



**Garden
Spot of
Colorado**

**MEETING OF THE TOWN BOARD
Town Board Room
807 Mountain Avenue
Town of Berthoud, Colorado
Tuesday, September 9, 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

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. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZEN PARTICIPATION
5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.I. Consent Agenda

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, an item may be removed from the Consent Agenda and considered separately.

Documents:

[MEMO RE CONSENT AGENDA.PDF](#)
[A. SEPTEMBER 9, 2025, TOWN BOARD MEETING AGENDA.PDF](#)
[B. AUGUST 26, 2025, MEETING MINUTES.PDF](#)
[C. JULY 2025 FINANCIAL INFORMATION.PDF](#)

5.II. Constitution Week Proclamation

Documents:

[CONSTITUTION WEEK PROCLAMATION.PDF](#)

5.III. VFW Activity Update And Funding Request

Documents:

[MEMO RE VFW UPDATE AND FUNDING REQUEST.PDF](#)

5.IV. District Attorney Annual Report Presentation

Documents:

[MEMO RE DISTRICT ATTORNEY ANNUAL REPORT UPDATE.PDF](#)

5.V. Appointment To Fill Vacancy On Planning Commission

Documents:

[MEMO RE PLANNING COMMISSION APPOINTMENTS.PDF](#)
[PLANNING COMMISSION APPLICATIONS.PDF](#)

5.VI. Berthoud Golf Course Concept Presentation

Documents:

[MEMO RE GOLF COURSE CONCEPT.PDF](#)
[GOLF COURSE CONCEPT SLIDES FROM PORT MEETING.PDF](#)

5.VII. INTRODUCTION: Mountain Avenue Overlay District Amendment

Documents:

[MEMO RE MOUNTAIN AVENUE OVERLAY.PDF](#)
[01 ORDINANCE 1362 \(25\) MTN.PDF](#)
[02 EXHIBIT A MOUNTAIN OVERLAY REDLINE.PDF](#)
[03 EXHIBIT B MOUNTAIN OVERLAY CLEAN.PDF](#)
[04 PUBLICATION.PDF](#)
[05 DRAFT MINUTES OF THE AUGUST 14 PC MEETING.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

Meeting Date:	September 9, 2025
Agenda Title/Subject:	Consent Agenda
Type of Item:	Regular Item
Purpose:	The Consent Agenda contains routine items that can be approved with a single action by the Board.
Presented by:	Christian Samora

ATTACHMENTS:

- a) September 9, 2025, Meeting Agenda
- b) August 26, 2025, Meeting Minutes
- c) July 2025 Financial Information

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.



BOARD OF TRUSTEES REGULAR MEETING

**807 Mountain Avenue
Town Board Meeting Room
Berthoud, Colorado 80513
Tuesday, September 9, 2025, at 6:30 PM**

This meeting will be streamed live on YouTube. The live stream is accessible by visiting www.berthoud.org/stream

The Town Board may act 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. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. CITIZEN PARTICIPATION**
- V. SCHEDULED ITEMS and ESTIMATED TIMES FOR DISCUSSION**
 - 1. Consent Agenda (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, an item may be removed from the Consent Agenda and considered separately.

 - a) September 9, 2025, Meeting Agenda
 - b) August 26, 2025, Meeting Minutes
 - c) July 2025 Financial Information
 - 2. Constitution Week Proclamation (5 Min)**
 - 3. Appointment to Fill Vacancy on Planning Commission (10 Min)**
 - 4. District Attorney Annual Report Presentation (30 Min)**
 - 5. Berthoud Golf Course Concept Presentation (30 Min)**
 - 6. VFW Activity Update and Funding Request (30 Min)**
 - 7. INTRODUCTION: Mountain Avenue Overlay District Amendment (30 Min)**
 - a. ORDINANCE 1362 - AN ORDINANCE AMENDING THE DEVELOPMENT CODE OF THE TOWN OF BERTHOUD TO ADOPT PROPOSED AMENDMENTS TO THE MOUNTAIN AVENUE OVERLAY DISTRICT, AMENDING CHAPTER 30, SECTION 3-115 OF THE BERTHOUD MUNICIPAL CODE
- VI. ELECTED OFFICIAL REPORTS (20 Min)**
 - 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

September 9, 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.

VII. ADJOURN

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

September 9, 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, August 26, 2025, 6:30 p.m.

8/26/2025 - Minutes

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Karspeck led the Pledge of Allegiance.

3. ROLL CALL

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 Board members were absent:

Mark Brodie, Trustee

The following staff members were present:

Erin Smith, Town Attorney
Chris Kirk, Town Administrator
Christian Samora, Town Clerk
Lexi Dovel, Deputy Town Clerk
Sergeant Justin Williamson, Larimer County Sheriff
Cindy Leach, Director of Finance
Tawn Hillenbrand, Planning Manager
Anne Johnson, Community Development Director

4. CITIZEN PARTICIPATION

Sarah Lincoln and Butch Hause spoke regarding Newell Farm Park.

Kelly MaCaulay spoke regarding mobile home parks and affordable housing.

5. SCHEDULED ITEMS AND ESTIMATED TIME FOR DISCUSSION

5.I. Consent Agenda

Items:

- a) August 26, 2025, Meeting Agenda
- b) August 12, 2025, Meeting Minutes
- c) Building Permit Fee Waiver - Habitat for Humanity
- d) Sustainability Action Plan Update
- e) August 2025 Board Report

Trustee Ayers 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. PUBLIC HEARING: Mid-Year 2025 Supplemental Budget Appropriation

Director of Finance, Cindy Leach, gave a presentation on the Mid-Year Supplemental Budget Appropriation.

Administrator Kirk provided additional information.

Mayor Karspeck opened the Public Hearing.
No one spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

Mayor Pro-Tem Murphy moved to approve Resolution 2025-20 - a Resolution of the Town of Berthoud Board of Trustees making a supplemental appropriation of funds and adopting budget amendments to account for roll over and supplemental items and making a supplemental appropriation for the 2025 budget year. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.III. PUBLIC HEARING: Farmstead Acres Preliminary Plat

Planning Manager, Tawn Hillenbrand, gave a presentation on the Farmstead Acres Preliminary Plat.

Applicant, Todd Johnson with Terra Forma Solutions, provided additional information.

Mayor Karspeck opened the Public Hearing.
No one spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

Trustee Wing moved to approve Resolution 2025-19 - a Resolution of the Town of Berthoud Board of Trustees approving a Preliminary Plat for a development known as the "Farmstead Acres Development" in the Town of Berthoud based on the criteria for approval in Section 30-6-107(B) of the Municipal Code along with findings in the attached staff report. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

5.IV. PUBLIC HEARING: River Trails Annexation, Zoning, And Neighborhood Master Plan

Community Development Director, Anne Johnson, gave an introduction on the River Trails Annexation, Zoning and Neighborhood Master Plan.

Applicant, Jim Birdsall and Jon Turner, gave a presentation.

Mayor Karspeck opened the Public Hearing.
Emmett Culligan, David Hershman, Charlotte Roe, Lisa Jacobson, Warren Turner, Maria Culligan, Emily Harrison, Kyle Nissen, Rick Stoner, and Ginger Fedak spoke during the Public Hearing.
Mayor Karspeck closed the Public Hearing.

Payton Fellhoelter with Colorado Parks and Wildlife, Jesse Dillon with Cedar Creek Associates, and Ruth Rollins with Rollins Consult provided additional information.

Mayor Pro-Tem Murphy moved to extend the meeting past 9:30 pm to the meetings conclusion. Trustee Ayers seconded the motion. With all in favor, THE MOTION CARRIED.

Trustee Wing moved to approve Resolution 2025-17 - a Resolution of the Town of Berthoud Board of Trustees setting forth findings of fact and determinations regarding the eligibility for annexation of the River Trails Annexation Pursuant to C.R.S. 31-12-110. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Wing moved to approve Ordinance 1360 - an Ordinance of the Town of Berthoud Board of Trustees, annexing and approving the annexation agreement for property known as River Trails to the Town of Berthoud based on the criteria for approval in Section 30-8-102 of the Municipal Code along with findings in the attached staff report. Mayor Pro-Tem Murphy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

Trustee Albrecht moved to approve Resolution 2025-18 - a Resolution of the Town of Berthoud Board of Trustees approving a Neighborhood Master Plan for a development known as River Trails in the Town of Berthoud based on the criteria for approval in Section 30-8-106 of the Municipal Code along with findings in the attached staff report. And the following Conditions of Approval: The applicant shall work with Town staff to incorporate educational opportunities regarding wildlife, river ecosystems, agriculture, and heritage of the area in their neighborhood identity features with their Preliminary Plat; The applicant will provide native species of vegetation within the 300 foot buffer; The applicant shall propose a pedestrian link to the property along 1st Street at the preliminary plat and that the applicant shall work with the Town on placement; And will dedicate the portion south of the river to the Town of Berthoud at the final plat. Mayor Pro-Tem Murphy seconded the motion. In a 5-1 roll call vote, THE MOTION CARRIED, with Mayor Karspeck having the dissenting vote.

Mayor Pro-Tem Murphy moved to approve Ordinance 1361 - an Ordinance of the Town of Berthoud Board of Trustees amending the Zoning Map of the Town of Berthoud to establish the zoning of property known as the "River Trails Annexation" newly annexed to the Town of Berthoud in accordance with the 2021 Comprehensive Plan Future Land Use Map as well as the criteria for approval found in Section 30-3-107(D) of the Municipal Code along with findings in the attached staff report. Trustee Wing seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

6. ELECTED OFFICIAL REPORTS

Trustee Ayers:

Ayers inquired about a PORT topic scheduled for an upcoming Board of Trustees meeting agenda. Ayers discussed citizen comments on the Berthoud Market and concerns regarding a lack of veteran memorials and signage in Town.

Trustee Wing:

Wing inquired about time limits on agenda items. Wing reported that he will be running for the State Representative position.

Mayor Pro-Tem Murphy:

Murphy reported on his visit to the adaptive park build. Murphy inquired about an update on the Little Thompson plan. Murphy reported on a question to staff regarding data centers and cryptocurrency mining, and requested further discussion on setbacks from rivers.

Mayor Karspeck:

Karspeck inquired about a franchise agreement with Xcel Energy. Karspeck provided updates on the transit sub-committee.

Administrator Kirk:

Kirk reminded the Board of an upcoming study session on September 16 and provided updates on current projects around Town. Kirk reported on finalizing the bond refinancing for the wastewater fund.

Establishment of Interview Committees for the purpose of filling vacancies on the volunteer committees and commissions:

Trustee Albrecht and Mayor Pro-Tem Murphy will serve on the Interview Committee for the Planning Commission. Trustee Hardy and Trustee Ayers will serve on the Interview Committee for the Historic Preservation Advisory Committee.

Trustee Ayers and Trustee Brodie will serve on the Interview Committee for the Parks, Open Space, Recreation and Trails Committee.

Mayor Pro-Tem Murphy and Trustee Wing will serve on the Interview Committee for the Tree Advisory Committee.

Trustee Albrecht and Mayor Karspeck will serve on the Interview Committee for the Youth Advisory Commission.

7. EXECUTIVE SESSION

Trustee Ayers moved to go into Executive Session pursuant to C.R.S. 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing a strategy for negotiations and instructing negotiators. And the following details are provided: Oil and Gas Lease. Trustee Hardy seconded the motion. In a 6-0 roll call vote, THE MOTION CARRIED.

8. ADJOURN

The meeting was adjourned at 11:02 pm

Town Clerk or Deputy Town Clerk

William Karspeck, Mayor

TOWN OF BERTHOUD AT A GLANCE

Monthly Report JULY 2025

- Sales & Use Tax revenue is 1.19% **over** budget for the month of July; \$1,120,921 was received and \$1,003,542 was budgeted.
- Town Revenue through July including transfers between funds is 9% **over** budget for 2025.
- Town Expenditures through July are 51% **under** budget for 2025.

Sales Tax Review

JULY	Berthoud Sales Tax	Motor Vehicle Use Tax	Building Materials Use Tax	Combined Total
2025	756,836.88	147,536.57	216,547.17	1,120,920.62
2024	755,394.73	148,145.04	222,369.24	1,125,909.01
2023	720,555.65	163,139.08	255,462.51	1,139,157.24
2022	670,812.87	119,012.05	200,581.08	990,406.00

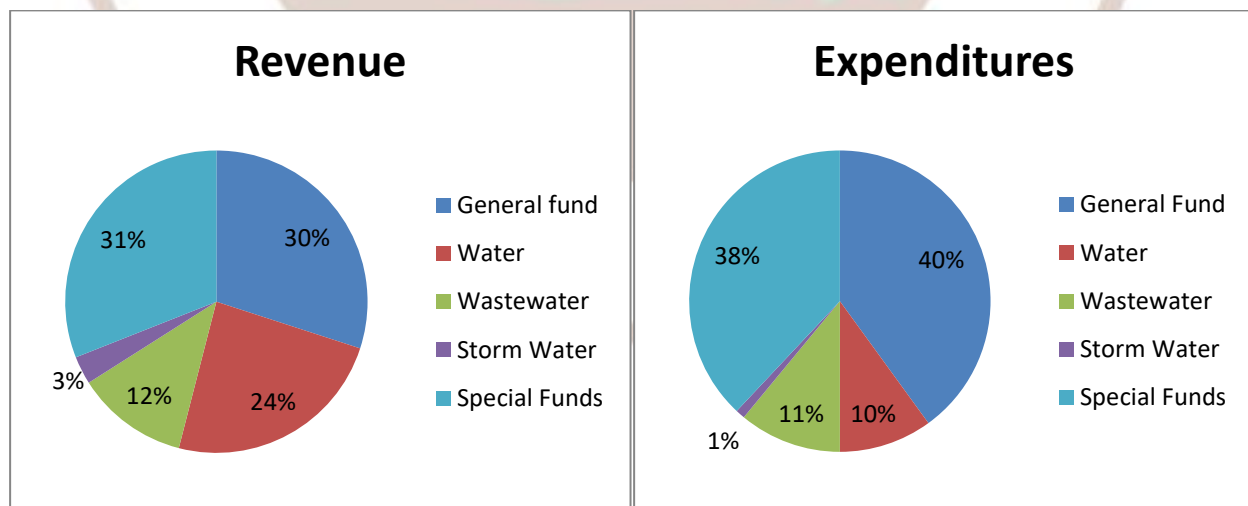
SALES TAX YEAR-TO-DATE FOR 2025

\$ 7,425,155.52

COMBINED STATEMENT OF REVENUES AND EXPENDITURES
JULY 2025

REVENUE	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	1,908,739	8,805,076	7,707,869	114%	67%
Water	1,452,184	7,210,932	5,425,673	133%	78%
Wastewater	515,765	3,672,379	3,455,976	106%	62%
Storm Water	129,392	844,400	710,500	119%	69%
Special Funds	1,405,013	9,231,263	9,997,808	92%	54%
TOTAL REVENUE	5,411,094	29,764,049	27,297,826	109%	64%

EXPENDITURES	Current Month	YTD Actual	YTD Budget	% of YTD Budget	% of Annual Budget
General Fund	616,962	9,895,288	11,181,899	88%	52%
Water	362,345	2,502,854	9,861,367	25%	15%
Wastewater	168,611	2,657,881	10,168,450	26%	15%
Storm Water	1,925	56,533	1,418,229	4%	2%
Special Funds	1,034,230	9,361,266	17,391,861	54%	31%
TOTAL EXPENDITURES	2,184,072	24,473,821	50,021,806	49%	29%

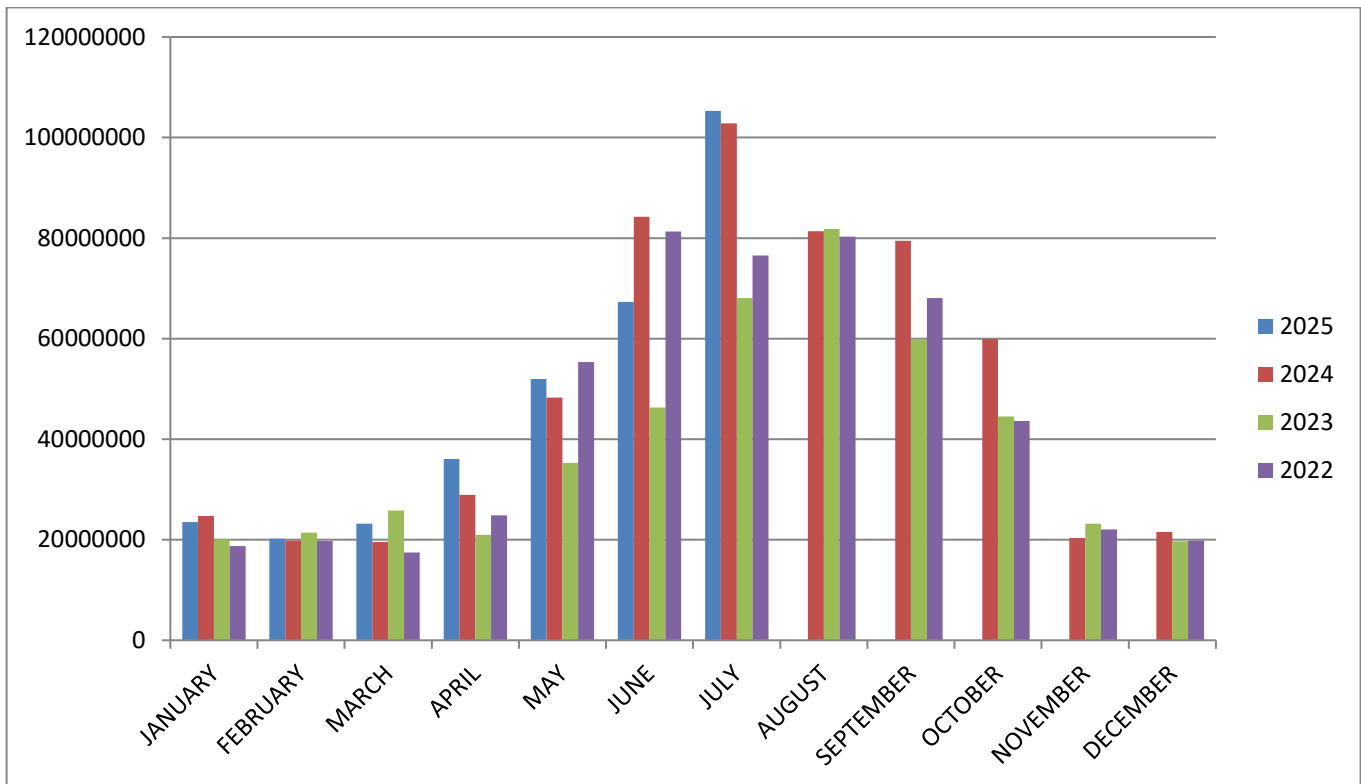


2025

	YEAR TO DATE TOTALS THRU JULY 2025
Single Family Permits	95
Overall Permit Total	516
Water Gallons Billed	327,527,000
Passports	649
Cemetery	15 Funerals

Building Permit & Permit Valuation by Year & 2024 YTD					
	2021	2022	2023	2024	2025 YTD
Single-Family home permits	508	222	220	238	95
All permits (roofing, decks, additions, etc.)	1110	809	748	1078	516
Total Permit Value	\$238,661,288	\$164,526,847	\$119,408,321	\$135,242,724	\$72,609,461

BERTHOUD WATER USAGE



Personnel Summary

	Full-time	Part-time	Seasonal
Administration	12		
Code Enforcement	1		
Economic Development	1		
Planning-Building	5	2	
Engineering	4		
Streets	7		
Recreation	4		
Rec Center	7	85	
Parks-Forestry	14		
BATS	1	1	
Water-Wastewater	9		

July 2025

Beginning and ending fund balances are not included in YTD and TOTAL Budget columns.

GENERAL FUND					PERCENTAGE
REVENUE					YTD ACTUAL vs
	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD BUDGET
TAXES	\$ 1,343,961.44	\$ 5,742,850.73	\$ 5,453,183.17	\$ 9,348,314.00	105.3%
LICENSES & PERMITS	\$ 14,787.36	\$ 120,634.82	\$ 128,065.00	\$ 219,540.00	94.2%
INTERGOVERNMENTAL REVENUE	\$ 104,908.59	\$ 446,289.14	\$ 326,424.00	\$ 559,584.00	136.7%
FINES	\$ 3,320.00	\$ 19,677.50	\$ 19,877.08	\$ 34,075.00	99.0%
MISCELLANEOUS	\$ 310,615.09	\$ 1,843,774.03	\$ 1,280,825.00	\$ 2,195,700.00	144.0%
TRANSFERS	\$ 46,207.44	\$ 323,709.78	\$ 328,298.83	\$ 562,798.00	98.6%
PROPERTY SALES & DONATIONS & INS CLAIM	\$ -	\$ -	\$ -	\$ -	0.0%
RECREATION	\$ 47,568.55	\$ 200,379.86	\$ 107,537.50	\$ 184,350.00	186.3%
PARKS	\$ 2,460.50	\$ 20,201.75	\$ 5,600.00	\$ 9,600.00	360.7%
LEASE REVENUE	\$ 34,909.98	\$ 87,558.82	\$ 58,058.00	\$ 99,528.00	150.8%
TOTAL REVENUE GENERAL FUND	\$ 1,908,738.95	\$ 8,805,076.43	\$ 7,707,868.58	\$ 13,213,489.00	114.2%

ADMINISTRATION**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 102,941.43	\$ 867,694.10	\$ 1,090,884.08	\$ 1,870,087.00	79.5%
GENERAL OFFICE OTHER	\$ 33,226.50	\$ 520,641.83	\$ 464,773.75	\$ 796,755.00	112.0%
ELECTIONS	\$ -	\$ -	\$ 35,933.33	\$ 61,600.00	0.0%
MUNICIPAL COURT	\$ 2,098.46	\$ 28,827.60	\$ 33,133.33	\$ 56,800.00	87.0%
BOARD & BOARD MEETINGS	\$ 4,416.59	\$ 43,208.68	\$ 55,183.33	\$ 94,600.00	78.3%
FINANCE	\$ 700.00	\$ 11,335.09	\$ 9,333.33	\$ 16,000.00	121.4%
BUILDING MAINTENANCE	\$ 3,255.11	\$ 32,540.62	\$ 40,833.33	\$ 70,000.00	79.7%
COMMUNITY SUPPORT	\$ 9,065.29	\$ 63,106.90	\$ 59,500.00	\$ 102,000.00	106.1%
TRANSFERS	\$ 1,666.67	\$ 11,666.65	\$ 11,666.67	\$ 20,000.00	100.0%
TOTAL ADMIN EXPENDITURES	\$ 157,370.05	\$ 1,579,021.47	\$ 1,801,241.17	\$ 3,087,842.00	87.7%

PUBLIC SAFETY DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
CODE ENFORCEMENT (INCLUDES SALARY)	\$ 11,843.28	\$ 64,329.76	\$ 121,812.83	\$ 208,822.00	52.8%
LSCO ADMIN SUPPLIES	\$ -	\$ -	\$ 1,108.33	\$ 1,900.00	0.0%
ANIMAL CONTROL	\$ 3,288.42	\$ 23,018.94	\$ 22,750.00	\$ 39,000.00	101.2%
TRAFFIC CONTROL/PEDESTRIAN SAFETY/ABATE	\$ 150.00	\$ 5,762.24	\$ 3,500.00	\$ 6,000.00	164.6%
DRUG EDUCATION/PUBLIC EVENTS	\$ 2,346.82	\$ 5,764.94	\$ 22,283.33	\$ 38,200.00	25.9%
LARIMER COUNTY SHERIFF	\$ -	\$ 1,412,927.40	\$ 1,677,184.25	\$ 2,875,173.00	84.2%
TOTAL PUBLIC SAFETY EXPENDITURES	\$ 17,628.52	\$ 1,511,803.28	\$ 1,848,638.75	\$ 3,169,095.00	81.8%

STREETS DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 37,937.72	\$ 323,899.66	\$ 423,877.42	\$ 726,647.00	76.4%
ADMINISTRATION OTHER	\$ 2,254.88	\$ 12,285.88	\$ 19,775.00	\$ 33,900.00	62.1%
STREET REPAIR/MAINTENANCE	\$ 12,906.02	\$ 166,107.04	\$ 160,416.67	\$ 275,000.00	103.5%
CONTRACT SERVICES	\$ 352.50	\$ 14,737.16	\$ 17,500.00	\$ 30,000.00	84.2%
SIGNAGE	\$ 685.09	\$ 8,690.05	\$ 23,333.33	\$ 40,000.00	37.2%
SNOW REMOVAL	\$ -	\$ 45,222.36	\$ 37,916.67	\$ 65,000.00	119.3%
SHOP & VEHICLE MAINTENANCE	\$ 22,046.82	\$ 73,873.81	\$ 100,916.67	\$ 173,000.00	73.2%
REMOVE OLD STREETS BUILDING	\$ -	\$ -	\$ 14,583.33	\$ 25,000.00	0.0%
TOTAL STREETS EXPENDITURES	\$ 76,183.03	\$ 644,815.96	\$ 798,319.08	\$ 1,368,547.00	80.8%

RECREATION DEPARTMENT**PERCENTAGE**

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	YTD ACTUAL vs YTD BUDGET
ADMIN SALARIES/TAXES/BENEFITS	\$ 17,685.25	\$ 180,465.05	\$ 177,379.42	\$ 304,079.00	101.7%
ADMINISTRATION (SUPPLIES, CONCESSIONS)	\$ 5,678.12	\$ 19,356.63	\$ 33,337.50	\$ 57,150.00	58.1%
FLAG FOOTBALL	\$ -	\$ 11,245.80	\$ 11,077.50	\$ 18,990.00	101.5%
TRACK	\$ 1,524.79	\$ 3,448.45	\$ 6,080.08	\$ 10,423.00	56.7%
TENNIS	\$ 1,945.22	\$ 4,711.56	\$ 3,377.50	\$ 5,790.00	139.5%
ADULT SOFTBALL	\$ -	\$ 1,175.68	\$ 3,295.83	\$ 5,650.00	35.7%
YOUTH BASEBALL	\$ 2,476.66	\$ 17,297.34	\$ 13,504.17	\$ 23,150.00	128.1%
YOUTH SOFTBALL	\$ -	\$ 7,269.70	\$ 8,930.83	\$ 15,310.00	81.4%
ADULT KICKBALL	\$ -	\$ 1,045.12	\$ 2,420.83	\$ 4,150.00	43.2%
ADULT SOCCER	\$ 35.94	\$ 2,776.26	\$ 2,800.00	\$ 4,800.00	99.2%
SOCCER	\$ -	\$ 9,420.57	\$ 16,514.17	\$ 28,310.00	57.0%
CAMPS/TOURNAMENTS	\$ 3,372.52	\$ 6,012.81	\$ 4,812.50	\$ 8,250.00	124.9%
ADDITIONAL PROGRAMS	\$ 208.27	\$ 3,282.50	\$ 7,058.33	\$ 12,100.00	46.5%
TOTAL RECREATION EXPENDITURES	\$ 32,926.77	\$ 267,507.47	\$ 290,588.67	\$ 498,152.00	92.1%

PARKS DEPARTMENT**PERCENTAGE**

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 61,751.84	\$ 383,633.74	\$ 440,909.58	\$ 755,845.00	87.0%
ADMINISTRATION OTHER	\$ 1,580.39	\$ 14,387.05	\$ 18,958.33	\$ 32,500.00	75.9%
INSECT CONTROL	\$ 7,760.31	\$ 39,908.28	\$ 35,000.00	\$ 60,000.00	114.0%
FACILITIES MAINTENANCE	\$ 10,714.31	\$ 26,845.22	\$ 32,666.67	\$ 56,000.00	82.2%
TURF/BALLFIELDS	\$ 9,052.23	\$ 51,414.08	\$ 85,458.33	\$ 146,500.00	60.2%
GENERAL PARKS	\$ 8,350.60	\$ 69,475.51	\$ 78,166.67	\$ 134,000.00	88.9%
FLEET MAINTENANCE	\$ 1,807.11	\$ 10,471.82	\$ 15,166.67	\$ 26,000.00	69.0%
SEASONAL DECORATIONS/BANNERS	\$ -	\$ 2,425.60	\$ 11,083.33	\$ 19,000.00	21.9%
TRANSFER TO FORESTRY	\$ 41,666.67	\$ 291,666.65	\$ 291,666.67	\$ 500,000.00	100.0%
TOTAL PARKS EXPENDITURES	\$ 142,683.46	\$ 890,227.95	\$ 1,009,076.25	\$ 1,729,845.00	88.2%

