelling.~~
  - ~~3.~~2. Only one short-term rental shall be allowed on a property. A short-term rental shall not be allowed in multi-family apartment dwellings, as defined by this code.
  - ~~4.~~3. A short-term rental shall only be conducted in a legally constructed dwelling unit.
  - ~~5.~~4. The total number of occupants or guests of the short-term rental unit shall not exceed two (2) persons per bedroom plus two (2) additional persons per property, but in no instance shall the maximum number of occupants or guests exceed ten (10) total persons.
  - ~~6.~~5. The required minimum number of guest parking spaces for the short-term rental, noted in the table below, shall be provided on-site in a garage, on the driveway, or in a parking lot for multi-unit buildings or developments. One (1) on-street parking space located within one block of the short-term rental shall be counted toward the required minimum number of on-site parking spaces for those properties that do not have a garage and/or driveway. If the short-term rental does not have the required minimum number of on-site guest parking spaces, as required in the table below, but can provide a portion of the required number, the provided number of guest

parking spaces shall determine the maximum number of allowed guests. The minimum number of off-street parking spaces required are as follows:

| Number of Bedrooms in STR Unit | Number of Off-Street Parking Spaces |
|--------------------------------|-------------------------------------|
| 1-2                            | 1                                   |
| 3-4                            | 3                                   |
| 5                              | 4                                   |

~~7.6.~~ In multi-unit buildings or developments, only parking spaces that are specifically designated for the dwelling unit shall be used for the short-term rental guest parking. Guest or overflow parking for the development shall not be used as parking for the short-term rental.

~~8.7.~~ No person shall be permitted to stay overnight in any motor vehicle, including but not limited to a recreational vehicle, travel trailer, tent, or other outdoor structures on the short-term rental property.

~~9.8.~~ The short-term rental shall not be used and/or advertised as an event space, be it a commercial event or large social gathering such as weddings, commercial or corporate events.

~~10.9.~~ There shall be no change to the outside appearance of the dwelling or premises or other visible evidence of the conduct of such short-term rental and shall not disturb the neighborhood character.

E. Safety Standards.

1. The short-term rental must undergo and pass a life-safety inspection or other required building inspections at the time of initial licensing and on an annual basis accompanying the annual license renewal to ensure compliance with the Town's Building Code. The Life Safety Inspection shall be conducted by the Town Building Official, or Designee.
2. Unless already equipped with an approved automatic fire sprinkler system or installing one with a building permit and/or fire permit, approved fire extinguishers shall be installed in readily accessible and visible locations for immediate use in the following locations within the short-term rental:
  - a) In each room with a cooking appliance, fireplace, heating appliance, or water heater.
  - b) Inside and adjacent to the door leading to a deck, porch, or patio with such appliances.
  - c) At least one on each story.
3. The property owner shall ensure that the short-term rental contains the following on the premises at all times:
  - a) The required number of smoke detectors in good working order;
  - b) The required number of carbon monoxide detectors in good working order;
  - c) Adequate and functional building egress from each sleeping room in the dwelling; and
  - d) Posted egress maps.
4. A sign containing the following information shall be posted at each interior entrance and exit of the short-term rental:
  - a) The property address.
  - b) The maximum number of occupants or guests permitted to stay in the short-term rental as approved by the Town.
  - c) Contact information for the Fire Department and Police/Sheriff Department.
  - d) Contact information for the short-term rental property manager or property owner.
5. The short-term rental shall be equipped with an operations manual/users guide that is in a visible location (such as a kitchen counter or entry table). The operations manual shall include standard contents as determined and approved by the Town at the time of application.
6. The property owner shall designate a local property manager who shall be available 24 hours per day, 7 days per week to respond to complaints about or violations of law or of license terms.

*Local* as used herein means having a permanent address within a 20-mile radius from the short-term rental property and a 24-hour contact phone number. The designated local property manager must be able to affirmatively respond to complaints within one hour of notification of such complaint. The designated local property manager's contact information shall be posted in the operations manual located in the short-term rental. Changes to the contact information for the designated local property manager shall be provided to the Town Community Development Department within five business days of the change in contact information. The designated local property manager may be the owner of the property if they meet the *local* criteria.