ECONOMIC DEVELOPMENT**PERCENTAGE**

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 8,310.49	\$ 165,218.16	\$ 113,252.42	\$ 194,147.00	145.9%
ADMINISTRATION OTHER	\$ 109.03	\$ 30,268.61	\$ 25,900.00	\$ 44,400.00	116.9%
BUSINESS DEVELOPMENT/MARKETING	\$ 6,996.86	\$ 57,456.13	\$ 41,475.00	\$ 71,100.00	138.5%
GRANTS - MARKET STUDY & FAÇADE/SIGN	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL ECONOMIC DEV EXPENDITURES	\$ 15,416.38	\$ 252,942.90	\$ 180,627.42	\$ 309,647.00	140.0%

BUILDING DEPARTMENT**PERCENTAGE**

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 13,940.53	\$ 111,820.42	\$ 152,961.08	\$ 262,219.00	73.1%
ADMINISTRATION OTHER	\$ 551.56	\$ 3,448.83	\$ 12,016.67	\$ 20,600.00	28.7%
INSPECTIONS	\$ 55,083.39	\$ 341,439.27	\$ 280,000.00	\$ 480,000.00	121.9%
TOTAL BUILDING DEPARTMENT EXPENDITURES	\$ 69,575.48	\$ 456,708.52	\$ 444,977.75	\$ 762,819.00	102.6%

PLANNING DEPARTMENT**PERCENTAGE**

EXPENDITURES	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
SALARIES/TAXES/BENEFITS	\$ 34,109.03	\$ 232,350.57	\$ 296,732.92	\$ 508,685.00	78.3%
ADMINISTRATION OTHER	\$ 322.34	\$ 9,020.36	\$ 22,312.50	\$ 38,250.00	40.4%
COMMISSION SUPPORT	\$ 738.00	\$ 5,520.49	\$ 11,666.67	\$ 20,000.00	47.3%
DEVELOPMENT REVIEW	\$ 13,432.72	\$ 105,646.82	\$ 35,000.00	\$ 60,000.00	301.8%
COMPREHENSIVE PLANNING	\$ 10,628.22	\$ 88,344.98	\$ 76,708.33	\$ 131,500.00	115.2%
TOTAL PLANNING DEPARTMENT EXPENDITURES	\$ 59,230.31	\$ 440,883.22	\$ 442,420.42	\$ 758,435.00	99.7%

ENGINEERING

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 18,522.69	\$ 150,016.80	\$ 317,576.00	\$ 544,416.00	47.2%
ADMINISTRATION OTHER	\$ 2,762.48	\$ 29,483.91	\$ 110,308.33	\$ 189,100.00	26.7%
TOTAL ENGINEERING EXPENDITURES	\$ 21,285.17	\$ 179,500.71	\$ 427,884.33	\$ 733,516.00	42.0%

COMMUNITY OUTREACH

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
SALARIES/TAXES/BENEFITS	\$ 8,269.46	\$ 65,243.56	\$ 60,221.00	\$ 103,236.00	108.3%
ADMINISTRATION OTHER	\$ 1,131.98	\$ 3,500.08	\$ 5,801.25	\$ 9,945.00	60.3%
COMMUNITY SUPPORT	\$ 360.00	\$ 37,035.27	\$ 45,208.33	\$ 77,500.00	81.9%
TOTAL COMMUNITY OUTREACH EXPENDITURES	\$ 9,761.44	\$ 105,778.91	\$ 111,230.58	\$ 190,681.00	95.1%

TOWN HALL-MOUNTAIN AVE

EXPENDITURES	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
INSURANCE AND TAXES	\$ 1,610.93	\$ 1,610.93	\$ 22,662.50	\$ 38,850.00	7.1%
BUILDING MAINTENANCE	\$ 5,103.06	\$ 13,224.76	\$ 7,971.25	\$ 13,665.00	165.9%
BUILDING REPAIRS	\$ -	\$ -	\$ 306.25	\$ 525.00	0.0%
ELEVATOR MAINTENANCE	\$ -	\$ 1,326.43	\$ 3,368.75	\$ 5,775.00	39.4%
HOA FEES	\$ 4,587.13	\$ 32,109.91	\$ 32,768.75	\$ 56,175.00	0.0%
DESIGN	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL MOUNTAIN AVE EXPENDITURES	\$ 11,301.12	\$ 48,272.03	\$ 67,077.50	\$ 114,990.00	72.0%

	CURRENT MONTH	YTD ACTUAL	YTD BUDGET	TOTAL 2025 BUDGET	PERCENTAGE
					YTD ACTUAL vs YTD BUDGET
TOTAL G.F.C.I. EXPENDITURES	\$ 3,600.00	\$ 3,491,188.06	\$ 3,750,833.33	\$ 6,430,000.00	93.1%
TOTAL CONTRIBUTION EXPENDITURES	\$ -	\$ 26,637.06	\$ 8,983.33	\$ 15,400.00	296.5%

TOTAL EXPENDITURES GENERAL FUND	\$ 616,961.73	\$ 9,895,287.54	\$ 11,181,898.58	\$ 19,168,969.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 1,291,777.22	\$ (1,090,211.11)	\$ (3,474,029.99)	\$ (5,955,480.00)	

WATER FUND**SOURCE OF SUPPLY****PERCENTAGE**
YTD ACTUAL vs
YTD BUDGET

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL SOURCE OF SUPPLY REVENUE	\$ 829,228.57	\$ 3,837,745.18	\$ 1,494,062.50	\$ 2,561,250.00	256.9%
TOTAL SOURCE OF SUPPLY EXPENDITURES	\$ 71,615.83	\$ 692,340.54	\$ 4,311,294.17	\$ 7,390,790.00	16.1%

NET REVENUE OVER EXPENDITURES	\$ 757,612.74	\$ 3,145,404.64	\$ (2,817,231.67)	\$ (4,829,540.00)	
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WATER OPERATIONS & MAINTENANCE**PERCENTAGE**
YTD ACTUAL vs
YTD BUDGET

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL WATER OPERATING REVENUE	\$ 493,677.08	\$ 2,342,751.34	\$ 2,559,666.67	\$ 4,388,000.00	91.5%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 43,583.72	\$ 380,588.24	\$ 573,957.42	\$ 983,927.00	66.3%
ADMINISTRATION OTHER	\$ 13,867.64	\$ 327,593.11	\$ 336,554.17	\$ 576,950.00	97.3%
DISTRIBUTION	\$ 22,819.31	\$ 86,350.10	\$ 226,391.67	\$ 388,100.00	38.1%
TREATMENT	\$ 107,397.25	\$ 430,757.75	\$ 518,408.33	\$ 888,700.00	83.1%
PROFESSIONAL SERVICES	\$ 47,317.84	\$ 323,347.63	\$ 388,354.17	\$ 665,750.00	83.3%
UTILITY BILLING	\$ 2,646.83	\$ 12,855.51	\$ 18,433.33	\$ 31,600.00	69.7%
IMPROVEMENTS	\$ 28,929.45	\$ 67,776.95	\$ 1,954,166.67	\$ 3,350,000.00	3.5%
TRANSFER	\$ 24,166.67	\$ 169,166.69	\$ 425,474.00	\$ 729,384.00	39.8%
TOTAL WATER OPERATING EXPENDITURES	\$ 290,728.71	\$ 1,798,435.98	\$ 4,441,739.75	\$ 7,614,411.00	40.5%

NET REVENUE OVER EXPENDITURES	\$ 202,948.37	\$ 544,315.36	\$ (1,882,073.08)	\$ (3,226,411.00)	
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WATER PLANT CAPITAL IMPROVEMENTS**PERCENTAGE**
YTD ACTUAL vs
YTD BUDGET

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL WATER PLANT CAPITAL REVENUE	\$ 129,278.05	\$ 1,030,435.27	\$ 1,371,944.00	\$ 2,351,904.00	75.1%
TOTAL WATER PLANT CAPITAL EXPENDITURES	\$ -	\$ 12,077.50	\$ 1,108,333.33	\$ 1,900,000.00	1.1%

NET REVENUE OVER EXPENDITURES	\$ 129,278.05	\$ 1,018,357.77	\$ 263,610.67	\$ 451,904.00	
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TOTAL WATER FUND REVENUE	\$ 1,452,183.70	\$ 7,210,931.79	\$ 5,425,673.17	\$ 9,301,154.00	132.9%
TOTAL WATER FUND EXPENDITURES	\$ 362,344.54	\$ 2,502,854.02	\$ 9,861,367.25	\$ 16,905,201.00	25.4%

NET REVENUE OVER EXPENDITURES	\$ 1,089,839.16	\$ 4,708,077.77	\$ (4,435,694.08)	\$ (7,604,047.00)	
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WASTEWATER FUND**WASTEWATER OPERATIONS & MAINTENANCE****PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

TOTAL WASTEWATER REVENUE	\$	384,476.06	\$	2,648,038.49	\$	2,233,875.00	\$	3,829,500.00	118.5%
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EXPENDITURES

SALARIES/TAXES/BENEFITS	\$	24,310.98	\$	149,656.00	\$	214,968.83	\$	368,518.00	69.6%
ADMINISTRATION OTHER	\$	2,608.89	\$	141,147.76	\$	123,657.92	\$	211,985.00	114.1%
MAIN WASTEWATER TREATMENT PLANT	\$	42,007.93	\$	354,267.73	\$	416,208.33	\$	713,500.00	85.1%
REGIONAL I-25 TREATMENT PLAN	\$	6,834.87	\$	41,498.62	\$	106,268.75	\$	182,175.00	39.1%
COLLECTION SYSTEM	\$	8,214.66	\$	59,082.76	\$	133,087.50	\$	228,150.00	44.4%
PROFESSIONAL SERVICES	\$	49,201.07	\$	388,979.45	\$	480,433.33	\$	823,600.00	81.0%
UTILITY BILLING	\$	3,594.67	\$	19,423.42	\$	18,433.33	\$	31,600.00	105.4%
TRANSFER	\$	20,000.00	\$	140,000.00	\$	140,000.00	\$	240,000.00	100.0%
IMPROVEMENTS	\$	-	\$	570,716.10	\$	2,625,000.00	\$	4,500,000.00	21.7%
BOND	\$	-	\$	77,969.32	\$	528,558.33	\$	906,100.00	14.8%
TOTAL WASTEWATER EXPENDITURES	\$	156,773.07	\$	1,942,741.16	\$	4,786,616.33	\$	8,205,628.00	40.6%

NET REVENUE OVER EXPENDITURES	\$	227,702.99	\$	705,297.33	\$	(2,552,741.33)	\$	(4,376,128.00)
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WASTEWATER CAPITAL IMPROVEMENTS**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

TOTAL WASTEWATER CAPITAL REVENUE	\$	131,289.39	\$	1,024,340.10	\$	1,222,100.83	\$	2,095,030.00	83.8%
TOTAL WASTEWATER CAPITAL EXPENDITURES	\$	11,837.96	\$	715,139.68	\$	5,381,833.33	\$	9,226,000.00	13.3%

NET REVENUE OVER EXPENDITURES	\$	119,451.43	\$	309,200.42	\$	(4,159,732.50)	\$	(7,130,970.00)
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TOTAL WASTEWATER FUND REVENUE	\$	515,765.45	\$	3,672,378.59	\$	3,455,975.83	\$	5,924,530.00	106.3%
TOTAL WASTEWATER FUND EXPENDITURES	\$	168,611.03	\$	2,657,880.84	\$	10,168,449.66	\$	17,431,628.00	26.1%

TOTAL REVENUE OVER EXPENDITURES	\$	347,154.42	\$	1,014,497.75	\$	(6,712,473.83)	\$	(11,507,098.00)
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STORM WATER FACILITIES FUND

STORM WATER OPERATIONS & MAINTENANCE

PERCENTAGE
YTD ACTUAL vs
YTD BUDGET

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL STORM WATER REVENUE	\$ 70,914.45	\$ 485,879.39	\$ 361,666.67	\$ 620,000.00	134.3%

EXPENDITURES

SALARIES/TAXES/BENEFITS	\$ -	\$ 562.63	\$ -	\$ -	0.0%
ADMINISTRATION OTHER	\$ 875.00	\$ 6,125.00	\$ 13,562.50	\$ 23,250.00	45.2%
STREET CLEANING	\$ -	\$ 31,738.76	\$ 65,916.67	\$ 113,000.00	48.1%
PROFESSIONAL SERVICES	\$ -	\$ 5,693.00	\$ 17,500.00	\$ 30,000.00	32.5%
IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL STORM WATER EXPENDITURES	\$ 875.00	\$ 44,119.39	\$ 96,979.17	\$ 166,250.00	45.5%

NET REVENUE OVER EXPENDITURES	\$ 70,039.45	\$ 441,760.00	\$ 264,687.50	\$ 453,750.00	
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STORM WATER CAPITAL IMPROVEMENTS

PERCENTAGE
YTD ACTUAL vs
YTD BUDGET

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL STORM WATER CAPITAL REVENUE	\$ 58,477.72	\$ 358,520.45	\$ 348,833.33	\$ 598,000.00	102.8%
TOTAL STORM WATER CAPITAL EXPENDITURES	\$ 1,050.00	\$ 12,413.25	\$ 1,321,250.00	\$ 2,265,000.00	0.9%

NET REVENUE OVER EXPENDITURES	\$ 57,427.72	\$ 346,107.20	\$ (972,416.67)	\$ (1,667,000.00)	
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TOTAL STORM WATER FUND REVENUE	\$ 129,392.17	\$ 844,399.84	\$ 710,500.00	\$ 1,218,000.00	118.8%
TOTAL STORM WATER FUND EXPENDITURES	\$ 1,925.00	\$ 56,532.64	\$ 1,418,229.17	\$ 2,431,250.00	4.0%

TOTAL REVENUE OVER EXPENDITURES	\$ 127,467.17	\$ 787,867.20	\$ (707,729.17)	\$ (1,213,250.00)	
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SPECIAL REVENUE FUNDS**PARK DEVELOPMENT****PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL PARK DEVELOPMENT REVENUE	\$ 505,855.62	\$ 847,987.47	\$ 881,416.67	\$ 1,511,000.00	96.2%
TOTAL PARK DEVELOPMENT EXPENDITURES	\$ 77,713.00	\$ 732,451.77	\$ 1,321,250.00	\$ 2,265,000.00	55.4%
NET REVENUE OVER EXPENDITURES	\$ 428,142.62	\$ 115,535.70	\$ (439,833.33)	\$ (754,000.00)	

PARK DEDICATION**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL PARK DEDICATION REVENUE	\$ 13,245.31	\$ 96,821.28	\$ 154,729.17	\$ 265,250.00	62.6%
TOTAL PARK DEDICATION EXPENDITURES	\$ -	\$ 750,000.00	\$ 437,500.00	\$ 750,000.00	171.4%
NET REVENUE OVER EXPENDITURES	\$ 13,245.31	\$ (653,178.72)	\$ (282,770.83)	\$ (484,750.00)	

PUBLIC FACILITIES**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL PUBLIC FACILITIES REVENUE	\$ 21,513.28	\$ 176,156.38	\$ 178,208.33	\$ 305,500.00	98.8%
TOTAL PUBLIC FACILITIES EXPENDITURES	\$ 3,000.00	\$ 39,570.00	\$ 1,335,833.33	\$ 2,290,000.00	3.0%
NET REVENUE OVER EXPENDITURES	\$ 18,513.28	\$ 136,586.38	\$ (1,157,625.00)	\$ (1,984,500.00)	

CONSERVATION TRUST/FORESTRY**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL CONSERVATION TRUST REVENUE	\$ 43,452.07	\$ 376,011.23	\$ 387,916.67	\$ 665,000.00	96.9%
EXPENDITURES					
SALARIES/TAXES/BENEFITS	\$ 33,163.37	\$ 276,345.67	\$ 315,518.58	\$ 540,889.00	87.6%
ADMINISTRATION OTHER	\$ 637.51	\$ 7,461.61	\$ 9,012.50	\$ 15,450.00	82.8%
FLEET MAINTENANCE	\$ 1,198.20	\$ 7,051.76	\$ 11,666.67	\$ 20,000.00	60.4%
PARK MAINTENANCE & IMPROVEMENTS		\$ 4,073.00	\$ 12,250.00	\$ 21,000.00	33.2%
TREE MAINTENANCE	\$ 545.47	\$ 19,811.92	\$ 44,625.00	\$ 76,500.00	44.4%
EAB RESPONSE	\$ -	\$ 42,158.07	\$ 26,250.00	\$ 45,000.00	160.6%
TOTAL CONSERVATION TRUST EXPENDITURES	\$ 35,544.55	\$ 356,902.03	\$ 419,322.75	\$ 718,839.00	85.1%
NET REVENUE OVER EXPENDITURES	\$ 7,907.52	\$ 19,109.20	\$ (31,406.08)	\$ (53,839.00)	

LARIMER COUNTY OPEN SPACE TAX**PERCENTAGE
YTD ACTUAL vs
YTD BUDGET**

	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	
TOTAL LARIMER COUNTY REVENUE	\$ (77,234.48)	\$ 2,506,809.54	\$ 2,120,416.67	\$ 3,635,000.00	118.2%
TOTAL LARIMER COUNTY EXPENDITURES	\$ 7,766.76	\$ 2,537,592.84	\$ 1,645,000.00	\$ 2,820,000.00	154.3%
NET REVENUE OVER EXPENDITURES	\$ (85,001.24)	\$ (30,783.30)	\$ 475,416.67	\$ 815,000.00	

<u>CEMETERY ENDOWMENT</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>		<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL CEMETERY ENDOWMENT REVENUE	\$ 3,896.69	\$ 38,421.54	\$ 42,291.67	\$ 72,500.00		90.8%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 5,315.27	\$ 40,070.60	\$ 44,576.00	\$ 76,416.00		89.9%
FUNERALS	\$ -	\$ 265.00	\$ 1,750.00	\$ 3,000.00		0.0%
MAINTENANCE	\$ 458.73	\$ 10,647.91	\$ 16,654.17	\$ 28,550.00		63.9%
IMPROVEMENTS	\$ -	\$ -	\$ 20,416.67	\$ 35,000.00		0.0%
TOTAL CEMETERY ENDOWMENT EXPENDITURES	\$ 5,774.00	\$ 50,983.51	\$ 83,396.83	\$ 142,966.00		61.1%
NET REVENUE OVER EXPENDITURES	\$ (1,877.31)	\$ (12,561.97)	\$ (41,105.16)	\$ (70,466.00)		
<u>BATS</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>		<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL BATS REVENUE	\$ 9,030.64	\$ 144,183.10	\$ 593,541.67	\$ 1,017,500.00		24.3%
EXPENDITURES						
SALARIES/TAXES/BENEFITS	\$ 8,458.28	\$ 69,674.23	\$ 79,776.67	\$ 136,760.00		87.3%
ADMINISTRATION OTHER	\$ 607.50	\$ 1,308.49	\$ 6,066.67	\$ 10,400.00		21.6%
DRIVING	\$ 2,058.14	\$ 17,005.52	\$ 17,850.00	\$ 30,600.00		95.3%
SERVICES	\$ -	\$ 117,362.06	\$ 565,833.33	\$ 970,000.00		20.7%
TOTAL BATS EXPENDITURES	\$ 11,123.92	\$ 205,350.30	\$ 669,526.67	\$ 1,147,760.00		30.7%
NET REVENUE OVER EXPENDITURES	\$ (2,093.28)	\$ (61,167.20)	\$ (75,985.00)	\$ (130,260.00)		
<u>ROAD IMPACT FEES</u>						<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>		<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL ROAD IMPACT REVENUE	\$ 60,690.86	\$ 424,140.30	\$ 521,062.50	\$ 893,250.00		81.4%
TOTAL ROAD IMPACT EXPENDITURES	\$ 1,520.77	\$ 10,272.09	\$ 3,075,507.17	\$ 5,272,298.00		0.3%
NET REVENUE OVER EXPENDITURES	\$ 59,170.09	\$ 413,868.21	\$ (2,554,444.67)	\$ (4,379,048.00)		

<u>RECREATIONAL MMJ</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL RECREATIONAL MMJ REVENUES	\$ 56,530.03	\$ 333,921.04	\$ 379,166.67	\$ 650,000.00	88.1%
TOTAL RECREATIONAL MMJ EXPENDITURES	\$ -	\$ 152,116.76	\$ 481,250.00	\$ 825,000.00	31.6%
NET REVENUE OVER EXPENDITURES	\$ 56,530.03	\$ 181,804.28	\$ (102,083.33)	\$ (175,000.00)	
<u>1998 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
TOTAL 1998 1% REVENUE	\$ 291,193.67	\$ 1,509,124.33	\$ 1,802,864.58	\$ 3,090,625.00	83.7%
TOTAL 1998 1% EXPENDITURES	\$ 718,015.50	\$ 2,710,344.29	\$ 3,389,866.67	\$ 5,811,200.00	80.0%
NET REVENUE OVER EXPENDITURES	\$ (426,821.83)	\$ (1,201,219.96)	\$ (1,587,002.09)	\$ (2,720,575.00)	
<u>2019 1% SALES TAX</u>					<u>PERCENTAGE</u>
	<u>CURRENT MONTH</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>TOTAL 2025 BUDGET</u>	<u>YTD ACTUAL vs</u> <u>YTD BUDGET</u>
RECREATION CENTER REVENUE	\$ 168,120.69	\$ 1,169,598.67	\$ 1,004,995.83	\$ 1,722,850.00	116.4%
SALES TAX REVENUE/INTEREST	\$ 308,718.91	\$ 1,608,087.89	\$ 1,931,197.92	\$ 3,310,625.00	83.3%
TOTAL 2019 1% REVENUE	\$ 476,839.60	\$ 2,777,686.56	\$ 2,936,193.75	\$ 5,033,475.00	94.6%
RECREATION CENTER OPERATING EXPENSES	\$ 156,496.46	\$ 1,319,842.16	\$ 1,470,645.17	\$ 2,521,106.00	89.7%
PARK EXPENSES	\$ 17,274.75	\$ 113,097.69	\$ 2,391,812.50	\$ 4,100,250.00	4.7%
COP PAYMENT AND OTHER EXPENSES	\$ -	\$ 382,742.50	\$ 670,950.00	\$ 1,150,200.00	57.0%
TOTAL 2019 1% EXPENDITURES	\$ 173,771.21	\$ 1,815,682.35	\$ 4,533,407.67	\$ 7,771,556.00	40.1%
NET REVENUE OVER EXPENDITURES	\$ 303,068.39	\$ 962,004.21	\$ (1,597,213.92)	\$ (2,738,081.00)	
TOTAL SPECIAL FUNDS REVENUE	\$ 1,405,013.29	\$ 9,231,262.77	\$ 9,997,808.35	\$ 17,139,100.00	
TOTAL SPECIAL FUNDS EXPENDITURES	\$ 1,034,229.71	\$ 9,361,265.94	\$ 17,391,861.09	\$ 29,814,619.00	
TOTAL REVENUE OVER EXPENDITURES	\$ 370,783.58	\$ (130,003.17)	\$ (7,394,052.74)	\$ (12,675,519.00)	

TOTAL REVENUE	\$ 5,411,093.56	\$ 29,764,049.42	\$ 27,297,825.93	\$ 46,796,273.00	
TOTAL EXPENDITURES	\$ 2,184,072.01	\$ 24,473,820.98	\$ 50,021,805.75	\$ 85,751,667.00	

Town of Berthoud
807 Mountain Ave
PO Box 1229
Berthoud, CO 80513-1229
Phone 970.532.2643 Fax 970.532.0640



BILLS SUMMARY JULY 2025 FINAL

BILLS ALLOWED

TOTAL BILLS	\$ 2,454,112
NET PAYROLL	\$ 565,565

Mayor William Karspeck

Trustee May Albrecht

Trustee Karl Ayers

Trustee Mark Brodie

Trustee Tim Hardy

Trustee Sean Murphy

Trustee Brett Wing

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1100200400							
70125700							
07/25	07/01/2025	701257	Allstate	JULY 2025	11-00-200400	Insurance Payable	958.22
70125701							
07/25	07/01/2025	701257	Guardian	JULY 2025	11-00-200400	Insurance Payable	6,940.54
70125792							
07/25	07/01/2025	701257	CIGNA	JULY 2025	11-00-200400	Insurance Payable	53,526.71
Total 1100200400:							61,425.47
1100410300							
79458							
07/25	07/31/2025	79458	Town of Johnstown	JULY 2025	11-00-4103-00	Sales Tax-General	7,113.79
Total 1100410300:							7,113.79
1100420100							
79355							
07/25	07/10/2025	79355	Greentree Berthoud, LLC.	06122025	11-00-4201-00	Business License/Liquor/MMJ	2,200.00
Total 1100420100:							2,200.00
1100465500							
79188							
07/25	07/14/2025	79188	Construction Supply House	SIGN REFU	11-00-4655-00	Sign Deposit	350.00
79193							
07/25	07/17/2025	79193	Woffenden Family Dental	SIGN DEPO	11-00-4655-00	Sign Deposit	350.00
Total 1100465500:							700.00
1101500941							
79184							
07/25	07/09/2025	79184	Wing, Brett	CML 2025	11-01-5009.41	Travel/Training-Board	293.48
Total 1101500941:							293.48
1101501001							
79178							
07/25	07/07/2025	79178	Quadient, Inc	070725	11-01-5010.01	Office Supplies-General Office	1,407.00
79267							
07/25	07/01/2025	79267	Deluxe	9008185559	11-01-5010.01	Office Supplies-General Office	1,761.08
79303							
07/25	07/03/2025	79303	Digital Print Resources Inc	22188	11-01-5010.01	Office Supplies-General Office	1,341.00
79335							
07/25	07/09/2025	79335	Culligan of Cheyenne	79317	11-01-5010.01	Office Supplies-General Office	84.00
79412							
07/25	07/17/2025	79412	Midwest Connect	778115	11-01-5010.01	Office Supplies-General Office	284.28
79447							
07/25	07/24/2025	79447	Office Depot	Multiple	11-01-5010.01	Office Supplies-General Office	287.41
79482							
07/25	07/28/2025	79482	Digital Print Resources Inc	22209	11-01-5010.01	Office Supplies-General Office	997.50
Total 1101501001:							6,162.27
1101501101							
79288							
07/25	07/01/2025	79288	Voice Exchange (Paragon	60405-45961	11-01-5011.01	Telephone-General Office	44.80

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1101501101:							44.80
1101501501							
79301							
07/25	07/02/2025	79301	Healthiest You Inc	2025078563	11-01-5015.01	Insurance	1,006.50
79309							
07/25	07/07/2025	79309	CIRSA	1001653	11-01-5015.01	Insurance	589.68
79396							
07/25	07/15/2025	79396	CIRSA	1002123	11-01-5015.01	Insurance	497.37
Total 1101501501:							2,093.55
1101501707							
79480							
07/25	07/28/2025	79480	Terminix	461835591	11-01-5017.07	Building Maintenance-Town Hall	124.00
Total 1101501707:							124.00
1101502103							
79364							
07/25	07/10/2025	79364	March & Olive, LLC	Multiple	11-01-5021.03	Municipal Judge	1,250.00
Total 1101502103:							1,250.00
1101503601							
79314							
07/25	07/07/2025	79314	Heron Lakes Golf Operatio	05222025	11-01-5036.01	Regional Meetings	435.24
Total 1101503601:							435.24
1101504001							
79436							
07/25	07/23/2025	79436	Zeren Land Services	TOW250601	11-01-5040.01	Attorney-Admin	495.00
Total 1101504001:							495.00
1101504003							
79347							
07/25	07/10/2025	79347	Bell, Boge & Associates	40522	11-01-5040.03	Attorney-Municipal Court	1,808.68
Total 1101504003:							1,808.68
1101508907							
79262							
07/25	07/01/2025	79262	C & B Cleaning	Multiple	11-01-5089.07	Janitorial Service & Supplies	6,951.00
Total 1101508907:							6,951.00
1101509005							
79476							
07/25	07/28/2025	79476	Hinkle & Company	18384	11-01-5090.05	Audit Services	2,100.00
Total 1101509005:							2,100.00
1101509501							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79177							
07/25	07/07/2025	79177	Anchor Network Solutions,	Multiple	11-01-5095.01	Computer Maintenance/Replace	4,578.13
79315							
07/25	07/07/2025	79315	Insight Public Sector, Inc.	1101285498	11-01-5095.01	Computer Maintenance/Replace	3,367.35
Total 1101509501:							7,945.48
1101525201							
79268							
07/25	07/01/2025	79268	DJ Drake Entertainment, L	06252025	11-01-5252.01	Community Events	595.00
79278							
07/25	07/01/2025	79278	Open Stage Denver	JULY25	11-01-5252.01	Community Events	4,700.00
79296							
07/25	07/02/2025	79296	Loveland Barricade LLC	26161	11-01-5252.01	Community Events	200.00
79374							
07/25	07/14/2025	79374	Big Air Jumpers	048220	11-01-5252.01	Community Events	1,665.29
79378							
07/25	07/14/2025	79378	WCC Enterprises, Inc	070320252	11-01-5252.01	Community Events	1,200.00
79418							
07/25	07/17/2025	79418	Kubicek, David	20252	11-01-5252.01	Community Events	1,500.00
Total 1101525201:							9,860.29
1102501801							
79432							
07/25	07/23/2025	79432	Lefthand Printworks	3905	11-02-5018.01	Public Events	100.00
Total 1102501801:							100.00
1102503404							
79275							
07/25	07/01/2025	79275	NOCO Humane	1054	11-02-5034.04	Animal Control	3,288.42
Total 1102503404:							3,288.42
1102504604							
79358							
07/25	07/10/2025	79358	Kinsco LLC	00111050-0	11-02-5046.04	Uniforms-Code Enf	180.00
Total 1102504604:							180.00
1102522104							
79430							
07/25	07/23/2025	79430	Foley Boyz Lawn Care LLC	4115929	11-02-5221.04	Abatement of Property	150.00
Total 1102522104:							150.00
1102522801							
79360							
07/25	07/10/2025	79360	Larimer Co Sheriff's Office	25-0606	11-02-5228.01	LCSD Contract Services	706,463.70
Total 1102522801:							706,463.70
1103501101							
79339							
07/25	07/09/2025	79339	Complete Wireless Technol	68140	11-03-5011.01	Telephone	165.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 1103501101:							165.00
1103501202							
79417							
07/25	07/17/2025	79417	Poudre Valley REA	JULY25	11-03-5012.02	Utilities-Street Lights	1,565.25
Total 1103501202:							1,565.25
1103501406							
79317							
07/25	07/07/2025	79317	Kwik Korner	JUNE25	11-03-5014.06	Gas & Oil	2,196.22
Total 1103501406:							2,196.22
1103502106							
79441							
07/25	07/24/2025	79441	BK Tire, Inc.	Multiple	11-03-5021.06	Light Duty Veh/Equip Maint	98.00
Total 1103502106:							98.00
1103503602							
79199							
07/25	07/24/2025	79199	21st Century Equipment	W02675	11-03-5036.02	Heavy Duty Veh/Equip Maint	666.19
Total 1103503602:							666.19
1103503702							
79352							
07/25	07/10/2025	79352	Ennis-Flint	291456	11-03-5037.02	Materials for Maintenance	2,309.48
79361							
07/25	07/10/2025	79361	LG Everist INC	738718	11-03-5037.02	Materials for Maintenance	2,314.04
79415							
07/25	07/17/2025	79415	RoadSafe Traffic Systems,	243182	11-03-5037.02	Materials for Maintenance	1,132.50
Total 1103503702:							5,756.02
1103504102							
79306							
07/25	07/07/2025	79306	BeeLine Trucking	3078	11-03-5041.02	Equipment Rental	250.00
79346							
07/25	07/10/2025	79346	BeeLine Trucking	3097	11-03-5041.02	Equipment Rental	250.00
Total 1103504102:							500.00
1103504506							
79186							
07/25	07/10/2025	79186	Republic Services	Multiple	11-03-5045.06	Shop Operations	791.39
79295							
07/25	07/02/2025	79295	Larimer Co Solid Waste	2342610	11-03-5045.06	Shop Operations	137.80
79354							
07/25	07/10/2025	79354	Fastenal Company	GOGRE1932	11-03-5045.06	Shop Operations	732.98
Total 1103504506:							1,662.17
1103504704							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79287							
07/25	07/01/2025	79287	Trinity Group Companies	17791	11-03-5047.04	Signs & Signage	464.00
Total 1103504704:							464.00
1103504802							
79192							
07/25	07/17/2025	79192	Uline	194678996	11-03-5048.02	Safety Equipment	1,427.25
Total 1103504802:							1,427.25
1104502022							
79367							
07/25	07/10/2025	79367	Northern Colorado Sports	12490	11-04-5020.22	Officials-Youth Baseball	280.00
79440							
07/25	07/24/2025	79440	Northern Colorado Sports	Multiple	11-04-5020.22	Officials-Youth Baseball	1,140.00
Total 1104502022:							1,420.00
1104502023							
79324							
07/25	07/07/2025	79324	Northern Colorado Sports	12474	11-04-5020.23	Officials-Youth Softball	920.00
Total 1104502023:							920.00
1104502049							
79276							
07/25	07/01/2025	79276	Northern Colorado Sports	Multiple	11-04-5020.49	Officials-Adult Soccer	2,710.00
Total 1104502049:							2,710.00
1104504622							
79297							
07/25	07/02/2025	79297	MI Sports and Casuals	Multiple	11-04-5046.22	Uniforms-Youth Baseball	5,477.20
Total 1104504622:							5,477.20
1104505010							
79198							
07/25	07/24/2025	79198	Republic Services	0642-001394	11-04-5050.10	Equipment-Tennis	1,538.25
Total 1104505010:							1,538.25
1104505601							
79377							
07/25	07/14/2025	79377	Smart Marketing with Easy	5621	11-04-5056.01	Brochures/Advertising	2,990.00
Total 1104505601:							2,990.00
1107501101							
79270							
07/25	07/01/2025	79270	Hilltop Broadband	1489-202506	11-07-5011.01	Telephone	263.23
79487							
07/25	07/29/2025	79487	Hilltop Broadband	1489-202507	11-07-5011.01	Telephone	263.23
Total 1107501101:							526.46

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1107501209							
79185							
07/25	07/09/2025	79185	XCEL Energy	Multiple	11-07-5012.09	Utilities-facilities/gen parks	118.06
Total 1107501209:							118.06
1107504601							
79443							
07/25	07/24/2025	79443	Chard, Coleton	UNIFORM 7-	11-07-5046.01	Uniforms	86.28
79449							
07/25	07/24/2025	79449	Visger, Dawson	UNIFORM 7-	11-07-5046.01	Uniforms	39.99
79450							
07/25	07/24/2025	79450	Yoder, Gordon	UNIFORM 7-	11-07-5046.01	Uniforms	320.70
Total 1107504601:							446.97
1107504904							
79351							
07/25	07/10/2025	79351	DBC Irrigation Supply	Multiple	11-07-5049.04	Irrigation Repair-Ball Fields	6,791.70
Total 1107504904:							6,791.70
1107505503							
79273							
07/25	07/01/2025	79273	Mountain View Commercial	Multiple	11-07-5055.03	Restroom Maintenance	5,862.87
Total 1107505503:							5,862.87
1107505704							
79299							
07/25	07/02/2025	79299	Turf Tank	8077	11-07-5057.04	Repair/Supplies-Ball Fields	1,999.00
79439							
07/25	07/24/2025	79439	LL Johnson Distributing Co	1955096-00	11-07-5057.04	Repair/Supplies-Ball Fields	1,322.72
Total 1107505704:							3,321.72
1107505709							
79271							
07/25	07/01/2025	79271	K-D Flags, LLC	31878	11-07-5057.09	Repair/Supplies-General Park	544.50
79293							
07/25	07/02/2025	79293	High Altitude Equipment	1687	11-07-5057.09	Repair/Supplies-General Park	4,201.11
79294							
07/25	07/02/2025	79294	Integrated Site Services In	3021	11-07-5057.09	Repair/Supplies-General Park	1,312.50
79313							
07/25	07/07/2025	79313	Grainger	Multiple	11-07-5057.09	Repair/Supplies-General Park	368.79
79370							
07/25	07/10/2025	79370	TNT Private Utility Services	2025182	11-07-5057.09	Repair/Supplies-General Park	150.00
Total 1107505709:							6,576.90
1107505806							
79319							
07/25	07/07/2025	79319	MAC Equipment INC	Multiple	11-07-5058.06	Equipment Maint-Fleet	6,653.89
Total 1107505806:							6,653.89

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1107505902							
79423							
07/25	07/22/2025	79423	Vector Disease Control Inte	PI-A0001687	11-07-5059.02	Insect Control	7,760.31
Total 1107505902							7,760.31
1108521502							
79326							
07/25	07/07/2025	79326	ProCode, Inc.	2014997	11-08-5215.02	Contract Inspections	70,456.97
Total 1108521502							70,456.97
1110512800							
79196							
07/25	07/17/2025	79196	Wilson & Company, Inc.	136147	11-10-5128.00	3rd & Massachusetts	2,920.00
79332							
07/25	07/07/2025	79332	Wilson & Company, Inc.	138128	11-10-5128.00	3rd & Massachusetts	8,652.50
Total 1110512800							11,572.50
1110571500							
79488							
07/25	07/29/2025	79488	Longleaf Irrigation	5647	11-10-5715.00	Irrigation Map	3,600.00
Total 1110571500							3,600.00
1111501006							
79179							
07/25	07/07/2025	79179	Office Depot	Multiple	11-11-5010.06	Office Supplies	161.31
79413							
07/25	07/17/2025	79413	Pioneer Press of Greeley	104197	11-11-5010.06	Office Supplies	56.00
Total 1111501006							217.31
1111501803							
79325							
07/25	07/07/2025	79325	Prairie Mountain Media	424007	11-11-5018.03	Legal Notices	648.20
Total 1111501803							648.20
1111518603							
79305							
07/25	07/07/2025	79305	Ayres Associates Inc	Multiple	11-11-5186.03	Development Code Updates	35,083.15
79399							
07/25	07/15/2025	79399	Sopher Sparrn Architects	24560-0625	11-11-5186.03	Development Code Updates	4,720.36
Total 1111518603							39,803.51
1111518902							
79330							
07/25	07/07/2025	79330	Vranesh & Raisch	51324	11-11-5189.02	DEVELOPMENT REVIEW	522.50
79345							
07/25	07/10/2025	79345	Baseline Engineering Corp.	JUNE2025	11-11-5189.02	DEVELOPMENT REVIEW	1,363.75
Total 1111518902							1,886.25

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
1112501201							
79197							
07/25	07/17/2025	79197	XCEL Energy	Multiple	11-12-5012.01	Utilities	73.56
Total 1112501201:							73.56
1112503901							
79261							
07/25	07/01/2025	79261	Berthoud Village Shopping	JUNE25	11-12-5039.01	HOA Fees	4,587.13
Total 1112503901:							4,587.13
1113500901							
79200							
07/25	07/24/2025	79200	Rocky Mountain ADA Cent	BRT-25-01	11-13-5009.01	Education/Travel-Community	1,076.40
Total 1113500901:							1,076.40
1113502001							
79279							
07/25	07/01/2025	79279	Picture This Creative Servi	241-R-0028	11-13-5020.01	Prof Services-Community	300.00
Total 1113502001:							300.00
1114500901							
79176							
07/25	07/01/2025	79176	Gabbard, Nathan	GIS 7-18-25	11-14-5009.01	Educ/Travel-Engineering	1,394.27
79444							
07/25	07/24/2025	79444	Gabbard, Nathan	ESRI 7-13-25	11-14-5009.01	Educ/Travel-Engineering	326.55
Total 1114500901:							1,720.82
1115515400							
79356							
07/25	07/10/2025	79356	House of Neighborly Servic	07092025	11-15-5154.00	HNS Utility Assistance	3,023.66
Total 1115515400:							3,023.66
2000510302							
79400							
07/25	07/15/2025	79400	Vranesh & Raisch	Multiple	20-00-5103.02	Consultant Fees	11,442.60
79433							
07/25	07/23/2025	79433	Leonard Rice Engineers In	30748	20-00-5103.02	Consultant Fees	18,636.25
Total 2000510302:							30,078.85
2000510800							
79327							
07/25	07/07/2025	79327	Resource Central	6408	20-00-5108.00	Water Conservation Program	2,040.00
79409							
07/25	07/17/2025	79409	Intera Incorporated	06-25-202	20-00-5108.00	Water Conservation Program	8,598.83
Total 2000510800:							10,638.83
2100441000							
76174							
07/25	07/31/2025	76174	SAVORY, DAVID	10289.2	21-00-4410-00	Sale of Water	723.33-

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount	
79208	07/25	07/01/2025	79208	Grace Place	HM1063	21-00-4410-00	Sale of Water	2,234.26
79209	07/25	07/01/2025	79209	CB Signature Homes LLC	HM1064	21-00-4410-00	Sale of Water	1,000.00
79210	07/25	07/01/2025	79210	CB Signature Homes LLC	HM1065	21-00-4410-00	Sale of Water	955.75
79211	07/25	07/07/2025	79211	1ST CHOICE CONSTRUC	HM1066	21-00-4410-00	Sale of Water	2,335.39
79212	07/25	07/08/2025	79212	BOYTON, GARY	1347.2	21-00-4410-00	Sale of Water	136.31
79213	07/25	07/08/2025	79213	STERKEL, LISA	2494.1	21-00-4410-00	Sale of Water	112.64
79214	07/25	07/08/2025	79214	EDWARDS, ELLEN	198.1	21-00-4410-00	Sale of Water	10.00
79215	07/25	07/08/2025	79215	SHIPLEY, MICHAEL L.	10591.3	21-00-4410-00	Sale of Water	79.69
79216	07/25	07/08/2025	79216	SHIPLEY, MICHAEL L.	11866.2	21-00-4410-00	Sale of Water	105.17
79218	07/25	07/15/2025	79218	SHELTER, NANCY	2198.1	21-00-4410-00	Sale of Water	119.50
79219	07/25	07/15/2025	79219	HANSEN, CHRISTOPHER	1750.2	21-00-4410-00	Sale of Water	73.14
79220	07/25	07/15/2025	79220	CLARK, JUSTIN	10525.2	21-00-4410-00	Sale of Water	132.84
79379	07/25	07/15/2025	79379	MARTINEZ FAMILY TRUS	522.2	21-00-4410-00	Sale of Water	109.25
79380	07/25	07/15/2025	79380	JEPSEN, ERIC W	1974.3	21-00-4410-00	Sale of Water	91.43
79381	07/25	07/15/2025	79381	JEPSEN, ERIC W	1190.3	21-00-4410-00	Sale of Water	40.21
79382	07/25	07/15/2025	79382	MALLORY, VINCENT & TA	10826.2	21-00-4410-00	Sale of Water	102.69
79383	07/25	07/15/2025	79383	BERTHOUD LAUNDRY	577.2	21-00-4410-00	Sale of Water	614.83
79384	07/25	07/16/2025	79384	JACKSONM BILLIE J	9334.1	21-00-4410-00	Sale of Water	76.95
79385	07/25	07/21/2025	79385	Gerrard Excavating, Inc.	HM1067	21-00-4410-00	Sale of Water	692.82
79386	07/25	07/21/2025	79386	HANEY, MYRIAM	10875.2	21-00-4410-00	Sale of Water	82.03
79387	07/25	07/21/2025	79387	BURNETT FAMILY TRUST	9888.2	21-00-4410-00	Sale of Water	152.25
79388	07/25	07/21/2025	79388	CB Signature Homes LLC	Multiple	21-00-4410-00	Sale of Water	260.52
79389	07/25	07/23/2025	79389	SHIOSHITA, DEBORAH	10649.2	21-00-4410-00	Sale of Water	87.36
79390	07/25	07/23/2025	79390	Custom On-Site Builders	12684.1	21-00-4410-00	Sale of Water	20.00
79391	07/25	07/29/2025	79391	DEWEY, SUMMER	9738.3	21-00-4410-00	Sale of Water	241.74
79392	07/25	07/29/2025	79392	Calbuilt, LLC	12653.1	21-00-4410-00	Sale of Water	158.18
79452	07/25	07/31/2025	79452	SAVORY, DAVID	10289.2	21-00-4410-00	Sale of Water	723.33
Total 2100441000:								10,024.99

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
2100500901							
79187							
07/25	07/14/2025	79187	Catron, Bryan	41010	21-00-5009.01	Travel, Training	167.00
Total 2100500901:							167.00
2100501005							
79419							
07/25	07/17/2025	79419	Digital Print Resources Inc	22200	21-00-5010.05	Office Supplies- Utility Billi	2,247.00
Total 2100501005:							2,247.00
2100501101							
79342							
07/25	07/09/2025	79342	Hilltop Broadband	3582-202506	21-00-5011.01	Telephone	200.79
79420							
07/25	07/22/2025	79420	Comcast	JULY2025	21-00-5011.01	Telephone	351.63
Total 2100501101:							552.42
2100501203							
79424							
07/25	07/22/2025	79424	XCEL Energy	JULY2025	21-00-5012.03	Utilities-Treatment	14,435.16
Total 2100501203:							14,435.16
2100501301							
79320							
07/25	07/07/2025	79320	Mainstreet Car Care & Qui	Multiple	21-00-5013.01	Vehicle Maintenance	4,884.29
Total 2100501301:							4,884.29
2100504601							
79442							
07/25	07/24/2025	79442	Catron, Bryan	UNIFORM 7-	21-00-5046.01	Uniforms	180.30
79448							
07/25	07/24/2025	79448	Tennant, Alex	UNIFORM 7-	21-00-5046.01	Uniforms	170.32
Total 2100504601:							350.62
2100504701							
79277							
07/25	07/01/2025	79277	Northern Water	JULY25	21-00-5047.01	Rental of Office Space	4,800.00
Total 2100504701:							4,800.00
2100505702							
79402							
07/25	07/15/2025	79402	Cardmember Service	JUNE25	21-00-5057.02	Repair, Maint, Supp Dist	28,587.98
Total 2100505702:							28,587.98
2100505703							
79397							
07/25	07/15/2025	79397	Goble Sampson Associate	Multiple	21-00-5057.03	Repair, Maint, Supp Treat	1,382.18

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2100505703:							1,382.18
2100506003							
79274							
07/25	07/01/2025	79274	Nalco Company LLC	Multiple	21-00-5060.03	Chemicals-Treatment	10,983.33
79281							
07/25	07/01/2025	79281	PVS DX INC	737001863-2	21-00-5060.03	Chemicals-Treatment	7,088.53
79286							
07/25	07/01/2025	79286	Treatment Technology	194481	21-00-5060.03	Chemicals-Treatment	2,818.80
79323							
07/25	07/07/2025	79323	Nalco Company LLC	6603467269	21-00-5060.03	Chemicals-Treatment	43,362.06
79371							
07/25	07/10/2025	79371	Treatment Technology	194736	21-00-5060.03	Chemicals-Treatment	2,818.80
79414							
07/25	07/17/2025	79414	PVS DX INC	737002328-2	21-00-5060.03	Chemicals-Treatment	7,443.21
79490							
07/25	07/29/2025	79490	Nalco Company LLC	Multiple	21-00-5060.03	Chemicals-Treatment	61,708.86
79491							
07/25	07/29/2025	79491	Treatment Technology	Multiple	21-00-5060.03	Chemicals-Treatment	10,209.40
Total 2100506003:							146,432.99
2100508103							
79285							
07/25	07/01/2025	79285	Timber Line Electric & Cont	22626	21-00-5081.03	SCADA	1,514.00
79369							
07/25	07/10/2025	79369	Ramey Environmental	Multiple	21-00-5081.03	SCADA	90,636.63
Total 2100508103:							92,150.63
2100510802							
79429							
07/25	07/23/2025	79429	City of Fort Collins	1103823	21-00-5108.02	Lab Testing	1,800.00
Total 2100510802:							1,800.00
2100510902							
79265							
07/25	07/01/2025	79265	Core & Main	X150149A	21-00-5109.02	Meters-repairs	3,051.28
Total 2100510902:							3,051.28
2100526904							
79434							
07/25	07/23/2025	79434	Willdan Financial Services	010-62316	21-00-5269.04	Water Rate Study	2,100.00
Total 2100526904:							2,100.00
2200515101							
79348							
07/25	07/10/2025	79348	Core & Main	Multiple	22-00-5151.01	Meter Reading Equipment	2,180.00
Total 2200515101:							2,180.00
2300501101							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79264							
07/25	07/01/2025	79264	Comcast	JULY25	23-00-5011.01	Telephone-Main Plant	1,501.95
79428							
07/25	07/23/2025	79428	CenturyLink	JULY2025	23-00-5011.01	Telephone-Main Plant	285.04
Total 2300501101:							1,786.99
2300501201							
79280							
07/25	07/01/2025	79280	Poudre Valley REA	JUNE25-2	23-00-5012.01	Utilities-Main Plant	14,155.23
79304							
07/25	07/07/2025	79304	AGFINITY INC	W71468	23-00-5012.01	Utilities-Main Plant	907.89
79344							
07/25	07/10/2025	79344	AGFINITY INC	W72527	23-00-5012.01	Utilities-Main Plant	667.80
79398							
07/25	07/15/2025	79398	Little Thompson Water Dist	JUNE25	23-00-5012.01	Utilities-Main Plant	224.66
79479							
07/25	07/28/2025	79479	Poudre Valley REA	JULY25-2	23-00-5012.01	Utilities-Main Plant	8,563.46
Total 2300501201:							24,519.04
2300501202							
79333							
07/25	07/07/2025	79333	XCEL Energy	JUNE2025	23-00-5012.02	Utilities-Regional	1,552.33
79481							
07/25	07/28/2025	79481	XCEL Energy	JULY25-2	23-00-5012.02	Utilities-Regional	1,694.20
Total 2300501202:							3,246.53
2300501203							
79318							
07/25	07/07/2025	79318	Little Thompson Water Dist	JUNE2025	23-00-5012.03	Utilities	1,214.06
79477							
07/25	07/28/2025	79477	Little Thompson Water Dist	JULY25	23-00-5012.03	Utilities	71.16
Total 2300501203:							1,285.22
2300501303							
79363							
07/25	07/10/2025	79363	Mainstreet Car Care & Qui	59724	23-00-5013.03	Vehicle Maintenance	146.92
Total 2300501303:							146.92
2300502004							
79486							
07/25	07/29/2025	79486	Clark Hill PLC	1602423	23-00-5020.04	Professional Fees	915.00
Total 2300502004:							915.00
2300504004							
79365							
07/25	07/10/2025	79365	Maynes Bradford Shipp &	MAY2025	23-00-5040.04	Attorney	27,903.65
Total 2300504004:							27,903.65
2300505401							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79180							
07/25	07/09/2025	79180	Republic Services	Multiple	23-00-5054.01	Trash	476.08
Total 2300505401:							476.08
2300505701							
79316							
07/25	07/07/2025	79316	Jones Excavating & Plumbi	888	23-00-5057.01	Repair, Maint. & Supplies-Main	1,800.00
79322							
07/25	07/07/2025	79322	MTech Mechanical	148831	23-00-5057.01	Repair, Maint. & Supplies-Main	428.13
79357							
07/25	07/10/2025	79357	Jones Excavating & Plumbi	5697	23-00-5057.01	Repair, Maint. & Supplies-Main	2,233.75
Total 2300505701:							4,461.88
2300505703							
79372							
07/25	07/10/2025	79372	Utility Notification Center of	225060183	23-00-5057.03	Repair, Maint. & Supplies-Lift	769.56
Total 2300505703:							769.56
2300506001							
79257							
07/25	07/01/2025	79257	Aries Chemical	112596	23-00-5060.01	Chemicals-Main Plant	16,265.00
Total 2300506001:							16,265.00
2300506002							
79405							
07/25	07/17/2025	79405	AGFINITY INC	Multiple	23-00-5060.02	Chemicals-Regional	3,087.00
Total 2300506002:							3,087.00
2300510801							
79310							
07/25	07/07/2025	79310	Colorado Analytical Labs, I	Multiple	23-00-5108.01	Lab Tests-Main Plant	3,363.21
79353							
07/25	07/10/2025	79353	Environmental Resource A	116987	23-00-5108.01	Lab Tests-Main Plant	229.30
79492							
07/25	07/29/2025	79492	USA Bluebook	Multiple	23-00-5108.01	Lab Tests-Main Plant	1,912.12
Total 2300510801:							5,504.63
2300511004							
79307							
07/25	07/07/2025	79307	CDPHE	WB25116770	23-00-5110.04	Plant Permit	766.10
Total 2300511004:							766.10
2300511103							
79410							
07/25	07/17/2025	79410	Jones Excavating & Plumbi	5698	23-00-5111.03	Sewer Incidents	4,207.50
Total 2300511103:							4,207.50
2300511401							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79328							
07/25	07/07/2025	79328	TerraGenesis	J000500	23-00-5114.01	Sludge Hauling-Main Plant	4,834.27
Total 2300511401:							4,834.27
2300511402							
79321							
07/25	07/07/2025	79321	McDonald Farms	0150108	23-00-5114.02	Sludge Hauling-Regional	3,139.00
Total 2300511402:							3,139.00
2300511602							
79329							
07/25	07/07/2025	79329	USA Bluebook	Multiple	23-00-5116.02	Lab Equipment	1,463.53
Total 2300511602:							1,463.53
2300521405							
70925725							
07/25	07/08/2025	709257	Caselle Inc.	JULY 2025	23-00-5214.05	Computer Maint/Replacement	2,172.00
Total 2300521405:							2,172.00
2300530004							
79422							
07/25	07/22/2025	79422	UMB Bank	1017435	23-00-5300.04	Bank Fees	250.00
Total 2300530004:							250.00
2400501900							
731251851							
07/25	07/31/2025	731251	Alfa Construction LLC	JULY 2025	24-00-5019.00	ALFA Line Reimbursement	6,050.00
Total 2400501900:							6,050.00
2400527100							
79431							
07/25	07/23/2025	79431	Kimley-Horn and Assoc., In	196724000-0	24-00-5271.00	1st Street Sewer Upgrade	5,787.96
Total 2400527100:							5,787.96
2400527804							
79407							
07/25	07/17/2025	79407	BMCD/Moltz	7	24-00-5278.04	Plant Improvements	82,186.00
79408							
07/25	07/17/2025	79408	Colorado Dept Of Public H	WUDR25240	24-00-5278.04	Plant Improvements	2,562.00
79416							
07/25	07/17/2025	79416	TETRA TECH, INC.	Multiple	24-00-5278.04	Plant Improvements	56,052.20
Total 2400527804:							140,800.20
2900526102							
79331							
07/25	07/07/2025	79331	Wear Parts & Equip CO	62658	29-00-5261.02	Sweeper Parts	1,314.20
79337							
07/25	07/09/2025	79337	Hardline Equipment	42214262	29-00-5261.02	Sweeper Parts	22,140.45

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 2900526102:							23,454.65
3100525000							
79421							
07/25	07/22/2025	79421	Earth Engineering Consult	1254008.5	31-00-5250.00	North Berthoud Parkway Trail	768.95
79425							
07/25	07/22/2025	79425	AB Underground	4	31-00-5250.00	North Berthoud Parkway Trail	75,391.05
Total 3100525000:							76,160.00
3400501301							
79350							
07/25	07/10/2025	79350	Davidson-Gebhardt Chevro	6171005/1	34-00-5013.01	Vehicle Maintenance	374.72
Total 3400501301:							374.72
3400504601							
79189							
07/25	07/14/2025	79189	Furnas, Paul	UNIFORM 7-	34-00-5046.01	Uniforms	90.74
79445							
07/25	07/24/2025	79445	Koons, Brandon	UNIFORM 7-	34-00-5046.01	Uniforms	322.26
79446							
07/25	07/24/2025	79446	Mas, Zane	UNIFORM 7-	34-00-5046.01	Uniforms	163.33
Total 3400504601:							576.33
3400505801							
79300							
07/25	07/02/2025	79300	University Auto Parts-NAP	Multiple	34-00-5058.01	Equipment Maintenance	83.75
Total 3400505801:							83.75
3400508004							
79298							
07/25	07/02/2025	79298	Schra Tree Care	34894	34-00-5080.04	EAB Response/Treatment	42,158.07
Total 3400508004:							42,158.07
3600430600							
79191							
07/25	07/17/2025	79191	Parent, Jacob	25BER-0008	36-00-4306-00	County Open Space Revenue	2,086.75
79468							
07/25	07/31/2025	79468	Larimer County Sales Tax	JULY 2025	36-00-4306-00	County Open Space Revenue	40,312.94
Total 3600430600:							42,399.69
3600525900							
79349							
07/25	07/10/2025	79349	D&K Custom Construction	07012025	36-00-5259.00	Hillsdale	2,375.00
79359							
07/25	07/10/2025	79359	Larimer Co Noxious Weed	00065441	36-00-5259.00	Hillsdale	2,500.60
79489							
07/25	07/29/2025	79489	Mountain View Commercial	Multiple	36-00-5259.00	Hillsdale	5,045.00
Total 3600525900:							9,920.60