7. The property owner shall provide a written notice, on a form approved by the Town, of the short-term rental approval to all property owners within 500 feet of the subject property. Such notice shall be mailed within ten (10) days following the date of short-term rental approval.
8. The property owner shall maintain and provide proof of property liability insurance adequate for a short-term rental or provide proof that property liability coverage is provided by any and all hosting platforms through which the owner will rent the short-term rental unit.

F. Taxes, Records, Enforcement.

1. A short-term rental is subject to lodging, sales, and other applicable taxes. A short-term rental business license holder who fails to collect and remit lodging taxes on a short-term rental during the license period shall not be permitted to renew the license for the following two-years, and the property may become subject to the limitations of the cap.
2. The property owner shall maintain records of occupancy for the short-term rental unit, including total number of nights the short-term rental was rented to a guest and the dates in which the short-term rental was rented by a guest. The records shall be made available to the Town, upon request, for review and inspection at any time.
3. A short-term rental business license constitutes a permit, and this Section shall be enforced in accordance with Section 5 of the Berthoud Development Code.

## **Ordinance 1356 (2025) Exhibit B**

### **Section 3: Use-Specific Standards**

#### **30-3-113 – Short-term Rentals**

- A. Purpose. The purpose of these regulations is to allow short-term rentals through a licensing process within the regulatory boundaries of the Town. These regulations are to assist in protecting the health, safety, and welfare of property owners, neighbors, and occupants.
- B. Applicability. These regulations apply to all uses meeting the definition of short-term rental. Private covenants running with the land may restrict or prohibit short-term rentals; it is the responsibility of the property owner, not the Town, to ensure compliance with restrictive covenants.
- C. License Required. No person shall rent a principal dwelling as a short-term rental as defined in this Chapter to a transient guest(s) without first obtaining a short-term rental business license issued by the Town and complying with any conditions or restrictions thereof. A short-term rental business license may be issued by the Town Administrator, or Designee, upon finding that the requirements of this Section (30-3-113) are met.
  - 1. The short-term rental business license shall be valid for one year and is subject to annual license renewal as prescribed by the Town. Failure to complete the license renewal shall be cause for revocation of the license approval and may subject the short-term rental to the limitations of the cap.
  - 2. In determining whether to renew a short-term rental business license, the Town Administrator, or Designee, will consider the history of any violations of the short-term rental business license and any documented complaints from nearby property owners or lessees.
  - 3. The short-term rental business license is not transferable to any person upon sale or other transfer of ownership of the property nor is a short-term rental business license transferable from one property to another without first receiving written approval from the Town.
  - 4. A property owner shall obtain no more than two (2) short-term rental business licenses in the Town at any given time.
  - 5. A copy of the business license shall be prominently displayed within the short-term rental unit (such as next to the front entrance).
  - 6. The short-term rental business license number shall be included in all advertisements with any lodging or booking agency or website designed to find customers.
- D. General Standards.
  - 1. The maximum number of short-term rentals in the Town shall not exceed fifty (50). An application for a new short-term rental shall be processed on a first-come-first-served basis. No applications for a short-term rental will be accepted if the maximum number has been met
  - 2. Only one short-term rental shall be allowed on a property. A short-term rental shall not be allowed in multi-family apartment dwellings, as defined by this code.
  - 3. A short-term rental shall only be conducted in a legally constructed dwelling unit.
  - 4. The total number of occupants or guests of the short-term rental unit shall not exceed two (2) persons per bedroom plus two (2) additional persons per property, but in no instance shall the maximum number of occupants or guests exceed ten (10) total persons.
  - 5. The required minimum number of guest parking spaces for the short-term rental, noted in the table below, shall be provided on-site in a garage, on the driveway, or in a parking lot for multi-unit buildings or developments. One (1) on-street parking space located within one block of the short-term rental shall be counted toward the required minimum number of on-site parking spaces for those properties that do not have a garage and/or driveway. If the short-term rental does not have the required minimum number of on-site guest parking spaces, as required in the table below, but can provide a portion of the required number, the provided number of guest parking spaces shall determine the maximum number of allowed guests. The minimum number of off-street parking spaces required are as follows:



| Number of Bedrooms in STR Unit | Number of Off-Street Parking Spaces |
|--------------------------------|-------------------------------------|
| 1-2                            | 1                                   |
| 3-4                            | 3                                   |
| 5                              | 4                                   |

6. In multi-unit buildings or developments, only parking spaces that are specifically designated for the dwelling unit shall be used for the short-term rental guest parking. Guest or overflow parking for the development shall not be used as parking for the short-term rental.
7. No person shall be permitted to stay overnight in any motor vehicle, including but not limited to a recreational vehicle, travel trailer, tent, or other outdoor structures on the short-term rental property.
8. The short-term rental shall not be used and/or advertised as an event space, be it a commercial event or large social gathering such as weddings, commercial or corporate events.
9. There shall be no change to the outside appearance of the dwelling or premises or other visible evidence of the conduct of such short-term rental and shall not disturb the neighborhood character.

E. Safety Standards.

1. The short-term rental must undergo and pass a life-safety inspection or other required building inspections at the time of initial licensing and on an annual basis accompanying the annual license renewal to ensure compliance with the Town's Building Code. The Life Safety Inspection shall be conducted by the Town Building Official, or Designee.
2. Unless already equipped with an approved automatic fire sprinkler system or installing one with a building permit and/or fire permit, approved fire extinguishers shall be installed in readily accessible and visible locations for immediate use in the following locations within the short-term rental:
  - a) In each room with a cooking appliance, fireplace, heating appliance, or water heater.
  - b) Inside and adjacent to the door leading to a deck, porch, or patio with such appliances.
  - c) At least one on each story.
3. The property owner shall ensure that the short-term rental contains the following on the premises at all times:
  - a) The required number of smoke detectors in good working order;
  - b) The required number of carbon monoxide detectors in good working order;
  - c) Adequate and functional building egress from each sleeping room in the dwelling; and
  - d) Posted egress maps.
4. A sign containing the following information shall be posted at each interior entrance and exit of the short-term rental:
  - a) The property address.
  - b) The maximum number of occupants or guests permitted to stay in the short-term rental as approved by the Town.
  - c) Contact information for the Fire Department and Police/Sheriff Department.
  - d) Contact information for the short-term rental property manager or property owner.
5. The short-term rental shall be equipped with an operations manual/users guide that is in a visible location (such as a kitchen counter or entry table). The operations manual shall include standard contents as determined and approved by the Town at the time of application.
6. The property owner shall designate a local property manager who shall be available 24 hours per day, 7 days per week to respond to complaints about or violations of law or of license terms. *Local* as used herein means having a permanent address within a 20-mile radius from the short-term rental property and a 24-hour contact phone number. The designated local property

manager must be able to affirmatively respond to complaints within one hour of notification of such complaint. The designated local property manager's contact information shall be posted in the operations manual located in the short-term rental. Changes to the contact information for the designated local property manager shall be provided to the Town Community Development Department within five business days of the change in contact information. The designated local property manager may be the owner of the property if they meet the *local* criteria.

7. The property owner shall provide a written notice, on a form approved by the Town, of the short-term rental approval to all property owners within 500 feet of the subject property. Such notice shall be mailed within ten (10) days following the date of short-term rental approval.
8. The property owner shall maintain and provide proof of property liability insurance adequate for a short-term rental or provide proof that property liability coverage is provided by any and all hosting platforms through which the owner will rent the short-term rental unit.