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
3600526800							
79437							
07/25	07/24/2025	79437	Ambiente H2O	V250493	36-00-5268.00	Berthoud Reservoir park Maint	125.00
Total 3600526800:							125.00
3700504602							
79190							
07/25	07/14/2025	79190	Pickard, Sam	UNIFORM 7-	37-00-5046.02	Uniforms	26.66
Total 3700504602:							26.66
3700505702							
79284							
07/25	07/01/2025	79284	Thirsty Soil Solutions	Multiple	37-00-5057.02	Repair & Maintenance	5,409.50
79311							
07/25	07/07/2025	79311	Emedco	9359248534	37-00-5057.02	Repair & Maintenance	336.20
Total 3700505702:							5,745.70
3700505902							
79411							
07/25	07/17/2025	79411	Landmark Monuments LLC	12726	37-00-5059.02	Marker Sales	265.00
Total 3700505902:							265.00
3900501302							
79272							
07/25	07/01/2025	79272	Mobile Wrench	Multiple	39-00-5013.02	Vehicle Maintenance	1,073.50
Total 3900501302:							1,073.50
4000511400							
79435							
07/25	07/23/2025	79435	Wilson Williams Fellman Di	1769	40-00-5114.00	Spartan Design and Crossing	76.50
Total 4000511400:							76.50
5100501201							
79338							
07/25	07/09/2025	79338	XCEL Energy	JUNE2025-2	51-00-5012.01	Utilities	116.02
Total 5100501201:							116.02
5100523900							
79194							
07/25	07/17/2025	79194	Baseline Engineering Corp	Multiple	51-00-5239.00	Street Improvements	5,890.00
79195							
07/25	07/17/2025	79195	Goltz Asphalt Company	8633	51-00-5239.00	Street Improvements	82,972.88
79312							
07/25	07/07/2025	79312	Goltz Asphalt Company	8624	51-00-5239.00	Street Improvements	182,926.54
79426							
07/25	07/22/2025	79426	Coulson Excavating Co Inc	Multiple	51-00-5239.00	Street Improvements	199,586.43
79438							
07/25	07/24/2025	79438	Goltz Asphalt Company	8649	51-00-5239.00	Street Improvements	62,411.84

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
Total 5100523900:							533,787.69
5100526600							
79401							
07/25	07/15/2025	79401	Wenk Associates, Inc.	502455	51-00-5266.00	Arboretum	18,055.00
Total 5100526600:							18,055.00
5201500801							
79334							
07/25	07/09/2025	79334	American DataBank LLC	2506220	52-01-5008.01	Background/Physicals	194.32
Total 5201500801:							194.32
5201501101							
79258							
07/25	07/01/2025	79258	AT&T Mobility	JUNE25	52-01-5011.01	Telephone/Internet	856.74
79302							
07/25	07/02/2025	79302	Hilltop Broadband	4872-202507	52-01-5011.01	Telephone/Internet	409.92
79427							
07/25	07/23/2025	79427	AT&T Mobility	JULY2025	52-01-5011.01	Telephone/Internet	856.51
Total 5201501101:							2,123.17
5201501201							
79373							
07/25	07/10/2025	79373	XCEL Energy	JUNE2025-3	52-01-5012.01	Utilities	21,085.34
Total 5201501201:							21,085.34
5201504601							
79366							
07/25	07/10/2025	79366	Mountain States Specialtie	134340	52-01-5046.01	Uniforms	1,660.54
Total 5201504601:							1,660.54
5201505404							
79181							
07/25	07/09/2025	79181	Republic Services	Multiple	52-01-5054.04	Trash Service	839.10
Total 5201505404:							839.10
5201505601							
79376							
07/25	07/14/2025	79376	Lefthand Printworks	3879	52-01-5056.01	Brochures/Advertising/Printing	272.00
Total 5201505601:							272.00
5201524701							
79336							
07/25	07/09/2025	79336	Dash Platform, LLC	1480107	52-01-5247.01	Computer Software	1,629.14
Total 5201524701:							1,629.14
5202502004							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79266							
07/25	07/01/2025	79266	David Tilmon	20251	52-02-5020.04	Purchased Services	100.00
Total 5202502004:							100.00
5203501401							
7312585							
07/25	07/31/2025	731258	WEX BANK	JULY 2025	52-03-5014.01	Fuel	3,385.20
Total 5203501401:							3,385.20
5203501701							
79259							
07/25	07/01/2025	79259	B&M Roofing	2035660	52-03-5017.01	Building Maintenance/Repair	746.76
79341							
07/25	07/09/2025	79341	Diamond Enterprise Fencin	2023	52-03-5017.01	Building Maintenance/Repair	6,150.00
79343							
07/25	07/09/2025	79343	Holbrook Service	F-56571	52-03-5017.01	Building Maintenance/Repair	505.00
Total 5203501701:							7,401.76
5203502004							
79478							
07/25	07/28/2025	79478	Long Building Technologies	SCPAY00080	52-03-5020.04	Purchased Services	781.00
Total 5203502004:							781.00
5203505701							
79362							
07/25	07/10/2025	79362	Long Building Technologies	SRVCE0014	52-03-5057.01	Equipment Maintenance/Repair	594.00
79375							
07/25	07/14/2025	79375	Department of Labor	765967	52-03-5057.01	Equipment Maintenance/Repair	180.00
Total 5203505701:							774.00
5203510201							
79269							
07/25	07/01/2025	79269	HD Supply formerly Home	Multiple	52-03-5102.01	Supplies/Equipment	1,744.12
Total 5203510201:							1,744.12
5205505701							
79282							
07/25	07/01/2025	79282	SplashTacular	63025-1	52-05-5057.01	Equipment Maintenance/Repair	7,219.50
79308							
07/25	07/07/2025	79308	CEM Sales & Service	2500752	52-05-5057.01	Equipment Maintenance/Repair	161.48
Total 5205505701:							7,380.98
5205506001							
79283							
07/25	07/01/2025	79283	The Aqueous Solution, Inc	Multiple	52-05-5060.01	Chemicals	2,924.46
Total 5205506001:							2,924.46
5206502004							

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice GL Account Title	Check Amount
79368							
07/25	07/10/2025	79368	Push Pedal Pull, Inc	404265	52-06-5020 04	Purchased Services	1,140.00
Total 5206502004:							1,140.00
5207502004							
79340							
07/25	07/09/2025	79340	Crest Robotics and Compu	13652	52-07-5020 04	Purchased Services	436.80
Total 5207502004:							436.80
5207502104							
79406							
07/25	07/17/2025	79406	Berthoud Local	233	52-07-5021 04	Wildfire Class	206.40
Total 5207502104:							206.40
5240570200							
79263							
07/25	07/01/2025	79263	Colorado Portables	33002	52-40-5702 00	Berthoud Bike Park maint	300.00
Total 5240570200:							300.00
5270510100							
79260							
07/25	07/01/2025	79260	Barker Rinker Seacat Archi	16016	52-70-5101 00	Outdoor Pool Feasiblity Study	1,866.75
Total 5270510100:							1,866.75
Grand Totals:							2,454,112.11

Proclamation

Constitution Week

WHEREAS, September 17th is known as Constitution Day; and

WHEREAS, September 17, 2025, marks the two hundred thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, we, the Town Board of Berthoud, do hereby proclaim September 17 – September 23, 2025 as

CONSTITUTION WEEK

In the Town of Berthoud, Colorado, and ask our citizens to reaffirm the ideals that the Framers of the of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Signed this 9th day of September 2025.

William Karspeck, Mayor

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	September 9, 2025
Agenda Title/Subject:	Berthoud Veterans Grant Update and Additional Request
Type of Item:	Regular Item
Purpose:	To receive an update regarding the successes resulting from the Town's contract with American Legion Post 67 for veterans support services, and to hear request additional funding
Presented by:	Chris Kirk, Town Administrator

BACKGROUND

As the board may recall, in August 2024, local veterans representing the American Legion and the Veterans of Foreign Wars approached the Town requesting funding for veterans support activities such as rent and utility assistance. They also requested funding to help establish a physical location for the local veterans groups on 3rd Street. Funding was approved by the board and has been used for its intended purposes.

At the September 9 Board meeting, representatives of the these groups will present an update to the board about their successful use of the funding. They will also present a new request for funding to be considered.

RECOMMENDED ACTION(S):

The Board will consider the request of the VFW and will direct staff

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	September 9, 2025
Agenda Title/Subject:	District Attorney Annual Report Presentation
Type of Item:	Presentation
Purpose:	Informational Presentation
Presented by:	Gordon McLaughlin, District Attorney

BACKGROUND:

This item is an informational presentation by District Attorney McLaughlin.

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	September 9, 2025
Agenda Title/Subject:	Planning Commission Appointments
Type of Item:	Regular Item
Purpose:	Request to Appoint a New Volunteer Member to the Berthoud Planning Commission
Presented by:	Town Board Interview Committee

ATTACHMENTS:

- Planning Commission Application

BACKGROUND:

There is currently one vacancy on the Berthoud Planning Commission. This vacancy was created when Mark Brodie was appointed to fill a vacancy on the Town Board of Trustees.

The vacancy was advertised for at least 30 days, along with other openings on various boards and commissions. Five applications were received by the deadline from the following individuals.

- Ferdinand Maine
- Donald Keck
- Triloki Patel
- Taylor Hansen
- Bryce Filho

The Interview Committee was established as follows:

- Two Town Board Members (Albrecht/Murphy)
- Chair of the Planning Commission
- Community Development Director

An interview to fill the noted expiring vacancy is scheduled for September 8, 2025. The current members of the Planning Commission are as follows:

Name	Term Expires
Planning Commission	
Abigail Smith	10/24/2026
Marc Hoffmans	1/1/2027
David Pond	6/25/2027
Karen Anderson	9/28/2027
Stacy Sigman	9/28/2027
Nick Semedallas	8/8/2026
Vacant	9/28/2027

UPDATE/NEXT STEPS:

- No additional action is needed if one resident is appointed to the Planning Commission.

FISCAL IMPACT AND FUND SOURCE:

There is not any fiscal impact anticipated with this request.

COMMUNITY TOUCHSTONES:

The Planning Commission works to ensure that development applications are in compliance with the Berthoud Municipal Code as part of Berthoud's *Community Identity*.

RECOMMENDED ACTION(S):

A Board Member may “move to appoint _____ to the Planning Commission for a term to expire September 28, 2027.” Followed by a second and a roll call vote.

Print

Advisory Committee Application - Submission #7215

Date Submitted: 7/22/2025

Name of Committee or Commission

Planning Commission

▼

First Name

Ferdinand

Last Name

Maine

Address

748 Crossbill Drive

City

Berthoud

State

CO

Zip Code

80513-2749

Email Address

kmcovina@gmail.com

Phone Number

7204678116

How long have you resided within the boundaries of the Town of Berthoud?

three years

Do you currently serve, or have you served previously, on a board, commission or committee? If so, please list.

HPAC:

NAME,

What interests you about becoming a member of this committee?

to serve the Town;

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

Residentially: strike a balance of new construction versus the historical residential areas; Commercially: Encourage commercial tax-base growth while protecting existing town business;

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

business management in the area of finance;

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

none;

Have you recently attended a meeting of the committee you are applying to?



Yes



No

If not appointed at this time, would you be interested in serving on any other advisory committees? If so, please list any preferences:

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 532-2643 for assistance. I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature (Please type your name)

Ferdinand E. Maine

Date

July 22, 2025

Print

Advisory Committee Application - Submission #7232

Date Submitted: 7/23/2025

Name of Committee or Commission

Planning Commission

▼

First Name

Donald

Last Name

Keck

Address

209 E Michigan Ave

City

Berthoud

State

CO

Zip Code

80513

Email Address

ddkeck@yahoo.com

Phone Number

970 412 1638

How long have you resided within the boundaries of the Town of Berthoud?

Berthoud

Do you currently serve, or have you served previously, on a board, commission or committee? If so, please list.

Yes. Planning Commision 2012 - 14

What interests you about becoming a member of this committee?

Want to get re-engaged with the community and find something to do in my retirement.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

Sustainable growth with keeping small town values

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

Colorado Energy Masters program at Colorado State University Extension and associate's Degree from Front Range Community College HVAC and Clean Energy Program

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

None

Have you recently attended a meeting of the committee you are applying to?

☐

Yes

☒

No

If not appointed at this time, would you be interested in serving on any other advisory committees? If so, please list any preferences:

Parks and Recreation

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 532-2643 for assistance. I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature (Please type your name)

Donald Keck

Date

7/23/2025

Print

Advisory Committee Application - Submission #7249

Date Submitted: 7/25/2025

Name of Committee or Commission

Planning Commission

▼

First Name

Triloki

Last Name

Patel

Address

903 mountain Ave

City

Berthoud

State

Colorado

Zip Code

80513

Email Address

Ptriloki82@glail.com

Phone Number

7203277274

How long have you resided within the boundaries of the Town of Berthoud?

3 years

Do you currently serve, or have you served previously, on a board, commission or committee? If so, please list.

No

What interests you about becoming a member of this committee?

Know about city

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

N/A

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

N/A

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

N/A

Have you recently attended a meeting of the committee you are applying to?

☐

Yes

☒

No

If not appointed at this time, would you be interested in serving on any other advisory committees? If so, please list any preferences:

Any available

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 532-2643 for assistance. I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature (Please type your name)

Triloki patel

Date

07/25/2025

Print

Advisory Committee Application - Submission #7577

Date Submitted: 8/22/2025

Name of Committee or Commission

Planning Commission

First Name

Taylor

Last Name

Hansen

Address

491 Kansas Ave

City

Berthoud

State

Colorado

Zip Code

80513

Email Address

taylor.hansen.creative@gmail.com

Phone Number

(512) 466-1704

How long have you resided within the boundaries of the Town of Berthoud?

3.5 years

Do you currently serve, or have you served previously, on a board, commission or committee? If so, please list.

No

What interests you about becoming a member of this committee?

I'm interested in helping shape the long-term vision of Berthoud. Planning is about more than just maps and zoning—it's about how people live, work, and connect. I want to be part of creating a future that's vibrant, livable, and reflective of the values of the people who call this town home.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

1. Preserving Berthoud's Identity and Agricultural Heritage Berthoud has long been known as the "Garden Spot of Colorado," but that identity is at risk. As development accelerates, we're seeing the disappearance of local farms and open land—parts of what made this town special in the first place. Even our farmers market, once a showcase of local produce and community connection, is shifting away from its roots. I believe the Planning Commission must take a more active role in protecting Berthoud's agricultural and cultural heritage. This includes prioritizing land use decisions that support local agriculture, preserving open space, and encouraging community-driven events that reflect who we are—not just what we can build. 2. Managing Growth with Community in Mind Growth is inevitable, but how we grow matters. We need to ensure that new development enhances Berthoud rather than overwhelming it. That means guiding growth in a way that respects existing neighborhoods, supports infrastructure, and reflects the values of the people who live here. The committee should take a balanced, long-term approach to planning—one that includes public input, encourages thoughtful design, and ensures that new projects contribute to the kind of town residents want to raise their families in, not just what's most profitable in the short term.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

I have worked on the project management and operations management world for the past 15 years across multiple industries construction, ground water, and real estate. I currently run a small general contracting firm from our home.

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

I am a licensed general contractor and plan to work here in town on a limited capacity.

Have you recently attended a meeting of the committee you are applying to?



Yes



No

If not appointed at this time, would you be interested in serving on any other advisory committees? If so, please list any preferences:

No

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 532-2643 for assistance. I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature (Please type your name)

Taylor Hansen

Date

08/22/2025

Print

Advisory Committee Application - Submission #7618

Date Submitted: 8/27/2025

Name of Committee or Commission

Planning Commission

▼

First Name

Bryce

Last Name

Filho

Address

653 Biscayne Ct

City

Berthoud

State

Colorado

Zip Code

80513

Email Address

filhobc11@gmail.com

Phone Number

7192322010

How long have you resided within the boundaries of the Town of Berthoud?

1 year

Do you currently serve, or have you served previously, on a board, commission or committee? If so, please list.

(RISE) Rose Innovation and Student Entrepreneurship. Rose Building Undergraduate Diversitv. Triangle

What interests you about becoming a member of this committee?

I have served in school, at work, and now would like to serve in my community. I have a project based background in both the material and digital world. I would like to contribute what I know and continue to learn.

Briefly explain what you believe are the two most important issues facing this committee, and how do you believe this committee should address each issue?

Sustainable growth and modernization. Berthoud is growing fast, having doubled in population over the past 5 years. As it grows, new developments in housing and retail will require the supporting infrastructure to grow. Meanwhile, the culture and character of Berthoud needs to be preserved while also modernizing. I believe in a balance, that Berthoud should gradually build and modernize to meet growth and the future while also preserving the culture and character that makes Berthoud special. Change cannot be avoided. It's how Berthoud changes that matters.

List any abilities, skills, licenses, certificates, specialized training, past related experience or interests you have which are applicable to this committee.

I finished my basement myself and had it fully permitted with Broomfield County at my old home. I own a property in the mountains that maintains an easement and has gone through a lot lines minor adjustment. I have organized 100 plus person events and collected ethnographics and demographics for them. I have led teams of all types of cultures and beliefs to success at places like NBC's Peacock, New England Journal of Medicine, and John Deere. I have been learning about water rights, land appreciation, and planning on my own time. I find it interesting and have been wanting to volunteer my skills for the last year. When I saw this opportunity in the monthly news letter, I talked it over with my wife and we both knew this was my chance to give back and learn.

Please specify any activities which might create a conflict of interest that would prevent you from official action if you should be appointed to this committee.

Have you recently attended a meeting of the committee you are applying to?

☐

Yes

☒

No

If not appointed at this time, would you be interested in serving on any other advisory committees? If so, please list any preferences:

In preference order: Youth Advisory Commission, Parks Open Space Recreation and Trails Committee, Local Licensing Authority, Tree Advisory Committee, Historic Preservation Advisory Commission.

All applicants are strongly encouraged to attend a regularly scheduled meeting of the committee for which they are applying prior to submitting an application. The Town of Berthoud will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 532-2643 for assistance. I certify that all statements on this form are true and complete. I further understand that false statements shall be sufficient cause for rejection of this application.

Signature (Please type your name)

Bryce Filho

Date

8/27/2025

BOARD OF TRUSTEES INFORMATION



ADMINISTRATION DEPARTMENT

Meeting Date:	September 9, 2025
Agenda Title/Subject:	Berthoud Golf Park Presentation
Type of Item:	Regular Item
Purpose:	To receive presentation regarding proposed Berthoud Golf Park concept
Presented by:	Chris Kirk, Town Administrator

BACKGROUND

In early summer 2025, staff was approached by a local PGA golf professional, Jeffrey McNair, about the possibility of creating a community golf park. This park concept would allow for a variety of uses, including introducing new players to the game, teaching and learning, with lots of space to play and practice.

Mr. McNair worked with town staff to consider possible locations and amenities for a potential public/private partnership and he presented his concept to the Parks, Open Space, Recreation, and Trails (PORT) committee on August 6, 2025. The PORT committee received and commented on the presentation and recommended that he present his ideas to the Town Board.

RECOMMENDED ACTION(S):

The Board will receive the presentation and direct staff as appropriate



Golf in the Garden Spot

WHERE GOOD SWINGS GROW



The Himalayas- St. Andrews, Scotland

About me:
BS Turfgrass Science, CSU
GCSAA
Certified Pesticide Applicator
Grow-in Asst. Supt./Spray Tech
PGA Member Professional
Certified Master Club Fitter



Bandon



Magnolia Lane



The mission is simple:
To provide a community & golf
experience unlike any other-
sustainable, accessible and truly
enjoyable.



Berthoud Golf Park

- 
- An aerial photograph of a golf course with lush green fairways, sand traps, and a dense forest in the background. In the foreground, a modern clubhouse with a dark roof and wooden siding is visible. The sky is clear and blue.
- How can these 50+ acres of green space benefit our community beyond golf?
 - How can we address parks & open-space needs for the community while revitalizing habitats & improving biodiversity?
 - How can a golf course create partnerships & programs with non-profits & educational institutions to improve access and inclusion for underrepresented populations, while keeping the game affordable for all?
 - How can we show municipal golf's value as a community cornerstone & prove to its detractors that it is worthy of investment?

NGF

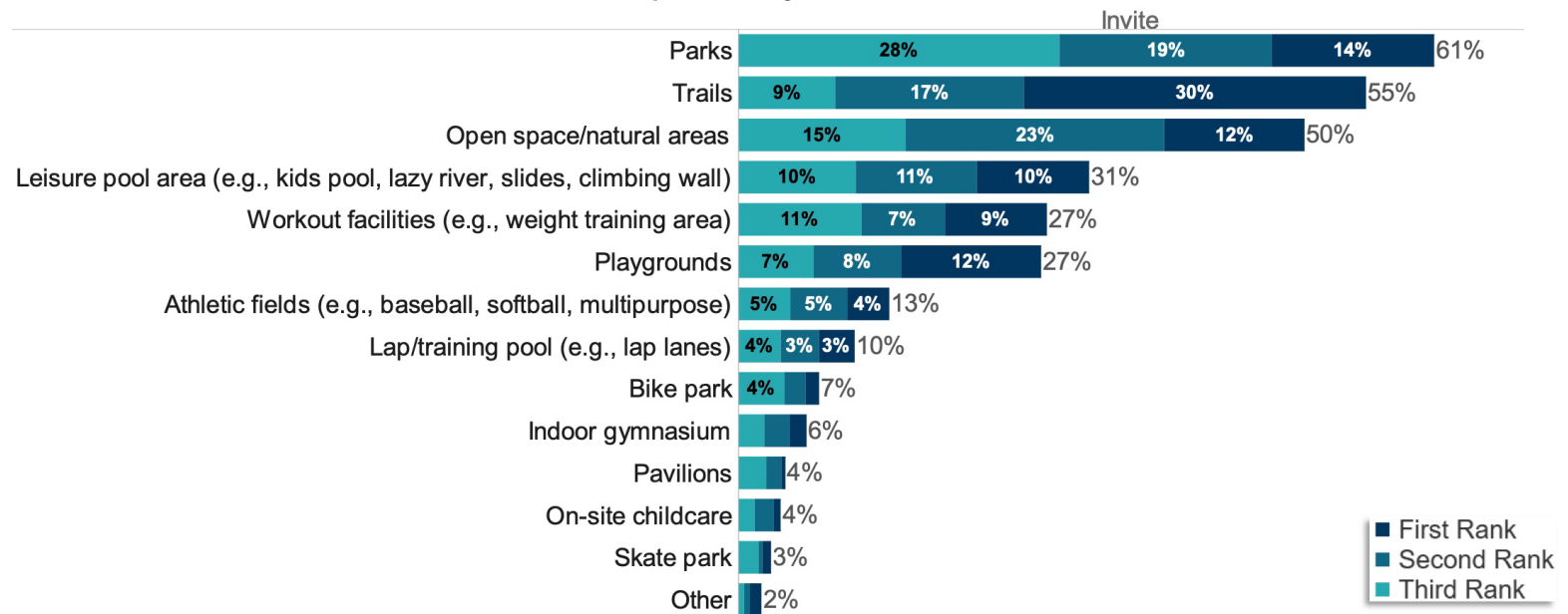


Berthoud Golf Park

TOP 3 MOST IMPORTANT AMENITIES

When asked to select the top three most important amenities from the list, parks, trails, and open space/natural areas were most commonly chosen. Following in importance are the leisure pool area, workout facilities and playgrounds.

From the list above, which amenities are most important to your household?



*Darker colors indicate a higher ranking
Source: RRC





The Solution

A high-impact Community Golf Park concept that costs far less to build & maintain, increases town revenue while preserving open space and fits into our existing & future park & trail system.



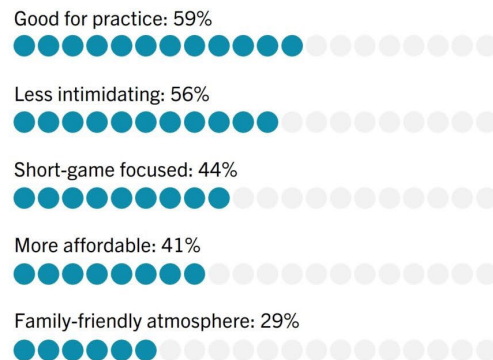
Berthoud Golf Park

Why a short course concept?

Core Golfer Short Course Perceptions Perceived Benefits and Shortcomings

Top 5 Benefits

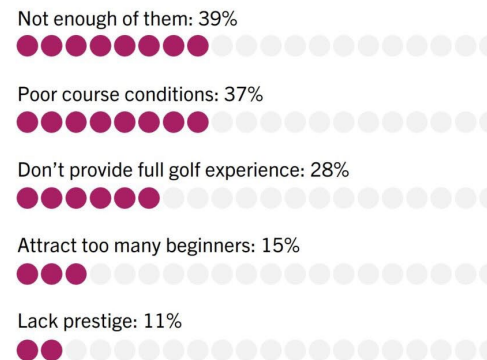
Q: What do you see as the main benefit(s) of par-3 and executive courses? Select up to 3.



Other responses: Less physically-demanding (24%), faster pace of play (23%), Don't see any benefits (<1%)

Top 5 Concerns

Q: What concerns, if any, do you have about par-3 and executive courses?



Other responses: Too easy/not challenging enough (7%), Too traditional (1%), Too difficult (<1%), No major concerns (19%)

Source: National Golf Foundation

July 2025

Based on NGF survey of U.S. Core golfers, fielded in July 2025 (n=340)

This graphic can only be republished in its original form. Data herein cannot be visually repurposed without permission from NGF



Not enough supply to meet the increasing demand



THE FUTURE OF GOLF



Berthoud Golf Park

Golf that is truly for everyone



PGA HOPE

HELPING OUR PATRIOTS EVERYWHERE



Berthoud Golf Park

6M former golfers now disabled- ngf

A shorter course keeps the group together more, enhancing the social nature of golf.

-Andy Johnson, Fried Egg Golf



“There should be a complete absence of the annoyance and irritation caused by the necessity of searching for lost golf balls.”