F. Taxes, Records, Enforcement.

1. A short-term rental is subject to lodging, sales, and other applicable taxes. A short-term rental business license holder who fails to collect and remit lodging taxes on a short-term rental during the license period shall not be permitted to renew the license for the following two-years, and the property may become subject to the limitations of the cap.
2. The property owner shall maintain records of occupancy for the short-term rental unit, including total number of nights the short-term rental was rented to a guest and the dates in which the short-term rental was rented by a guest. The records shall be made available to the Town, upon request, for review and inspection at any time.
3. A short-term rental business license constitutes a permit, and this Section shall be enforced in accordance with Section 5 of the Berthoud Development Code.

TOWN OF BERTHOUD, COLORADO

NOTICE OF PUBLIC HEARING  
Amendments to the Berthoud Development Code

PUBLIC NOTICE IS HEREBY GIVEN of public hearings before the Planning Commission on July 10, 2025 at 6 p.m. and the Town Board on both July 22, 2025 and August 12, 2025 at 6:30 p.m. All public hearings will be to consider amendments to Chapter 30 of the Berthoud Municipal Code inclusive of the Short Term Rental Section and the Mountain Avenue Overlay Section. The public hearings will be held at Town Hall 807 Mountain Avenue in Berthoud 80513.

Given and posted on this 20th day of June, 2025.

Published: Loveland Reporter Herald June 20, 2025-2120504

Prairie Mountain Media, LLC

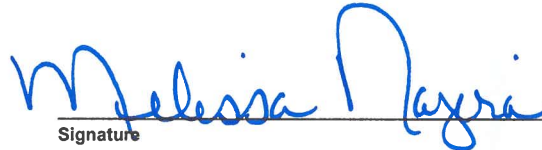
PUBLISHER'S AFFIDAVIT

County of Larimer  
State of Colorado

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

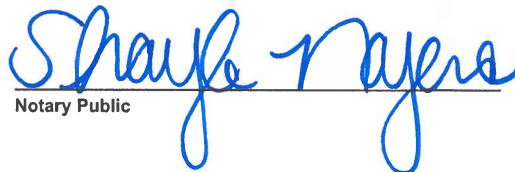
1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Loveland Reporter Herald*.
2. The *Loveland Reporter Herald* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Larimer County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Loveland Reporter Herald* in Larimer County on the following date(s):

Jun 20, 2025

  
Signature

Subscribed and sworn to me before me this

20th day of June, 2025.

  
Notary Public

(SEAL)

SHAYLA NAJERA  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20174031965  
MY COMMISSION EXPIRES July 31, 2025

Account: 1051549  
Ad Number: 2120504  
Fee: \$15.66

## Public Comment - 1

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**From:** larrehanford@icloud.com  
**Sent:** Wednesday, July 9, 2025 7:36 PM  
**To:** Tawn Hillenbrand  
**Subject:** Short term rental requirements.

**Categories:** Neighbor Comment

[You don't often get email from larrehanford@icloud.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Ms. Hillenbrand,

I am unable to attend the meeting tomorrow but I feel strongly that short term rentals should be limited in the Heron Lakes Townhome neighborhood. As a homeowner and resident I appreciate the town of Berthoud's attempt to protect my neighborhood. Short term rentals have caused numerous problems for me and my neighbors. Parking, noisy parties, trash, and too many people in a unit are all issues we have to deal with. Please do not change the distance requirements. By keeping them in place, it insures that only one short term rental per building is allowed. You cannot imagine how disruptive it is to have several units all around you rented to young adults who are there to party. Unfortunately, some absentee owners are ignoring the city's rules and renting out their homes without the short term rentals license. So frustrating. This is a neighborhood, not a resort.

Thank you,  
Larre Hanford  
1504 Harebell Street  
Berthoud, CO  
970 449-3242

Sent from my iPad

## Public Comment - 2

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**From:** Sue and Terry <walshgroup74@yahoo.com>  
**Sent:** Wednesday, July 9, 2025 10:46 PM  
**To:** Tawn Hillenbrand; Theresa Morgan; Board of Trustees  
**Cc:** Ryan Eidsness; Peter Novak; Chris Jeske; Jon Mosier  
**Subject:** Denial of Short Term Rental Ordinance Change Request  
**Attachments:** STR Regulation letter.docx

**Categories:** Neighbor Comment

You don't often get email from walshgroup74@yahoo.com. [Learn why this is important](#)

I am writing to ask you not to consider the request for removal of the distance requirement between STR. Attached is a letter to address my deep concerns about the potential harmful ramifications of removal of this requirement.

Sincerely,  
Susan Walsh

July 9, 2025

Susan Walsh

2755 Prairie Flax St.

Berthoud, Colorado 80513

To the attention of: Berthoud Planning Commission

Berthoud Town Trustees

Tawn Hillenbrand

Theresa Morgan

Re: Change Request to the Short-Term Rental Regulations: Final Draft August 14, 2024

I am an owner of a townhome in the Heron Lakes Townhome (HLT) community, part of the Heron Lakes/TPC development, Berthoud Heritage Metro District # 6, zoned R3.

Our community is a small but diverse community representing families, single people, seniors, long term renters and 4 units which the town has licensed as Short-Term Rentals (STR). There are 72 households in our community. Of this, 5% of our units are Short-Term Rentals or 8% of the 50 being allowed by the Town of Berthoud per Ordinance Number 1342, Series 2024. This is hardly a fair distribution of STRs in Berthoud.

According to the amendment, the ordinance states that “the Town wishes to implement the vision and values expressed in the 2021 update to the Comprehensive Plan, including strengthening the Town’s sense of place, enhancing community identity, supporting community resilience and sustainability touchstones:”. Now, we have an individual approaching the Commission and the Board of Trustees to alter and amend the regulation so that the minimum required distance between STRs in the HLT community be removed. In essence this would increase the number of potential STRs in an already saturated single community. It also singles out a specific part of the Town of Berthoud to different rules and regulations as have been so carefully adopted last year.

Let me inform you that the STRs and other units which are being used as pseudo STRs on a weekly or weekend basis for “use by friends of the owner” have caused disruptions due to excessive late parties. The pickleball courts were used after 10:30 pm causing the homeowners to come out and ask them to leave. Our open courtyard has been used as gatherings for wedding quest parties with alcoholic beverages being left on the grass and in the pickleball courts after they leave. The guests of the licensed STRs and weekend



“friends” have overwhelmed the available parking spaces and park in ‘no parking zones’ preventing owners from backing out of their garages. Excessive party sounds and drinking occur late into the night. The trash and recycling bins are overflowing and placed out at the curbs days before the trash pick-up days and the STR owners and wannabes leave the bins out on the curb for days, all which is against HOA rules and regulations. “Transient guests”, so rightly defined in the regulations,” seem to approach our townhome community as a ‘Resort’ community and have little regard for the full-time residents. Perhaps the ‘owners’ of the STRs and wannabes do not convey the HOA rules in their house rules. Or if they do, there is nothing to enforce them. I once had a STR or wannabe owner tell me not to call the sheriff if there is a problem, but to call him instead. If the owners and guests of the STRs want a resort community, then perhaps it would be better to book rooms at a Resort, not a neighborhood.

As you can understand from above, I am not in favor of, nor do I believe that the Commission or the Board should modify or change the requirements of the ordinance to remove the 200’ minimum regulation that was voted on last year. If the Board/Commission truly wishes to enhance the identity of the community and provide us with our family neighborhood environment, do not allow this request to be considered or go forward, not only for us, but also for the entire town of Berthoud.

With warm regards,

*Sue Walsh*

## Public Comment - 3

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**From:** Chris Jeske <chrisjeske@yahoo.com>  
**Sent:** Thursday, July 10, 2025 8:27 AM  
**To:** Board of Trustees; Tawn Hillenbrand  
**Subject:** Removal of STR Distance Ordinance

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

You don't often get email from chrisjeske@yahoo.com. [Learn why this is important](#)

I am sending this email regarding the removal of the Short Term Rental Regulation that requires STRs to be 200 feet apart, measured on center of each STR.