- Dr. Alister MacKenzie, The Spirit of St. Andrews



Berthoud Golf Park

Narrow Fairways bordered by long rough makes bad golfers.
-Alister MacKenzie

SUSTAINABLE, ECONOMICAL DESIGN FEATURES

- ▶ Fewer traditional sand bunkers, generally the most expensive part of a golf course to maintain.
- ▶ Single-cut grass height tee to green: less equipment to lease and staff to operate it.
- ▶ Less water use
 - ▶ Center-line irrigation
 - ▶ Drought tolerant turf



PINEHURST #2



Berthoud Golf Park



LARGE PUTTING COURSE



INEXPENSIVE INTRODUCTION TO GOLF
REVENUE SOURCE FROM LEAGUES & CLINICS and REPEAT PLAY
RIDICULOUSLY ENJOYABLE



Berthoud Golf Park

SITE 1

HOLE	BACK	FRONT
#1	203	164
#2	122	73
#3	134	96
#4	267	191
#5	159	110
#6	339	294
#7	147	103
#8	382	322
#9	165	118
TOTAL	1,918	1,471

- A. CLUBHOUSE / COMMUNITY SOCIAL SPACE (~8,000 S.F.)
- B. RANGE TEE WITH TRACKMAN ENABLED COVERED HITTING BAYS (APPROX. 30 STALLS)
- C. RANGE AREA ALLOWING FOR MAX SHOT DISTANCE UP TO 300 YDS
- D. PUTTING COURSE (~1/2 ACRE)
- E. PRACTICE PUTTING GREEN (~10,000 S.F.)
- F. SHORTGAME PRACTICE AREA WITH THREE (3) CHIPPING GREENS
- G. MULTI-USE RECREATIONAL TRAIL WITH TWO (2) ~3/4 MILE LOOPS AND A ~1 MILE PERIMETER LOOP
- H. POTENTIAL TUNNEL CONNECTIONS TO EXISTING BIKE TRACKS
- I. 10-HOLE DISC GOLF COURSE ALONG EXISTING RECREATIONAL TRAIL (ACCESS FROM BIKE TRACK PARKING AREA)

FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

SITE 2

HOLE	BACK	FRONT
#1	162	124
#2	92	72
#3	188	151
#4	141	108
#5	133	90
#6	172	143
#7	218	183
#8	154	117
#9	111	83
#10	87	60
TOTAL	1,458	1,134

- A. CLUBHOUSE / COMMUNITY SOCIAL SPACE (~5,000 S.F.)
- B. RANGE TEE WITH TRACKMAN ENABLED COVERED HITTING BAYS (APPROX. 30 STALLS)
- C. RANGE AREA ALLOWING FOR MAX SHOT DISTANCE UP TO 300 YDS
- D. PUTTING COURSE (~1 ACRE)
- E. SHORTGAME PRACTICE AREA / PITCH N' PUTT COURSE WITH MULTIPLE ROUTING OPTIONS
- F. RIPARIAN BUFFER / POTENTIAL RECREATIONAL TRAIL

FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

DESIGN CONCEPT IMAGES



SITE 1

HOLE	BACK	FRONT
#1	203	164
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FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

SITE 2

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- F. RIPARIAN BUFFER / POTENTIAL RECREATIONAL TRAIL

FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

DESIGN CONCEPT IMAGES





- We aim to be a model for environmental stewardship, earning Audubon's Cooperative Sanctuary for Golf Courses designation within 3 years.
- Walking paths with potential Arboretum extension
- Much-needed training facility for local golf teams
- Little Free Library with shade & seating



Community
- Our
Reason for
Being

Revenue streams include:

- Golf Rounds
- Putting Course Rounds
- Practice Membership Fees
- Food & Beverage
- Merchandise
- Leagues & Clinics
- Corporate Outings
- PGA Instruction
- Club Fittings & Equipment Sales
- Club Repair

Staple Course at PGA National

Photo credit

JS
Photography



Berthoud Golf Park

SITE 1

HOLE	BACK	FRONT
#1	203	164
#2	122	73
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#4	267	191
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#8	382	322
#9	165	118
TOTAL	1,918	1,471

- A. CLUBHOUSE / COMMUNITY SOCIAL SPACE (~8,000 S.F.)
- B. RANGE TEE WITH TRACKMAN ENABLED COVERED HITTING BAYS (APPROX. 30 STALLS)
- C. RANGE AREA ALLOWING FOR MAX SHOT DISTANCE UP TO 330 YDS
- D. PUTTING COURSE (~1/2 ACRE)
- E. PRACTICE PUTTING GREEN (~10,000 S.F.)
- F. SHORTGAME PRACTICE AREA WITH THREE (3) CHIPPING GREENS
- G. MULTI-USE RECREATIONAL TRAIL WITH TWO (2) ~3/4 MILE LOOPS AND A ~1 MILE PERIMETER LOOP
- H. POTENTIAL TUNNEL CONNECTIONS TO EXISTING BIKE TRACKS
- I. 10-HOLE DISC GOLF COURSE ALONG EXISTING RECREATIONAL TRAIL (ACCESS FROM BIKE TRACK PARKING AREA)

FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

SITE 2

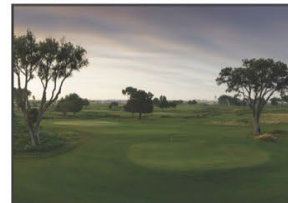
HOLE	BACK	FRONT
#1	162	124
#2	92	72
#3	188	151
#4	141	108
#5	133	90
#6	172	143
#7	218	183
#8	154	117
#9	111	83
#10	87	60
TOTAL	1,458	1,134

- A. CLUBHOUSE / COMMUNITY SOCIAL SPACE (~5,000 S.F.)
- B. RANGE TEE WITH TRACKMAN ENABLED COVERED HITTING BAYS (APPROX. 30 STALLS)
- C. RANGE AREA ALLOWING FOR MAX SHOT DISTANCE UP TO 300 YDS
- D. PUTTING COURSE (~1 ACRE)
- E. SHORTGAME PRACTICE AREA / PITCH N' PUTT COURSE WITH MULTIPLE ROUTING OPTIONS
- F. RIPARIAN BUFFER / POTENTIAL RECREATIONAL TRAIL

FOR CONCEPTUAL PURPOSES ONLY

SCALE: 1" = 150'

DESIGN CONCEPT IMAGES



COURSE CHARACTER (ROCKWIND C.L.)



PUTTING COURSE (OLYMPIA FIELDS C.C.)



TRACKMAN RANGE (DOBSON RANCH)



COURSE CHARACTER (SHEEP'S RANCH)



SHORTGAME AREA (TRIPOLI C.C.)



CLUBHOUSE & SOCIAL SPACE (PAPAGO G.C.)

BOARD OF TRUSTEES INFORMATION



COMMUNITY DEVELOPMENT DEPARTMENT

Meeting Date:	September 9, 2025
Agenda Title/Subject:	Ordinance 1362 (Series 2025) Public Hearing to present proposed amendments to the Mountain Avenue Overlay District, amending Chapter 30, Section 3-115 of the Berthoud Municipal Code
Type of Item:	Public Hearing
Purpose:	Introduction and presentation of the Planning Commission recommendation of approval to the Board of Trustees of an amendment to repeal and replace Section 30-3-115, Mountain Avenue Overlay District of Chapter 30 of the Berthoud Municipal Code
Presented by:	Anne Johnson, Community Development Director

ATTACHMENTS:

- Ordinance 1362 (2025)
- Code Amendments in redline format, Section 3, Mountain Avenue Overlay District
- Code Amendments in clean format, Section 3, Mountain Avenue Overlay District
- Public Notice
- Planning Commission Minutes

MOUNTAIN AVENUE OVERLAY DISTRICT BACKGROUND

In 2019, the Town Trustees adopted the Mountain Avenue Overlay District with the goal of protecting and enhancing the existing historic context of downtown while guiding the general character of Mountain Avenue, the Town's Main Street. Staff and Trustees toured the Downtown Commercial and Residential Conversion Districts in February 2025 and determined that the majority of the Neighborhood Conversion District had already been converted to commercial uses. Therefore, integrating the Residential Conversion District into the Downtown Commercial District was a logical step in managing the future development of downtown Berthoud.

The Code presentation before you includes minor clean-up work to refine the boundary between the Downtown Commercial and Residential Conversion Districts. Planning Commissioners requested further information at their July 10, 2025 meeting regarding this subject. Following this request, staff and Planning Commission members participated in walking tours of the Mountain Avenue Overlay character districts (Downtown Commercial and Residential Conversion). Town Trustees also toured the Downtown area in February, 2025.

UPDATE/NEXT STEPS:

The Planning Commission's recommendation of approval will be presented to the Town Board of Trustees for consideration at first reading on September 9, 2025 followed by a second reading on September 23, 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 Mountain Avenue Overlay District standards.

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 developing and redeveloping within the Mountain Avenue Overlay District.

RECOMMENDED ACTION(S):

Planning Commission recommends the Town Board find the changes to the district boundaries between the Residential Conversation and Downtown Commercial Districts be approved for the rationale found in the Ordinance with all attached Appendices, the draft Planning Commission minutes and this memo.

**TOWN OF BERTHOUD ORDINANCE
NUMBER 1362 (2025)**

**AN ORDINANCE TO REPEAL AND REPLACE BERTHOUD MUNICIPAL CODE SECTION
30-3-115 REGARDING THE MOUNTAIN AVENUE OVERLAY DISTRICT**

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 adopted the Mountain Avenue Overlay District in 2019. Staff and Trustees toured the District in February 2025. Staff and Planning Commission toured the District in July, 2025. Results of the tour indicated expanding the Downtown Commercial District into a portion of the Residential Conversion District is appropriate as the majority of the properties have already been converted to commercial uses; 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 redline version of Section 30-3-115 and shall be repealed and replaced in its entirety reflective of Exhibit B which is a clean version of Section 30-3-115.

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 1362 (2025).

[INTENTIONALLY LEFT BLANK]

INTRODUCED, READ, AND APPROVED on first reading this 9th day of September, 2025.

TOWN OF BERTHOUD

By _____

William Karspeck, Mayor

ATTEST:

By: _____

Christian Samora, Town Clerk

INTRODUCED, READ, ADOPTED, AND APPROVED on second reading this 23rd day of September, 2025.

TOWN OF BERTHOUD

By _____

William Karspeck, Mayor

ATTEST:

By: _____

Christian Samora, Town Clerk

30-3-115 Mountain Avenue Overlay District

1. *Intent:* The Mountain Avenue Overlay District is a corridor focused on protecting and enhancing the existing historical districts and directing the general character of new development and redevelopment along Mountain Avenue/Highway 56. The overlay district defines and emphasizes unique character districts along the corridor and sets specific guidelines as to architecture, site planning, parking, urban design and streetscapes within this area. The underlying zoning remains, and but specific design, architecture and setback requirements are governed by the overlay district.
2. *Applicability/Boundaries:*
 - a. *Boundary of Mountain Avenue Overlay District.* The boundary of this Mountain Avenue Overlay District (herein referred to as the "Mountain Avenue Overlay District") shall be the area so labeled and depicted in the map below, and as approved in the official zoning map, which is incorporated herein by reference; which generally extends along HWY 56 and is applicable to all properties within 150 feet of the centerline of Hwy 56, Larimer County Road 8, and Weld County Road 44 within Town Limits.



- b. *Applicability.* All of the regulations and requirements of this Section shall fully apply when any of the following occur (the property must be brought into full compliance with this Article when any of the following occur):
 1. Construction of any new Structure.
 2. Parking area reconfiguration (repair and restriping of existing parking lot is exempt).
 3. Structural Alterations. Any structural alteration shall follow the Mountain Avenue Overlay District regulations as follows:
 - i. *Exterior Walls.* When any change is made to the façade or an exterior wall of an existing structure, all of the façade visible from Mountain Avenue, shall be brought into full compliance with the Mountain Avenue Overlay District found herein.
 - ii. *Addition(s):* Any addition must be in full compliance with the Mountain Avenue Overlay.

4. See [the Section on Signs in this Mountain Avenue Overlay District regulations as well as the separate Section on Signs in this ChapterSection 7 Signs.](#)
 5. Change of Use. Any change of use will require compliance with applicable standards of the Mountain Avenue Overlay [District](#).
- c. *Exemptions:*
1. General property maintenance and/or general property repair, such as roof repairs, interior remodels and repair, paint, and any other non-structural repair, or;
 2. The maintenance, repair, upgrading or replacement of any water, sewer, HVAC, or electrical facilities will not trigger a requirement that such property or structure be brought into compliance with the Mountain Avenue Overlay District.
 3. Existing single-family homes are exempt from the requirements of this overlay and shall follow the development standards of the underlying zoning district.
- d. *Legal Non-conformities.*
1. Except as provided in this District to the contrary; all nonconforming uses, nonconforming structures and nonconforming lots, shall be governed by [the Section regarding Nonconformities in this ChapterSection 30-3-107.](#)
3. *Overlay Requirements—Character Districts.* The 7.75-mile corridor passes through several distinct environments, each with a unique and definable character that separate them from other places along the corridor. These districts are often defined by architecture, land uses, scale, density, streetscapes, and landscaping. This Overlay protects and enhances the character of each district.
- A. *Berthoud West Character District.* This is a largely undeveloped district with views of the Rocky Mountains, and in close proximity to downtown and Highway 287. This area is envisioned as a vibrant walkable commercial district with opportunities for shopping, employment and other services. Though this district is in close proximity to the town core, it will build on the unique characteristics of downtown, but not replicate it.
1. *District Extent:* This district extends approximately 800 feet west of Hwy 287 and east to 8th Street. [Refer to the Mountain Avenue Overlay District map found in this Section. The parcels that are located within this district are highlighted in the map below.](#)

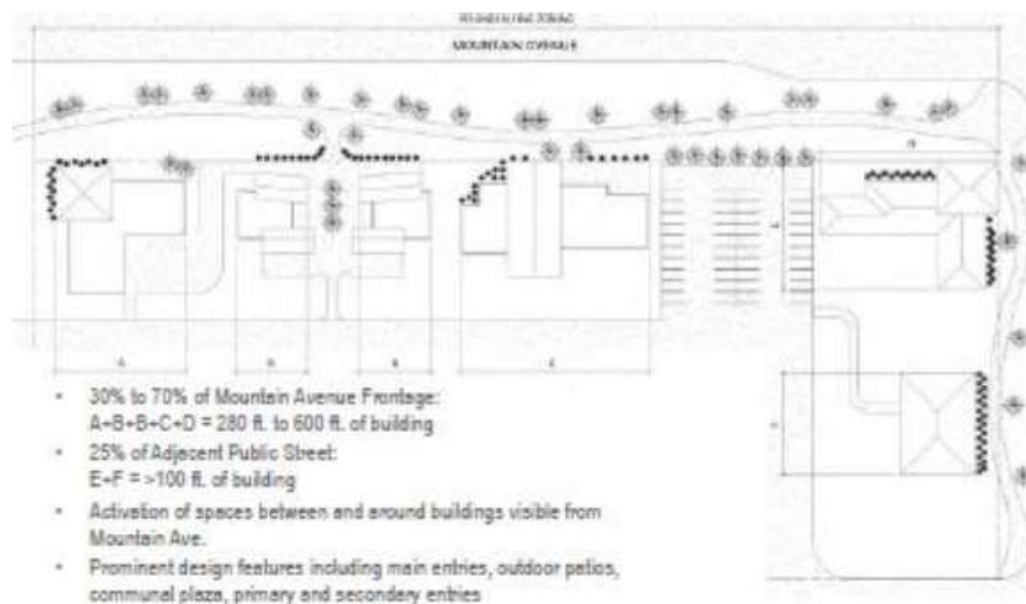


2. *Architecture:*

Intent: As primarily a commuter route with limited business access, high vehicular speeds have been the norm, but are expected to be reduced with development to encourage pedestrians and cyclists. Building location and entry orientation will also play a key role in enhancing the patron's experience.

- a. *Building Façades.* Buildings' façades along Mountain Avenue shall extend along a minimum of 35 percent but not more than 75 percent of the total property frontage and be built to the required setback line with minor variations for façade-articulation.

Figure 3.8: Building Frontage Requirements



- b. *Overall Building Location and Placement of Key Features.*
 - i. *Configuration:* Configuration and placement of buildings shall give intentional shape and layout to adjacent exterior gathering spaces and pedestrian/bicycle connections, while being site-specific in response to landscape and hardscape features. "Cookie-cutter" flat-façade buildings that lack articulation and site-specific features will not be allowed. Building placement should follow the principles in Figure 3.9 below.
 - ii. *Site Planning:* Modern site planning principles include efforts to combine the infrastructure required to develop from building to building or lot to lot. Sharing infrastructure such as detention, parking, internal pedestrian spaces are strongly encouraged.
 - iii. *Staggered Setbacks and Heights:* A variation in building placement by staggering setbacks as well a variation in building heights is required for any multi-tenant site plan or Master Plan.
 - iv. *Limited Access:* Limited access directly from Mountain Avenue allows for long stretches of uninterrupted streetscapes, improves traffic flow on Mountain Ave, and increases the need for automobile access to developments from cross-streets and back streets.

Figure 3.9: Building Placement Example



c. *Exterior Activation.*

- i. *Requirement for Exterior Activation:* Each building/site plan property must possess at least one of the following locating the features so they are readily-visible to and from Mountain Avenue to ensure a strong visual connection: outdoor patios, primary and secondary entries, canopies and other features help "activate" a development.
- ii. *Screening:* Three-dimensional building elements to act as screening for service type accessories including roof- and ground-mounted HVAC equipment, electrical/gas meters, loading docks/service entries, etc. These service equipment components shall not be visible from the public R.O.W. or from adjacent properties/uses.

d. *Massing and Articulation.*

- i. *Compatibility and Configuration:* A building's three-dimensional configuration plays a significant role in determining the impact it will have on the surrounding environment. The proposed building shall be designed to be compatible with other structures in the surrounding vicinity in size, scale and character. Building mass shall be well-proportioned and organized to define various horizontal and vertical

elements while clearly expressing the internal function of the building. See Figure 3.10.

- ii. *Multiple Buildings:* Multiple buildings in a common commercial development shall be consistent in architectural form/detailing, materials, roof styles and colors to achieve a harmonious design vocabulary and continuity within itself.
- iii. *Multi-tenant buildings/Buildings over 60 Feet Long:* Large retail buildings shall be broken down into a series of complementary forms with a clearly defined pattern. Blend larger flat roof areas with smaller pitched roof elements that denote key functions such as entries or primary window groupings. Horizontal step backs of the ~~façade~~façade shall be significant in relation to the overall length and scale of the building. For instance, a 60 feet long building should have two to three primary massing elements with at least four feet to six feet of grade plane changes (i.e. eight to ten percent of the overall length). Screening elements for items such as ground-mounted or roof-mounted mechanical equipment shall be integrated into the building design and not appear as an after-thought. Creating large expanses of windows with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.

Figure 3.10: Four-Sided Architecture Example



e. *Materials and Colors.*

- i. *Exterior Materials:* ~~façade~~façade materials shall be high-quality, durable products such as brick, stone or decorative precast concrete. The primary building skin shall be a high-quality, aesthetically pleasing, durable material such as brick, natural stone, manufactured stone, especially at the base of the building that is susceptible to damage by maintenance equipment such as plows, shovels, mowers, etc.
- ii. *Primary Material:* The primary material shall constitute at least 65 percent of the total wall area for the front and side ~~façades~~façades visible from Mountain Avenue and at least 50 percent for the rear ~~façade~~façade; excluding the glazing area of the façade.
- iii. *Glazing:* Exterior glazing shall be high-performance clear glass (not tinted or reflective) with a low-E coating and visible light transmittance (Tvis) of 60 percent or higher. Use of opaque/spandrel glass to simulate ground-level vision windows is discouraged. Creating large expanses of windows

with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.

- iv. *Secondary façade materials:* may include cement-based stucco, hardboard siding or decorative metal panels with concealed fasteners and low-gloss finish.

Figure 3.11: Façade Examples

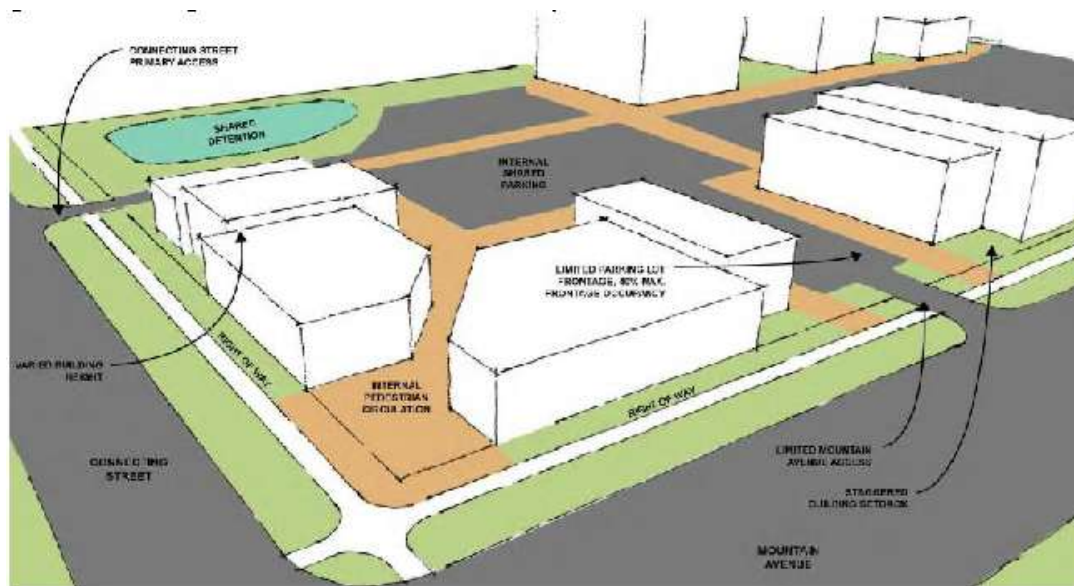


- v. *Screening elements:* such as site walls for parking lots and trash enclosures shall be of the same high-quality durable material as the primary building skin.
- vi. *Primary Façade Colors:* Primary building façade colors shall be non-reflective, muted neutral or earth tones with only small "pops" of bright, higher intensity colors. High-gloss, metallic finishes or fluorescent colors are not allowed.

3. *Parking:*

- a. *Parking:* On-street diagonal parking is proposed on Gateway Park Blvd within the proposed village center. To reduce its visual presence on Mountain Avenue, required parking shall be located behind and between buildings. Required parking areas shall not occupy more than 40 percent of the Mountain Avenue frontage and must not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.4.
- b. *Drive Thru:* Restaurant and bank drive-through areas shall be oriented away from Mountain Avenue and shall only be accessed by a rear access drive, with no visible drive-through areas fronting Mountain Avenue, as described in Table 3.4.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.12: Parking and Pedestrian Circulation Examples



4. *Signage:*

[Refer to the Sign Section in this Chapter Section 7 Signs](#) for specific signage requirements.

Table 3.4 Berthoud West Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Berthoud West
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	14 ft. min, 20 ft. max
D	Secondary or side street	20 ft. min ⁸
E	Side yard (3 stories)	10 ft. min
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	20 ft min. or 5 ft greater than building setback, whichever is greater
I	Secondary or side street	20 ft. min
J	Side yard	5 ft. min 0 ft. if shared
K	Rear	5 ft. min 0 ft. if shared
	Max parking and driveway frontage ⁴	40% of lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.

	Bay windows and building projections	0 ft.
	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

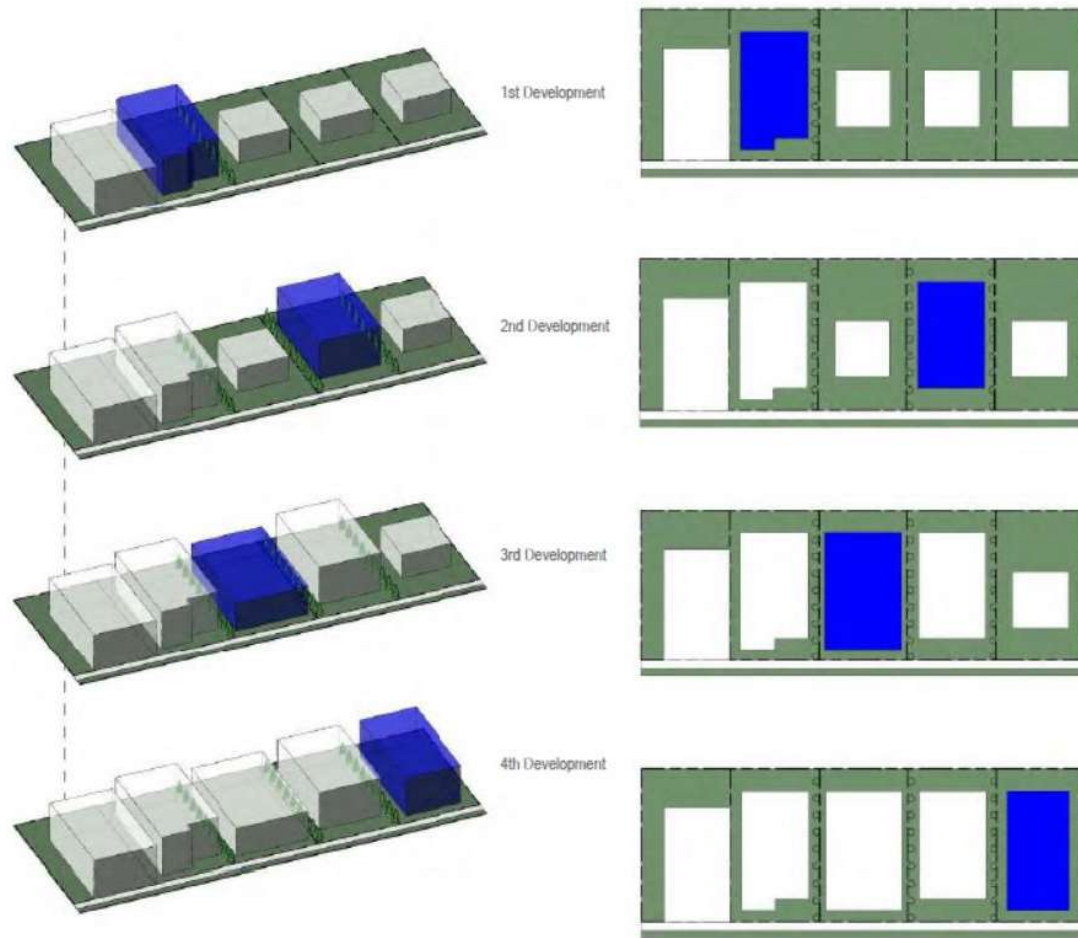
B. *Residential Conversion District.* This district is characterized by charming older homes occupied by businesses and commercial uses. Majestic street trees create a seemingly continuous canopy over Mountain Avenue, and expanded green spaces surrounding the homes and detached walks with tree lawns create a walkable neighborhood.

1. *District Extents:* The Residential Conversion character district extends along Mountain Avenue between 8th Street and 7th Street on the south side of Mountain Avenue. The Residential Conversion character district extends along Mountain Avenue between 8th Street and the western half of the block between 5th and 6th Streets. 5th Street in the downtown area. Refer to the Mountain Avenue Overlay District map found in this Section. ~~The parcels that are located within this district are highlighted in the map below.~~



2. *Preservation of Historic Homes and Context:*
 - i. Additions should be located to the side and/or rear of the house and should be consistent with the scale of the original home. Side additions should be setback from the front face enough to allow the profile of the original structure to be clear and obvious.
 - ii. When converting a single-family house to a new use, original location and character of the front porch/stoop shall be maintained.
 - iii. Providing handicapped accessibility to existing historic homes that typically have elevated stoops and porches must maintain the integrity of the original historic structure.
3. *Building Setbacks:* Building setbacks within the Residential Conversion District will need to maintain a portion of the typically large front lawn space of original historic homes, while allowing for the transition to smaller front and side yard lot line necessary for newer developments. Building Setbacks must follow Figure 3.13 below.

Figure 3.13: Special Residential Conversion District Infill Setback Examples



The diagram above shows the progression of new development adjacent to existing residential structures and how, over time, the block can infill with a higher density while respecting the residential character that currently exists.

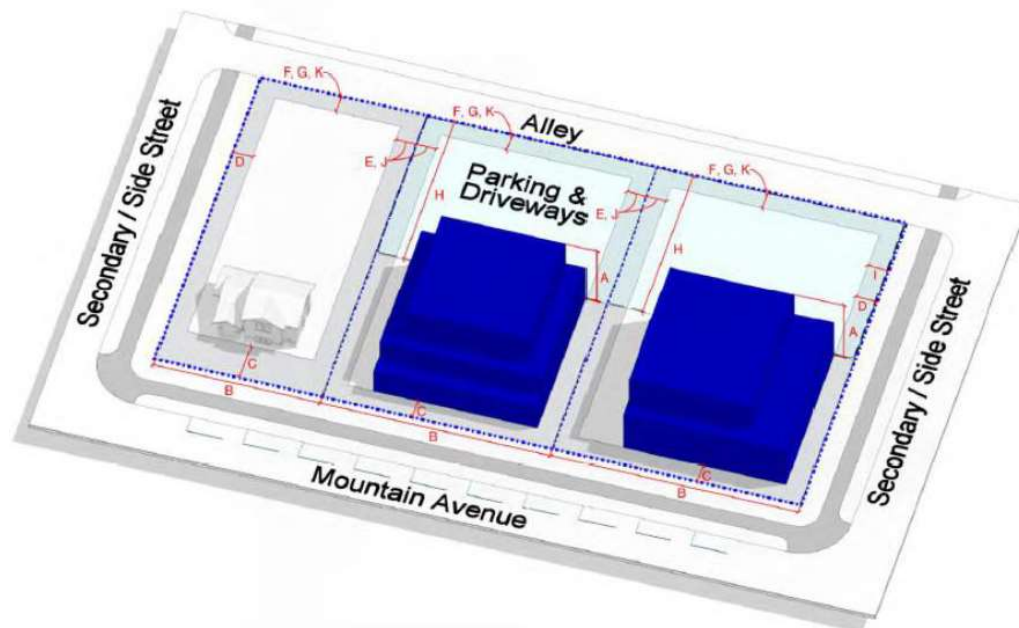
4. *Architectural Guidelines For New Construction:*

- i. General proportions should be consistent with adjacent structures, including similar floor-to-floor heights and solid-to-void ratios.
- ii. Divide larger structures into smaller components that more closely mimic the traditional single-family home dimensions. These series of smaller components should not be more than 25 feet to 30 feet wide and be expressed in wall panel changes of at least eight feet; as well as material changes.
- iii. Although plate-lines/roofs on new construction will be taller, they should be consistent in form and character. This can be accomplished by blending predominately flat roof areas over larger expanses with sloped roof elements at key accent locations such as entries and highly-visible corners.
- iv. Step down stories and rooflines from back to front and from side to side.
- v. The diversity of architectural styles that currently exists shall be retained to the greatest extent possible.
- vi. New buildings shall be oriented parallel to their lot lines with the primary entry integrated into a porch or portico design element facing Mountain Avenue.

5. *Parking:*

- a. *Parking:* Required parking shall be located behind and between buildings. Only 40 percent of required on-site parking may be allowed along Mountain Avenue frontage and shall not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.5.
- b. *Drive-through Thru Areas:* Restaurant and bank drive-through areas are not permitted.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.14: Parking Location



6. *Signage:* The type, scale and style of signage should be designed to complement the residential character of this district.
 - a. Building mounted, monument signs are preferred; pole signs are prohibited
 - c. See Section 7 Signs for additional signage requirements.