My husband and I live in the Heron Lakes Townhome Development. We strongly disapprove of the consideration of the removal of this ordinance.

We are a small community with 72 townhomes, 4 townhomes to each building. We currently have 4 STRs in our community, with maximum occupancy ranging from 6-10 people. Our parking is very limited, so if one STR had 4 couples occupying it, that could result in 4 parking spaces being used. Add in the 3 other STRs and you can clearly see how that would affect our neighborhood.

We have also experienced large groups of renters partying late at night, disturbing the owners. Someone even died in one of the STRs, and even though I don't have direct evidence that it was drug or alcohol related, one neighbor did comment that that group "started the party very early". The police have been called on other large groups because of the disturbance. It can get out of hand, especially in the summer months and July 4th in particular.

The removal of the 200 foot ordinance could potentially overwhelm our small, close-knit community. These are our homes, not a resort area. We strongly disagree with the request and hope you will consider us, the homeowners, in making your decision.

Regards,

Chuck and Chris Jeske  
1526 Stoneseed Street

[Yahoo Mail: Search, Organize, Conquer](#)

## Public Comment - 4

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**From:** Ann Driver <anndriver1@gmail.com>  
**Sent:** Thursday, July 10, 2025 9:02 AM  
**To:** Theresa Morgan; Tawn Hillenbrand; Board of Trustees  
**Subject:** Heron Lakes Townhomes Request

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Neighbor Comment

[Some people who received this message don't often get email from anndriver1@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Hello all,

My husband, Davis Driver, and I live at 1530 Stoneseed st in the Heron Lakes townhomes but are out of town so we are writing to you to please DO NOT approve the request to remove the separation requirement for short term rentals.

We are seeing very large groups with at least 5 cars renting per unit. On June 26th are pictures from a rental that is not been allowed to rent short term but says he's renting to "friends" Unit 1520 Harebell but as you can see from the photos below the crowd and partying we had to endure playing pickleball and partying an hour past dark yes in the dark. With just the few short term rentals we have we have NO extra parking spaces available when we have a friend come for dinner. It is totally out of control! Along, with the owners doing these rentals they are not keeping up with there landscaping and looks like the homes are being trashed. Look at the last photo. Our property values have come down substantially And we feel very strong that it is due to how bad our rental townhomes look ie. weeds everywhere, furniture laying upside down, and so many cars/trucks parked everywhere due to the rentals. The owners of the rentals do not come by to check on their place and how bad they look. So please as a full time resident we DO NOT need any more short term rentals in our small neighborhood as we are the ones paying the price for these short term rentals.

Thank you,

Ann and Davis Driver







## Public Comment - 5

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**From:** Lynette Novak <novakasia@yahoo.com>  
**Sent:** Thursday, July 10, 2025 3:21 PM  
**To:** Board of Trustees; Tawn Hillenbrand  
**Cc:** Theresa Morgan  
**Subject:** Tonights meeting and Heron Lakes Town Homes STR

You don't often get email from novakasia@yahoo.com. [Learn why this is important](#)

Hi,

I am unable to attend either of these meetings. However, I wanted to express my thoughts and concerns.

I understand that many in the community were initially told that we would be able to offer our properties for Short-Term rentals. A central issue for NOT allowing more in our small community is related to parking. We do not have enough parking for the additional vehicles that the short-term rentals bring in. We've seen this already with the four approved rental properties. Additionally, some units are still operating without approval.

Initially, my husband and I also thought that we would later rent ours out on a short-term basis. After living in the community for three years, I can now see how disruptive the parking situation is. Unless a policy of one car per rental and limiting the occupancy to 6 people can also be implemented and enforced, I do not want to see the 200' between rentals lifted or removed.