Table 3.5 Residential Conversion Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Residential Conversion
Density and Lot Coverage		Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet) Minimum: 2 Stories (20 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line

Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	10 ft. min, 20' max
D	Secondary or side street	10 ft min, 15 ft. max
E	Side yard (3 stories)	10' ft. min
E	Side yard (2 Stories)	5 ft. min
E	Side yard (1 Story)	5 ft. min
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	Behind building, accessed from alley where possible
I	Secondary or side street	5 ft. min
J	Side yard	0 ft. min
K	Rear	0 ft. min
	Max parking and driveway frontage ⁴	0%
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	8 ft. max. ²
	Awnings	6 ft. max
	Balconies	4 ft. max ³
	Bay windows and building projections	2 ft. max
	Building eaves	2 ft. max
	Patio cover roof	2 ft. max.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

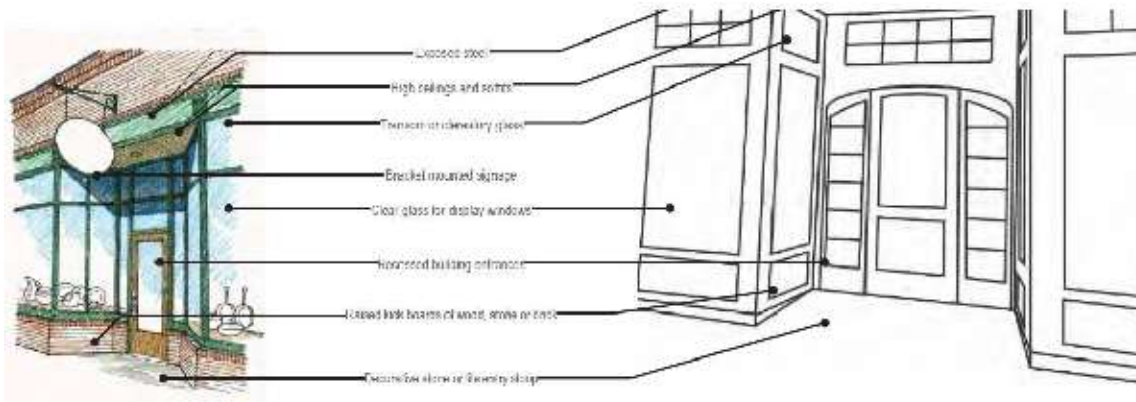
C. *Downtown Commercial Character District.* Berthoud's Downtown District represents a concentration of character and personality, and shapes much of the Town's identity. Its buildings give a sense of history, its businesses and restaurants show the liveliness of the town, and its quirks set it apart from other towns in Northern Colorado.

1. *District Extent:* The Downtown Commercial character district extends along Mountain Avenue between 7th Street and 1st Street on the south side of Mountain Avenue and between the east half of the block between 5th and 6th Street to 1st Street on the north side of Mountain Avenue in the downtown area. Refer to the Mountain Avenue Overlay District map found in this Section



2. *Architectural Guidelines:*
 - a. *Ground level storefronts:* Ground level retail storefronts are indicative of the mercantile economy of historic downtowns of the late 19th and early 20th centuries. They often feature formal, symmetrical ~~façades~~ ^{façades}, large expanses of display windows flush with the building front walls, recessed entrances and decorative glass transoms. Such storefronts should possess the following characteristics as depicted in Figure 3.156 and as described below:
 - i. Retail storefronts create an intimate, pedestrian scale along the street, encouraging residents to slow down, interact and window shop.
 - ii. Primarily glazed, ground level storefronts create a distinction between the public retail ~~façade~~ ^{façade} and the more private areas of the upper levels, often expressed by individual punched window openings.
 - iii. The higher ceilings of historic, ground level retail storefronts have a character not often found in more modern construction.

Figure 3.15: Ground Level Storefront Example

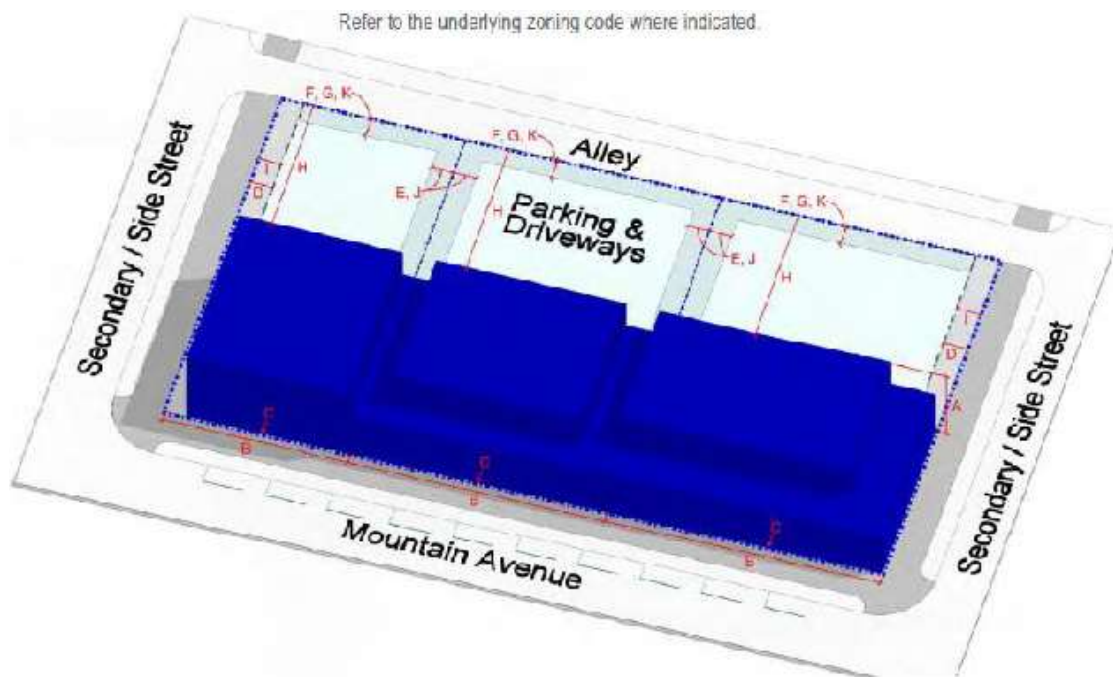


- b. *Infill development/Design:* Communities are encouraging infill development of vacant downtown properties and redevelopment of inappropriate or underutilized buildings to revitalize their historic downtowns. Designed properly, new construction can blend seamlessly with original, historic buildings to create a vibrant downtown environment.
 - i. Maintain natural materials and colors that often utilize local materials and represent the workmanship of local craftsmen. Modern metal siding and other industrial materials are inappropriate as primary ~~façade~~ ^{façade} materials in the historic downtown area.
 - ii. New infill development shall not mimic the exact historic designs and details of existing structures but pick up on the rhythm and spacing of elements to be compatible with and complementary to them.
 - iii. Orient building parallel to street and align front ~~façade~~ ^{façade} with established sidewalk edge.
 - iv. If a portion of the building must be set back, use traditional urban site features to maintain defined sidewalk edge noted above
 - v. Create a clearly defined front entry recessed at least three feet so out-swinging doors do not project into the perpendicular circulation path
 - vi. Predominate massing at the front property line should be one- or two-stories with setbacks for additional stories
 - vii. Floor-to-floor heights shall appear to be consistent with heights traditionally seen in older adjacent buildings
 - viii. Building Materials: Utilize similar high-quality, durable materials such as brick or stone with only accents of more modern materials
- c. *Building Awnings:* Awnings have been used for centuries to shade the ~~façades~~ ^{façades} and display windows of buildings and provide residents with protection from the elements. Awnings also provide a unifying design element to enhance the downtown streetscape and provide opportunities for colorful accents and signage.
 - i. Awnings Encouraged: Awnings are encouraged on all development.
 - ii. Awnings should be consistent with primary building, and color should accent the primary building. On-Street Parking:

3. *Parking and Access:*

- a. On-site parking areas shall be located at the rear of any building as depicted on Figure 3.165.
- b. Curb Cuts: No new curb cuts from Mountain Avenue shall be allowed.
- c. Drive-through Thru Areas: Restaurant and bank drive-through areas are not permitted.
- d. Shared Parking: New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.16: Parking and Access Examples



4. *Signage:*
 - a. In general, building mounted signs are recommended in this district. This includes wall mounted signs, window signs, and awning signs. The type, scale and style of the signage should be designed to complement the character of this district and the building that the sign is associated with.
 - b. Sidewalk Signs: Please see Section 30-7-110
 - c. Monument signs are prohibited in this district.
 - d. See Section 7 Signs for additional signage requirements.

Table 3.6 Downtown Commercial Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Downtown Commercial
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet) Minimum: 2 Stories (20 feet)
B	Minimum Lot Width	Per Underlying Zoning

	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	0 ft. min, 10 ft. max ¹
D	Secondary or side street	0 ft. min, 10 ft. max ¹
E	Side yard (3 Stories)	0 ft.
E	Side yard (2 Stories)	0 ft.
E	Side yard (1 Story)	0 ft.
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	Behind building, not accessed from Mountain Avenue
I	Secondary or side street	5 ft. min
J	Side yard	0 ft. min
K	Rear	0 ft. min
	Max parking and driveway frontage ⁴	0%
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	8 ft. max ²
	Awnings	6 ft. max
	Balconies	4 ft. max ³
	Bay windows and building projections	2 ft. max
	Building eaves	2 ft. max
	Patio cover roof	2 ft. max.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

CD. Berthoud East Character District. A transition district from the rural agrarian areas to the downtown core. The undeveloped land on the south side of Hwy 56 is envisioned as a vibrant walkable residential district with a mixed-use area near the intersection of County Line Road 1 providing opportunities for shopping, dining, employment and other services. Appropriate land use, scale and density transitions from existing residential neighborhoods are critical.

1. *District Extents:* The parcels that are located within this district ~~are highlighted in the map below~~ are found on the Mountain Avenue Overlay District map found in this Section. Generally, the

boundary is described as from 1st Street to County Line Road 1 on the north side of Mountain Avenue/ State Highway 56 and from 1st Street to one – half mile east of County Line Road on the south side of Mountain Avenue/ State Highway 56.

~~North side of Hwy 56 — 1st Street to County Line Road 1.~~

~~South side of Hwy 56 — 1st Street to one-half mile east of County Line Road 1.~~



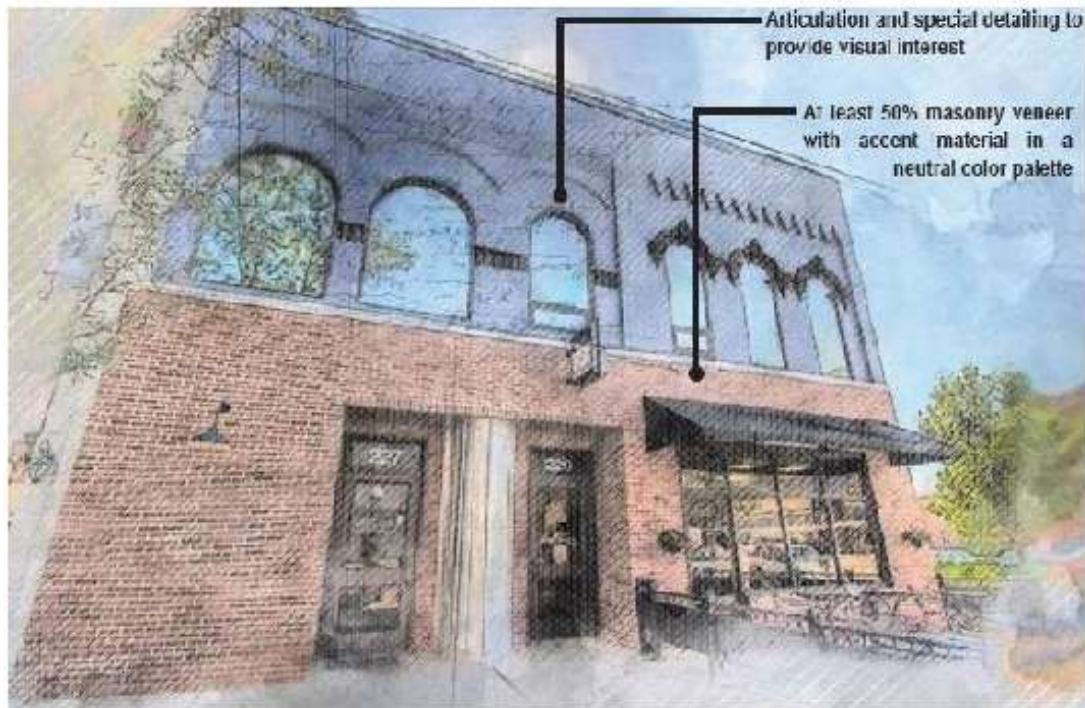
2. *Architectural Guidelines for Berthoud East District:* Similar to the Berthoud West District, the "East District" focuses on building massing and articulation, and to carefully balance economic interests with the public good by ensuring strong pedestrian and bicycle connectivity with the downtown and residential districts to the west.
 - a. *Scale and Density Focus.*
 - i. Multi-story, mixed use buildings will be encouraged in the denser mixed-use areas immediately adjacent to Mountain Avenue and then taper off in height, size and intensity of use as development extends further away from the overlay district.
 - ii. Long façades shall be broken down into smaller architectural expression through stepping. Stepping can be accomplished in both building elevation and in plan. Third story step-backs provide a gradual scale transition between building heights and opportunities for rooftop patio space.

Figure 3.17: Stepping Examples



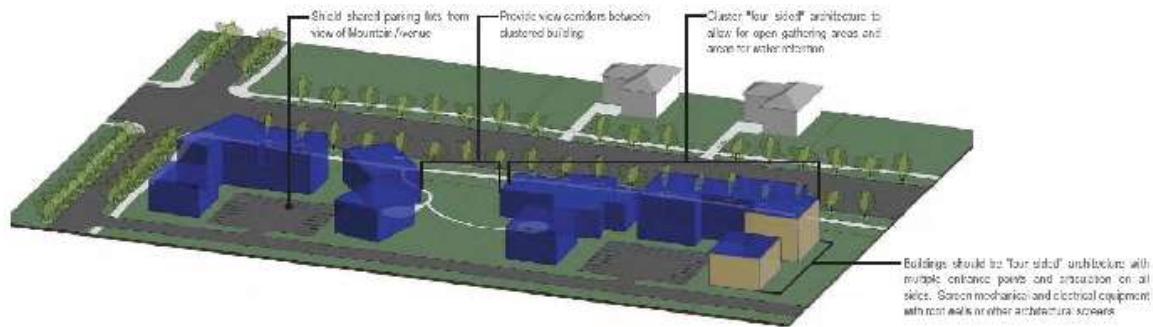
- b. **Building Materiality.** Buildings are meant to convey a sense of permanence and vitality with the use of appropriate materials reinforcing this goal. Materials should be predominantly brick, stone and architectural concrete with accents of wood, stucco or metal wall panels. Variation in materiality is encouraged but should be limited to a maximum of four materiality changes over the total building façade.
 - i. Recommended percentage of material variation is as follows:
50 percent to 60 percent — Masonry veneer (brick or stone), architectural concrete
 - ii. Up to three accent materials required:
15 percent to 20 percent — Accent material 'A' (wood, stucco or metal wall panel)
15 percent to 20 percent — Accent material 'B' (wood, stucco or metal wall panel)
15 percent to 20 percent — Accent material 'C' (wood, stucco or metal wall panel)
 - iii. Articulation and special detailing that provides visual interest and breaks up large expanses of a single building material is supported.
 - iv. Color: Color palettes should be primarily of neutral tones with pops of accent color. Accent color and location are to be reviewed and approved with the Site Plan approval process.

Figure 3.18: Materiality Examples



- c. *Balancing Developed Spaces:* Shaping multiple buildings into dense clusters of development, formed around pedestrian and bicycle pathways while leaving reasonable expanses of open areas, will provide view corridors from Mountain Avenue and allow space for water retention.
 - i. Buildings shall define a strong street edge with upper floor step back and architectural embellishments at corners and main entry features.
 - ii. Buildings shall be oriented on front edge of setback to Mountain Avenue to allow parking in the rear. This provides for a more aesthetic streetscape by screening parking from Mountain Avenue.
 - iii. Provide "four-sided" architecture with multiple entrance points or articulation and mechanical and electrical equipment screening. All mechanical equipment is to be screened from views from across the street and/or middle of intersections or adjacent properties, whichever is further.

Figure 3.19: Four Sided Architecture



d. *Materials and Colors.*

- i. Exterior ~~façade~~~~façade~~ materials shall be high-quality, durable products such as brick, stone or decorative precast concrete.
- ii. The primary building ~~façade~~~~façade~~ shall be of high-quality durable materials such as brick/stone veneer or decorative precast concrete, especially at the base of the building that is susceptible to damage by maintenance equipment such as plows, shovels, mowers, etc.
- iii. The primary material shall constitute at least 70 percent of the total wall area for the front and side ~~façades~~~~façades~~ visible from Mountain Avenue and at least 50 percent for the rear ~~façade~~~~façade~~; excluding glass.
- iv. Exterior glazing shall be high-performance clear glass (not tinted or reflective) with a low-E coating and visible light transmittance (Tvis) of 60 percent or higher. Use of opaque/spandrel glass to simulate ground-level vision windows is discouraged. Creating large expanses of windows with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.
- v. Secondary ~~façade~~~~façade~~ materials can include cement-based stucco, hardboard siding or decorative metal panels with concealed fasteners.
- vi. Screening elements such as site walls for parking lots and trash enclosures shall be of the same high-quality durable material as the primary building skin.
- vii. Primary building ~~façade~~~~façade~~ colors shall be non-reflective, muted neutral or earth tones with only small "pops" of bright, higher intensity colors. Metallic or fluorescent colors are not allowed. ~~Trademark colors specific to a corporate brand shall only be permitted on building signage subject to the sign code.~~

3. *Parking:*

- a. *Parking:* Required parking shall be located behind and between buildings. Only 40 percent of required on-site parking may be allowed along Mountain Avenue frontage and shall not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.5.
- b. *Drive-through*~~Thru~~ *Areas:* Restaurant and bank ~~drive through areas~~~~thrus~~ are not permitted.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

4. *Signage:*

- a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
- b. See Section 7 Signs for additional signage requirements.

E. *Agricultural Character District.* Farms, big skies, distant views, and scattered farmsteads provide a pleasant separation between Interstate 25 and the Town which adds to Berthoud's small-town appeal. The primary goal of this district is to retain the rural and agrarian character and to protect the iconic views to the Rocky Mountains.

1. *District Extents:* The Agriculture Character District extents vary on the north and south frontages. Refer to the Mountain Avenue Overlay District map found in this Section. In general, the District extends from County Line Road 1 to one-half mile west of Interstate 25 on the north side of Mountain Avenue/ Highway 56 and one-half mile east of County Line Road 1 to one-half mile west of Interstate 25 on the south side of Highway 56.

- ~~North side of Hwy 56 — County Line Road 1 to one-half mile west of I-25~~
- ~~South side of Hwy 56 — One-half mile east of County Line Road 1 to one-half mile west of I-25.~~



2. *Agricultural Character District Architectural Guidelines:* The architectural style of this area is of an agricultural or farmstead nature. It is recommended that all new development compliment this agricultural/farmstead nature.
 - a. Building materials should be of residential grade and include cement-based stucco, hardboard siding, brick, stone, or decorative metal panels with concealed fasteners.
 - b. Roof lines should be of gable end, hip, and valley styles, with dormers, and shed roofs. Clay and concrete tiles are not encouraged.
 - c. Primary Building Façade Colors shall be non-reflective, muted neutral or earth tones, with limited accent colors. Metallic or fluorescent colors are prohibited.

Figure 3.20: Examples of Agricultural Style Development



3. *Signage:*
 - a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
 - be. Please see Section 7 Signs for additional signage requirements.

Figure 3.21: Agricultural Character Setback Graphic

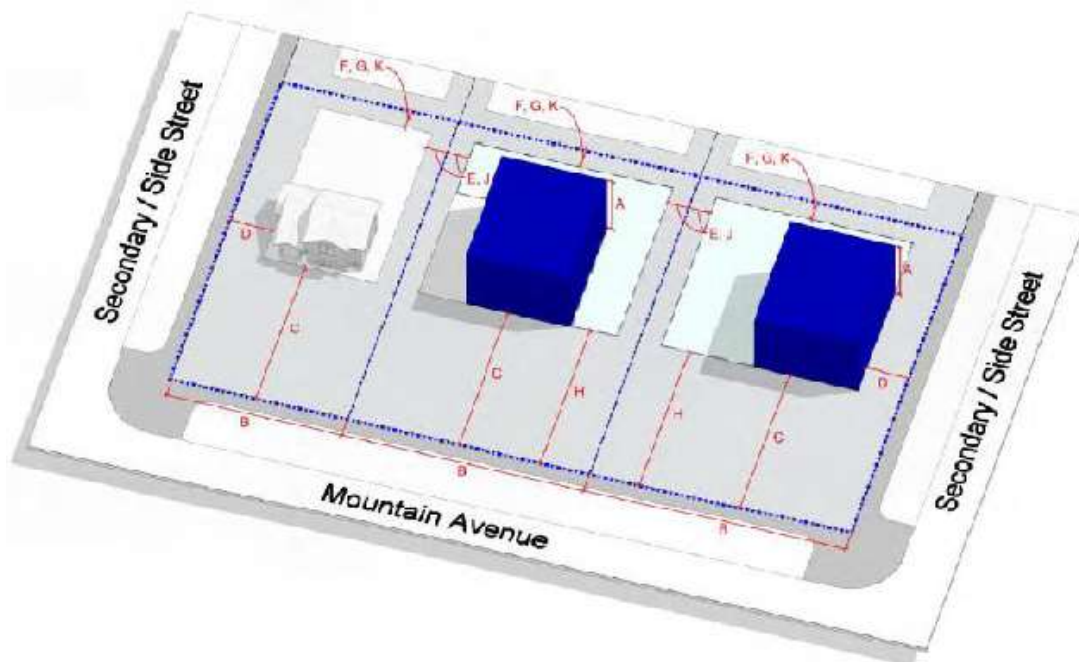


Table. 3.7 Agricultural Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Agriculture
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 2 Stories (35 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	80 ft. min

D	Secondary or side street	20 ft. min
E	Side yard (3 Stories)	NA
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	80 ft. min
I	Secondary or side street	
J	Side yard	5 ft. min, 0 ft. if shared
K	Rear	5 ft. min, 0 ft. if shared
	Max parking and driveway frontage ⁴	40% lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.
	Bay windows and building projections	0 ft.
	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

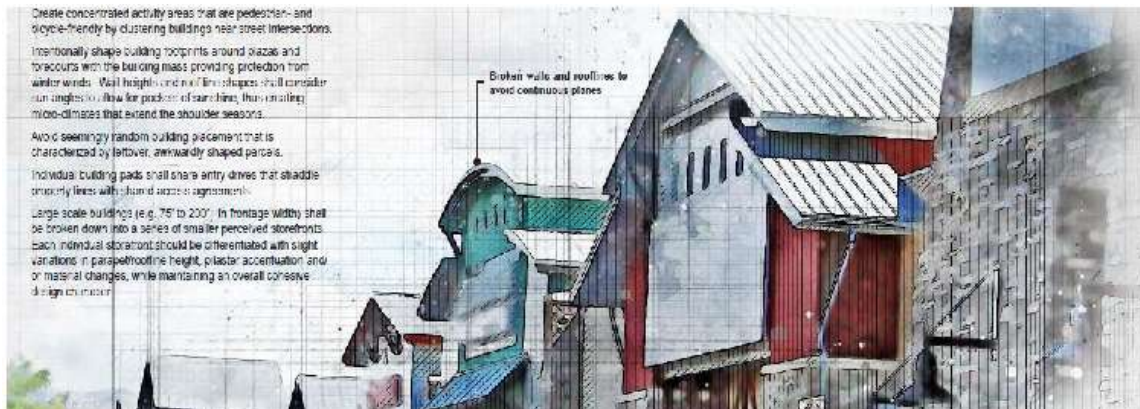
1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
 2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
 3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
 4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
 5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
 6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
 7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
 8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
 9. Drive-through windows shall not be oriented towards Mountain Avenue, and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.
- F. *New Berthoud Character District.* New Berthoud straddles the I-25/Hwy 56 interchange and is the gateway into Town. The lasting impression should relate to "Berthoud Proper" and offer a fresh new twist.

1. *District Extent:* The New Berthoud Character District extends one-half mile west of [Interstate 25](#) to County Road 11. [Refer to the Mountain Avenue Overlay District map found in this Section](#) ~~Parcels located within this district are highlighted in the map below.~~



2. *Architectural Guidelines for New Berthoud District:* Expansive master planned developments are anticipated in the New Berthoud District with large scale retail/lifestyle uses near the I-25/Mountain Avenue interchange, then transitioning to mixed-use and residential developments further away.
 - a. *Massing and Form.*
 - i. The configuration and massing of these large buildings should give the appearance of individual buildings in the manner of traditional town centers.
 - ii. Wall and rooflines should be broken to avoid continuous planes, giving the appearance of individual buildings being built over an extended period of time but with a consistent architectural vocabulary.
 - iii. Pedestrian approaches should be well-defined with large overhangs or dynamic canopy elements provided for weather protection.
 - iv. Buildings should be clustered near street intersections to create concentrated activity areas that are pedestrian- and bicycle-friendly.
 - v. Building footprints around plazas and forecourts with the building mass providing protection from winter winds. Wall heights and roofline shapes shall consider sun angles to allow for pockets of sunshine, thus creating micro-climates that extend the shoulder seasons.

Figure 3.22: Massing New Berthoud Character District



b. Massing and Form for Buildings over 75 feet in length.

- i. Individual building pads shall share entry drives that straddle property lines with shared access agreements.
- ii. Large scale buildings (e.g. 75 feet to 200 feet or more in frontage width) shall be broken down into a series of smaller perceived storefronts. Each individual storefront should be differentiated with slight variations in parapet/roofline height, pilaster accentuation and/or material changes, while maintaining an overall cohesive design character.
- iii. Large scale buildings (e.g. 75 feet to 200 feet or more in frontage width) shall be designed to have scale-defining elements that reduce the perceived size.
- iv. Provide cornice details that terminate in the main field wall while more prominent overhangs cap the defining architectural wall elements.
- v. Provide transom windows to direct natural light deeper into space.
- vi. Pedestrian-scale canopy elements are encouraged to provide shelter from adverse weather conditions, while defining the break between the base and the body of the building.
- vii. First floor storefront base with large expanses of vertically oriented glass (more than 50 percent of façade face area) are encouraged for commercial development.

Figure 3.23: Massing for Buildings 75' in width or larger



3. *Parking:*

- a. *Parking:* On-street diagonal parking is proposed on Gateway Park Blvd within the proposed village center. To reduce its visual presence on Mountain Avenue, required parking shall be located behind and between buildings. Required parking areas shall not occupy more than 40 percent of the Mountain Avenue frontage and must not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.4.
- b. *Drive-through~~Thru~~ Areas:* Restaurant and bank drive-through~~thru~~s areas shall be oriented away from Mountain Avenue and shall only be accessed by a rear access drive, with no visible drive-through~~thru~~ areas fronting Mountain Avenue, as described in Table 3.4.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

4. *Signage:*

- a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
- b. See Section 7 Signs for additional signage requirements.

Table 6.8 New Berthoud Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		New Berthoud
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	80 ft. min
D	Secondary or side street	20 ft. min
E	Side yard (3 Stories)	Per Underlying Zoning
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	80 ft. min
I	Secondary or side street	
J	Side yard	5 ft. min, 0 ft. if shared
K	Rear	5 ft. min, 0 ft. if shared
	Max parking and driveway frontage ⁴	40% lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.
	Bay windows and building projections	0 ft.
	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

30-3-115 Mountain Avenue Overlay District

1. *Intent:* The Mountain Avenue Overlay District is a corridor focused on protecting and enhancing the existing historical districts and directing the general character of new development and redevelopment along Mountain Avenue/Highway 56. The overlay district defines and emphasizes unique character districts along the corridor and sets specific guidelines as to architecture, site planning, parking, urban design and streetscapes within this area. The underlying zoning remains, and specific design, architecture and setback requirements are governed by the overlay district.
2. *Applicability/Boundaries:*
 - a. *Boundary of Mountain Avenue Overlay District.* The boundary of this Mountain Avenue Overlay District (herein referred to as the "Mountain Avenue Overlay District") shall be the area so labeled and depicted in the map below, and as approved in the official zoning map, which is incorporated herein by reference; which generally extends along HWY 56 and is applicable to all properties within 150 feet of the centerline of Hwy 56, Larimer County Road 8, and Weld County Road 44 within Town Limits.