Sincerely,  
Lynette Novak  
1578 Harebell St  
Berthoud, CO 80513



## Public Comment - 6

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**From:**  
**Sent:** Wednesday, July 9, 2025 9:36 PM  
**To:** Theresa Morgan; Tawn Hillenbrand  
**Subject:** Separation Agreement

**Categories:** Neighbor Comment

Some people who received this message don't often get email from suzannekley@gmail.com. [Learn why this is important](#)

Dear Ms. Morgan and Ms.Hillenbrand:

I am a resident and owner of a townhome on Prairie Flax St.,in Heron Lakes.  
It has come to my attention that the existing Separation Agreement for VRBO's and short term rentals in my neighborhood has come into question and there is at least one party who would like to have that agreement removed.

I moved to this area because my husband and I are both older golfers and we hold a shared interest in community and friendship. We picked our townhouse because we want to live in a community of individuals who sincerely care about each other, our property, and each other's welfare. We are not disappointed in finding all of this and more in our small townhome community.  
It is our hope that we will one day be able to continue to age in place amongst our new friends.

Finally, let me say that we are members of a townhome, not a townhotel community. I would like to see the existing standard of 200ft from short rental to short rental remain in place.

Respectfully,

Suzanne Kley

## Public Comment - 7

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**From:** Sheli Herman <shells232@icloud.com>  
**Sent:** Thursday, July 10, 2025 5:27 PM  
**To:** Theresa Morgan; Tawn Hillenbrand  
**Subject:** Resident without short term renters permit

**Categories:** Neighbor Comment

To Whom It May Concern,

I am writing to you in reference to a neighbor who continues to rent his property out to short term renters despite not having the required permit from the Town of Berthoud.

The property owner of 1520 Harebell Street continues to have short term renters stay at his property. This owner communicates to residents that he “doesn’t care about having a permit”, that he will “continue to rent to short term renters” and says that “the town can’t/won’t do anything to stop him”. This owner did have a long term renter from last summer until approximately April of this year. After that renter left, there have consistently been short term renters at his property along with a neighbor that has partnered with property owner (and owns a property without a short term renters permit) so that he can facilitate larger groups.

The property owner says that he lowers his rates when it is “slow” and encourages large groups.

The past few renters have been told by the property owner that they are to communicate that they are his “friends” in an effort to deter attention from the fact that they are short term renters. A few weekends ago, the short term renters said he was the property owner’s “friend” and then later admitted that he was not his friend and was staying for the weekend because he was getting married at TPC.

These short term renters are often in town for celebrations, reunions, sport tournaments and weddings. There are frequently many vehicles, late night celebrations, and excessive alcohol consumption. These renters invite other people to come to the neighborhood. This brings many vehicles to a neighborhood that already struggles with a lack of parking. The renters often have no respect for the residents, property and common areas. They have brought music speakers, tents, alcohol and occasionally fireworks to the common areas in the middle of the residences. They are disruptive late at night and show disregard to any neighbor that addresses them. The property owners gives his cell number to neighbors and encourages that they contact him if there’s an issue so that nothing is reported and it stays off of the town’s radar.

The property owner also provides a golf cart to his renters. There have been many incidences of underage drivers speeding around the neighborhood with more occupants than there are seats. There have multiple close call collisions with vehicles. There have also been intoxicated adults speeding with other adults hanging off the back of the cart. The property owner disregards neighbor concerns and states that “it’s insured”.

The property owner also offers and takes renters to the TPC pool as guests, which is allowed but he checks them in and then leaves the premises (property owners are required to stay with their guests). While I understand that this is an issue with TPC and the property owner, it is yet another example of this individual conducting himself as though the rules do not apply to him. It is an example of his character.

I called and talked to Theresa Morgan a few months back and she requested that I take pictures and document some of the renters. I have attached 3 photos from the past month of various vehicles parked in the driveway. At times, there is nothing to take pictures of as the renters take up the parking spaces across the street.

June 27-29 wedding (pic of 3 cars)

July 3-6 softball tournament (maroon Ford)-There were other cars here but were not parked in the driveway.

July 8-current TPC Korn Ferry (black Buick)-There are 2 other cars here but were not parked in the driveway.

Please feel free to contact me with any questions.

Thank you for your time.