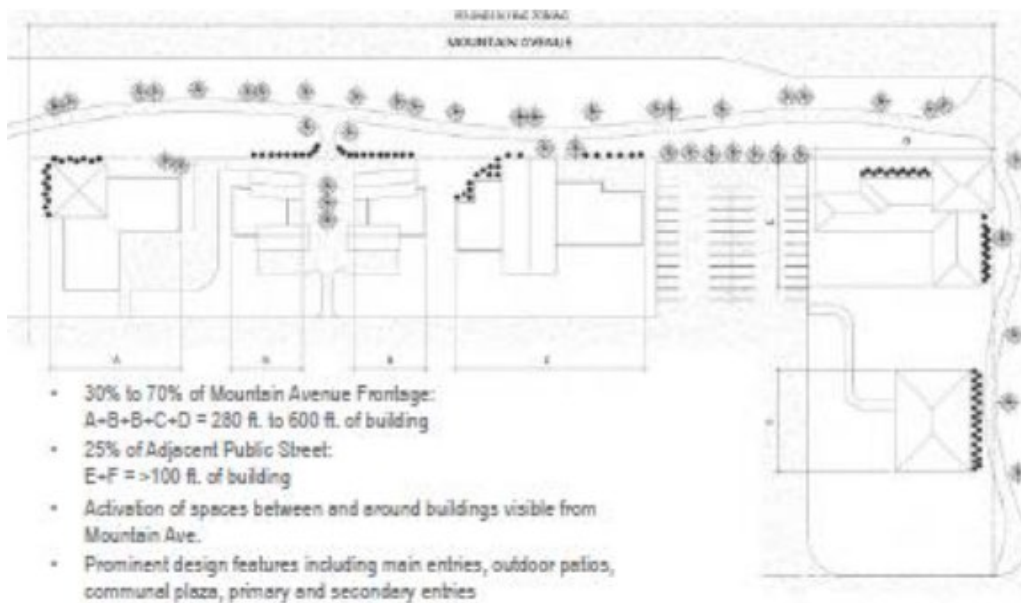
- b. *Applicability.* All of the regulations and requirements of this Section shall fully apply when any of the following occur (the property must be brought into full compliance with this Article when any of the following occur):
 1. Construction of any new Structure.
 2. Parking area reconfiguration (repair and restriping of existing parking lot is exempt).
 3. Structural Alterations. Any structural alteration shall follow the Mountain Avenue Overlay District regulations as follows:
 - i. *Exterior Walls.* When any change is made to the façade or an exterior wall of an existing structure, all of the façade visible from Mountain Avenue, shall be brought into full compliance with the Mountain Avenue Overlay District found herein.
 - ii. *Addition(s):* Any addition must be in full compliance with the Mountain Avenue Overlay.
 4. See the Section on Signs in this Mountain Avenue Overlay District regulations as well as the separate Section on Signs in this Chapter.

-
5. Change of Use. Any change of use will require compliance with applicable standards of the Mountain Avenue Overlay District.
- c. *Exemptions:*
 1. General property maintenance and/or general property repair, such as roof repairs, interior remodels and repair, paint, and any other non-structural repair, or;
 2. The maintenance, repair, upgrading or replacement of any water, sewer, HVAC, or electrical facilities will not trigger a requirement that such property or structure be brought into compliance with the Mountain Avenue Overlay District.
 3. Existing single-family homes are exempt from the requirements of this overlay and shall follow the development standards of the underlying zoning district.
 - d. *Legal Non-conformities.*
 1. Except as provided in this District to the contrary; all nonconforming uses, nonconforming structures and nonconforming lots, shall be governed by the Section regarding Nonconformities in this Chapter.
3. *Overlay Requirements—Character Districts.* The 7.75-mile corridor passes through several distinct environments, each with a unique and definable character that separate them from other places along the corridor. These districts are often defined by architecture, land uses, scale, density, streetscapes, and landscaping. This Overlay protects and enhances the character of each district.
 - A. *Berthoud West Character District.* This is a largely undeveloped district with views of the Rocky Mountains, and in close proximity to downtown and Highway 287. This area is envisioned as a vibrant walkable commercial district with opportunities for shopping, employment and other services. Though this district is in close proximity to the town core, it will build on the unique characteristics of downtown, but not replicate it.
 1. *District Extent:* This district extends approximately 800 feet west of Hwy 287 and east to 8th Street. Refer to the Mountain Avenue Overlay District map found in this Section.
2. *Architecture:*

Intent: As primarily a commuter route with limited business access, high vehicular speeds have been the norm, but are expected to be reduced with development to encourage pedestrians and cyclists. Building location and entry orientation will also play a key role in enhancing the patron's experience.

 - a. *Building Façades.* Buildings'-façades along Mountain Avenue shall extend along a minimum of 35 percent but not more than 75 percent of the total property frontage and be built to the required setback line with minor variations for façade-articulation.

Figure 3.8: Building Frontage Requirements



b. Overall Building Location and Placement of Key Features.

- i. **Configuration:** Configuration and placement of buildings shall give intentional shape and layout to adjacent exterior gathering spaces and pedestrian/bicycle connections, while being site-specific in response to landscape and hardscape features. "Cookie-cutter" flat-façade buildings that lack articulation and site-specific features will not be allowed. Building placement should follow the principles in Figure 3.9 below.
- ii. **Site Planning:** Modern site planning principles include efforts to combine the infrastructure required to develop from building to building or lot to lot. Sharing infrastructure such as detention, parking, internal pedestrian spaces are strongly encouraged.
- iii. **Staggered Setbacks and Heights:** A variation in building placement by staggering setbacks as well a variation in building heights is required for any multi-tenant site plan or Master Plan.
- iv. **Limited Access:** Limited access directly from Mountain Avenue allows for long stretches of uninterrupted streetscapes, improves traffic flow on Mountain Ave, and increases the need for automobile access to developments from cross-streets and back streets.

Figure 3.9: Building Placement Example



c. *Exterior Activation.*

- i. *Requirement for Exterior Activation:* Each building/site plan property must possess at least one of the following locating the features so they are readily-visible to and from Mountain Avenue to ensure a strong visual connection: outdoor patios, primary and secondary entries, canopies and other features help "activate" a development.
- ii. *Screening:* Three-dimensional building elements to act as screening for service type accessories including roof- and ground-mounted HVAC equipment, electrical/gas meters, loading docks/service entries, etc. These service equipment components shall not be visible from the public R.O.W. or from adjacent properties/uses.

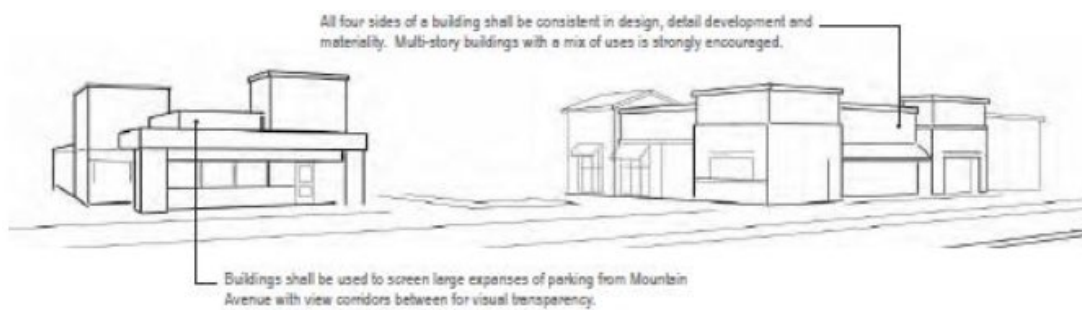
d. *Massing and Articulation.*

- i. *Compatibility and Configuration:* A building's three-dimensional configuration plays a significant role in determining the impact it will have on the surrounding environment. The proposed building shall be designed to be compatible with other structures in the surrounding vicinity in size, scale and character. Building mass shall be well-proportioned and organized to define various horizontal and vertical

elements while clearly expressing the internal function of the building. See Figure 3.10.

- ii. *Multiple Buildings:* Multiple buildings in a common commercial development shall be consistent in architectural form/detailing, materials, roof styles and colors to achieve a harmonious design vocabulary and continuity within itself.
- iii. *Multi-tenant buildings/Buildings over 60 Feet Long:* Large retail buildings shall be broken down into a series of complementary forms with a clearly defined pattern. Blend larger flat roof areas with smaller pitched roof elements that denote key functions such as entries or primary window groupings. Horizontal step backs of the façade shall be significant in relation to the overall length and scale of the building. For instance, a 60 feet long building should have two to three primary massing elements with at least four feet to six feet of grade plane changes (i.e. eight to ten percent of the overall length). Screening elements for items such as ground-mounted or roof-mounted mechanical equipment shall be integrated into the building design and not appear as an after-thought. Creating large expanses of windows with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.

Figure 3.10: Four-Sided Architecture Example



e. *Materials and Colors.*

- i. *Exterior Materials:* façade-materials shall be high-quality, durable products such as brick, stone or decorative precast concrete. The primary building skin shall be a high-quality, aesthetically pleasing, durable material such as brick, natural stone, manufactured stone, especially at the base of the building that is susceptible to damage by maintenance equipment such as plows, shovels, mowers, etc.
- ii. *Primary Material:* The primary material shall constitute at least 65 percent of the total wall area for the front and side façade visible from Mountain Avenue and at least 50 percent for the rear façade; excluding the glazing area of the façade.
- iii. *Glazing:* Exterior glazing shall be high-performance clear glass (not tinted or reflective) with a low-E coating and visible light transmittance (Tvis) of 60 percent or higher. Use of opaque/spandrel glass to simulate ground-level vision windows is discouraged. Creating large expanses of windows

with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.

- iv. *Secondary façade materials:* may include cement-based stucco, hardboard siding or decorative metal panels with concealed fasteners and low-gloss finish.

Figure 3.11: Façade Examples

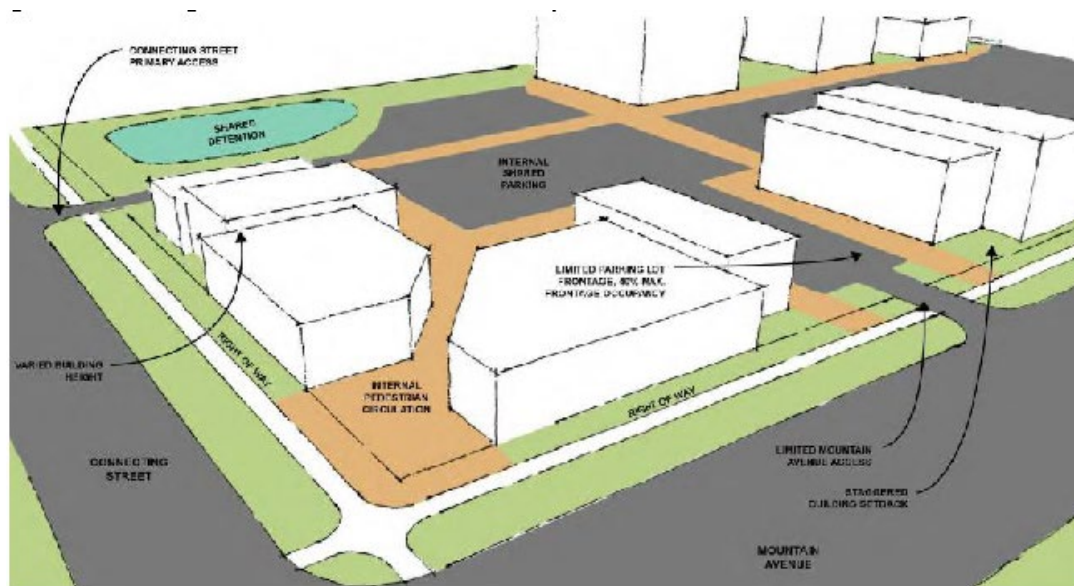


- v. *Screening elements:* such as site walls for parking lots and trash enclosures shall be of the same high-quality durable material as the primary building skin.
- vi. *Primary Façade Colors:* Primary building façade colors shall be non-reflective, muted neutral or earth tones with only small "pops" of bright, higher intensity colors. High-gloss, metallic finishes or fluorescent colors are not allowed.

3. *Parking:*

- a. *Parking:* On-street diagonal parking is proposed on Gateway Park Blvd within the proposed village center. To reduce its visual presence on Mountain Avenue, required parking shall be located behind and between buildings. Required parking areas shall not occupy more than 40 percent of the Mountain Avenue frontage and must not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.4.
- b. ~~Drive Thru~~ *Drive through Areas:* Restaurant and bank drive-through areas shall be oriented away from Mountain Avenue and shall only be accessed by a rear access drive, with no visible drive-through areas fronting Mountain Avenue, as described in Table 3.4.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.12: Parking and Pedestrian Circulation Examples



4. *Signage:*

Refer to the Sign Section in this Chapter for specific signage requirements.

Table 3.4 Berthoud West Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Berthoud West
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	14 ft. min, 20 ft. max
D	Secondary or side street	20 ft. min ⁸
E	Side yard (3 stories)	10 ft. min
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	20 ft min. or 5 ft greater than building setback, whichever is greater
I	Secondary or side street	20 ft. min
J	Side yard	5 ft. min 0 ft. if shared
K	Rear	5 ft. min 0 ft. if shared
	Max parking and driveway frontage ⁴	40% of lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.

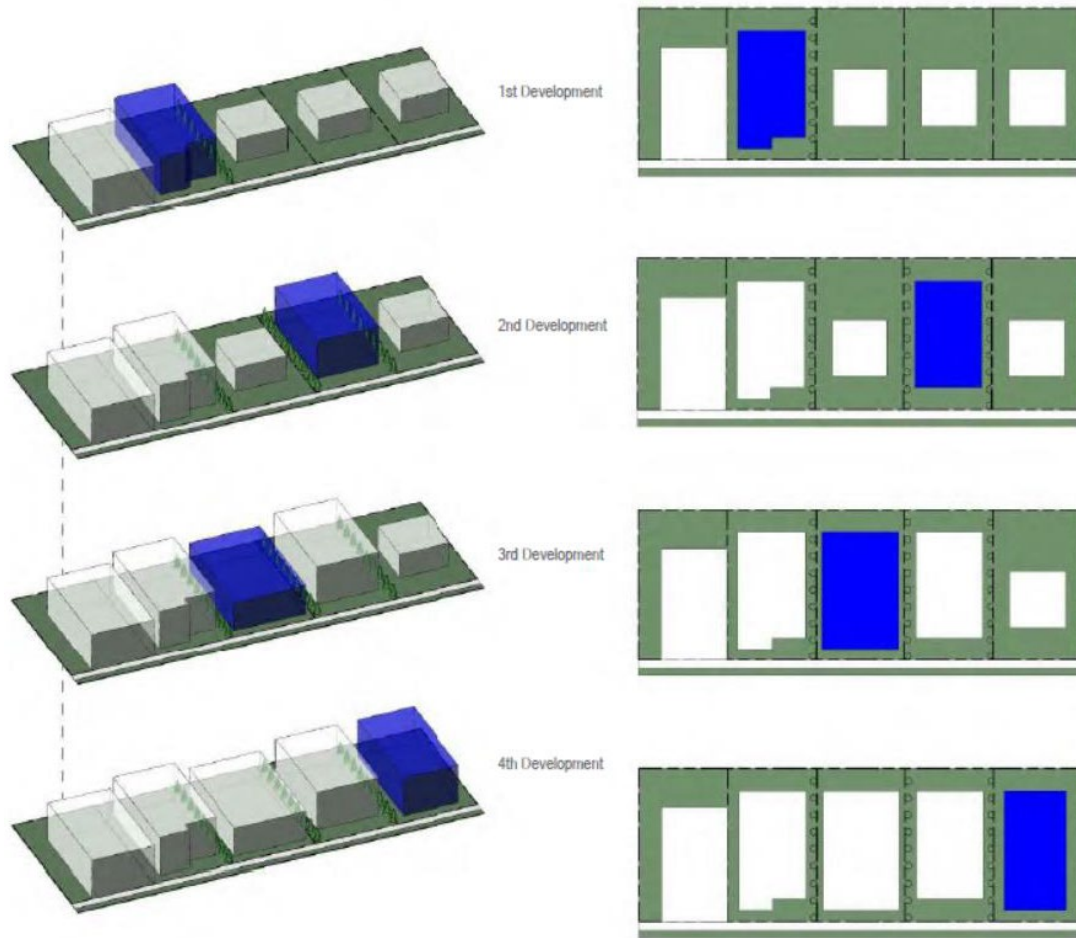
	Bay windows and building projections	0 ft.
	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
 2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
 3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
 4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
 5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
 6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
 7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
 8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
 9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.
- B. *Residential Conversion District.* This district is characterized by charming older homes occupied by businesses and commercial uses. Majestic street trees create a seemingly continuous canopy over Mountain Avenue, and expanded green spaces surrounding the homes and detached walks with tree lawns create a walkable neighborhood.
1. *District Extents:* The Residential Conversion character district extends along Mountain Avenue between 8th Street and 7th Street on the south side of Mountain Avenue. The Residential Conversion character district extends along Mountain Avenue between 8th Street and the western half of the block between 5th and 6th Streets. . Refer to the Mountain Avenue Overlay District map found in this Section.
 2. *Preservation of Historic Homes and Context:*
 - i. Additions should be located to the side and/or rear of the house and should be consistent with the scale of the original home. Side additions should be setback from the front face enough to allow the profile of the original structure to be clear and obvious.
 - ii. When converting a single-family house to a new use, original location and character of the front porch/ stoop shall be maintained.
 - iii. Providing handicapped accessibility to existing historic homes that typically have elevated stoops and porches must maintain the integrity of the original historic structure.
 3. *Building Setbacks:* Building setbacks within the Residential Conversion District will need to maintain a portion of the typically large front lawn space of original historic homes, while

allowing for the transition to smaller front and side yard lot line necessary for newer developments. Building Setbacks must follow Figure 3.13 below.

Figure 3.13: Special Residential Conversion District Infill Setback Examples



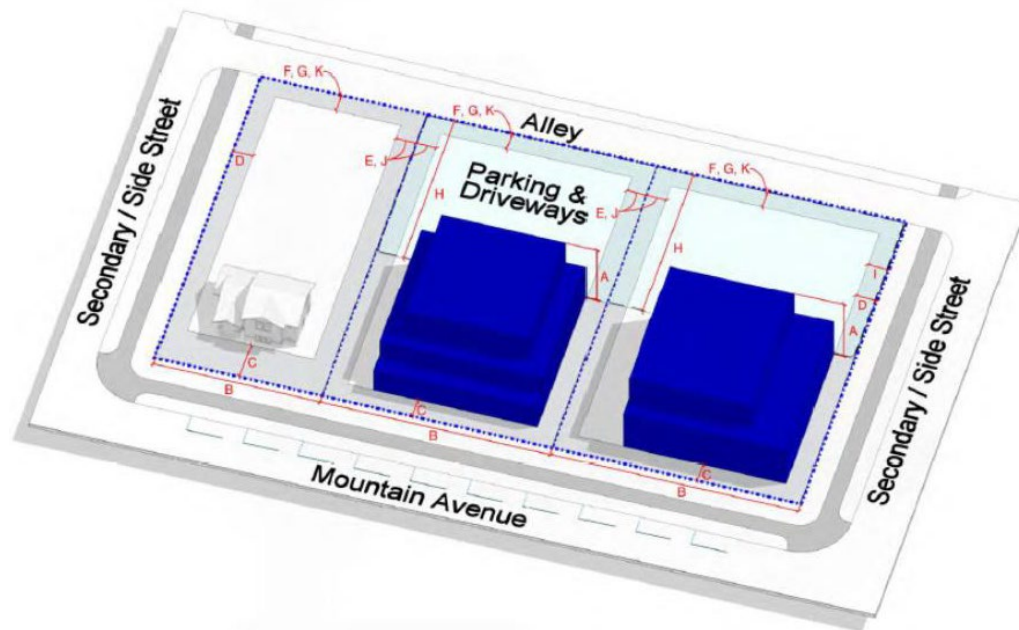
The diagram above shows the progression of new development adjacent to existing residential structures and how, over time, the block can infill with a higher density while respecting the residential character that currently exists.

4. *Architectural Guidelines For New Construction:*

- i. General proportions should be consistent with adjacent structures, including similar floor-to-floor heights and solid-to-void ratios.
- ii. Divide larger structures into smaller components that more closely mimic the traditional single-family home dimensions. These series of smaller components should not be more than 25 feet to 30 feet wide and be expressed in wall panel changes of at least eight feet; as well as material changes.
- iii. Although plate-lines/roofs on new construction will be taller, they should be consistent in form and character. This can be accomplished by blending predominately flat roof areas over larger expanses with sloped roof elements at key accent locations such as entries and highly-visible corners.

- iv. Step down stories and rooflines from back to front and from side to side.
 - v. The diversity of architectural styles that currently exists shall be retained to the greatest extent possible.
 - vi. New buildings shall be oriented parallel to their lot lines with the primary entry integrated into a porch or portico design element facing Mountain Avenue.
5. *Parking:*
- a. *Parking:* Required parking shall be located behind and between buildings. Only 40 percent of required on-site parking may be allowed along Mountain Avenue frontage and shall not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.5.
 - b. *Drive-through Thru Areas:* Restaurant and bank drive-through areas are not permitted.
 - c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.14: Parking Location



- 6. *Signage:* The type, scale and style of signage should be designed to complement the residential character of this district.
 - a. Building mounted, monument signs are preferred; pole signs are prohibited
 - c. See Section 7 Signs for additional signage requirements.

Table 3.5 Residential Conversion Character District Dimensional Standards

Mountain Avenue Development Criteria	
Description	Residential Conversion
Density and Lot Coverage	Per Underlying Zoning

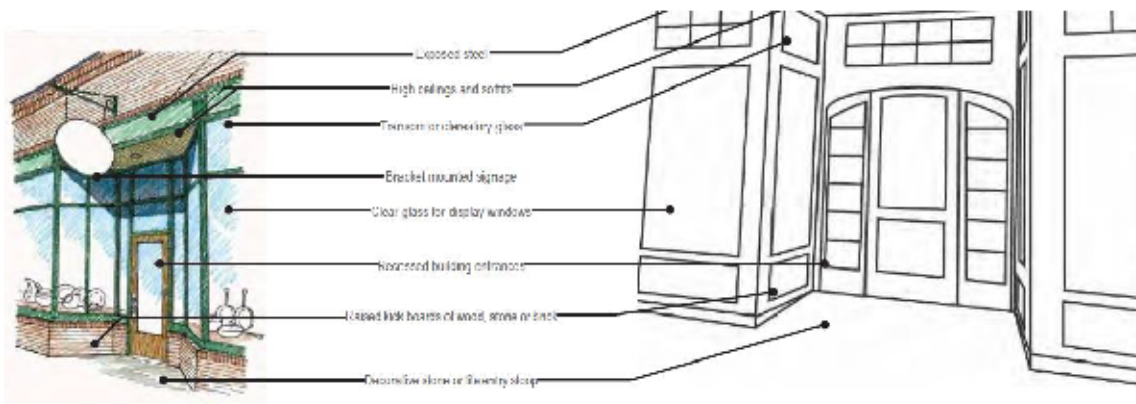
A	Building Height ⁵	Maximum: 3 Stories (40 feet) Minimum: 2 Stories (20 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	10 ft. min, 20' max
D	Secondary or side street	10 ft min, 15 ft. max
E	Side yard (3 stories)	10' ft. min
E	Side yard (2 Stories)	5 ft. min
E	Side yard (1 Story)	5 ft. min
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	Behind building, accessed from alley where possible
I	Secondary or side street	5 ft. min
J	Side yard	0 ft. min
K	Rear	0 ft. min
	Max parking and driveway frontage ⁴	0%
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	8 ft. max. ²
	Awnings	6 ft. max
	Balconies	4 ft. max ³
	Bay windows and building projections	2 ft. max
	Building eaves	2 ft. max
	Patio cover roof	2 ft. max.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.

-
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.
- C. **Downtown Commercial Character District.** Berthoud's Downtown District represents a concentration of character and personality, and shapes much of the Town's identity. Its buildings give a sense of history, its businesses and restaurants show the liveliness of the town, and its quirks set it apart from other towns in Northern Colorado.
1. **District Extent:** The Downtown Commercial character district extends along Mountain Avenue between 7th Street and 1st Street on the south side of Mountain Avenue and between the east half of the block between 5th and 6th Street to 1st Street on the north side of Mountain Avenue in the downtown area. Refer to the Mountain Avenue Overlay District map found in this Section
 2. **Architectural Guidelines:**
 - a. **Ground level storefronts:** Ground level retail storefronts are indicative of the mercantile economy of historic downtowns of the late 19th and early 20th centuries. They often feature formal, symmetrical façades, large expanses of display windows flush with the building front walls, recessed entrances and decorative glass transoms. Such storefronts should possess the following characteristics as depicted in Figure 3.156 and as described below:
 - i. Retail storefronts create an intimate, pedestrian scale along the street, encouraging residents to slow down, interact and window shop.
 - ii. Primarily glazed, ground level storefronts create a distinction between the public retail façade and the more private areas of the upper levels, often expressed by individual punched window openings.
 - iii. The higher ceilings of historic, ground level retail storefronts have a character not often found in more modern construction.

Figure 3.15: Ground Level Storefront Example



- b. **Infill development/Design:** Communities are encouraging infill development of vacant downtown properties and redevelopment of inappropriate or underutilized buildings to revitalize their historic downtowns. Designed properly, new construction can blend seamlessly with original, historic buildings to create a vibrant downtown environment.
 - i. Maintain natural materials and colors that often utilize local materials and represent the workmanship of local craftsmen. Modern metal siding and other

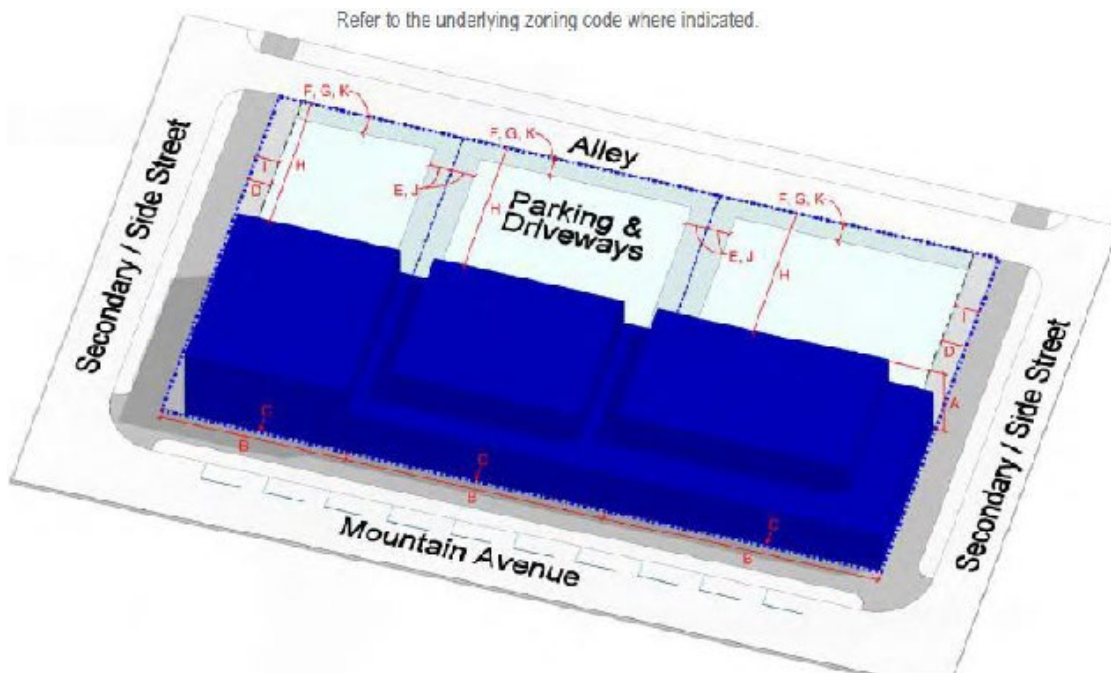
industrial materials are inappropriate as primary façade materials in the historic downtown area.

- ii. New infill development shall not mimic the exact historic designs and details of existing structures but pick up on the rhythm and spacing of elements to be compatible with and complementary to them.
 - iii. Orient building parallel to street and align front façade with established sidewalk edge.
 - iv. If a portion of the building must be set back, use traditional urban site features to maintain defined sidewalk edge noted above
 - v. Create a clearly defined front entry recessed at least three feet so out-swinging doors do not project into the perpendicular circulation path
 - vi. Predominate massing at the front property line should be one- or two-stories with setbacks for additional stories
 - vii. Floor-to-floor heights shall appear to be consistent with heights traditionally seen in older adjacent buildings
 - viii. Building Materials: Utilize similar high-quality, durable materials such as brick or stone with only accents of more modern materials
- c. *Building Awnings:* Awnings have been used for centuries to shade the façades and display windows of buildings and provide residents with protection from the elements. Awnings also provide a unifying design element to enhance the downtown streetscape and provide opportunities for colorful accents and signage.
- i. Awnings Encouraged: Awnings are encouraged on all development.
 - ii. Awnings should be consistent with primary building, and color should accent the primary building. On-Street Parking:

3. *Parking and Access:*

- a. On-site parking areas shall be located at the rear of any building as depicted on Figure 3.165.
- b. Curb Cuts: No new curb cuts from Mountain Avenue shall be allowed.
- c. Drive-through Thru Areas: Restaurant and bank drive-through areas are not permitted.
- d. Shared Parking: New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

Figure 3.16: Parking and Access Examples



4. *Signage:*

- a. In general, building mounted signs are recommended in this district. This includes wall mounted signs, window signs, and awning signs. The type, scale and style of the signage should be designed to complement the character of this district and the building that the sign is associated with.
- b. Sidewalk Signs: Please see Section 30-7-110
- c. Monument signs are prohibited in this district.
- d. See Section 7 Signs for additional signage requirements.

Table 3.6 Downtown Commercial Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Downtown Commercial
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet) Minimum: 2 Stories (20 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	0 ft. min, 10 ft. max ¹
D	Secondary or side street	0 ft. min, 10 ft. max ¹
E	Side yard (3 Stories)	0 ft.
E	Side yard (2 Stories)	0 ft.
E	Side yard (1 Story)	0 ft.
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		

H	Mountain Ave / Highway 56 ⁹	Behind building, not accessed from Mountain Avenue
I	Secondary or side street	5 ft. min
J	Side yard	0 ft. min
K	Rear	0 ft. min
	Max parking and driveway frontage ⁴	0%
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	8 ft. max ²
	Awnings	6 ft. max
	Balconies	4 ft. max ³
	Bay windows and building projections	2 ft. max
	Building eaves	2 ft. max
	Patio cover roof	2 ft. max.

Notes:

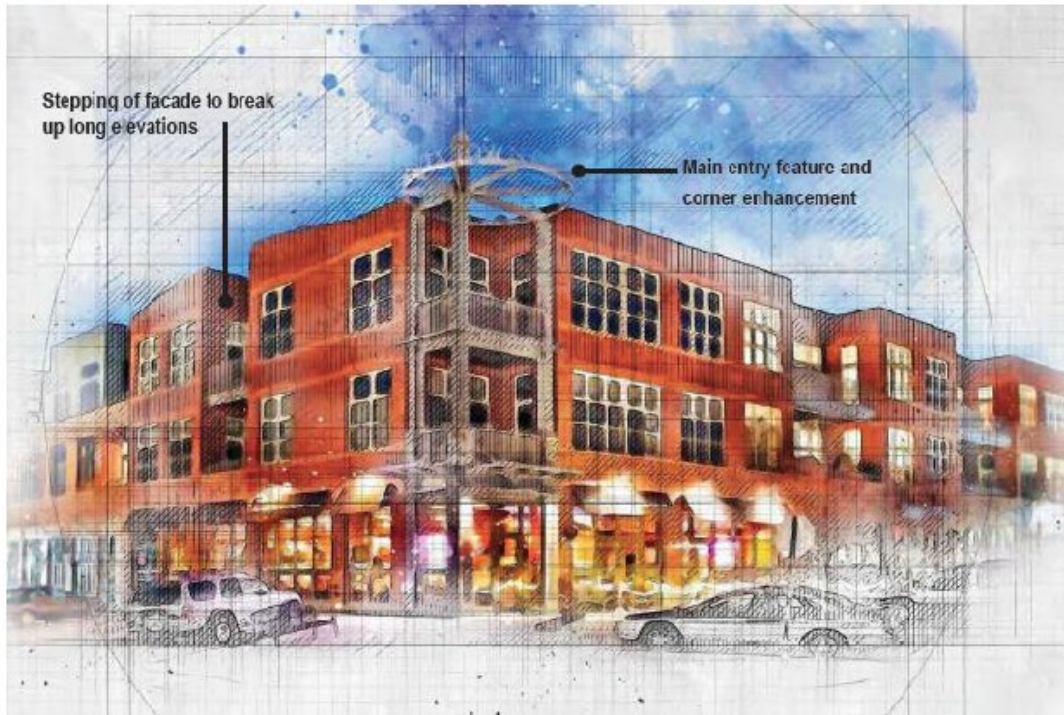
1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

C. *Berthoud East Character District.* A transition district from the rural agrarian areas to the downtown core. The undeveloped land on the south side of Hwy 56 is envisioned as a vibrant walkable residential district with a mixed-use area near the intersection of County Line Road 1 providing opportunities for shopping, dining, employment and other services. Appropriate land use, scale and density transitions from existing residential neighborhoods are critical.

1. *District Extents:* The parcels that are located within this district are found on the Mountain Avenue Overlay District map found in this Section. Generally, the boundary is described as from 1st Street to County Line Road 1 on the north side of Mountain Avenue/ State Highway 56 and from 1st Street to one – half mile east of County Line Road on the south side of Mountain Avenue/ State Highway 56.
2. *Architectural Guidelines for Berthoud East District:* Similar to the Berthoud West District, the "East District" focuses on building massing and articulation, and to carefully balance economic interests with the public good by ensuring strong pedestrian and bicycle connectivity with the downtown and residential districts to the west.
 - a. *Scale and Density Focus.*

- i. Multi-story, mixed use buildings will be encouraged in the denser mixed-use areas immediately adjacent to Mountain Avenue and then taper off in height, size and intensity of use as development extends further away from the overlay district.
- ii. Long façades shall be broken down into smaller architectural expression through stepping. Stepping can be accomplished in both building elevation and in plan. Third story step-backs provide a gradual scale transition between building heights and opportunities for rooftop patio space.

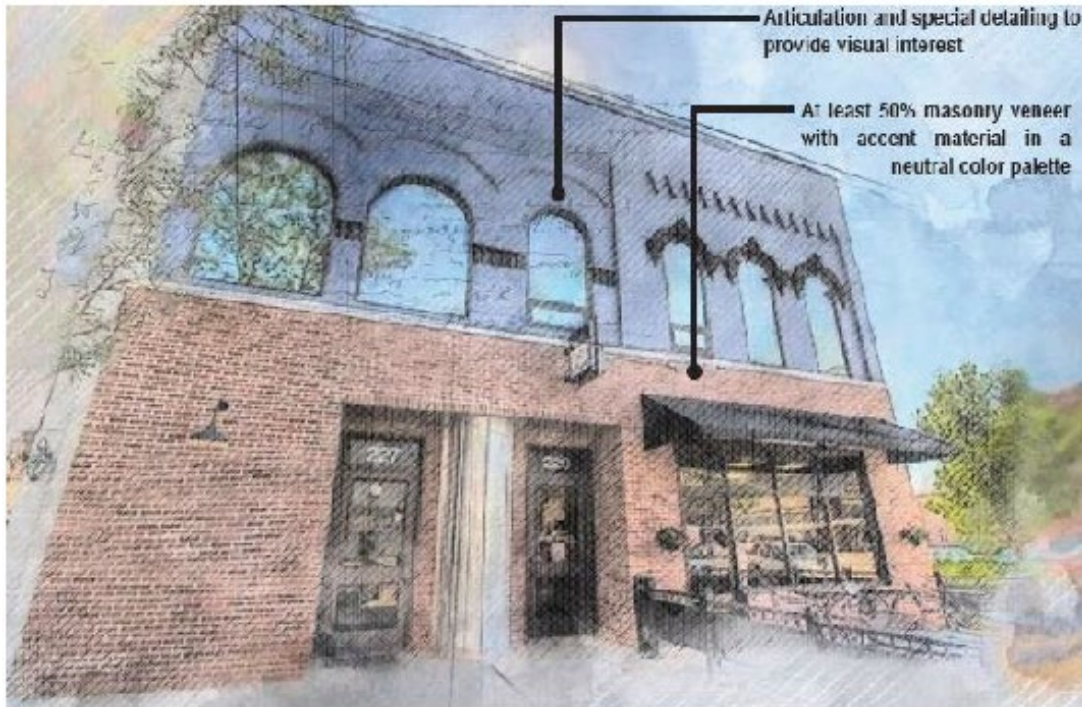
Figure 3.17: Stepping Examples



- b. *Building Materiality.* Buildings are meant to convey a sense of permanence and vitality with the use of appropriate materials reinforcing this goal. Materials should be predominantly brick, stone and architectural concrete with accents of wood, stucco or metal wall panels. Variation in materiality is encouraged but should be limited to a maximum of four materiality changes over the total building façade.
 - i. Recommended percentage of material variation is as follows:
50 percent to 60 percent — Masonry veneer (brick or stone), architectural concrete
 - ii. Up to three accent materials required:
15 percent to 20 percent — Accent material 'A' (wood, stucco or metal wall panel)
15 percent to 20 percent — Accent material 'B' (wood, stucco or metal wall panel)
15 percent to 20 percent — Accent material 'C' (wood, stucco or metal wall panel)
 - iii. Articulation and special detailing that provides visual interest and breaks up large expanses of a single building material is supported.

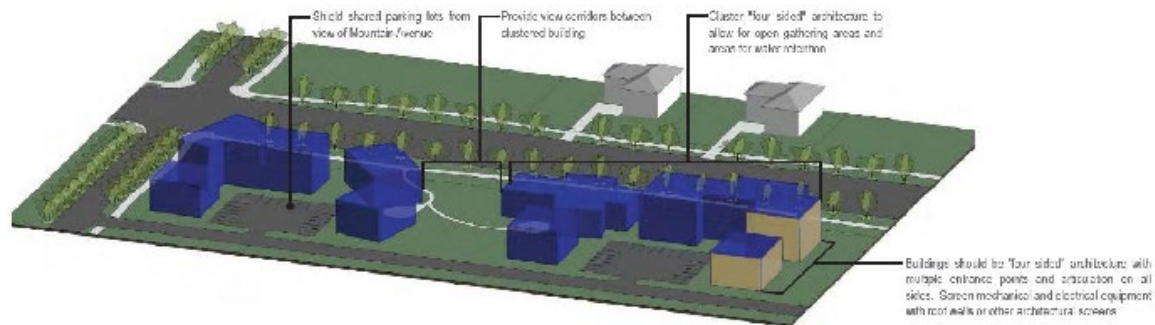
- iv. Color: Color palettes should be primarily of neutral tones with pops of accent color. Accent color and location are to be reviewed and approved with the Site Plan approval process.

Figure 3.18: Materiality Examples



- c. *Balancing Developed Spaces:* Shaping multiple buildings into dense clusters of development, formed around pedestrian and bicycle pathways while leaving reasonable expanses of open areas, will provide view corridors from Mountain Avenue and allow space for water retention.
 - i. Buildings shall define a strong street edge with upper floor step back and architectural embellishments at corners and main entry features.
 - ii. Buildings shall be oriented on front edge of setback to Mountain Avenue to allow parking in the rear. This provides for a more aesthetic streetscape by screening parking from Mountain Avenue.
 - iii. Provide "four-sided" architecture with multiple entrance points or articulation and mechanical and electrical equipment screening. All mechanical equipment is to be screened from views from across the street and/or middle of intersections or adjacent properties, whichever is further.

Figure 3.19: Four Sided Architecture



d. *Materials and Colors.*

- i. Exterior façade materials shall be high-quality, durable products such as brick, stone or decorative precast concrete.
- ii. The primary building façade shall be of high-quality durable materials such as brick/stone veneer or decorative precast concrete, especially at the base of the building that is susceptible to damage by maintenance equipment such as plows, shovels, mowers, etc.
- iii. The primary material shall constitute at least 70 percent of the total wall area for the front and side façades visible from Mountain Avenue and at least 50 percent for the rear façade; excluding glass.
- iv. Exterior glazing shall be high-performance clear glass (not tinted or reflective) with a low-E coating and visible light transmittance (Tvis) of 60 percent or higher. Use of opaque/spandrel glass to simulate ground-level vision windows is discouraged. Creating large expanses of windows with a branded display wall in close proximity to the glass so that it is readily visible from the exterior is not permitted.
- v. Secondary façade materials can include cement-based stucco, hardboard siding or decorative metal panels with concealed fasteners.
- vi. Screening elements such as site walls for parking lots and trash enclosures shall be of the same high-quality durable material as the primary building skin.
- vii. Primary building façade colors shall be non-reflective, muted neutral or earth tones with only small "pops" of bright, higher intensity colors. Metallic or fluorescent colors are not allowed.

3. *Parking:*

- a. *Parking:* Required parking shall be located behind and between buildings. Only 40 percent of required on-site parking may be allowed along Mountain Avenue frontage and shall not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.5.
- b. *Drive-through Areas:* Restaurant and bank drive through areas are not permitted.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

4. *Signage:*

-
- a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
 - b. See Section 7 Signs for additional signage requirements.
 - E. *Agricultural Character District.* Farms, big skies, distant views, and scattered farmsteads provide a pleasant separation between Interstate 25 and the Town which adds to Berthoud's small-town appeal. The primary goal of this district is to retain the rural and agrarian character and to protect the iconic views to the Rocky Mountains.
 - 1. *District Extents:* The Agriculture Character District extents vary on the north and south frontages. Refer to the Mountain Avenue Overlay District map found in this Section. In general, the District extends from County Line Road 1 to one-half mile west of Interstate 25 on the north side of Mountain Avenue/ Highway 56 and one-half mile east of County Line Road 1 to one-half mile west of Interstate 25 on the south side of Highway 56.
 - 2. *Agricultural Character District Architectural Guidelines:* The architectural style of this area is of an agricultural or farmstead nature. It is recommended that all new development compliment this agricultural/farmstead nature.
 - a. Building materials should be of residential grade and include cement-based stucco, hardboard siding, brick, stone, or decorative metal panels with concealed fasteners.
 - b. Roof lines should be of gable end, hip, and valley styles, with dormers, and shed roofs. Clay and concrete tiles are not encouraged.
 - c. Primary Building Façade Colors shall be non-reflective, muted neutral or earth tones, with limited accent colors. Metallic or fluorescent colors are prohibited.

Figure 3.20: Examples of Agricultural Style Development



- 3. *Signage:*
 - a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
 - be. Please see Section 7 Signs for additional signage requirements.

Figure 3.21: Agricultural Character Setback Graphic

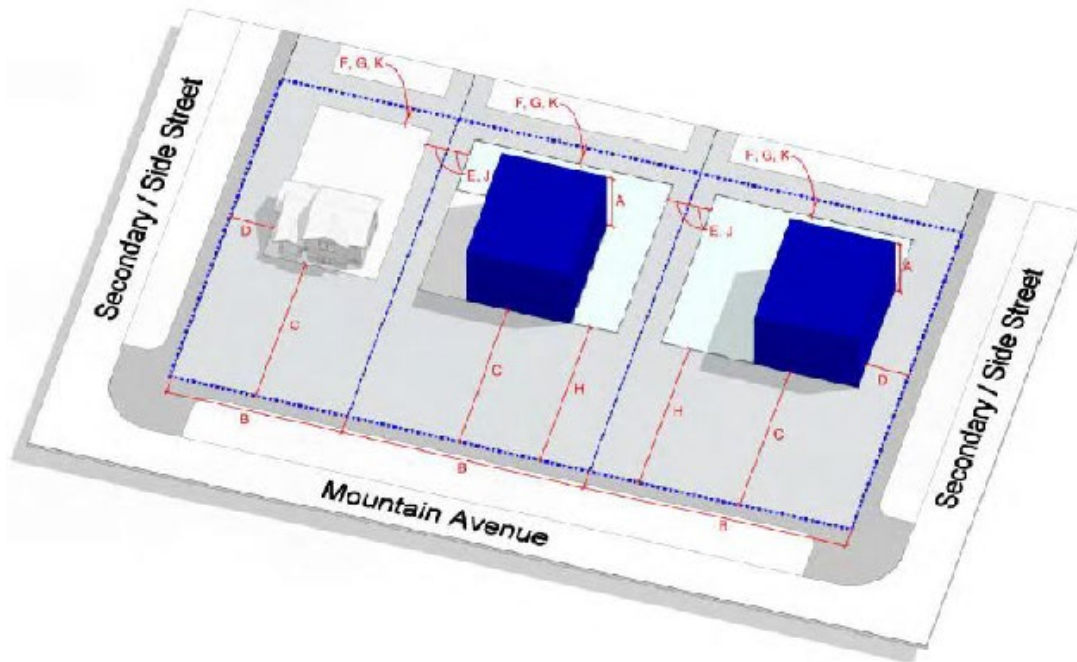


Table. 3.7 Agricultural Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		Agriculture
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 2 Stories (35 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	80 ft. min
D	Secondary or side street	20 ft. min
E	Side yard (3 Stories)	NA
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	80 ft. min
I	Secondary or side street	
J	Side yard	5 ft. min, 0 ft. if shared
K	Rear	5 ft. min, 0 ft. if shared
	Max parking and driveway frontage ⁴	40% lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.
	Bay windows and building projections	0 ft.

	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue, and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

F. *New Berthoud Character District.* New Berthoud straddles the I-25/Hwy 56 interchange and is the gateway into Town. The lasting impression should relate to "Berthoud Proper" and offer a fresh new twist.

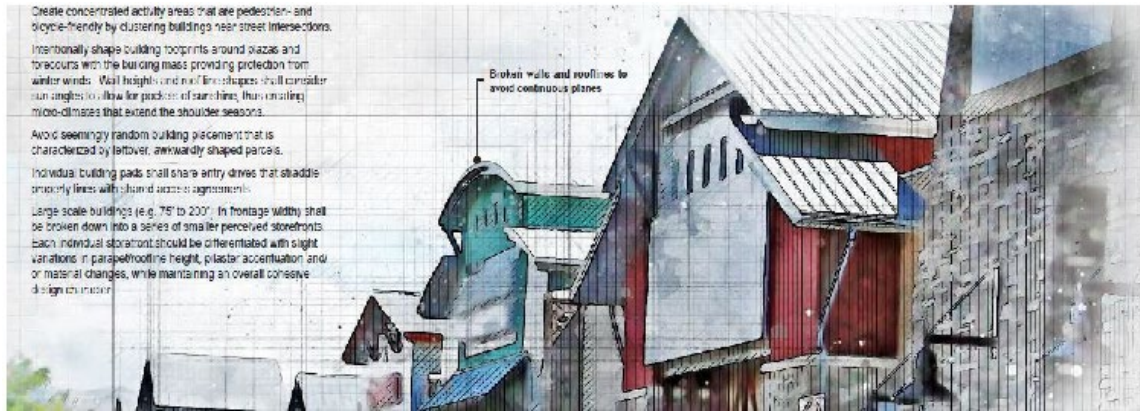
1. *District Extent:* The New Berthoud Character District extends one-half mile west of Interstate 25 to County Road 11. Refer to the Mountain Avenue Overlay District map found in this Section
2. *Architectural Guidelines for New Berthoud District:* Expansive master planned developments are anticipated in the New Berthoud District with large scale retail/lifestyle uses near the I-25/Mountain Avenue interchange, then transitioning to mixed-use and residential developments further away.

a. *Massing and Form.*

- i. The configuration and massing of these large buildings should give the appearance of individual buildings in the manner of traditional town centers.
- ii. Wall and rooflines should be broken to avoid continuous planes, giving the appearance of individual buildings being built over an extended period of time but with a consistent architectural vocabulary.
- iii. Pedestrian approaches should be well-defined with large overhangs or dynamic canopy elements provided for weather protection.
- iv. Buildings should be clustered near street intersections to create concentrated activity areas that are pedestrian- and bicycle-friendly.

- v. Building footprints around plazas and forecourts with the building mass providing protection from winter winds. Wall heights and roofline shapes shall consider sun angles to allow for pockets of sunshine, thus creating micro-climates that extend the shoulder seasons.

Figure 3.22: Massing New Berthoud Character District



b. *Massing and Form for Buildings over 75 feet in length.*

- i. Individual building pads shall share entry drives that straddle property lines with shared access agreements.
- ii. Large scale buildings (e.g. 75 feet to 200 feet or more in frontage width) shall be broken down into a series of smaller perceived storefronts. Each individual storefront should be differentiated with slight variations in parapet/roofline height, pilaster accentuation and/or material changes, while maintaining an overall cohesive design character.
- iii. Large scale buildings (e.g. 75 feet to 200 feet or more in frontage width) shall be designed to have scale-defining elements that reduce the perceived size.
- iv. Provide cornice details that terminate in the main field wall while more prominent overhangs cap the defining architectural wall elements.
- v. Provide transom windows to direct natural light deeper into space.
- vi. Pedestrian-scale canopy elements are encouraged to provide shelter from adverse weather conditions, while defining the break between the base and the body of the building.
- vii. First floor storefront base with large expanses of vertically oriented glass (more than 50 percent of façade-area) are encouraged for commercial development.

Figure 3.23: Massing for Buildings 75' in width or larger



3. *Parking:*

- a. *Parking:* On-street diagonal parking is proposed on Gateway Park Blvd within the proposed village center. To reduce its visual presence on Mountain Avenue, required parking shall be located behind and between buildings. Required parking areas shall not occupy more than 40 percent of the Mountain Avenue frontage and must not be forward of any building or structure. In addition, such parking areas shall be screened by a landscape hedge, wrought iron fence, or wall as detailed in Table 3.4.
- b. *Drive-through Areas:* Restaurant and bank drive-through areas shall be oriented away from Mountain Avenue and shall only be accessed by a rear access drive, with no visible drive-through areas fronting Mountain Avenue, as described in Table 3.4.
- c. *Shared Parking:* New off-street parking lots should be shared to reduce the overall footprint of paved parking areas and be tucked behind and between buildings to minimize their visual presence.

4. *Signage:*

- a. Building mounted signs and ground mounted monument signs with horizontal massing are preferred.
- b. See Section 7 Signs for additional signage requirements.

Table 6.8 New Berthoud Character District Dimensional Standards

Mountain Avenue Development Criteria		
Description		New Berthoud
	Density and Lot Coverage	Per Underlying Zoning
A	Building Height ⁵	Maximum: 3 Stories (40 feet)
B	Minimum Lot Width	Per Underlying Zoning
	Building Orientation	Parallel to Front lot line
Building Setbacks		
C	Mountain Ave / Highway 56 ^{6,7}	80 ft. min
D	Secondary or side street	20 ft. min
E	Side yard (3 Stories)	Per Underlying Zoning
E	Side yard (2 Stories)	Per Underlying Zoning
E	Side yard (1 Story)	Per Underlying Zoning
F	Rear	Per Underlying Zoning
G	Rear Alley	Per Underlying Zoning
Off-Street Parking and Driveway Setbacks		
H	Mountain Ave / Highway 56 ⁹	80 ft. min
I	Secondary or side street	
J	Side yard	5 ft. min, 0 ft. if shared
K	Rear	5 ft. min, 0 ft. if shared
	Max parking and driveway frontage ⁴	40% lot frontage
Mountain Avenue ROW Encroachments		
	Outdoor dining areas and display areas	0 ft.
	Awnings	0 ft.
	Balconies	0 ft.
	Bay windows and building projections	0 ft.
	Building eaves	0 ft.
	Patio cover roof	0 ft.

Notes:

1. The ground floor front façade may be recessed/setback to accommodate outdoor dining and or display areas, and such areas shall have a zero-foot setback.
2. A six-foot minimum unobstructed clear zone shall be provided within the ROW around outdoor dining areas for pedestrian circulation.
3. Balconies, bay windows, and other building projections extending in and to the public ROW shall provide a ten-foot minimum vertical clearance above the sidewalk elevation or finished grade.
4. Off street parking areas and driveways fronting Mtn Avenue/Hwy 56 and/or secondary side streets shall be screened from view from the Public ROW. Screening shall be three feet min. in height and shall be accomplished with berms, low walls, plantings, etc. Wall materials shall match materials used on the associated building. Wood fences are not allowed.
5. Small tower elements and roof forms/parapet walls associated with primary building areas may exceed the maximum building height by 15 percent.
6. Permanent features such as steps, ramps, landings, and uncovered porches shall not extend more than 40 percent into the required setback.
7. Front setbacks abutting Mountain Avenue/HWY 56 shall be measured from the edge of the ROW.
8. Zero-foot setbacks are allowed for buildings fronting Gateway Park Blvd located at the proposed village center.
9. Drive-through windows shall not be oriented towards Mountain Avenue and shall be located only at the rear of the building, and not fronting Mountain Avenue/HWY 56.

Prairie Mountain Media, LLC

PUBLISHER'S AFFIDAVIT

**County of Larimer
State of Colorado**

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 August 14, 2025 at 6 p.m. and the Town Board on September 23, 2025 at 6:30 p.m. The Town Trustees will hear an introduction of the proposed amendment on September 9, 2025 at 6:30 p.m. All meetings and public hearings will be to consider amendments to Chapter 30 of the Berthoud Municipal Code inclusive of the character district designation for the Mountain Avenue Overlay Section. The public hearings will be held at Town Hall 807 Mountain Avenue in Berthoud 80513.

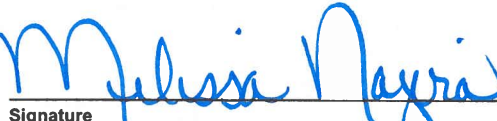
Given and posted on this ____ day of July, 2025.

Published: Loveland Reporter Herald July 26, 2025 - 2125888

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

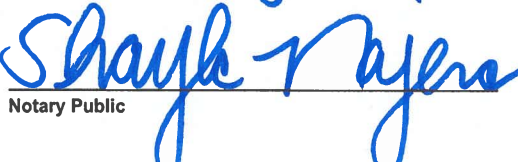
1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Loveland Reporter Herald*.
2. The *Loveland Reporter Herald* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Larimer County 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):

Jul 26, 2025


Signature

Subscribed and sworn to me before me this

28th day of July, 2025


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES July 31, 2025**

Account: 1051549
Ad Number: 2125888
Fee: \$17.40



**Garden
Spot of
Colorado**

**Town of Berthoud Planning Commission
Town Hall
Board Room
807 Mountain Avenue, Berthoud, CO 80513
August 14, 2025 at 6:00 p.m.**

1. Meeting called to order – Chairperson Anderson at 6:02 p.m.
2. Pledge of Allegiance
3. Roll Call

The following Planning Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
Nick Semedallas, Commissioner
David Pond, Commissioner
Stacy Sigman, Commissioner
Marc Hofmans, Commissioner

The following staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Planning Manager
Bella Manzo, Planner

4. Approval of Minutes from July 10, 2025 were moved for approval by Commissioner Sigman and a second to the motion was made by Commissioner Hofmans.
5. Land Use Code Update Overview. An update and summary of the modifications to the Land Development Code was presented by Community Development Director Anne Johnson.
 - a. Community Development Director Anne Johnson provided a staff presentation at 6:04 p.m.
6. Public Hearing: Proposed Amendments to Chapter 30 of the Berthoud Municipal Code regarding the Mountain Avenue Overlay District were presented by Community Development Director Anne Johnson.
 - a. Community Development Director Anne Johnson provided a staff presentation at 7:05 p.m.
 - b. Public testimony was opened at 7:19 p.m. and closed at 7:19 p.m. No members of the public provided testimony.
 - c. Planning Commissioners deliberated and discussed the proposed Amendment. Discussion opened at 7:20 p.m. and closed at 7:21 p.m.
 - d. Commissioner Semedallas moved to send a recommendation of approval to the Town Trustees of the Amendment as proposed. A second to this motion was made by Commissioner Hofmans.

e. The public hearing closed at 7:22 p.m.

7. Report by Staff:

- a. Update on the proposed Short Term Rentals amendment was not approved by the Town Board of Trustees.
- b. A land use hearing is scheduled for the August 28, 2025 meeting of the Planning Commission.
- c. The meeting of the Planning Commission on September 11, 2025 does not yet have a land use hearing scheduled.
- d. The meeting of the Planning Commission on September 25, 2025 will include a discussion with the Town Attorney, and the introduction and orientation of a new Planning Commissioner.

8. Adjourn

The meeting was adjourned by Motion of Commissioner Smith and seconded by Commissioner Semedallas at 7:36 p.m.

Chairperson

Secretary